



HAVERFORD HIGH SCHOOL

Student & Family
Handbook
2024-2025

Haverford High School's Family and Student Handbook hopes to provide a resource of information that will maximize classtime and extracurricular endeavors in order to assist students to be College and Career ready. This resource is a living document directly related to our mission statement and district goals listed below.

SCHOOL DISTRICT OF HAVERFORD TOWNSHIP MISSION STATEMENT

The mission of the School District of Haverford Township is to educate and to inspire a community of lifelong learners who become well-rounded global citizens.

The pillars of our educational system are:

- Our school environment is safe and nurturing.
- Excellence in education is a shared responsibility in partnership with all district and community members.
- Whole child development is vital to our educational system.
- Supports and conditions exist whereby all students have opportunities to grow and excel in the areas of academic, technical and career, and social-emotional learning.
- Our decision-making process is student-centered and student voice is valued.

2020-2025 District Goals

Social/Emotional Wellness

Produce a community of empathetic and resilient learners with skills to socially and emotionally flourish

Prepare Contemporary Citizens

Modernize and expand learning experiences to prepare students as critical thinkers, problem-solvers, innovators, and designers within a complex, global society.

Diversity and Inclusion

Establish a culturally diverse and inclusive educational experience that develops socio-cultural proficiency.



TABLE OF CONTENTS

- I. [Haverford High School Administrative Team](#)
- II. [Haverford High School Secretarial Staff](#)
- III. [Haverford Township Board of School Directors](#)
- IV. [Haverford Township School District Central Office Administration](#)
- V. [Haverford High School Alma Mater](#)
- VI. [Haverford High School Bell Schedule](#)
- VII. [Faculty & Staff List and Contact Information](#)
- VIII. [Academics](#)
 - A. Areas of Study
 - B. Extra Academic Help for Students
 - C. Grade Level Classification
 - D. Grading System
 - E. Graduation Requirements
 - F. Haverford High School Profile
 - G. Homework Guidelines
 - H. Honor Roll
 - I. Incompletes
 - J. Make-Up Work
 - K. Pass/Fail
 - L. Schedule Changes
- IX. [Student Services](#)
 - A. Counseling Staff and Contact Information
 - B. Making an Appointment with Your Counselor
 - C. Change in Demographics
 - D. Food Services
 - E. Gifted Education Services
 - F. Haverford Online Learning
 - G. Home Education Program
 - H. Safe2Say
 - I. School Wellness, Nutrition, & Physical Activity
 - J. Special Education Services
 - K. Student Assistance Program (SAP)
 - L. Students Experiencing Homelessness & Educational Instability
 - M. Suicide Awareness, Prevention, & Response
 - N. Working Papers for Employment
- X. [Nursing Department/Health Services](#)
 - A. Health Services Staff and Contact Information
 - B. Emergency Information
 - C. Absences
- XI. [General Information](#)
 - A. Delivery Services
 - B. Field Trips, Dances, Extracurricular Activities, etc .
 - C. Lockers
 - D. Security - Doors & Windows
 - E. Security - Drills
 - F. Student Shadowing
- XII. [Attendance](#)
 - A. Attendance Office Staff & Contact Information
 - B. Absences

- C. Answers to Frequently-Asked Questions About Absences
- D. Arrival
- E. Daily Late Arrivals/Early Dismissals
- F. Late Arrival/Unexcused Tardiness
- G. Pre-Arranged Absence for Educational Travel Requests
- H. SchoolPass

XIII. [Extracurricular Activities](#)

- A. Attendance & Eligibility for Extracurricular Activities
- B. Art Honor Society
- C. French Honor Society
- D. Haverford High School Clubs and Activities
- E. National Business Honor Society
- F. National Honor Society
- G. Science Honor Society
- H. Spanish Honor Society

XIV. [Music & Drama](#)

- A. Haverford High School Band
- B. Haverford High School Chorus & Ensembles
- C. Haverford High School Jazz Ensemble
- D. Haverford High School Jazz Lab Band
- E. Haverford High School Marching Band
- F. Haverford High School Orchestra

XV. [Athletics](#)

- A. Haverford High School Athletics Handbook 2024-2025
- B. Athletics Department Staff & Contact Information
- C. Fall Sports, Coaches, & Contact Information
- D. Winter Sports, Coaches, & Contact Information
- E. Spring Sports, Coaches, & Contact Information
- F. Title IX

XVI. [Behavioral Expectations & Frequently Asked Questions](#)

- A. Academic Dishonesty
- B. Acceptable Use of Internet, Computers, & Network Resources
- C. Artificial Intelligence
- D. Breakfast & Lunch
- E. Bullying & Cyberbullying
- F. Cell Phones
- G. Controlled Substances
- H. Dress Guidelines
- I. Educational Records & FERPA
- J. Gender Expansive & Transgender Students
- K. Harassment & Sexual Harassment
- L. Hazing
- M. Plagiarism
- N. Searches Of/On School Property
- O. Student Expression & Terroristic Threats
- P. Student Parking
- Q. Title IX
- R. Tobacco, E-Cigarettes, & Vape Devices
- S. Weapons

XVII. [Technology](#)

- A. Haverford School District Technology Services Website
- B. Technology Department Contacts

- C. Canvas Procedures
- D. Chromebook Information
- E. Haverford Technology Help Desk
- F. PowerSchool Procedures

HAVERFORD HIGH SCHOOL ADMINISTRATIVE TEAM

Pete Donaghy Principal	pdonaghy@haverfordsd.net (610) 853-5900 x2511
Heather Pinero Assistant Principal, 9th & 10th Grades	hpinero@haverfordsd.net (610) 853-5900 x2551
Rosemary Edmiston Assistant Principal, 9th & 12th Grades	redmiston@haverfordsd.net (610) 853-5900 x2521
John Berardoni Assistant Principal, 10th & 11th Grades	jberardoni@haverfordsd.net (610) 853-5900 x2541
Greg Decina Assistant Principal/Athletic Director	gdecina@haverfordsd.net (610) 853-5900 x2561
Jeffrey Masino Coordinator of Technology Services	jmasino@haverfordsd.net (610) 853-5900 x2089
Shukura Monroe Supervisor of Secondary Special Programs	smonroe@haverfordsd.net (610) 853-5900 x7241

HAVERFORD HIGH SCHOOL SECRETARIAL STAFF

Christine McCormick Secretary, Principal's Office	Bridget Hart Secretary, 9th & 10th Grades	Kathryn Schnyder Guidance Secretary
Patti D'Orazio Secretary, 11th & 12th Grades	Michelle McCloy Athletics & Activities Secretary	Lisa D'Alicandro Guidance Secretary

HAVERFORD TOWNSHIP BOARD OF SCHOOL DIRECTORS

Bridget Wiedeman Board President	LaTonia Lee King, J.D. Member	Kimberly McKay, PhD, LSW, M.Ed. Member
Antoinette Snodgrass, ESQ. Vice President	Latanya S. H. King, PsyD Member	Dave Schwartz Member
Chris Shelton, Ph.D. Member	Kristin Larsen, Ed.D. Member	Danielle Camaratta Vitale Member

HAVERFORD TOWNSHIP SCHOOL DISTRICT CENTRAL OFFICE ADMINISTRATION

Dr. Maureen Reusche Superintendent	Nicole Battestelli Director of Pupil Services & Special Education	David Parker Pupil Services Supervisor	Robert Anderson Director of Technology
Jennifer Saksa Assistant Superintendent	Christina Carter Director of Learning & Assessment	JR Gugliemi Director of Facilities & Maintenance	Kevin DiPoalo Director of Transportation
George Ramoundos Human Resources Director	Anthony Testa Business Manager	Joe McCunney Director of Safety & Security	

HAVERFORD HIGH SCHOOL ALMA MATER

Haverford High,
thy praise we'll ever sing,
Long shall thy fame
in florid accents ring.

Pinioned in splendor
may our banners soar
Crimson and Gold,
triumphant evermore.

Soon, all too soon,
our school day joys are gone.
Then, with the radiance
of the breaking dawn,

Ascends our love
in loyalty to thee,
And memory hold us
close eternally.

Students arise,
shout now with wild acclaim;
Join in the song
to Alma Mater's name.

Let not one foe
among her ranks be known.
Fealty and love
will ever bring us home.

HAVERFORD HIGH SCHOOL BELL SCHEDULES

REGULAR SCHEDULE

1ST BLOCK: 7:30-8:55
PASSING TIME: 8:55-9:00
ADVISORY: 9:00-9:16
PASSING TIME: 9:16-9:21
2ND BLOCK: 9:21-10:46
PASSING TIME: 10:46-10:51

LUNCH 1: 10:51-11:21
PASSING TIME: 11:21-11:26
BLOCK 3: 11:26-12:51

BLOCK 3: 10:51-12:16
PASSING TIME: 12:16-12:21
LUNCH 2: 12:21-12:51

PASSING TIME: 12:51-12:56
4TH BLOCK: 12:56-2:22

2 HOUR DELAY SCHEDULE

1ST BLOCK: 9:30-10:28
PASSING TIME: 10:28-10:33
ADVISORY: 10:33-10:38
PASSING TIME: 10:38-10:43
2ND BLOCK: 10:43-11:41
PASSING TIME: 11:41-11:46

LUNCH 1: 11:46-12:16
PASSING TIME: 12:16-12:21
BLOCK 3: 12:21-1:19

BLOCK 3: 11:46-12:44
PASSING TIME: 12:44-12:49
LUNCH 2: 12:49-1:19

PASSING TIME: 1:19-1:24
4TH BLOCK: 1:24-2:22

3 HOUR DELAY SCHEDULE

1ST BLOCK: 10:30-11:10
PASSING TIME: 11:10-11:13

2ND BLOCK: 11:13-11:53
PASSING TIME: 11:53-11:58

LUNCH 1: 11:58-12:28
PASSING TIME 12:28-12:33
BLOCK 3: 12:33-1:38

BLOCK 3: 11:58-1:03
PASSING TIME: 1:03-1:08
LUNCH 2: 1:08-1:38

PASSING TIME: 1:38-1:42
4TH BLOCK: 1:42-2:22

ACT 80 DAY SCHEDULE



1ST BLOCK: 7:30-8:15
PASSING TIME: 8:15-8:20
ADVISORY: 8:20-8:30
PASSING TIME: 8:30-8:35
2ND BLOCK: 8:35-9:20
PASSING TIME: 9:20-9:25
3RD BLOCK: 9:25-10:10
PASSING: 10:10-10:15
4TH BLOCK: 10:15-11:00



11:00 DISMISSAL; NO LUNCH FOR STUDENTS

34 MINUTE ADVISORY SCHEDULE

1ST BLOCK: 7:30-8:51
PASSING TIME: 8:51-8:56
ADVISORY: 8:56-9:30
PASSING TIME: 9:30-9:35
2ND BLOCK: 9:35-10:56
PASSING TIME: 10:56-11:01

LUNCH 1: 11:01-11:11:31
PASSING TIME: 11:31-11:36
BLOCK 3: 11:36-12:56

BLOCK 3: 11:01-12:21
PASSING TIME: 12:21-12:26
LUNCH 2: 12:26-12:56

PASSING TIME: 12:56-1:01
4TH BLOCK: 1:01-2:22

46 MINUTE ADVISORY SCHEDULE

1ST BLOCK: 7:30-8:47
PASSING TIME: 8:47-8:52
ADVISORY: 8:52-9:38
PASSING TIME: 9:38-9:43
2ND BLOCK: 9:43-11:00
PASSING TIME: 11:00-11:05

LUNCH 1: 11:05-11:35
PASSING TIME: 11:35-11:40
BLOCK 3: 11:40-12:59

BLOCK 3: 11:05-12:24
PASSING TIME: 12:24-12:29
LUNCH 2: 12:29-12:59

PASSING TIME: 12:59-1:04
4TH BLOCK: 1:04-2:22

60 MINUTE ADVISORY SCHEDULE

1ST BLOCK: 7:30-8:45
PASSING TIME: 8:45-8:50
ADVISORY: 8:50-9:50
PASSING TIME: 9:50-9:55
2ND BLOCK: 9:55-11:10
PASSING TIME: 11:10-11:15

LUNCH 1: 11:15-11:45
PASSING TIME: 11:45-11:50
BLOCK 3: 11:50-1:05

BLOCK 3: 11:15-12:30
PASSING TIME: 12:30-12:35
LUNCH 2: 12:35-1:05

PASSING TIME: 1:05-1:10
4TH BLOCK: 1:10-2:22

FACULTY & STAFF

** indicates Department Chair

BUSINESS EDUCATION	ENGLISH	FAMILY & CONSUMER SCIENCE	FINE ARTS
Patrick Bader Kyle Keblish Jaclyn McCarty Jessica Mini** Adam Nancarrow	Ian Althouse Sarah Crispin April Forgeng Laurie Grady Theresa Hartman Amy Jones Michael Jones Kelly Kolson Jessica Martinelli Kaitlyn McCool Kirsten Montgomery Michael Mullen** Teresa Obenski Jonathan Reiff Suzie Sackawicz Elyse Staffieri	Diane Dinsmore Tricia Schanne** April Wolfe	Sarah Colby Lauren Fields Jill Marshall Samara Talkin**
MATHEMATICS	MUSIC	PHYSICAL EDUCATION	SCIENCE
Sevag Bakalian Michele Daniszewski** Sarah Davit Erica Denczi Maureen Gannon Erin Geist Kathleen Heuisler Jeffrey Jackson Tyrone Jones Kathleen Kelly Karen Laskaris Jared McCallum Shannon Moore Steven Peterson Licia Popernack Cara Runk Matthew Stewart	Michael Fein** David Fernandes Judy Kang Elizabeth Marino	Jamar Cox Joshua Fidler** Katie Fisher Ryan Grabias Kelsey Meehan	Nicholas Bilotti Daniel DiBona Tim Foster Liam Gallagher Christopher Greb Andrea Heinrichs Jonathan Howe Josephine Johnston Matthew Kueny Megan Marshall Rebecca Mortland Jenna Oleykowski Colleen Pompetti John Scholtz Elliot Seifert Jeremy Tomaszewski** Kimberly Goetz

Christa Taylor			Jordan Sckupakus
Christopher Walter			Justin Nicholas
Matthew Wells			Justin Harris
Kimberly Zeoli			
SOCIAL STUDIES	SPECIAL EDUCATION	TECHNOLOGY/WOODSHOP	WORLD LANGUAGE
Melissa Ash-Bala	Kate Cesarini	Bradley Hoy **	Tara Ashraf
Jennifer Borck-Hadley	Michele Creed	Seamus Mulgrew	Nicole Braun
Peter Bruno	Kim Dzielak		Anthony Cunicelli
Ryan Caviglia	Kathleen Elko		Jossy Sanchez (1st semester) Andrea Haller
David Detweiler	Jess Federico		Wyatt Kane
Luke Dougherty	Janette Heil **		Catie Kellenberger
Ryan Feeley	Lauren Herbert		Riccardo Latrano
Meghan Gerber	Judy Higson		Meghan MacConnell **
Alex Host	Kayla Kishbaugh		Kelley March
Brian Hulea	Erin Knox		Ellen Monahan
Devona Jackson **	Michele Lehman		
Chelsea Marchetti	Michelle Lynn		
Leon Smith	Karen McGovern		
Joseph Taraborrelli	Bethany Moore		
Charlie Withers	Kelly Moore		
Michael Weinstock	Jamie Sangine		
	Jen Stadnicki		
	Andrew Tepper		
	Marco Vettori		
	Juliana Santiago (Speech Path.)		
	Ji Lee (Speech Path.)		
	Jenna Inglese (Sch. Psych.)		
	Catherine Chalout (Sch. Psych.)		
GIFTED	ENGLISH LANGUAGE (EL)		
Jennifer McNulty-Brown	Stephanie Toth		
TBD			

ACADEMICS

[2024-2025 HAVERFORD HIGH SCHOOL COURSE SELECTION GUIDE](#)

AREAS OF STUDY

For information regarding the Areas of Study that we offer, view the [2024-2025 Course Selection Guide](#), or the [2024-2025 Course Listing Brochure](#). For specific questions regarding course information, including [Delaware County Community College](#) and [Delaware County Technical High Schools](#), reach out to your student's counselor. *Haverford High School hosts an Electives Fair during the course selection process to provide students the opportunity to become familiarized with all of the electives offered at HHS.*

EXTRA ACADEMIC HELP FOR STUDENTS

Teachers will provide availability for extra help to students. Students may request extra help, or teachers may recommend it. The extra help may be provided by the student's teacher, or another teacher in that department. Students are encouraged to take advantage of extra academic supports, including the Math and Writing Centers.

- The Math Center is available for all students after school on Tuesdays and Thursdays at 2:30PM in Room 337.
- The Writing Center is available for all students after school on Wednesdays at 2:30PM in the Library.

GRADE LEVEL CLASSIFICATION

PROMOTION FROM 9 to 10	PROMOTION FROM 10 to 11	PROMOTION FROM 11 to 12	CREDITS TO GRADUATE
6	12	18.5	26.5

Any student who fails to earn the required credits for promotion will not be promoted to the next grade level. All students are required to schedule a minimum of 6.5 credits including one English course per year. The recommendation is that students fill all 8 Credits available to them each year. Transfer students are handled on a case-by-case basis.

GRADING SYSTEM

Refer to page 7 in the [Course Selection Guide](#) for information regarding the [Grading System](#).

GRADUATION REQUIREMENTS

Students need to successfully earn 26.5 credits to graduate from Haverford High School. If a Senior fails to earn the required credits for graduation, he/she WILL NOT be permitted to walk in the commencement ceremony. For additional information regarding Graduation Requirements, refer to the [HHS Counseling Website - Graduation Requirements](#).

SUBJECT	CREDIT
English	4.0
Mathematics	4.0
Social Studies	4.0
Science	4.0
Arts and Humanities	2.0
Physical Education and Health	1.5
Financial Literacy <i>Beginning with the Class of 2026</i>	0.5
Electives	6.5
TOTAL	26.5

HAVERFORD HIGH SCHOOL PROFILE

The [Haverford High School Profile](#) is created to show the distribution of the weighted grade point average, prepared at the end of 11th grade. For questions regarding Grade Point Averages, including weighted GPAs, refer to the [HHS Counseling Website](#) or reach out to your student's counselor.

HOMEWORK GUIDELINES

Homework will be given in accordance with [Board Policy 130: Homework](#).

HONOR ROLL

Pupils who are doing outstanding academic work are recognized at the end of each marking period through the publication of their names on the Honor Roll. To be eligible for Honor Roll membership, each pupil must have at least one "A," nothing less than a "B" and a passing (P) grade in subjects which allow for Pass/Fail grading. Awards for outstanding achievement in various academic subjects are made at the close of the final semester.

INCOMPLETES

All "Incompletes" will become "Fs" after one quarter has elapsed. Grade-level administrators will be notified and must approve of any student receiving an "Incomplete" for the quarter or semester.

MAKE-UP WORK

In the event that a student has an excused absence, they will be provided the opportunity to make up missed work. Students should be able to access most of their missed work via Canvas or Google platforms, but should understand that completing work on Canvas or Google does not take the place of being present in class receiving in-school instruction.

PASS/FAIL

Refer to page 7 in the [Course Selection Guide](#) for information regarding the [Pass/Fail Grading System](#).

SCHEDULE CHANGES

Refer to page 10 in the [Course Selection Guide](#) for information regarding [Schedule Changes](#).

STUDENT SERVICES

[HAVERFORD HIGH SCHOOL COUNSELING WEBSITE](#)

COUNSELING

Counselors are available to student(s) and/or parent(s)/guardian(s) during the school day. Students are able to schedule appointments with their counselors using the information below:

COUNSELING STAFF	HR ASSIGNMENTS	GUIDANCE SECRETARIES
<p>Cynthia Costanzo ccostanzo@haverfordsd.net (610) 853-5900 x2573</p>	<p>2028A - 2028C (9th) 2027A - 2027C (10th) 2026A - 2026C (11th) 2025A - 2025C (12th)</p>	<p>Kathryn Schnyder kschnyder@haverfordsd.net (610) 853-5900 x 2570</p>
<p>Gina Roberto <i>Patricia Dyal - 1st semester</i> groberto@haverfordsd.net (610) 853-5900 x2574</p>	<p>2028D - 2028F (9th) 2027D - 2027F (10th) 2026D - 2026F (11th) 2025D - 2025F (12th)</p>	<p>Lisa D'Alicandro ldalicandro@haverfordsd.net (610) 853-5900 x 2571</p>
<p>Lauren Pellicane lpellicane@haverfordsd.net (610) 853-5900 x2578</p>	<p>2028G - 2028I (9th) 2027G - 2027I (10th) 2026G - 2026I (11th) 2025G - 2025I (12th)</p>	
<p>Kathleen Jones kjones@haverfordsd.net (610) 853-5900 x2576</p>	<p>2028J - 2028L (9th) 2027J - 2027L (10th) 2026J - 2026L (11th) 2025J - 2025L (12th)</p>	
<p>Marie Galzerano mgalzerano@haverfordsd.net (610) 853-5900 x2575</p>	<p>2028M - 2028O (9th) 2027M - 2027O (10th) 2026M - 2026O (11th) 2025M - 2025O (12th)</p>	
<p>Amy Alderfer aalderfer@haverfordsd.net (610) 853-5900 x2577</p>	<p>2028P - 2028R (9th) 2027P - 2027R (10th) 2026P - 2026R (11th) 2025P - 2025R (12th)</p>	
<p>Kevin Murphy kmurphy@haverfordsd.net (610) 853-5900 x2572</p>	<p>2028S - 2028X (9th) 2027S - 2027X (10th) 2026S - 2026X (11th) 2025S - 2025X (12th)</p>	
<p>Kathleen McAndrews kmcandrews@haverfordsd.net (610) 853-5900 x2579</p>	<p>Home & School Supervisor, 9th - 12th Grades</p>	

MAKING AN APPOINTMENT WITH YOUR COUNSELOR

Email your counselor to make an appointment.

CHANGE IN DEMOGRAPHICS

Any change in demographics must be reported to the student's guidance counselor or grade-level administrator immediately.

FOOD SERVICES

Information regarding Haverford School District's Food Services can be found at the [HSD Food Services Website](#). This site contains all information regarding, but not limited to, the following: meal cost, instructions for completing the [Free & Reduced Lunch Application](#), [Nutrislice Daily Lunch Menus](#).

GIFTED EDUCATION SERVICES

The School District of Haverford Township's gifted programming is intended for children with very superior cognitive abilities who need more than the general education curriculum provides, in accordance with [Board Policy 114: Programs for Gifted Pupils](#). The high school is uniquely placed to offer opportunities for acceleration and enrichment for gifted students through its general education programs. For more information regarding gifted education services, please visit the [HSD Gifted Education Website](#), the [PA Department of Education: Gifted Education Website](#), or reach out to your student's counselor.

HAVERFORD ONLINE LEARNING

Haverford Online is an online educational program available to all Haverford students. The Haverford Online programming consists of asynchronous learning through Pearson courses. For additional information, visit the [HSD Haverford Online Website](#). Haverford Online students are allowed to participate in all co- and extracurricular contexts.

HOME EDUCATION PROGRAM

Section 1327.1 of the Pennsylvania School Code provides for a home education program designed to permit a parent, guardian, or legal custodian ("supervisor") who has a high school diploma or its equivalent to conduct a home education program for his or her child or children. For information regarding the Home Education Program, please consult [Board Policy 137: Home Education Programs](#) or visit the [HSD Homeschool Education Website](#). Home education students are allowed to participate in all co- and extracurricular contexts.

SAFE2SAY

Safe2Say is a school safety program that teaches students, educators, and administrators how to recognize the signs and signals of individuals who may be at risk of hurting themselves or others, and anonymously report this information through the S2S app, [Safe2Say PA Website](#), or 24/7 Crisis Center Hotline at 1-844-SAF2SAY or 1-844-723-2729. For additional information, refer to the [HSD Safe 2 Say Something Website](#).

SCHOOL WELLNESS, NUTRITION, & PHYSICAL ACTIVITY

The School District of Haverford Township recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development, and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement, in accordance with [Board Policy 246: School Wellness, Nutrition and Physical Activity](#).

SPECIAL EDUCATION SERVICES

The District is committed to working with parents to provide our students with quality educational experiences that will encourage them to be successful life-long learners. Procedures have been put in place to address the evaluation, identification, program, and placement options for students who may qualify for special education interventions. These procedures are in compliance with federal and state mandates for eligible students. For additional information, visit the [HSD Special Education Website](#), or refer to [Board Policy 113: Special Education](#) or the [Parent Guide to Special Education Services & Resources \(LEA Handbook\)](#). In regards to disciplinary procedures involving handicapped students, administrators will adhere to all guidelines set forth in [Board Policy 233.1: Suspension and Exclusion of Exceptional Students](#).

STUDENT ASSISTANCE PROGRAM (SAP)

The Student Assistance Program (SAP) is a statewide program, administered by the Department of Education, which is designed to assist school personnel in identifying issues which pose a barrier to a student's learning and school success. These issues may be related to mental health, substance use, family stress, eating disorders, or other behavioral concerns. For more information regarding our Student Assistance Program, please refer to the [HHS Counseling Website – Student Assistance Program](#).

STUDENTS EXPERIENCING HOMELESSNESS & EDUCATIONAL INSTABILITY

The Education for Homeless Children and Youths (EHCY) program, authorized under the McKinney-Vento Homeless Assistance Act (McKinney-Vento Act), is designed to address the needs of homeless children and youths and ensure

educational rights and protections for these children and youths. Information about the McKinney-Vento Act and resources can be found at the [HSD Homeless Education Assistance Improvements Website](#).

SUICIDE AWARENESS, PREVENTION, & RESPONSE

The Board is committed to protecting the health, safety and welfare of its students and school community. [Board Policy 819: Suicide Awareness, Prevention and Response](#) supports federal, state and local efforts to provide education on youth suicide awareness and prevention; establish methods of prevention, intervention, and response to suicide or suicide attempt; and to promote access to suicide awareness and prevention resources. Additional information can be found on the [HSD Youth Suicide Awareness Website](#).

WORKING PAPERS FOR EMPLOYMENT

[Student Working Papers for Employment](#) must be completed and turned into the Oakmont Administrative Building (50 E. Eagle Rd., Havertown, PA 19083). To view job opportunities, visit the [HHS Job Board Website](#). You can also reach out to Mr. Bader (Room 250) for additional assistance with working papers.

NURSING DEPARTMENT/HEALTH SERVICES

[HAVERFORD HIGH SCHOOL HEALTH SERVICES WEBSITE](#)

For information regarding Health Services, visit the [HHS Health Services Website](#), as well as the following Board Policies:

- [Attendance \(204\)](#)
- [Attendance AR \(204 AR\)](#)
- [Communicable Diseases and Immunization \(203\)](#)
- [Communicable Diseases and Immunization AR \(203 AR\)](#)
- [Health Services AR \(209 AR\)](#)
- [Medications \(210\)](#)
- [Medications AR \(210\)](#)
- [Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors \(210.1\)](#)
- [Student Accident Insurance \(211\)](#)
- [Student Health Services \(209\)](#)

HEALTH SERVICES STAFF		
<p>Mary O’Sullivan, RN, CSN <i>Certified School Nurse</i> mosullivan@haverfordsd.net (610) 853-5900 x2471</p>	<p>Amy Shubert, RN, CSN <i>Certified School Nurse</i> ashubert@haverfordsd.net (610) 853-5900 x2470</p>	<p>Michele Carpenter, LPN <i>Medical Building Assistant</i> mcarpenter@haverfordsd.net</p>

Pennsylvania legislation requires that all children in any grade, including all public, private, parochial, intermediate unit and home schooled students, show proof of immunization at registration before they can attend school in the Commonwealth, unless an exemption for medical or religious reasons is granted. In addition, a completed medical history form and emergency information form will need to be completed. **Eleventh grade students and all new out-of-state/country students are required by the Pennsylvania School Code law to have a complete medical examination by a family doctor within one year prior to the student’s enrollment at the District or the first day of the school year; or, if this is not possible, by the school physician ([PDE Physical Exam Form](#)).** All students receive mandated screening examinations in accordance with the Pennsylvania School Code.

Emergency Information

The school nurse is responsible only for the emergency care of injuries and sudden illness that occur while the student is in school. The nurse is not available to diagnose or treat students who come to school with prior injuries or illnesses, except with written physician’s orders. Parent(s)/Guardian(s) must transport the ill or injured student to his/her home, doctor, or hospital as soon as contact has been made. Information included on the emergency card is essential for maintaining contact with parent(s)/guardian(s) and physicians. Notify the school promptly for any changes in emergency information.

Absences

Excused absences for medical reasons require a written physician’s note or parent note to be turned in to the Nurse’s Office or Attendance Office. For additional information regarding absences, please refer to the Board Policies listed above, or Attendance information in the [Behavioral Expectations & Frequently Asked Questions](#) section below.

GENERAL INFORMATION

DELIVERY SERVICES

Delivery services of any kind are strictly prohibited. This includes, but is not limited to, food, flowers, drinks, etc. Any items that are delivered during school hours will be confiscated, and will not be returned nor reimbursed.

FIELD TRIPS, DANCES, EXTRACURRICULAR ACTIVITIES, ETC.

All school rules apply during all dances, activities, field trips, etc. Student behavior problems that occur at or while traveling to/from school-sponsored activities, regardless of whether the activities take place on or off school property, will be acted upon as if the situation occurred during the school day. Participation in future events may be limited or prohibited and other consequences may be imposed and will be determined on a case-by-case basis.

LOCKERS

Lockers may be assigned to students upon request. Students should contact their grade-level secretary to request a locker.

SECURITY - DOORS & WINDOWS

Doors and windows should remain shut at all times. Doors and windows may not be propped or opened to let a student, staff member, or any other person into the building.

SECURITY - DRILLS

Students will practice monthly evacuation and/or lockdown drills in accordance with the [PA Public School Code 24 P.S. § 15-1517](#) and [Board Policy 805: Emergency Evacuation of Schools](#).

STUDENT SHADOWING

Only students that reside in the School District of Haverford Township can request to shadow. For more inquiries regarding Student Shadowing, please contact [Chris McCormick](#), Secretary to the Principal. The [Student Shadowing Form](#) is to be completed and returned to Chris McCormick prior to shadowing.

ATTENDANCE

ATTENDANCE OFFICE STAFF & CONTACT INFORMATION
(610) 853-5900 x2001 hs-attendance@haverfordsd.net Sarah Walker Lisa Murrin Michael Stango

ABSENCES

[Attendance - Haverford Township School District Website](#)

Students are expected to arrive at 7:25AM to be in class promptly at 7:30AM.

Per [Board Policy 204-AR: Attendance AR](#), Absences are considered unexcused until the district receives a written note, email, or other written correspondence documenting a valid reason for the absence, as detailed below. Parents/Guardians and students shall submit the required excuse note within three (3) school days of the absence to the student's building principal or their designee. The failure of the parent/guardian to provide written excuse within three (3) school days of this notice will cause the absence to be permanently categorized as unexcused and will trigger the procedures set forth by the Board Policies. **Parent(s)/guardian(s) must enter absences, tardies, and/or early dismissals in the [SchoolPass Google app](#), [SchoolPass Apple app](#), or [SchoolPass website](#).**

ANSWERS TO FREQUENTLY-ASKED QUESTIONS ABOUT ABSENCES

1. Students who wish to participate in any school-affiliated extracurricular activities, including athletics, must be in attendance at school by 10:46AM and remain in school on that day.
2. Students leaving school early for regularly-scheduled field trips, contests, or school activities will be considered present in school. The student is responsible for making up missed class work.
3. When a student misses school for a field trip, extracurricular activity, or school-affiliated sporting event, club sponsors, teachers, and/or coaches will provide a list of names to the administrative team and Attendance Office, so that pupils may be counted as present. Again, the student is responsible for making up missed work.
4. Any student who is serving a suspension may not participate in any school-affiliated extracurricular activities during the time of suspension.
5. If a student leaves the school during the day due to illness, the student cannot participate in any school-affiliated extracurricular activities on that day.

UNEXCUSED ABSENCES	
3 Unexcused Absences	Truancy Letter Issued by District
4 Unexcused Absences	Attendance Improvement Conference must be held
6+ Unexcused Absences	Considered "habitually truant"; subject to state truancy regulations and penalties

ARRIVAL

- Students arrival to 1st Block by 7:25AM assists in providing a safe and structured learning environment.
- A warning bell rings at 7:20AM to assist students in reporting to their first-block class on time.
- HHS is open at 6:45AM daily – students may arrive as early as 6:45AM to ensure that they are on time for 1st block.
- Students should be in the 1st Block classroom at 7:25AM.
- Medical Careers students will have access to the building upon their arrival.
- The DCIU Technical School bus leaves promptly at 7:00AM daily.
- There is no parking in the lot at HHS – students that drive need to provide themselves with ample time to find a parking spot in the neighborhood and to be in their first-block class at 7:30AM.
- All exterior school doors are locked at 7:30AM to ensure the safety of our students.

DAILY LATE ARRIVALS/EARLY DISMISSALS

Junior and Senior students will be enrolled as Late Arrival/Early Dismissal in lieu of first-block or fourth-block Study Halls respectively. Students may choose to stay for Study Hall instead of a Late Arrival/Early Dismissal. **Students must sign in and out of the Attendance Office each day for early dismissal and/or late arrival.**

LATE ARRIVAL/UNEXCUSED TARDINESS

- Students arriving to their first-block class **at or after** 7:30AM will be required to check in to receive a late pass, and will receive an email home to their parent(s)/guardian(s).
- Students arriving late (7:30AM or later) may be required to complete a reflection sheet to improve their arrival time.
- Students arriving late more than 3 times will have a meeting with a counselor and/or administrator to discuss strategies for on-time arrival.
- Students with 5 or more unexcused tardies will be referred to our Child Study Team or Student Assistance Program in order to provide support for on-time arrival.
- Unexcused tardies totalling 10 or more may result in further disciplinary measures.
- **Excused tardies fall within the same category as excused absences above.**
- Examples of **unexcused tardiness** include, but are not limited to:
 - Traffic
 - Inclement weather
 - Vehicle trouble such as flat tires
 - Lost car keys
 - Dropping off supplies, luggage, or equipment to another location in the building that causes you to arrive late to your 1st-block class
 - Performing an activity for an extracurricular activity *without* teacher/administrative approval
 - Finding a parking space
 - Stopping for breakfast items on the way to school

PRE-ARRANGED ABSENCE FOR EDUCATIONAL TRAVEL REQUESTS

Students must complete the [Educational Travel Request](#) form with signatures from all classroom teachers and the grade-level administrator. Completed forms must be turned in to the Attendance Office to be entered into the system. Copies of the Educational Travel Request form are available in the front office.

SCHOOLPASS

For information regarding the SchoolPass attendance system, please visit the [HSD SchoolPass Website](#).

EXTRACURRICULAR ACTIVITIES

HAVERFORD HIGH SCHOOL CLUBS AND ACTIVITIES

Extracurricular activities are a privilege granted by Haverford High School. All Athletics, Music, Arts, Drama Club, and Clubs that occur during or after school fall into this category of extracurricular activities. Extracurricular activities are a direct link to College and Career Readiness. **Haverford High School hosts an Activities Fair each Fall to provide all students with the opportunity to get involved on campus.**

ATTENDANCE & ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES

All students must be in attendance for a full day in order to participate in an athletic or extracurricular practice or event, including proms and other dances, taking place that day or evening. To be considered a “full day” of attendance, students must be in school prior to 10:46AM. The only exceptions to this regulation require prior approval of an absence or lateness by administration, or excused lateness with a note from the doctor or dentist.

Eligibility applies to any students participating in an activity which requires use of out-of-school time, including members of all athletic teams, activities and clubs. This is an attempt to:

- ensure that the focus of school is academic
- promote academic success
- encourage students to achieve potential both scholastically and through extracurricular endeavors
- ensure parents that time spent on activities will not be to the detriment of academic performance.

Academic Eligibility is determined on a weekly basis in order to participate.

- Any student failing or who has failed more than one (1) full credit with a grade of "F" will be declared ineligible for the period of ineligibility for a minimum of one (1) week. BEGINNING ON MONDAY. The ineligibility will be lifted only upon evidence that the student is no longer failing one (1) or more credits as described above.

ART HONOR SOCIETY

[Sarah Colby](#), Sponsor

Refer to the Art Honor Society Handbook for more information.

FRENCH HONOR SOCIETY

[Kelley March](#), Sponsor

Refer to the French Honor Society Handbook for more information.

NATIONAL BUSINESS HONOR SOCIETY

[Jaclyn McCarty](#), Sponsor

Refer to the National Business Honor Society Handbook for more information.

NATIONAL HONOR SOCIETY

[Devona Jackson](#) & [Mike Weinstock](#), Sponsors

Refer to the National Honor Society Handbook for more information.

[NHS - Community Service Defined](#)

[Community Service Verification Form](#)

Candidates must have an unweighted GPA of at least 3.8 combined with a weighted GPA of at least 4.3

SCIENCE HONOR SOCIETY

[Jeremy Tomaszewski](#) & [Rebecca Mortland](#), Sponsors

Refer to the [Science Honor Society Handbook](#) for more information.

SPANISH HONOR SOCIETY

[Meghan MacConnell](#), Sponsor

Refer to the Spanish Honor Society Handbook for more information.

MUSIC & DRAMA

HAVERFORD HIGH SCHOOL BAND

[Elizabeth Marino](#), Director

Refer to the [Haverford High School Band Handbook](#) for more information.

HAVERFORD HIGH SCHOOL CHORUS & ENSEMBLES

[David Fernandes](#), Director

HAVERFORD HIGH SCHOOL JAZZ ENSEMBLE

[Michael Fein](#), Director

HAVERFORD HIGH SCHOOL JAZZ LAB BAND

[Elizabeth Marino](#), Director

HAVERFORD HIGH SCHOOL MARCHING BAND

[Elizabeth Marino](#), Director

Refer to the 2023 HHS Band Handbook for more information.

HAVERFORD HIGH SCHOOL ORCHESTRA

[Judy Kang](#), Director

ATHLETICS

HAVERFORD HIGH SCHOOL ATHLETICS HANDBOOK 2024-2025

[Greg Decina](#), Athletic Director & Assistant Principal
[Michelle McCloy](#), Athletics Secretary

Refer to the Haverford High School Athletics Handbook linked above for more information about offerings at HHS. Haverford Athletics follows all guidelines set forth by the District and the PIAA.

FALL SPORTS Season Start Date: August 12, 2024		
<p><u>Football</u></p> <p><u>Joe Jones</u> Freshman Coach</p> <p><u>Brian Hulea</u> JV Coach</p> <p><u>Luke Dougherty</u> Varsity Coach</p>	<p><u>Volleyball (G)</u></p> <p><u>Janet Wright</u> Freshman Coach</p> <p><u>Eric Dahl</u> JV Coach</p> <p><u>Alin Bilc</u> Varsity Coach</p>	<p><u>Field Hockey</u></p> <p><u>Kristen Trimboli</u> JV-B Coach</p> <p><u>Sandra Johnston</u> JV Coach</p> <p><u>Christa Taylor</u> Varsity Coach</p>
<p><u>Boys Soccer</u></p> <p><u>James Coyne</u> Freshman Coach</p> <p><u>Chris Gallagher</u> JV Coach</p> <p><u>Michael Klemens</u> Varsity Coach</p>	<p><u>Girls Soccer</u></p> <p><u>Beth Greenwald</u> JV-B Coach</p> <p><u>Nancy McGoldrick</u> JV Coach</p> <p><u>Jeff Jackson</u> Varsity Coach</p>	<p><u>Cross Country (B & G)</u></p> <p><u>Laura Clinton</u> Girls Head Coach</p> <p><u>Matt Wells</u> Boys Head Coach</p>
<p><u>Girls Tennis</u></p> <p><u>Bill Whitney</u> JV Coach</p> <p><u>Phil Goldsmith</u> Varsity Coach</p>	<p><u>Golf</u></p> <p><u>Tim McCormack</u> JV Coach</p> <p><u>Jim Knapp</u> Varsity Coach</p>	<p><u>Cheerleading</u></p> <p><u>Joanna Turner</u> JV Coach</p> <p><u>Maria Saffern</u> Varsity Coach</p>
<p><u>Football</u></p> <p><u>Joe Jones</u> Freshman Coach</p> <p><u>Brian Hulea</u> JV Coach</p> <p><u>Luke Dougherty</u> Varsity Coach</p>	<p><u>Volleyball (G)</u></p> <p><u>Janet Wright</u> Freshman Coach</p> <p><u>Eric Dahl</u> JV Coach</p> <p><u>Alin Bilc</u> Varsity Coach</p>	<p><u>Field Hockey</u></p> <p><u>Kristen Trimboli</u> JV-B Coach</p> <p><u>Sandra Johnston</u> JV Coach</p> <p><u>Christa Taylor</u> Varsity Coach</p>
WINTER SPORTS Season Start Date: November 18, 2024		

<p><u>Girls Basketball</u></p> <p>Brian Hulea Freshman Coach</p> <p>Molly Hanlon JV Coach</p> <p>Lauren Pellicane Varsity Coach</p>	<p><u>Boys Basketball</u></p> <p>Leon Smith Freshman Coach</p> <p>Jake Minge JV Coach</p> <p>Keith Heinerichs Varsity Coach</p>	<p><u>Wrestling</u></p> <p>Jim Knapp JV Coach</p> <p>Joe Jones Varsity Coach</p>
<p><u>Swim and Dive</u></p> <p>Matt Stewart Varsity Coach</p> <p>Steph Viola Asst. Coach</p> <p>John Scholtz Dive coach</p>	<p><u>Winter Track</u></p> <p>Ryan Comstock Head Boys Coach</p> <p>Amber Jenkins Head Girls Coach</p>	<p><u>Cheerleading</u></p> <p>Joanna Turner JV Coach</p> <p>Maria Saffern Varsity Coach</p>
<p>SPRING SPORTS Season Start Date: March 3, 2025</p>		
<p><u>Baseball</u></p> <p>James Coyne Freshman Coach</p> <p>Chris Brown JV coach</p> <p>Brian Miller Varsity Coach</p>	<p><u>Softball</u></p> <p>Shannon Moore JV-B coach</p> <p>Bill Whitney JV Coach</p> <p>Bob Newman Varsity Coach</p>	<p><u>Spring Track and Field</u></p> <p>Ryan Comstock Head Boys Coach</p> <p>Amber Jenkins Head Girls Coach</p>
<p><u>Girls Lacrosse</u></p> <p>Tim McCormack JV-B Coach</p> <p>Devon Shontz JV Coach</p> <p>Nancy McGoldrick Varsity Coach</p>	<p><u>Boys Lacrosse</u></p> <p>Cal Britton JV-B Coach</p> <p>Alex Host JV Coach</p> <p>Bryan Arra Varsity Coach</p>	<p><u>Volleyball (B)</u></p> <p>Eric Dahl JV Coach</p> <p>Alin Bilc Varsity Coach</p>
<p><u>Boys Tennis</u></p> <p>Suzanne Barr Varsity Coach</p>	<p><u>Unified Track and Field</u> (Club Sport)</p> <p>Lauren Herbert Varsity Coach</p> <p>Joe Jones Varsity Coach</p>	<p><u>Haverford Ultimate Disc</u> (Club Sport)</p> <p>Simon Feeman Coach</p>

TITLE IX

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

For an in-depth overview, visit [School District of Haverford Township: Title IX Regulations](#) and the [US Department of Education: Title IX and Sex Discrimination](#), or submit any questions or concerns to [Greg Decina](#), *Athletic Director/Asst. Principal*.

BEHAVIORAL EXPECTATIONS & FREQUENTLY ASKED QUESTIONS

ACADEMIC DISHONESTY

Cheating on an examination, test, quiz, project, or other assignment will result in redoing the assignment. Any subsequent cheating event will be a zero. Consequences regarding cheating span all classes for the duration of the school year.

ACCEPTABLE USE OF INTERNET, COMPUTERS, & NETWORK RESOURCES

Students are responsible for the appropriate use of the internet, network resources, and any district-issued devices, as defined by [Board Policy 815: Acceptable Use of Internet, Computers, and Network Resources](#). District-issued devices are provided to students for educational purposes only, and must be used appropriately both at school and at home. All commercial, illegal, unethical and inappropriate use of internet, network resources, and/or district-issued devices is expressly prohibited, and will be reported to an administrator. All students are required to read, sign, and abide by the [Student Internet Agreement](#).

ARTIFICIAL INTELLIGENCE

AI-generated content refers to any form of digital content, such as text, images, videos, or audio, that is created by artificial intelligence systems without direct human intervention. These AI systems use advanced algorithms and machine learning techniques to generate content that mimics human creativity and decision-making processes. There may be limited circumstances when students are permitted to utilize AI for a specific education purpose; however, students must be mindful that school rules, including the prohibition against plagiarism and cheating, the Code of Conduct, and School Board Policies and Regulations remain in effect at all times.

- **DO**
 - Use AI programs as smart search engines that present information in ways that are easy to read and understand.
 - Ask AI programs for clarification or explanations when you need help.
 - Generate ideas, topics, and writing prompts using AI programs.
 - Be transparent; attribute AI text and images properly when you use them in your own work.
 - Students must always recognize and properly attribute any citations they use in their work.
 - Consider the fact that many of the underlying “inputs” utilized by AI programs are subject to Copyright Laws
- **DON'T**
 - Use AI programs to avoid doing your own work.
 - Copy text or images from AI programs without proper attribution.
 - Use AI text or images without fact-checking and exploring potential plagiarism issues.
 - Use AI when your teacher expressly forbids it.

Reference: [WeAreTeachers Staff Article 7/28/23](#)

BREAKFAST & LUNCH

Breakfast is served daily from 7:00-7:20AM daily in the cafeteria.

Lunch is served at one of two designated times daily. Students must eat lunch on their designated side (11th/12th grade cafeteria or 9th/10th grade cafeteria), outside at picnic tables provided, in the main school lobby, or in the Library with an appropriate pass. All other lunch spots require a pass and adult approval. Lunchtime should be a relaxed part of the student day. Students need to be in sight of an adult at all times. Students clean their own lunch area daily.

BULLYING & CYBERBULLYING

Students who believe they or others have been bullied as defined by [Board Policy 249: Bullying/Cyberbullying](#) and [Board Policy 249-AR: Bullying/Cyberbullying](#) should promptly report such incidents to administration. All reports will be promptly investigated, and corrective action/school-based discipline shall be taken/imposed in accordance with Board Policy when allegations are verified.

CELL PHONES

Haverford School District supports the use of the computers, Internet and other network resources in the district's instructional and operational programs in order to facilitate learning, teaching and daily operations, and provides students, staff and other authorized individuals with conditional access to the district's computers, electronic communication systems and network, which includes Internet access.

In light of [Board Policy 815: Acceptable Use of Internet, Computers, and Network Resources](#), and our district focus on Social/Emotional Wellness, Haverford High School strives to better support students regarding responsible use of personal devices. This includes understanding when and how to appropriately use technology in our ever-evolving, interconnected world, in order to be college and career ready. We understand that personal devices such as cell phones, smart watches, headphones/earbuds, etc., can cause an unnecessary distraction in the school environment and may contribute negatively to the health of our students.

Students are permitted to bring personal electronic devices to school. **However, all devices must be silenced or turned off and remain off of a student's person during classroom instruction as directed by their teachers.** Teachers or staff members may require students to store phones in a designated location during class. Failure to follow these rules will result in disciplinary action including, but not limited to, confiscation of the device. Haverford High School is not responsible for lost personal electronic devices.

We understand that many families rely on the use of communication for a variety of reasons, including, but not limited to, family emergencies. Should students need to contact their parent(s)/guardian(s) during the instructional day, there is a phone available in the main office. Families should contact their students via the main office phone (610-853-5900 x2000) to avoid disruption and maintain an orderly school environment.

During times that students are permitted to use personal electronic devices (i.e. during lunch or in between classes), an orderly school environment, conducive to academic instruction, must be maintained in accordance with [Board Policy 815: Acceptable Use of Internet, Computers and Network Resources](#).

CONTROLLED SUBSTANCES

"Controlled substances" include, but are not limited to, those set forth by [Board Policy 227: Controlled Substances](#). Administrators will follow all guidelines set forth by Board Policy 227: Controlled Substances, including the accompanying administrative regulations. Violations of this policy shall be referred to the appropriate law enforcement agencies.

DRESS GUIDELINES

Students are expected to dress appropriately in school, as defined by [Board Policy 221: Dress and Grooming](#). We are able to accommodate a wide variety of individual tastes. The administrative team reserves the right to make decisions concerning attire, and is open to discussing any questions, concerns, and/or issues.

Guidelines include, but are not limited to:

- Clothing may not create health and/or safety issues.
- Clothing may not interfere with school work, create disorder, or disrupt the educational program.
- See-through or mesh garments must not be worn without appropriate coverage underneath.
- Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana, e-cigarettes, or other controlled substances.
- Clothing may not depict or imply pornography, nudity, or sexual acts
- Clothing may not display or imply vulgar, discriminatory, or obscene language or images.
- Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any protected classification.
- Clothing and accessories that endanger student or staff safety may not be worn.
- Clothing must cover all undergarments.

EDUCATIONAL RECORDS & FERPA

Educational records will be maintained in accordance with [Board Policy 216: Student Records](#). For additional information regarding certain rights with respect to student records, visit the [HSD Family Educational Rights and Privacy Act \(FERPA\) Website](#).

GENDER EXPANSIVE & TRANSGENDER STUDENTS

[Board Policy 259-AR: Gender Expansive & Transgender Students - Ensuring Equity and Nondiscrimination](#)

HARASSMENT & SEXUAL HARASSMENT

The Board strives to provide and maintain a safe, positive learning environment for students that is free from harassment. Harassing behavior, including sexual harassment, is inconsistent with the educational goals of the district and is prohibited at all times. Students who believe they or others have been subjected to harassment as defined by [Board Policy 248: Harassment](#) and [Board Policy 259-AR: Gender Expansive & Transgender Students - Ensuring Equity and Nondiscrimination](#), should promptly report such incidents to administration. All reports will be promptly investigated in the same manner as student disciplinary investigations; or, in the case of alleged sexual harassment, investigations will be handled by the Title IX Coordinator in accordance with all applicable legal obligations and procedures set forth in the district's [Title IX Grievance Process](#).

HAZING

We will maintain a safe, positive environment for students and staff that is free from hazing, in accordance with [Board Policy 247: Hazing](#). Hazing activities are inconsistent with the educational goals of the district and are prohibited at all times.

PLAGIARISM

Plagiarism is defined as the taking and/or use of another person's ideas, writings, or creations as one's own. This includes, but is not limited to:

- Plagiarizing on any school assessment/assignment by using another person's work or allowing another person to use your work
- Turning in someone else's work as your own
- Copying another's lab report or comparable assignment
- Copying material without putting it within quotation marks and crediting the source
- Paraphrasing any work without giving credit to the initial author

Consequences regarding plagiarism span all classes for the duration of the school year. Students' second offense with plagiarism counts.

- Teacher will notify the student's parent(s)/guardian(s) as well as the grade-level administrator.
 - **1st time offense for the school year:** Students will have the opportunity to correct and resubmit the assignment to the teacher within 3 school days. A 20% deduction of the assignment grade will occur.
 - **2nd time offense for the school year:** Students will receive a zero on the assignment without the opportunity to correct and resubmit.

SEARCHES OF/ON SCHOOL PROPERTY

Searches of a student's person, locker, desk, or personal property may be made when there is reasonable suspicion to believe there has been a violation of school district policies, school regulations, or the law. All searches will be conducted in accordance with [Board Policy 226: Searches Of/On School Property](#).

STUDENT EXPRESSION & TERRORISTIC THREATS

The right of public school students to freedom of speech and expression is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the rights of students to express themselves in word or symbol and to distribute and post materials in areas designated for posting as a part of that expression. The Board also recognizes that the exercise of these rights must be limited by the District's responsibility to maintain an orderly school environment and to protect the rights of all members of the school community. Refer to [Board Policy 220: Student Expression/Distribution and Posting of Materials](#) and [Board Policy 220-AR: Student Expression/Distribution and Posting of Materials](#) for additional information.

STUDENT PARKING

There is no student parking in the parking lot before or during school hours – parking in the HHS lot is only available for students after school and on weekends. There is minimal parking available along Golf Road – these parking spots end at the line painted on the wall near the back entrance of Haverford Middle School. HHS does not govern parking in the surrounding neighborhood. We encourage you to follow all parking signs, as we have no jurisdiction with neighborhood parking.

TITLE IX

"No person...shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." For information regarding Title IX, consult the [HSD Title IX Website](#) or the [Athletics](#) section of this handbook.

TOBACCO, E-CIGARETTES, & VAPE DEVICES

In accordance with Act 145 of 1996, the Board of School Directors prohibits at all times the possession of and/or use of tobacco by pupils in school buses and vehicles, on school grounds, in school buildings or facilities and on real property or premises owned by, leased by, or under the control of the school district including but not limited to facilities or real property utilized for school district activities. For additional information, consult [Board Policy 222: Tobacco](#).

WEAPONS

The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law. Administration will follow the guidelines set forth in [Board Policy 218.1: Weapons](#). Violations of this policy shall be referred to the appropriate law enforcement agencies.

TECHNOLOGY

[HAVERFORD SCHOOL DISTRICT TECHNOLOGY SERVICES WEBSITE](#)

TECHNOLOGY DEPARTMENT CONTACTS		
<p>Jeffrey Masino Coordinator of Secondary Technology Services imasino@haverfordsd.net (610) 853-5900 x2089</p>	<p>E.Manuel Ardiles Technology Assistant eardiles@haverfordsd.net (610) 853-5900 x2090</p>	<p>IT Help Desk ITHelpDesk@haverfordsd.net (610) 853-5951</p>

CANVAS PROCEDURES

For Canvas procedures, visit the [Canvas Help](#) page from our Technology Services Department, or email [Dr. Jeremy Tomascewski](#) for additional assistance.

CHROMEBOOK INFORMATION

For Chromebook assistance, visit the [Chrome Devices](#) page from our Technology Services Department.

HAVERFORD TECHNOLOGY HELP DESK

Hours of Operation: Monday - Friday, 7:30AM-3:00PM

The Haverford High School Help Desk provides a centralized location where faculty, staff, and students can receive first-level technical support in order to efficiently utilize the technology made available by the district.

- A central location for HHS faculty, staff, and students to communicate their computer-related questions and/or problems.
- Report problems via telephone, e-mail, walk-in or scheduled appointments.
- Essential documentation of problem descriptions and maintenance on call ticket resolutions using tracking software.
- Web site with updated information to assist users during and after hours of operation.

POWERSCHOOL PROCEDURES

For PowerSchool procedures, visit the [Parent/Student Resource Center](#).

