



Student Handbook 2024-2025

Pittsburgh Science and Technology Academy

107 Thackeray St.

Pittsburgh, PA 15213

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<https://pittsburghscitech.com/>

<https://www.facebook.com/pittsburghscitech/>

<https://www.pghschools.org/scitech>



Students first
Always, in all ways.

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Superintendent's Welcome

Dear Pittsburgh Science and Technology Academy Families,



As we embark on the 2024-2025 school year, I am excited to share Pittsburgh Science and Technology Academy's (SciTech) School Handbook with you. This comprehensive guide is designed to provide essential information about our district's policies, procedures, and expectations, ensuring that we create a safe, supportive, and effective learning environment for all students. The school handbook is a valuable resource for understanding Pittsburgh Science and Technology Academy's daily operations, including attendance policies, academic standards, code of conduct, and extracurricular activities. We believe that clear communication and mutual understanding between the school

and families are crucial for student success, and this handbook is a key tool in fostering that partnership.

We encourage all families, parents, students, and caregivers to review the handbook thoroughly and discuss its contents with one another. Familiarizing yourselves with these guidelines will help reinforce the values and standards we uphold at Pittsburgh SciTech.

An electronic copy of the school handbook is also available on the school's website.

Your involvement and support are vital to our students' success, and we are grateful for your partnership in their education. If you have any questions or need further clarification on any aspect of the handbook, please do not hesitate to contact the main office.

Thank you for your continued support and cooperation. We look forward to a fantastic school year ahead.

Sincerely,

Dr. Wayne N. Walters
Superintendent

Principal's Welcome

August 15, 2024

Dear Pittsburgh Science & Technology Academy Families,

My name is Dr. Shavonne Johnson and I am the principal of Pittsburgh Science and Technology Academy. I started my career in Pittsburgh Public Schools as a teacher before moving into the role of a District Math Coach, K-5 Mathematics Coordinator, and Assistant Principal. I am excited to lead Pittsburgh SciTech.



My mission is simple: **to provide a world class educational experience for your child.** As a staff, we will work on dynamic, responsive instruction to enrich your child's school experience. You will receive constant communication throughout the school year to highlight all the amazing things we are doing at Pittsburgh SciTech and opportunities for you to actively participate in our school.

In this letter you will find some important information regarding the start of the 2024-2025 school year.

Important Dates

- **August 21, 2024** – Back to School Night, 4:30 pm – 6:30 pm
- **August 26, 2024** - First Day of School
- **September 12, 2024** – Parent-School Community Council (PSCC) meeting

This mailing includes important information for you and your child to prepare for the school year. Please take some time to review this information with your child.

Student Transportation

Students will be dismissed from school at 2:40 pm on M, T, Th, F and 1:40 pm on Wednesday. Middle and high school students are provided transportation through the Pittsburgh Regional Transit (PRT). All new students will be issued a photo ID that will double as their bus pass. All returning students are expected to bring their previous IDs back to school. PRT is providing 5 non-payment days for students of PPS.

If you have not received your transportation information, please contact the transportation department at (412) 529-6570. I look forward to meeting everyone at SciTech's Back to School Night on August 21st. Please feel free to contact us at the school if you have any additional questions.

Sincerely,
Dr. Johnson, Principal

A handwritten signature in cursive script that reads "SJohnson".

Vision and Mission

The mission of Pittsburgh Science and Technology Academy is to provide daily opportunities for students to Dream, Discover and Design. Students will develop the skills and knowledge necessary for post-secondary success in all disciplines with a focus on the STEM-related fields of life science, environmental science, computer science or engineering. The school prepares students by providing a rigorous curriculum that requires advanced coursework and is characterized by excellent instruction, exploration, and a commitment to achievement. We believe that all students can succeed in advanced STEM coursework with the right amount of time and support.

Our curriculum is tailored to students who have a passion for science, technology, engineering or math. Our environment is one of comprehensive support for students, families, and faculty. The school prepares students by providing a rigorous curriculum that requires advanced coursework and is characterized by excellent instruction, exploration, culturally relevant pedagogy, and a commitment to achievement and equity for all students.

Our vision is to make SciTech more than a school; we want to be a launching pad for ideas, for the architects of future technologies, and for success for every student.

What are the measurable outcomes for our students? At SciTech:

- Every student succeeds in advanced coursework
- Every student selects a specific postsecondary opportunity before graduation
- Every student demonstrates the ability to dream, to discover, and to design

Title I Information

Title I funds are used by schools and districts for a variety of programs and activities designed to increase children's academic achievement in math, reading, and science. Districts receive Title I funds from the federal government (through the PA Department of Education) and distribute these funds to schools based on the number of students eligible for free/reduced price lunch. Also, at least one percent of the Title I funds received by each Pittsburgh Public School must be set aside specifically for parent involvement, and Title I parents must have a say in how this money is spent.

Pittsburgh Science and Technology Academy students are in a Title I school-wide program. This means that, instead of targeting services only to students most at risk, our Title I money can be used to upgrade the educational program in ways that may impact every student in the school.

School Contact Information

Pittsburgh Science and Technology Academy 6-12

107 Thackeray St.
Pittsburgh, PA 15213
School phone: (412) 529-7620
Fax: (412) 622-5991

Main Office Staff

Dr. Shavonne Johnson..... Principal
Mrs. Terri Alessio.....Assistant Principal
Mrs. Jill CampisiSecretary
Ms. Yadira Saavedra..... SDSS

Attendance Notes: scitechattendance@pghschools.org

Websites

School: www.pittsburghscitech.com
District: www.pghschools.org/scitech

Social Media Accounts

Facebook: www.facebook.com/pittsburghscitech

PTO Information

Facebook: <https://www.facebook.com/scitechpto>
X: @scitechpto
Website: www.scitechpto.org
Email: info@scitechpto.org

School and PPS Calendars

School Calendar:

Each month a student activities calendar will be sent home, posted on the school website, and linked to the weekly communications.

PPS Calendar:

<https://www.pghschools.org/calendar>

Sign up for the SciTech Email List

Scan the QR code



Communication Procedures

SciTech Email List

This is the BEST way to stay informed with all things SciTech! Weekly emails and announcements are sent. <https://bit.ly/scitechemailist>

Talking Points App

Talking Points is a service PPS has that enables SciTech teachers and staff to communicate with families via messaging. You can receive information via text message or through the Talking Points app. Download “TalkingPoints for Parents” in your app store! If you aren’t receiving our messages be sure to reach out to our SDSS, Ms. Savaadra at ysavaadra1@pghschools.org.

SciTech Website

Find detailed information about SciTech at www.pittsburghscitech.com. Some examples of information found on the website: course descriptions, staff directory, meeting notes, student opportunities, and much more!

Communicating with Teachers

All teachers have their own phone extensions, voicemail and email. Teachers will provide all contact information to their students at the beginning of the school year. Teacher email addresses are included below. In addition, teachers use the TalkingPoints messaging app for two-way communication with families. Please be sure that you have downloaded the TalkingPoints app.

Multiple Household Contact Numbers

This school year we will regularly use the Blackboard Connect Robocall system as well as the TalkingPoints messaging system to communicate with families. The primary contact number that is indicated on the emergency contact form is the number that is automatically uploaded into those two systems. If you would like an additional number added to receive communications for your student, please the SciTech SDSS, Ms. Yadira Savaadra at ysavaadra1@pghschools.org.

Change of Address or Contact Information

If your address or contact information changes, please contact the SciTech SDSS, Ms. Yadira Savaadra, at ysavaadra1@pghschools.org. to assist with that process. She will provide details on the exact documentation needed to update student information.

Staff Roster

| Main Office Staff | Position/Content | Email |
|----------------------|---------------------|--|
| Dr. Shavonne Johnson | Principal | sjohnson6@pghschools.org |
| Ms. Terri Alessio | Assistant Principal | talessio1@pghschools.org |
| Mr. Walt Chambers | Project Specialist | wchambers1@pghschools.org |
| Mrs. Jill Campisi | Secretary | jcampisi1@pghschools.org |
| Ms. Yadira Savaadra | SDSS | ysavaadra1@pghschools.org |

| Student Services | Position/Content | Email |
|------------------------------|----------------------------------|--|
| Ms. Nneka Shelton | Counselor (Grades 9, 11-12) | nshelton1@pghschools.org |
| Mrs. Khadija Gray | Counselor (Grades 6-8, 10) | kgray1@pghschools.org |
| Mrs. Holly Blattler Eidinger | Social Worker (Last name A-K) | hblattlereidinger1@pghschools.org |
| Mr. John O Connell | Social Worker (Last name L-Z) | joconnell1@pghschools.org |
| Ms. Kelsey Yuhas | Nurse | kyuhas1@pghschools.org |

| Support Staff | Position/Content | Email |
|------------------------|-------------------|--|
| Mr. Johnny Jays | Custodian AM | jjays1@pghschools.org |
| Mr. Constantine Bouzos | Custodian PM | cbouzos2@pghschools.org |
| Mr. Paul Berardelli | Fireman B | pberardelli1@pghschools.org |
| Mr. Anthony Young | Security | ayoung4@pghschools.org |
| Mr. Jordan Helterbran | Cafeteria Manager | jhelterbran2@pghschools.org |
| Ms. Yijuan Zhao | Paraprofessional | yzhao1@pghschools.org |

| Art and Music | Position/Content | Email |
|----------------------|------------------|--|
| Mr. Matthew Ferrante | Music | mferrante1@pghschools.org |
| Mr. James Gouker | Art | jgouker1@pghschools.org |

| Business Technology | Position/Content | Email |
|------------------------|---------------------------|--|
| Mr. Jeffrey Bland | Business/Tech Liaison | jbland1@pghschools.org |
| Mrs. Stephanie Theuret | Business/FACE Coordinator | stheuret1@pghschools.org |

| English and Social Studies | Position/Content | Email |
|----------------------------|----------------------------|--|
| Mr. John Antonucci | Librarian | jantonucci1@pghschools.org |
| Mr. Ellsworth Parks | HS Social Studies | eparks1@pghschools.org |
| Ms. Patricia Barbas | HS ELA | pbarbas1@pghschools.org |
| Mr. Jonathan Edwards | MS ELA | jedwards1@pghschools.org |
| Dr. Julie Kupec | MS ELA; Gifted coordinator | jkupec1@pghschools.org |
| Mrs. Ilene Marshall | HS ELA | imarshall1@pghschools.org |
| Ms. Jennifer Miller | HS Social Studies | jmiller2@pghschools.org |
| Mrs. Wendy Moore | HS Social Studies; ITL | wmoore1@pghschools.org |

| | | |
|---------------------|-------------------|--|
| Mx. Cam Cesare | HS Social Studies | ccesare1@pghschools.org |
| Mrs. Casey Reynolds | HS ELA | creynolds2@pghschools.org |
| Mr. Reese Schoy | MS ELA | rschoy1@pghschools.org |
| Ms. Heidi Simpson | HS ELA | hsimpson1@pghschools.org |

| Mathematics | Position/Content | Email |
|------------------------------|--------------------------------------|--|
| Mrs. Katie Blandino Nienhuis | Math 6/7; Ms ITL | kblandinonienhuis1@pghschools.org |
| Mr. Luke D'Amico | Math 7/8/Alg 1 | ldamico1@pghschools.org |
| Mrs. Britni Hoffman | Alg 1/Alg 2/Precalc; ITL | bhoffman1@pghschools.org |
| Ms. Jessica Campos | Alg 1/Alg 2/Geometry | jcampos1@pghschools.org |
| Ms. Brittany Keesecker | Alg 1/Alg 2 | bkeesecker1@pghschools.org |
| Mrs. Julie Lazzaro | Alg 2/Precalc/Geometry | jlazzaro1@pghschools.org |
| Mrs. Wendi Obritz | Alg 1/AP Stats/Lin Alg | wobritz1@pghschools.org |
| Mrs. Cristina Perris | Math 8/Alg 1; Testing coordinator | cperris1@pghschools.org |
| Mrs. Christina Reiser | Geometry; Activities Director | creiser1@pghschools.org |
| Mr. Michael Yakubisin | AP Calc | myakubisin1@pghschools.org |

| Health and Physical Education | Position/Content | Email |
|-------------------------------|------------------|--|
| Mr. Kevin Shevitz | HPE; Athletics | kshevitz1@pghschools.org |
| Mr. David Thyberg | HPE | dthyberg1@pghschools.org |
| Mrs. Kaleena Estrada | HPE | kestrada1@pghschools.org |

| Science | Position/Content | Email |
|------------------------|----------------------------|--|
| Mr. Maurice Bajcz | C & C | mbajcz1@pghschools.org |
| Mr. Timothy Howells | MS Science | thowells1@pghschools.org |
| Dr. Edwina Kinchington | B & B; ITL | ekinchington1@pghschools.org |
| Mr. James Wygant | HS Chemistry | jwygant1@pghschools.org |
| Mr. Henry Lancet | Physics/CHS Chem | hlancet1@pghschools.org |
| Mr. Michael Miller | F & F | mmiller3@pghschools.org |
| Mrs. Dana Navaroli | MS Science | dnavaroli1@pghschools.org |
| Mrs. Shelbie Howells | MS Science | showells1@pghschools.org |
| Mrs. Melissa Diaz | E & E | mdiaz1@pghschools.org |
| Mr. Brian Rose | Biology; ITL | brose1@pghschools.org |
| Mr. Chris Sparacino | B&B/Ecology/Forensics; ITL | csparacino1@pghschools.org |

| Program for Students with Exceptionalities | Position/Content | Email |
|--|---|--|
| Ms. Natalie Kratsas | PSE – 6 th -7 th grades | nkratsas1@pghschools.org |

| | | |
|-----------------------|---|--|
| Ms. Brittany McIntosh | PSE – 8 th – 9 th grades | bmcintosh1@pghschools.org |
| Ms. Angela Stubbs | PSE – 10 th -12 th grades | astubbs1@pghschools.org |

| World Languages | Position/Content | Email |
|--------------------------|------------------|--|
| Mrs. Susan Dalessandri | Spanish; ITL | sdalessandri1@pghschools.org |
| Mrs. Vilma Santana | Spanish | vsantanaeugui1@pghschools.org |
| Ms. Apanchanit Viranuvat | French/Spanish | apanchanit@gmail.com |

| Early Childhood | Position/Content | Email |
|--------------------|---------------------|--|
| Ms. Emily Illar | Teacher | eillar1@pghschools.org |
| Mrs. Nicole Ufheil | Classroom Assistant | nufheil1@pghschools.org |

Bell Schedules

The Pittsburgh Science & Technology Academy will utilize multiple bell schedules during the school year, both for e-learning and in-person instruction. The “regular” bell schedule will be used on Monday’s, Tuesday’s, Thursday’s and Friday’s. First period begins at 7:40 and sixth

period ends at 2:40. On Wednesday's there is a one-hour early dismissal for students, the last period on Wednesday ends at 1:40 pm. The early dismissal every Wednesday allows us to engage in weekly professional learning with our staff members.

All of our schedules include four academic periods, one lunch period and one activity/advisory period. Please refer to the bell schedules available in this mailing or at www.pittsburghscitech.com/bell-schedule . Please note that the schedule for students in grades 6-9 is slightly different than the schedule for students in grades 10-12.

| Grades 6-12 Regular Bell Schedule (M, T, TH, F) | | Grades 6-12 Wednesday Bell Schedule (Students leave 1 hour early) | |
|--|---------------------------------------|--|---------------------------------------|
| Staff Arrival | 7:25 AM | Staff Arrival | 7:25 AM |
| Student Arrival and Breakfast | 7:05 - 7:35 | Student Arrival and Breakfast | 7:05 - 7:35 |
| Homeroom Period 1 | 7:35 - 7:40 | Homeroom Period 1 | 7:35 - 7:40 |
| Period 2 | 7:40 - 9:00 (80 minutes) | Period 2 | 7:40 - 8:43 (63 minutes) |
| Period 3 | 9:05 - 10:25 (80 minutes) | Period 3 | 8:48 - 9:51 (63 minutes) |
| Grades 6-9 Lunch | 10:30 - 11:00 (30 minutes) | Period 5 | 9:56 - 10:59 (63 minutes) |
| Grades 6-9 Activity | 11:05 - 11:47 (42 minutes) | | |
| Grades 10-12 Activity | 10:30 - 11:12 (42 minutes) | Grades 6-9 Lunch | 11:04 - 11:34 (30 minutes) |
| Grades 10-12 Lunch | 11:17 - 11:47 (30 minutes) | Grades 6-9 Advisory | 11:39 - 12:30 (51 minutes) |
| Period 5 | 11:52 - 1:12 (80 minutes) | Grades 10-12 Advisory | 11:04 - 11:55 (51 minutes) |
| | | Grades 10-12 Lunch | 12:00 - 12:30 (30 minutes) |
| Period 6 | 1:17 - 2:40 (83 minutes) | Period 6 | 12:35 - 1:40 (65 minutes) |
| Student Dismissal | 2:40 PM | Student Dismissal | 1:40 PM |
| Staff Dismissal | 3:25 PM | Staff Dismissal | 3:25 PM |

| Grades 6-12 Half Day Bell Schedule | | Grades 6-12 Two-Hour Delay Bell Schedule | |
|--------------------------------------|--|---|--|
| Staff Arrival | 7:25 AM | Staff Arrival | 7:25 AM |
| Student Arrival and Breakfast | 7:05 - 7:35 | Student Arrival and Breakfast | 9:05 – 9:35 |
| Homeroom Period 1 Period 2 | 7:40 – 7:43 7:43 – 8:31 (48 minutes) | Homeroom Period 1 Period 2 | 9:40 – 9:43 9:43 – 10:33 (50 minutes) |
| Period 3 | 8:36 – 9:24 (48 minutes) | Period 3 | 10:38 – 11:28 (50 minutes) |
| Period 5 | 9:29 – 10:17 (48 minutes) | Grades 6-9 Lunch Grades 6-9 Activity | 11:33 – 12:03 (30 minutes) 12:08 – 12:50 (42 minutes) |
| Period 6 | 10:22 – 11:10 (48 minutes) | Grades 10-12 Activity Grades 10-12 Lunch | 11:33 - 12:15 (42 minutes) 12:20 – 12:50 (30 minutes) |
| Student Dismissal Staff Lunch | 11:10 am *bagged lunch at the door 11:10 – 12:10 | Period 5 | 12:55 – 1:45 (50 minutes) |
| Staff Professional Learning | 12:10 – 3:25 | Period 6 | 1:50 – 2:40 (50 minutes) |
| | | Student Dismissal | 2:40 PM |
| | | Staff Dismissal | 3:25 PM |

School Closing and Delays

Sometimes it is necessary to close or delay the opening of school when extreme weather or building emergencies make it impossible to open. If you suspect that school might be delayed or closed due to inclement weather, please do not call the school. Announcements will be made on television and radio stations. In addition, the school district will post all school closures and delays on the school district website www.pghschools.org. In the event of a 2-hour delay first period will begin at 9:40 AM.

Attendance Procedures

[PPS Policy 204](#)

Attendance is expected from every student, every day, to every class. There is often a direct correlation between a student's attendance and their academic success.

Arrival

Specific information will be mailed to all students and their families regarding student entry from 7:05-7:35 AM. Grades 10-12 will enter the building through the Bouquet Street entrance. Grades 6-9 will enter the building through the Thackeray Street entrance. After 7:35 AM, all students and visitors must enter the school building via the Main Entrance on Thackeray Street. Security/safety procedures require that individuals must have their belongings searched. Once students have arrived on school grounds, they may not leave school grounds for any reason until dismissed, unless permission is given. Students are to remain on school property when arriving in the morning and should not leave campus for any reason, even if they can return before school begins. Students should also remain in designated areas while waiting for buses after school. No one is permitted to wait on private property or the roadways off school property.

Bag Check

Please note that all student bags will be checked when they enter SciTech. Please review the list below regarding items that are not permitted to be brought into the school.

Weapons and Dangerous Instruments

- Any item that could inflict serious bodily harm or injury, including mace/pepper spray and lasers * Refer to Weapons and Dangerous instruments in PPS Code of Student Conduct
- Aerosol containers or sprays such as cologne, perfume, spray deodorant, etc.

Drugs/ Medications

- Over-the-counter medications
- Prescription drugs in their original containers NOT approved by the school nurse
- Miscellaneous pills, or drugs not in the original container
- See additional details in the PPS Code of Student Conduct

Tobacco Products and/or accessories

- Cigarettes/ Chewing tobacco
- Lighter/ Matches
- Vaping Pens/Mods/Vaporizers

Liquids

- Open beverages-There will be no open beverages permitted past the bag check point. All open beverages must be consumed before going through the metal detectors. Ex. Starbucks, Dunkin, open soda bottles, Yeti's containing liquid. (Bottles containing strictly ice will be allowed through.)
- Liquid in unsealed containers.

Students Leaving the Building/Campus During School

Students are NOT PERMITTED to leave the school campus during the school day. Students who leave the campus without appropriate early dismissal will be disciplined in accordance with the School Discipline Code.

Dismissal

Students' cell phones are returned to their 6th period classroom teacher. Students are given their devices 5 minutes before the dismissal bell. Students are dismissed from their 6th period class out of the nearest exit door. Dismissal procedures include parent pick up, walkers, PRT, and yellow school buses.

Early Dismissal Notice

A request for an early dismissal must be submitted in writing to the main office the morning of the day of the dismissal. The request must include a telephone number at which the parent/guardian can be contacted to verify the early dismissal request. Students can then pick up their early dismissal pass after 2nd period. **Please note that it is necessary for students to remain in class at the end of the school day. Early dismissals near the close of 6th period will not be given without the main office having received an early dismissal note in accordance with the school policy.**

Add in information about photo identification being required for signing students out.

Absences

Absence is defined as non-attendance in school in an individual class, the entire school day or a combination of both. Absence includes tardiness to class and/or school as well as early dismissals.

Excused Absence

An "excused absence" includes the absence of a student for any of the following reasons:

- Illness or other urgent reasons - Upon receipt of satisfactory evidence of mental, physical or other urgent reasons, a parent's written note will excuse a student's absence.
- Health Care - A student may be excused during school hours to obtain non-school professional healthcare, including emergency care, hospitalization and/or quarantine. Documentation from the treating licensed health care professional shall be obtained and provided to the school.
- Bereavement - A student may be temporarily excused from school for bereavement and/or to attend the funeral of a family member. All such excusals must be reported to and approved by the School Principal or his/her designee.
- Religious Holidays and Religious Instruction - A student shall be excused from school for absences occasioned by the observance of the student's religion recognized by the Board of Education as a bona fide religious holiday.
- Weather Emergency - A student may be excused from school for weather emergencies, impassable roads and school transportation issues. The School Principal or his/her designee determines whether a student's absence will be excused for these reasons.

- **Involuntary Exclusions** - A student who is lawfully absent from school or class due to involuntary exclusion shall be excused. An involuntary exclusion includes suspensions (in-school and out of school), temporary alternative placements and incarceration or home-detention.
- **School-Approved Activities** - A student absent from class or school due to participation in a school, Principal or teacher approved activity, including, but not limited to field trips, service learning, assemblies, support groups, counseling, mentoring, or tutoring shall be lawfully excused.
- **Other Principal-Approved Excusals** - A School Principal or his/her designee may excuse a student from attendance for lawful reasons. Approved Excusals are educational vacations, college visitation, counseling or support groups, or social service agency appointments including, but not limited to Children, Youth and Families. A maximum of three (3) excusals will be permitted for educational vacations.

Unexcused Absence (Unlawful Absence)

All absences that are not excused pursuant to this policy will be considered Unexcused. If a student is under age 18, then an absence that is not excused pursuant to this policy will be considered Unlawful and Unexcused. Tardiness that results in a student missing class without a written lawful excuse will be considered an Unexcused and/or Unlawful absence.

Parents/guardians shall submit written explanations for Excused Absences within three (3) calendar days of the absence. If the school does not receive a written explanation within three (3) calendar days of any absence, the absence will be permanently counted as Unexcused and/or Unlawful. After 3 unexcused absences a student may be referred to the District Magistrate for a Truancy Hearing.

Tardy to School

Arriving on time to school and class is an important factor to school engagement and success. Repeated unexcused absences or their equivalent, including unexcused tardy minutes, constitute truancy as defined by the Student Code of Conduct.

If you arrive late to school or are not in your Period 1 class on time:

- Report directly to the office to be marked tardy to school and using your student ID to scan in to receive your tardy slip to present to the teacher. Period 1 teachers should not admit students to class without a tardy pass. All instances of lateness (excused and unexcused) will accumulate on a yearly basis.

Students who are repeatedly tardy to school may be issued a consequence. Please note the following consequences for unexcused tardies:

Tardy to Class

Students are expected to attend all their classes (including lunch and activity) and be on time according to the 2024-2025 bell schedule. Anytime a student is late after the official class period begins, the tardy policy stated above will go into effect.

If a student is out of class for more than 10 minutes without a staff member excuse, this will be considered a class cut and is a referable offense.

| Unexcused Tardies | Progression of Intervention |
|--------------------------------------|--|
| 3 tardies to class | Teacher has restorative conversation/review expectations with student and discusses tardiness and implications with parent/guardian. Documentation of this is kept by teacher of record. |
| 4 tardies to class | Teacher informs Student Services of number of tardies. Student Services has restorative conversation/review expectations with student and discuss tardiness and implications with parent/guardian. |
| 5 tardies to class | Teacher submits a referral to administration. |
| 10 tardies to class | Teacher has restorative conversation with student/review expectations; Discussion with parent/guardian about continued tardies and implication to academic studies . Meeting occurs with student, student services, project specialist and/or administration. Detention is issued. Documentation is submitted via a referral in eSchoolPlus. |
| Each additional 5 tardies thereafter | Teacher has restorative conversation with student/review expectation/calls parent and notifies grade level administrator and/or Project Specialist and Student services. Conferences occur with attendance team, project specialist and/or administrator and parent/guardian. Administrative Action/Saturday detention. Documentation is submitted via a referral in eSchoolPlus. |

*Parents may write up to ten excuses per year for student tardies to school and early dismissals due to illness. Parents/guardians shall submit written explanations for tardies to school due to illness within three (3) calendar days of the tardy.

More Information on the PPS Attendance Standards & Procedures

[PPS Code of Conduct 2023.pdf \(finalsite.net\)](#) (Page 16)

www.pghschools.org/student-supports/code-of-conduct/conduct-homepage

- Unexcused Absence - When Student is not in attendance at school and a written excuse is not provided within 3 days.
- Tardy - Arriving after the posted start time for class or school without a written excuse.
- Truant Student has had 3 or more unexcused absences.

- Habitually Truant Student has had 6 or more unexcused absences.
- SAIC School Attendance Improvement Conference -where reasons for missing school are reviewed to improve a student's attendance.
- SAIP School Attendance Improvement Plan - the plan outlining efforts to improve student's attendance.

Breakfast and Lunch Program

Breakfast will be available for all students in the cafeteria from 7:15 - 7:35 AM. No “snack” items will be sold during breakfast. Each student will have one lunch period in the middle of the day. Students may bring their own lunch to school or receive a free lunch in the cafeteria. Students may not take food out of the cafeteria area and must dispose of all items properly. **Students are not permitted to have food delivered to the school. Families or other outside guests are not permitted to have food delivered to the school for students.**

Academics

Course Offerings

Each year, a Course Offerings Guide is updated and shared with students and families prior to scheduling for the next school year. The course offerings are determined by student interest, need and staff availability. <https://www.pittsburghscitech.com/academics>

Student Schedules

Student schedules will be made available to families through the eSchoolPlus Home Access Center (HAC) at some point during the week of August 19-23.

Prepare All Students to be Promise Ready

The Pittsburgh Promise is available to all graduates of the Pittsburgh Public Schools and charters, regardless of financial need or income. To be eligible to receive a scholarship from The Promise, students must meet the following criteria:

- Graduate from Pittsburgh Public Schools or one of its charter high schools
- Attend a PPS school since 9th grade
- Maintain a minimum of a 90% attendance record
- Earn admission to any public or private post-secondary school that is covered by The Pittsburgh Promise
- Earn a minimum of a 2.5 GPA

*The Pittsburgh Promise will conclude with the graduating class of 2028. [The Pittsburgh Promise \(pghschools.org\)](https://www.pghschools.org/Promise)

SciTech Educational Equity Plan

We believe Educational Equity is defined by ensuring that all students, regardless of their race, gender, sexual orientation, disability, ethnicity, language, religion, family background, or family income are provided the resources they need in order to be successful.

Educational equity is grounded in social justice, the belief that every student deserves the opportunity to succeed, and high-quality teaching and curricula that allow them to feel safe, seen, heard and valued while providing them with the skills they need to overcome inequity. Educational equity requires both instructional and policy developing tasks that embrace the values of equity.

Please review our Educational Equity Plan that includes our collective commitments.

[SciTech Educational Equity Plan](https://www.pittsburghscitech.com/handbooks-and-expectations)
www.pittsburghscitech.com/handbooks-and-expectations

Academic STEM Concentrations

Our students focus their studies in one of four areas after they finish the ninth grade. In each “concentration” students go beyond the traditional high school experience in a series of courses unique to SciTech. These focused classes prepare students for the types of real challenges they will face after graduation and put them at the forefront of fields that have the power to change our world – from curing chronic disease to addressing global climate change. Students leave

their concentration ready for success, whether they pursue a career in science, engineering, computing, or another area of interest.

Computer Science (Computers & Connections)

With the key building block of computational thinking, students create computer-based animations and graphics. Web-based projects lead to rigorous courses in programming and computer science geared toward scientific research. Advanced courses apply students' skills to the creation of complex applications with real world relevance.

Engineering (Form & Function)

Taking a materials science perspective and relying on Computer-Aided Design (CAD), students confront challenges in mechanical and structural design. With the addition of electrical systems, students develop the knowledge and skills to be consultants, bringing a product or structure that meets a societal need from an idea to reality.

Environmental Science (Environment & Energy)

Using a systems approach, students grapple with the complexity of interactions in ecological systems. Focusing on atmospheric phenomena, energy transformations and materials cycles allows students to understand interactions between humans and the environment. Case studies enable students to evaluate decisions in real-life situations.

Life Science (Body & Behavior)

Considering life at a variety of organizational levels, students explore the implications of the molecular unity of life. From information storage and cellular function to organism diversity and community organization, students apply genomics to start addressing the most pressing biological problems on Earth.

Concentrations Magnet Policy

Students who fail a class in their concentration area (beginning in 10th grade) will need to complete a self-directed project(s), designed by the concentration teacher, which evidences their knowledge for the course. Students will have until the end of the next quarter to complete the project. The requirements for the self-directed project will be included in the contract noted above. Once the student successfully completes the project, they will receive a passing grade for that quarter.

This opportunity will be provided to a student only twice during their time at the Pittsburgh Science & Technology Academy. If a student fails a concentration class a third time, or refuses to complete a self-directed project, they will be removed from SciTech at the end of that school year. Finally, students must have an overall 2.0 in their concentration area at the end of the year to return for the next school year.

Grading

[PPS Policy 209](#)

Equitable and Restorative Grading Practices

Retakes/Redos

Students must receive written or oral feedback prior to their retake or redo.

- A minimum of one revision must be available for graded assignments. Teachers can limit the number of revisions that are allowed.
- Teachers may continue to require students to engage in some sort of additional learning task prior to completing the redo or retake – again this is at the discretion of each teacher.
- No revisions, retakes, or assignment submissions after the final day of the INTERIMS (assessments are given a few days prior to the closing of grades, to allow for feedback and retakes.)
- No revisions, retakes, or assignment submissions after the final day of the QUARTER
- There will be no revisions, retakes on midterm exams or final exams.

Feedback Deadlines and General Expectations for Deadlines

- Due dates for graded assignments and revisions will be at the discretion of the teacher. The final due date for the assignment will not exceed two weeks from the assignment date.
- CHS courses, graded through the University of Pittsburgh and taken for CHS credit, must follow University standards for grading.

General Expectations for Implementing Equitable and Restorative Grading Practices at SciTech:

- The 50% rule will be used to correct the 100-point scale’s disproportionality toward failure when a student makes an attempt to demonstrate learning.
 - If a student makes no attempt (for example, but is not limited to putting their head down, writing “IDK/I don’t know”, or outright refusal) on an in-class Mastery Task:
 - The Mastery Task will be assessed at a “Z” in the grade book in accordance with PPS policy.
 - The student must arrange to make up the Mastery Task within a time period as determined by their teacher.
 - Upon the teacher’s discretion, a student may forfeit the right to feedback.
- Learning tasks are not graded.
- Student behavior is not incorporated into a grade.
- Retakes and re-dos are available for all students for students to have additional opportunities to demonstrate their understanding.

*Teachers will follow the specially designed instruction as described within the IEP for students who receive these services and students who receive services under section 504. Thank you for your attention to these procedures.

Homework Procedures

[PPS Policy 115](#)

Homework should build on classroom work and should encourage and measure the development of self-discipline and associated good work habits in students. The Pittsburgh Public Schools reaffirms the importance of assignment and completion of homework as an integral part of the school experience. Meaningful homework assignments assigned systematically provide additional time for learning which contributes toward student academic growth. Homework should build on classroom work and should encourage and measure the development of self-discipline and associated good work habits in students. Completing homework also develops student responsibility and promotes cooperation and family relationships with the school.

Students' complete homework in order to:

- Reinforce learning through practice, application, integration and /or extension of knowledge and skills.
- Develop study skills, work habits, and a sense of personal responsibility so that the student may become an independent learner.
- Foster students' personal development in areas such as time management, responsibility, perseverance, and self-confidence.
- Stimulate imagination, originality, and creativity.
- Enhance home / school communications and provide increased curriculum understanding.
- Encourage a follow up of worthwhile school activities into permanent leisure interests.
- Involve families in the learning process of their children

Graduation Requirements/HS Only

[PPS Policy 211](#)

In order to graduate, students must successfully complete **26.5 academic credits** and must **achieve Proficiency on the Keystone exams**.

1. The **26.5 Credits** must be earned in the following areas:

| Content Area | Non-CTE Students | CTE Students |
|---|------------------|--------------|
| English | 4 credits | 4 credits |
| Science | 4 credits | 3 credits |
| Mathematics (<i>3 required credits: Algebra 1,2 and Geometry</i>) | 4 credits | 4 credits |
| Social Studies (<i>with a minimum of 3 credits in Social Studies, the 4th credit may be satisfied by a level 3 course in World Language</i>) | 4 credits | 3 credits |
| Electives: Academic, Art, Career Development and/or Physical Education | 7 credits | 9 credits |
| Health | 1 credit | 1 credit |
| Physical Education | 2 credits | 2 credits |

| | | |
|--------------------|------------|------------|
| Graduation Project | .5 credits | .5 credits |
|--------------------|------------|------------|

2. Pennsylvania Statewide Graduation Requirement (Act 158 of 2018)

Effective with the Pittsburgh Public Schools graduating class of 2023, students have the option to demonstrate postsecondary preparedness through one of four additional pathways that more fully illustrate college, career, and community readiness.

Keystone Exams will continue as the statewide assessment Pennsylvania uses to comply with accountability requirements set forth in the federal Every Student Succeeds Act (ESSA).

Although students will no longer be required to achieve proficiency on the Keystone Exams in order to meet statewide graduation requirements, students must take the Keystone Exams for purposes of federal accountability.

Five pathways exist for meeting state high school graduation requirements:

- Keystone Proficiency
- Keystone Composite
- Career and Technical Education (CTE) Concentrator
- Alternative Assessment
- Evidence-Based

STUDENTS MAY BE ISSUED TEXTBOOKS, CALCULATORS, OR LAB EQUIPMENT THROUGHOUT THEIR TIME AT SCITECH. ALL STUDENTS WILL RECEIVE A DISTRICT LAPTOP. ALL SCHOOL-ISSUED MATERIALS AND DEVICES MUST BE RETURNED TO SCHOOL PRIOR TO GRADUATION OR COULD BE HELD FINANCIALLY RESPONSIBLE.

Special Education

Middle and high school special education delivery is completely aligned with that of the district, focusing on inclusion and support. Our PSE teachers are responsible for the development of student Individual Education Plans (IEP's) and ensure that teachers are implementing the specially designed instruction. Special programs for academic support are available to students in certain grade levels, and not exclusive to students with identified special needs. Additionally, students may use their activity period for additional academic support if needed.

Gifted Education

The Pittsburgh Science & Technology Academy will provide gifted education services designed to meet the individual needs of each identified student. Middle school students will not attend the Pittsburgh Gifted Center but will receive gifted services within the school. Specially designed instruction based on each student's interests and strengths will be offered on an ongoing basis. Gifted Individualized Educational Plans (GIEPs) will be written prior to school starting and in the fall by CAS facilitators at the school.

Academic Integrity

[PPS POLICY 226](#)

Introduction

As an academic community committed to the preparation of intellectually-sound students, the Pittsburgh Science and Technology Academy requires that every student use intellectual honesty in the preparation of all assigned academic work.

Cheating

Cheating is defined as giving or attempting to give or receive during an examination any aid unauthorized by the instructor. An examination is any quiz, pre-announced test, hourly examination, final examination or homework.

Plagiarism

Plagiarism is passing off another person's work as one's own. It is taking and presenting another's ideas, research, writings, creations, or inventions as their own. It makes no difference whether the source is another student or a professional in some field. For example, in written work, whenever as much as a sentence or key phrase is taken from the work of another without specific citation of the source, the issue of plagiarism arises. Paraphrasing is the close restatement of another's idea using approximately the language of the original. Paraphrasing without acknowledgment of authorship is also plagiarism and is as serious a violation as an unacknowledged quotation. When in doubt, it is best to consult with your teacher and heavily cite your work.

The use of generative AI writing tools (such as ChatGPT or others) is encouraged as a valuable resource for learning and creativity with teacher support and guidance. We support students in exploring these tools to enhance their work, provided they use them responsibly and with academic integrity. Students should always ensure that their use of AI tools complements their own thinking and understanding, and they must properly attribute any content generated by AI as required by the assignment guidelines. Learning and mastery tasks for your courses have been designed to help you develop as a writer without the use of AI. You will generate ideas, read, revise, and write on your own and/or in consultation with peers, or your instructor. Students will not use AI at any stage of the writing process. Student writing does not have to be a 100% match to an AI sample to be labeled as AI generated. Students are the author of their work for the course and authorship means the student takes responsibility for their words and claims. Any use of AI technologies in the work will be considered a plagiarism violation and addressed as below.

Consequence for Cheating and Plagiarism

Students will receive 50% on any assignment or test as a result of the first incident of cheating or plagiarism during a course. A second referral for cheating or plagiarism will result in the student receiving a 50% failure as the quarter grade for the course.

Reusing Old Work

A paper or assignment submitted to meet the requirements of a particular course is assumed to be work completed for that course and only that course; the same work, or substantially similar work, may not be used to meet the requirements of two different courses, in the same or different terms, without the prior consent of each faculty member involved. Students incorporating similar material in more than one assignment are required to confirm each teacher's expectations in advance. You must produce original work for each class and cannot "recycle" older papers.

School Activities

Student Clubs and Organizations

| ACTIVITY | DESCRIPTION | GRADES | STAFF MEMBER | ROOM # |
|-------------------------------|---|---------|------------------------------|------------|
| African American History Bowl | Students in Grades 9-12 can compete in the African American challenge bowl by reading a book (TBD) about African American history and answering questions. Two students will go to the local competition that takes place in February and the winner goes on to nationals over the summer. Students in grades 6-8 can compete in the African American Challenge Bowl by studying trivia about African American History. They compete in groups of four at a local competition. | 6-12 | Ms. Moore | 115 |
| Athletics | Learn about the athletics that SciTech students can participate in. | 6-12 | Mr. Shevitz | MPR |
| Autistic Student Union | ASU creates a safe and welcoming environment for students with autism, neurodivergent students, and their allies. ASU advocates for autistic acceptance. This includes addressing bullying, general awareness. We also provide allies with strategies to support their autistic friends, e.g., how to support someone when they are shutting down. | 10 - 12 | Mr. O'Connell | 313 |
| Black Student Union (BSU) | Black Student Union is a group where students come together to discuss racial issues and how these impact students. We search for solutions and in-depth dialogue about living in a racially-charged society. | 9-12 | Ms. Hoffman Ms. McIntosh | 254 203 |
| Envirothon | Students will study for the 2025 Allegheny County Envirothon Competition. The topics include aquatics, forestry, soil, current events, and wildlife. Students will work in teams to read and study content in preparation for competing in teams at the competition. There is some crossover with Science Olympiad. | 9-12 | Ms. Diaz | 246 |
| Feminist Student Union (FSU) | Feminist Student Union is an organization of young men and women in grades 9-12 who are interested in discussing and working on issues relating to ending sexism in our school and community. | 9-12 | Ms. Campos | 213 |
| First Legos League (FLL) | Students in a team of 10, students attend afterschool practice and weekend scrimmage competition in which they use LEGO Spike parts and programming to complete obstacle change and present prototypes to real | 6-8 | Ms. Navaroli Ms. Nienhuis | 45 |

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|---|---|-------|---------------------------|-----|
| | world problem. During the 2024-2025 <i>FIRST</i> season, <i>FIRST</i> [®] <i>DIVE</i> SM presented by Qualcomm, teams will use their STEM and collaboration skills to explore life beneath the surface of the ocean. Along the way, we'll uncover the potential in each of us to strengthen our community and innovate for a better world with healthy oceans. 1 st semester | | Mr. D'Amico | |
| First Robotics Challenge (FRC) | Students attend after school practice and weekend scrimmage competitions in which they use <i>FIRST</i> parts and Java-programming to complete obstacle challenges and present prototypes to real world problems. In <i>REEFSCAPE</i> SM presented by Haas, a new challenge launching January 4, 2025, <i>FIRST</i> Robotics Competition teams will use their engineering skills to strengthen one of the ocean's most diverse habitats – making waves to build a better world. 2 nd semester | 9-12 | Ms. Navaroli Mr. Bajcz | 45 |
| First Tech Challenge (FTC) | Students attend after school practice and weekend scrimmage competitions in which they use REV parts and Onblocks or Java programming to complete obstacle change and present prototypes to real world problem. In the <i>INTO THE DEEP</i> SM presented by RTX challenge, launching September 7, 2024, <i>FIRST</i> Tech Challenge teams will dive their robots into the depths of the ocean to explore the unknown and reveal its wonders. 1 st semester | 7-12 | Ms. Navaroli | 45 |
| Gender and Sexuality Alliance (GSA) | The Gender and Sexuality Alliance at SciTech is focused on education about the LGBTQIA+ community within SciTech and the Pittsburgh community. Help us partner with other student organizations within the school, plan events, field trips, and host a safe space for discussions. All are welcome! | 9-12 | Ms. Simpson | 220 |
| Interact Club | Interact Club strives to serve others by participating in community service projects. The majority of these activities occur after school and on weekends, and we volunteer with organizations such as the Greater Pittsburgh Community Food Bank, Light of Life Ministries, and the Best of the Batch Foundation. | 9-12 | Ms. Lazzaro | 237 |
| Junior Class Council | Plan fundraisers and junior class events, including spirit activities. | 11 | Ms. Hoffman | 254 |
| MENA (Middle Eastern North African Student Union) | Students with ethnic backgrounds from these geographic locations and students who have a desire to learn more about and from these cultures are welcome to join. Students plan events, discuss together, and enjoy cultural media. | 9 -12 | Ms. Barbas | 217 |

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| Middle School Student Council | The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out school activities and service projects. In addition to planning events that contribute to school spirit and community welfare, the student council is the voice of the student body. They help share student ideas, interests and concerns with the school wide community. | 6-8 | Mrs. Howells Mr. D'Amico | 35 44A |
| Mock Trial | Mock trial is an activity open to twelve students per year in grades 9-12. Students prepare to portray attorneys or witnesses and compete in a trial setting against other schools in Allegheny County. Please speak to Ms. Miller if you are interested in continuing SciTech's record of mock trial success! | 9-12 | J. Miller | 230 |
| National Honor Society | The National Honor Society empowers and equips your students with the knowledge and skills to be transformative leaders in your school, community, and beyond. Students would have to have applied at the end of the 23-24 school year to be in NHS. | 10-12 | Ms. Reiser | 228 |
| Peer Mediator | Serves as a neutral third party in conflicts between their peers. Facilitates a process of effective communication, negotiation, understanding and problem-solving between students. Earns the trust of their peers by remaining neutral, upholding strong values and being a good listener. Influence school culture by promoting peace, courage, understanding and safety. Applications and interviews are required. | 9-12 | Mrs. Theuret | 218 |
| Pennsylvania Junior Academy of Science (PJAS) AND Pittsburgh Regional Science and Engineering Fair (PRSEF) | The Pittsburgh Regional Science and Engineering Fair (PRSEF) and the Pennsylvania Junior Academy of Science (PJAS) are two science competitions that students can showcase their own scientific research to a panel of judges. Students are eligible for significant cash and scholarship awards. PJAS is held in early February and PRSEF is held end of March. | 6-12 | Mr. Rose | 124 |
| Pillowcase Project | Working with the American Red Cross, SciTech students are trained to teach PPS students in grades K – 5 about emergency preparedness and fire safety. Prepare with Pedro is presented to students in grades K-2 while the Pillowcase Project is presented to students in grades 3-5. This club is open to students 16 and older. | 10-12 (16 or older) | Mrs. Obritz | 236 |

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| Science Olympiad | In its third year, the SciTech Science Olympiad team aims to qualify for the state competition, having just fallen short at regionals last year. Like the olympics, the Science Olympiad is a series of events in a wide range of scientific categories from robotics to earth and space to the life sciences to experimental designs and much much more. Some events are tests, some are lab experiments, and still others involve building a structure or device ahead of time. There is some crossover with Envirothon. | 9-12 | Mr. Lancet | 252 |
| SciTech News | A student-centered group that creates a near daily video program that informs and entertains the school population. | 6-12 | Mr. Gouker | 22 |
| SciTech Student Ambassadors | Represent SciTech at a variety of outreach events, whether with current students and families or prospective students and families. Application is required. | 9-12 | Mrs. Theuret | 218 |
| SeaPerch | SeaPerch is an innovative underwater robotics after-school program that equips students with the resources they need to build a small submarine (Remotely Operated Vehicle). Working with engineers from Bettis Laboratories, the SeaPerch Program provides students with the opportunity to learn about robotics, engineering, science, and mathematics (STEM) in addition to problem solving and teamwork. | 9-12 | Mr. Miller | 309 |
| Senior Class Council | Plan prom, fundraisers and senior class events, including spirit activities. | 12 | Mrs. Reiser | 228 |
| Stand Together for Change | This is a student led group supported by DrK and the Allegheny County Health department to raise awareness and educate Teens about Mental Health Issues in our school and community. The goal is to break the stigma against mental illness. If interested in mental health issues please join us! This is open to 9-12th grade students. | 9-12 | Dr. Kinchington | 238 |
| Young Women in Bio | This is a group affiliated with the Pittsburgh Chapter of Women in Bio to help mentor and support young women who are interested in pursuing Science or life science fields. There will be 5 meetings throughout the school year meeting after school with female community mentors along with other events in the Pittsburgh area. This is for 9-12th grade students and will be limited to 14 participants. | 9-12 | Kinchington | 238 |

Athletics

SciTech students who are interested in participating in athletics have the opportunity to do so with our partner schools through a cooperative sponsorship. Mr. Shevitz serves as our Athletics Liaison with these schools and can be contacted at kshevitz1@pghschools.org or 412-529-7658.

Grades 9-12

Our high school students partner with Pittsburgh Obama and University Prep for varsity athletics. Our students may participate in any sport that is offered. Students can only tryout or participate in practice after submitting a completed physical.

Grades 6-8

Our middle school student's partner with University Prep and information regarding the middle school athletic program will be available closer to the start of school. The location of all practices and games will be primarily at University Prep but will be determined on a sport-by-sport basis. Information will be available for students once the school year begins. Please direct any questions regarding the middle school sports program to the SciTech Athletics Liaison, Kevin Shevitz, at kshevitz1@pghschools.org or call 412-529-7658.

Field Trips

Given our unique program, and the fact that we are located in the heart of Oakland, our students are often learning outside the classroom walls. We refer to these experiences as “walking field trips” given that our proximity allows us to walk to and from the activity. Teachers may not always send home information regarding walking field trips. Students will also take part in more traditional field trips that will require transportation and may take a longer period of time, in these cases parents will be informed of the trip.

Home-School Compact of Understanding

This document was developed jointly by students, staff and families and is reviewed during the school year.

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| <p>As a SciTech STUDENT I...</p> | <ul style="list-style-type: none"> • Believe in myself and encourage others to do so too. • Treat others with kindness, accept who they are, and celebrate our differences. • Consider the impact of my actions on myself and others. • Give grace to others in my learning community. Assume best intentions, inquire mindfully. • Initiate and engage in courageous conversations.* • Practice accountable and restorative talk.* • Communicate with my teachers or other SciTech staff if I encounter barriers/ need support. • Use feedback from staff to grow in my understanding and revise my work to continually improve. • Plan/set goals for turning in assignments so that I can continue on my learning path. • Engage in class and the learning community to demonstrate my learning progression. • Acknowledge that self-care: sleep, rest, and rejuvenation are important so that I can arrive at school on time and be and do my best. • Bring my materials, mind, and body to the class, ready to learn. • Know where class resources are located. |
| <p>As a SciTech STAFF MEMBER I....</p> | <ul style="list-style-type: none"> • Believe in all students' abilities to reach their highest potential and support them in doing so. • Treat others with kindness, accept who they are, and celebrate our differences, and encourage students to do so. • Give grace to others in our learning community. Assume best intentions, inquire mindfully. • Practice accountable and restorative talk.* • Listen and affirm students' perspectives when they communicate about barriers/ need support. • Provide constructive feedback in a positive manner acknowledging there is room to grow and progress. • Utilize data to differentiate learning to create rigorous, relevant lessons. • Provide equitable learning support and flexibility to students. • Implement socio-emotional learning and support self-care practices/skills. • Promote and elevate student voice. • Develop positive partnerships with students and families focused on student success. • Develop expectations collaboratively with the learning community. |

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| | <ul style="list-style-type: none"> • Communicate how to access student resources and supports. |
| <p>As a SciTech FAMILY MEMBER I...</p> | <ul style="list-style-type: none"> • Believe in and celebrate my student’s potential! • Encourage your student to treat others with kindness, accept who they are, and celebrate our differences. • Give grace to others in our learning community. Assume best intentions, inquire mindfully. • Practice accountable and restorative talk* with school community. • Listen and affirm students’ perspectives they communicate about barriers/ need support. • Support my student’s abilities to take care of social-emotional and mental health (such as healthy eating, sleep, and activities that lead to their rejuvenation). • Develop positive partnerships with the staff to support the success of my student. • Collaborate with my student and their teachers as partners in the learning process. • Know where to view student grades, classwork, and student resources. |
| <p>Additional Information</p> | <p>Parent Teacher Conferences: Parent Teacher Conferences are scheduled for Thursday, October 10, 2024 and Friday, October 11, 2024. Conferences will be scheduled during the hours of 4pm-7pm on Thursday and 8am-12pm on Friday. These conferences provide and inform parents and family members of their student’s academic progress. The Home-School Compact of Understanding may be discussed at this time as it relates to student achievement.</p> <p>Individual Conferences: Any parent that wishes to have an individual conference throughout the school year may do so by notifying one of the student’s teachers, advisor or by contacting the main office at 412-529-7620. These conferences may occur at different times during the day, morning or evening. The SciTech ESL teacher is available to collaborate with classroom teachers as needed for family conferences. Support will be provided in a language that parents and families can understand.</p> <p>Advisory Period: Advisory is every Wednesday during period 4 for the entire school year. The role of advisors is to have a consistent adult year after year that is there to support the student in monitoring their grades, academic progress, organization, building relationships, etc. Advisory is also where families can get assistance in understanding academic standards, state and local assessments and how to monitor their students’ progress if requested. Advisors will reach out to families about reports on their student’s progress as necessary.</p> <p>Parent Volunteers: Parents and family members are encouraged to become school volunteers. The PTO will contact parents and family members for other</p> |

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| | <p>events they will be holding. SciTech staff members will contact parents and family members for specific classroom needs. Volunteers are often needed for lunchroom support, activities and tutoring during our Period 4.</p> <p>Communication: We ensure regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. If you believe you need assistance with materials being in a language that you can understand, please contact Mrs. Theuret stheuret1@pghschools.org or 412-529-7652.</p> |
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**Restorative Practices: Focuses on strengthening relationships between individuals as well as social connections within communities. (By using: Community circles, informal conferences, “I” statements)*

**Courageous Conversations: A framework to establish a safer environment to have conversations about race, equity, and social justice.*

Dress Code

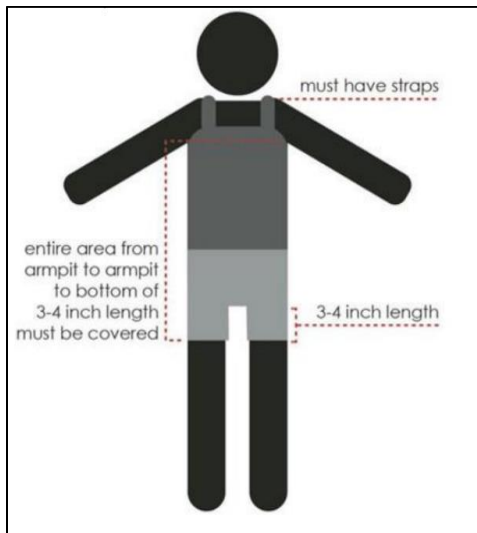
[PPS POLICY 221](#)

While the School District recognizes the right of students to freedom of expression in speech and the wearing of apparel, a dress code has been established to foster a positive learning environment for all. Students and parents are reminded that this dress code is also in effect for all school activities including those which take place outside of the building or outside of normal school hours. A copy of the dress code will be shared with students and families at the beginning of each school year.

Please review the comprehensive expectations for daily dress below.

Expectations for Daily Dress

Students must not wear any apparel or jewelry that by words, signs, pictures, or any combination thereof appearing on said clothing or jewelry advocates or promotes sexual activity or violence, or the use of alcohol or drugs or demeans or degrades another because of race, sex, gender (including gender identity or expression), religion, national origin or disability.



What is Not Appropriate and Not Permitted

- No tank strapless, bare-shouldered, see-through, backless or tube tops
- Crop tops or other t ops that exposes undergarments or bare midsection.
- See through clothing
- Any skirt, shirt or other top that exposes undergarments or bare midsection
- Pajamas and other sleep wear

Please see the picture above for additional clarification regarding expectations for daily dress.

Electronic Devices

[PPS POLICY 216](#)

SciTech Cell Phone Expectations

Grades 10-12 will enter the building through the Bouquet Street entrance.

Grades 6-9 will enter the building through the Thackeray Street entrance.

Cell phones will be collected daily, secured during the school day, and returned to students at dismissal. Students who violate the electronic device restrictions will be subject to disciplinary action and confiscation of the device. **The cell phone policy is a non-negotiable policy.** Students are not permitted to have phones unless student meets the qualifications of **section 216 in the PPS Code of Conduct Handbook** and permission is expressly granted by Administration, in writing.

- Students will turn in their phones at bag check according to their 6th period class.
- All cell phones will be collected even if a student has multiple cell phones.
- Students will place their phones in a metal phone case equipped with a key lock.
- Only teachers are permitted to collect cell phones from students (Students are not to collect, distribute, or handle any other phone.)
- Day-to-day substitutes are not to collect, handle, or distribute any cell phones.
- Cell phone lockers will be redistributed during the last 5 minutes of class of 6th period.
- Students will retrieve their cell phone from the locker on their way out of school at dismissal.
- Teachers will return the cell phone lockers to the office at the end of each day before signing out.
- Tardy students will turn in cell phones to the main office upon their arrival. If there are any questions, please see administration ASAP.

Special Handling of Cell Phones:

- Students that have a sporting event or any other activity will be required to turn their phone into the activity case that will be provided. Students will be able to retrieve their phones when they are being dismissed for their respective sporting event or activity.
- Cell phones will be approved for classroom use based on a teacher's request to use the phone for a specific academic purpose. Teachers who want cell phones to be used for a specific class must complete a request form and take an activity case to store the phones before and after they are used. Classroom activity cases will be returned to the main office for the end-of-day cell phone distribution.

If parents/guardians must reach their student in case of an emergency, they may call the main office. A student is allowed to come to the main office to use their phone. Parents can also email their student at the student's school email address.

Violations of this policy will result in a referral.

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| <p>1st Violation of the cell phone policy</p> | <ul style="list-style-type: none"> • Individual warning • Referral • Restorative conference with teacher and student. • Turn in phone immediately to the teacher or designated administrator. • Phone call will be made and followed up with a Talking Point message. |
| <p>2nd Violation of the cell phone policy</p> | <ul style="list-style-type: none"> • Referral • Phone will be confiscated by administration and a parent/guardian/emergency contact listed in eSchools will be required to pick up the device. |

Health Services

[PPS Policy 206](#)

The health and well-being of our students is very important. Please don't hesitate to inform our school of any medical concerns that you may have about your student's health throughout the school year. Information regarding required physicals and immunizations will be shared with families in the coming weeks.

If your student requires the administration of prescription or over-the-counter medication during the school day, a completed medication administration form is required on the first day of school, this form can be found on the PPS website, www.pghschools.org. All medication must be in the original prescription labeled container to be administered by the school health office.

Information Technology/Acceptable Use

Pittsburgh Public Schools Office of Information Technology Acceptable Use Form

Student Support Services

MTSS

Pittsburgh Public Schools defines MTSS as a Multi-Tiered System of Supports (MTSS) as a comprehensive, multi-tiered, standards aligned strategy to enable early identification and intervention for students at academic or behavioral risk. MTSS allows educators to identify and address academic and behavioral difficulties prior to student failure. The goal is to improve student achievement using research-based interventions matched to the instructional needs and level of the student. (Excerpt from PPS MTSS/RTII Manual)

How do parents know if/when their child is referred?

Can parents make the referral?

How is progress communicated to students, parents, staff?

Student Assistance Program (SAP)

Pittsburgh Public School's SAP or Student Assistant Program helps to support students by addressing barriers to learning.

SAP Team identifies resources both within the school and outside of the school to help our students. The team in each school is made up of certain professional members that assist in the referral of SAP team services and meet on a monthly basis. The SAP Team also provides prevention education, such as Bullying/Harassment, Drug & Alcohol Prevention, etc. during the Advisory period.

Referrals

Students should be referred to SAP Team after they have gone through the MTSS process.

How do parents know if/when their child is referred? School social workers will reach out with parent permission slips and information.

Can parents make the referral? Parents are able to contact the school counselor or social worker to make a referral.

How is progress communicated to students, parents, staff? Progress is communicated with affected students, staff and parents by the school social worker and/or school based therapist.

Student Expectations/Procedures

Policy 212
PPS Code of Conduct

PBIS Expectations and system should be noted here.

Restorative Practices

Visitor Policy

PPS Policy 1104

All visitors must enter through the doors on Thackeray Street. If you require an ADA accessible entrance, please call the main office before you arrive (412-529-7620) and a staff member will meet you at the Bouquet Street entrance or a ground level entrance in the main parking lot facing 5th Avenue. An elevator is available. All visitors must check in with security upon entering the building. Once cleared by security, visitors will report to the main office to sign in. The main office staff will assist visitors who have previously scheduled appointments. Visitors who would like to schedule appointments with SciTech staff can also be assisted by the main office staff. Visitors will be escorted through the building by a staff member and should not be wandering around.

Families

Parent School Community Council (PSCC)

Why attend?

Attending Parent School Community Council Meetings (PSCC) is a great way to support your student and school! The purpose of the Pittsburgh Science & Technology Academy PSCC is to provide ongoing communication between the school and parents, guardians and community groups regarding issues that are important to the success of our students.

When are they? PSCC Meetings are held monthly. The dates, times, and formats for the 2024-2025 school year are below.

What are they about? SciTech staff and administration will assist in delivering the content. At the end of each meeting there will be district Parent Advisory Council information shared and Q&A with administration.

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| Date: September 12th Time & Format: 9-10am Virtual Topic: Annual Title I Meeting | Date: January 9th Time & Format: 6-7pm Virtual Topic: TBD |
| Date: October 10th Time & Format: 5:30-6pm In-Person | Date: February 13th Time & Format: 9-10am Virtual Topic: TBD |

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| Topic: Parent & Family Engagement Policy Review | |
| Date: November TBD Time & Format: 6-8pm In-Person Topic: SciTech STEM Festival | Date: March 13th Time & Format: 6-7:00pm Virtual Topic: TBD |
| Date: December 12th Time & Format: 9-10am Virtual Topic: TBD | Date: April 10 th Time & Format: 6-10am Virtual Topic: TBD |
| | Date: May 16th Time & Format: 9-10:30am In-Person Topic: TAFTSD Celebration |

SciTech Parent Teacher Organization (PTO)

The SciTech PTO (Parent-Teacher Organization) Board warmly welcomes all new and returning families to Pittsburgh SciTech! The PTO is an all-volunteer group of parents, teachers (and sometimes students) who work together to support the school and promote family engagement.

Participation:

Everyone is welcome and encouraged to attend our monthly meetings. Being a part of the PTO does not mean you have to volunteer or donate money – BUT the more participation we have, the stronger our community will be. Many parents feel they cannot participate because they are still learning English, or because they work full time. Please don't let that discourage you. Whether you have 30 minutes or a few hours, your time, your ideas, your talents, your connections and your voice are truly needed and appreciated!

Fundraising for Teachers and Students:

A big part of what the PTO does is fundraise to help pay for things that are traditionally underfunded. Last year, the PTO funded lots of requests from teachers and student groups including t-shirts for our Student Ambassadors and middle school soccer team; Mock Trial supplies; BSU events, Math Pi Day Fun; classroom supplies; transportation for students to attend the NACAC College Fair, Student Summit, and helping to pay for buses for several field trips. We also help fund and support SciTech's annual STEM Fest in the fall, Staff Appreciation Week in May, and the carnival in June.

SciTech Gear:

The SciTech PTO Fall Gear Sale is open Aug 26 - Sept 23. Get your T-shirts, sweatshirts, and SciTech gear! Visit the online store to choose items and pay. Items will be delivered to your student at school around Oct 21. <https://scitechspiritwearfall2024.itemorder.com/>

Meet Other Families:

Please join us at an informal get-together on Wednesday, September 11th at Pins Mechanical at SouthSide Works (407 Cinema Drive, Pgh, PA 15203). We will be outside on the rooftop between 5:30 to 7:30pm. Drop in anytime! Kids are welcome. Pins Mechanical is very kid-friendly and all the video games and most games are free. Note that this is not an official PTO event, just a way to get to know other families.

The PTO leadership team is always available for families to reach out info@scitechpto.org.

Volunteer

All school volunteers who will be responsible for the welfare of students or who will have direct contact with students are required to submit volunteer clearances per board policy 920. Required clearances include: PA Child Abuse, PA Criminal and Federal Criminal History (Fingerprints) OR the Residency Verification Form and Waiver Request in lieu of the federal fingerprints for volunteers who have resided in PA for 10 consecutive years. All clearances must be less than five years old. Find more information on the clearance process here:

www.pghschools.org/community/get-involved/volunteering

Volunteer Opportunities at SciTech:

- Lunchroom Monitor
- Copying Documents
- Offering Activities During Activity Period with Staff

If you have obtained your clearances and are interested in volunteering for anything above, please reach out to Mrs. Theuret, SciTech FACE Coordinator, at stheuret1@pghschools.org.

Additional PPS District Policies and Information

- Please click on the link below to learn more about our District's Code of Conduct
- [Code of Conduct](#)
- Please click on the link below to learn more about our District's Non-Discrimination Policy
- [Non-Discrimination Policy](#)
- Please click on the link below for information about Education for Children and Youth Experiencing Homelessness
- [Education for Children and Youth Experiencing Homelessness](#)
- Please use the link below to find out more about Special Education Services and Programs, Services for Protected Handicapped Students (504), and Services for Gifted Students: [PSE \(Special Education\) / Child Find Annual Notice \(pghschools.org\)](#)