

Student-Parent Handbook

Pleasant Valley
Middle School/High School



2024-2025 School Year

Pleasant Valley School District
Brodheadsville, PA 18322

Excellence in Education: A Community Commitment

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Welcome to the Pleasant Valley Secondary Handbook. We hope this handbook will be a useful resource and will assist you in your child's education to support your knowledge of school district policy and procedure. We look forward to partnering with you at PVMS and PVHS in your child's education

District Office

2233 Route 115 Suite 100 • Brodheadsville, PA 18322 • 570-402-1000 x. 1199

Superintendent of Schools: Dr. James Konrad

Assistant Superintendent: Dr. Rae Lin Howard

Director of Human Resources: Lori Fulmer

Business Manager: Tammy Smale

Director of Operations: Randy Smale

Director of Special Education: Julie Harris

Curriculum Supervisors: Jonathan Ayre/ Bernadette Fierro

Supervisors of Special Education: Christine Deutsch/ Raberta Hans

Supervisor of Transportation: Deena Boyne

Chief of School Police: Robert Miller

Asst. Chief of School Police: Brian Silliman

Director of Instructional Technology and Innovation: Mr. Jason Van Voorhis

EQUAL RIGHTS AND OPPORTUNITIES POLICY

Pleasant Valley School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin/ethnicity, gender, age, disability, sexual orientation or religion in its admissions, educational programs, activities, or employment policies. Publication of this policy is in accordance with state and federal laws including the Americans with Disabilities Act, Title VI, Title IX of the Education Amendments Act of 1972 and Section 504 of the Rehabilitation Act of 1973. Requests for information regarding services, activities and facilities that are accessible to and usable by persons with disabilities, in addition to all other inquiries, should be directed to the Director of Human Resources. This individual serves as Title IX and Section 504 Coordinator and is located in the Pleasant Valley District Administration Building, Route 115, Brodheadsville, Pennsylvania, 18322. (570) 402-1000, ext. 1209.

PLEASANT VALLEY MIDDLE SCHOOL BUILDING DIRECTORY

Main Office Gwen Harris, Principal's Secretary Tim McCutchan, Principal Doreen Dunlap, Front Desk	Ext. 2003 Ext. 2004 Ext. 2001
Assistant Principal Office Julia Mininger, Attendance/Assistant Principals' Secretary Ramon Rodriguez, Assistant Principal Josephine Fields, Assistant Principal	Ext. 2018 Ext. 2008 Ext. 2007
Dean of Students Richard Rimple	Ext. 2110
Athletic Office Lisa Undari, Athletic Office Secretary James Korcienski, Director of Athletics Nadia Gauronsky, Middle School Athletic Coordinator	Ext. 4100 Ext. 4101 Ext. 2434
Guidance Office Rachel Brown, Guidance Secretary Sheri Fallon, Grade 8 Sarah Rodvelt, Grade 7 Cathleen Schultz, Grade 6	Ext. 2011 Ext. 2014 Ext. 2013 Ext. 2010
Security Office Brian Silliman, Assistant Chief of Police Dave Diehl, School Police	Ext. 2777 Ext. 2777

PLEASANT VALLEY HIGH SCHOOL BUILDING DIRECTORY

Main Office Gail Finamore, Principal's Secretary Brian Boylan, Principal Sue McDermott, Attendance Secretary Helen Sabo, Front Desk	Ext. 4003 Ext. 4004 Ext. 4018 Ext. 4001
Assistant Principals Jennifer Wertman, Assistant Principal's Secretary Amber Chiafulio, Assistant Principal (Last names A - Gat) Ariella Mease, Assistant Principal (Last names Gav - Ol) Jeremy Byrd, Assistant Principal (Last names Om - Z)	Ext. 4007 Ext. 4006 Ext. 4008 Ext. 4002
Athletic Office Lisa Undari, Athletic Office Secretary James Korcienski, Director of Athletics Timothy Hinton, High School Athletic Coordinator	Ext. 4100 Ext. 4101
Guidance Office Natalie Alvarez, Guidance Secretary Carley Hartzell (Kus-Rice) Brian Morgan (MCTI Students) Kristen Stachina (Dis-Kur) Payton Storms (Rich-Z) Cevrina Vazquez (A-Dir)	Ext. 4011 Ext. 4015 Ext. 4346 Ext. 4014 Ext. 4013 Ext. 4012
Technology Office Lisa Maderic, Secretary Chuck Tomori, District Technology Coordinator	Ext. 4040 Ext. 4344
Security Office Bob Miller, Chief of Police Brian Silliman, Assistant Chief of Police Robert Madhady, School Police Officer	Ext. 4049 Ext. 4046 Ext. 4076

POWERSCHOOL

PowerSchool is an essential tool for managing our school's student information, providing a centralized platform where parents and students can access academic records, attendance, and grades. It helps facilitate communication between the school and home, keeping you informed about your child's progress. It is important that parents/guardians check their child's gradebook on a regular basis.

All parents must create a [PowerSchool Parent Portal](#) account

CALENDAR AND SCHEDULING POLICIES

District Calendar

The Pleasant Valley School District calendar is available online. This calendar contains the dates of all important district-wide functions and general information for parents/guardians. The school district calendar also includes the days that are designated as “snow make-up days” when school is canceled due to inclement weather. The District plans to use Flexible Instructional Days in the remote setting as a method of continuity of education. These days will be announced as they are determined.

School Hours and Daily Bell Schedule

Middle School Bell Schedule	High School Bell Schedule
<i>Students enter the building at 7:15am</i> Homeroom: 7:25-7:29am	<i>Students can enter the building at 7:05am</i>
Period 1: 7:29-8:19am	Period 1: 7:20 - 8:12am
Period 2: 8:22-9:12am	Period 2: 8:17 - 9:05am
Period 3: 9:15-10:05 am	Period 3: 9:10 - 9:58am
Period 4: 10:08-10:58 am (6th grade A/B lunch)	Period 4: 10:03 - 10:51am
Period 5: 11:01-11:51am (7th grade A/B lunch)	Period 5: 10:56 - 12:29pm (with lunch)
Period 6: 11:54-12:44pm (8th grade A/B lunch)	Period 6: 12:34 - 1:22 pm
Period 7: 12:47- 1:37pm	Period 7: 1:27 - 2:15 pm
Period 8: 1:40-2:30 pm	

Closings/Delayed Openings/Early Dismissal

Unfavorable weather conditions or other emergencies require school closings or a delay of school opening periodically throughout the school year. Information will be announced by local television and radio stations, school district website (www.pvbears.org)/Facebook page, and a ConnectEd call to all members of the school district. Parents/guardians should always arrange for the possibility of school closings that may occur during the school day. Please make sure that your child has an early dismissal plan. Your child may need to go home if an emergency develops at school. School days lost for such reasons will be made up according to the school calendar, as decided by the Board of Education. Please make sure that your correct contact information is up to date in the building office so you are receiving ConnectEd calls at the appropriate phone number(s).

Flexible Instructional Days

Information will be announced by local television and radio stations, school district website (www.pvbears.org)/Facebook page, and a ConnectEd call to all members of the school district. School will be delayed by one hour. Please follow the school specific webpage for schedules regarding Flexible Instructional Days.

FLEXIBLE INSTRUCTIONAL DAY SCHEDULE (1 HOUR DELAY)

Middle School FID Schedule	High School FID Schedule
Student Arrival/Log on: 8:15 - 8:25	
Homeroom: 8:25 - 8:40	
Period 1: 8:41 - 9:23	Period 1: 8:20 - 9:07am
Period 2: 9:25 - 10:07	Period 2: 9:09 - 9:53am
Period 3: 10:09 - 10:51	Period 3: 9:55 - 10:39am
Period 4: 10:53 - 11:35	Period 4: 10:41 - 11:25am
Period 5: 11:37 - 12:19	<i>Lunch 11:27 - 11:57am</i>
Period 6: 12:21 - 1:03	Period 5: 11:59 - 12:43pm
Period 7: 1:05 - 1:47	Period 6: 12:45 - 1:29pm
Period 8: 1:49 - 2:30	Period 7: 1:31 - 2:15pm

Student Expectations for Flexible Instructional Days

1. Find a quiet and calm space.
2. Be prepared with all necessary materials.
3. Be on time or early for your meet.
4. Mute yourself as you come into the Google Meet and remain muted unless otherwise instructed.
5. Turn your camera on - this is a PVSD requirement.
6. Be appropriate when typing in the comments.
7. Be respectful.
8. Take care of your electronic devices.
9. Code of Conduct will be in effect for behavior purposes.
10. Dress and Grooming Guidelines will apply.

SCHOOL BUSINESS DAILY EXPECTATIONS

School Bus Transportation

Our school district utilizes the services of First Student to transport our students. First Student, based in Cincinnati, Ohio, is one of the leading transportation companies in the United States. The school district and First Student work together to provide safe and efficient school bus transportation for all students. First Student may be contacted directly at 570-402-2282.

We encourage parents/guardians to contact Pleasant Valley's School District Transportation Liaison at 570-402-1000 ext 1279 regarding questions/concerns relating to school bus transportation.

Expectations for responsible bus behavior are indicated below. The school district reserves the right to suspend any student from riding the bus who cannot follow the following guidelines:

1. Follow the bus driver's directions
2. Sit safely in the seat facing front with back to the back of the seat
3. Stay seated until assigned stop
4. Keep hands, feet and all items within their personal space and inside the bus
5. Keep main aisle clear
6. Maintain a quiet voice and use appropriate language
7. No eating or drinking on the bus

NOTE: The school bus is an extension of the classroom. Students are expected to maintain the same behavioral expectations on the school bus as in school.

****If you have any issues with your student's bus or bus stop location, please submit a request in PowerSchool. The bus form is located in powerschool. Parent clicks on Forms and then Enrollment then scroll down to K. Transportation Form. Please allow 72 hours for a response. Most responses will be sent via email.**

School Bus Audio/Video Recording ([School Board Policy 810.2](#))

The use of video and audio recording equipment supports efforts to maintain discipline and to ensure the safety and security of all students, staff, contractors and others being transported on district-owned, operated, or contracted school buses or school vehicles. The Board authorizes the use of video and audio recording on school buses and school vehicles. The Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose. The district shall comply with the provisions of federal and state laws and regulations.

Cafeteria

Pleasant Valley School District provides an opportunity for children to enjoy healthy meals each day through a partnership with Whitsons Culinary Group. Healthy school meals are a critical component to the overall educational experience, nourishing the body, and setting the stage for a day of learning and knowledge retention. Whitsons offers age-appropriate lunch menu options at each grade level, with increasingly more options at the older grade levels as students mature and learn how to make healthier choices.

For secondary school students, Whitsons offers a food-court style environment with a wide variety of wholesome menu choices. Whitsons offers a variety of meal choices and Smart Snack options that meet NSLBP, HHFKA, and state nutrition guidelines, and are analyzed and approved by a Registered Dietitian. Whitsons also collaborates with parents, students, and school nurses to accommodate the dietary requirements of students with food allergies and other special diets. Our interactive menus may be found online at www.fdmealplanner.com. Interactive menus provide you with nutritional and allergen information you need to plan your school meals

Breakfast and lunch are free. The prices below reflect the cost of a second meal. Special dietary needs can also be accommodated.

Breakfast	Lunch
Daily - FREE 2nd Meal - \$1.60 Reduced - Free Milk Only - .50¢	Daily - FREE 2nd Meal - \$2.95 Reduced - Free Milk Only - .50¢

Under the federally funded National School Lunch Program, free and reduced breakfast and lunches are available for students who qualify. Application forms are sent home to all families at the beginning of each school year or can be accessed in any school office throughout the school year. Applications can be returned to the main office for processing at any time.

For more information regarding school lunches or forms needed for free or reduced lunch, please click the following link. <https://pleasantvalleyfoodservice.com/>

My School Bucks

How does My School Bucks Work?

Every student will have an account. Parents/guardians have the option of prepaying for meals as far in advance as they wish by depositing money into the student's account. Each time the student eats, the cost of the meal is automatically deducted from his/her account. My School Bucks allows students to deposit money into their accounts any morning prior to the start of school, or when they go through the lunch line. Cash or checks (made out to "PVSD Cafeteria") will be accepted. Leftover money in the student's account will follow the student to the next grade. In the case of a senior, he/she will be required to use all money in the account by the last lunch of the school year. How does a student access his/her account? Every student will receive a PIN number. When the student reaches the cashier station, he/she will put the PIN number into the keypad. The cashier will record the purchase and, provided there are sufficient funds to cover the purchase, the account will be debited.

Flag Salute and Pledge of Allegiance ([School Board Policy 807](#))

It is the responsibility of every citizen to show proper respect for his or her country and its flag. However, students may decline to recite the Pledge of Allegiance and may refrain from saluting the flag, on the basis of personal belief or religious convictions. Students who choose to refrain from such participation shall respect the rights and interests of classmates who do wish to participate in a meaningful ceremony. A student who chooses not to participate may either stand or sit, remaining respectfully silent.

Emergency Procedures

Parents/Guardians will be notified immediately in the event of an emergency. However, sick or injured children will not be sent home on the school bus. If parents/guardians cannot be reached, an emergency contact person designated by the parent/guardian will be called to assist. It is very important that your child's emergency contact information is up-to-date and accurate. If you need to change your child's emergency contact information, this may be done through the Parent Portal Account in PowerSchool.

Lockers ([School Board Policy 226](#))

School lockers will be provided in which to store coats, books and other school-related materials. All lockers are the property of the Pleasant Valley School District and students shall have no expectation of privacy concerning their lockers. Lockers may be inspected at any time by school officials. Illegal material will be confiscated. Students are not to share a locker unless assigned by the office. Lockers are only provided for student use. Students are to keep their assigned lockers closed and locked against incursion by other students. The school accepts no responsibility if students give locker combinations to other students. No student may use a locker as a depository for a substance or object which is prohibited by law or school district regulations or policies, or which constitutes a threat to the health, safety, or welfare of the occupants of the school building or the building itself. The school assumes no responsibility for locker contents. All hall lockers have combinations and students are required to keep their combination a secret. Therefore, anything stolen from these lockers is the responsibility

of the student and not of the school. Students with lockers in need of repair must fill out a locker repair request form in the office. The Board reserves the right to authorize its employees to inspect the student's locker at any time for the purpose of determining whether the locker is being improperly used for the storage of contraband, a substance or object the possession of which is illegal, or any material that is deemed to pose a hazard to the safety and good order of the schools. Signs are posted in locker areas to inform students of rules regarding locker privacy and searches.

Gym lockers are available for all students to use during their assigned gym classes. In cases where the locker has no built-in combination lock, students are responsible for providing locks to secure lockers during their gym class, as well as the removal of these locks at the conclusion of their daily Physical Education classes. All students will be provided with a gym locker in which to keep their belongings. Students are to keep their assigned lockers closed and locked against incursion by other students, but no student may use a locker as a depository for a substance or object which is prohibited by law or school district regulations, or which constitutes a threat to the health, safety, or welfare of the occupants of the school building or the building itself. All lockers are to be kept locked. Stolen property is, therefore, not the responsibility of the school but that of the student. The Board reserves a right to authorize its employees to inspect the student's locker at any time for the purpose of determining whether the locker is being improperly used for the storage of contraband, a substance or object the possession of which is illegal, or any material that poses a hazard to the safety and good order of the schools.

ATTENDANCE POLICIES

Attendance/Absences [\(School Board Policy 204\)](#)

Compulsory attendance becomes effective when a student enters school for the first time, which shall not be later than six years old, and continues until the student becomes 18 years of age.

Absences shall be treated as unexcused until the district receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.

All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner. Excuses may be emailed to pvmsattendance@pvbears.org and pvhsattendance@pvbears.org.

Any time a student is absent from school, a written excuse including the following information must be sent to the office within three days:

- The child's first and last name
- Teacher's name
- Date of the absence(s)
- Reason for the absence
- Legible signature of parent or guardian
 - Attendance Emails must be from parent/ guardian email addresses registered in PowerSchool.

The following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.
2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.
3. Quarantine.
4. Family emergency.
5. Recovery from an accident.
6. Required court attendance.
7. Death in the family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.
9. Participation in a musical performance in conjunction with a national veterans' organization or incorporated unit, as defined in law, for an event or funeral.
 - a. The national veterans' organization or incorporated unit must provide the student with a signed excuse, which shall include the date, location, and time of the event or funeral.
 - b. The student shall furnish the signed excuse to the dis1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.

10. Observance of a religious holiday observed by a bona fide religious group, upon prior written request from the person in parental relation.
11. Non School-sponsored educational tours or trips, if the following conditions are met:
 - a. The person in parental relation submits the required documentation for excusal prior to the absence, within the appropriate time frame.
 - b. The student's participation has been approved by the Superintendent or designee.
 - c. The adult directing and supervising the tour or trip is acceptable to the person in parental relation and the Superintendent.
12. College or postsecondary institution visit, with prior approval.
13. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness and foster care.

The district may limit the number and duration of non-school sponsored educational tours or trips, college or postsecondary institution visits for which excused absences may be granted to a student during the school year.

Truancy Procedures

Step 1: When your child accumulates 3 unlawful absences: A 3-Day Unlawful Absence Notice will be mailed home to your residence.

Step 2: When your child accumulates 6 unlawful absences: Parents/guardians will be asked to participate in a School Attendance Improvement Conference (SAIC) with the child and a school administrator. During this conference, a School Attendance Improvement Plan (SAIP) will be developed for the student. A 6-Day Unlawful Absence Notice will be mailed to the student's residence along with the completed SAIP.

Step 3: When your child accumulates 3 or more unlawful absences after the SAIP, Citations will be issued under state law to students who are 17 years or younger. Parents/guardians and the student will be required to attend a truancy conference with a Magisterial District Judge.

Step 4: Parents will be referred to the District Magistrate to be cited and fined. Children & Youth may also be notified.

Educational Trips [\(School Board Policy 204\)](#)

For any educational trip taken during the school year, requests must be submitted to the attendance office at least 10 days in advance on the approved district form. No student may spend more than a total of five (5) school days on an approved educational trip in any given school year, unless prior approval is received from the Superintendent or designee. All pre-approved trips will be recorded as excused absences.

Assigned school work will be due on the day of return to school. Make-up tests and quizzes must be completed within the number of days the student was absent.

The form to request approval can be found on the district website or at your school's attendance office.

Tardiness/Lateness

It is important that all students arrive at school on time. If a student is tardy, the parent/guardian will be asked to provide a written excuse. A record of the time arrived and reason for late arrival will be maintained. Minutes tardy will accumulate and may result in truancy proceedings.

Students reporting late, with an excusable reason, must bring a written excuse note, which includes the date of and reason for tardiness and is signed by the parent/guardian, no later than the following day. Parental excuse notes, documenting the reason for and date of tardiness are required for a tardy to be excused. If a student comes to school late due to an appointment from a doctor, dentist, etc., the student must return with and submit acceptable written evidence, including the date and time of the appointment, of attending such appointment.

PVMS

Middle School students are expected to report to school no later than 7:22AM. Tardy students must report directly to the main office in order to sign in. Students who do not sign in will be considered absent for the day.

Middle School students participating in athletics and activities must arrive at school by 9:25 AM to be eligible to participate in afterschool athletics and/or activities for the day.

PVHS

Students are expected to report to period 1 by 7:20 AM. Any student reporting after 7:20 AM must report directly to the designated attendance area (to be determined each year) in order to sign in.

Students participating in athletics and activities must arrive at school by **9:15 AM** to be eligible to participate.

Early Dismissals

Students, regardless of the reason(s), are not permitted to leave the school building or premises at any time without obtaining permission from the administration, nurse, or principal's designee. If no signed note is provided and a parent/guardian is picking their child up, both child and parent/guardian must properly sign out in the designated area. Students not conforming to these rules may be classified as absent unexcused and subject to disciplinary procedures for leaving school unauthorized. It is recommended that all attempts be made to arrange all appointments during non-school hours. Students who are 18 years of age will only be permitted to sign out independently with written parent permission for a valid reason. Notes must be received to the attendance office for a dismissal no later than 9:00 AM.

Custody

If there is a court order limiting or restricting a noncustodial parent contact with a child, the court order should be brought to school. A copy will be made for the student record. Without a court order, both natural parents have equal access to the child and the child's records.

Field Trips

Field trips are a planned part of the instructional program at each grade level and support academic goals. Parent/guardian permission notes are needed because students will be leaving school property. Since safety is a priority parents/guardians may be asked to attend field trips as chaperones.

McKinney-Vento Homeless Education Program

MCKINNEY-VENTO HOMELESS ASSISTANCE ACT: The Education for Homeless Children and Youth (EHCY) program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.) (McKinney-Vento Act).

The McKinney-Vento Act was originally authorized in 1987 and most recently reauthorized in December 2015 by the Every Student Succeeds Act (ESSA). The McKinney-Vento Act is designed to address the challenges that homeless children and youths have faced in enrolling, attending and succeeding in school.

Under the McKinney-Vento Act, educational agencies must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youths. Homeless children and youths must have access to the educational and related services that they need to enable them to meet the same challenging State academic standards to which all students are held. In addition, homeless students may not be separated from the mainstream school environment. Local Educational

Agencies are required to review and undertake steps to revise laws, regulations, practices, or policies that may act as barriers to the identification, enrollment, attendance, or success in school of homeless children and youths.

The law indicates that the LEA liaison shall ensure that all homeless children, youth and families are identified through coordinated activities with other entities.

When a student is identified as being McKinney-Vento eligible, staff will:

- Assist with enrollment, monitor school attendance and arrange transportation (K-8 students)
- Provide school supplies and other school related materials as needed
- Advocate for and support students and families through school and home visits
- Set clear expectations for student behavior, attendance and academic performance
- Assist students/families access with community services
- Assist students/families with access to tutoring, special education, and English language learner resources
- Assist students so that they can participate in sports, field trips, and school activities.

For more information, contact the Child Accounting Office at 570-402-1000 ext. 1215.

DAILY STUDENT EXPECTATIONS

Student Identification ([School Board Policy 245](#))

While on school district property, all students must wear and visibly exhibit, in the front of his/her outer garment between the shoulders and the waist, their current district issued photo identification on a break-away lanyard.

Students may also be required to wear their school district ID when participating in an off-campus school-sponsored activity. At any time, students may be required to immediately present their photo ID to an administrator, teacher, and other school employee or transportation worker.

Students are responsible to report lost, damaged, or stolen identification cards immediately upon discovery to a teacher, security officer, or administrator. Under no circumstances shall a student alter a student ID card.

Two (2) IDs will be issued to each student at no cost. Due to replacement costs, students will be charged for each replacement ID or lanyard.

Dress and Grooming Guidelines ([School Board Policy 221](#))

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices affect the educational program of the schools or constitute a health or safety risk to others

The Pleasant Valley School District dress and grooming guidelines apply to all students. Students in violation of the guidelines will be asked/sent home to change and/or discipline consequences will be applied. Please adhere to the policy and dress appropriately for an educational setting.

- 1) **Exposure: Appropriate dress for school includes essential covering.**
 - Clothing must be appropriately sized for the student; that is, they are to be no more than one (1) regular size larger than the student actually measures.
 - All garments must be in good repair and not have any revealing holes or rips.
 - Upper Garments (shirts) must be in good repair and not have holes, rips, or slashes. Upper garments must cover the shoulder, torso, and midriff and must not be excessively tight or low cut from the collar. Shirt hems must fall below the waistband of lower garments. Upper garments cannot reveal undergarments.
 - Hoodies are acceptable to wear inside of the building, but hoods may not be worn on the head at any time.
 - Hats are not acceptable to wear inside the building at any time unless permitted as part of an announced school spirit theme.
 - Cultural and ethnic headwear may be worn with prior permission.
 - Lower garments must fit and be an appropriate length as defined as

covering approximately three quarters of the thigh and cannot reveal undergarments. Shorts, dresses, and skirts should maintain an appropriate fit and length while walking, sitting, reaching, and bending over. Lower garments must be worn at the hip without sagging. Lower garments should be of reasonable fit. Extra wide, extra full, extra-long, baggy, or sagging bottoms, as well as tight and/or undersized bottoms, are not permitted.

- Cut-off shorts are not permitted.
- As a safety measure, footwear must both be of the same pair and intact.
- Sandals or clogs must have a back strap and footwear with shoelaces must be tied.

2) Expression: Appropriate dress for school includes controlling any verbal or pictorial messages visible on all jewelry and clothing. Prohibited examples include:

- Items that promote or reference drugs, alcohol or tobacco.
- Reference to cult or satanic activity.
- Reference to guns and other weapons weapons, violence, gang affiliation, sex, sexism, sexuality, political messages and or ethnic/racial prejudices.
- Suggestive themes and or obscene pictures, words, or gestures
- Double-meaning slogans

When a student's dress is representative of a danger to his/her health, safety, or welfare or creates a distraction to the learning environment, the administration will request that the student change his/her clothing. A violation of the dress guidelines may result in disciplinary action.

Students may be required to wear specific types of clothing while participating in physical education classes, technical education classes, science laboratories, family consumer science classes, and or extracurricular activities.

Homework/Class Work Make-Up Procedure

After returning from an absence, students need to contact his/her individual teachers in order to determine what homework, class work, and tests were missed, and it is the responsibility of the student to see that the work and tests are completed and handed in. Students who attend band, chorus, or athletic events are responsible for finding out and making up any work or tests they missed during lessons, rehearsals and/or events. As a rule, students will have the number of school days equal to the number of excused absences to complete the homework. Any work not completed within that time frame will be assigned a failure (F). Except in the case of approved educational trips, in which work must be requested in advance of the trip and must be turned in upon return.

Homework Request

Parents may contact the school to secure any assignments that can be completed during an absence. Assignments will be available within forty-eight (48) hours from the time of the request. Parents/Guardians are responsible to see that assignments are picked up at the school when they have been requested. Students are encouraged to have reliable classmates share any information regarding missed work. Students are expected to work on and complete assignments when they are requested and sent home

during an absence. Students are also expected to complete assignments when work is requested before or during an approved vacation which occurs on regular school days.

Parent-Teacher Conferences

Parents/Guardians will have the opportunity to attend parent-teacher conferences in the fall this school year. All parents/guardians are encouraged to attend.

Parents/Guardians will also have access to a report card for their child at the conclusion of each marking period. Parents/Guardians are also encouraged to utilize the school district's PowerSchool system to track their child's academic progress in school. Information regarding the PowerSchool will be provided at the beginning of the school year or upon registering in the school district.

Academic and Counseling Services

Counseling services are an integral part of the total educational process. The services provided by the counseling staff are designed to help each student develop the knowledge, skills, and self-reliance needed to make good decisions and to make personal and social adjustments.

Instructional Grouping and Student Placement

The Pleasant Valley School District's rationale for grouping students is to create a classroom environment that is conducive to learning and teaching. Our goal is to maximize the use of instructional time and take into consideration that students learn from each other as well as from the teacher. We always value information you may feel is important to the placement of your child, but cannot honor requests for specific teachers. The types of information you may want to share are:

- Health or medical needs
- Family changes
- Peer interactions
- Specific social, emotional, or educational needs
- Learning style

Please contact the School Counseling Department at the school your child(ren) will be attending to discuss or share this information.

Multidisciplinary Team

The Multidisciplinary Team refers to the team of school professionals, parents/guardians, and community agencies that work together to determine appropriate programming for individual students. This team is most commonly used when determining the programming for students with special needs

Special Education and Gifted Services

The Pleasant Valley School District is an inclusive school district. This means that students with disabilities and special needs are educated alongside their non-disabled peers to the maximum extent possible. The Pleasant Valley School District, either directly or through various other education agencies, including Colonial Intermediate Unit 20, provides Special Education services that may be required for children with special needs. Please contact your child's school counselor if you have any questions about special education services.

English Learners (EL)

The Pleasant Valley School District provides an English Learner (EL) curriculum for our students who qualify. English learners are identified through a Home Language Survey at the time of registration. A screening process identifies students in need of EL support. At the elementary level, the EL program provides English Learners with a communication program in English that will enable them to fully participate in their educational experience in our schools, in their daily lives, and in our community. The objectives of our program include the following:

1. To develop basic interpersonal skills and cognitive academic language proficiency in English.
2. To develop proficiency in the language domains of speaking, listening, comprehension, reading, and writing from a whole language approach.
3. To develop competence in intercultural interactions.
4. To provide EL's with opportunities to share their language and culture with their peers.
5. To encourage participation in the full range of instructional activities in the mainstream curriculum and extracurricular activities in the school.

Program of Studies

The Pleasant Valley Middle School and High School Program of Studies are available online and in the MS/HS guidance offices. The High School Program of Studies outlines graduation requirements and course offerings.

PVMS (6-8) Course/ Schedule Changes

Schedule changes (drop/add) will be allowed under the following conditions:

- A required class does not appear on their schedule.
- Two classes are scheduled for the same time period.
- Any other considerations for dropping or adding a class will need to be discussed with the school counselor.

PVHS (9-12) Course/ Schedule Changes

Schedule changes (drop/add) will be allowed under the following conditions:

- A required class does not appear on their schedule.
- Two classes are scheduled for the same time period.
- A student is in danger of failing a full-credit course and the first semester has not ended.
 - The student may drop this course, but will take a WF (Withdraw Failure) on their report card.
 - If the date is past the first semester, the student will need administrative approval to drop the course.
- A student is in danger of failing a half credit course and the first 45 days of the course has not ended.
 - The student may drop this course but will take a WF (Withdraw Failure) on their report card.
 - If the date is past the first 45 days, the student will need administrative approval to drop the course.

- A student can only change a .25 credit class within the first 10 days of the first quarter, and for all other quarters the classes must be switched before the quarter begins.

Required Assessments and Courses

PVHS (9-12) Required Assessments and Courses

The Keystone exams meet the federal accountability criteria of ESSA for the high school level. Students must take the Keystone Exams for purposes of federal accountability. Failure to do so will affect a Local Education Agency (LEA) and school's participation rate. The exams are end-of-course assessments designed to assess proficiency in the subject areas of Algebra I, Literature, and Biology.

PVMS (6-8) Required Assessments and Courses

The annual Pennsylvania System School Assessment is a standards-based, criterion-referenced assessment which provides students, parents, educators and citizens with an understanding of student and school performance related to the attainment of proficiency of the academic standards. These standards in English Language Arts, Mathematics, and Science and Technology identify what a student should know and be able to do at varying grade levels. School districts possess the freedom to design curriculum and instruction to ensure that students meet or exceed the standards' expectations.

Every Pennsylvania student in grades 3 through 8 is assessed in English Language Arts and Math. Every Pennsylvania student in grades 4 and 8 is assessed in Science.

Individual student scores, provided only to their respective schools, can be used to assist teachers in identifying students who may be in need of additional educational opportunities, and school scores provide information to schools and districts for curriculum and instruction improvement discussions and planning. In compliance with §4.51(a)(4) of the PA School Code the State Board of Education approved, "specific criteria for advanced, proficient, basic and below basic levels of performance."

PVMS Required Courses		
Grade 6 Core Classes	Grade 7 Core Classes	Grade 8 Core Classes
English Math Science Ancient World History	English Math Science American History I	English Math Science American History II
Grade 6 Required Electives	Grade 7 Required Electives	Grade 8 Required Electives
Computer Technology General Music Global Connections Health	Computer Technology General Music Health Physical Education	Information Processing Health Physical Education Exploratory Spanish

Physical Education Visual Arts	Introduction to Spanish Visual Arts	Visual Arts
NOTE: This is not a full and complete list of all electives offered. This is a list of <i>required</i> electives.		

GRADING AND REPORTING POLICIES

Student Records

Records are maintained to support the educational process and for the convenience of current and former students. Parents/Guardians or current students may review records through the office of the school at which the student attends. Exemptions are as follows: if the student transfers out of the school district; if the school district receives a subpoena; if the student seeks admission to a post-secondary school, and if the directory information is sought in the case of an emergency or police matter.

Legal parents/guardians and students 18 years or older are entitled to review the information in the child's or own permanent record folder. Others may have access to the student's records with written parent/guardian (or student, if age 18 or more) permission. If interested, arrangements can be made with your child's teacher, school counselor, or building administrator. Specific additional policy information may be accessed on the Pleasant Valley School District website regarding student records at www.pvbears.org.

Grade Reporting

Student progress reports are issued on or about the midpoint of each marking period. Report cards are issued at nine (9) week intervals. Tentative dates are listed on the school district calendar. Parents/Guardians are encouraged to take advantage of opportunities to schedule a meeting with teachers to discuss pupil progress. Student academic performance is available online to parents/guardians through PowerSchool on the school district website.

Grading Policy

The following information pertains to the numerical grading policy:

- Any grade average below 65 is a failing grade
- Any student who is absent on the day of a final exam must produce an acceptable excuse note for the absence. Otherwise, a grade of "0" will be recorded for the exam.
- Each one (1.0) credit course final grade will be determined by averaging the four (4) marking period grades and the final exam, where the final exam represents 20% of the final average. Some 1 credit courses may have a Midterm (10%) and a Final (10%)
- Each half (0.5) credit course will be determined by averaging the marking period grades and the final exam, where the final exam represents 20% of the final average.
- Alphabetic and numeric grade equivalents are listed as follows:

Alpha Equivalent	Numeric Marks	Quality Points	Definition
A	92-100	4.00	Excellent
B	83-91	3.00	Above Average
C	74-82	2.00	Average
D	65-73	1.00	Below Average
F	0-64	0.00	Failure
P	n/a	n/a	Pass

Graduation Requirements

To view the PVSD graduation requirements, click on the hyperlink that corresponds with the student's anticipated year of graduation:

[Class of 2025](#)

[Class of 2026](#)

[Class of 2027](#)

[Class of 2028](#)

PVHS Graduation Honors

Three categories of academic honors recognition for graduating seniors are provided based on their mark averages for all grades earned at Pleasant Valley High School (which shall be considered to be grades 9, 10, 11, and the first semester and first marking period of the second semester of grade 12. Special honor seals will be affixed to the diploma of those graduates who have earned such overall averages as shown below, and will be recognized during the annual commencement exercises by special regalia.

- Summa Cum Laude: 96 - 100
- Magna Cum Laude: 92 - 95.99
- Cum Laude: 85 - 91.99

Only those students who have been enrolled in the Pleasant Valley School District for at least four (4) semesters (at least two [2] of which are in his/her senior year), and have earned at least twelve (12) credits taking Pleasant Valley School District courses, will be eligible for graduation honors.

Eligibility for recognition of Valedictorian and Salutatorian honors will be limited to students who are continuously enrolled at the district's high school for three (3) or more school years immediately prior to the date of graduation. The Valedictorian will be the student with the highest weighted GPA as computed once senior grades are all complete. The Salutatorian will be the student with the second highest weighted GPA as calculated once senior grades are all complete.

PVHS Graduation/Commencement

Students must meet all financial and/or disciplinary obligations in order to participate

in graduation/commencement practice and the ceremony. Additionally, appropriate behavior is expected at all practices in order to participate in the graduation/commencement ceremony. Students need to complete all academic requirements prior to the graduation date to be eligible to participate in the graduation/commencement ceremony.

PVHS Early Graduation ([School Board Policy 217](#))

Guidelines for Early College Admission

Those students accepted by a college at the completion of their junior year will be eligible to receive a diploma upon satisfactory completion of their first year of college as a full-time matriculated student. Application forms and guidelines are available on the Pleasant Valley School District website and in the guidance office.

PVHS Transfer Credit

Any transfer credit or college course credit grades will not be calculated into the student's cumulative average.

PVHS Auditing of Courses Grades 9-12

The auditing of high school courses is provided for students so they can become involved with course content and activities, but generally, there will be no credit (for graduation) awarded. Any student approved for audit enrollment must agree to participate fully in all requirements of the course work (as if they were enrolled as a "for-credit" student.)

PVHS/MS Honor Roll

The following criteria shall be used in determining eligibility for the honor roll:

- A Distinguished Honor Roll student will be a student whose average of all marks is 92% or higher and who has not attained a grade lower than 85% in any one subject.
- A Regular Honor Roll student will be a student whose average of all grades is 87% or higher and who has not attained a grade lower than 80% in any one subject.
- Students in grades 9-12 must carry a minimum of seven (7) credits.

In the case of students carrying 3.5 unit courses (such as MCTI students), multiple quality points will be awarded to the grade. Determination of academic honor standing will be made by the guidance department and administration at the end of each marking period. Honor standing announcements will be indicated on the student's report card at the end of each marking period.

PVHS 9th-11th Grade Academic Awards

Departmental awards will be provided by departments who will select outstanding students in grades 9-11.

PVHS Senior "Triple A" Awards

Academic, Athletic, and Performing Art awards will be presented to our outstanding students in grade 12.

Service: A Senior Principal's Award is based on school service.

Academic Awards

The top 10 students with the highest academic average from grades 9-12 will have their names placed on our Academic Wall of Fame. Determination of graduating seniors for the Top 10 Wall of Fame will be made by compiling the averages from grades 9, 10, 11, 12 in the Pleasant Valley School District.

Honor Code/Academic Integrity

It is the belief of the Pleasant Valley School District that the honest pursuit of academic excellence will lead to self-satisfaction, awareness, image and integrity. The belief in self-actualization through the learning process stems from the student responsibility to pursue knowledge. This honor code represents the belief that all students are capable of the honest pursuit of academic knowledge through research, homework, class work, testing, and all other methods used by the faculty to assist and assess student progress.

STUDENT DISCIPLINE

Effective discipline serves two purposes. First, it prevents the recurrence of a particular misbehavior in a student. Second, it is a learning experience for the student, permitting him or her to see why certain rules have been made and why they must be followed.

Discipline effects on activities

All students should be aware that discipline incidents may result in a loss of privileges, including but not limited to: exclusion from certain school/club/athletic events, confiscation of parking pass, and/or personal electronic device, etc.

PVHS Detention

Detentions will be assigned by administration and for some Level 1 infractions teachers will be able to assign detentions. Detentions will be held on Tuesday or Thursday for two (2) hours or on a Saturday. Transportation will be provided to students who are assigned after school detention. If a student needs to reschedule a detention due to a medical appointment, they must reschedule it at least 24-hours prior to the scheduled date.

PVMS Detention

The administration or designee will be responsible for assigning detentions. Detentions may be held during the student's scheduled lunch period and/or after school/ or Saturday. In addition, detention can be scheduled for any day of the week.

In-School Suspension

In-School Suspension (ISS) - Students given ISS shall immediately report to the In-School Suspension room (ISS room) upon arrival to school. Attendance will be taken. Students will remain in the ISS room until the end of the school day. Students will be given a bagged lunch. Any student assigned ISS will not be able to participate in an after school activity on that day.

NOTE: High school students who have Diversified Occupation, MCTI, or Cooperative Education forfeit those privileges on the days of their suspension. This also includes after school activities/clubs/sports.

Out of School Suspension

Any student may be excluded from school if the severity and/or repetitive nature of the infraction/offense dictate that such action is warranted. Exclusion from school may take the form of suspension or expulsion.

- Out of School Suspension is exclusion from school by a principal or designee for a period of one (1) to ten (10) consecutive days.
- For a suspension exceeding three (3) school days an informal hearing will be held, which the student and parents/guardians may attend.

Students on any type of suspension or expulsion may not attend or participate in any school-sponsored activity or be on school property, including school-sponsored conveyances during the period of the suspension or expulsion. Students who receive

any type of suspension or expulsion will be prohibited from school premises including school-sponsored conveyances and attending and/or participating in after-school activities during the duration of the suspension or expulsion, unless written permission has been obtained from the superintendent or designee. It is the responsibility of students to obtain from their teachers any work missed due to suspension. A student who has been suspended will be allowed the same number of school days to complete class work, tests, examinations and other missed assignments, as the number of school days for which he/she was under suspension.

Expulsion

Expulsion shall mean exclusion from school for an offense for a period exceeding ten (10) school days, and may include permanent expulsion from the school rolls. Such action results only from The Board of Education action preceded by a recommendation from the Principal to the Superintendent of Schools. The student is given a due process hearing in front of the Board of Education in accordance with Sections 12.6 and 12.8 of the PA School Code. Students who are expelled are prohibited from being on school premises, including school conveyances, and from participating and/or attending school-sponsored activities unless having received written permission from the principal or designee.

Chronic Disciplinary Issues

Students who are chronic violators of school policies, rules and/or regulations may, as is deemed appropriate by administration and once due process has been afforded, be placed in an alternative education program at an off-site facility or face expulsion.

Habitual offenders

a. Students who have exceeded the category of 5-10 days of suspension during the current school year for a specific Level 3 infraction.

b. Students who have exceeded five (5) separate suspensions during the current school year for any combination of Level 3 infractions.

Searches ([School Board Policy 218.1, 218.3, 226](#))

Pursuant to Board Policy No. 226, the school district personnel may lawfully search students or their belongings including but not limited to lockers, automobiles, electronic devices, purses, backpacks, clothing and other possessions, without a warrant if there is **reasonable suspicion** that there is a threat to the health, safety or welfare of the student or the school population. This policy applies whenever students and/or their belongings are in school, on school property, attending school-sponsored functions (including extracurricular or co-curricular activities on or off school premises), on school-sponsored transportation, or otherwise under school supervision.

Additionally, the school district may lawfully conduct **reasonable suspicionless searches** in certain circumstances where there is a threat to the health, safety or welfare of the school population. The reasonableness of the search shall be determined by balancing the nature of the students' privacy interest; the character of the search to be conducted; the nature and immediacy of the suspected threat to the health, safety or welfare of the student population; and the efficacy of the search for addressing the suspected threat. Examples of threats to the health, safety or welfare of a student or the school population include, but are not limited to, the following: reasonable

suspicion that a student is in possession of a weapon, drugs or drug paraphernalia; reasonable suspicion that a student is in possession of stolen property; reasonable suspicion that a student is in possession of pornographic or other inappropriate material; reasonable suspicion that a student has been “sexting” photographs of himself/herself or others with his/her cell phone and/or other electronic device and/or is using his/her cell phone and/or other electronic device to bully another student and/or to send threatening messages. The results of searches may be used as evidence against the student in disciplinary, juvenile, or criminal proceedings. The student generally will be notified and given an opportunity to be present during any search, unless there are exigent circumstances or it is impractical to do so. Parents/Guardians will be notified as soon as is practicable. Lockers, desks and other facilities made available to students are school district property and are subject to search. See also the section entitled “Hall Lockers”. In addition, the school district will employ the use of metal detectors to help preserve the health, safety or welfare of the school population. The school district will also cooperate with law enforcement and may, from time to time, partner with law enforcement to bring a canine on the premises to search for drugs or other illegal contraband.

Metal Detection/Video Surveillance ([School Board Policy 218.1, 218.3, and 226.1](#))

In order to provide and maintain a safe environment for students, staff, and community members, metal detection equipment may be utilized for comprehensive and/or random searches in school, at school programs, and/or at school activities on or off school premises. In the event an individual refuses to cooperate with scanning procedures, appropriate disciplinary action will be taken to include denial of access to or participation in a school-sponsored event or activity. Video surveillance may occur on any school property or transportation vehicle at any time.

Reasonable Force ([School Board Policy 218](#))

As per the PA School Code and Board policy, reasonable force may be used by school staff and school authorities under any of the following circumstances: to quell a disturbance, to obtain possession of weapons or other dangerous objects, for the purpose of self-defense, and for the protection of persons or property.

DISCIPLINE INFRACTIONS

Use of Communication Devices, Cellular Telephones and Other Devices ([School Board Policy No. 237](#))

Student use of communication devices is prohibited from the time the student enters the school facility until the time the student exits the school facility and, while in the school facility, such devices shall be turned off or made inoperable and out of sight. Exceptions to this rule can be made only upon the approval of the building principal or designee. No other use of a cell phone or communication device will be permitted, including the taking of photographs and/or audio and/or video recording. In all cases, all ringers or audible devices must be turned off or disabled and out of sight. Should students have any questions regarding the appropriateness of use, they shall first seek guidance/permission from a staff member prior to any such use.

NOTE: Use of a cell phone to send and/or display such things as, but not limited to, answers on assessments or embarrassing pictures or text may result in disciplinary

consequences beyond those listed above and in accordance with the school's code of conduct and school district policy, and may result in referral to law enforcement.

Use of Certain Hand-held Electronic Devices

The school district allows students to be in possession of certain hand-held electronic devices while on school property and/or school-sponsored transportation. The use of such devices, which includes cell phones, is prohibited while in the school facility during school hours and/or when participating in a school-sponsored event, unless otherwise approved by the building principal or his/her designee. Students may receive disciplinary consequences including, but not limited to, confiscation of a device if an unapproved personal hand-held electronic device is seen or heard, since such devices are to be turned off or made inoperable – even if the device is stored in a backpack, locker or other out-of-sight location – and must remain out of sight. For students participating in afterschool activities, permission to use a hand-held electronic device in order to perform school-related functions, text message, privately play music (i.e., with earphones) or for other similar inaudible purposes may be granted. No other use of such a device will be permitted, including the taking of photographs and/or for audio and/or video recording. In all such cases, any audible signals must be turned off or disabled. Should students have any questions regarding the appropriateness of a device and/or its use, they shall first seek guidance/permission from the building principal or designee prior to possessing and/or using any such device.

NOTE: These rules apply to all students in all school settings, including school facilities, school property, at school-sponsored events, on school-sponsored transportation vehicles and conveyances and/or other such venues. Students who attend MCTI or an alternative education facility are also required to adhere to any additional rules and regulations imposed by those facilities with regard to student possession of articles.

Leaving the School Building/Premises Without Permission

No student, for illness or any other reason is permitted to leave the school building/premises/conveyances without proper authorization from administration/school personnel. Violators may be suspended and driving privileges (at the secondary level) may be suspended temporarily or permanently. **NOTE:** Students who leave school premises, including conveyances, without proper authorization and then return are subject to search.

Theft

The policy on theft is designed not only to warn or deter, but also to punish those responsible for theft, however small. This rule is applied to the fullest extent possible. If the stolen article cannot be recovered or is damaged, the student responsible for the theft is responsible for restitution. When in the food line of the cafeteria, all items must be on the tray or readily visible for purchase. Items placed in pockets, carrying bags/packs, or other concealed areas will be considered an attempt at theft and the student disciplined accordingly.

For more information on policies pertaining to Weapons, Terroristic Threats, Gangs, Tobacco & Vaping Products, Care of School Property, Searches, Video Surveillance/Recordings, Controlled Substances/Paraphernalia, and Bullying/Cyberbullying, please find the details on BoardDocs. ([PVSD Policy Manual](#))

CODE OF CONDUCT

To conduct themselves appropriately in school, students must learn the basic discipline guidelines from both the school and the home. Discipline must be looked upon as important and necessary by the student, the parent(s)/guardian(s), and the school.

Unacceptable forms of student behavior can be organized into three categories:

Level I: Acts of misbehavior resolved by the classroom teacher and/or principal or designee.

Level II: Misbehaviors, which by their seriousness or frequency require disciplinary action by the principal or designee.

Level III: Misbehaviors which are extremely serious, highly disruptive and/or illegal or criminal in nature and are addressed by the principal or designee.

Final decisions regarding the type of infraction and/or pervasiveness/severity of the behavior and the disciplinary consequences to be applied are at the discretion of the administration. In all cases, disciplinary action and/or privilege denial may be accelerated for repeat offenders and/or due to the pervasiveness/severity of the offense(s).

Repeat disciplinary behavior

If a student continues to demonstrate disciplinary behaviors over the course of the school year, the student may be placed on a Behavior Contract.

Behavior Contract

If the student breaks the behavior contract, and there is evidence of repetitive issues at school, the school will assist the student and parent in finding the most appropriate educational placement within the Pleasant Valley School District.

Cellphone Contract: The purpose of this contract is to help students understand that classrooms are for learning and students must be fully engaged in learning to maximize their true potential. For this reason, cell phone use during instructional time is **NOT ALLOWED**. This contract will be implemented upon the 4th offense of School Board Policy 237.

The chart on the following pages lists the types of infractions and consequences for the first 4 offenses of each infraction at each level of student misbehavior.

Pleasant Valley Middle/High School - Infractions/Actions

	INFRACTIONS	1st Offense	2nd Offense	3rd Offense	4th Offense
101	Tardy to Class- Arriving up to 5 mins. after the bell to class without a valid pass.	1st Tardy- Verbal Warning	2nd Tardy- Verbal Warning Contact Home	Tardies 3/4/5- Detention	6th Tardy- ISS Level 2- Insubordination
102	Unexcused Tardy to School- Arriving after the start of the school day.	1st Tardy- Verbal Warning	2nd Tardy- Verbal Warning Contact Home	Tardies 3/4/5- Detention	6th Tardy ISS Level 2- Insubordination
103	Unprepared for Class- Not having the proper supplies needed to participate fully in class.	Verbal Warning Student Conf.	Verbal Warning Contact Home	Detention	ISS Level 2- Insubordination
104	ID Violation- Not displaying student ID properly.	Verbal Warning Temporary ID	Contact Home Verbal Warning Temporary ID	Detention	ISS Level 2- Insubordination
105	Cheating/Plagiarism- Taking someone else's work or ideas and passing them off as one's own.	Teacher discretion - "Zero on assignment" Administrative Discretion - Warning to 3 Day ISS			
106	Display/Public Affection- Acts of physical intimacy such as kissing in the view of others.	Verbal Warning Student Conference	Verbal Warning Contact Home	Detention	ISS Level 2- Insubordination

107	<p>Violation of Bus Rules– Failure to follow bus rules.</p> <ol style="list-style-type: none"> 1. Follow the bus driver’s directions 2. Sit safely in the seat facing front with back to the back of the seat 3. Stay seated until assigned stop 4. Keep hands, feet and all items within their personal space and inside the bus 5. Keep main aisle clear 6. Maintain a quiet voice and use appropriate language 7. No eating or drinking on the bus <p>NOTE: The school bus is an extension of the classroom. Students are expected to maintain the same behavioral expectations on the school bus as in school.</p> <p>Bus suspensions connected to an OSS infraction will start at the completion of the OSS.</p> <p>Absences related to not being bused into school will be considered unlawful.</p> <p>Administrative Discretion - *Determined by seriousness and relation to other discipline infractions</p>	Verbal Warning- Detention	1-2 Day Bus Suspension	3-4 Day Bus Suspension	5 Days-Bus Transportation Suspended Possible School Police
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108	<p>Dress Code Violation- A student found to be in violation of Policy 221 will be removed from class and sent to the office.</p> <p>The student will be issued a written warning and given the opportunity to change from non-compliant clothing into compliant clothing.</p> <p>If the student does not have compliant clothing to change into, the parent will be contacted to bring such clothing for the student.</p> <p>A student may change from non-compliant clothing to compliant clothing provided by the school, when available.</p> <p>If the parent cannot be contacted and/or is unable to bring such clothing, the student may be removed from class for the remainder of the day for offensive items.</p> <p>Violations in excess of the 3rd offense in any one school year will also carry the infraction of “Level II insubordination and up to Level III insubordination” and shall be issued disciplinary consequences.</p>	<p>Written Warning</p> <p>Contact Home</p> <p>Change of Dress required</p>	<p>1 Detention</p> <p>Change of Dress required</p>	<p>2 Detentions</p> <p>Change of Dress required</p>	<p>ISS</p> <p>Level 2- Insubordination</p>
109	<p>Inappropriate Article- Items not directly associated with and reasonably necessary for the student’s participation in the school program shall NOT be brought to school or to any school activity or program.</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none"> - Warning to 10 Day OSS - Possible School Police <p>*Determined by seriousness and relation to other discipline infractions</p>			

110	Classroom/ Hallway Disruption- Behavior that interferes with the educational process. Includes disrespectful behavior that requires redirection from school personnel and horseplay not resulting in injury.	1st- Verbal Warning: Student Conference	2nd: Verbal Warning Contact Home	3rd: Detention	4th: Detention 5th: 1 day ISS. Level 2- Insubordination
111	Gambling- Participation in any games of chance involving money or other stakes which relies on chances for the monetary advantage of one participant at the expense of others.	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions			
112	Unauthorized use of Electronic Devices during Instructional Time- The use of unauthorized electronic devices during instructional time that disrupts the educational environment (cellular devices, earbuds, video games, etc).	1st offense- Verbal Warning Teacher Student Conference	2nd Offense- Referral to office. Teacher Contacts Home. Electronic Device is confiscated by the administratio n until the end of the school day. Student will pick up the electronic device at the end of the school day.	3rd Offense- Referral to office. Teacher Contacts Home. Electronic Device is confiscated by the administration until the end of the school day. Student will pick up the electronic device at the end of the school day.	4th Offense- Referral to office. Teacher Contacts Home. Electronic Device is confiscated by the administration until the end of the school day. Parent/Guardia n will pick up the electronic device at the end of the school day. Cell Phone Contract is implemented 5th Offense Level 2 - Insubordinatio n

		NOTE: Use of a cell phone to send and/or display such things as, but not limited to, answers on assessments or embarrassing/inappropriate pictures or text may result in disciplinary consequences beyond those listed above and in accordance with the school's code of conduct and school district policy, and may result in referral to law enforcement.			
LEVEL 2- Repeated offensives from Level 1 infractions: Behavior plan- not limited to: Hallway restriction, loss of privileges, etc.		1st Offense	2nd Offense	3rd Offense	4th Offense
200	Insubordination Level 2- Continual defiance of a Level 1 infraction or failing to follow a directive after being personally notified by any school employee during any period of time when being subject to the authority of such school personnel.	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions			
201	Skipping Class/ School- Being late to class by <u>more than 5 minutes</u> or leaving school grounds during the instructional day, and/or being in an unauthorized area without prior approval from school personnel.	Administrative Discretion: - Warning to 10 Day OSS *Determined by seriousness and relation to other discipline infractions			
202	Computer, Network, and Internet Use Policy Violation- Refer to the PVSD Technology Handbook & Policy 815-7 Acceptable use policy.	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions			
203	Inappropriate/ Disruptive Conduct- Behavior that violates the Code of Student Conduct, not limited to profanity directed at another person, inappropriate expression/action, including depictions of violence, inappropriate care of school property, using passive resistance, noise, threat, fear, intimidation, coercion, force, violence, or any other conduct that causes the disruption of any process of the school, or urging any other student	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions or behavior resulting in injury.			

	to engage in such conduct which unreasonably impairs the educational process.	
204	Possession of look-a-like weapons (w/o intent)- Any item that represents and / or looks like a weapon. (but not limited to replicas, plastic items, etc.)	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions
205	Forgery- Falsely making, completing, signing or altering a written document.	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions
206	Violation of Student Expression/Distribution & Posting of Materials- Publicly displaying non-school materials on school property or at school sponsored events, including walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites, through other school district-owned technology etc. without receiving prior permission from the building Principal.	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions
207	Inappropriate Use of Electronic Communications Devices- Devices that are visible, used or turned on during the school day without prior permission being granted by the building principal (or designee), this includes students talking, texting and/or airdropping on any device during the day.	Administrative Discretion: - Warning to 10 Day OSS - Possible School Police *Determined by seriousness and relation to other discipline infractions
208	Open Lewdness- Any lewd act which a student knows is likely to be observed by others who would be	Administrative Discretion: - 3 to 10 Days OSS - Possible Expulsion - Possible School Police

	affronted or alarmed.	*Determined by seriousness and relation to other discipline infractions			
209	Skiping Detention- Not reporting to assigned after-school detention nor securing prior permission to reschedule.	ISS	2 Days ISS	OSS	Level III- Insubordination
210	Cell Phone Insubordination - When a student refuses to hand in their cell phone as part of the Level 1 consequences of inappropriate use, or as part of violating the Cell Phone Contract	1 day OSS	2 days OSS	3 days OSS	4 days OSS 5th Offense: 5 days OSS
LEVEL 3- Repeated offensives from Level 2 infractions: Behavior plan- not limited to: Hallway restriction, loss of privileges,etc.		1st Offense	2nd Offense	3rd Offense	4th Offense
300	Insubordination Level 3- Continual defiance of a Level 2 Infractions.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions			
301	Simple Assault on Student- The unlawful physical attack by one student upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions			
302	Aggravated Assault on Student- An unlawful attack by one person upon another in which the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury. Includes assault with disease (as in cases when the offender is aware that he/she is infected with a deadly	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions			

	disease) by biting, spitting, etc.	
303	Simple Assault on Staff- The unlawful physical attack by one student upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
304	Aggravated Assault on Staff- An unlawful attack by one person upon another in which the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury. This also includes assault with disease (as in cases when the offender is aware that he/she is infected with a deadly disease) by biting, spitting, etc.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
305	Rape- Refer to associated Crimes Code Citation for specific details – §31221.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
306	Involuntary Deviate Sexual Intercourse- Refer to associated Crimes Code Citation for specific details §3123.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
307	Sexual Assault- Refer to associated Administrative Discretion: Crimes Code Citation for specific details -- §3124.1.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions

308	Aggravated Indecent Assault- Refer to associated Crimes Code Citation for specific details -- §3125.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
309	Indecent Assault- A person that commits Indecent Assault by touching the complainant's sexual or intimate parts with sexual or intimate parts of the person without consent.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
310	Indecent Exposure- A person that exposes his or her genitals in any public place or in any place where there are present other persons under circumstances in which he or she knows or should know that this conduct is likely to offend, affront or alarm.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
311	Sexual Harassment-Title IX- Discrimination against a student based on the student's submission or rejection of sexual advances and/or requests or creating an atmosphere of harassment based on sexual issues/activity. The unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communication of a sexual nature, and any other gender based harassment which has the purpose or effect to interfere with the individual performance, work environment, or participation in school sponsored activities, or creates an intimidating, hostile, or offensive educational environment.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions

312	Racial/Ethnic Intimidation- Students commit the offense of ethnic intimidation if, with malicious intention toward the actual or perceived race, color, religion, national origin, ancestry, mental or physical disability, sexual orientation, gender or gender identity of another individual or group of individuals.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
313	All Other forms of Harassment/Intimidation- Repeatedly commits acts with intent to harass, annoy or alarm another person.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
314	Fighting (Mutual Altercation)- Confrontation with another student in which the altercation is mutual, requiring physical restraint or resulting in injury or property damage. Mutual participation in a fight involving physical violence, where there is no one main offender and no major injury. This does not include verbal confrontations, physical aggression or other minor alterations.	Administrative Discretion: - 5 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
315	Minor Altercation- An incident which involves a single offender who commits a minor violent act against another individual and the other individual does not respond and the incident does not elevate to a more severe type of incident such as a fight or assault (e.g., "Student A" strikes "Student B" resulting in little injury and "Student B" does not retaliate).	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions

316	Stalking- A person engages in a course of conduct or repeatedly commits acts towards another person, including following the person without proper authority, with the intent to place such person in reasonable fear of bodily injury or to cause substantial emotional distress	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
317	Kidnapping/Interference with Custody of Child- The removal, restraining or confinement of an individual by another through force, threat, or deception or (if a person is under 14 years old) without consent of a parent, guardian or school. Kidnapping/abduction includes hostage taking. A parent taking a child in violation of a court order, although it may be a crime is not kidnapping for this purpose.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
318	Unlawful Restraint- When one person knowingly and intentionally restrains another person without that person's consent and without legal justification.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
319	Threatening School Staff/Student- To unlawfully place another person in fear of bodily harm through verbal threats or intimidation (physical, verbal, written, or electronic (e.g., internet) threat or intimidation) without displaying a weapon or subjecting the person to actual physical attack; stalking (i.e., secretly or stealthily pursuing another, spying on or watching another person, with or without the intent to harm, frighten, or coerce) should be included.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions

320	Physical Aggression/Altercation- Any physical act intended to cause harm to another person or a group of people	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
321	Robbery- The unlawful intent to commit a felony or theft against a person.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
322	Theft- A person unlawfully takes, or exercises unlawful control over, property of another with intent to deprive him thereof.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
323	Attempt/Commit Murder/Manslaughter- When a person intentionally, knowingly, recklessly, or negligently attempts to cause the death of a human being.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
324	Bullying- By law, "bullying" shall mean an intentional electronic, written, verbal or physical act, or a series of acts: (1) directed at another student or students; (2) which occurs in a school setting; (3) that is severe, persistent or pervasive; and (4) that has the effect of doing any of the following: (i.) substantially interfering with a student's education; (ii.) creating a threatening environment; or (iii.) substantially disrupting the orderly operation of the school; and	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions.

	<p>"school setting" shall mean in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school. The behavior can be either overt or covert in nature utilizing various methods of communication. The term bullying should not be used when there is a mutual confrontation between two students or groups of students. Behavior is clearly bullying when:</p> <p>(1) there is intent to harm - the perpetrator appears to find pleasure in taunting and continues even when the target's distress is obvious. Mutual "teasing" should not be confused with bullying behavior and</p> <p>(2) there is intensity and duration - the taunting continues over a period of time, and is not welcomed by the target. (School Board Policy 249)</p>	
325	<p>Burglary- The unlawful entry into a building or other structure with the intent to commit a felony or theft. It is not necessary that force be used in gaining entry, neither is it necessary that property loss occur. Attempts to unlawfully enter a structure without expressed permission are also counted in this category.</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none"> - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion <p>*Determined by seriousness and relation to other discipline infractions.</p>
326	<p>Arson- Damaging or attempting to damage any real or personal property by fire or incendiary device. Setting a fire (by match, lighter, fireworks, firecrackers, trash can fires, Molotov cocktails, or any other incendiary device) providing aid, counsel or pay</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none"> - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion <p>*Determined by seriousness and relation to other discipline infractions.</p>

	toward the same. This does not include a simple act of lighting a match.	
327	Vandalism- The unlawful desecration of a building or other structure with the intent to commit damage.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
328	Criminal Trespass- Intentionally entering or remaining unlawfully on school property, with authorization	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
329	Rioting- Taking part in a violent public disturbance.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
330	Bomb threat- Communicating, either directly or indirectly, a bomb threat to: (1) commit any crime of violence with intent to terrorize another; (2) cause evacuation of a building, place of assembly or facility of public transportation; or (3) otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience. The term “communicates” means, conveys in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions

331	<p>Terroristic Threat (excluding bomb threat)- Communicating a threat to:</p> <p>(1) commit any crime of violence with intent to terrorize another;</p> <p>(2) cause evacuation of a building, place of assembly or facility of public transportation; or</p> <p>(3) otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.</p> <p>The term “communicates” means, conveys in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.</p> <p>Includes: Indirect Terroristic Threat (does not specify the means and is simply a generalized statement or threat) Direct Terroristic Threat (describes the means and the specific individual(s) targeted)</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none"> - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion <p>*Determined by seriousness and relation to other discipline infractions</p>
332	<p>Disorderly Conduct- Intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, he/she:</p> <p>(1) engages in fighting or threatening, or in violent or tumultuous behavior;</p> <p>(2) makes unreasonable noise;</p> <p>(3) uses obscene language, or obscene gesture; or</p> <p>(4) creates a hazardous or physically offensive condition by any act which serves no legitimate purpose of the actor</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none"> - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Drug & Alcohol Counseling - Possible Expulsion <p>*Determined by seriousness and relation to other discipline infractions</p>

333	<p>Possession of a Controlled Substance- Any drug listed in the Controlled Substance, Drug, Device and Cosmetic Act or the Comprehensive Drug Abuse Prevention and Control Act or PA Drug Device and Cosmetic Act, as a controlled substance, chemical abused substance or medication for which a prescription is required under law and/or any substance which is intended to alter mood. Not limited to, marijuana, hashish, chemical solvents, glue, “look alike” substances, and any capsule or pill not registered with the school nurse, annotated within the student’s health record and then given in accordance with the District’s Policy for the administration of medication to students in school. Drug Paraphernalia – Any utensil or item which, in the school’s reasonable judgment, is commonly associated with the use of drugs, alcohol or mood-altering substances. Not limited to, roach clips, pipes, and bowls. Includes: Possession of a Controlled Substance Using/Sale/Distribution or Acting Under the Influence of a Controlled Substance</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none"> - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Drug & Alcohol Counseling - Possible Expulsion <p>*Determined by seriousness and relation to other discipline infractions</p>
334	<p>Possession of Alcohol- Any alcohol or malt beverage. Examples include, but are not limited to, beer, wine, and liquor. Includes: Possession of Alcohol Using/Sale/Distribution or Acting Under the Influence of Alcohol .</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none"> - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Drug & Alcohol Counseling - Possible Expulsion <p>*Determined by seriousness and relation to other discipline infractions</p>

335	Possession, Use, or Sale of Tobacco or Other Nicotine/Drug Delivery Service- Tobacco includes a lighted or unlighted cigarette, cigar, pipe, or other smoking/vaping product or materials; and smokeless tobacco in any form (snuff, chewing tobacco, etc.).	1 day OSS School Police Citation	2 days OSS School Police Citation	3 days OSS School Police Citation	Admin. discretion.
336	Cyberbullying- The term cyberbullying is being used to describe bullying behavior which occurs on the Internet or via Social Media. The term bullying should not be used when there is a mutual confrontation between two students or groups of students. Behavior is clearly bullying when: (1) there is intent to harm - the perpetrator appears to find pleasure in taunting and continues even when the target's distress is obvious. Mutual "teasing" should not be confused with bullying behavior and (2) there is intensity and duration - the taunting continues over a period of time, and is not welcomed by the target (Policy 249).	Administrative Discretion - 1 to 10 Days OSS *Determined by seriousness and relation to other discipline infractions			

337	<p>Possession, use, or sale of a vaping material- Tobacco includes a lighted or unlighted cigarette, cigar, pipe, or other smoking/vaping product or materials; and smokeless tobacco in any form.</p> <p>*PVSD will not issue a citation to students who complete the INDEPTH program within 30 days of the offense. INDEPTH is an alternative program to a citation that educates young people about the risk factors and dangers of nicotine addiction, as well as ways to quit vaping. Students will complete this program during ISS. The course will be taught by Carbon Monroe Pike Drug & Alcohol Commission Inc. (CMPDA).</p>	1 day OSS School police citation	2 days OSS School police citation	3 days OSS School police citation	Administrative discretion
		OR			
		1 day OSS 1 day ISS & Vape Education Course*			
338	<p>Possession of A Weapon- Possession of a weapon on school grounds or in any conveyance providing transportation to and from educational institutions. A weapon is defined as: Any firearm or explosive device; force-impacting device; knife or sharp-edged or sharp-pointed utensil, device or tool; or any article, instrument or substance which can or is likely to produce death or great bodily harm. Not limited to: BB/Pellet Gun, Explosive (Bomb, Missile, etc.,) Rifle/Shotgun, Knife, Cutting Instrument (Razor, box cutter, etc.) Handgun, Other Firearm or Weapon , Replica Other Weapon. Board Policy 218.1</p>	<p>Administrative Discretion:</p> <ul style="list-style-type: none">- 1 to 10 Days OSS- Possible School Police/State Police Involvement- Possible Expulsion <p>*Determined by seriousness and relation to other discipline infractions</p>			

339	Verbal Aggression/Altercation- Any verbal act intended to cause harm to another person or a group of people.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
340	Prohibited Item of a Dangerous Nature- Items, devices, materials which others or which could interfere with the educational process are prohibited in school. Items not directly associated with the educational program and reasonably necessary for the student's participation in the school program shall NOT be brought to school or to any school activity or program.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions
341	Violation of Audio & Video Recording-on School Property and School District Buses/Vehicles- Electronic devices that have the capability to record audio and/or video being used by students in violation of applicable law and Board Policy #815; including the misuse of devices that negatively impacts other people, or defames their reputation to include inappropriate recording and/or posting of staff and students within the school environment.	Administrative Discretion: - 1 to 10 Days OSS - Possible School Police/State Police Involvement - Possible Expulsion *Determined by seriousness and relation to other discipline infractions

STUDENT ACTIVITIES

PVHS Student Activities

Interscholastic Athletic and Co-Curricular Program

The Pleasant Valley School District Athletics and Activities Handbook is available online. The handbook contains all-important Athletic and Activities general information for parents/guardians and community members. All student-participants are required to abide by all policies, guidelines, regulations and rules established by the school district, the coach/director/advisor, and appropriate governing bodies (e.g., PIAA, District XI, etc.). A copy of all such policies, guidelines, regulations and rules can be obtained from the Office of Athletics and Activities.

The high school offers a wide range of co-curricular activities available to all students. Some activities carry with them specific entrance requirements. In some instances, the specific activities are supplemental to the academic program. Students should contact group advisors/coaches for further information. See list below:

SPORTS	CLUBS	CLUBS
Baseball - Varsity/JV	Aevidum	Music Honor Society
Boys' Basketball - Varsity/JV/Freshman	Art Honor Society	National English Honor Society
Girls' Basketball - Varsity/JV/Freshman	A/V Club	National German Honor Society/GAPP
Cheerleading - Varsity/JV	Chess Club	National Honor Society
Cross Country - Varsity	Dance Club	National HOSA
Field Hockey - Varsity/JV	Debate Club	National Key Club
Football - Varsity/JV/Freshman	Digital Media (Newspaper)	National Leo Club
Golf - Varsity	Diversity Club	National Math Honor Society/Mu Alpha Theta
Boys' Lacrosse - Varsity/JV	Drama Club	National Social Studies Honor Society/Rho Kappa
Girls' Lacrosse - Varsity/JV	Drone Club	Pep Band
Boys' Soccer - Varsity/JV	Environthon	SADD

SPORTS	CLUBS	CLUBS
Girls' Soccer - Varsity/JV	FBLA	Scholastic Scrimmage
Softball - Varsity/JV	Future Teachers Club	School Musical
Boys' Tennis - Varsity/JV	GSA (Gender & Sexuality Alliance Club)	Science Olympiad
Girls' Tennis - Varsity/JV	Graphic Novel Society	Shakey's Club
Track - Varsity	imProV Club	Stage Crew
Volleyball - Varsity/JV	International Thespian Society/Theater Honor Society	Student Government
Wrestling - Varsity/JV	Jazz Band	Ski club
	Literary Magazine	Video Club
	Math Club	Woodwind Ensemble
	Mock Trial	Yearbook

Honor Society

Membership in the National Honor Society is both an honor and a responsibility. Students elected to membership must demonstrate the highest qualities of scholarship, leadership, service, and character. The object of the Pleasant Valley High School chapter of the National Honor Society is to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership and to encounter the development of character in all students. These qualifications epitomize the National Honor Society member.

Scholarship

Candidates eligible for election to this chapter must be members of the sophomore, junior or senior class. Candidates eligible for election to the chapter shall have a minimum grade point average of 92% based on all high school credits earned. (GPA includes high school credits earned in 7th and 8th grade). This scholastic achievement shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise to or above such standard may be admitted to election on their service, leadership, and character. A member will receive written notice if his cumulative grade point average drops below 92%. A member will be allowed only one warning period. If it is below 92% for one or more marking periods before graduation, the member is entitled to a hearing before the Faculty Council prior to dismissal. A member being considered for dismissal, may explain any mitigating circumstances to the Faculty Council. If a member is dismissed by a majority vote of the Faculty Council, he is never again eligible for membership in the National Honor Society. Violation of the Honor Code could result in a student's dismissal from any National Honor Society.

Leadership

The demonstration of leadership is very important for selection. Leadership may be demonstrated by the number of offices held in both school and community activities. It may be demonstrated in other ways such as chairing or being a member of a vital committee that contributes a great deal toward a school or community activity.

Service

The criterion of service is often defined in terms of performance. It can be demonstrated by contributions a candidate has made to school, classmates and/or the community.

Character

Because examples of good character are difficult to illustrate, candidates are asked to obtain the signature of three members of the community who will attest to their good character.

*A much more detailed explanation of expectations for acceptance into National Honor Society in regards to Scholarship, Leadership, Service, and Character is described in the National Honor Society Application. You can download the application off of the High School website (under the Athletics/Activities/National Honor Society section), or you can get a hard copy from the Athletics and Activities Office, or the National Honor Society Advisor.

High School Dances

Regulations pertaining to the conduct of school dances are the same as the regulations of any school activity. Students absent from school may not attend a dance scheduled on the same day of their absence unless permission is granted by the principal, assistant principal, or designee.

Pleasant Valley dances are closed to the general public. Only students currently enrolled at Pleasant Valley School District in grades 9-12 will be allowed at school-sponsored dances. No outside guests will be permitted with the exception of the Senior Prom, and Fall Ball. (See more information below.) For all school sponsored dances (on or off the school premises), once students and guests have entered the building for the dance, they may not be allowed to leave and return.

Administration reserves the right to prohibit students from participation in cases where student behavior, whether severe, chronic, or otherwise disruptive or potentially disruptive and/or dangerous, would be deemed to warrant such action.

Fall Ball and Senior Prom

Highlights of the school social year include Homecoming and the Senior Prom. They are usually held at a neighboring resort or in a school district gymnasium and are formal affairs.

These are school-sponsored functions, and all participating individuals are subject to all school regulations. No educational trips will be afforded the week after the prom. Students must provide a doctor's note if absent the first day of school after the prom. For the Prom, students in grade 12, and with permission of the administration, may invite a guest under the age of 21 to attend (including PV students in Grades 9, 10 and 11). Students attending the Fall Ball and the Senior Prom with invited guests must complete permission slips, which include the following information:

- A photocopy of the guest's license or equivalent identification. Guests cannot be over the age of 21 prior to the 1st day of school of the current year.
- If in a school, provide name and location.
- Provide name, address and telephone number.
- Sign permission slip.

PVMS Student Activities

Interscholastic Athletic and Co-Curricular Program

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The middle school offers a wide range of co-curricular activities available to all students. Some activities carry with them specific entrance requirements. In some instances, the specific activities are supplemental to the academic program. Students should contact group advisors/coaches for further information. Please visit the school's website for an updated list of available sports and clubs.

National Junior Honor Society

Membership in the National Junior Honor Society is both an honor and a responsibility. Students elected to membership must demonstrate the highest qualities of scholarship, leadership, service, and character.

The Arthur A. Smith Chapter of the National Junior Honor Society was founded for the purpose of creating enthusiasm for scholarship, stimulating a desire to render service, promoting leadership, developing character, and encouraging citizenship.

To be eligible for membership in the society, a student must meet certain criteria during his/her seventh grade year. He or she must have a cumulative average of at least 94% (with double weights for the five major subjects), and may not have any individual grade, which is below an 85% during EACH of the four marking periods. A student must also demonstrate the qualities of service, leadership, character, and citizenship and receive teacher recommendations. Students who meet these standards will be inducted into the National Junior Honor Society in their eighth grade year.

Once a student has been inducted into the National Junior Honor Society, his/her grades will be evaluated each marking period. Members are expected to maintain a cumulative average of at least 92%. Infractions of any National Junior Honor Society standards may result in probation and/or dismissal.

NOTE: In accordance with the National Junior Honor Society Constitution, cumulative averages and individual grades are not rounded up.

Dances ([School Board Policy 707](#))

If dances are held at the Pleasant Valley Middle School, there are certain rules and regulations that must be followed and are listed below:

- o A dance sponsored by any group of students must have at least ten (10) chaperones and must organize at least four (4) weeks prior to the dance. The appropriate use of facilities forms shall be completed
- o Dances will be held in the cafeteria or gym. Formal approval must be given by

the administration.

- o All middle school dances are closed to anyone other than students of those grades attending the Pleasant Valley Middle School for which the dance is advertised.
- o To avoid any confusion, students will be required to provide their Pleasant Valley School District student ID card upon entering the dance. If a child has lost his/her ID card, he/she should see the teacher sponsor of the dance 24-hours before the dance.
- o Students must remain in the dance area and not wander about the building; nor may they leave the building once they have entered except to leave the premises with their parents/guardians. Failure to abide by this rule can result in loss of dance privileges.
- o All contracts with bands or disc jockeys must be approved as per Board Policy No. 627.
- o The sponsors will see to it that the organization holding the dance cleans the complete area prior to leaving the building.
- o Dances will not be scheduled during the weeknights when school will be in session on the following day.
- o Students should make transportation arrangements with their parents prior to the dance. Use of the phone will be available in case of emergencies, as students must make transportation arrangements prior to attending the dance. Students who fail to make proper arrangements for parental pick-up will lose dance privileges.
- o Students who are reported for misconduct will face suspension from attendance at one or more subsequent dances.
- o Any student, who has been suspended on the day of the dance or serving an ISS, may not attend the dance.
- o Administration reserves the right to prohibit students from participation in cases where student behavior, whether severe, chronic, or otherwise disruptive or potentially disruptive and/or dangerous, would be deemed to warrant such action.

STUDENT SERVICES

Student Assistance Program (SAP)

SAP provides aid for students who are having school problems due to home issues, relationship issues, controlled substance/drug abuse, alcohol use, depression, and other mental health issues. Students, teachers, parents, administrators, and support staff can make referrals. Referrals are kept confidential and are given to the SAP Team. The SAP Team gathers information on the student who asks for help or is referred by friends or adults. School-based information is collected on attendance, discipline, health services reports, academic performance and feedback from teachers. After the data is gathered, the team will attempt to match the student who needs help with any one of several county agencies or may simply make guidance aware of the student's needs. Other intervention alternatives can include support groups or individual counseling. Parents/Guardians may make a referral by calling the PV High School at (570) 402-1000, ext. 4011 or PV Middle School at (570) 402-1000, ext. 2011.

PVMS/ PVHS School Libraries

The Pleasant Valley School Libraries provide access to a rich collection of reading and reference materials through traditional books, eBooks, periodicals, audio-visual materials, and electronic resources to support the curriculum. Through the district's website, a variety of online subscription services provide current, authoritative, and comprehensive information. Passwords are available for remote access. Using the online catalog, students can login with their PV user name and password to view all library transactions and obligations.

The library maintains an academic setting. Through integrated collaborative instruction, its purpose is to support and enrich the academic program of the school. All of the general school rules stated in the student handbook apply in the library. A *Library Handbook*, containing library services, policies, and MLA research guidelines is available in PDF format on the library's website. Print copies are available in each library.

Student Health

State Mandated Reporting Requirements

All school district employees are required under state law to report any suspected incidents of child abuse and/or neglect.

Health Services

The school health services team consists of the certified school nurse, health room technician, school physician and school dentist. The team works together with a primary focus of helping all students to stay as healthy as possible. However, we could never do as much as the student and his/her family can. Health habits such as eating nutritious food, getting adequate rest and exercise daily, plus practicing good hygiene such as frequent hand washing to decrease the risk of transmitting illness such as colds, will go a long way towards staying healthy.

What Happens in the Health Room

- Students need to obtain permission from school staff to go to the health room except in an emergency.
- Upon entering the health room, all students with illnesses, injuries, or medication needs will be assessed and care given based on the priority of their complaint. Medical emergencies will take priority.
- After evaluation by the nurse, the following will occur:
 - The problem will be treated and the student will return to class.
 - The student will rest and return to class if condition improves.
 - Parents/guardians will be contacted by the nurse about the illness or injury and a decision will be made if the student will return to class or go home. In the event that the illness or injury requires medical care, it is the responsibility of the parents/guardians to arrange for further care.
 - The student may have an infection or condition which is contagious (e.g. pinkeye, scabies, ringworm, chicken pox, impetigo, or head lice). If this happens, the student will be sent home and a physician's note may be required for the student to return to school. If a physician's note is not required, the nurse may require the parents/guardians to bring the student to school for the school nurse to check prior to returning to school. The nurse will inform the parents/guardians of the specific requirement for return to school.
- Injuries that happen at home should be taken care of at home. If the student is seen in the health room for home injuries, the nurse will provide care based upon the complaint.

State-Mandated Screening Tests

1. Height, weight, and vision screenings are done on a yearly basis.
2. Hearing screenings are completed in grades K-3, 7th and 11th. Hearing screenings are completed for all new and transfer students at the elementary level.
3. Physical examinations are required by the Pennsylvania School Health Act for all original entry (K,1) , 6th, and 11th grade students and transfer students who do not have documentation of a completed physical examination. Student-athletes, as per PIAA regulations, are also required to have a health care provider complete an examination form. Parents/guardians have the opportunity to have these examinations completed by their private physician or by the school physician.
4. Dental examinations are required by the Pennsylvania School Health Act for all original entry (K, 1), 3rd, and 7th grade students and transfer students who do not have documentation of a completed dental examination. Parents/guardians have the opportunity to have these examinations completed by their private dentist or by the school dentist.

Severe Allergies ([School Board Policy 113](#))

The school district recognizes that some students will have severe allergies and that, in order to maintain a safe school environment for students, the school district depends upon the coordination of parents/guardians, health professionals, students, and staff to minimize contact with the allergen and prepare a plan of action in the event the child is exposed to the allergen.

It is the responsibility of the parent/guardian to notify the child's building nurse of the severe allergy. The parent/guardian must submit to the school district a medical statement form confirming the severe allergy and signed by a certified physician, physician assistant, or nurse practitioner.

For a child with a severe food allergy, parents/guardians shall maintain a supply of safe snacks at the school and/or with the child for appropriate use in school. A list of safe snacks is available on the building webpage. Although the school district shall provide the necessary accommodations and services to enable a student with severe allergies to attend school safely, the school district is not required to provide medication or personal devices – that is the responsibility of the parents/guardians or others.

When parents/guardians have information that the child's medical condition has changed and that the change may indicate new and/or revised accommodations necessary to safeguard the child, parents/guardians shall provide such information to the school. For more information, see [School Board Policy No. 113.4](#) and accompanying regulations. Dangerous allergies can be triggered by certain types of food or other substances. If a child with such an allergy eats or even touches certain food items or foods processed in a facility with these products, the child may have a life-threatening reaction. Other substances, such as perfumes, can produce similar reactions. Therefore, in classrooms where a child has a severe allergy, we are putting in place these steps to help limit an affected student's exposure to these risky foods or other substances:

- A food or other substance that has been identified as being an allergen to a specific student may not be brought into any classroom to where the child is assigned, whether he/she is in the classroom or not.
- If an allergen is brought into the classroom by a student and it is discovered by the teacher, arrangements will be made to ensure that the child is not exposed to the allergen.

We know that these steps may be inconvenient, but we trust that you understand how serious this issue is. We all want students at the Pleasant Valley School District to be safe.

Medication Policy

Whenever possible, parents/guardians are requested to administer medication at home. Every effort should be made by the parents/guardians and their physician or certified nurse practitioner to schedule the administering of medication, when viable, at times during which the student is not in school, thus eliminating disruption to the student's school day and maximizing his/her participation in the learning process.

No medication will be dispensed by any school district personnel unless the

parent/guardian provides the certified school nurse or health room technician with the proper authorization and medication as stated in [School Board Policy No. 210](#). Please see the policy in its entirety for complete information.

Students requiring medication during school hours must have authorization from their physician on file in the nurse's office and the authorization must include the following:

- o Date
- o Full name of student
- o Name of medication
- o Prescribed dosage
- o Time schedule for administration
- o Length of time (duration) to be given
- o Diagnosis
- o Possible side effects
- o Additional medication currently prescribed
- o Special conditions
- o Signature of physician and address and telephone number (including fax number, if possible).
- o Orders signed by a certified registered nurse practitioner (C.R.N.P.) must include an official office stamp or be submitted on official office letterhead that includes the name and address of the physician.
- o Signature of parent/guardian

Medication must be in the original container from the pharmacy/doctor. The container must be clearly labeled with the student's full name and the medication name/dosage.

To ensure the safety of all students, all medication – except EpiPens, Twinject, asthma inhalers, “pump”-administered medications such as insulin – and supplies needed for administration of medication that include any item that is classified as a “sharp” (e.g. syringes with needles, lancets, etc.) must be brought to school by a parent/guardian and given directly to the school nurse or health room technician. All medication to be taken during school hours must have the accompanying Authorization for Medication During School Hours form on file in the nurse's office.

Students may transport emergency medications to and from school (asthma inhalers, Epi-Pens, Twinject, “pump”-administered medications such as insulin) once proper authorization is on file in the nurse's office. In cases where the parent/guardian requests that their child be permitted to carry/self-administer medication as per the order of the physician, the medication must be in a properly labeled pharmacy container with the student's name and the parent/guardian must accept the legal responsibility should the medication be lost, given to or taken by a person other than their child. The parent/guardian must also acknowledge that the school district has no legal responsibility to ensure that the medication is taken or when the above-named student administers his/her own medication and bears no responsibility for the benefits or consequences of the administration of the medication. The medication for self-administration by the student must be labeled with the student's name and signed and dated by the certified school nurse or health room technician that the student has authorization to carry and self-administer. The student will be responsible for keeping the medication in a secure location.

Students in possession of over-the-counter, prescription or other types of drugs which have not been registered with the certified school nurse or health room technician will be considered to be in violation of the school district's drug and alcohol policy and will be subject to disciplinary action.

Parents/Guardians must pick up any unused medication by the last day of the school year. Any unused medication that is not picked up by this time will be discarded.

The Pennsylvania Public School Code, Section 1414.2(g) allows parents/guardians to request an exemption to the administration of an epinephrine auto-injector for their student. In order to request this exemption, contact the school nurse to make an appointment to discuss this decision, review and sign the opt-out form.

Immunization Requirements

Under the regulations of the Pennsylvania Department of Health, children in all grades (K-12) will be required to provide proof of having received immunizations or immunity prior to being admitted to school

K-12 immunization requirements for attendance:

- 4 doses of tetanus, diphtheria and acellular pertussis* (1 dose administered no greater than 4 days prior to the fourth birthday)
- 4 doses polio vaccine (4th dose on or after 4th birthday and at least 6 months after previous dose given)
- 2 doses of measles, mumps, rubella**(1st dose given on or no greater than 4 days prior to the first birthday)
- 3 doses of hepatitis B vaccine (There must be at least 24 calendar days between dose 1 & 2, 2 months between dose 2 & 3 and a minimum of 4 months between dose 1 & 3, dose 3 must be given at age 24 weeks or greater.)
- 2 doses of varicella vaccine*** (1st dose given on or no greater than 4 days prior to the first birthday) or chickenpox immunity proven by laboratory testing or a written statement of history of chickenpox disease from a physician. The second varicella must be at least 29 days after the first one.

*Usually given as DTaP, DTP or DT or Td.

**Usually given as MMR.

***There must be 28 days between the MMR and VV if they are not given on the same day.

7th-12th Grade ADDITIONAL immunization requirements for attendance:

- 2 doses of meningococcal conjugate vaccine (MCV)
- First dose is given 11-15 years of age; a second dose is required at age 16 or entry into 12th grade.
- If the dose was given at 16 years of age or older, only one dose is required.
- 1 dose of tetanus, diphtheria, acellular pertussis (Tdap).
- Students must have the Tdap and first MCV to be able to enter 7th grade.

Exclusion From School

In accordance with the above regulation, since you have provided evidence of at least one dose of each vaccine, your child may attend school provisionally after "A plan for completion of the required doses" has been provided. Your child must comply with

current immunization law which requires completion of required immunizations or provide a medical certificate completed by a physician, certified registered nurse practitioner, physician assistant or local health department. Any student who does not complete the required immunizations will be excluded from school until the requirement is met.

Medical Exemptions

Children need not be immunized if the family physician (M.D or D.O.) provides a written statement that immunization may be detrimental to the health of the child. When the physician determines that immunization is no longer detrimental to the health of the child, the child will have to comply with the above immunization requirements.

Religious Exemptions

Children need not be immunized if the parent/guardian or emancipated child objects in writing to the immunizations on religious grounds, or on the basis of strong moral or ethical conviction similar to a religious belief. The statement must be written on the back of the child's "Certificate of Immunization" located in the school nurse's office.

Student Accident Insurance ([School Board Policy 211](#))

The Board provides parents/guardians the opportunity to purchase insurance coverage for injury resulting from accidents sustained by students in school for activities other than interscholastic sports. This optional, voluntary K-12 accident insurance plan is designed to help supplement any current insurance you have by satisfying deductibles or coinsurance requirements or limiting the possible financial impacts of an injury if your child has no other insurance. This insurance applies the Usual, Customary, and Reasonable (UCR) coverage. Brochures for the purchase of this insurance can be downloaded from the Pleasant Valley School District website at www.pvbears.org/Parents/StudentAccidentInsurance. There are options for School Time Coverage or 24 hour coverage. The brochure includes the enrollment information, costs, and instructions for payment. You will deal directly with A-G Administrators when purchasing this insurance. Details are provided in the Brochure.

GENERAL INFORMATION

Distribution of Literature, Leaflets and Newspapers ([School Board Policy 220, 218](#))

Students have the right to express themselves unless such expression is likely to or does materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school-sponsored events; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights. Any printed material or expressive paraphernalia that students wish to distribute in schools must first be submitted to the principal of the school along with a plan of distribution.

Bulletin Boards / Student Posting Areas

All material to be posted on the Student Bulletin Board/Posting Area must attach the name of the student or student group sponsoring the material. The name of at least one person who can be contacted immediately, must be included. Any school-sponsored or school-related student group wishing to post any material must submit such material to its faculty advisor, who shall approve its contents and facilitate its submission to the building principal or designee at least one (1) day prior to the requested date of posting. Identification of at least one (1) responsible person in such a student group will be required upon submission for approval. If the principal or designee, after reviewing such material, believes it contains prohibited matter, she/he shall notify the student group.

Military Access ([School Board Policy 250](#))

According to statute, military recruiters have access to students and to their names, addresses, and telephone numbers (if published). If you do not wish military recruiters to access your child's information, please indicate in writing by completing the Parent Notification Form and returning to the school by the due date.

Gift Buying ([School Board Policy 322](#))

Pleasant Valley School District discourages the practice of staff members receiving gifts from students.

Lost and Found

Each school maintains a "lost and found" area for items that students have misplaced. If your child has lost clothing items, please come to the school to see if it has been found. Articles of clothing should be labeled with your child's name. Unclaimed articles will be donated at the end of the school year.

School Pictures

Student photographs are taken as a school service to children and parents/guardians. Individual and/or group pictures are taken in all buildings according to a predetermined fall and spring picture day(s) schedule. Purchase of these pictures is optional.

Volunteers ([School Board Policy 916](#))

A volunteer is an adult who plays a more involved role than a visitor, voluntarily offering their services to the district without compensation. They are not considered school employees. If you're interested in volunteering, please get in touch with the main office at PVE: 570-402-1000 x 6001 or PVI: 570-402-1000 x 3001.

All volunteers must complete a volunteer application and submit the required clearances to the building principal. Once reviewed by the building principal the paperwork will be sent to Human Resources (HR) for approval. HR must receive all appropriate volunteer paperwork at least one week before the event for which the person wishes to volunteer. Approval is necessary before starting any volunteer work. The following clearances must be completed prior to volunteering:

PA Child Abuse History Certification, - which must be less than sixty (60) months old.

PA State Police Criminal History Record Information - which must be less than sixty (60) months old.

Disclosure Statement for Volunteers - which is a statement swearing or affirming the applicant has not been disqualified from service by reason of conviction of designated criminal offenses or being listed as the perpetrator in a founded report of child abuse. Federal Criminal History Report (if the volunteer has been a PA resident for less than 10 years).

Tuberculosis Test screened in accordance with PA Department of Health.