TYRONE AREA MIDDLE SCHOOL

STUDENT~PARENT HANDBOOK
and
STUDENT CODE OF CONDUCT

2025-2026

TYRONE AREA MIDDLE SCHOOL

Board Approved: 8/12/2025

STUDENT~PARENT HANDBOOK 2025-2026

School Colors – Orange and Black
School Mascot – Golden Eagle

Shane M. Cowher
Middle School Principal

Amy N. Fleck
Dean of Students

Jessica L. Anderson
Special Education Director

1001 Clay Avenue
Tyrone, PA 16686
PHONE – 684-4932
FAX – 682-1013

School Website: www.tyrone.k12.pa.us

Name: _____

Grade: _____ Homeroom: _____

WELCOME

On behalf of the faculty and staff, we welcome you to the Tyrone Area Middle School. This handbook is designed to help you and your parents recognize and understand how the Tyrone Area Middle School is organized. We encourage you and your parents to take the time to familiarize yourselves with this book and create a "homework – friendly" place in your home where you can study. There is a lot of excitement that surrounds a new school year with new teachers to meet, new books to read, new friends to meet, and new skills to master. We encourage you to take advantage of all of the learning and extra-curricular opportunities available to you during this school year.

~Mr. Cowher

ADMINISTRATION
Leslie A. Estep, Superintendent

Tyrone Area Middle School

Shane M. Cowher, Middle School Principal
Amy N. Fleck, Middle School Dean of Students
Jessica L. Anderson, Special Education Director

Tyrone Area High School

Chad Packer, High School Principal
Lucas D. Rhoades, High School Dean of Students

OFFICE TELEPHONE NUMBERS

Use any of the following numbers to reach the Middle or High School:

684-4932
684-4240
684-0650
684-4811
684-1800

IMPORTANT PHONE NUMBERS

Athletics	Mr. Lucas Rhoades	Ext. 3728
Counseling Office Secretary	Ms. Becky Schreckengost	Ext. 5226
Food Services	Ms. Taylor Danko	Ext. 3727
Middle School Main Office/Attendance Secretary	Mrs. Niki Goodwin	Ext. 3712
Middle School Social Worker	Mrs. Shannon Flanagan	Ext. 3707
School Counselors	Mr. Matt Kimberlin	Ext. 5227
	Mrs. April Campbell	Ext. 5222
School Nurse	Mrs. Tracy Miller	Ext. 3710
School Police	Officer Steve Miksich	Ext. 3724
Student Assistance Program	Mrs. Kimberly Eaken	Ext. 2130
Transportation Secretary	Mrs. Shelly Carper	Ext. 2702

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SCHOOL CALENDAR – 2025-2026

August
19 Meet the Teacher Night 5-8pm
21 First Student Day

September
1 Labor Day – No School
26 Teacher Inservice – No Classes

October
24 First Marking Period Ends

November
3 Parent/Teacher Conferences – 4:00pm – 7:00pm
4 Teacher In-service- No Classes
5 Election Day- No Classes/ Parent/Teacher Conferences – 3:30pm – 7pm
Teacher Professional Development 11:30am-2:30pm
11 Veterans Day – No School
26 Teacher Inservice Exchange Day – No Classes
27-Dec 1 Thanksgiving Vacation – No Classes

December
1 Thanksgiving Break- No Classes
24-Jan 4 Christmas Vacation – No Classes (12/23 Weather Makeup, if needed)
3-17 Winter Wave 1 Keystone Exams

January
5 Students return from Christmas Break
19 Martin Luther King Day – No Classes
15 Second Marking Period Ends
5-16 Winter Wave 2 Keystone Exams

February
13 Teacher In-Service Day – No Classes (Weather Make Up, if needed)
16 Mid-Winter Vacation – No School

March
23 Third Marking Period Ends

April
2 Teacher In-service; No Classes
3-6 Easter Vacation
20-24 PSSA ELA Test
27-30 PSSA Math, Science, and Make Up Tests

May
1-8 PSSA Math, Science, and Make Up Tests
11-22 Spring Keystone Exams
19 Election Day- Teacher In-Service- No Classes
25 Memorial Day – No School
29 Last Student Day – ½ Day Early Dismissal

PART I ~ OUR SCHOOL

OUR MISSION

In partnership with the community, our mission is to offer progressive educational opportunities that empower students to be responsible citizens and life-long learners in our democracy and global society.

In a situation where provisions of the student handbook contradict school board policy, the board policy shall prevail. This handbook is subject to administrative discretion.

SCHOOL BOARD POLICY MANUAL

The Board policy manual serves as an instrument to guide the decision-making process affecting all aspects of the Tyrone Area School District organization. These board policies are designed to reflect the culture, character, and values of the school community while meeting state and federal regulations. These policies are applicable to school directors, students, employees, families, and community members. As such, these groups are charged with knowing, reviewing, and abiding by the policies set forth in this reference manual. Visit the following website to review the Board policy manual: https://go.boarddocs.com/pa/tyro/Board.nsf/Public.

All policies, procedures, rules, and regulations stipulated in this student/ parent handbook align with and/or reflect the values stated in the school board policy manual.

STUDENT RIGHTS AND RESPONSIBILITIES

Student responsibilities include regular school attendance, conscientious effort in classroom work and homework, and conformance to school rules and regulations. Most of all, students are responsible to share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.

No student has the right to interfere with the education of fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators and all others who are involved in the educational process.

Students should express their ideas and opinions in a respectful manner. It is the responsibility of the students to conform to the following:

- Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them.
- Be willing to volunteer information in matters relating to the health, safety, and welfare of the school community and the protection of school property.
- Dress and groom to meet fair standards of safety and health, and so as not to cause disruption of the educational process.
- Maintain an educational environment free from all forms of harassment.
- Respect the rights of fellow students.
- Show respect for teachers and staff.
- Be aware that discipline can be doubled if infractions occur while a substitute teacher is teaching class.
- Assume that until a rule is waived, altered, or repeated, it is in full effect.
- Assist the school staff in the operation of a safe school for all students enrolled therein.
- Be aware of, and comply with, state and local laws.
- Exercise proper care when using public facilities and equipment.
- Attend school daily, except when excused, and be on time for all classes and other school functions.
- Make all necessary arrangements for making up work when absent from school.
- Pursue and attempt to complete satisfactorily the courses of study prescribed by state and local school authorities.

PART II ~ CURRICULUM & ACADEMIC EXPECTATIONS

HONOR ROLL CRITERIA

Students will be recognized at the end of each nine-week grading period for outstanding work. The following criteria will be used to determine these honors:

High Honor Roll:	90%-100% average GPA by marking period
Honor Roll:	80%-89% average GPA by marking period

Regardless of GPA, a student cannot qualify for either honor roll if he/she achieves a grade below 70% in any course.

GRADING SYSTEM

The following grading system is used in the Tyrone Area Middle School.

100	99	98	97	A+
96	95	94	93	A
92	91	90		A-
89	88	87		B+
86	85	84	83	B
82	81	80		B-
79	78	77		C+
76	75	74	73	C
72	71	70		C-
69	68	67		D+
66	65	64	63	D
62	61	60		D-
59 and BELOW				F
NCA (No Credit due to Attendance)				

ATHLETIC/EXTRACURRICULAR ELIGIBILITY REQUIREMENTS

The Tyrone Area School Board has approved eligibility requirements for participation in extracurricular activities that are not a part of the daily assignments. Students involved in athletics and/or extra-curricular activities, including ski club, must attend a full day of school to participate in the event that evening. Student participants in athletics or extracurricular activities are subject to random drug and alcohol testing (see random drug testing). Based on the requirements, eligibility is determined as follows:

Weekly Eligibility Requirements

- Teachers report names of students who are failing to the Athletic Office each Thursday.
- Students who are failing more than one class are ineligible to participate for the following week. (Sunday through Saturday)

Marking Period Requirements

- Students must earn a 70% (C-) average during marking periods 1, 2, and 3.
- Students must earn a 70% (C-) cumulative yearly average to participate in fall activities during the subsequent school year.
- Students may have no more than one failing grade.
- Students may miss no more than a total of 20 school days during a semester.
- Ineligibility will last for 15 school days which starts the day the report cards are distributed.

****PLEASE NOTE THAT WEEKLY ELIGIBILITY AND MARKING PERIOD ELIGIBILITY REQUIREMENTS ARE DIFFERENT.**

Students involved in athletics and extra-curricular activities must attend a full day of school (signed in by 11:30a.m.) to participate in the event that evening. Middle school students who are enrolled in the following credit-bearing courses may participate in performance-based evening activities:

- Concert band
- Concert chorus
- Yearbook
- Vocal Attraction

Students will only be eligible to participate in those performances which comprise a percentage of their marking period grades. No other after-school activities are considered part of a credit bearing course. Therefore, students must meet policy requirements in order to participate in them. This includes:

- Ski Club
- Student Council
- Builders Club
- SOAR Student Group

INTERIM REPORTS

If a student is having difficulty in any subject and is in danger of failing, parents/guardians should receive an interim report. These reports are sent out in the middle of each nine-week marking period.

It is our desire that all students work hard during an entire grading period to earn passing grades. It shall be understood that if a student does not receive a mid-quarter interim report for a particular subject, it is still possible to fail a course for the marking period if he/she is not doing passing work at the end of the reporting period.

HOMEWORK GUIDELINES

Homework is defined as any work planned or approved by the teacher to be completed by the student outside of the regular classroom without the immediate and direct supervision of the teacher. The teachers in the Tyrone Area Middle School have primary responsibility for assigning, monitoring, and evaluating the students' homework.

The Tyrone Area Middle School advocates the concept of homework to provide an additional positive learning opportunity that enhances home/school communication. Homework should be perceived as a function that supports learning and should not be assigned as busy work or as punishment. Furthermore, homework assignments are to address the individual academic goals of all students. More specifically, homework is designed (1) To provide an extension of classroom learning. (2) To reinforce skills in subject areas. (3) To prepare students for subsequent classroom instruction. (4) To develop individual initiative, self-discipline, and responsibility. (5) To develop good study habits and study skills.

1. Students should:
    (a) Be aware of the homework policy and guidelines of the Tyrone Area Middle School.
    (b) Assume responsibility to produce original work.
    (c) Complete all assignments in the allotted time frame.
    (d) Arrange to make up missed assignments as required by the teacher(s).
    (e) Ask for further explanation if the original directions are not completely understood.
    (f) Assume responsibility for remembering and/or recording assignments.
    (g) Initiate the request for help when needed.
    (h) Know the completion date and the specific format required by the teacher for completing the assignment.
    (i) Complete assignments neatly and legibly.
    (j) Maintain good study habits.
    (k) Budget time for short-term, as well as long-term assignments.
    (l) Communicate with parents and teachers concerning problems with assignments.

2. Parents should:
   (a) Become familiar with the homework policy and guidelines of the Tyrone Area Middle School.
   (b) Provide an area that is conducive to learning.
   (c) Help motivate and/or assist the student to fulfill homework responsibilities without doing it for him/her.
   (d) Establish regular study time.
   (e) Develop a suitable study schedule.
   (f) Communicate with teachers concerning problems with or questions about homework, and check Sapphire regularly.
   (g) Cooperate with the teacher in reinforcing the value of homework.
   (h) Help your child set a limit to extracurricular activities when the activities interfere with homework and study time.

Homework is the student's responsibility. Students will have homework, such as completion of class assignments, practice drills, independent study, library reading, and enrichment projects. If homework is to be picked up after school or sent home with another student, please notify the office or teacher **before 9:00am**.

MAKE-UP WORK GUIDELINES

Students must be given the opportunity to make up for missed work and tests after any absence. If the student has been absent for more than one day, it is unreasonable to insist that they make up a missed test on the day they return to school. Most students do not study for a test until the day before it is given; even when they have been given advanced notice. Therefore, it is unlikely that the students would have the necessary notes, text, etc., with them at home to prepare for a test if they have been absent two or more days before the test is given. The teachers will allow them at least one additional day to prepare before insisting that they take the test, and more time if their absence was extended.

If a student is suspected of being deliberately absent on test days, the teacher will report the situation to a counselor so that a conference can be held with the student.
The following guidelines should be used for make-up work:

- It is the responsibility of the student, upon returning to school, to contact the teacher for make-up work and to complete that work.
- It is the responsibility of each teacher to provide make-up work for absences
- A student will be given a reasonable amount of time for make-up work. Generally, a student will be given two days after a single day's absence and five days after two or more days absent, unless the student was already aware of the assignment. Teachers may use their discretion to further extend the amount of time for make-up work.
- If a student fails to complete a test/assignment that has been rescheduled by a teacher due to an absence, the grade automatically becomes a zero.
- If a student arrives late to school, he or she is responsible for contacting the teacher that day to take any test scheduled or submit work due that day.
- Failure of the student to contact the teacher or make up the work within the time allotted will result in a zero for a grade.
- Students may make up all work missed during a suspension from school within the allotted time established above.
- Grades of students will not be lowered for disciplinary reasons.

A teacher may use professional judgment in granting exceptions to these rules.

Homework collection (extended absence) If it is known that a student is going to be absent for an extended period of time (a minimum of three school days), the counseling office will collect the assignments from teachers. Assignments will be available for pick-up at 3:00 p.m. the FOLLOWING school day. Students who wish to expedite this process are encouraged to email their teachers directly to request assignments for excused absences, regardless of duration. Email addresses for all teachers are available on the TASD website (**www.tyrone.k12.pa.us**).

ACADEMIC SUPPORT SERVICES

Academic support services are available for students who encounter academic difficulty with their classes. Services may include tutoring with subject teachers, peer tutoring, and/or referral to an academic support teacher, or to a structured study hall. After-school Academic Support will also be available Monday through Thursday. Students and/or parents can seek referral for Academic Support through the student's school counselor.

ACADEMIC WORKSHOP

Students will be assigned Academic Workshop by the Principal, Dean, or School Counselor if they meet the following criteria:

- Failing quarter grade/one of the lowest in the class
- Failing quarter grade for three weeks or more
- Multiple missing assignments
- Refusal to participate in class
- Missing major project or test
- Refusal to attend academic support

Students who are struggling or cannot actually do the work are NOT assigned to Academic Workshop. This program is designed to target only the most severe cases of academic non-compliance. Students can be dismissed from academic workshop if they complete all of their assignments, and it is verified by the teacher and administration.

Failure to attend the scheduled academic detention can result in 1 day of MRR.

REPORT CARDS

Report cards are a measure of student progress throughout the school year. They are issued four times per year at the end of each nine-week marking period. If questions arise concerning grades, contact either the teachers or the appropriate school counselor. Absentee or duplicate report cards may be obtained in the Main Office.

ADVISORY PROGRAM

The Advisory Program is to provide students with a more personalized educational structure. Students will be assigned to a teacher-advisor for 14 minutes each day during the advisory period. The focus of the Advisory Program will be student advocacy. Advisors will individually conference with each student to review his/her grades and assignments on Sapphire. If students are having difficulty in a subject, the advisor can refer them to Academic Support, to that subject teacher, or to the school counselor to discuss other options.

PROMOTION AND RETENTION

Pursuant to Board policy #215,

> *A student shall be promoted when he/she has successfully completed the curriculum requirements and has achieved the academic standards established for the present level, based on the professional judgment of the teachers and the results of assessments. A student shall earn the right to advance to the next grade by demonstrating mastery of the required skills and knowledge.*
>
> *The recommendation of the classroom teacher shall be required for promotion or retention of a student. The building principal shall be assigned the final responsibility for determining the promotion or retention of each student.*

Academic achievement, attitude, effort, work habits, behavior, attendance, and other factors related to learning shall be evaluated regularly and communicated to students and parents/guardians.

PART III ~ SERVICES

ENROLLMENT

New students enrolling at the Tyrone Area Middle School must call the Administrative Offices at 684-0710 x 4138 to make an appointment to complete enrollment forms and complete the scheduling process. If the student is not living with his/her parents, an affidavit of residency will be required. They will then be instructed to complete the scheduling process at the middle school.

Under Pennsylvania's Act 26, prior to admission to the school district, the parents, guardians, or other persons having control or charge of a student shall, upon registration for admission, provide a sworn statement or affirmation stating whether the pupil was previously suspended or expelled from any public or private school of the Commonwealth or any other state for an act of violence committed on school property. Such registration shall be maintained as part of the student's disciplinary record. Parents and guardians shall be advised that any willful false statement made under this section shall be a misdemeanor of the third degree.

When a student transfers to this school district, a certified copy of the student's disciplinary record shall be requested and obtained from the school entity from which the student is transferring. This record shall be maintained as part of the student's permanent disciplinary record and shall be available for inspection as required by law.

COUNSELING SERVICES

The Counseling Department provides support and services to students in grades 5 through 8 in order to promote success with academic, personal/social, and career development. Students are welcome to visit the Counseling Office during the school day or before/after school by appointment. Communicating with and/or securing a signed hall pass from counseling staff or a classroom teacher is required prior to visiting the School Counseling Office.

Services include:

- Registration and orientation of new students
- Assistance with student course selection and planning
- Early career development planning
- Administration and interpretation of standardized tests
- Maintenance of permanent records for all students
- Individual and group counseling
- Identification and facilitation of Academic Support needs and requests
- Referrals to appropriate in-school resources and outside agencies for students as needed

School Counselor:

Mr. Kimberlin	***Grades 5 – 6***
Mrs. Campbell	***Grade 7 – 8***

OTHER COUNSELING SERVICES

The Counseling Department offers the following additional services:

- addressing student issues (social, emotional and behavioral concerns)
- mediating peer to peer, student to teacher and student to parent concerns
- making referrals to appropriate agencies to support students
- making recommendations for dealing with anger, depression, substance abuse, etc.
- providing resources within the school to meet student needs
- designing and implementing groups which address identified student concerns
- identifying learning needs and providing the appropriate adaptations
- providing counseling services for students enrolled in the customized learning program

HOME SCHOOL VISITOR/SOCIAL WORK SERVICES

Tyrone Area School District offers student and family support through its Home School Visitor, School Social Worker. The Home School Visitor is a licensed social worker whose role is to be a liaison and often a primary contact between the school and the student and his/her family. The Home School Visitor helps the student to maximize educational opportunities, develop strategies for self-control, anger management and coping with stress; helps the student increase self-awareness and to develop decision-making skills. The Home School Visitor helps parents increase effective participation in their child's education; better understand the social/emotional needs of their child and how those needs impact learning. The Home School visitor helps parents increase awareness of school resources and community resources and facilitates referrals to those resources when requested. The Home School Visitor helps the school to understand the cultural, economic, family and health factors impacting the child's readiness to learn; provides representation at internal and external team meetings about the child and relays parent requests to staff and staff requests to parents in the best interest of the child. The Home School Visitor helps the community by promoting a caring school climate, by active participation in developing prevention initiatives and advocating for social justice, by providing classroom and community presentations, and by contributing to the success and well-being of young community residents throughout their educational process.

HOMEBOUND INSTRUCTION

Homebound instruction will be provided for students who are absent from school for an extended period of time because of serious illness or surgeries. This service cannot be provided, however, until the school receives a letter from the student's physician. This physician's excuse is subject to review quarterly.

- The physician's letter must include a recommendation for homebound instruction as well as the diagnosis, prognosis, and estimated length of time that the student must remain at home. Contact the Main Office or visit the district website for more information.
- Students on homebound instruction will not be permitted to participate in extracurricular activities, field trips, sports, sporting events, dances, or proms.
- Students on homebound instruction will not be permitted to attend the Greater Altoona Career and Technology Center.

SPECIAL EDUCATION - CHAPTER 14/IDEA

The Special Education Department provides programs and services in accordance with the Individuals with Disabilities Education Act (IDEA) and PA Chapter 14 Special Education Programs for students with disabilities. A child with a disability means a child who, as the result of a multidisciplinary evaluation, is determined to meet the criteria in one or more of the following categories: intellectual disability, a hearing impairment including deafness, a speech or language impairment, a visual impairment including blindness, serious emotional disturbance, an orthopedic impairment, autism, traumatic brain injury, an other health impairment, a specific learning disability, deaf-blindness, or multiple disabilities and who is determined to need special education and related services.

Related services are designed to enable the child to participate in or access his or her program of special education. Examples of related services are speech and language therapy, occupational therapy, physical therapy, nursing services, audiologist services, counseling, and family training.

The following definitions apply to the 13 categories of exceptionality as defined by IDEA:

Autism means a developmental disability significantly affecting verbal and nonverbal communication and social interaction, generally evident before age 3 that adversely affects a child's educational performance. Other characteristics often associated with autism are engagement in repetitive activities and stereotyped movements, resistance to environmental change or change in daily routines, and unusual responses to sensory experiences. The term does not apply if a child's educational performance is adversely affected primarily because the child has an emotional disturbance.

Deaf-blindness means concomitant hearing and visual impairments, the combination of which causes such severe communication and other developmental and educational needs that they cannot be accommodated in special education programs solely for children with deafness or children with blindness.

Deafness means a hearing impairment that is so severe that the child is impaired in processing linguistic information through hearing, with or without amplification that adversely affects a child's educational performance.

Emotional disturbance means a condition exhibiting one or more of the following characteristics over a long period of time and to a marked degree that adversely affects a child's educational performance:

(i) An inability to learn that cannot be explained by intellectual, sensory, or health factors.
(ii) An inability to build or maintain satisfactory interpersonal relationships with peers and teachers.
(iii) Inappropriate types of behavior or feelings under normal circumstances.
(iv) A general pervasive mood of unhappiness or depression.
(v) A tendency to develop physical symptoms or fears associated with personal or school problems. The term includes schizophrenia. The term does not apply to children who are socially maladjusted, unless it is determined that they have an emotional disturbance.

Hearing impairment means an impairment in hearing, whether permanent or fluctuating, that adversely affects a child's educational performance but that is not included under the definition of deafness in this section.

Intellectual Disability means significantly subaverage general intellectual functioning, existing concurrently with deficits in adaptive behavior and manifested during the developmental period that adversely affects a child's educational performance.

Multiple disabilities means concomitant impairments (such as intellectual disability-blindness, intellectual disability-orthopedic impairment, etc.), the combination of which causes such severe educational needs that they cannot be accommodated in special education programs solely for one of the impairments. The term does not include deaf-blindness.

Orthopedic impairment means a severe orthopedic impairment that adversely affects a child's educational performance. The term includes impairments caused by congenital anomaly (e.g., clubfoot, absence of some member, etc.), impairments caused by disease (e.g., poliomyelitis, bone tuberculosis, etc.), and impairments from other causes (e.g., cerebral palsy, amputations, and fractures or burns that cause contractures).

Other health impairment means having limited strength, vitality or alertness, including a heightened alertness to environmental stimuli, that results in limited alertness with respect to the educational environment, that-

(i) Is due to chronic or acute health problems such as asthma, attention deficit disorder or attention deficit hyperactivity disorder, diabetes, epilepsy, a heart condition, hemophilia, lead poisoning, leukemia, nephritis, rheumatic fever, and sickle cell anemia; and

(ii) Adversely affects a child's educational performance.

Specific learning disability means a disorder in one or more of the basic psychological processes involved in understanding or in using language, spoken or written, that may manifest itself in an imperfect ability to listen, think, speak, read, write, spell, or to do mathematical calculations, including conditions such as perceptual disabilities, brain injury, minimal brain dysfunction, dyslexia, and developmental aphasia.

(i) Disorders not included. The term does not include learning problems that are primarily the result of visual, hearing, or motor disabilities, of intellectual disability, of emotional disturbance, or of environmental, cultural, or economic disadvantage.

Speech or language impairment means a communication disorder, such as stuttering, impaired articulation, a language impairment, or a voice impairment, that adversely affects a child's educational performance.

Traumatic brain injury means an acquired injury to the brain caused by an external physical force, resulting in total or partial functional disability or psychosocial impairment, or both, that adversely affects a child's educational performance. The term applies to open or closed head injuries resulting in impairments in one or more areas, such as cognition; language; memory; attention; reasoning; abstract thinking; judgment; problem-solving; sensory, perceptual, and motor abilities; psychosocial behavior; physical functions; information processing; and speech. The term does not apply to brain injuries that are congenital or degenerative, or to brain injuries induced by birth trauma.

Visual impairment including blindness means an impairment in vision that, even with correction, adversely affects a child's educational performance. The term includes both partial sight and blindness.

Special education services are provided according to the primary educational needs of the child, not the category of disability. The types of services available are (1) learning support, for students who primarily need assistance with the acquisition of academic skills; (2) life skills support, for students who primarily need assistance with development of skills for independent living; (3) emotional support, for students who primarily need assistance with social or emotional development; (4) deaf or hearing impaired support, for students who primarily need assistance with deafness; (5) blind or visually impaired support, for students who primarily need assistance with blindness: (6) physical support, for students who primarily require physical assistance in the learning environment; (7) autistic support, for students who primarily need assistance in the areas affected by autism spectrum disorders; and (8) multiple disabilities support, for student who primarily need assistance in multiple areas affected by their disabilities.

Related services are designed to enable the child to participate in or access his or her program of special education. Examples of related services are speech and language therapy, occupational therapy, physical therapy, nursing services, audiologist services, counseling, and family training.

CHAPTER 15/SERVICE AGREEMENTS

The Special Educational Department ensures that protected handicapped students have equal opportunity to participate in school programs and extracurricular activities to the maximum extent appropriate to the ability of the protected handicapped student in question.

We will provide each protected handicapped student enrolled in our district those related aids, services, or accommodations which are needed to afford the student equal opportunity to participate in and obtain the benefits from the school programs and extracurricular activities without discrimination, and to the maximum extent appropriate to the student's abilities.

To meet the criteria for services under Chapter 15, a student needs to be identified as a protected handicapped student. In order to meet these criteria, a student must be of school age and have a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the student's school program.

If, through an evaluation, the parents and the district agree that the student needs to have a service agreement (504 Plan), then the service agreement is written and executed. The service agreement specifically states the related aids, services, and accommodations that the student will receive, and the date the services will begin and end. If appropriate, a service agreement should also identify procedures to occur in the event the student has a medical emergency.

CHAPTER 16/GIFTED PROGRAM

The Tyrone Area School District is committed to providing programs that lead to the success of every child. Recognizing the unique talents, needs, and aspirations of each child, all stakeholders, including teachers, parents, students, and the community, work together in a partnership to identify resources and design the instructional strategies required for children to fulfill their potential. Schools are designed and operated first and foremost for the benefit of students, providing developmentally appropriate, welcoming, and nurturing environments.

As a part of the above vision, TASD is committed to providing gifted education services that are designed and implemented in order for gifted students to demonstrate growth and progress. We believe that gifted programming must be integrated into the regular school program so that there is challenge throughout the school day, not just during a few hours a week. In order to best serve our gifted population, our district:

- Provides an appropriately differentiated instructional program responsive to student ability and learning needs
- Assists students in achieving maximum use of potential to achieve personal success
- Provides a continuum of program service options
- Addresses the social and emotional needs of diverse gifted students
- Supports an educational environment that challenges gifted learners and enables students to perform at levels of excellence
- Facilitates the development of self-directed learners

Program Goals

We believe that our best chance to provide instruction that challenges all students to perform at individual levels of excellence will come from cultivating the common ground between gifted education and general education.

1. To integrate gifted education into the total school program through service options that are flexible, dynamic, and inclusive.

2. To create a learning environment that values and nurtures intellectual ability, creativity, and decision making by providing an array of service options which supports individual growth at varying levels of abilities, needs, and interests.

3. To develop an identification procedure using multiple criteria to appraise student need for differentiated services and the kind of services needed.

4. To provide a comprehensive staff development program to enable teachers to more appropriately serve the needs of advanced learners.

5. To involve parents and other community members in the effort to enrich and extend the learning opportunities for advanced learners inside and outside the school.

6. To differentiate and enrich the core curriculum to challenge the advanced learner. We endorse the following working definition of differentiation (Carol Tomlinson, 1995): "…consistently using a variety of instructional approaches to modify content, process, and/or products in response to learning readiness and interest of academically diverse students."

7. To provide opportunities for acceleration in order to allow high ability students to move through material at the pace appropriate for their abilities.

8. To use flexible grouping options to give advanced learners peer support and chances to work together without separating them from the rest of their classmates.

9. To progress-monitor student growth as a means of both student and district accountability.

10. To encourage collaboration among teachers in the same and different schools through flexible schedules, staff development, and administrative support.

For additional information please contact the Special Education Office at (814) 684–0710 x 4120

EEL PROGRAM

Pennsylvania regulations (22 PA. Code §4.26) and federal laws, including the Civil Rights Act, the Equal Educational Opportunity Act, and Every Student Succeeds Act, require every school district to provide a program for students who are identified as English Learners (EL). These programs must consist of planned English Language Development (ELD) taught by a certified teacher of ELs and the adaptation and/or modifications to the delivery of content instruction by *all* teachers, based on the students' language proficiency levels, the PA ELD standards, and the PA Academic Standards.

The TASD Plan for the Education of English Learners (PEEL) describes procedures necessary to comply with regulations and to provide EL students and their families with the same level of quality education that all TASD students and families have come to expect.

SUMMER SCHOOL

A student who has failed certain courses can make those courses up at summer school through the Tyrone Area School District. The need to take multiple classes or courses not available within the Tyrone Area Summer School Program may be taken at other qualified educational institutions at a cost to the parent/guardian or student. Summer school information will be mailed home by the Main Office staff at an appropriate time at the end of the school year. It is the parent and student's responsibility to complete the necessary paperwork to register for summer school. In addition, it is the parent and student's responsibility to pay the costs associated with attendance in any summer school program.

The grade received in the summer school course will determine whether or not the student has passed the course or has the necessary prerequisite average to continue in the subject area.

STUDENT ASSISTANCE PROGRAM

The Tyrone Area School District provides a Student Assistance Program to identify students having difficulty in school because of problems related to substance abuse and/or mental health issues. Students identified as being "at-risk" will be assessed and, when necessary, referred for professional help.

SAP is…	**SAP is not….**
♦ an identification program	a counseling program
♦ an intervention program	a treatment program
♦ a referral program	a disciplinary consequence

* The Student Assistance Program was designed to connect students experiencing substance abuse problems, suicide issues, or other mental health concerns with appropriate information and counseling services. The task of the Student Assistance Program is to monitor students experiencing difficulty in school. The team gathers data for the assessment of students' needs for help and counseling.

* Referrals to the Student Assistance Program may be made by school personnel, parents, and/or students. Students who violate the District's Drug and Alcohol Policy will automatically be referred to the Student Assistance Program. Recommendations from the Student Assistance Team regarding drug and alcohol violations will be binding.

* Students referred to the program may receive professional counseling at appropriate drug and alcohol and/or mental health agencies that serve the Tyrone Area School District. All information concerning students who are referred to the program will remain CONFIDENTIAL.

When to Make a Referral…

It may be time to refer yourself or a friend if you notice the following signals:

A. Drop in grades
B. Cutting school
C. Change in personal appearance
D. Erratic behavior
E. Physical symptoms – runny nose, watery eyes, frequent illness, listlessness
F. Illegal activities – theft, selling/buying drugs, extorting money, etc.
G. Family problems
H. Visible signs or talk of harm to oneself

How to Make a Referral…

1. Talk to a School Counselor
2. Talk to a Dean of Students or Principal
3. Or complete a referral form available in the School Counseling Office

CUSTOMIZED LEARNING PROGRAM

When repeated application of specified penalties and interventions have failed to change behavior on the part of the student, the administrator may elect placement in a customized learning program based on recommendations from the Educational Placement committee. Customized learning programs provide opportunities for students who can/will not be successful in a "regular" educational program to eventually obtain a high school diploma. Customized learning programs of instruction meet the student's core subject requirements, thus enabling the student to move to the next grade level.

ALTERNATIVE EDUCATION FOR DISRUPTIVE YOUTH (AEDY)

Pennsylvania's Alternative Education for Disruptive Youth (AEDY) program provides a combination of intense, individualized academic instruction and behavior modification in an alternative, off-site setting. AEDY programs are designed for seriously and persistently disruptive students. Recommendation for placement in AEDY programs is considered after all other options for improving behavior, including the use of the Student Assistance Program (SAP), have been exhausted.

HEALTH SERVICES

The school nurse and/or her assistant are available in the Health Suite throughout the school day. Access to the Health Suite is limited to "emergencies only" during the first and last period each day.

A student becoming ill during the school day shall obtain a pass from his or her current teacher and then report to the Health Suite for evaluation and treatment. Written passes are not required for true emergencies or chronic health concerns such as diabetes. If severe symptoms of illness or injury are present, the nurse or her designee will make arrangements with the parent or authorized emergency contact for possible transport home or for further medical evaluation. Students may **NOT** make such arrangements on their own without the appropriate nursing or administrative permission and will be subject to discipline if they do so.

A student with significant signs of illness when he or she arises in the morning should be kept at home. Examples include:

- Fever of 100 degrees or higher; the student needs to stay home for 24 hours after the temperature returns to normal
- Vomiting and/or diarrhea
- Persistent, uncontrollable cough

- "Flu" symptoms, such as those above, plus extreme fatigue, body aches, headache, runny nose, sore throat
- Any undiagnosed rash: the student needs to see a physician before returning to school
- Red, irritated eyes with pus-like or excessive watery drainage; student may return 24 hours after treatment and/or there is no drainage or irritation
- Strep throat; may return 24 hours after antibiotic treatment
- Scarlet fever; may return 24 hours after antibiotic treatment
- Tonsillitis; may return 24 hours after antibiotic treatment
- Chicken Pox; may return in 6 days from the last crop of vesicles
- Impetigo: may return when pustules have healed and judged to be non-infectious
- Ringworm: may return when judged non-infectious by physician, may attend if area is completely covered
- MRSA skin infection: may return after treatment initiated and cleared for return by physician, may attend if area is completely covered

Reporting to school in such situations is potentially dangerous to the ill student and exposes numerous others to disease as well. It is not the responsibility of the school nurse to provide a diagnosis or second opinion. The parent is responsible for obtaining any necessary medical care for his/her child.

Should the student report to school and need to be sent home at the beginning of the day, the student will be counted as absent excused for the entire day.

MEDICATIONS

Any medication to be administered at Tyrone Area Middle School must be brought to the school by a parent/guardian and given to the school nurse. The medication must be in a pharmacy-labeled container which includes the child's full name, name of drug and dosage, time and quantity to be given, and the physician's name. The district's Medication Consent Form must be completed and signed by a parent.

Students are NOT permitted to self-medicate during the school day, with three exceptions: 1.) A student may carry cough drops. 2.) A student may keep a rescue inhaler for the treatment of asthma in his or her possession and use it as needed and 3.) A student with a severe bee or food allergy may keep an EpiPen in his or her possession and use it as needed. Written authorization for these medications from the student's parent and physician will be maintained by the school nurse.

Acetaminophen (generic Tylenol) may be given by the nurse to students experiencing minor discomforts, with written permission from a parent or guardian. Students may not keep this or any other oral medication in their possession.

NALOXONE

As a means of enhancing the health and safety of its students, staff and visitors, Tyrone Area School District may obtain, maintain and administer doses of an opioid antagonist, specifically Naloxone, for emergency use to assist a student, staff member or other individuals believed or suspected to be experiencing an opioid overdose.
Signs of an opioid overdose include one or more of the following:

- A person who will not wake up or respond to voice or touch
- Breathing that is very slow, irregular or absent
- Very small pupils, sometimes called "pinpoint"
- Fingernails and lips appear blue or purple
- Slow heartbeat and/or low blood pressure

Students or staff suspecting an opioid overdose in another person should **immediately** contact the school nurse or school police officer by phone, radio, or in person.

Persons who report a suspected overdose using their real name and who remain with the overdosing person until emergency medical service or law enforcement arrive are protected from criminal prosecution by law, as is the person whose overdose they report. Persons who administer naloxone in overdose emergencies are similarly protected from civil liability.

LIBRARY SERVICES

The Library is a learning center, which provides a wide range of books, magazines, audio-visual materials, professional services, and facilities to complement the instructional program. Students may use the library for:

- ♦ Reference or research work (assigned or independent).
- Checking-out or returning materials.
- Individualized instruction assignments.
- Leisure reading of books, magazines, etc. (unless the center is overcrowded).

Students interested in going to the library during the school day will need to acquire a pass. The library is also open in the morning between 7:45 a.m. and 8:00 a.m. Students may come to the library during any regularly scheduled study hall period, provided they have followed the correct library/study hall sign-out procedure. When visiting our library, students are expected to conduct themselves in an appropriate and respectful manner, or the student will be asked to leave and subject to disciplinary consequences. The library must remain quiet and conducive to learning.

EDUCATION FOR CHILDREN AND YOUTH EXPERIENCING HOMELESSNESS (ECYEH)

The Board recognizes its obligation to ensure the provision of equal educational opportunities for all children and youth, including those experiencing homelessness, in accordance with the McKinney-Vento Homeless Assistance Act. The Board shall make reasonable efforts to identify McKinney-Vento eligible children within the district, encourage their enrollment, and eliminate existing barriers to their attendance and education, in compliance with federal and state law and regulations. The Board may waive policies, procedures and administrative regulations that create barriers for enrollment, attendance, transportation and success in school of homeless students, based on the recommendation of the superintendent.

If you or someone you know needs assistance — please reach out to Shannon Flanagan, Homeless Liaison, at smflanagan@tyrone.k12.pa.us or 814-684-4240 ext. 3707.

Liaison Responsibilities: The district's liaison shall coordinate with:

1. Local service agencies that provide services to homeless children, youth, and families.
2. Other school districts on issues of records transfer and transportation.
3. District staff responsible for the provision of services under Section 504 of the Rehabilitation Act and Individuals with Disabilities Act.
4. State and local housing agencies responsible for comprehensive housing affordability strategies.

The district's liaison shall provide public notice of the educational rights of McKinney-Vento eligible children in schools, family shelters, soup kitchens, public libraries, and locations frequented by individuals experiencing housing instability.

The district liaison shall provide reliable, valid, and comprehensive data to the coordinator of Pennsylvania's Education for Children/Youth Experiencing Homelessness (ECYEH) Program in accordance with federal and state law regulations.

Definition of Homelessness/Unhoused/Transitional Housing: McKinney-Vento eligible students are defined as individuals lacking a fixed, regular, adequate nighttime residence, which include the following conditions:

1. Doubled up or sharing the housing of other persons due to loss of housing or economic hardship.
2. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations.
3. Living in emergency, transitional, or domestic violence shelters.
4. Abandoned in hospitals.

5. Whose primary nighttime residence is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings.
6. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings.
7. Living as migratory children in conditions described in previous examples.
8. Living as run-away children regardless of the reason.
9. Abandoned or forced out of homes by parents/guardians or caretakers.
10. Living as school-aged parents in houses for parents if they have no other living accommodations.

School of origin is defined as the school the student attended when permanently housed or the school in which the student was last enrolled, including pre-school. When the student completes the final grade level served by the school of origin, the school of origin shall include the designated receiving school at the next grade level for all feeder schools.

Unaccompanied homeless youth is defined as a homeless child or youth not in the physical custody of a parent or guardian. This could be due to the child choosing to leave or the parent/guardian forcing them out. Regardless of the circumstances, if a child or youth is not in the physical custody of their parent/guardian they are considered unaccompanied.

Enrollment/Placement: To the extent feasible and, in accordance with the student's best interest, a McKinney-Vento eligible student shall continue to be enrolled in his or her school of origin while he or she remains homeless or until the end of the academic year in which he or she obtains permanent housing. Parents/Guardians of a homeless student may request enrollment in the school in the attendance area where the student is actually living or other schools. If a student is unaccompanied by a parent/guardian, the district liaison will assist the student with placement and enrollment decisions and give priority to the views of the student in determining where he or she will be enrolled.

If after such consideration, the district determines that it is not in the student's best interest to attend the school of origin or the school requested by the parent/guardian or unaccompanied youth, the district shall provide the parent/guardian or unaccompanied youth with a written explanation of the reasons for its determination. The explanation shall be in a manner and form understandable to the parent/guardian or unaccompanied youth and shall include information regarding the right to appeal.

The selected school shall immediately enroll the student and begin instruction, even if the student is unable to produce records normally required for enrollment pursuant to district policies. However, the district may require a parent/guardian to submit contact information. The district liaison may contact the previous school for oral confirmation of immunizations, and the school shall request records from the previous district, pursuant to Board policy. McKinney-Vento eligible families are not required to prove residency regarding school enrollment.

School/Health Records: The receiving school district may contact the district of origin for oral confirmation that the student has been immunized but must not be a barrier to enrollment. Oral confirmation between professionals is a sufficient basis to verify immunization with written confirmation to follow within thirty (30) days. The instructional program should begin without delay after the enrollment process is initiated and should not be delayed until the procedure is completed. The enrolling district's liaison will assist the parent/guardian/student in obtaining necessary immunizations, or immunization or medical records. The district will support families with accessibility to health-related resources — not limited to access to a physician, dentist, and other specialty doctors. The district may assist with transportation for access to medical providers as well as assist with overcoming barriers related to insurance.

Placement/Disputes/Complaints: If the district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize appropriate means to determine the student's placement.

If a dispute arises over school selection or enrollment, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent/guardian/student will be provided with a written explanation of the school's decision on the dispute, including the right to appeal. The parent/guardian/student will be referred to the district liaison, who will carry out the state's grievance procedure as expeditiously as possible after receiving notice of the dispute. In the case of an unaccompanied student, the district liaison shall ensure that the student is immediately enrolled in school pending resolution of the dispute.

If disputes or complaints of noncompliance rise regarding the education of McKinney-Vento eligible students, the following steps shall be taken:

1. The person filing the complaint shall first contact the school or district through the district liaison, the principal, or Superintendent to present their concerns to the people closest to the situation and, most likely, to be able to resolve it quickly.
2. If Step 1 is not successful or is not possible under the circumstances, contact should be made with the Homeless Project Education Liaison, or the Pennsylvania Department of Education (PDE) will accept complaints directly through the Education for Homeless Children and Youth Program.
3. Individual cases may be referred to the PDE's Office of Chief Counsel and the Office of the Deputy Administrative assistant for Elementary and Secondary Education, as needed, by the State Homeless Coordinator.

PDE will deliver a response within fifteen (15) business days of the receipt of the complaint. The complaint may arrive in the form of a copy of the school district letter or on the Dispute Letter Form, if given directly to a Liaison of the Homeless Initiative.

Education Records: Information about a McKinney-Vento eligible student's living situation shall be treated as a student education record subject to the protections of the Family Educational Right and Privacy Act (FERPA) and shall not be deemed to be directory information. Unhoused students shall be provided services comparable to those offered to other district students including, but not limited to: transportation services, school nutrition programs, vocational programs and technical education, preschool programs, programs for students with limited English proficiency, and educational services for which students meet eligibility criteria, such as programs for disadvantaged students, students with disabilities, and gifted and talented students.

Transportation: The district shall provide transportation for McKinney-Vento eligible students to their school of origin or the school they choose to attend within the school district. If the school of origin is outside district boundaries or homeless students live in another district but will attend their school of origin in this district, the school districts shall agree upon a method to apportion the responsibility and costs of the transportation.

Transportation Coordinator: Faith Swanson (fmswanson@tyronek.12.pa.us) or 814-684-0710

Fiscal Responsibilities: The following guidelines will be followed in cases when the education of the student is provided by the district where the unhoused student is temporarily living. The guidelines shall also apply in cases when the district of prior attendance, where that is not the district the student attended when permanently housed, will educate the student:

1. McKinney-Vento eligible individuals not in facilities (shelters) or institutions, as well as homeless individuals living in hotels, motels, cars, tents, or doubled-up with a resident family, shall be reported and reimbursed as resident students.
2. For unhoused individuals in temporary shelters, the educating school district will send a form for the determination of district residence for students in facilities or institutions to the presumed district of residence.
3. If the form is acknowledged by the resident district, the educating district will enter the student on its rolls as a nonresident student from the acknowledging resident school district. The educating district will bill the resident district for tuition and will report membership data according to state child accounting procedures.
4. If the form is disclaimed and a district of residence cannot be determined, the student will be considered a ward of the state. The educating district will enter the student on its rolls as a nonresident ward of the state and will report membership according to state child accounting procedures. The Department of Education will pay tuition to the educating district based on membership reported to child accounting.

In cases when the education of the student is provided by the district of origin, where that is the district, the student attended when permanently housed, the district will continue to educate a homeless student for the period of temporary displacement and should maintain the student on its rolls as a resident student.

In cases when the student becomes permanently housed during the academic year and continues in the school of origin, which is not the district of new residence, the educating district will continue to educate the formerly homeless student on its rolls as a nonresident student.

Training: Offered by the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness Program. The district's liaison shall arrange professional development programs for school staff, including office staff. School personnel providing services to homeless students, including enrollment staff, shall receive professional development and support to:

1. Improve identification of McKinney-Vento eligible students.
2. Understand the rights of such children, including requirements for immediate enrollment and transportation, and
3. Heighten awareness of, and capacity to respond to, the educational needs of such children.

Free and Reduced Meals: Apply online for free/reduced benefits. Financial assistance is available for families that need assistance paying for school meals. Eligibility for free/reduced meals must be established each school year, regardless of eligibility in previous years.

Family Engagement: Families are a valued member of our community and an essential part of a child's success. Opportunities for participation in school and building sponsored events are communicated in a variety of ways throughout the school year. If you need assistance to participate, please contact your building principal.

Community Partnerships: The District partners with community agencies to support families through collaboration. Community partnerships include, but are not limited to health providers, clothing banks and food pantries, local shelters, private and public agencies, faith-based organizations, and businesses.

Academic Supports: Students have access to numerous academic supports — based on the need of each individual student. Examples include but are not limited to:
• Title 1 services
• Multi-Tiered Intervention Supports
• After School Tutoring
• Credit Recovery

McKinney Vento Homeless Education Assistance Improvements Act: https://www.education.pa.gov/K-12/Homeless%20Education/mckinneyvento/Pages/default.aspx

CHILDREN OF SEPARATED/DIVORCED PARENTS

In the event that a separated/divorced parent having custody of a child desires that the child not be released in the care of the other parent, the school will comply with his/her wishes provided he/she files with the school a copy of the court order authorizing his/her custody.

CHILD CUSTODY

In most cases, when parents are divorced, both mother and father continue to have equal rights where the children are concerned. If you have a court order that limits the rights of one parent in matters such as custody or visitation, please bring a copy to the office. Unless your court order is on file with us, we must provide equal rights to both parents.

Unless specifically requested by the parent or court order, the school will communicate with the first guardian listed on the student's record and will attempt to contact subsequent guardians if communication is not sufficient.

OFFICE TELEPHONES

The office telephone is a business telephone and is to be used by students for emergencies only. Classes will not be interrupted for telephone messages. Emergencies clearly stated will be considered by the building principal. Reminders of after school appointments and transactions are not considered emergencies and should be discussed prior to school time.

CAFETERIA CHARGING PROCEDURES

1. A limit of five (5) lunches will be enforced for charging.
2. No charging of ala carte items if any amount of cash is due to the cafeteria.
3. If a student has cash, but owes money to his/her account, he/she can buy only a reimbursable breakfast and/or lunch that day.
4. Cashiers will notify students when their account has a negative balance. Notices will be sent to parents when they reach a $5.00 charge.
5. Two weeks prior to the end of school, students will not be permitted to charge meals.
6. Any student owing $5.00 or more will be added to the fines list and will not be permitted to participate in activities and their final report card will not be released.

PARENT/GUARDIAN REQUESTS

Parent/Guardian requests for placement of their child with a particular teacher or grade level team will be given consideration, when possible, prior to class assignments. The request must be submitted in writing to the building principal. **The assignment of students to a particular teacher or grade level team is dependent upon the following variables**: male/female ratio; academic standing; behavioral factors, exceptionality and equity. Therefore, parent requests may not be honored.

PARENT/GUARDIAN VISITORS

Parent support is essential to the success of Tyrone Middle School. While parent visitors are welcome in the building, certain procedures must be followed to ensure the greatest benefit of the visit and the safety of the building. In accordance with Tyrone Area School Board Policy #907, all visitors must report to the office and sign in before proceeding to their destination. Visitors are to have scheduled appointments and may not interrupt a teacher

who is teaching a class. Parents may observe classrooms only when the Tyrone Area School District Visitor Observation Request Form is completed and approved by the building level principal. This form must be submitted at least two (2) days prior to the visit. The Visitor Observation Request Form may be found by visiting the school district's website under "Information for Parents." Select "District Policy" and choose #907.

LOST AND FOUND

The Middle School Office maintains a lost and found box. You are urged to cooperate by turning into the office all articles which you find and to inquire about articles which you have lost. YOU SHOULD MARK ALL YOUR PERSONAL BELONGINGS, ATHLETIC EQUIPMENT, BOOKS, ETC., SO THAT THEY CAN BE IDENTIFIED IF FOUND. It is strongly recommended that valuable items and large sums of money be left at home. TAMS IS NOT RESPONSIBLE FOR LOSS OR THEFT OF PERSONAL PROPERTY ITEMS. Items still in the LOST and FOUND box will be donated at the end of each semester.

DIRECTORY INFORMATION NOTICE

The school occasionally receives requests from organizations, businesses, schools, and military recruiters for directory information on students so they may contact them about special offers or programs. Directory information may include the student's name, address, and phone number. Although the requests we receive are carefully screened, some parents do not want their child contacted.
Pursuant to federal No Child Left Behind legislation (20 U.S.C.`7908), the Tyrone Area School District must disclose to military recruiters and institutions of higher education (i.e., colleges and universities), upon request, the names, addresses, and telephone numbers of high school students.

The district must also notify parents/guardians of their right and the right of their child to request that the district not release such information without prior written consent.

Parents/guardians wishing to exercise their option to withhold their consent of the release of above information to military recruiters or to institutions of higher education must sign a form and return it to the building principal by the end of September. The form can be obtained in the office of the building Principal.

THERAPY DOGS (POLICY 718.1)

Therapy dogs may be used for the benefit of students, subject to the conditions of Policy # 718.1. Therapy dogs are not the same as "emotional support animals" or "service animals". Should therapy dogs be used, a letter from the Building Principal will be sent to school students, families, and staff notifying them that a therapy dog has been recommended for the school. Students, families, and staff will have ten (10) days to notify the school of any concerns. If no concerns are received within the communicated deadline, the Superintendent or Designee will notify the therapy dog handlers that the request has been approved.

Before initiating a therapy dog program, the school principal will send a letter to school families and staff notifying them of the therapy dog program along with this policy. This letter shall also serve as a passive permission slip/waiver for the parents/guardians on behalf of the children to allow them to interact with the therapy dogs. A copy of the letter will be sent to the Office of the Superintendent.

Parents/Guardians will have ten (10) days to notify the school of any concerns. If concerns are received that cannot be addressed by the school, it is the responsibility of the principal to notify the Superintendent. If no concerns are received within the communicated deadline, the Superintendent will notify the handler that the request has been approved. It is not necessary for families to respond if they do not have any concerns.

The letter notifying families and staff about the therapy dog program will then be placed in student handbooks for successive years.

Unless visiting on an agreed upon schedule, the handler shall seek approval from the building principal prior to bringing the therapy dog into school. The request for administrative approval should include the date(s) and times during which the therapy dog will be present, the identification of the handler responsible for the therapy dog, the area (e.g. classroom, counselor's office, etc.) in which the therapy dog will interact with students and any other limitation or conditions to be established.

PART IV ~ ATTENDANCE POLICY

ATTENDANCE OVERVIEW

Experience and research provide evidence that regular school attendance and sound academic achievement are related. The importance of time on task in reaching the district's educational goals can hardly be overestimated. Student attendance and tardy patterns are very important indicators of potential student success. Students who fail to attend class usually are unable to perform satisfactorily in their classes and are unable to benefit from class interactions and activities.

The Tyrone Area School District requires that all students enrolled in the district attend school regularly in accordance with the laws of the state. The educational program offered by this district is predicated upon the presence of the student and requires continuity of instruction and classroom participation. The regular contact of students with one another in the classroom and participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

FREE EDUCATION AND ATTENDANCE

All persons residing in this Commonwealth between the ages of 6 and 21 years are entitled to a free and full education in the Commonwealth's public schools. Parents or guardians of all children between the ages of 6 and 18 are required by the compulsory attendance law to ensure that their children attend an approved educational institution, unless legally excused.

A student *may not* be excluded from the public schools or from extracurricular activities because:

The student is married or pregnant

The student has a disability as identified by Chapter 15 (relating to protected handicapped students).

The student is identified under Chapter 14 (relating to special education services and programs).

Attendance need not always be within the school facilities. A student will be considered to be in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction or health care; the student is engaged in an approved and properly supervised independent study, work-study or career education program; or the student is receiving approved homebound instruction.

It shall be the policy of the Board to consider the effectiveness and appropriateness of the educational program that is offered to each student who habitually and repeatedly absents him/herself from such programs. If sincere efforts by the staff and parents cannot rectify the pattern of absence, the Superintendent has the authority to suspend a student from a particular class or from a school into an alternative program in accordance with Board policies.

CHRONIC ABSENTEEISM

Nationally, up to 7.5 million students are chronically absent. Multiple years of chronic absences at any point in a youth's school career is a forewarning of academic trouble. Research shows that chronically absent students are less likely to succeed academically, are more likely to be suspended and are more likely to eventually drop out. In fact, three out of four 6th graders who are chronically absent will never graduate high school. By working to prevent chronic absenteeism, we are working to give Tyrone students the greatest opportunity for academic success, and *we are working to instill one of the most sought-after workforce skills indicated by business and industry, which is to regularly show up*.

PENNSYLVANIA COMPULSORY SCHOOL ATTENDANCE LAW

TRUANCY (Act 138)

Act 138 establishes penalties for parents of children who fail to comply with the provisions of the Public-School code regarding compulsory school attendance. Under Act 138, a parent who fails to comply with the provisions of the Code regarding compulsory attendance could be ordered to pay a fine not to exceed $300 and to pay court costs or be sentenced to complete a parenting education program offered and operated by a local school district, medical institution, or other community resource.

Children Under 15 Years of Age
If a habitually truant child is under age 15, the school must refer the child to either (1) a school-based or community-based attendance improvement plan or (2) the county children and youth agency for services or possible disposition as a dependent child. A school-based or community-based attendance program is a program designed to improve school attendance by seeking to identify and address the underlying reasons for a child's absences. A school-based or community-based attendance program may include an educational assignment in an alternative education program but may not include an assignment in an Alternative Education for Disruptive Youth (AEDY) program. Additionally, the school may, but is not required to file a truancy citation against the person in parental relation to the child.

Children 15 Years of Age and Older
If a habitually truant child is 15 or older, the school must either (1) refer the child to a school-based or community-based attendance improvement program or (2) file a citation against the student or person in parental relation to the child. If a habitually truant child 15 or older incurs additional absences after a school refers the child to a school or community-based improvement program or the child refuses to participate in an attendance improvement program, the school may refer the child to the county children and youth agency for possible disposition as a dependent child.

Filing a Truancy Citation: Proceedings and Penalties for Violation of Compulsory Attendance Requirements
Generally, a truancy citation is filed with the magisterial district judge (MDJ) where the child attends school or would attend school in a child's school district of residence. For children attending cyber charter schools, the cyber charter school must file truancy citations with the MDJ where the child resides. For children attending nonpublic schools, the child's school district of residence must file truancy citations with the MDJ where the nonpublic school student resides.

If a parent is not convicted of a summary offense because he or she took every reasonable step to ensure attendance of the child at school, Act 138 provides that a child who has attained the age of 15 and who fails to comply with the provisions of the Act, or who is habitually truant from school without justification, commits a summary offense, and shall, upon conviction, be sentenced to pay a fine not exceeding $300 or be assigned to an adjudication alternative program pursuant to 42 P.A.C.S. Sec 1520.

A child who has not attained the age of 15 years who fails to comply with the compulsory provisions of the Act and is habitually truant from school, **shall be referred to the County Children and Youth Services** by the school district for services or possible disposition as a dependent child under 42 P.A.C.S. Sec. 6302.

In addition, any child who has attained the age of 15 years who fails to comply with the compulsory attendance provisions of the Act and is habitually truant **may, in lieu of prosecution under other provisions of the Act, be referred to the County Children and Youth Service** by the school district for services or possible disposition as a dependent child as defined under 42 P.A.C.S. Sec. 6302.

If the child is convicted and fails to comply with the penalty imposed, the judge may send the record of conviction to the Pennsylvania Department of Transportation (PennDOT). If PennDOT receives such record, PennDOT is required to take action against the child's operating privileges. For example, for a first offense, PennDOT must suspend the child's operating privileges for 90 days; for a second and subsequent conviction, PennDOT must suspend the child's operating privileges for six months. For a child who does not have a driver's license, the child will be ineligible to apply for a driver's license for 90 days or six months, depending on the offense. The period of ineligibility will begin to run when the child turns 16.

The Act also grants state, municipal, port authority, transit authority, housing authority, and school police with the same arrest powers as attendance officers and home and school visitors with regard to the arrest or apprehension of a child who fails to attend school in compliance with provisions of the Act.

TRUANCY (per PA Compulsory School Attendance Law)

Truancy indicates intentional or unexcused absences. A child is "**truant"** if the child is subject to compulsory school laws and has incurred three or more school days of unexcused absences during the current school year. A child is "**habitually truant**" if the child is subject to compulsory school laws and has incurred six or more school days of unexcused absences during the current school year.

ATTENDANCE RULES AND PROCEDURES

- You must be in your assigned homeroom by 8:00 a.m. (warning bell rings at 7:55 a.m.). Students who do NOT report to homeroom by 8:00 a.m. will be marked tardy to school.
- When you return from an absence, you will report directly to your assigned homeroom. Your homeroom teacher will collect excuses for absences and submit them to the attendance office for approval. If you fail to submit an excuse within three school days of your return to school, then that absence will be counted as unlawful or unexcused.
- If you wish to be dismissed early from school, you must visit the attendance office **before or during** homeroom period to obtain an early dismissal pass. This pass may also serve as a doctor's excuse if it is completed and signed by the doctor and returned to the attendance office. You must sign out in the middle school office before you leave the building.
- If you arrive late to school or return to school from an appointment, you must visit the middle school office to receive an admit-to-class pass. Your teacher will not admit you to class without this pass.
- Violation of these attendance procedures will result in disciplinary action beginning at Level 2.
- In order for a student to be eligible for the Perfect Attendance Award, he/she must be present every day that school is in session and not have any tardies to school or early dismissals. Dismissals for school events (sports, etc.) will not count against perfect attendance.

STUDENT ATTENDANCE IMPROVEMENT PLAN (SAIP)

When a student incurs 3 unlawful absences, the school will communicate via email, letter, and/or other communication a reminder to the student's parents regarding the attendance policy. When a student incurs 6 unlawful absences, a Student Attendance Improvement Conference (SAIC) will be offered to the student and family. A SAIC is a conference where the child's absences, reasons for the absences are examined in order to improve attendance, with or without additional services. Academic progress is also reviewed. The following individuals are invited to the conference:

(1) The child
(2) The child's person in parental relation
(3) Other individuals identified by the person in parental relation who may be a resource
(4) Appropriate school personnel
(5) Recommended service providers

The outcome of the SAIC is documented in a written plan known as a Student Attendance Improvement Plan (SAIP) which includes attendance goals, actions for the student and parent/guardian and school and provides for an opportunity for referral to an attendance improvement program.

ATTENDANCE LETTERS TO PARENTS/ GUARDIANS

The following letters with corresponding benchmarks are sent to parents/ guardians to raise awareness of the number or types of absences a student has incurred.

- Five-day Tardy Letter- includes warnings of disciplinary actions for continued tardiness
- Ten-day Tardy Letter- includes warnings of disciplinary actions for continued tardiness
- Three-day Unlawful Letter- This is simply a general awareness letter.
- Six-day Absence Letter- This letter will prompt parents to schedule a Student Attendance Improvement Conference (SAIP) to resolve unexcused absences.
- Nine-day Absence Letter- This will be a general awareness letter that truancy can be filed with the magistrate, given the large number of unlawful absences.
- Twelve-day Absence Letter- At this point, students require a doctor's excuse for each absence.
- Twenty-five-day Absence Letter- This is a general awareness letter, though students are at increased risk of retention in the current grade level.
- Three-day Early Dismissal Letter- Students are allowed a total of 5 early dismissals via parental excuse.
- Five-day Early Dismissal Letter- Students are allowed a total of 5 early dismissals via parental excuse.

ABSENCES FROM SCHOOL POLICY

1. A student can miss a maximum of twelve (12) days of school, whether the absences are excused by a parental note, medical with a doctor's excuse, or an unlawful absence. All excuses must be turned in within three (3) days upon return to school. The doctor's excuse is to indicate that the student had a medical condition that interfered with the

student's ability to attend school on the date of the absence(s) in question**. At three (3) consecutive days and all absences beyond twelve (12) cumulative days shall require an excuse from a licensed physician or the absence will be considered unlawful or unexcused.** **NOTE**: For a medical excuse to be valid, a student must obtain and turn in a signed physician's note. Handwritten changes to the physician's note will not be accepted.

2. When a student misses ten (10) accumulative days, a meeting may be scheduled between the parents, principal, dean, school social worker, counselor and possibly the teacher(s). When a student misses 20 accumulative days, another meeting may be scheduled. If a student misses more than twenty-five (25) accumulative days during the school year, the parents(s) or guardian(s) will be required to meet with the principal and dean. Any student missing more than twenty-five (25) days is in jeopardy of not passing to the next grade.
3. At 3 unlawful absences, an email, letter and/or other communication will be sent home to the student's parent/guardians. At 6 unlawful absences, a Truancy Conference will be scheduled with a school official. The Truancy Conference will address the student's violation of the Compulsory School Attendance Law.
4. As soon as the school issues a referral to the District Magistrate, a referral may be made to CYS (Children & Youth Services). A doctor's excuse will be required to be presented to the school after the referral is sent to the District Magistrate, in order for subsequent absences to be considered excused absences.
5. If requested by the family, school officials will refer them to the school social worker who can share community service providers and their telephone numbers in the event they choose to seek assistance to resolve the problem.

Parental Excuses

1. When a student has been absent from school, a **written** statement from the student's parents/guardians must be submitted to his/her homeroom teacher within **three school days** following the student's return to school. Excuses MUST have the parent/guardian's handwritten signature for verification purposes.
2. The parent excuse must contain the following items: the student's first and last name, the date or dates of the student's absence, the reason for the absence, a signature of one of the parents/guardians.
3. The excuse will be kept on file in the attendance office.
4. If no excuse is submitted by the student within **three school days,** the absence will be considered unexcused or unlawful depending on the student's age.
5. **THE MERE FACT THAT A PARENT PROVIDES A WRITTEN EXPLANATION DOES NOT QUALIFY THE ABSENCE/TARDY/DISMISSAL AS EXCUSED. THE ABSENCE/TARDY/DISMISSAL MUST BE FOR A LEGAL REASON AS DETERMINED BY LAW.**

WRITTEN EXCUSE FOR AN ABSENCE/TARDY/DISMISSAL

The following requirements are in place for a written parental explanation of a student's legal absence/tardy/dismissal:

Parent/guardian is required to submit a written explanation for the legal absence/tardy/dismissal of their child within three (3) days from the date of the child's return to school. Failure to provide a written explanation or failure by the child to present the excuse to the attendance office will result in the absence/tardy/dismissal being declared unlawful/unexcused.

- The explanation must be for a legal reason in accordance with this student handbook and the compulsory school attendance law for the absence/tardy/dismissal to be coded as excused.
- If a student has left school property without permission, the district will NOT accept a written excuse from the parent/guardian.
- When it is known that a parent/guardian is unable to read or write, the attendance office may accept a verbal excuse within three (3) days of the child's absence, which shall be documented in writing and will include the date the parent contacted the attendance office and the date of the absence. In those cases where a child has an excessive number of absences/tardies/dismissals verified only by a verbal communication, the district may conduct a home visit to secure the "mark" of the parent on a written excuse provided by the school.
- If the dominant language in a student's home is not English, the student will translate written attendance communication in that language.

EXCUSED ABSENCES

Students may be excused from school for the following reasons:

1. Personal illness verified by parent's note or doctor's excuse
2. Attendance at funeral of immediate family member or other relative
3. Observance of religious holidays observed by **bona fide** religious groups, upon written parental request

4. Inclement weather/impassable roads
5. Absence due to suspension
6. Absence due to expulsion
7. Absence due to the student's participation in a scheduled school-sponsored program
8. Trips or events that have **prior** approval of the Superintendent's Office
9. Required court attendance

Unlawful: Any unexcused absence of a student under the age of 18

UNLAWFUL/UNEXCUSED ABSENCES

Examples of unexcused absences are listed below. This list is not all-inclusive and does not preclude the classification of other absences as unlawful or unexcused.

Unexcused/Unlawful Absences:

1. Attendance at non-sponsored sporting events
2. Absence for PERSONAL reasons needed at home
3. Babysitting
4. Overslept / Car would not start
5. Gainful employment
6. Hunting and Fishing
7. Missing the school bus or personal transportation
8. Shopping
9. Personal Reasons

After three (3) unexcused/unlawful days:

- A first offense email, letter, and/or other communication are sent

After six (6) unexcused/ unlawful days:

- Parents/ guardians are contacted by a school official to set up a Student Attendance Improvement Conference (SAIC).
- During the conference, a plan will be created to improve the student's attendance.
- Failure to attend the SAIC or participate over the phone conveys a message of apathy toward the problem.

On the ninth (9) and additional unexcused/ unlawful days of absence:

- A letter will be sent home regarding the increased number of unlawful absences.
- A notification can be sent to District Magistrate – formal legal hearing scheduled through the Magistrate's Office.
- A hearing can be held at the District Magistrate's Office.

* Unexcused/unlawful absences are given to students who are truant or who fail to present an excuse from their parents or guardians within the three-day period following an absence. Individual periods and tardy minutes will also accumulate in the absence total. Unexcused absence is termed unlawful if a student is less than eighteen (18) years of age.

FUNERALS

Absences due to attendance at a funeral under category (2) must be verified by a note from the student's parent or guardian to the Attendance Office within three (3) school days from the date of the absence. If the proper note is not received following the absence, the absence will be recorded as unlawful or unexcused. Absences due to attendance at a funeral count against perfect attendance.

FAMILY EDUCATIONAL TRIPS

In accordance with basic Board policy, it is necessary that family trips for educational purposes be considered within the context of school purpose and the law.

- Parents who are planning to take their children on an educational trip during the time that school is in session may request an excused absence.
- Due to concerns over missed class time and the possible impact on student achievement and comprehension, educational trips may be granted for a TOTAL of five (5) days per school year by the principal NO MORE THAN one (1) month prior to the trip.
- Educational trips will not be approved during state assessment testing dates, if a make-up session for testing cannot be attended.
- If prior approval is not received, the absence will be classified as an unlawful and/or unexcused absence.
- Furthermore, should the student's absence extend beyond the approved time, such days will be classified as *unlawful and/or unexcused.*
- Educational Trip forms may be obtained in the Middle School Office. The Principal shall review each student's form to determine if the purpose of the trip is educational in nature.

Students will NOT be approved for Family Educational Trips if:

- They have missed twelve or more days of school for any reason.
- They have been suspended in or out of school at any time throughout the school year.
- They are on the academic ineligibility list.

Students are reminded that it is their responsibility to collect assignments before going on an approved trip. Students are expected to complete all schoolwork that is assigned during the approved absence.

EXCUSES FOR EARLY DISMISSAL DURING THE SCHOOL DAY

1. Students may be excused from school classes only for those school-sponsored activities which cannot be carried on after school.
2. No student will be excused from school for any purpose without **written permission** from the parent or guardian. Under unusual circumstances, parents may obtain the permission by phone from the Principal to waive the above requirement. The written excuse is still necessary for our records.
3. Students will acquire early dismissal passes in the Middle School Office before homeroom period. All students must sign out in the Middle School Office and the High School Office when leaving. They must sign in the Middle School Office and the High School Office when they return. Anyone not signing out will be considered to be out of school unlawfully.
4. A student can be dismissed early a maximum of five (5) times when excused by a parental/guardian note. All early dismissals beyond five (5) days shall require an excuse from a licensed physician or the absence will be considered unlawful or unexcused.

EXCLUSIONS FROM SCHOOL

Exclusion from school may take the form of suspension or expulsion. Suspension is exclusion from school for a period from one (1) to ten (10) consecutive school days.

1. Suspension may be given by the building administrator or person in charge of the public school.
2. No student shall be suspended until the student has been informed of the reasons for the suspension and given an opportunity to respond. Prior notice of the intended suspension need not be given when it is clear that the health, safety, or welfare of the school community is threatened.
3. The parents and the superintendent of the district shall be notified immediately in writing when a student is suspended.
4. If the suspension will exceed three (3) school days, the student and parent shall be given an opportunity for an informal hearing.
5. Suspensions may not be made to run consecutively beyond ten (10) school days.
6. Students shall have the responsibility to make up exams and work missed while being disciplined by suspension and shall be permitted to complete these assignments within guidelines established by the School Board.
7. A parent conference may be required before readmission of a suspended student.
8. Suspension carries the restriction that the student is excluded from all extra-curricular activities including school functions, interscholastic athletic events, and academic representation of the school both as a participant or spectator until midnight of the last day of suspension.

9. Special needs students will fall under IDEA Regulations as authorized.

Expulsion is exclusion from school by the School Board for a period exceeding ten (10) school days and may be permanent expulsion from the school rolls. All expulsions require a prior formal hearing.

TARDINESS TO SCHOOL

It is the responsibility of each student to be on time to school. If a student is not present in his or her first period by 8:00 am, he/she will be marked tardy. Students are expected to present an excuse to the attendance office for each tardy or the following consequences will occur:

A maximum of twelve (12) parental and medical excuses will be accepted. After twelve (12) excuses, the student must present a medical excuse from a physician.

- 5th tardy UNEXCUSED - first warning letter sent home
- 8th tardy UNEXCUSED - second warning letter sent home
- 12th tardy UNEXCUSED - one (1) after school detention and referral to the school social worker or counselor
- 15th tardy UNEXCUSED - two (2) after school detentions and referral to the Student Assistance Program (SAP)
- 20th tardy UNEXCUSED - one (1) day of in-school suspension and referral to the Student Assistance Program (SAP)
- Every five (5) subsequent UNEXCUSED tardies will result in two (2) days of in-school suspension

Students who come into school tardy need to be admitted by 11:30a.m., or they cannot participate in extracurricular activities that day after school.

An excuse for tardiness must be submitted by the student within **three school days**, or the tardy will be considered unexcused.

TELEMEDICINE

Tyrone Area School District does not accept written statements from a medical provider that reflects a telephone consult between a parent and a medical provider except for a medical provider's bona fide telemedicine healthcare delivery system which is a part of an eligible medical provider's reimbursable service. Tyrone Area School District will request verification of proof that the medical provider offers a telemedicine healthcare delivery model of service and that the physician was not merely consulted by the parent/guardian but was in fact providing authorized patient care under such a model.

RELIGIOUS ACTIVITIES EXCUSAL

All absences occasioned by the observance of religious holidays, as designated by the Department of Education, of the student's religion shall be excused. No student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.

Tyrone Area Middle School shall, upon written request of the parents or guardians, release from attendance a student participating in a religious instructional program. Such instruction shall not require the child's absence from school for more than a total of thirty-six (36) hours per school year, and its organizers must inform the school of the child's attendance record. The school shall not provide transportation to religious instruction.

TEN CONSECUTIVE DAYS ABSENCE

Students who are absent from school for ten (10) consecutive school days shall be dropped from the active membership roll unless the school is provided with evidence that the absences are legal or compulsory attendance prosecution is being pursued.

Standard disenrollment procedures do not apply when a student with an IEP has been absent for ten (10) consecutive days. Students receiving services through IDEA and 22 PA Code Chapter 14 will be considered within the context of those regulations.

SIGNING OUT PROCEDURES

WHEN LEAVING SCHOOL FOR ANY REASON, STUDENTS MUST SIGN OUT IN THE MIDDLE SCHOOL OFFICE. This procedure helps to account for students in case of an emergency. The "Sign-Out Sheet" is located on the counter in the Middle School Office; the secretary will assist students, if necessary.

Students who leave the building without proper authorization will be subject to disciplinary action. Students who are ill must have the school nurse or an administrator's permission to go home. The student does not have the right to go home without proper permission because of illness. The Middle School Secretary must notify parents/guardians. Students must sign out in the Middle School Office when leaving.

RETURNING TO SCHOOL AFTER AN APPOINTMENT

Upon returning to school following an appointment or other reasons, students must "sign-in" in the Middle School Office. Students are expected to return to school after an appointment within a reasonable amount of time, sign in, or disciplinary action may be warranted.

ASSIGNMENTS FOR ABSENT STUDENTS

Upon the reasonable, timely request of parents/guardians, every attempt will be made to contact the subject teachers to obtain assignments for multiple day absences. The assignments will be collected so that they may be picked up in the Counseling Office. 684-4240, ext. 5226

ENROLLMENT

New students enrolling at the Tyrone Area Middle School must call the Administrative Offices at 684-0710 x. 4138 to make an appointment to complete enrollment forms and complete the scheduling process. If the student is not living with his/her parents, an affidavit of residency will be required. They will then be instructed to complete the scheduling process at the middle school.

Under Pennsylvania's Act 26, prior to admission to the school district, the parents, guardians, or other persons having control or charge of a student shall, upon registration for admission, provide a sworn statement or affirmation stating whether the pupil was previously suspended or expelled from any public or private school of the Commonwealth or any other state for an act or offense involving weapons, alcohol or drugs or for the willful infliction of injury to another person or for any act of violence committed on school property. Such registration shall be maintained as part of the student's disciplinary record. Parents and guardians shall be advised that any willful false statement made under this section shall be a misdemeanor of the third degree.

When a student transfers to this school district, a certified copy of the student's disciplinary record shall be requested and obtained from the school entity from which the student is transferring. This record shall be maintained as part of the student's permanent disciplinary record and shall be available for inspection as required by law.

CHANGE OF NAME, ADDRESS AND TELEPHONE NUMBER

Please report any change of name, address, or telephone number to the secretary in the Middle School Counseling Office at 684-4240, ext. 5226, as soon as possible. Emergency situations sometimes occur which necessitate parents or guardians being reached, and it is essential that pertinent information be on file.

WEATHER

Absences due to inclement weather/impassable roads include a student's inability to get to school because of the failure of the school bus to make its scheduled route. Should a student be prevented from getting to school due to the weather, but for a reason other than the failure of the school bus to make its scheduled route, a parent's note must be submitted to the Attendance Office on the next day that the student attends school. This note must specifically explain why the student was prevented from attending school. All notes of this nature will be considered by the Attendance Office on a case-by-case basis and, upon such consideration, the parents will be notified as to whether the absence will be recorded as legal/excused or unlawful/unexcused.

SCHOOL CLOSINGS

In the event that school has to be delayed or canceled due to inclement weather, the following stations will be broadcasting that information: WTAJ-TV 10, WJAC-TV 6, WTRN, WFGY, and WPRR. This information will also be posted on the district website.

PART V ~ STUDENT CODE OF CONDUCT and POLICIES

STUDENT RESPONSIBILITIES

Students share with administrators and faculty the responsibility to develop a wholesome and safe school climate that is conducive to learning and living. No student has the right to interfere with the education of his/her fellow students. It is the responsibility of each student to respect the rights of everyone involved in the educational process. The safety of the whole shall weigh heavily on the disciplinary decisions of an individual.

Students are expected to act in a polite, adult manner at all times and to respect the individual rights of faculty, staff, other students, visitors, etc. Students are expected to keep all areas of the school clean, including the halls, classrooms, cafeteria, restrooms, and lockers. Because school equipment represents a substantial investment by the community, students must treat all equipment with respect and care—including the need to follow rules as outlined by teachers.

STUDENTS DO NOT HAVE THE RIGHT TO INTERFERE WITH THE EDUCATION OF FELLOW STUDENTS. IT IS THE STUDENT'S RESPONSIBILITY TO RESPECT THE RIGHTS OF TEACHERS, STUDENTS, ADMINISTRATORS, AND ALL OTHERS WHO ARE INVOLVED IN THE EDUCATIONAL PROCESS. Students should, therefore, express ideas and opinions in a respectful manner so as not to offend or slander others.

It is the student's responsibility to:

- Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them.
- Be willing to volunteer information in matters relating to the health, safety, and welfare of the school community and the protection of school property.
- Dress and groom to meet fair standards of safety and health, and so as not to cause disruption of the educational process.
- Maintain an educational environment free from all forms of harassment.
- Respect the rights of fellow students.
- Show respect for teachers and staff.
- Be aware that discipline can be doubled if infractions occur while a substitute teacher is teaching class**.**
- Assume that until a rule is waived, altered or repeated it is in full effect.
- Assist the school staff in operation of a safe school for all students enrolled therein.
- Be aware of, and comply with, state and local laws.
- Exercise proper care when using public facilities and equipment.
- Attend school daily, except when excused, and be on time to all classes and other school functions.
- Make all necessary arrangements for making up work when absent from school.
- Pursue and attempt to complete satisfactorily the courses of study prescribed by state and local school authorities.

SOAR

	Classrooms	Cafeteria	Hallways	Restrooms
Strive for Success	Complete assignments on time Come to class on time Come to class prepared	Wait for staff instructions Follow traffic patterns Model appropriate behavior	Model appropriate behaviors Get to class quickly and efficiently	Model appropriate behaviors Use facility quickly and appropriately
Observe Safety	Keep your area clean Use materials appropriately	Walk Push in chairs	Keep traffic moving Walk Keep feet on ground	Wash hands Report unsafe conditions
Act with Integrity	Be honest Take responsibility	Clean up messes Take only what you need	Keep lockers/hallway clean and organized Use school voices	Throw trash away Use inside voices
Respect All	Show tolerance Keep hands and feet to self	Use manners Use quiet voice Keep hands to self	Keep hands and feet to self Help others	Observe privacy Keep hands and feet to self

STUDENT CODE OF CONDUCT

One of the goals of the Tyrone Area Middle School is establishing an atmosphere throughout the school in which all students feel safe, secure, and happy and have a maximum opportunity to learn. In an effort to accomplish this goal, a Student Code of Conduct was developed and approved by the Board of Education. The Student Code of Conduct was created so that all students adhere to the rules and regulations set forth by the administration and are aware of the disciplinary measures that can be assigned for infractions of those rules.

Discipline is more than making students do what is right; it should encourage students to choose to do what is right. A student will be disciplined when he/she ignores his/her responsibilities or infringes on the rights of others to learn.

At the Tyrone Area Middle School, disciplinary infractions are categorized into four levels, from minor to major. Lower level infractions are addressed by individual teachers, or through teaming (a group of two or more teachers who coordinate instruction for a common group of students); whereas, upper level infractions are referred to the building Principal and/or Dean of Students for administrative action. However, because of the nature of certain infractions, discretion will be afforded to the building principal in dealing with severe discipline problems pertaining to upper level areas, and the principal or designee may use restorative practices to address violations where applicable. Students disciplined by a district employee shall have the right to be informed of the nature of the infraction and the applicable rule or rules violated.

MIDDLE SCHOOL

DISCIPLINARY STRUCTURE EXAMPLE/OPTIONS

LEVEL 1: Level 1 misconduct involves minor misbehavior on the part of the student that impedes orderly classroom procedure.

Examples of Level 1 misbehaviors include, but are not limited to: yelling in class, disruptive activity, tardiness, disrespectful language/gestures, failure to complete work, general non-compliance, and food/beverage in the classroom.

Fidget spinners, Pop Its, Rubik's cubes and similar "trend" items may not be used during instructional time and may not be traded and/or sold at any time during the school day. If such items cause a distraction, the items may be confiscated at teacher discretion.

The teacher or staff member will handle these behaviors. Consequences may include, but are not limited to, the following: verbal warning, seat moved, assigned Academic Support, parents contacted by phone, email or letter, parent conference, withholding privileges, assigning infractions, and/or confiscation of prohibited items.

Repeated Level 1 behavior will lead to a referral to the administration as a Level 2 infraction.

LEVEL 2: Level 2 misconduct involves misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school or school-sponsored activity.

These infractions often result from the continuation of Level 1 behaviors and require the intervention of personnel on the administrative level. The staff member documents a proper and accurate record of the offense, and the student is referred to the administration for appropriate disciplinary action. The administrator meets with the student and, when necessary, other students and the teacher(s) to review documentation and decide on the most appropriate action. Some infractions are immediately above the level of the classroom teacher's interventions and are classified as level 2 infractions.

The parent/student is informed of the administrator's action. The administrator maintains a proper and accurate record of the offense and the disciplinary action.

EXAMPLES OF LEVEL 2 MISBEHAVIOR AND DISCIPLINARY OPTIONS

INFRACTION	DISCIPLINARY ACTION
Repeated Level 1 behaviors	After-school detention
**Public displays of affection	After-school detention
Throwing objects	After-school detention/possible suspension
Failure to identify	After-school detention
Class cutting/classroom tardiness	After-school detention
Forgery, falsification or alteration	After-school detention
Graffiti/minor vandalism	Clean-up/After-school detention
Obscene/abusive language/materials	After-school detention
Skateboard/scooter violation	After-school detention
Expression violation (minor)	After-school detention
Electronic devices i.e. laser pointer, Air Pods, etc.	After-school detention/Principal's detention
Cell phone (1st offense)	After-school detention
Personal appearance violation (minor)	Verbal warning/correction/after school detention
Failure to serve detention/academic detention	After-school detention
Tardy to class	After-school detention
Tardy to school	(see Policy on Tardies)
Unexcused dismissals	(see Policy on Early Dismissals)
Bus violations	After-school detention/possible bus removal/suspension
Cheating	(see Cheating)
Insubordination	After-school detention/suspension
Disruptive activity	After-school detention/suspension

***Note:** Cell phones, smart watches, and wireless headphone usage are not allowed during the normal school day (see Electronic Devices later in this Code of Conduct). Also, items of significant value should not be brought to school or stored in lockers.

****Public Displays of Affection:** Visible and open display of affection involving students will not be permitted. Examples of visible or open displays of affection between students that will not be permitted include but are not limited to: hand holding, kissing, hugging, caressing, and/or any other bodily contact that represents a visible or open display of affection.

LEVEL 3: Level 3 misconduct involves misbehavior on the part of the student characterized by acts that seriously impede orderly classroom procedure, interfere with the orderly operation of the school and/or school-sponsored activities and may be criminal in nature and require the immediate intervention of personnel on the administrative level as well as the appropriate law enforcement officers.

The staff member documents a proper and accurate record of the offense, and the student is referred to the administrator for appropriate disciplinary action. The administrator meets with the student and, when necessary, other students and the teacher to review documentation and decide on the most appropriate action. A parent conference is held (in person or by telephone). The teacher/parent/student is informed, in writing, of the administrator's action. Restitution for property damage is required. The administrator maintains a proper and accurate record of the offense and the disciplinary action.

EXAMPLES OF LEVEL 3 MISBEHAVIOR AND DISCIPLINARY OPTIONS

INFRACTION	DISCIPLINARY ACTION
Repeated Level 1/Level 2 behaviors	1-3 after-school detention/Saturday detention/suspension
School Walk-out	1 day in-school suspension
Unauthorized presence on premises	restriction and/or removal from district property
Gambling (major)	Suspension
Possession/use of tobacco/vape/e-cigarette	3-day Suspension/Law Enforcement
Theft/possession/sale of stolen property	Restitution/possible suspension/law enforcement involvement/ after-school detention/Saturday detention
Expression violation (major)	Suspension
Inappropriate language toward staff	1-3-day suspension
Damage to property (minor)	Restitution/possible suspension
Violation of acceptable use policy	After-school detention/suspension/loss of Internet privileges

OTHER POSSIBLE OPTIONS FOR LEVEL THREE OFFENSES		
Counselor contact	Student assistance referral	Withdrawal of privileges/probation
Parent conference	Confiscation of material	Community service
Outside agency referral	Out-of-school suspension	Temporary removal from class
Van/bus removal	Restitution	Charges under criminal code
Referral to legal authorities	Administrative review/board	Informal Hearing

LEVEL 4: Level 4 misconduct involves misbehavior on the part of the student characterized by acts of violence directed toward persons/property, that pose a threat to the safety, health, welfare and/or morals of others in the school and/or materially disrupts the educational environment. Most of the acts listed are clearly criminal and so serious they always require administrative actions that result in the immediate removal of the student from school, the intervention of law enforcement authorities, and action by the Board of School Directors.

A proper and accurate record of the offense is documented by the staff member and the student is referred to the administration for appropriate disciplinary action. The administrator meets with the student and, when necessary, other students and the teacher, to review information and decide on the most appropriate action. A parent conference is held (initial contact made by telephone). The parent/teacher/student is informed, in writing of the administrator's action. Restitution for property damage is required. A proper and accurate record of the offense and the disciplinary action is maintained by the administrator. **Any level 4 behavior will result in one or more of the following disciplinary options: out-of-school suspension, administrative hearing, fine, law enforcement action, and School Board hearing for possible expulsion.**

EXAMPLES OF LEVEL 4 MISBEHAVIOR & DISCIPLINARY OPTIONS

INFRACTION	DISCIPLINARY ACTION
Assault/battery/fighting	3-10-day suspension with administrative hearing/ law enforcement action
Religious/ethnic/sexual harassment/harassment/bullying	3-10-day suspension with administrative hearing/possible law enforcement action/possible AED or SAP referral
Possession/use/distribution of unauthorized substance	10-day suspension/law enforcement/AEP referral/possible (drug/alcohol/inhalants) expulsion/mandated drug and alcohol counseling/administrative hearing
Possession of drug or alcohol related paraphernalia	10-day suspension/law enforcement action/possible expulsion/mandatory drug and alcohol counseling/ administrative hearing
Extortion	10-day suspension/admin hearing/law enforcement action
Vandalism (major)	10-day suspension/admin hearing/law enforcement action
Terroristic threats/Ethnic intimidation	10-day suspension/admin hearing/law enforcement action
Bomb threat	10-day suspension/admin hearing/law enforcement action/ possible AED referral
False fire alarm/911 calls/arson	10-day suspension/admin hearing/law enforcement action
Possession/ use/ transfer of dangerous instruments/weapons/explosive devices (actual or look alike)	Expulsion in excess of one year

AFTER SCHOOL DETENTION GUIDELINES

1. After school detention is held from 3:00 p.m. to 4:00 p.m. Students **must** bring schoolwork or a book to the detention room. Refusal to work or failure to work may result in an additional night of detention assigned by either the building principal or a Dean of Students.
2. If you fail to show up to your scheduled detention, you will be assigned an additional night of detention by either the building principal or Dean of Students. **If an emergency arises which will cause you to miss your detention, you and/or your parent or guardian must notify the middle school office (684-4932, ext. 3712) for reassignment prior to your scheduled detention. If you become ill during the school day, you must see the nurse to be excused from detention.**
3. Students are not permitted to leave the school building prior to going to after school detention.
4. No students are permitted to go to their lockers after 3:00 p.m. or after detention. Coats, gym bags, backpacks, etc. are permitted in the after-school detention room due to this regulation.
5. Students who misbehave in after school detention will be referred to the building principal or a Dean of Students for additional disciplinary action. Sleeping is not permitted while attending after school detention.
6. Parents are responsible for student transportation home from after school detention.

Students will not be able to participate in any extracurricular activities, including athletics, until all discipline is completed. This means that if a student misses a day of detention or ISS, he/she cannot participate until those consequences are completed.

MOTIVATIONAL RESOURCE ROOM GUIDELINES

MRR is an alternative to an out-of-school suspension. The function of MRR is to improve undesirable student behavior by separating students who have acted inappropriately from the general student population. Students will be asked to reflect on poor behavior choices and think about alternative, positive behavior choices. Students assigned to MRR are given the opportunity to complete class assignments for credit without academic penalty. Students will be assigned to MRR by the building principal or the Dean of Students. Student attendance in MRR is held during the regular school day and does not exclude the student from school attendance or special education services. Student attendance in MRR does, however, prohibit the student from participating in all after school athletics or extra-curricular activities on the day of the assigned MRR.

OUT OF SCHOOL SUSPENSION (OSS) GUIDELINES

A great majority of students avoid this type of disciplinary action by perceiving school as a place to learn as well as to cooperate with their fellow classmates, teachers, and other personnel. Unfortunately, a few students fail to realize the purpose of school and respect for others. These students commit the infractions for which they are suspended from school and school activities.

1. Suspension carries the restriction that the student is excluded from all extra-curricular activities including school functions, interscholastic athletic events, and academic representation of the school both as a participant or spectator until midnight of the last day of suspension.
2. If a student has been suspended from school for five (5) or more days, it may be necessary for the parent to attend a conference at the school and discuss the suspension.
3. Students should complete assignments at home during a suspension. Students have access to electronic resources (e.g. Canvas) or a parent may contact the school to obtain hard copies of the work. If students are unable to complete assignments from home, the parent must contact the teacher prior to the student returning to school to make other arrangements for the assignments. Tests and quizzes can be made up upon returning to school.

Expulsion is exclusion from school by the School Board for a period exceeding (10) school days and may be permanent expulsion from the school rolls. All expulsions require a prior formal hearing. When suspensions and expulsions are imposed, they shall be carried out in accordance with board policy.

CELL PHONES & ELECTRONIC DEVICES

Students are not permitted to carry cellular phones and other electronic devices that are not school issued with them during the school day. All cell phones and other electronic devices are required to be turned off and to be placed in the student's locker during instructional hours. Students may retrieve cell phones or electronic devices from their lockers at the end of the school day.

Electronic devices shall include all devices that can take photographs; record, play or edit audio or video data; store, transmit or receive calls, messages, text, data, or images; operate online applications; or provide a wireless, unfiltered connection to the Internet. Smart watches, wireless headphones, or any other device used to electronically transmit information throughout the school day will be prohibited if they are being utilized for the previously mentioned functions. Students may possess cellular telephones and electronic devices on school district property and at school district events when classes are not in session. The Board prohibits use of electronic devices in locker rooms, bathrooms, health suites, and other changing areas at any time. Students are not permitted to use a cell phone, etc. to call home for an early dismissal or if they are sick.

Principals may, in addition, adopt and enforce reasonable rules and regulations thereto, and as situations may warrant, including but not limited to revoking such privileges for any and all students.

With prior administrative approval, the cell phone prohibition shall not apply in the following cases:

• A student who has a need for such a device due to the medical condition stated in documented 504 plan.
• Other reasons determined appropriate by the building principal.

Examination by school staff of cell phones or other electronic devices shall be in accordance with Board Policy #226.

MS - If a student has a cell phone out during the instructional day, teachers will ask for the device and turn it into the Middle School Office. Failure to comply will result in a discipline referral for inappropriate behavior and/ or insubordination.
● The First Violation will result in one (1) after-school detention. The device will be returned to the student at the end of the school day.
● The Second Violation will result in two (2) days of after-school detention. The device will be returned only to a parent.
● The Third Violation will result in one (1) day of MRR.

The district shall not be liable for the loss, theft, damage or misuse of any device brought to school by a student and/or confiscated as a result of misuse by the student.

ADDITIONAL ELECTRONIC DEVICES

These items include but are not limited to electronic games, laser pointers, and other similar Bluetooth connected electronic devices (including earbuds). These items MAY NOT be used by students during the regular school day and must be kept out of sight at all times or they will be confiscated.

With prior administrative approval, the telephone paging device/beeper prohibition shall not apply in the following cases:

1. A student who is a member of a volunteer fire company, ambulance or rescue squad.
2. A student who has a need for such a device due to the medical condition of an immediate family member.
3. Other reasons determined appropriate by the building principal.

CODE OF PERSONAL APPEARANCE FOR STUDENTS (Dress Code)

The Tyrone Area Board of Directors recognizes that each student's personal appearance with respect to dress and grooming is a demonstration of that student's style and individual preference. However, our deep concern for the health, safety, welfare, and morals of all students, as well as the prevention of disruption of the educational program, has prompted the Board, in consultation with the student body and the administration, to adopt a Code of Personal Appearance for all students of the Tyrone Area School District. The dress code serves not as a means for staff to tell students how to dress but as a standard for proper attire in a public educational facility. The school also has a general expectation regarding the way students present themselves; mainly that all appear in clean and appropriate clothing that follow the guidelines listed below:

Compliance with this code is best served by avoiding personal appearance situations which are deemed inappropriate. Administration asks for parent cooperation in monitoring their child's clothing to ensure it meets the dress code. Specific examples are listed for your reference as follows:

A. CLOTHING and JEWELRY

a. Clothing must not interfere with the educational process or rights of others.
b. Dress must comply with all health and safety codes.
c. Shoes must be worn at all times.
d. Sunglasses may not be worn in the building.
e. All headwear, including hats and hoodies, is prohibited with the exception of religious headwear.
f. Any clothing with printed material that may be considered offensive, obscene, explicit, racially insensitive, depicts violence, promotes drugs, alcohol or tobacco, or is otherwise inappropriate is prohibited.
g. Clothing or jewelry which suggests, promotes, encourages or depicts any gang activities, or such things as cults or satanic activity may not be worn in school. This includes the words bar, lounge and/or tavern.
h. Biker shorts, spandex shorts, boxer shorts, compression shorts, and shorts that are excessively tight are not appropriate for school. The length of shorts and skirts should be modest in nature. Fingertip length is the recommended length for shorts and skirts and should at minimum reach the upper thigh area.
i. Shirts, blouses and tops must cover the waistline area so that no skin is exposed during any movements and activities or when seated. Bare midriff, halters which tie at the neck, tank tops with spaghetti or thin straps that are less than one inch wide, fish net, muscle shirts, or shirts with sleeves/sides cut out are prohibited.
j. Sharp, studded apparel and jewelry, and chained wallets are not permitted in light of the potential danger to others and property.
k. For safety reasons and to avoid immodesty and distractions, clothes that are ripped, torn, or have holes that do not cover undergarments shall not be permitted on school premises.
l. Any clothes that cause tripping or a hazard are not allowed.
m. Excessive body piercings will not be permitted.
n. Onesie pajamas, costumes, and/or costumes with hoods that cover the head or face are not permitted.
o. Students whose unusual, excessive, or otherwise inappropriate body paint/cosmetics, which result in the distraction of other pupils, and disrupts/unsettles/impedes the normal conditions of the school or classroom shall be required to correct the situation immediately.

B. FOOTWEAR

a. For safety and health reasons, footwear that covers the entire bottom of the foot must be worn. Individual courses and/or programs may require the feet to be covered. Footwear must be appropriately laced or otherwise appropriately fastened at all times while on school premises.

b. The wearing of metal heel/toe plates, roller skates, or any type of shoes with wheels (Heelies) is prohibited on school premises.
c.. Light-up shoes may only be turned on at teacher discretion.

C. HAIR AND MAKE-UP

Students whose unusual hairstyles, make-up, face paint, or other adornments (such as body art or excessive writing on oneself) result in the distraction of other pupils, disrupts, unsettles, or impedes the normal conditions of the school/classroom or which would cause a safety or health hazard, shall be required to correct the situation immediately. Administrative discretion will be used on an individual basis.

D. SPECIAL CONSIDERATIONS

Participation in several of the district's educational programs may require the student to use special types of attire, personal protective equipment, footwear, and modification to grooming due to increased and/or unavoidable hazards inherent to that program. Some examples of these programs are as follows:

Art Programs
Athletic Programs
Career and Technical Education
Extracurricular Activities
Health Specialties
Physical Education
Science

E. DISCIPLINE

a. Students will be directed by a teacher or administrator to correct appearance so that he/she is compliant with appearance guidelines. The student will have the opportunity to call home for a change of clothing.
b. If a change of clothing is not available, the student will be placed in MRR for the remainder of the day.
c. If a student refuses to comply with this directive, this will be considered insubordination. Insubordination is a Level II offense that may result in an after-school detention or suspension from school.

STUDENT DRESS FOR GYM CLASS

Appropriate athletic clothing for physical education is as follows:

- T-shirts must hang below the waistline when arms are raised above head. T-shirts must not have any offensive graphics or language (as described in the code of personal appearance).
- Athletic pull-on shorts worn at the waist. It is suggested that the hem of the shorts be modest in nature and the fingertip rule is recommended. No buttons, zippers, snaps or Velcro are permitted on athletic clothing.
- Socks (may want to bring change of socks)
- Athletic shoes (sneakers) that are appropriate, non-marring and lace snuggly on the foot to provide firm support of the feet.
- In cold weather students should wear warm clothing for classes which are held outdoors such as sweatpants and sweatshirts.

5th & 6th grade students will NOT be required to change clothes for gym class; however, the last three (3) items mentioned above concerning socks, athletic shoes, and weather will apply.

Students who have a medical excuse to not take physical education cannot participate in extracurricular athletics. If a student participates in physical education with a modification to avoid aggravation of injury, he/she may participate in the extracurricular activity. No participation in physical education class means no participation in after school athletics.

PUBLIC DISPLAYS OF AFFECTION (PDA)

Students are not to demonstrate overt displays of affection at school or school activities. This includes prolonged embraces, kissing, fondling, or other inappropriate physical contact.

TOBACCO and vaping policy

Tobacco use and vaping by students presents a health and safety hazard that can have serious consequences for both users and

nonusers and the safety and environment of the school. Vaping, smoking, chewing, and the possession of tobacco and/or paraphernalia are prohibited in school buildings, school buses or on school property owned by, leased by, or under the control of the school district. If a student's name is reported to the office for suspicion of a tobacco product or a vaping device (usage or possession), the student is subject to:

- Possible search
- Parental notification
- disciplinary action (if tobacco or vaping product is found)

* Lighters are prohibited in the building. Such items will be confiscated, and disciplinary action will result.

**Use of tobacco and vaping devices are also prohibited in cars parked on school property and on walks surrounding the school. This also applies to students on school-sponsored activities that are held off school property.*

Act 93 of 2019 (Nicotine and Vaping Prohibition):

- Prohibits the use of all nicotine products, electronic cigarettes, and ENDS (electronic nicotine delivery systems) in school buildings, school buses or vehicles, or school property, including restrooms.
- Pupils who possess or use nicotine products, ENDS, or electronic cigarettes on school property (including restrooms), school transportation, or during a school function commit a summary offense and will be referred to the District Justice in addition to school consequences.
- School districts must initiate prosecution.
- Upon conviction of the offense, the student will pay an undisclosed amount for the benefit of the school district and assessed court costs.
- Nicotine products are defined as products that contain or consist of nicotine in a form that can be ingested by chewing, smoking, inhaling, or any other means. This includes all tobacco products in natural and synthetic form.
- ENDS are defined as products or devices used to ingest nicotine, including electronic cigarettes.
- Electronic Cigarettes are defined as electronic devices that deliver nicotine or other substances through vaporization or inhalation.

    - The **First Violation** will result in 3 days in-school suspension + law enforcement (Sec. 6301.12) and referral to the Student Assistance Program.
    - The **Second Violation** will result in 3 days out-of-school suspension + law enforcement (Sec. 6301.12) and fine.
    - The **Third Violation** will result in 5 days out-of-school suspension and a mandatory meeting with parents before the student returns to school + law enforcement (Sec. 6301.12) and fine.
    - The **Fourth Violation** will result in 10 days out-of-school suspension, automatic referral to the school board for expulsion + law enforcement (Sec. 6301.12) and fine.

LEAVING SCHOOL PROPERTY WITHOUT PERMISSION

Once students are on school grounds, they may not leave school property without permission. This would include before school, during, and after school if they plan to return to ride a bus or be picked up by parents.

If a student chooses to leave the school property, they are subject to appropriate disciplinary consequences according to the Student Code of Conduct. This includes going home for forgotten homework – even if only for a second.

Students may not leave school to go to lunch.

STUDENT SEARCHES

General Locker Searches – It is the policy of the Tyrone Area School District to conduct, in certain circumstances, periodic searches of the lockers located in the school facilities. School authorities may search a student's locker and seize any illegal or unauthorized items or materials, including but not limited to, weapons, knives, firearms, ammunition, firecrackers, smoke bombs, or any other incendiary or explosive device; tobacco products, "look-a-likes" and paraphernalia; drugs or controlled substances, drug use paraphernalia, or "look-a-likes" in any form; alcohol or "look-a-likes" in any form; obscene materials; stolen property; any other poisonous or harmful material or item. Searches may include, but are not limited to, the utilization of a certified police drug detection dog, or any other device deemed useful in protection of the health, safety, and welfare of the school population. Before School District personnel open a locker, a student shall be notified and given an opportunity to

be present, but not to stop the search. Any and all lockers may be searched, and any contents therein can be seized. Any contraband or unauthorized items or materials discovered can be seized and may be the subject of disciplinary action and/pr criminal charges.

Individualized Searches – Where school authorities have a reasonable suspicion that a locker contains materials which pose a threat to the health, welfare, and safety of students, faculty, administration, visitors and/or school property, any student and any student's locker(s) may be searched without proper warning or, in the case of a student's locker, without the presence of the student. If these certain circumstances arise, the student and ANY and ALL contents of the locker may be subject to search, including but not limited to items such as coats, book bags, purses, gym bags, containers or any other object where the contents may be kept. Metal detectors, wands, and/or other technology may be utilized in conducting the search. Any contraband or unauthorized items or materials discovered can be seized and may be the subject of disciplinary action and/or criminal charges.

RANDOM DRUG AND ALCOHOL TESTING

The Tyrone Area School District considers participation in athletic and all other extracurricular activities to be a privilege and to be voluntary to every student. All student participants are required to sign a Permission to Test contract authorizing the school district to request that, at any time when the student is on school property and without prior warning, the student participants submit a urine sample for drug and alcohol testing. In addition, testing may be mandated by the school administration at any time throughout the school year for any student participant thought to be using illegal substances.

Students who test positive for drugs and/or alcohol:

- FIRST offense
    - The student must participate in drug and alcohol counseling through the Student Assistance Program (SAP)
    - The student will be suspended from competition/performance for ten (10) school days, but may continue to practice.
    - If complying with drug and alcohol counseling, the student may return to competition, but will be subject to a follow-up drug test.
- SECOND offense
    - The student will continue to participate in drug and alcohol counseling.
    - The students will be suspended from competition/performance for fifteen (15) school days and will be subject to a follow-up drug test.
- THIRD offense
    - The student will continue to participate in drug and alcohol counseling.
    - The student will be suspended from competition/performance for twenty-five (25) school days and will be subject to a follow-up drug test.

Any attempt to tamper with or falsify the urine specimen used for drug analysis will result in a positive drug test result and disciplinary consequences.

CHROMEBOOK 1:1 PROGRAM

As part of the district's efforts to integrate technology into the curriculum, all students in the district are provided a 1:1 computing device (Chromebook or Chrome Tablet), depending on grade level. These devices are necessary for curriculum delivery and will allow the district to provide your child access to a wide variety of instructional and research tools. To extend learning into the home, middle school students in grades 7 and 8 and High schools are encouraged to take the devices home during the school year. Middle students in grades 5 and 6 and elementary students may be required to take a device home when they will not be in the physical classroom for an extended period.

While these devices do have limited offline capabilities, they are most effective when wireless internet connectivity is available. There are several programs available to help provide affordable internet for students. Please contact your school's main office or refer to our website for current program information**.**

Program Rules

- At all times while using their device, the student and parent/guardian agree to adhere to the District's Acceptable Use Policy. (Policy 815).
- Internet access on the device is filtered and monitored both on and off campus. The student may be disciplined for inappropriate use of the Internet whether it occurs on or off campus.
- These devices are being provided for the student's educational use. As such, the student is required to bring them to school every day and with a full charge. Failure to do so may be considered unpreparedness for class.
- The device is the property of the district and not the student. The student will not attempt to physically alter the device, load unauthorized software, bypass Internet filters, alter the operating system, or perform any other alterations to the device or software without authorization.
- Any damage/theft/loss shall be reported immediately to the district. The district will make a determination of the repair/replacement costs and perform the necessary work. No self-repair/replacement will be accepted. Same-day or next day repairs will be made when feasible, or a loaner unit will be made available to the student for extended repairs.
- Charges for damage/theft/loss, whether accidental or through negligence, shall be determined by the district. Unless waived, repair costs up to the full replacement value of the device shall be the responsibility of the student and parent/guardian. Information on device insurance is available from the district.
- Accidental damage will be waived for Elementary students. In addition, 5th and 6th grade students will get a once-per-year waiver for accidental damage, with subsequent incidents charged normally. The district will not waive intentional or neglectful damage, device loss or theft.
- Repeated damage or loss of the device will be considered negligence and the student may be provided an alternate device.
- For High School students, upon successful completion of all graduation requirements, the district may grant the device to the student at its discretion.
- This program is extended to full-time students enrolled in eligible programs/grade levels. Students who withdraw or otherwise become ineligible must return their device within 3 business days to the district.
- Students will be required to turn their device in at the end of the school year for refurbishment over the summer. The same device will be returned to the student upon their return in the fall. Any repairs deemed necessary to return the device to fully operational condition will be made, and appropriate fees assessed.
- If at any time the district requests the device be returned, the device must be returned within 3 business days. Failure to return the device will result in the parent/guardian being charged the full replacement cost of the device.

ACCEPTABLE USE POLICY

The Tyrone Area School District recognizes that computers and the Internet have become valuable classroom tools. To that end, the district has made considerable investments in classroom technology to support the education of our students. However, we are also aware that there are numerous uses of this technology which are not appropriate in a school environment. While the district utilizes several layers of security and filtering technologies to foster safe and productive computer use, there is no technology that can prevent inappropriate access with 100% certainty. The student must take personal responsibility for their own activities when they utilize district computers. The school Acceptable Use Policy details actions that are inappropriate, which include activities that:

1. Use of technology resources to violate the law, facilitate illegal activity, or to encourage others to do so.
2. Use of technology resources to violate any other District policy.
3. Use of technology resources to engage in any intentional act which might threaten the health, safety, or welfare of any person or persons.
4. Use of technology resources to cause, or threaten to cause harm to others or damage to their property.
5. Use of technology resources to bully, or to communicate terroristic threats, discriminatory remarks, or hate.
6. Use of technology resources to communicate words, photos, videos, or other depictions that are obscene, indecent, vulgar, rude, profane, or that advocate illegal drug use.
7. Use of technology resources to create, access, or to distribute obscene, profane, lewd, vulgar, pornographic, harassing, or terroristic materials, firearms, or drug paraphernalia.

8. Use of technology resources to attempt to interfere with or disrupt District technology systems, networks, services, or equipment including, but not limited to, the propagation of computer "viruses" and "worms", Trojan Horse and trapdoor program codes.
9. Altering or attempting to alter other users' or system files, system security software, system or component settings, or the systems themselves, without authorization.
10. The attempted physical harm or attempted destruction of District technology resources.
11. Use of technology resources in a manner that jeopardizes the security of the District's technology resources, or in a manner that attempts to circumvent any system security measures.
12. Use of technology resources to intentionally obtain or modify files, passwords, and/or data belonging to other users or to the District.
13. Use that conceals or attempts to conceal a user's identity, including the use of anonymizers, or the impersonation of another user.
14. Unauthorized access, interference, possession, or distribution of confidential or private information.
15. Using technology resources to send any District information to another party, except in the ordinary course of business as necessary or appropriate for the advancement of the District's business or educational interests.
16. Use of technology resources to commit plagiarism.
17. Installing, loading, or running software programs, applications, or utilities not explicitly authorized by the District technology staff.
18. Installing unauthorized computer hardware, peripheral devices, network hardware, or system hardware onto technology resources.
19. Copying District software without express authorization from a member of the District's technology staff.
20. Use of technology resources for commercial purposes.
21. Use of technology resources for political lobbying or campaigning, not including student elections (e.g. student government, club officers, homecoming queen, etc.)
22. Use of District technology resources to tether or otherwise connect to a non-District owned device to access an unfiltered and/or unmonitored internet connection.
23. The use of proxies or other means to bypass internet content filters and monitoring.
24. The use of technology resources to gamble.
25. Unauthorized access into a restricted system or changing settings or access rights to a restricted system or account.
26. The use of encryption software that has not been previously approved by the District.
27. Sending unsolicited mass-email messages, also known as spam.
28. Scanning the District's technology resources for security vulnerabilities.

The Acceptable Use Policy (Board Policy 815) can be found in its entirety on the Board Docs section of the Tyrone Area School District Website.

When, through their actions, a student has been found to have violated the Acceptable Use Policy, the following enforcement actions will be taken for inappropriate use of the internet /computers

1st Offense – 1 After-School Detention – 45 Day Suspension of Internet Use
2nd Offense – 1-3 OSS – 90 Day Suspension of Internet Use
3rd Offense – 3-5 OSS – 180 Day Suspension of Internet Use
Subsequent Occurrences – 5-10 OSS with Informal Hearing – Possible placement in One of AEP Options

***Internet sites that are deemed necessary to the curriculum will remain accessible during suspensions.**
***When more than one offense occurs, discipline will be assigned at administrator's discretion to include a complete suspension of the Internet and/or computer. Alternative paper/pencil activities will be provided.**

Computer violations of sufficient seriousness may constitute felonies under PA Title 18, Chapter 76, Subchapter B, Sections: § **7611, § 7612, § 7613, § 7614, § 7615, § 7616.**

INTERNET RESTRICTIONS

Students who access inappropriate or unapproved websites will be given a warning from the Technology Department. A second violation will result in the student being restricted to "allowed-sites only" for the remainder of the marking period. Third and subsequent violations will be sent to the Dean of Students for consequences under the Acceptable Use Policy.

UNAUTHORIZED ENTRY

Students are not permitted to remain on or re-enter any school building after regular school hours or on days when school is not in session unless they have permission and are under supervision.

- 1st offense will result in verbal warning
- Repeated offenses will result in further discipline according to the student code of conduct.

CHEATING/PLAGIARISM

It is a desirable goal of the School District to promote student integrity in all schoolwork. Cheating is defined as copying, falsifying or assisting in copying another's work; specifically, a student giving another student their work to copy; and submitting the same as your own without teacher authorization or author citation. Using technology to copy and paste another's work or utilizing artificial intelligence are also forms of cheating and plagiarism. This policy refers to tests, homework, reports, projects, library work, etc.

The penalty for cheating is as follows:

- **First offense:** "0" for graded activity; parent and office notified by teacher, and possible team detention at the discretion of the teacher, grade level team, Dean of Students or building principal
- **Continual Offenses:** As above and referral to support and/or SAP team, mandatory Academic Support, and parent or guardian signature on assignments.

BACKPACKS

Students may bring backpacks to school, but they should not carry them around throughout the school day. Students are expected to place backpacks in their locker throughout the school day. This is a school safety issue, and it alleviates clutter in the classroom. Students may carry a small cinch sack with them throughout the school day. Cinch sacks should be no larger than 15" x 18".

LOST/DAMAGED TEXTBOOKS AND OTHER SCHOOL PROPERTY

Students are personally responsible for the textbooks and other school property issued to them. If these items are lost or damaged, students will be required to pay the prorated replacement fees. Textbook damage through misuse or carelessness will result in students paying for the damaged books. Any outstanding bills at the end of the year may result in a student's report card and other materials not being issued.

PASSES

Students are NOT permitted in the halls during class periods unless they are accompanied by a teacher or have a pass. If a teacher detains a student beyond the regular dismissal time and if this late dismissal will cause a student to be late for his/her next scheduled assignment, it will be the responsibility of the student to secure an appropriate pass to present to the student's next teacher in order to prevent a tardy to class referral.

TARDINESS TO CLASS

It is the responsibility of each student to be on time for all classes and scheduled lunch periods. Any student arriving to class and scheduled lunch periods, etc. after the late bell rings without a pass will be considered tardy. Teachers will document and report when students are tardy to the Middle School Office.

CUTTING CLASS

Class cuts shall count as unexcused absences for each period cut. Students may not leave school property after arriving at school. This is considered an off-campus violation/school walk out, and consequences will be given according to the discipline code.

ON AND OFF CAMPUS ACTIVITIES

The Code of Student Conduct applies to the behavior of students at all times during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities or at other times while riding in school-provided means of transportation ("on-campus"). This policy and the Code of Student Conduct also apply to student behavior that occurs at other times and places ("off-campus") when:[3]

1. The conduct involves, threatens or makes more likely violence, use of force or other serious harm directed at students, staff or the school environment.
2. The conduct materially and substantially disrupts or interferes with the school environment or the educational process, such as school activities, schoolwork, discipline, safety and order on school property or at school functions;
3. The conduct interferes with or threatens to interfere with the rights of students or school staff or the safe and orderly operation of the schools and their programs.
4. The conduct involves the theft or vandalism of school property; or
5. The proximity, timing or motive for the conduct in question or other factors pertaining to the conduct otherwise establish a direct connection to attendance at school, to the school community, or to a school-sponsored activity. This would include, for example, but not be limited to, conduct that would violate the Code of Student Conduct if it occurred in school that is committed in furtherance of a plan made or agreed to in school, or acts of vandalism directed at the property of school staff because of their status as school staff.

FIGHTING/PHYSICAL CONFRONTATION

Fighting is forbidden at the Tyrone Area Middle School. If one student punches, hits, slaps, kicks, pushes, bites, or chokes a second student, the second student is to move away and tell a teacher, counselor, nurse, or administrator. While students may take actions to protect themselves, *under no conditions is retaliation (fighting back) permitted.* Local law enforcement agencies will be contacted when fighting occurs.

BULLYING

As defined by School Board policy 249.,

> *"Bullying shall mean **repeated** unwelcome verbal, written, or physical conduct directed at a student by another student which creates an imbalance of power due to size, popularity, or intellect that has the intent and effect of, but not limited to, the following: Physically, mentally, or emotionally harming a student. Damaging, extorting, or taking a student's personal property. Placing a student in reasonable fear of physical harm. Placing a student in reasonable fear of damage to or loss of personal property. Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities or causes embarrassment. Substantial disruption of the orderly operation of the school."*

Bullying constitutes inappropriate conduct that is detrimental to the learning process and the establishment of a safe and fear-free school environment. Tyrone Area Middle School opposes bullying and encourages all members of the school community (employees, students, parents) to take appropriate steps to prevent and respond to bullying behaviors.
Bullying is frequently characterized by **repeated** aggressive actions. Bullying may include, but is not limited to, the following types of conduct:

1. Verbal: name-calling, teasing, threatening, taunting, and gossiping
2. Emotional: shunning, isolating, rejecting, terrorizing, extorting, defaming, humiliating, blackmailing, manipulating friendships, initiating rumors, and exerting coercive peer pressure.
3. Physical: any sort of aggressive physical contact, including punching, poking, shoving, kicking, choking, pulling hair, beating, biting, and tickling.

Cyberbullying includes, but is not limited to, the following misuses of technology *during the school day*: harassing, teasing, intimidating, threatening, or terrorizing another student by sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or web site postings. All forms of cyberbullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the school, offenders shall be subject to appropriate discipline.

School-Wide Rules Against Bullying

- We will not bully other students or tolerate bullying.
- We will help other students who are being bullied.
- We will make it a point to include all students who are left out.
- When we know someone is being bullied, we will tell an adult at school and an adult at home.

Intervention

1. Allegations of bullying shall be promptly investigated. Consideration shall be given to the due process rights of the accused as well as the need for confidentiality and safety of the target and/or reporting person.
2. Allegations of bullying can lead to disciplinary consequences. Violations may be considered a Level IV Act of Misconduct depending on the severity and/or the number of times a violation has occurred.

Bullying Protocol

- Student reports bullying and fills out a student complaint/incident form
- Dean questions student and completes initial investigation
- If an incident is determined to be a potential bullying situation
    - All students to be questioned complete a written student complaint/incident form (separately)
    - Further interviews with students/witnesses are conducted along with the principal and/or counselor
- If determined to be bullying, the dean contacts the parent/guardian of the bully, and appropriate action is taken (intervention, parent meeting, consequences, etc.)
    - Depending on the severity of the issue, school police may be contacted.
- Counselor contacts the parent/guardian of the victim.
- Building secretary copies all reports and notes, and places them in each students' discipline file.
- Dean notifies all necessary parties (i.e. coaches, teachers, paraprofessionals, extracurricular advisors, etc.)
- Dean, counselor and/or principal follow-up with the victim and his/her teachers, as appropriate.

A bystander is one who encourages, promotes or passively participates in bullying/harassment. Bystanders may be subject to disciplinary action.

To Help Eliminate Bullying:

- When you see or hear a person being bullied, let the bully know that his/her behavior is not appropriate.
- Fill out a Bullying/Incident Report form. These are located in the Attendance Office.
- Report bullying behavior that you see or hear to a teacher, school counselor, or dean of students

Depending upon the severity of a particular situation, the building principal may also take appropriate steps to ensure student safety. Such steps may include the implementation of a safety plan; separating and supervising students involved; providing employee support for students as needed; reporting incidents to law enforcement, if appropriate; and developing a supervision plan with parents. Students are encouraged to fill out an incident report form or a *Bullying/Harassment Reporting Form*, located in classrooms and offices. These forms may be turned into the middle school office, counseling office or any classroom teacher.

If harassment or bullying occurs outside of the school, we encourage parents to contact local authorities.

HARASSMENT

In order to provide a safe, positive learning atmosphere for students, harassment in any form will not be tolerated. The term harassment includes, but is not limited to; repeated, unwelcome and offensive slurs, jokes, or other verbal, graphic or physical conduct relating to an individual's race, color, religion, ancestry, gender, sexual orientation, national origin, age or handicap/disability that create an intimidating, hostile or offensive educational environment.

Harassment includes the repeated, unwelcome and offensive use of any derogatory word, phrase or action characterizing a given racial or ethnic group that creates an intimidating, hostile, or offensive educational environment.

Complaints of harassment shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations. Neither reprisals nor retaliation shall occur as a result of good faith charges of harassment. Each student shall be responsible to respect the rights of his/her fellow students and to ensure an atmosphere free from all forms of unlawful harassment. Students may choose to report harassment complaints orally or in writing to administrators, teachers, counselors, nurses.

SEXUAL HARASSMENT

It is the policy of the Tyrone Area Middle School to maintain a learning and working environment that is free from sexual harassment. It shall be a violation of this policy for students to harass other students through conduct or communications of a sexual nature. Sexual harassment shall consist of unwelcome sexual advances, request for sexual favors, and other inappropriate verbal or physical conduct of a sexual nature when made by any student to another student, or when made by a student to a staff member. Students must report complaints to a principal, school counselor, or Dean of Students.

The right to confidentiality, both of the complaint and of the accused, will be respected consistent with the district's legal obligations, and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred. A substantial charge against a student in the school district shall subject that student to disciplinary action including suspension or expulsion, consistent with the student discipline code (according to Tyrone Area School District Board policy #248-348-448-548).

TITLE IX

The Board declares it to be the policy of the Tyrone Area School District to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools, including in admission and employment, without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability. The Board's policies are publicly available and located on the Tyrone Area School District's website, including how to submit reports and/or complaints of sex discrimination and harassment and the pertinent grievance procedures concerning same.

The Board also declares it to be the policy of the Tyrone Area School District to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Inquiries regarding the application of Title IX to the Tyrone Area School District may be referred to the Title IX Coordinator, to the Office for Civil Rights of the U.S. Department of Education, or both.

The Tyrone Area School District is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, services, employment, athletics and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the Tyrone Area School District and is prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities. Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

For information regarding non-discrimination policies, civil rights, or grievance procedures, contact the District's **Title IX Coordinator(s)**: **titleixcoordinator@tyrone.k12.pa.us or** Faith Swanson, Business Administrator (814) 684-0710 ext. 4144; Kristen N. Pinter, Director of Curriculum and Instruction (814) 684-4240 ext. 4135 at 701 Clay Avenue, Tyrone, PA 16686.

CHILDREN'S ONLINE PRIVACY PROTECTION ACT (COPPA)

The Tyrone Area School District encourages the use of a number of productivity and educational applications and websites in district classes. These services provide important tools that allow the district to supplement class learning, assess student progress, and individualize instruction for students. Frequently, in order to fully utilize these services, certain personal information must be provided to create accounts or provide individualized access. Such information may include the student's name, grade level, age, geo-location, and/or district e-mail address.

The Children's Online Privacy Protection Act (COPPA) is federal law that protects children under the age of 13 from the collection of personal information while on the Internet. It mandates that site operators must seek parental consent to collect or use the personal information of any children who are users of their system. When the district creates accounts on these services for your child or requests that your child sign up for a particular service, we must seek parental permission to allow your child to access the sites.
Our website lists all current applications utilized by the district along with a link to their privacy policies at https://www.tyrone.k12.pa.us/coppa. If you have any concerns regarding your child access to these applications, please contact your building principal. For further information on COPPA , please refer to https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppa-frequently-asked-questions-0.

Parents are encouraged to review the list on a regular basis as updates will be made throughout the school year.

HAZING

Hazing will not be tolerated. Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student or causes willful destruction or removal of public or private property for the purpose of initiation or membership in or affiliation with any organization recognized by the Board. Any hazing activity, whether by an individual or a group, shall be presumed to be forced activity, even if a student willingly participates. Hazing will be handled with appropriate discipline.

WEAPONS

Act 30 requires the court, through the juvenile probation department, to provide to school principals information concerning the adjudication of an enrolled child. Such reports include a description of delinquent acts committed by the child, disposition of the case, probation or treatment reports, prior delinquent history, the supervision plan and any other information deemed necessary. The building principal is required to share the information with the child's teacher or the principal of another school to which the child may transfer.

Act 26 of 1995 states that any student violating the law will be expelled from school for a period of not less than one (1) year. Such expulsion shall be given in conformance with formal due process proceedings required by law and District policy. Discipline short of expulsion for one (1) year is legal only when recommended by the Superintendent of Schools. The Superintendent's decision to recommend a modification of the one (1) year expulsion will be made on a case-by-case basis. In the case of an exceptional student, the Superintendent shall take all the necessary steps to comply with the Individuals with Disabilities Act.

Definitions

1. "Weapons" shall include, but not be limited to, any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, and rifle. "Weapons" shall include any other tool, instrument, implement, or replica of a weapon used in a threatening manner and/or capable of inflicting serious bodily harm.

2. "School Property" shall mean any public-school grounds, any school sponsored activity or any conveyance providing transportation to or from a school entity or school sponsored activity.
3. "Possession" shall mean having the weapon on his/her person. An individual will also be deemed to be in possession of a weapon if the weapon is found in his/her personal property (e.g., backpack, purse, gym bag) or in a place where the individual exercises control (e.g., vehicle or locker).

TERRORISTIC THREATS/ACTS

Terroristic threats and terroristic acts by students are a detriment to the safety and well-being of students and staff. The term terroristic threat includes any threat to commit violence communicated with intent to terrorize another. The term terroristic act includes any offense against school property or involving danger to another person.

- It is the responsibility of students to report any information or knowledge relevant to a possible or actual terroristic threat or act to school authorities. Students may choose to report such knowledge orally or in writing to building principals, teachers, or counselors.

- Students found responsible for any terroristic threats/acts will be immediately suspended and the case reported to the Superintendent. The Superintendent may recommend expulsion of the student to the school board. The threat may also be referred to law enforcement agencies.

Review of Board Policy 218.2 provides complete details regarding the district's position on Terroristic Threats and Acts.

LOCKERS

All Tyrone Area Middle School students are provided with their own locker, and they are expected to use it. Ample practice time is provided at the beginning of the school year for students to learn their locker combination. If students are having an issue with their lockers, they should address it with a teacher immediately. Lockers may be inspected by the building Principals or Deans at any time. Students may put pictures of family and friends on the inside door of their locker. Students are not allowed to write, paste, tape or secure anything on the outside door of their locker.

GENERAL LOCKER EXPECTATIONS

- Students should not share a locker with another student.
- Students should keep their locker locked at all times and use the full combination to enter the locker.
- Students should use their locker to store devices prohibited from the classroom.
- Students should keep their locker neat, clean, and organized.
- Students should store coats and full-size backpacks in their lockers.
- Students should visit their locker from time to time throughout the school day to exchange necessary materials.

LOCKER INSPECTION AND SEARCH PROCEDURE

- All lockers, desks, and storage spaces are the property of the School District. As such, students have no expectation of privacy in their lockers, desks, or storage spaces, including book bags and backpacks. It is important that lockers are kept neat and orderly and locked at all times. Students must obtain permission from a staff member or custodian to visit his/her locker after 3:00 p.m.
- Any items found by an inspection may be used against the student in disciplinary proceedings and be turned over to the police.
- School officials or their authorized agents may conduct random, periodic sweeping or generalized inspections or searches of all lockers, desks, or other storage spaces without regard to any individualized suspicion.
- All locks to be used by students shall be issued by the School District, with the School District keeping a copy of the combination or other such means to open the locker or desk at the District's discretion. All non-District locks are prohibited on all lockers, desks, and storage areas.

LUNCHROOM RULES

1. Students must be on time for lunch.
2. Horseplay, screaming, noise-making, and loud talking are not permitted in the cafeteria.
3. Students will select a seat of their choice. Supervisors have the right to assign seats.
4. Students are responsible for the dining area and are expected to clean up spills and/or paper around their area.
5. Line cutting will not be permitted.
6. Students who have a reason to leave the cafeteria must secure permission from the cafeteria supervisors.
7. All food must stay in the cafeteria.

8. Students are allowed out of their seats to a.) get a lunch, b.) return trays to the washroom area, c) obtain a pass from the lunchroom supervisor. Students should not be moving from table to table to visit friends or change seats.
9. Throwing of food, paper, etc. will not be tolerated.

FIELD TRIPS

The Tyrone Area Middle School strongly promotes the use of educational field trips in order to enhance the learning for each student. Each grade level team graciously works hard promoting, planning, and chaperoning each field trip. It is important for each student to demonstrate the ability to follow the rules and guidelines of our middle school throughout the school year. In order to promote the safety and well-being of each student, if the student is assigned a combination of **six** in-school suspensions and/or out-of-school suspensions throughout the year, the student will not be permitted to attend an educational field trip unless he/she is accompanied by a parent or guardian. **Students who are referred to the office because of disciplinary actions while on a field trip will not be permitted to attend subsequent field trips within that school year.**

ATHLETIC EVENT EXPECTATIONS

Good SPORTSMANSHIP is learned, practiced, and executed. Respect for the opponent, spectators, coaches, and officials are a must at all levels of athletics. At interscholastic contests, behavior on the part of everyone should be characterized by generosity and genuine concern for others. Display good SPORTSMANSHIP the next time you attend a middle or high school event at the Tyrone Area School District.

Students who attend any athletic event at TAMS and/or HS that display any unsportsmanlike conduct toward officials and/or any opposing players, spectators, or coaches will result in an immediate suspension from the event with possible disciplinary action for future events. This includes inappropriate comments, gestures, profanity or any behavior of any kind that could be considered disrespectful.

Students must have fulfilled all disciplinary consequences to be able to attend any school function or event.

VIDEO TAPING AT ATHLETIC EVENTS

- No videotaping, including the use of cell phones with video capability, by spectators shall be conducted for commercial purposes, including cybercast, unless previously approved by the Principal, Dean of Students, or the Athletic Director.
- Videotaping, including the use of cell phones with video capability, by spectators is only allowed for private home use (not for distribution, broadcast, or cybercast).
- Videotaping by school/team representatives is only allowed for use by the individual school program (not for distribution, broadcast, cybercast, or YouTube).
- Videotaping by the media and other commercial outlets is allowed and will be regulated by the Principal, Dean of Students, or the Athletic Director.
- Videotaping of athletic practices by spectators is prohibited unless prior approval has been granted by the Principal, Dean of Students, or the Athletic Director.

BIKES, SKATEBOARDS, ROLLER BLADES, SCOOTERS, ETC.

Students shall not ride their bike, roller blade, roller-skate, or skateboard on school grounds at any time, whether during or after school hours. For purposes of this ban, school grounds shall include all school buildings, parking lots, paths, playing fields or adjacent school-owned property. Students shall dismount from bikes, roller-skates, roller blades or skateboards before entering school grounds. Students choosing to carry rollerblades, roller-skates or skateboards onto school property shall promptly store such equipment in lockers or other such storage areas. Students not abiding by these guidelines will have items confiscated and will face disciplinary action for inappropriate behavior.

FUNDRAISER SALES

Students are allowed to sell for "fundraiser" before the start of school and after school. Students are not allowed to sell for "fundraiser" during the school day, i.e. from 8:00a.m – 2:55p.m.

FLAG SALUTE AND PLEDGE OF ALLEGIANCE

It is the responsibility of every citizen to show proper respect for his/her country and its flag.

1. Students may decline to recite the Pledge of Allegiance and refrain from saluting the Flag on the basis of personal belief or religious convictions.
2. Students who choose to refrain from such participation shall respect the rights and interests of classmates who do wish to participate.

TRACK FACILITY

Gum chewing on the track facility is prohibited. If gum gets deposited on the track surface, it is nearly impossible to remove, resulting in damage to the surface. This applies to students, staff, the general public, and members of opposing teams. If observed using gum, you will forfeit your privilege to use the facility and be asked to leave.

DANCES

Dances are scheduled periodically for TAMS Students. The principal must approve all dances in advance. Participation rules for dances include:

1. Only Tyrone Area Middle School students or district residents of appropriate age may attend middle school dances. Homeschool, cyber, or charter school students may attend, but must complete the necessary forms at least one week prior to the event.
3. Students must be picked up no later than 10 minutes after the dance is scheduled to end.

PLEASE make certain your child has a ride home.

3. All general school rules and dress codes apply during the dance.
4. If the dance takes place on a day when school is in session, students must be present for at least half of the school day to attend the dance.
5. You will be asked to leave if you destroy decorations or are disruptive.
6. Students must be in good standing to attend dances. Students not in good standing include students:

- With 10 or more unlawful absences or 15 or more unexcused tardies
- With 6 or more days of OSS or MRR
- With outstanding fines or unserved disciplinary consequences

CONSUMPTION OF BEVERAGES

Food or drink (with the exception of water) is not permitted in the classroom during the regular school day. No beverage (i.e. energy drinks, coffee, soda) other than water, milk, or fruit juice (100% preferred) may be carried onto or consumed on district property by any student during breakfast, lunch, or any time during the instructional day. Exceptions will only be made for students with a medical condition that require food and/or beverage consumption during the school day.

SAFETY DRILLS

Periodic fire and weather preparedness drills are required by law to ensure that students will know what to do in case of a fire or hazardous weather condition. Assume that all fire alarms mean an actual fire, and act accordingly. Become familiar with fire and weather preparedness drill directions posted in all classrooms and follow them when the alarm sounds. Students should always listen to adult instructions during a fire or weather preparedness drill.

VIDEOTAPING/PHOTOGRAPHING OF STUDENTS AND STAFF

Videotaping of students and/or staff may occur during the school year as it relates to teacher training programs as well as special academic, music, or athletic events. Parent objections to their child being taped in this manner must be provided in writing to the building principal. Video cameras with audio will remain as standard equipment on buses. Video will be used in school building hallways. Students may not take pictures or videotape other students, teachers, or staff except when designated by district personnel.

UNLAWFUL DISSEMINATION OF INTIMATE IMAGE

In December 2024, the Pennsylvania Crimes Code was amended (per Act 125 of 2024) to allow for criminal prosecution for "unlawful dissemination of intimate image" under Title 18 Section 3131(a) and (c). In addition, the amendment added definitions of "artificial intelligence," "artificially generated sexual depiction," "generative artificial intelligence," and photo editing software. The offense of "unlawful dissemination of intimate image" is defined as "with intent to harass, annoy, or alarm another, the person disseminates (1) a visual depiction of the current or former sexual or intimate partner in a state of nudity or engaged in sexual conduct; (2) an artificially generated sexual depiction of an individual." The amendment further grades the offense as a misdemeanor in the first degree when the person depicted is a minor and a misdemeanor in the second degree when the person depicted is not a minor.

Similarly, on May 19, 2025, the "Take It Down" Act was signed into federal law. This Act prohibits the publication of non-consensual intimate imagery including AI-generated deepfakes and requires websites and social media platforms to remove such content upon receiving notice of their existence. Violators are subject to mandatory restitution and criminal penalties, including prison, a fine, or both. Threats to publish intimate visual depictions of a subject are similarly prohibited under the Act and subject to criminal penalties.

As the grading of the offenses reflect, engaging in this type of conduct could have severe consequences for individuals.

BUS REGULATIONS

School bus transportation is provided for the student's safety and convenience. Transportation is provided as a privilege; it is not a mandate, and therefore can be revoked at any time for misconduct. Students are expected to help maintain the condition of the bus on which they ride.

School Bus Regulations

The Transportation Supervisor is responsible for establishing bus runs and assigning students to a particular bus. Students are to get on and off the bus at their assigned stop. Students wishing to ride a bus other than the one assigned must present a note written by a parent or guardian to the main office to receive a bus pass signed by an administrator. The pass must be presented to the bus driver on the day listed. This request can only be granted if there is seating available on the bus. A student getting off the bus at any stop other than his/her own without a permission slip signed by the school administrator is in violation of school policy. Students should be at the bus stop five minutes prior to the scheduled arrival of the bus. When a school bus does not arrive at the bus stop on time due to mechanical failure or weather conditions, students are expected to wait a reasonable length of time, depending on weather conditions (reasonable time would be at least 1 hour). After that time, the student should return home and contact the school to determine the reason for the delay. The following rules are designed for the safety of those riding a school bus. It is the student's responsibility to obey the rules established and approved by the Board of School Directors.

Bus Stop Regulations

1. Arrive at the bus stop on time-five minutes prior to the time the bus is scheduled to arrive.
2. Wait for your bus in a safe place - well off the roadway. Bus riders must conduct themselves in a safe orderly manner while waiting (this means no foolishness or horseplay).
3. Respect the property rights of people who reside at or near the bus stop.
4. Wait until the bus comes to a complete stop before trying to get on the bus. Enter the bus single file with no crowding or pushing.
5. Be careful if crossing the roadway to board the bus - check to make sure all traffic has stopped.

Bus Riding Regulations

1. Observe the same conduct as in the classroom.
2. Be courteous; use no loud or profane language.
3. Do not eat or drink on the bus.
4. Keep the bus clean; pick up any mess you make.
5. Do not throw objects on the bus or outside the bus.
6. Squirt guns and water bottles of any kind are not permitted on the bus.

7. Remain seated at all times while on the bus.
8. Keep head, hands and feet inside the bus.
9. Do not be destructive; defacement or destruction of property will be dealt with according to the school disciplinary code.
10. Smoking or the use of tobacco products on the bus will be dealt with according to the disciplinary code. Lighting of matches or lighters is not permitted on or around the school bus.
11. The driver has similar authority to the classroom teachers and the students are to obey, cooperate and show respect.
12. Be courteous to fellow students.
13. Bus drivers are authorized to assign seats.
14. Radios, tape players or any form of sound systems are not permitted on the bus. The bus driver has been instructed to confiscate these items and turn them over to the Principal. They will be kept in the school office until parents/guardians pick them up.
15. Enter the building immediately upon arrival at the school.
16. Setting off caps or other explosive devices on the bus will result in suspension from riding the bus for three days or longer and be dealt with according to the disciplinary code.
17. Video and photography are prohibited.

Bus Unloading Procedures

1. Students should exit the bus in a quiet, orderly manner and proceed directly to their assigned area at school or to their home.
2. Students who must cross the road should cross ten feet in front of the bus. Check traffic in both directions before proceeding across the roadway. Watch the driver for a signal to cross.

Consequences for Bus Policy Violations

- 1st Offense – written report to Dean of Students, Dean contact parent, in-school disciplinary action
- 2nd Offense – AM transportation provided by the school
  PM transportation provided by the parent/guardian for one (1) day
- 3rd Offense – AM and PM transportation provided by the parent/guardian for (1) day
- 4th Offense – AM and PM transportation provided by the parent/guardian for (3) days
- 5th Offense – AM and PM transportation provided by the parent/guardian indefinitely at the district's discretion

NOTE: The student must be present in school for the day(s) to count as a bus suspension.

The school district reserves the right to administrative discretion dependent on the nature of the offense.

Note: **The school district is only permitted to discipline students for misconduct which occurs on school property or on school vehicles.** If your child has a problem at a bus stop or traveling to/from school, school officials will discuss the matter with the student(s) involved but may not assign consequences. If your child is seriously injured by another student, we suggest that you contact the appropriate local authority.

SCHOOL BUS VIDEO/AUDIO SURVEILLANCE

For the safety of students and to maintain proper standards of conduct, a video/audio surveillance system may be in use on district school buses. This system is intended to assist the administration, bus contractors, and drivers in observing behavior and preventing violation of bus rules and regulations. Student behavior may be recorded and disciplinary action may be taken based on the behaviors recorded.

CHANGING BUS STOPS

The District will accommodate different transportation arrangements for AM and PM, but these must be consistent Monday through Friday unless a parental custody situation exists. All requests must be approved by the Transportation Secretary. If students move into an area which will cause a bus to be overloaded, the last non-resident child/children assigned based on a childcare provider's location will be removed from the route until the bus is not overloaded. Non-resident students will be selected based on age (oldest first) and siblings (siblings will not be separated). Notice will be given at least five (5) days in advance when reassigning non-resident students.