DINGMAN-DELAWARE MIDDLE SCHOOL
1365 Route 739, Dingmans Ferry, PA 18328
(570) 296-3140 - (570) 296-3170 (Fax)

DELAWARE VALLEY MIDDLE SCHOOL
258 Route 6 & 209, Milford, PA 18337
(570) 296-1830 - (570) 296-3162 (Fax)
www.dvsd.org

STUDENT HANDBOOK

2025-2026

Delaware Valley School District Mission Statement

Delaware Valley School District, in partnership with our community, stands committed to maximizing student potential, fostering life-long learning and promoting responsible citizenship.

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Delaware Valley School District – Educating for Life's Journey

Core Beliefs: The DV Five:

1. Be Responsible
2. Be Respectful
3. Follow Directions
4. Keep Hands and Feet to Self
5. Be on Time and be Ready

NON-DISCRIMINATION and TITLE IX COMPLIANCE

To comply with Federal Laws (including Title IX of Education Amendments of 1972, revised April, 2020/Title IX Sexual Harassment), and Section 504 of the Rehabilitation Act of 1973 and the amendments of 1974, state laws, and State Department of Education regulations concerning equal rights and opportunities and to assure their implementation, the Delaware Valley School District declares itself to be an Equal Rights and Opportunities Agency. As an Equal Rights and Opportunities Agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex, marital status, or non-relevant handicaps and disabilities as defined by law. The Delaware Valley School District's commitment to nondiscrimination extends to students, employees, prospective employees, and the community. The district also provides equal access to various youth Groups. Inquiries may be directed to the Title IX Coordinator, Mr. Christopher Lordi, the Section 504/ADA Coordinator, and Title II Coordinator, Dr. Diana Bixby at 236 Route 6 & 209 Milford, PA 18337 or 570-296-1805

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DINGMAN-DELAWARE MIDDLE SCHOOL
DELAWARE VALLEY MIDDLE SCHOOL
COLORS
Black, White, and Red

ALMA MATER
Arr. H.F. James

Oh, cherished halls of Delaware
We give our hearts to thee
Amid the scenic splendor
That leads fond memory.

We see our youth and happiness
As days beyond compare
In silent moments we'll recall
Our years at Delaware.

PREFACE

The staff of the Dingman-Delaware Middle School and the Delaware Valley Middle School welcome you! This handbook was prepared by the Delaware Valley School District Board of School Directors ("Board"), administration and faculty to help you understand the various activities and phases of school life at the Dingman-Delaware Middle School and Delaware Valley Middle School. The Board is authorized by Public School Code to adopt district policies, which are the rules and regulations for all students in the district. This handbook clarifies many of these policies. Compliance with all school Board policies is expected from each student in the Delaware Valley School District. All Board policies can be found on our school district website at www.dvsd.org.

Students in the Dingman-Delaware Middle School and the Delaware Valley Middle School are expected to behave like ladies and gentlemen. They should show self-control at all times. They have the following responsibilities:

- to attend school regularly
- to put forth their best efforts in all schoolwork
- to complete all classwork and homework assignments on time
- to make up work when absent
- to be aware of and obey all school rules
- to help create a better school
- to respect the rights of others
- to express their ideas in a respectful manner
- to show respect to the adult in charge
- to speak without foul language
- to be on time for all classes

PROFESSIONAL CREDENTIALS

Parents/Guardians may ask to see the professional credentials of teachers and other members of the professional staff as it relates to the students of the parents/guardians.

We also recognize that all individuals have unique talents, needs and interests. It is, therefore, the intention of this school community to recognize excellence by students, faculty, staff and administration.

Furthermore, it is our aim that the school community recognizes advantages in bringing community and school resources together in mutual partnerships to benefit the common good. In addition, we hope that they accept responsibility as contributing and participating members of the school, community and society.

It is understood that in order to implement this philosophy, the educational foundation of the Delaware Valley High School, we must rely upon mutual trust and respect among all of our members. Finally, it is our intention to communicate this philosophy in a thorough and consistent manner.

BELL SCHEDULE

Warning Bell 7:50 am
Tardy to School 8:00am

Period 1	8:00 - 8:54
Period 2	8:58 - 9:44
Period 3	9:48 -10:34
Period 4	10:38 -11:24
Period 5	11:28 -12:58
Period 6	1:02 - 1:48
Period 7	1:52 - 2:38

Period 5 includes 60 minutes of instructional time plus lunch.
Passing times for lunch are included within the 30 minutes of each lunch session.

Lunch A begins at 11:28 am
Lunch B begins at 11:58 am
Lunch C begins at 12:28 pm

TWO-HOUR DELAY BELL SCHEDULE

School Opens 9:50 am
Tardy to School10:00am

Period 1	10:00 - 10:39 (35 minutes)
Period 2	10:43 - 11:08 (25 minutes)
Period 3	11:12 –11:37 (25 minutes)
Period 5	11:41 - 1:11 (90 minutes)

Lunch A begins at 11:41 am
Lunch B begins at 12:11 pm
Lunch C begins at 12:41 pm

Period 4	1:15 - 1:40 (25 minutes)
Period 6	1:44 - 2:09 (25 minutes)
Period 7	2:13 - 2:38 (25 minutes)

THREE-HOUR DELAY BELL SCHEDULE

"A" Schedule

School opens 10:45 am
Tardy to School 11:00 am
Homeroom 11:00 – 11:10 am (10 minutes)
Period 1 11:14 – 11:40 am (26 minutes)
Period 5 11:44 – 1:14 am (90 minutes)
Lunch A begins at 11:44 am
Lunch B begins at 12:14 pm
Lunch C begins at 12:44 pm
Period 2 1:18 – 1: 56 pm (38 minutes)
Period 3 2:00 – 2:38 pm (38 minutes)

"B" Schedule

School opens 10:45 am
Tardy to School 11:00 am
Homeroom 11:00 – 11:10 am (10 minutes)
Period 4 11:14 – 11:40 am (26 minutes)
Period 5 11:44 – 1:14 am (90 minutes)
Lunch A begins at 11:44 am
Lunch B begins at 12:14 pm
Lunch C begins at 12:44 pm

Period 6 1:18 – 1: 56 pm (38 minutes)
Period 7 2:00 – 2:38 pm (38 minutes)

ACADEMICS

BACKPACKS

Backpacks will only be permitted when carrying books to and from school. Backpacks are not permitted during the school day. Students must leave any book-carrying device, including backpacks, in their locker during the school day.

COPYRIGHT

The Delaware Valley School District recognizes that the Federal Constitution grants authors and creator's certain rights to protect their property as a means of promoting and advancing knowledge, and that Congress enforces these rights through U.S. Copyright Law. Copyright protection applies to original works of authorship that can be perceived, reproduced, or communicated, either directly or with the aid of a machine or device. The works include the following categories: (i) literary works, (ii) musical works, including any accompanying words, (iii) dramatic works, including any accompanying music, (iv) pantomimes and choreographic works, (v) pictorial, graphic and sculptural works, (vi) motion pictures and other audio video works, (vii) sound recordings and (viii) architectural works. Copyright protection extends to most computer software, which is typically protected as a literary work.

Users must make a standard practice of requesting permission from the holder of the work, or their agent, complying with license agreements pursuant to the school district's procedures, and fair use principles.
Violations of copyright law will lead to disciplinary action from suspension up to and including expulsion from school. In addition, violations of copyright law can be a felony and the law allows a court to hold individuals personally responsible for infringing the law. Refer to Delaware Valley School District Board Policy # 814 Copyright.

HOMEWORK/CLASSWORK INFORMATION

Teacher email, Schoology (LMS) and/or similar digital media tools will be used as avenues to disseminate Homework and classwork.

NATIONAL JUNIOR HONOR SOCIETY

One of the highest honors a student can attain is membership in the Dingman-Delaware Middle School and Delaware Valley Middle School's Chapter of the National Junior Honor Society. The aim of the society is to recognize and promote the four qualities of scholarship, leadership, character, and service. Each year, any seventh- or eighth-grade student who has a cumulative average of 3.67 or better, is considered an eligible candidate. Eligible candidates will receive notification via mail to their homes. Next, interested candidates will complete a student information sheet that details their involvement in co-curricular activities. These may be school-related activities or pursuits within the greater community. All of the above information is then submitted to the faculty council who are responsible for making the final decision concerning membership. Once reviewed, the faculty council will conduct individual interviews to gain additional information about the student. Discipline records are checked as the final step. Successful candidates will then receive an offer to join the NJHS of DDMS/DVMS. Once selected, all students must maintain the standards by which they were chosen in order to remain a member.
Each chapter must participate in at least two (2) service activities in the school or in the community.
Honor society students involved in cheating incidents will be dealt with according to the by-laws of the National Honor Society, as well as in the Discipline Code outlined in the student handbook.

PLEDGE OF ALLEGIANCE

It is the responsibility of every citizen to show proper respect for his/her country and its flag. Students may decline the Pledge of Allegiance and may refrain from saluting the Flag on the basis of personal belief or religious conviction. Students who choose to refrain from such participation shall respect the rights and interests of classmates who wish to participate.

SCHOOL EMAIL FOR TEACHERS To email your teacher, visit https://pa01001022.schoolwires.net/Page/2898.

TEACHERS VIDEOTAPING

Teachers may occasionally video record themselves teaching to improve their instruction. If you do not want your child to be included, please notify your child's principal in writing.

GRADING

CITIZENSHIP GRADE

O = Outstanding S = Satisfactory U = Unsatisfactory

At the start of the school year, all students receive outstanding citizenship status. A student assigned a detention will receive a satisfactory grade. A student assigned an in-school suspension, out-of-school suspension, or bus suspension will receive an unsatisfactory grade during the quarter being reviewed. A satisfactory grade at the end of a quarter will revert to an outstanding grade at the start of the next quarter. An unsatisfactory grade at the end of a quarter will revert to a satisfactory grade at the start of the next quarter.

CLASS PARTICIPATION/HOMEWORK

All teachers will assign a grade for class participation/homework for all courses. Students will be graded for on-time arrival, class behavior, preparation for class, and/or participation in class discussions.

GRADING SYSTEM

Letter grades are used on report cards to indicate the quality of work in each subject. These letters have the following values:

A+	= 98-100	B+	= 87-89	C+	= 77-79	D	= 65-69
A	= 94- 97	B	= 84-86	C	= 74-76	F	= Below 65 (Failing)
A-	= 90- 93	B-	= 80-83	C-	= 70-73		

Some subjects are also marked O (Outstanding), S (Satisfactory),
U (Unsatisfactory), P (Pass), or F (Fail). Report cards are sent home after the close of each nine-week marking period.

HONOR ROLL

The Dingman-Delaware Middle School and Delaware Valley Middle School Honor Roll will be published at the end of each marking period. There are two levels:

High Honors - 3.49 grade point average
Honors - 3.00 grade point average

Averages will be computed after each marking period, using the grades for that quarter only. The following points will be assigned to each letter grade:

A+ = 4.33	B+ = 3.33	C+ = 2.33	D = 1.00
A = 4.00	B = 3.00	C = 2.00	F = .00
A- = 3.67	B- = 2.67	C- = 1.67	

- Students with grades of D, F, or I will not be eligible for the honor roll.
- Grades in all subjects will be used to determine if a student is eligible.
- Students listed on the honor roll will also be recognized by having their names posted on the school bulletin board and printed in the local newspapers
- Students who receive an incomplete on their report cards must complete all required work within two weeks. Failure to complete all required work within two weeks will result in the incomplete grade being changed to a failing grade.
- A grade of F or U automatically eliminates eligibility to make honor roll for that marking period.

POWER SCHOOL

Parents/guardians have web access to their students' grades, attendance, assignments, and test scores. Contact the school counselors for passwords and procedures.

ATTENDANCE AND TARDIES

ATTENDANCE

Everyone enrolled in school is required by state law to attend regularly. Frequent absences may lead to failure in subjects which may lead to school dropouts. In the event your student is absent, please call or email the appropriate school office.

1. Every student absence requires a written or emailed excuse signed by the parent/guardian. The excuse must include the date(s), the reason for the absence, and bear the signature of the parent/guardian. School administrators will determine if the written or emailed note meets the criteria of an excused or unexcused absence. When the student, regardless of age, is absent, the parent/guardian must submit a written or emailed note on the first day the student returns to school. If the excuse is not presented by the fifth (5th) school day, the absence will remain unexcused. All absences, including excused and unexcused, beyond 10 (ten) cumulative days require a doctor's note. If a doctor's note or a hospital record is not provided within five (5) school days, the absence will be marked unexcused.
2. A student who is absent from school is prohibited from attending that day's co-curricular activities. Parents/Guardians may request a conference with the assistant principal regarding attendance.
3. If a student reaches three (3) unexcused absences, he/she is considered truant and the parents/guardians will be notified. A Student Attendance Improvement Conference (SAIC) will be offered at this time.
4. If a student reaches six (6) unexcused absences, he/she is considered habitually truant. At this time, the parents/guardians will be notified and a Student Attendance Improvement Conference (SAIC) will be scheduled by the school counselor. In addition, the Pike County Bureau of Children and Youth may be notified.
5. If a student reaches ten (10) absences (any combination of excused or unexcused), parents/guardians will receive an excessive absence letter.
6. Students who visit a doctor during an absence should bring a note from the doctor.

7. Missing the school bus is unexcused.
8. If the student arrives at school after 11:15 a.m., it is considered a half-day absence and the student must have a note.
9. The policy for early dismissal when a parent or guardian does not pick up a student is as follows:
   a. Have parent or guardian call in advance to get permission for the student to be dismissed early. The student also needs to drop a note off to the office on the day of the dismissal.

   or:

   b. The student is to bring a note from a parent or guardian to the office the morning of dismissal, including a telephone number at which a parent/guardian may be reached for confirmation.
10. Any medical excuse from participation in physical education class that lasts longer than one day must be accompanied by a doctor's note or hospital record.

CHANGE OF ADDRESS

Any change of address or telephone number should be reported to the office at once so that the home can be contacted in the event of an emergency. If a family is moving out of the area, it is necessary to transfer records to the receiving school district. Withdrawal of students should be reported to the guidance office or main office as soon as possible.

CLOSING AND DELAYS

When inclement weather occurs, the Delaware Valley School District uses an automated phone system to contact parents/guardians. Please update the school with any changes to your telephone contact numbers. Calling any of the main school telephone numbers (296-3140-DDMS, 296-1830-DVMS) and then pressing "1" after the system answers will provide an announcement of school delay or closing information. School closing information can be found on our school website at www.dvsd.org.

EARLY DISMISSAL

The following must occur for a student to be considered excused from school: Note from a doctor or permission from the principal or assistant principal to leave. Students and parents/guardians must realize that the excuses (personal or appointment) must be explained to an administrator or they will not be excused. The third unexcused early dismissal, and each unexcused early dismissal thereafter, may result in detention. Chronic unexcused early dismissal may result in suspension from school and/or parent/guardian conference.

All requests for early dismissal must be brought to school the morning that the early dismissal is to take place. In all cases, the adult picking up the student must report to the office to sign out the student. Students leaving school early are responsible for any work missed.

EXCUSES

When students are absent three or more consecutive days, they must report to the school nurse upon return to school for review of that excuse. Doctor's notes are routinely required for extended absences and excessive absences (10 or more days). All doctor's excuses from physical education classes should be presented to the school nurse. The school nurse does not issue an excuse from physical education classes. Every absence and every tardy requires an excuse to be delivered to the school office. Excuses must be delivered to the office within Five (6) school days. Failure to deliver excuses within specified time will result in a disciplinary action within either detentions or suspensions.

HALL PASSES

ALL STUDENTS MUST HAVE A SIGNED PASS WHEN THEY LEAVE THE ROOM DURING A CLASS PERIOD. Prior to leaving the student must Sign out of the classroom and sign in. Students who misuse this privilege may be denied future passes.

MAKE-UP TESTS AND ASSIGNMENTS

Tests and assignments missed due to extended, approved vacations, legitimate long absences, or due to suspension from school must be completed within five days of a student's return to school. It is the student's obligation to make the necessary arrangements with the teacher. Students who are absent the day before a test will take the test on the day it is given to the class. Absence from class prior to a test is no excuse for not taking the test when it is scheduled.

PLANNED ABSENCES/EDUCATIONAL TRIPS

Although parents/guardians are urged to take vacations during planned holidays, parents/guardians may request permission to take five (5) days per year. Parents/Guardians requesting permission to take their children out of school for family educational trips must notify the administrator by written request at least five (5) school days prior to the trip. The educational benefits of the trip and the educational places to be visited must be explained. The educational benefits of the trip and the educational places to be visited must be explained. Approval may be denied for the following reasons:

1. Poor academic achievement.
2. Excessive absenteeism and lateness.
3. Second request within one school year.
4. More than five (5) days requested.

The principal will determine whether or not the trip is approved. If parents/guardians take students out of school for a family educational trip, the following guidelines must be adhered to:

1. If a student is going on vacation, the office must receive written notification, five (5) days in advance, from the parent or guardian. If the office is not notified in writing, in advance, the days missed will be marked unexcused. Student illness, death in the family, emergency in the family, advanced written notification of vacation, appointments, are considered excused absences.
2. The student is responsible for informing the teacher of his/her need of assignments at least five (5) school days prior to the trip and then collecting the assignments when available.
3. The missed work must be submitted within five (5) days of the student's return to school.
4. If the assignments are not satisfactorily completed within the specified time, the student will receive no credit and a grade of zero (0) for the assignments.

STUDENT ATTENDANCE IMPROVEMENT PLAN

The school will offer and implement a Student Attendance Improvement Plan (SAIP) if a student is truant, habitually truant or has excessive absences. Loss of instructional time, because of truancy, will make it more difficult for students to reach their academic potential. Letters will be mailed home to ensure the parent/guardian is properly informed of the student's attendance record. A Student Attendance Improvement Conference (SAIC) will be initiated, and consequences outlined below will be discussed with the student and parent/guardian:

- Student may not receive their allotted educational time and may not be academically successful.
- Ten (10) unexcused absences – may result in the exclusion from attending school-sponsored dances.
- Ten (10) unexcused absences – may result in exclusion from school sponsored events (e.g. talent show, tournaments, Lip Sync, etc.)
- Fourteen (14) unexcused absences – may result in exclusion from participation at Music in the Parks and/or Field Day.
- Fourteen (14) /unexcused absences – may result in exclusion from participation in end-of-the- year activities, such as Awards Ceremony and/or the 8th grade field trip or BBQ, etc.
- Student/Family may be cited or fined for habitual truancy.
- Pike County Children and Youth Agency will be notified before a student is cited for attendance.

A student who is absent from any class is responsible for all missed work. All work should be completed within a reasonable amount of time after returning from absence.

TARDINESS

Students who arrive at school after 8:00 a.m. are considered tardy and must report directly to the office for a pass. **The adult bringing the tardy student to school should also sign the book in the office.** If the adult bringing the tardy student to school does not come into the school and sign the student in, a phone call will be made by administration as a warning. If the adult continues to not sign the student in, the student will receive an after-school detention. Please note: generally the only accepted excuse for a tardy is a written note from a physician or dentist. Administrative discretion may be used for extenuating circumstances. This note must be brought to the school at the time the student is signed in late. The following will apply to students who are tardy, unexcused, for school:

1. Tardy, unexcused, 3-5 days per semester - after-school detention
2. Tardy, unexcused, 6-8 days per semester – one (1) day of in-school suspension
3. Tardy, unexcused, 9-11 days per semester – two (2) days of in-school suspension
4. Tardy, unexcused, 12 or more days per semester – three (3) days in-school suspension

DISCIPLINE
STUDENT CODE OF CONDUCT

PURPOSE

The Board acknowledges that student conduct is closely related to learning; an effective instructional program requires a wholesome and orderly school environment.

BOARD AUTHORITY

The Board shall require each student of this district to adhere to the rules and regulations promulgated and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. The rules govern student conduct in school, on school trips, during school, during school-sponsored activities (on or off school property), and while students travel to and from school. Such rules require that students:

1. conform to reasonable standards of socially acceptable behavior;
2. respect the rights, person and property of others;

3. preserve the degree of order necessary to the educational program in which they are engaged;
4. obey constituted authority and respond to those who hold that authority.

Data regarding disciplinary action(s) may be entered on a student's record when such notation can be used to assist counselors.

DELEGATION OF RESPONSIBILITY

The Governing Board or Designee shall promulgate rules and regulations for student conduct which carry out the purposes of this policy and:

1. are not arbitrary but bear a reasonable relationship to the need to maintain a school environment conducive to learning;
2. do not discriminate among students;
3. do not demean students;
4. do not violate any individual rights guaranteed to students.

The Governing Board or designee shall designate sanctions for the infractions of rules which shall:

1. relate in kind and degree to the infraction;
2. help the student learn to accept responsibility for his/her actions;
3. be directed, where possible, to repairing any harm which may have been caused by the student's misconduct;

Use of Corporal punishment is prohibited; however, reasonable force may still be used by teachers and school authorities under any of the following circumstances:

1. to quell a disturbance;
2. for the purpose of self-defense;
3. for the protection of persons or property.

DRESS CODE

We recognize that school is like a place of business. Further, we recognize that part of one's education is learning when, where and how to dress appropriately. Therefore, a basic guideline for student dress relies on what is appropriate for a formal, business-like, public school environment.

1. All clothing worn to school should be clean. Personal grooming should conform to reasonable standards of cleanliness. This especially, but not exclusively, pertains to proper care of a student's hair.
2. No clothing should be worn which would distract others from the basic educational purposes of the school, present a safety or health hazard to any student, cause damage to school property, or is deemed inappropriate by the administration.
3. It is not a healthy and safe practice for students to wear coats in the building. Students are expected to dress appropriately for the weather conditions; i.e., long sleeves, sweaters, etc., in the colder months.
4. Students should not wear clothing that is more suitable for the beach, playground or other informal occasions.
   a. Bare backs, bare midriffs, pajamas, ultra mini skirts,and tank tops are not appropriate for school. Undergarments should not be showing at any time. Faddish torn jeans may be worn if the tears are at or BELOW the knees. Hats, caps, bandannas, or hoods may not be worn indoors.
   b. Slacks, jeans, and sweatpants are appropriate.
   c. Students should assure themselves that any clothing they wear is relatively modest and suitable for the business-like atmosphere of a public school.
   d. Offensive T-shirts, undershirts, tank tops, etc., are not appropriate for the school (e.g., advertising alcohol or drugs, offensive language, promoting violence).
   e. Appropriate shorts in class may be worn. They will be judged using the "Finger Tip" Length Method. The "Finger Tip" Length Method is when a student stands with arms comfortably at sides, and when the skirts or shorts are worn normally, (does not continue to move above the "Finger Tip Method" when moving or seated) the bottoms of skirts or shorts must be below the fingertips at all times throughout the school day. The shorts or skirt should conform to the "Finger Tip Method" all the way around (front, back and sides). Students should not wear the following: biker shorts, cutoff shorts, gym shorts, short shorts.
   f. Studded/spiked clothing, bands, belts, and chains attached to clothes are not to be worn. Chains of any length are inappropriate and may not be worn.
   g. Students are not to wear any type of gloves, fingerless gloves, or cut-off gloves, in the school building.
   h. Students are not to wear clothing that have holes in them to put thumbs or fingers through
   I No Heelys, slippers or other skating footwear.
   j. The wearing of headphones, earphones, air pods, or other devices to listen to audio should not be worn indoors. Students should take their headphones off and away when entering the building.
5. On no occasion should any student go barefoot on school premises.

6. Students must change for gym. For gym classes, students must wear sneakers, a T-shirt, and shorts with an elastic waistband. Cutoffs are not permitted. Jewelry is not permitted to be worn in gym class. Students who have piercings must remove them, as they are a safety hazard.
7. Sagging Pants--The term 'Sagging' actually refers to the practice of wearing pants below the waist in such a manner that it reveals some part of the person's underwear/boxer shorts.
8. See-through clothing is not permitted.
9. Administration will have the final determination on whether the clothing is appropriate. Students who violate the dress code will be asked to change into appropriate clothing. If they do not have appropriate clothing in school, the student will call home to ask a parent/guardian to bring in appropriate clothing. This will serve as a warning, and the student~~s~~ will be assigned to the in-school suspension room until they receive the appropriate clothing. Future referrals for violations of the dress code will result in the following:
   a. First Offense one (1) Detention
   b. Second Offense (1) day in-school suspension
   c. Third Offense two (2) days in-school suspension

EXCHANGE OF MONEY

Students should not sell anything in school unless it has been properly authorized. Money should not change hands in school unless it is for school business and with proper authorization. This also includes any form of gambling and/or betting. Administrators will use their discretion in assigning disciplinary consequences for students who buy or sell anything in school without proper authorization.

LOCKER SEARCH

Students are to use their lockers for storage of books, other school material, and appropriate seasonal clothing. Lockers are the property of the school district. The administration reserves the right under state law to search lockers. No locker or other assigned in-school storage space may be used to store any substance or object which is prohibited, or which constitutes a threat to the health, safety or welfare of the occupants of the school building or the safety of the building itself. The Delaware Valley School District may, when it deems appropriate, render periodic or sweeping searches of school property including student lockers**. Students may not expect that district owned lockers provided to students for storage of their contents are private**. School district officials may conduct searches of all lockers at any time without prior notification. The use of dogs or other searching devices may be used at any time. Materials found in locker searches may be used in disciplinary and other proceedings against the student. The district is not responsible for lost or stolen items. Students are not to share lockers. For more information on searches and seizures, please see Board Policy #226.

PERSONAL VALUABLES

Students should not bring large amounts of money or other valuable personal items to school. Students are responsible for their own personal property. The Delaware Valley School District and its contractors will not accept any liability for lost or stolen articles either on school district property or in school district or contractor vehicles. When it is necessary, valuables should be placed in the care of the office.

STUDENT RIGHTS AND RESPONSIBILITIES

Every child, being a resident of the Delaware Valley School District, between the ages of six (6) and twenty-one (21) years, may attend the Delaware Valley School District public schools. Notwithstanding any other provision of law to the contrary, a child who attains the age of twenty-one (21) years during the school term and who has not graduated from high school may continue to attend the public schools in their district free of charge until the end of the school term. The board of school directors of any school district may admit to the schools of the district, with or without the payment of tuition, any non-resident child temporarily residing in the district, and may require the attendance of such non-resident child in the same manner and on the same conditions as it requires the attendance of a resident child. 24 P.S. § 13-1301. Except as otherwise provided by law, compulsory school age refers to the period of a child's life from the time the child enters school (which may be no later than at the age of 8 years), until the age of 18 or graduation from a high school, whichever occurs first.

Taken from the Pennsylvania State Board of Education Regulations of Title 22 PA Code, Chapter 12.

12.2 Student responsibilities:

a) Student responsibilities include regular school attendance, conscientious effort in classroom work and conformance to school rules and regulations. Most of all, students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.
b) No student has the right to interfere with the education of his/her fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators and all others who are involved in the educational process.
c) Students should express their ideas and opinions in a respectful manner.
d) It is the responsibility of the students to conform with the following:
   1. Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them. Students should assume that, until a rule is waived, altered, or repealed in writing, it is in effect.

2. Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.
3. Dress and groom so as to meet fair standards of safety and health and not to cause substantial disruption to the educational processes.
4. Assist the school staff in operating a safe school for all students enrolled therein.
5. Comply with commonwealth and local laws.
6. Exercise proper care when using public facilities and equipment.
7. Attend school daily and be on time at all classes and other school functions.
8. Make up work when absent from school.
9. Pursue and attempt to complete satisfactorily the courses of study prescribed by commonwealth and local school authorities.

Report accurately and not use indecent or obscene language in student newspapers or publications on school premises.

DISCIPLINARY GUIDELINES

The administration reserves the right to review each case individually and elevate the discipline to a higher level if the consequence merits further action.

ADMINISTRATIVE PHASE

When a teacher feels he/she has utilized and sufficiently documented all reasonable steps to modify behavior, he/she should refer a student to the administration. When the student is referred to the administrator, the following may occur:

1. assign disciplinary consequences that are related to the behavior such as detention, restriction, in-school suspension or out-of-school suspension;
2. schedule a student-teacher-administrator conference to resolve areas of conflict;
3. involve or re-involve the guidance department in resolving the present difficulties;
4. refer the student to the Student Assistance Team or the Multidisciplinary Team for appropriate action;
5. schedule a parent/guardian conference to review discipline records and school policies.

AFTER SCHOOL: UNSUPERVISED

Students may not remain on school property after the conclusion of the school day unless they are supervised by a coach or staff member. Violation may result in the following:

1. First offense: Detention and banned from school property at the conclusion of the school day for two weeks.
2. Second offense: Two detentions and banned from school property at the conclusion of the school day for four weeks.
3. Third offense: Two detentions and banned from school property at the conclusion of the school day for 90 days.

COMPUTER/NETWORK/INTERNET

The Delaware Valley School District's Acceptable Use of Internet, Computers and Network Resources Policy, #815, ("Acceptable Use Policy") includes important requirements for students to know as they use the Internet, computers, networks, electronic communication systems, information systems, databases, files, software, and media. The Acceptable Use Policy requirements are in effect any time School District resources are used, whether on School District property or elsewhere. Students are required to read, understand, and comply with the Acceptable Use Policy. Each student's signature and their parent's/guardian's signature are required on the "Acceptable Use of Internet, Computers and Network Resources Policy #815, Acknowledgement and Consent form." This is to acknowledge understanding of the policy and to be able to gain Internet access in school. The Acceptable Use Policy is available in electronic format on the School District's website at www.dvsd.org (under "Policies"). The misuse of computer/network/Internet as documented in policy #815 under Consequences for Inappropriate Use will result in detention, in-school suspension, out-of-school suspension or expulsion and restricted use, as per the discretion of the Delaware Valley School District Administration. The student also will be responsible for restitution to the school district for any damage to school property; however, the school district reserves the right to review each case and provide consequences for conduct on a case-by-case basis.

DETENTION

School detention begins at 2:38 p.m. and ends at approximately 4:20 p.m. Students are expected to work quietly while in the detention room. Students who have detention may ride the late bus home. Any student who misbehaves while in detention will be assigned an in-school suspension on the next available day in addition to the detention being rescheduled. Skipping or missing detention will result in the following:

1. First offense – any student missing detention for any reason will be assigned an in-school suspension the next available day in addition to the detention being rescheduled.
2. Second offense – any student missing detention for any reason will be assigned an in-school suspension the next available day, will have the detention rescheduled, a second detention will also be scheduled, and a parents/guardians conference may take place.

3. Third offense – the student will receive three (3) days out-of-school suspension in addition to having the detention rescheduled.

DISCIPLINARY RECORDS

Disciplinary records are maintained on a yearly basis and do not become a part of the student's permanent record. **Whenever a student has a chronic or serious disciplinary problem, the student may be referred to the Superintendent for consideration of initiation of expulsion proceedings**. Students may be represented by legal counsel at expulsion proceedings. Legal counsel will be at the expense of the student or parents/guardians.

IN-SCHOOL SUSPENSION (ISS)

The teacher is to apply a reasonableness to each of the following rules:

1. Students should report to their assigned homeroom before 8:00 a.m. for attendance purposes and remain there until they are called to the office for In-School Suspension.
2. Students may not get out of their assigned seats.
3. Students have the responsibility of obtaining all homework and classwork assignments from their teachers prior to the start of their suspension period. Students will not be able to go to their lockers during ISS.
4. Students must work on schoolwork, behavior reflection packets, or approved reading materials.
5. Reading materials must be approved by the teacher or administration.
6. No talking, laughing, or passing notes.
7. Food or beverage is not allowed in the ISS room unless it is approved by the nurse. The only other exception is during their scheduled lunch.
8. Use of the lavatory is restricted to 3rd period and 6th period or in cases of an emergency.
9. No heads down on desks and no sleeping.
10. Students are dismissed at 2:38 p.m. - dismissal bell.
11. Do not open the door unless an emergency situation occurs.
12. Students are responsible for the care of the suspension room. Any writing or damage should be reported to the principal or assistant principal immediately.
13. Since ISS is an alternative to out-of-school suspension, non-compliance of ISS rules will result in an extended period of in-school suspension or an out-of-school suspension.

LOCKER ROOM RULES

1. Each student will be issued a lock and assigned to a locker.
2. No changes may be made in locker location unless approved by a physical education teacher.
3. Students may use the long lockers during physical education class to secure their books and clothing. At the end of class, belongings and the lock must be removed from the long locker and returned to the assigned locker. ANY LOCKS REMAINING ON LONG LOCKERS WILL BE REMOVED.
4. Students are responsible for the lock assigned to them. If the lock is lost, a replacement fee must be paid and a new school-issued lock obtained. ONLY SCHOOL-ISSUED LOCKS MAY BE USED ON GYM LOCKERS. ALL OTHER LOCKS WILL BE REMOVED.
5. Students are advised NOT to share their combination with fellow classmates. If a problem develops with the lock, please notify a physical education teacher immediately so that a new lock may be issued.
6. Due to possible student allergic reactions and/or asthma attacks, the use of aerosol forms of antiperspirants, deodorants, colognes, and perfumes is not permitted.

LOSING BUS PRIVILEGES

To ensure a safe ride on the school bus, students are expected to behave in accordance with the DV-Five:

1. **BE RESPONSIBLE**
2. **BE RESPECTFUL**
3. **FOLLOW DIRECTIONS**
4. **KEEP HANDS AND FEET TO SELF**
5. **BE ON TIME AND BE READY**

When students misbehave, the bus driver will submit a misconduct report to the assistant principal. The assistant principal will review the report and assign a consequence for the misbehavior. Such consequences include warning, detention, bus suspension, loss of bus privileges for the remainder of the school year, or other action deemed appropriate by the Administration. Any student involved in one of the following behaviors may lose bus privileges for the remainder of the school year and may be subject to expulsion proceedings:

1. smoking or possession of tobacco products;
2. possession or use of alcoholic beverages or drugs;
3. possession of any weapon/ look alike weapon or dangerous instrument;

4. unsafe, dangerous and/or repeated misbehavior.

During any bus suspension, parents/guardians must arrange for the transport of the student to and from school. Upon returning from bus suspension, the student may be assigned to a seat in the front of the bus for the remainder of the school year. Students shall ride only their assigned bus. No bus transfers will be approved.

Students may request to get off their assigned bus at a different stop. These students must bring a written request from parents/guardians to the office before school begins. If approved, a special pass will be given to the student before leaving school.

LOSS OF OUTSIDE CLASSROOM ACTIVITIES

Students who receive multiple discipline referrals, or major discipline, may lose the right to participate in any activity that extends beyond the classroom. These activities may include, but are not limited to, the following examples: any after-school club/co-curricular activity; dances; award ceremonies; field day; assemblies (during school hours and after school hours); field trips. The administration will remind students during the discipline phase that this may jeopardize such activities and also make parent/guardian contact to provide sufficient notice of the loss of privileges.

LUNCH DETENTION

Students assigned lunch detention will not be permitted to eat lunch in the cafeteria. Lunch detention will be held in the in-school suspension room unless students are notified otherwise. Lunch detentions will follow a progressive discipline approach.

MAJOR DISCIPLINE

Major discipline should be referred immediately to the principal or assistant principal. These include:

Academic Dishonesty/Cheating/per offense – "0" grade for that activity, test, or quiz. This will be applied to the individual taking information as well as the individual supplying information. Due to an increase of cell phone/other forms of technology use during tests and/or assignments, the school is aligning to the state guidelines. The same consequence will be issued if a student is:

a) Discovered using and/or having a cell phone or other electronic device in his or her possession during the administration of any assessment/assignment
b) Found plagiarizing or using artificial intelligence. The use of artificial intelligence to any degree (during red or yellow light assessment/assignment) will result in the student receiving a zero on the assessment/assignment.

In addition to the "0" on the assignment, the student will be administered the discipline below:

First offense – Detention
Second offense –one (1) day in-school suspension.
Third offense –two (2) days out-of-school suspension.

1. **Annoyance Calls**

Annoyance calls include but are not limited to:
- hang-ups
- harassing or threatening calls
- obscene calls

a. First offense - three (3) days out-of-school suspension
b. Second offense - five (5) days out-of-school suspension
c. Third offense - ten (10) days out-of-school

2. **Assembly Misconduct**

a. First offense – removal from program and one detention
b. Second offense – privilege of attending special events suspended.

3. **Bus Conduct Report (BCR)**

If a student misbehaves on the bus, he/she will receive a Bus Conduct Report (BCR) from the bus driver. In addition to the BCR, students may be subjected to further disciplinary action as deemed appropriate by school administration. The discipline will be handled in the following way:

a. First Offense--Consequences will range from a written warning to a bus suspension.
b. Second Offense--Three (3) day bus suspension. Parents/Guardians will be notified, and a conference will be held with the student by the administrator. The parents/guardians will be warned that the next BCR will result in a five (5) day bus suspension.
c. Third Offense--Five (5) day bus suspension. Parents/Guardians will be notified, and a conference will be held with the student by the administrator. The parents/guardians will be warned that the next BCR will result in a ten-day (10) bus suspension.
d. Fourth Offense--Ten (10) day bus suspension. Parents/Guardians will be notified, and a conference will be held with the student by the administrator. The parents/guardians will be warned that the next BCR will result in loss of busing privileges for the remainder of the school year.

5. **Cafeteria Disturbances -** Any student who is involved in any activity including, but not limited to food fights that poses a threat to the student body, school district personnel or guests shall be subject to ten (10) days suspension from school, referred to the superintendent for expulsion proceedings and/or referral to the police for legal action.
6. **Classroom Disruption**

   Classroom disruption will result in punishment ranging from detention to out-of-school suspension, depending on the severity and past discipline history.
7. **Defamation** Defamation is a false, damaging statement that harms or slanders one's reputation. Defamation of any person, including staff members, will result in punishment ranging from suspension to referral to the Superintendent for expulsion review.
8. **Destruction to School Property**

   Willful destruction of school property and/or personal property (parent/guardian notified, and police notified depending upon the seriousness of offense); payment of labor, repair, replacement costs will be charged to the offender or parent/guardian.

   a) First offense – Three (3) days out-of-school suspension. Parents/guardians notified. Restitution. Possible police notification.

   b) Second offense – Five (5) days out-of-school suspension. Parent/guardian conference. Restitution. Possible police notification. Possible expulsion.

   c) Third offense – Ten (10) days out-of-school suspension. Parent/guardian conference. Restitution. Possible police notification. Possible expulsion.
9. **Disciplinary problems** of a serious nature, which are not included in the Major Discipline section of the handbook will be handled accordingly by administrators and may be referred to the superintendent for expulsion review.
10. **Cell phone use/ Personal Electronic Device (PED)/Texting-** the use of a cell phone is only acceptable when permission has been granted by an administrator or teacher. Electronic Devices should be off and away during the school day, unless authorized by school staff. This includes parents/guardians texting their children or children texting parents/guardians during educational time. Emergency situations should be relayed through the main office and the student will be immediately notified. Discipline will fall under "cell phone use."

    a.) First Offense- one (1) detention.

    b.) Second Offense- one (1) day in-school suspension, parent/guardian contacted.

    c.) Three or more offenses- may result in out-of-school suspension, parent/guardian contacted.

10. **Cutting Class**

    Students in school but absent from class without permission or a pass may be considered to be cutting.

    a) First offense – one (1) day in-school suspension

    b) Second offense – two (2) days in-school suspension

    c) Third offense – three (3) days out-of-school suspension

11**. Extortion, intimidation, threatening, bullying/cyber-bullying, inappropriate racial comments, or hazing of others** (parent/guardian notified and police notified depending upon the seriousness of offense; school counselor notified and student mediation may also be utilized depending on the circumstances).

    a) First offense may result in consequences up to three (3) days out-of-school suspension.

    b) Second offense- five (5) days out-of-school suspension.

    c) Third Offense- ten (10) days out-of-school suspension or great action appropriate to the student's past disciplinary history.

12. **Disorderly Conduct**

    Criminal Code Title 18, Section 5503, In order to provide a safe, orderly, and healthy environment the Delaware Valley School District prohibits the disorderly conduct areas defined in Section 5503 in school buildings, on school grounds, on school buses, and in any classroom, hallway, or instructional area. The prior statement will also apply to student in school buildings when they are in use for public assemblies (parent/guardian-teacher conferences, adult education classes, auditoriums, gymnasiums, stadiums, other playing fields or other rooms in use for student presentations, athletics, etc.). The administration may file disorderly conduct charges, a summary offense through magisterial court. Offense defines a person is guilty of disorderly conduct if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, s/he: ·Engages in fighting, threatening, or violent or tumultuous behavior ·Makes unreasonable noise ·Uses obscene language, or makes an obscene gesture; or ·Creates a hazardous or physically offensive condition by any act which serves no legitimate purpose of the actor.

13. **Drugs and Alcohol**

The Delaware Valley School District will not distribute medications/drugs of any kind without the written permission of the primary care provider and the parent/guardian. When these conditions are met, only the school nurse will administer the medication. This includes, but is not limited to, such items as over-the-counter preparations: aspirin, Tylenol, Advil, caffeine pills, supplements, stimulant sprays, cough medications, cough drops, laxatives, antacids, vitamins, herbs, bath salts, CBD and/or hemp derivatives, etc., and prescription medications. Prescribed medications/drugs of any type shall not be in the student's possession and must be administered through the nurse's office. A physician may give permission for a student to carry and self-administer certain emergency medications. All medications to be given to the school nurse are to be brought to the school **by a parent/guardian** in the original container with the prescription label or physician's label, name of the student, medication, dosage and time to be given. **Students are not allowed to carry medication**. The medication form must be on file with the school nurse to allow your child to be given medication at school. Refer to the Delaware Valley School Board Policy #210 Use of Medications. Any medication classified as a controlled substance must be delivered to the school nurse by a parent/guardian.

Any offense of the school's Drugs/Alcohol/Drug Paraphernalia Policy #227 will result in Ten (10) days of out-of-school suspension, notification of the police, and referral to the superintendent for expulsion review. The student also must contact the Carbon-Monroe-Pike Drug and Alcohol Program for evaluation. The first visit must be made prior to the student's return to school. The student will be required to complete the recommended program. If a student does not complete the recommended program, recommendation for permanent expulsion may occur. The Superintendent will review the matter and shall, when appropriate, refer the matter to the Board with the recommendation to initiate expulsion procedures. Referral to the Board for expulsion proceedings shall be considered in all instances where a student has possessed, transferred, used, or is under the influence of a prohibited substance. The student also will be referred to the Student Assistance Program (SAP) team. Any student who comes onto school property or attends a school function who is in possession, transfers, or uses prescription or non-prescription drugs, look-alike drugs, or alcohol will result in ten (10) days of out-of-school suspension, notification of the police, and referral to the superintendent for expulsion review. The same penalties apply to a student who is under the influence of prescription or non-prescription drugs that have not been prescribed for the student by a licensed prescriber or are being used in dosages higher than those prescribed. This includes drug or alcohol paraphernalia. The same penalties will also apply to any students found responsible for attempted transactions of prescription or non-prescription drugs, look-alike drugs, alcohol, and any drug or alcohol paraphernalia. Furthermore, the same penalties will apply to any students found responsible for aiding transactions or attempted t transactions of prescription or non-prescription drugs, look-alike drugs, alcohol, and any drug or alcohol paraphernalia. The police will also be notified. A referral will be made to the superintendent for expulsion review. The student must also cooperate with the Carbon-Monroe Pike Drug and Alcohol Program and the SAP team.

Any student who is in possession, transfers, or uses prescription or non- prescription drugs, look-alike drugs, alcohol, and any drug or alcohol paraphernalia off school property, but causes a disruption to the learning environment on school property, may be subjected to school disciplinary consequences as deemed appropriate by school administration.

Students may not sell anything in school unless it has been properly authorized. Money may not change hands in school unless for school business and with proper authorization.

Distributing, transferring, purchasing, receiving, possessing and/or selling of drugs (either illegal, controlled, or prescription medication, look-alike drugs, alcohol, drug paraphernalia, alcohol paraphernalia, over- the-counter medications and stimulants) on school property will result in a recommendation for expulsion as well as a recommendation for the Individual to be barred for life from entering upon any property owned or operated by the Delaware Valley School District.
The individual shall be considered a trespasser in the event of such entry and shall be prosecuted to the fullest extent of the law.

The Delaware Valley School District reserves the right to take appropriate measures to secure the safety and well-being of our students. These measures may include, but are not limited to, the use of drug-sniffing dogs in the building and/or district property. The district may use breath alcohol testing when students appear to be under the influence of alcohol. Reasonable suspicion drug testing may also be used with parent/guardian permission when students appear to be under the influence of illegal or non-prescribed drugs.

14. **Falsifying Signature or Document /Falsifying Report**

Falsifying a signature or a document is when a student presents a signature that does not belong to him/her or creates/presents a document that is fraudulent. Falsifying a report is when a student knowingly reports false information to the school (i.e. staff member, Safe2Say Something, etc.). Falsifying signatures, documents, or reports may result in

consequences including suspension from school as well as police notification depending upon the severity of the situation. Administrators will use their discretion when determining the appropriate consequences.

15. **Fighting**

The Delaware Valley School District will maintain a safe and orderly learning environment. Fighting cannot be tolerated. Students who engage in fighting, instigate a fight or engage in any act of violence while in school, on school property or during any school activity will be punished in accordance with the school discipline policy. Any student provoking fighting, agitating, instigating, or spreading rumors so as to cause a fight, or leaving an assigned area or classroom to watch or record a fight, will be dealt with in a similar matter as fighting. Any student who interferes with a staff member trying to break up a fight will be treated as fighting.

Students must make every effort to avoid a fight. When confronted and challenged to a fight, students should seek help from the nearest adult. If assaulted, students have the right to exercise self-defense through avoiding, blocking, or restraining the aggressor with reasonable physical force. Students who do not attempt to avoid physical confrontation and participate in its escalation will be disciplined and charged appropriately regardless of who started the fight.

a) First Offense - Depending on the circumstances involved in the physical conflict and the student's past discipline history, the range of disciplinary consequences, for the first offense, may vary from in-school suspension(s), to multiple days (up to and including ten (10) days) of out-of-school suspension. Expulsion review is possible for major infractions which result in multiple days of out-of-school suspension. Students may also be referred to the Student Assistance Program. Possible Police Notification.

b) Second Offense - Five (5) days out-of-school suspension or greater action appropriate to the student's past disciplinary history in accordance with this policy and police notification. Expulsion review is possible and student will be referred to the Student Assistance Program.

c) Third Offense - Ten (10) days out-of-school suspension and possible expulsion review. Police notification and referral to the Student Assistance Program.

16. **Giving False Information to a school official (Lying)**

a) First offense – one (1) day in-school suspension
b) Second offense – one (1) day out-of-school suspension
c) Third offense – three (3) days out-of-school suspension.

17. **Gum Chewing -** Students may be disciplined for gum chewing if it becomes a distraction to the learning environment.

a) First offense—one (1) detention
b) Second Offense—one (1) day of in-school suspension
c) Third Offense---one (1) day out-of-school suspension

18. **Harassment/Sexual Harassment**

Harassment occurs when someone uses words, gestures, or actions to create an environment which is offensive, intimidating, or makes another member of the school community feel uncomfortable. Sexual harassment occurs when someone uses words, gestures, or actions of an explicit or implied sexual nature and creates an environment which is offensive, intimidating, or makes another member of the school community feels uncomfortable. One may be guilty of harassment/sexual harassment even if he or she did not intend to create such an environment. Crucial in determining whether the offense has occurred is whether or not someone has been offended and/or after sufficient evidence has been documented. Students are advised to refrain from using words, gestures, or actions of an explicit or implied sexual nature in school. Harassment/sexual harassment may result in police involvement and charges for disorderly conduct, harassment, or sexual assault. Parents/Guardians and police will be notified after an incident. The police will be permitted to interview students involved in these acts as soon as possible.

1) First offense – may range from three (3) days out-of-school suspension to ten (10) days out-of-school suspension or greater action dependent on the seriousness of the alleged offense. Students may also be referred to the Student Assistance Program.
2) Second offense – five (5) days out-of-school suspension or greater action dependent on the seriousness of the alleged offense.
3) Third offense – ten (10) days out-of-school suspension or greater action dependent on the seriousness of the alleged offense. Parent/guardian will be notified and police may be notified

19. **Insubordination/disrespect of staff/defiance**

A positive school climate depends upon everyone in the school knowing and understanding his/her role in the school. School personnel are responsible for maintaining a safe, secure and healthy learning environment. Students are expected to follow all reasonable requests of the school faculty and staff. Students who choose not to follow, or who openly ignore or defy instructions given to them by school personnel will be subjected to the following:

a) First offense—three (3) days out-of-school suspension.
b) Second offense—five (5) days out-of-school suspension.

c) Third offense—ten (10) days out-of-school suspension.

Depending on the severity of the offense, the level of discipline may be elevated at any offense level.

20. **Locker Damage—**Any act that results in damage to the lockers will result in out-of-school suspension. This includes kicking the locker or purposely damaging it so it can easily and quickly be opened without using the secure combination. Restitution for repairing or replacing the broken locker may be sought in addition to the suspension.
    a) First Offense—three (3) days out of school suspension.
    b) Second Offense—five (5) days out of school suspension.
    c) Third offense—ten (10) days out of school suspension.
21. **Mutual Sexual Misconduct**
    Situations involving students who engage in sexual acts that go beyond "displays of affection" will be subject to major disciplinary actions including suspension from school. Administrators will use their discretion in contacting the school police and issuing of citations.
22. **Nurse Dismissal (from school)**--the only accepted way a student will be dismissed from school for an illness is through the school nurse. Students are not allowed to call/text their parents/guardians asking them to come to the school to pick them up because they are sick. Students need to be evaluated by the school nurse and the school nurse will contact a parent/guardian to arrange pick-up/dismissal.
    a) First offense—one (1) day in-school suspension.
    b) Second offense—three (3) days out-of-school suspension.
    c) Third offense—five (5) days out-of-school suspension.
23. **Possession and Use of any item that is illegal**, unlawful or considered to be dangerous results in the notification of a parent/guardian and depending on the seriousness of the offense, notification of the police.
24. **Profanity** – the use of profanity will be subject to major disciplinary actions including suspension from school. Administrators will use their discretion in contacting the school police and issuing of citations.
25. **Profanity to Staff -** Students are prohibited from the use of profane and abusive language whether written or spoken to all staff members. Profane language which is intended or reasonably viewed by administration as being disruptive, directed, or indirectly written or spoken to staff members will be subject to disciplinary actions.
    a) First offense – three (3) days out-of-school suspension
    b) Second offense – five (5) days out-of-school suspension
    c) Third offense – ten (10) days out-of-school suspension
26. **Risking or Causing a Catastrophe**
    A person who causes a catastrophe by explosion, fire, flood, avalanche, collapse of building, release of poison gas, radioactive material or other harmful or destructive force or substance, or by any other means of causing potentially widespread injury or damage, including selling, dealing or transporting hazardous materials. Any student who is involved in an activity that poses a serious threat to the student body, school district personnel, or guests shall be subject to ten (10) days suspension from school, referral to the Superintendent for expulsion proceedings and/or referral to the police for legal action.
27. Refusal to participate in **Drug Test Board Policy 227.1** will result in removal from extracurricular activities until compliant with policy.
28. **Safety Violations** – Creating a risk to the environment, which includes, but is not limited to, bodily secretions, itching powder, etc.
    a) First offense – warning to out-of-school suspension.
    b) Second offense – in-school suspension to out-of-school suspension
    c) Third offense – 1 to 10 days out-of-school suspension
29. **Safe-2-Say Something False Tip -** students who are found to have created a false tip to the Safe-2-Say program will be subject to disciplinary actions including suspension from school. Administrators will use their discretion in contacting the school police.
30. **School Dances -** Misbehavior at school dances will not be tolerated. If a student misbehaves at a school dance, they will receive school discipline according to the offense outlined in the handbook, immediate removal from the dance, parent/guardian pickup, and student will not be able to attend any further dances for that school year.
31. **Smoking and Possession of Tobacco/Electronic Cigarettes/Nicotine Delivery Devices**
    In accordance with the School Tobacco Control Act 128 of 2000, smoking in school or on school property is strictly prohibited, as well as the possession or use of any tobacco/nicotine-related product. Tobacco/nicotine includes a lighted or unlighted cigarette, cigar, pipe or other smoking product or material and smokeless tobacco/nicotine in any form. It is illegal in the state of Pennsylvania for minors under 21 years of age to purchase tobacco/nicotine. In Delaware Valley High School, smoking, use, or possession of tobacco/nicotine- related products, including e-cigarettes (i.e. vape pens, JUULs, Suorins, etc.), is not permitted anywhere in the school building, on school grounds or at bus stops. Additionally,

the distribution, transfer, purchase, sale, or attempted transaction of tobacco/nicotine- related products, including e-cigarettes, is strictly prohibited. This prohibition extends to all buses, vans, and other vehicles owned by, leased by, or under the control of the school district. The prohibition further extends to all school buildings, stadiums, bleachers or any other form of property owned by, leased by, or under the control of the school district. Smoking, use, or possession of tobacco/nicotine- related products, including e-cigarettes, is not permitted in cars parked on school grounds, nor is it permitted during any school activity, day or night. In addition to disciplinary action, DV school police will be notified and students will be subject to monetary fines as imposed by the magistrate's office. These fines may be imposed for each incident.

1) First offense – a two (2) day in-school suspension will be imposed, or greater action appropriate to the student's past disciplinary history in accordance with this policy will be taken. Students may be taken out of in-school suspension each day for a tobacco/nicotine cessation class, which is an education pertaining to the hazards of tobacco use. This class will be provided by either the Drug and Alcohol Prevention specialist or by the high school nurse

~~2)~~ Second offense –a two (2) day out-of-school suspension and a one (1) day in-school suspension will be imposed or a greater action appropriate to past disciplinary history in accordance with this policy will be taken. During the in-school suspension, the student may be taken out for a more in-depth tobacco/nicotine cessation class and review of previous cessation attempt. This class will be provided by either the Drug and Alcohol Prevention specialist or by the high school nurse

3) Third offense – a five (5) day out-of-school suspension will be imposed or greater action appropriate to past disciplinary history in accordance with this policy will be taken.

~~4)~~ Fourth offense – A ten (10) day out-of-school suspension will be imposed or greater action appropriate to past disciplinary history in accordance with this policy will be taken.

32. **Stealing/Theft**

Stealing/theft will result in parent/guardian notification and police notification depending on the seriousness of the offense. Full restitution will be made by the student. Offenders will be subjected to police notification as well as the following disciplinary consequences:

a) First Offense- a minimum of one (1) day in-school suspension.
b) Second Offense- a minimum of three (3) days out-of-school suspension.
c) Third Offense- a minimum of five (5) days out-of-school suspension.

33. **Terroristic Threats/Acts**

Students are prohibited from communicating a terroristic threat to or about any student or employee of the district, board member, or community member, and are prohibited from committing a terroristic act directed at any student or employee of the district, board member, community member or toward any school building.

"Terroristic Threats" are threats to commit any crime of violence to another or to cause evacuation of a building, place of assembly or facility, or to cause serious public inconvenience, or in reckless disregard of the risk of causing such terror or inconvenience.

"Terroristic Acts" are offenses against property or involving danger to another person. Offenders are subjected up to ten (10) days out-of-school suspension with an informal hearing scheduled to take place within that time frame, referral to the Superintendent for expulsion review proceedings, and/or referral to the police for legal action.

NOTE: Any parent or guardian of a District student who communicates a terroristic threat or commits a terroristic act directed at any student, teacher, administrator, any other employee of the District, Board member, community member, or toward any school building, shall be immediately escorted off School District property and local law officials will be notified. If necessary, the parent or guardian or any individuals will be notified that he or she has lost the privilege of entering school property and of attending any school related function(s) to which parents or guardians are invited to attend.

34. **Threats to Staff or Students -** Any threatening verbal comment or physically menacing behavior by a student to a District employee, official, or another student is not tolerated. Threats to staff or students may not rise to the level of "Terroristic Threats" or "Terroristic Acts." Examples of physically menacing behavior include, but are not limited to, raising your fist to a staff member/student, approaching a staff member/student and invading his/her personal space in a menacing or intimidating manner, etc.

a) **First offense -** Depending on the circumstances, the range of disciplinary consequences, for the first offense, may vary from In-School Suspension(s) to multiple days of out-of-school suspension. Students may also be referred to the Student Assistance Program. Possible Police notification.

b) **Second Offense -** Five (5) days out-of-school suspension, or greater action appropriate to the student's past disciplinary history in accordance with this policy and police notification. Student will be referred to the Student Assistance Program.

c) **Third Offense -** Ten (10) days out-of-school suspension and possible expulsion review. Police notification and referral to the Student Assistance Program.

35. **Truancy**
Civil authorities will be notified as per law in the case of a truancy. Unauthorized absence from school is a truancy and is illegal. A student who is truant will be suspended. If a student is under 18 years of age, repeated truancies (more than 3) are referred to the District Magistrate, and the parents/guardians are fined. If a student is 18 years of age or older, repeated truancies may cause his/her expulsion from school. When a student is truant, he or she receives a 0 for class participation that day, and the student will not be allowed to make up any tests or quizzes which are given on a day he or she is truant, thus, the student will receive a 0 for tests/quizzes. Please refer to the Student Attendance Improvement plan for more information.

36. **Taking Video/Audio or Photographs** of school campus activities, students, or personnel is prohibited unless authorized by school administration or appointed designee. Offenders will be subjected to police notification as well as the following disciplinary consequences:
a) First Offense - a minimum of one (1) day in-school suspension.
b) Second Offense - a minimum of three (3) days out-of-school suspension.
c) Third Offense - a minimum of five (5) days out-of-school suspension.

37. **Violation of the Acceptable Use Policy #185-** The misuse of computer/network/Internet (hereafter referred to as "CIS") as documented in Delaware Valley School District policy #815 will result in detention, in-school suspension, out-of-school suspension or expulsion and restricted CIS use, as per the discretion of the Delaware Valley School District Administration. The student will also be responsible for restitution to the school district for any damage to school property; however, the school district reserves the right to review each case and provide consequences for conduct on a case-by-case basis.

38. **Weapons, Possession of Dangerous/Prohibited Objects** (fireworks, smoke devices, firearms, knives, cutting devices**,** mace, pepper spray, etc.). Any student who is involved in an activity that poses a serious threat to the student body, school district personnel, or guests shall be subject to ten (10) days suspension from school, referral to the Superintendent for expulsion proceedings and/or referral to the police for legal action.
a) Possession and/or use of smoke emitting devices
b) Possession and/or use of fireworks or other explosive devices
c) Setting off the fire alarm when there is no emergency
d) Reckless use of an automobile on school property
e) Bus conduct that could or does result in serious injury to other students or school employees or results in a bus accident

39. **Use of a comment which encourages another student to harm or think about harming themselves -** Any student who communicates in any way (verbal, writing, electronically, etc.) a comment or words which encourages or causes another student to harm, or thinks about harming themselves will be subjected to disciplinary action. An example of this, but not limited to, is another student telling someone to "Go Kill Yourself."
a) First offense - Discussion with both students. Parents/Guardians notified. Two (2) days of In-School suspension or greater action appropriate to the student's past disciplinary history.
b) Second offense - Discussion with both students. Parents/guardians notified. Three (3) days out-of-school suspension.
c) Third offense - Discussion with both students. Parent/guardians notified. Five (5) days out-of-school suspension.

40. **Disciplinary problems** of a serious nature which are not included above will be handled accordingly by administrators and may be referred to the Superintendent for expulsion review. Major disciplinary offenses as outlined will result in parent/guardian notification and possible police involvement to be determined at the discretion of the administration.

MINOR DISCIPLINARY INFRACTIONS

Cell Phones/Electronic Devices

The use of a cell phone/electronic device is only acceptable when permission has been granted by an administrator or teacher. The cell phone/electronic device should be off and away during the school day.
a) First offense—one (1) detention.
b) **Second offense**—one (1) day In-School suspension, parent/guardian contacted.
c) Three or more offenses- May result in out-of-school suspension, Parent/Guardian Contacted.

Field day- Student discipline may be reviewed to determine student eligibility for attendance at Field Day

Fidget Spinners- The use of fidget spinners is prohibited in school.

Leaving Class
a) First offense – one (1) day in-school suspension
b) Second offense – two (2) days in-school suspension
c) Third offense – three (3) days out-of-school suspension

Leaving the School Building or School Grounds Without Permission

a) First offense - three (3) days in-school suspension
b) Second offense - three (3) days out-of-school suspension
c) Third offense - five (5) days out-of-school suspension.

In the event that any student leaves school grounds without permission, local law enforcement will be notified.

Late to Class

Late to class is different from late (Tardy) to school, (1st period). A student late to class will receive a detention on the first offense. Further lates to class will result in punishment ranging from detention to out-of-school suspension.

Lightspeed Alerts

To improve school climate and identify students in crisis before a critical event occurs, Delaware Valley School District has teamed with Lightspeed Alert to proactively intercede and provide support for at-risk students.

Any Lightspeed alert received by the administration will be reviewed and evaluated on a case-by-case basis. Alerts involving individual student safety will be provided with the necessary resources available within the school environment (parent notification, SAP referral, counselor/social worker intervention) and other community-based resources. Alerts that are inappropriately explicit (racial/ sexual in nature) will be subject to the discipline outlined in the student handbook. Alerts that pose a serious threat to the members of the student body, school district personnel, guests, or physical school building will be subject to ten (10) days suspension from school, referral to the superintendent for expulsion review and/or police notification.

Students should be aware that any inappropriate searches, websites, and/or correspondence conducted with their school provided username and/or school issued device will be their responsibility. Therefore, it is imperative that students refrain from sharing usernames/passwords or their own school-issued device.

Loitering – creating a disturbance, or inappropriate behavior on any school district property during or after school hours shall result in suspensions.

Open Containers of Food and Drink—

Water with a secure lid is the only food/drink item permitted outside of the cafeteria. Water refill stations are available to students during school day. Drinks with a straw in the lid or with a lid that will not prevent dumping if tipped will not be permitted. All other food or drink are to be consumed in the cafeteria during lunch or breakfast and will be required to be disposed of in a garbage can upon exiting the cafeteria. For medical reasons, consumption of open food/drink will be allowed with the proper permission from the school nurse. A written doctor's note will be required for the school nurse to grant this permission. Teachers may prohibit or limit food and drink in their classrooms, with the exception of medical necessity.

a) First offense—one (1) detention.
b) Second offense—one (1) day in-school suspension.
c) Third offense—three (3) days out-of-school suspension.

Public Displays of Affection - Inappropriate affection is not allowed on school grounds. This also covers dances and after-school activities.

a) First offense—one (1) detention.
b) Second offense—one (1) day in-school suspension.
c) Third offense—Three (3) days out of school suspension.

Unprepared for Class—Students need to be on time and prepared for class each and every day. Taking time to deal with students who do not bring essential items or the required work to class takes valuable educational time away from all students.

d) First offense—written warning (referral) and parental contact by teacher to parent/guardian.
e) Second offense—one (1) detention.
f) Third offense—one (1) day In-school suspension.

OUT-OF-SCHOOL SUSPENSION RULES

1. Students may not attend school-related activities as a participant or spectator (e.g., school dances, concerts, games, graduation, trips, etc.)
2. Students may not participate in athletics (practices or games).
3. Suspensions which extend past the weekend mean that a student cannot participate in any athletic or school activity until the suspension is completed.
4. Students may not be on school grounds without administrative approval. This includes driving on school property or the parking area. Violations may result in extended out-of-school suspension.
5. Students should stay home during suspension and work on school- related homework.
6. Violation of suspension rules carries severe penalties.
7. If school is canceled for any reason, the suspension dates will be extended accordingly (e.g., school closing due to snow or icy roads).
8. Students who are suspended from school are responsible for getting their assignments by contacting the Homework Hotline..

POOL RULES

Students are expected to follow all rules governing the pool and pool area. Failure to follow these rules may result in the suspension of pool privileges. In addition, students who violate pool rules may be subjected to further disciplinary action as deemed appropriate by school administration.

1. **NEVER** enter the pool or be on the deck area without an instructor or lifeguard being present.
2. **NO** running on the deck.
3. **NO** pushing, shoving, towel snapping, or dunking of persons in the pool.
4. Swim in a depth that is equal to your ability.
5. **No** throwing balls or any objects on the pool deck.
6. Do not dive in the shallow area.
7. **NO** flips from the side of the pool.
8. **NO** food, beverages, or gum is allowed in the pool area.
9. **NEVER** wear shoes on the pool deck.
10. Any medical device(s) must be covered before entering the pool.
11. Swimmers must remove contact lenses, jewelry, hairpins, Band-Aids, etc.
12. Shower before entering the pool area and enter pool through locker rooms only.
13. Wear proper bathing attire. NO cutoff jeans permitted.

When there is a thunderstorm, All students and staff will exit the pool and proceed to the pool waiting room. No one will be allowed in the locker room. You will need to wait 30 minutes before reentering the water, unless it thunders again, additional time will be added.

Diving board Rules:

. Do not go up on the board until you are told to do so by the lifeguard or instructor
. No running on the board
. One person at a time on the board
. no flips off the board

STUDY HALL RULES

1. PASSES - Students should be made aware that being excused for enrichment is a privilege.
    a. School Counselor - only one student will be allowed to go to the School Counselor office and only when he/she shows a pass from the class they are missing.
    b. Lavatory - no more than one boy and one girl should be sent out of the room at the same time.
    c. Library -the librarian will determine the number of students allowed and the timeframe these students are allowed to access the resources.
    d. Classroom Rule - each teacher has the right to establish their own classroom policies and procedures which promote an environment that is conducive to learning.
2. STUDENTS ARE NOT PERMITTED TO DO THE FOLLOWING IN STUDY HALL:
3. converse with one another unless permission has been granted by the teacher;
4. eat food of any kind;
5. waste time doing "nothing." All students are expected to report to enrichment prepared to keep themselves occupied and/or busily engaged in completing assignments.

SUSPENSION/EXPULSION OF STUDENTS WITH DISABILITIES

Suspension from one to ten consecutive school days of students with disabilities requires the school district to follow the same procedural due process applicable to non-disabled students. When frequent disciplinary actions add up to more than ten (10) school days in a school year, such removals may constitute a “pattern.” A pattern is indicated when the student’s behavior and the length of removal is the same or similar to previous incidents and the incidents are in close proximity to one another. A pattern of removals of ten (10) days or less, once they total more than ten (10) school days, carries the same requirements as a removal of more than ten (10) consecutive days and is considered a change of placement for the student. If the district proposes a disciplinary exclusion of more than ten consecutive school days, a manifestation determination meeting shall be held to determine if the behavior was a manifestation of the student’s disability. If it is determined that the behavior was a manifestation of the child’s disability, the IEP team must conduct a functional behavioral assessment and implement a behavior intervention plan, unless these steps have already been taken, and return the student to the placement from which the child was removed, unless the parent/guardian and District agree to a change in placement. Fifteen (15) or more cumulative days of suspension is considered a change of placement.

If the behavior was determined to not be a manifestation of the student's disability, school personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to children without disabilities.
Any suspension from school of a student with intellectual disabilities constitutes a change in educational placement, which prior to implementation requires notice to the parent/guardian of the procedural right to disapprove the suspension and request a due process hearing. The description of the action proposed in the notice should include the suspension dates and the reason for it.
An expulsion is a disciplinary exclusion from school for a period exceeding ten consecutive school days up to and including permanent exclusion. When recommending an expulsion, a school district must offer a parent/guardian the same procedural protections discussed above with regard to suspensions. School personnel may remove a student to an interim alternative educational setting for up to forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the child's disability in cases where a child carries or possesses a weapon to or at school, on school premises, or to or at a school function, knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, or inflicts serious bodily injury upon another person while at school, on school premises, or at a school function.

TEACHER MODIFICATION PHASE

A teacher can deal with minor discipline without the need for formal referral to the administration. When a teacher feels that a minor problem has become so habitual that it has become a major problem, a referral to the administration should be made. Prior to a formal referral, the teacher should have taken the step of a private student/teacher conference and one of the steps listed below. A parent/guardian conference is strongly recommended during this phase. Though a conference is not mandated, a contact with the parent/guardian is. The contact should be made by the teacher or by the counselor.

The teacher should use the following steps:

1. Teacher, student conference.
2. Teacher, student, counselor conference.
3. Teacher, student, parent/guardian conference.
4. Teacher, student, administrative conference.

During this phase, normal disciplinary action may be taken. Detention may be assigned and arranged through the administration. Detention supervised by the teacher involved may be used in place of using the regular detention room. This is a means for an in-depth student/teacher conference when appropriate. During this phase, a record of contacts with a student should be made on a teacher referral form. The original should go to the assistant principal, a copy kept by the teacher. A brief statement of the incident and the teacher action should be recorded.

Teachers encountering discipline problems when exercising general supervision (e.g., lavatory, hall, auditorium) should refer the student to the office.

CO-CURRICULAR ACTIVITIES

ATHLETIC CODE

Athletes are student leaders and, as such, serve as role models for their peers and for young children as well.
As representatives of the school district and leaders in their schools, students involved in athletics are expected to exemplify high standards by the public and are held in high esteem by other students. Athletes are expected to accept the responsibilities accompanying these opportunities.
In order to give students an opportunity to participate in one or more sports, the Delaware Valley School District provides a varied program of athletics. All students in good scholastic standing are urged to try out for teams. In addition to complying with the school's student handbook and district policies, the athlete must obey all regulations governing athletics at Delaware Valley.

1. Specific team rules will be determined by the coach and approved by the athletic director. These are to include, but not limited to, rules governing attendance at practice sessions and games. When developed, these rules will be kept on file in the office of the athletic director and principal.
2. Profane and obscene language will not be tolerated. Athletes using profane and obscene language during practice sessions or at athletic contests will result in disciplinary action determined by the coach.
3. Unless an acceptable excuse is given to the coach, an athlete who quits the team before the end of the season shall be ineligible to participate in any sport during the remainder of the season. If, after trying out for a sport within a two-week period, an athlete wishes to leave the team, the coach must be consulted. With permission, the student may try out for another sport during this two-week period.
4. The athlete is responsible for all athletic equipment issued. It is also the athlete's responsibility to give this equipment the best of care and to return the equipment promptly at the end of the season. The athlete or their parent/guardian(s) shall pay for any equipment not returned, or equipment altered beyond regular use. This must be rectified by the first event of the next sport season or the athlete will be ineligible.

5. All athletes must travel to and from all athletic contests with the squad unless the coach or athletic director grants permission in advance. Athletes who do not travel with the squad without prior permission will be subject to disciplinary action.
6. At away games, athletes are guests of the host schools. Proper conduct is expected and reflects in a positive manner on the athlete, the team, and the community.
7. Proper dress is expected of all student athletes. Coaches will set the standard of dress for individual teams.
8. Officials are selected because of training and experience. Student-Athletes should realize that officials are honest in their intent. Athletes are reminded that officials are in complete charge of an event. Athletes should not challenge the decision of the official. Violations of sportsmanship conduct will result in negative consequences for the athlete and the team.
9. Delaware Valley training rules for athletic team's stress sound principles for healthful living. Prohibition on the use of drugs, alcohol, tobacco products, steroids, chewing tobacco, stealing, vandalism, hazing / bullying or gross misconduct apply to an athlete during the time they are participating in a given sport. Possession of drugs, alcoholic beverages, steroids, and tobacco products also constitutes a violation of the rules and regulations during a given sport season.
    a. The penalty for the first violation of the code for drinking, smoking, using chewing tobacco, drugs, steroids, misconduct, vandalism, stealing, hazing/bullying, or possessing alcohol, drugs, or tobacco products will result in restricting a student athlete from participating in interscholastic contests for a minimum of 20% of the contests. An athlete who is restricted from participating from a first offense is required to practice during the period of suspension. The second offense will result in suspension for the remainder of the school year.
10. Attendance as it relates to Athletic & Co-Curricular Activities for Grades 7-12
    a. Students leaving school early due to illness and students absent from school due to illness are not allowed to participate in any co-curricular activity after school on that day. Students with excused late arrivals or early dismissals must attend at least four class periods to be eligible to participate in after school activities. Students must arrive no later than 10:30 a.m. and must attend four classes to be eligible to participate in an after-school co-curricular activity. Excuses in reference to participation in sports should be directed to the coach or athletic director.
    b. If a student is absent from school or leaves school without the student or a parent/guardian informing us of the reason, it will be assumed that the reason for the absence is illness and the student will not be able to participate. Excuses in reference to participation in sports should be directed to the coach or athletic director.
    c. If a student has been approved to be on an individualized field trip, attends a school sponsored field trip or has received administrative clearance to participate in co-curricular activity because of extenuating circumstances, the coach or activity supervisor will be informed generally by written notice. Pennsylvania Interscholastic Athletic Association (PIAA) rules state that examples of excused extenuating circumstances would be a death in the immediate family, court subpoena, quarantine, or a religious activity/function, which the church requires its members to attend.
    d. When a student has accumulated six unexcused absences/tardies at any time during the school year, participation in all athletic activities will cease until a meeting with the parents/guardians takes place to discuss the student's absence. It may be decided at that meeting that a cessation of participation will continue.
    e. A coach or designated person must attain a daily attendance report from the school office each day of participation. The coach is responsible to review the report and enforce the rules. Infractions must be reported to the school administration.
    f. A student who has out-of-school suspension will not be allowed to participate in an activity during the duration of suspension. Restriction from participation (practice, contests, etc.) will begin as soon as the student has been notified of the suspension.
    g. Athletes who miss practice the day before or after a contest may be ineligible for the next contest unless the coach or athletic director excuses them.
11. Physicals Requirements
    a. No student shall be eligible to represent the middle school in any athletic contest unless they have been examined by a school or family physician, prior to the beginning of that sport season. Wrestlers must also obtain from the physician, prior to the beginning of practice, a certification of the minimum weight class at which they may wrestle for the entire season. A PIAA certificate to this effect, signed by both physician and parent/guardian, shall be filed in the office of the athletic trainer.
    b. All participants in a sport must be covered by insurance. Questions related to claims should be directed to the athletic trainer.
12. Pennsylvania Interscholastic Athletic Association eligibility rules shall be followed. Listed below is a condensed version of these regulations.
    a. Amateur Status & Awards - to be eligible to participate in a sport, you must be an amateur in the sport. You will lose your amateur status in a sport for at least a year if:

1) You accept compensation for teaching, training or coaching in a sport. You may receive normal and customary compensation for acting as an instructor in or officiating recreational activities or for serving as a lifeguard at swimming areas. You may receive awards only from your school, the sponsor of an athletic event, the news media, or a non-profit service organization approved by your school principal. Permissible awards are a sweater, jacket, blazer, blanket, shirt, jersey, watch, ring, scroll, photograph, medal, plaque, or similar trophy, which must bear appropriate organizational insignia or comparable identification.
2) All-Star Contests: All-Star Contests may only involve senior students who will not be involved in the same sport again in their high school career.
3) Out-of-Season Participation: All PIAA sports have a defined season. If any team conducts practice and/or plays a contest after the concluding date for PIAA season or previous to the starting date in a sport, you will lose your eligibility for one year in that sport.

13. Periods of Attendance/Participation/Grade Repetition/Age
    a. You will lose your eligibility when you have been in attendance more than eight semesters beyond eighth grade. If you repeat a grade after eighth, you will be ineligible as a senior.
    b. You may participate only one season in each sport during each school year.
    c. A middle school student may not participate in any sport for more seasons than there are grades in his school above sixth grade.
    d. You may not have reached your 19th birthday by June 30th immediately preceding the school year. (15th birthday where interscholastic competition is limited to 7th and 8th grades; 16th birthday where limited to 7th through 9th grade.)

ELIGIBILITY FOR CO-CURRICULAR ACTIVITIES

The Board shall establish eligibility requirements for students involved in noncredit co-curricular activities.

Eligibility Standards

To be eligible for non-credit co-curricular activities, a student must pursue a curriculum approved by the principal as a full-time curriculum. Where required, this curriculum or its equivalent must be approved by, and conform to, the regulations of the State Board of education and the Pennsylvania School Code, as well as any local policies established by the local School Board. Students must also comply with Board Policy on drug and alcohol testing.

The principal, working in conjunction with the athletic director, will establish a monitoring system where all students failing subjects within the approved curriculum are reported to the athletic director weekly by the district staff. Co-Curricular advisors will be responsible for carefully monitoring all members of their organizations.

Student Eligibility for Co-Curricular Activities

Students eligible to participate in events such as games, productions, competitions, club meetings and similar activities shall be based on the following:

Student Eligibility Requirements

a. A student must not be failing two (2) or more subjects

Eligibility Procedure

a. Academic eligibility will be determined weekly.
b. All grades will be cumulative within each nine (9) week period.
c. Teachers grades will be updated within a week of assignment submission.
d. The athletic office will provide the ineligibility list to sponsors, coaches, and teachers every Friday during the season.

Academic Warning- A student who is failing one (1) subject will be placed on Academic Warning. The student may participate in practice, competitions, and events following a mandatory tutoring program.

a. A student that falls into Academic Warning must attend study sessions until such a time that the student attains a passing grade in the subject.
b. A student's progress towards academic proficiency will be monitored on a weekly basis by the principal or designee
c. A student failing to fulfill the requirements of his/her academic warning status will be declared ineligible for the following week. (Sunday-Saturday)
d. A student who is failing one (1) subject for ten (10) weeks will require additional intervention by the school district.

Academic Ineligibility

A student who has been deemed academically ineligible must attend mandatory study sessions prior to attending any practice and must not participate in any competitions for the following week (Sunday-Saturday). The student will not be reinstated his/her eligibility until the general provisions of this policy are met.

A. If a student has not met the general provisions of this policy at the end of the nine (9) week grading period, he/she will be deemed academically ineligible for fifteen (15) school days of the next grading period.
B. Athletic eligibility for students beginning prior to or at the time the school year begins will be based upon final grades of the previous school year. A student not meeting the academic requirements will be deemed academically ineligible for the first fifteen (15) school days of the first marking period. The student may participate in practice prior to the beginning of

the first quarter and up to the fifteenth (15th) day of school; however, the student may not compete in any competition at this time. After the fifteenth (15th) school day, academic eligibility will be determined on a weekly basis.

C. A student may attend summer school in order to correct deficiencies in regard to the general provisions of the policy. In such cases, the final summer school course grade will be used to determine eligibility for the first quarter of the school year.

CO-CURRICULAR CODE OF BEHAVIOR

1. Do not miss a practice, performance, or game in accordance with attendance guidelines.
2. Do not use alcohol, tobacco, or illegal drugs.
3. Do not attend parties or activities where other students are drinking alcoholic beverages, using tobacco, or are involved with illegal drugs.
4. Do not embarrass your school, team, family, or yourself with inappropriate behavior during practice or events, in school or in the community.
5. Do not fail to meet all expectations as set forth by the school district and the team's coach.

SPECTATOR DECORUM/SPORTSMANSHIP

It is expected that coaches, athletes, parents/guardians and spectators will conduct themselves within the guidelines of good sportsmanship. Many sports have rules governing coach/athlete/spectator misconduct. The penalties range from removal of the offender(s) to forfeiture of the game. Good conduct from everyone involved in an athletic event will help to provide a positive atmosphere and make the experience an enjoyable one. In general, positive support of your team is acceptable, and negative behavior directed toward either team, their fans, officials, or facilities is unacceptable.

Delaware Valley students who attend any athletic event, as with dances, concerts, etc., may leave the building whenever they wish, but may not return without prior permission from the staff and/or faculty supervising the event.

Delaware Valley School District events that are conducted off school grounds but are considered home events (for example, home softball games at Airport Park) will have the same rules and sanctions as though the events were conducted on a Delaware Valley Campus. Students who misbehave at the away games/matches of Delaware Valley teams will be subject to the same sanctions as home events.

FIELD TRIPS

CRITERIA FOR PARTICIPATION IN TRIPS

Students:

1. Must be approved by the Delaware Valley Middle School Administration prior to requesting for the trip based on:
   a. Good Citizenship Record.
   b. Good Attendance Record.
   c. Satisfactory Academic Progress.
2. Meet the criteria of the group.

DISQUALIFICATION FROM TRIPS

Following payment of fees associated with the trip, students may be disqualified and risk the loss of money if any of the following develop:

1. Chronic discipline problems.
2. Chronic attendance or tardiness problems.
3. Academic difficulties that could delay graduation.
4. Drug and alcohol violations during the current school year.

TRIP GUIDELINES/OVERNIGHT EXPERIENCES

1. All student luggage will be thoroughly searched prior to the departure of the trip by the school administrators or their delegates. Any refusal of the luggage search will eliminate the student from the trip.
2. All school sponsored trips will be drug and alcohol free. Students who violate the drug and alcohol policy will be sent home at the parent's/guardian's expense as well as normal sanctions. (notification of police, suspension, drug and alcohol program, etc.)
3. Students also may be sent home for trip violations such as sexual misconduct, serious insubordination, criminal involvement, curfew violations, etc.
4. Written parental/guardian permission is required of all students, regardless of age, in order for a student to attend the trip.
5. Mandatory parent/guardian meetings will be held for all overnight trips. The meeting will review trip rules and appropriate disciplinary measures for possible infractions.
6. All chaperones will be approved by the Middle school principal - only approved chaperones will accompany school sponsored trips.
7. No more than fifteen students shall be assigned to a chaperone.

8. There will be no unsupervised time during school sponsored trips. Chaperones will make every reasonable attempt to provide supervised structured activities for the entire duration of the trip.
9. Every effort will be made to set up hotel accommodations to maximize supervision by the chaperones.
10. Students will adhere to any further directives issued by the principal in regard to the class trip.
11. Parents/Guardians who are not sure their son or daughter is responsible enough to function under the trip rules are advised to deny their son or daughter permission to go on the trip.
12. Please contact your school nurse if your child must take medication during the field trip.

GUIDANCE SERVICES

INTRODUCTION

The guidance services of the Dingman-Delaware Middle School and the Delaware Valley Middle School are planned to help each student get the most out of the school program. School counselors are available to help students with all kinds of problems and concerns. Some of these are studying, home problems, problems with friends, and homework. The school counselors can also help students find a career in the library career center. Students are encouraged to meet with the school counselors. Students may arrange to see the counselors by setting up an appointment with the counselor.

PEER MEDIATION

Peer Mediation is a process of conflict resolution. Its purpose is to help eliminate bullying, cyber bullying, bickering, fear and violence in our schools. Students may choose mediation as a response to a conflict in their school lives. They may ask their school counselor, an administrator, or any teacher for the opportunity to mediate a conflict. The mediation process is strictly confidential. The students will try to find a peaceful and equitable solution with the help of two trained student mediators. Certain issues may not be discussed or mediated, such as drug abuse/sexual abuse. All parties involved are made fully aware of this at the onset of the mediation. Mediations occur in a private area, and students usually mediate during non-academic periods.

PROMOTION/RETENTION

Teachers, school counselors, and the principals will decide whether a student is promoted or retained. They will use test scores, report card grades, and reading levels to help make their decision. The basic subjects at the middle school are reading, math, language arts, science, and social studies. If a student fails two of these subjects, retention is necessary. The special courses include art, physical education, health, technology, career literacy, computer literacy, family and consumer science, world language and music.

STUDENT ASSISTANCE PROGRAM (SAP)

All secondary schools in the Delaware Valley School District offer the Student Assistance Program (SAP), which has been mandated by action of the State legislature. The program is run through a specially trained building team which includes administrators, counselors, teachers, school nurse, and outside counseling agencies.

The building team's primary goal is to identify students at risk of not doing well due to experiencing certain problems. These problems may be related to academic, drug and alcohol, or mental health problems. It has been a proven method for intervening and helping students by appropriate referrals to available community services.

Students who are experiencing issues of drug or alcohol abuse and seeking assistance may refer themselves to staff members without being subject to disciplinary action. Staff members who receive such information will refer the students to the appropriate helping personnel of the Delaware Valley School District.

SCHOOL COUNSELORS

Students are assigned to a school counselor based on grade levels. Due to caseload size, switching school counselors for any reason is not permitted.

TUITION-BASED SUMMER SCHOOL

Summer school is available for 6th, 7th and 8th graders. Anyone who received a failing grade is eligible to take up to three subjects. Official documentation of successful completion of courses must be presented to school officials before promotion will be considered. The Delaware Valley School District also offers an extended learning program during the summer including enrichment. For further information, call Dingman-Delaware Middle School at 296-3152; Delaware Valley Middle School at 296-1833, and refer to Policy # 124, Tuition- Based Summer School.

WITHDRAWAL

The school should be notified at least two days in advance of a student's impending withdrawal. The student will receive a withdrawal form and instructions for completing it. All textbooks, library books, materials, equipment (including Chromebook), and fines must be cleared before the guidance department transfers a student record to another school.

HEALTH SERVICES

EPI-PEN OPT-OUT FORM

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

HEALTH CARE AND CONFIDENTIALITY OF STUDENT HEALTH INFORMATION

1. A full-time nurse is available for emergency and non-emergency healthcare. The school is an educational institution and cannot maintain facilities for the care of the sick and injured. Students who are ill should seek proper medical attention and/or remain at home. In the event of a serious injury or illness, every attempt will be made to contact a parent or guardian. If deemed necessary by the school nurse, an ambulance will be summoned to transport the student to the nearest hospital. It is essential that every student has a current Emergency form on file so that appropriate contacts may be made.
2. Other than administrators, the school nurse is the only member of the school staff who can excuse a student from school during the day because of illness or injury.
3. Illnesses or injuries that occur during the school day should be reported by the student immediately to their teacher or to the school nurse.
4. On-going health care for student illness or injury is the responsibility of the student's personal physician.
5. The school nurse maintains health records for each student. Parents or guardians are responsible for notifying the school nurse, in writing, of medical needs that may affect a student while in school. Parents or guardians are expected to update this information regularly, especially when a student's needs change. In accord with School code section 14-1409, to the extent necessary to protect the health and safety of a student, staff members will be notified of health conditions which may adversely affect student learning or present a danger to the students. Medical information will only be disclosed by the nurse's office to school staff to the extent necessary to ensure the safety of a student. Unless it presents a threat to a student's health, medical information may remain confidential with the school nurse only, upon written request of a parent or guardian.
6. Student vision, height, and weight screenings will be administered by the nurse each school year without parental consent. Parents/guardians will be notified if results are below normal as defined by the Pennsylvania Department of Health. These screenings will be completed in the beginning of the school year.
7. Students are encouraged to consult with the school nurse about health concerns and interests
8. Dental examinations will be done during the students' 7th grade year; however, regular dental examinations are encouraged for all students. Students are advised to secure a statement from their dentist at the time of treatment to be given to the school nurse.
9. REPORTING TO THE NURSE A pass is required from the teacher whose class a student may be missing when he/she reports to the school nurse in case of illness or injury. STUDENTS MAY NOT REPORT BETWEEN CLASSES EXCEPT FOR URGENT REASONS. If a student needs to leave the building, because of illness/injury, the school nurse will notify parents/guardians. STUDENTS MAY NOT CALL HOME/TEXT FOR THIS PURPOSE. NOTE: Students who are sent home from school because of illness/injury may not participate in any after-school activity unless approved by the administration.

INSURANCE

Students are urged to purchase the special accident insurance policy offered to all students at the beginning of the school year if they do not have another type of accident insurance. Insurance claim forms may be obtained from the office. The school district carries liability insurance; however, parents/guardians should be aware that the school district does not carry medical insurance on students. The school district carries primary excess medical insurance for interscholastic sports and related activities per the Schedule of Medical Benefits.

School Vehicle Accident Procedure for Processing Medical Bills

The following helps to answer questions about procedures that address medical expenses relating to an accident as outlined in the insurance regulations:

- All owners of motor vehicles in the Commonwealth of Pennsylvania are required by law to purchase and maintain automobile insurance. The laws relating to automobile insurance coverage are compiled in the Pennsylvania Motor Vehicle Financial Responsibility Law of 1984-commonly referred to as the "PA No Fault Law".
- First party benefits are a mandatory coverage. This is a basic no-fault type of medical insurance for your own medical bills. The minimum required by law is $5,000. Regardless of who is at fault for the accident, the medical bills will be paid through your First Party benefits coverage. Using this coverage will not affect your rates or premiums in any way.

The priority of benefits or the order as to which party's auto policy provides the benefits to the injured party is as follows:

- **First -** Student has own auto policy and is named insured under that policy.
- **Second -** Student is covered under parent's/guardian's policy, whether or not old enough to drive, as a "resident relative". If there should be a case when you as the parent or guardian do not have auto insurance, the law states that any resident relative in the household who carries auto insurance would file the medical bills. If the medical bills go above the policy limit - they will have to be submitted to student's health insurance. There is no recourse beyond this step.
- **Third -** The owner of the vehicle the student occupied at the time of the accident.

Note: First party benefit coverage cannot be stacked between priority levels. Once coverage under the first applicable policy has been exhausted, claimants may not seek additional first party benefits from other policies at lower levels.
IN SUMMARY, IF SOMEONE IN THE HOUSEHOLD HAS AUTO INSURANCE PLEASE CONTACT YOUR AUTOMOBILE INSURANCE COMPANY IMMEDIATELY AND HAVE THIS INCIDENT ON FILE WITH THEM AS THEY WILL BE ABLE TO ASSIST YOU ON HOW TO FILE ALL MEDICAL BILLS. IF THERE IS NO AUTO INSURANCE IN THE HOUSEHOLD, PLEASE CONTACT THE BUSINESS OFFICE FOR INFORMATION ON PROCESSING THE MEDICAL BILLS THROUGH THE AUTO INSURANCE OF THE OWNER OF THE VEHICLE THAT THE STUDENT OCCUPIED AT THE TIME OF THE ACCIDENT.
If you need any further assistance, please feel free to contact the Business Office at 570-296-1806

MEDICATIONS

Delaware Valley Middle School and Dingman-Delaware Middle School are serviced by a school nurse. Students who become ill in school may report to the nurse, after obtaining a pass from the classroom teacher. The nurse regularly checks students' hearing and vision, as well as height and weight. The Delaware Valley School Board Policy # 210 Use of Medications, does not permit the school nurse to dispense medication of any kind without proper authorization from your physician and consent of the parent/guardian, including over-the-counter medication such as aspirin and cough medicine. Steroid use by athletes is prohibited. All medication must be brought to school in the pharmacy or doctor's container labeled with your name, medication, dosage and time of administration. Students are NEVER allowed to carry medication or look-alike medication of any kind unless they are transporting the medication to the school nurse with the required doctor's order and parents/guardians' permission. Students must report to the school nurse with the medication immediately upon entering the building. Any medication classified as a controlled substance must be delivered to the school nurse by a parent/guardian. The only exception to this is that students are permitted to possess asthma inhalers, epinephrine injectables and glucagon and to self-administer the prescribed medication when such is parent/guardian/physician authorized using the appropriate medication form. See your school nurse for the appropriate form. Over the counter standing orders that can be given to students throughout the school year, by the school nurse, are listed under "Over the Counter Standing orders" found on the school website in the Health Services page. Please notify your school nurse if you do not want any of these preparations given to your student throughout the school year.

SAFETY

BUS DRILLS

Twice each year, students will participate in bus drills. These drills are intended to familiarize all students with emergency procedures which may be necessary to implement in the event of an accident.

BUILDING EVACUATION PROCEDURES

1. If evacuation must take place, notice will be given via the intercom. The secretary will call the cafeteria and custodial staff.
2. All students and teachers report to the assigned positions as quickly and quietly as possible.
3. Teachers having class at the time of the evacuation will take roll using the Navigate Prepared App. and will communicate with administration and staff using the chat feature.
4. The nurse will be centrally located with emergency forms.
5. Students will remain with class groups. NO ONE WILL LEAVE THE AREA WITHOUT TEACHER PERMISSION. Permission to leave will be granted in a dire emergency only.
6. Secretaries will leave the office with a sign-out book and assist the school counselor in tracking down absentees.
7. Physical education teachers will assist the nurse in handling first aid and emergencies.

FIRE DRILLS

Delaware Valley students will participate in several fire drills during the school year. Fire drills are necessary for safe and expeditious evacuation of students and the staff members from the building in the event of an emergency. The fire alarm signal will be a lengthy tone.

Student responsibilities during a fire drill are:

1. Each student must know the fire evacuation route for each room in which they have a class.
2. Each student will exit on the "all clear" announcement via the intercom ~~an instructor's signal~~ without regard for personal belongings, books, and other materials.
3. There will be no talking, distracting, or procrastinating during the drill or emergency.
4. Students will exit through the prescribed route in a single file.
5. When the all-clear signal is given students will return to their classes.
6. In the event a fire or a drill happens when students are passing classes, before classes, and during lunch breaks, or during any other uncommon time, students are expected to walk rapidly to the nearest exit or follow the directions given by a faculty member or supervising adult.

SECURITY DRILLS

Delaware Valley students participate in security drills during the school year. A security drill is an exercise other than a fire drill used to practice procedures that respond to an emergency situation including, but not limited to, a non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

VIDEO SURVEILLANCE

All middle schools are equipped with video surveillance technology. This technology is used to promote a safe learning environment internal and external to each building on each campus.

WEATHER DRILLS

The National Weather Service mandates that the school participate in weather emergency drills once a year. Specific details will be provided to the students by the administration.

SCHOOL SERVICES

ACTIVITIES

Participation in school activities, such as intramurals, class trips, interscholastic sports, yearbook, or drama, is a privilege. Students should remember that inappropriate behavior, failing grades, or illegal class absences could remove this privilege. The activity bus is available for students involved in a supervised, school-sponsored activity. For activity/late bus information, see Late/Activity Bus Information located within this handbook.

BEFORE AND AFTER SCHOOL

Before School:

1. Students arriving before 7:50 a.m. should report to the cafeteria, or the DVMS Gymnasium, depending on where their bus drops them off in the morning.
2. Students entering the building, after 7:50 a.m. Bell should report to their lockers and then directly to homeroom. Students wishing to eat breakfast should report directly to the cafeteria prior to reporting to their lockers and homeroom.
3. After entering homeroom, students must receive permission and a pass from the homeroom teacher to go to the lavatory, office, or anywhere else in the building.
4. Students are not permitted to wander through the halls.
5. Students reporting to homeroom after 8:00 a.m. will be marked tardy.

After School:

1. Students will be dismissed from their 7th period class by the bell.
2. **Under no circumstances are students to remain unsupervised on school grounds after dismissal.**
3. **Late buses are for students involved in a supervised, school-sponsored activity.**
4. Parents/guardians may pick up students for early dismissal by submitting a note to the office and by presenting a photo identification.
5. No student may walk to or from the middle school without permission.
6. It is strongly suggested that parents/guardians provide notes to the school office if their child is staying after school for any reason (other than a regularly scheduled activity or club).

CAFETERIA

The cafeteria sells nutritionally balanced lunches at a reasonable cost to students. Students carrying their own lunches may purchase milk. After the regular lunch is served, the cafeteria also offers nutritious snacks.

Students are to enter the cafeteria and go directly to their seats. Students who are purchasing lunch will be called up by their monitor in an orderly fashion. Just prior to dismissal from the cafeteria, students are to become silent in order to provide an orderly dismissal from the cafeteria. While in the cafeteria, students should behave as if they were in a restaurant. Students should:

- talk quietly
- remain seated until excused to buy lunch
- remain in the same seat for the entire lunch period
- return all trays to the tray drop-off area
- place all litter in the garbage cans
- make sure the table and floor are clean
- **never take food or beverages out of the cafeteria**
- follow all other rules of the adults on lunch duty

EXPECTATIONS

When passing through the halls, students should talk quietly. They should also walk, staying to the right. Running, pushing and shoving are not allowed. The following activities are not permitted in the school:

1. Smoking or carrying tobacco/nicotine products
2. Using, transporting or selling drugs or alcohol
3. Cheating and stealing
4. Being disrespectful
5. Using foul language
6. Harassment
7. Fighting
8. Destroying school property or the property of others
9. Being disruptive in class
10. Buying or selling anything or exchanging money
11. Endangering the lives or well-being of students and staff
12. Chewing gum in the school
13. Eating or drinking, except at lunch or breakfast time in the cafeteria (unless it is an approved classroom activity)

Not meeting these expectations may result in disciplinary action.

HOMEWORK

The Board supports the role of homework as a pivotal factor in the educational process by adopting a district-wide homework policy. Because homework is an integral part of learning a subject, it can increase academic learning time, provide practice necessary to master new skills, and develop independence and responsibility. It also can reinforce what has been learned in class, prepare the student for upcoming lessons and assessments, help the student to learn from mistakes and help develop positive study habits.

INTERSCHOLASTIC SPORTS

The school sponsors sports teams that play other nearby schools. These teams include basketball, wrestling, soccer, football, field hockey, cross country, baseball, tennis, volleyball, track, lacrosse, cheerleading, and softball. In order to play on one of these teams, students must meet the standards set by the school district. Eligibility for participation will follow School Board Policy 112.2, Co-Curricular Eligibility. Student grades are continually monitored by school staff for eligibility.

INTRAMURALS

Students must have permission from their parents/guardians to participate. They must be covered by some type of accident insurance and ride one of the buses, unless special permission is given to ride with parents/guardian. Good sportsmanship is also a must!

LATE/ACTIVITY BUS INFORMATION

Activity buses are for middle and high school students who must stay after school for athletic activities, drama practice, detention, and other school activities. **Only students involved in supervised after-school activities may ride the activity bus, and an Activity Bus Pass provided by the coach or advisor is required to ride the bus. Students riding the activity buses are subject to the same disciplinary guidelines as students on the regular buses.**

The buses servicing the Delaware Valley Campus leave from the main entrance of the Delaware Valley High School at 4:30 p.m. and 6:00 p.m. Activity buses are a convenience offered to parents/guardians to reduce the amount of driving time to transport students in after- school activities. Activity buses are not a replacement for the regularly scheduled bus routes; the activity bus may only bring a student to the approximate area where the student resides. Students need to advise the driver where they need to depart the bus in advance of that stop. Parents/Guardians may still have to drive to a suitable location along the route to transport the student home. The 4:30 p.m. and 6:00p.m. activity runs follow the same routes.

MILFORD, SHOHOLA RUN (Activity Run #1)-4:30 AND 6:00 Runs

The bus leaves Delaware Valley High School and through town Right at light 1st stop 7TH street. The bus will then proceed west on Route 6 to Twin Lakes Road to the Shohola Elementary School. The bus continues north on Twin Lakes Road to the village of Shohola, onto Route 434 North, to Shohola Falls Road, to Route 6 East to the intersection of Route 6 and Twin Lakes Road, where the route ends.

Silver Lake Road, Wild Acres (Activity Run #2), 4:30 PM Run Only

The bus leaves Delaware Valley High School, drives nonstop to the intersection of Route 2001 and begins student drop off at Conashaugh Road continues drop off straight through to Sisters Deli and makes right onto Silver Lake Road making stops along the way towards Marcel Lake Estates. The bus then drops off at Pocono Mountain Lake Forest Gate 2 Entrance. The bus returns south on Silver Lake Road to Park Road to Wild Acres, then continuing on Park Road turning right onto Milford Road. The bus turns left onto Chestnut Ridge, stopping at Emery Road, the bus makes a left onto Wilson Hill proceeding to the Milford Road/Wilson Hill stop. The bus will proceed north on Route 2001, returning to the intersection of Route 2001 and Route 739, where the route ends.

Silver Lake Road, Wild Acres (Activity Run #2), 6:00pm run Only

The bus leaves Delaware Valley High School. drives nonstop to the intersection of Route 2001 and Log Tavern Road and begins student drop off while proceeding south on Route 2001. The bus turns onto Route 739 to Doolan Road, To Silver Lake

Road to Marcel Lake Estates. The bus then drops off at Pocono Mountain Lake Forest at Gate 2 Entrance. The bus returns south on Silver Lake Road to Park Road to Wild Acres, then continuing on Park Road turning right onto Milford Road. Then turns left onto Chestnut Ridge, stopping at Emery Road, the bus makes a left onto Wilson Hill proceeding to the Milford Road/Wilson Hill Stop. The bus will proceed north on Route 2001, returning to the intersection of Route 2001 and 739, where the route ends.

Route 2001 Log Tavern Road, Route 739 North (Activity Run #3)- 4:30 PM Run Only

The bus leaves Delaware Valley High School and drives nonstop to Route 2001. The bus turns onto Log Tavern Road, and proceeds to its first stop at Indian Trails on Log Tavern Road to Route 739. The bus proceeds on Route 739 to the Sunrise Lake Entrance, and continues on to Cranberry Ridge and then to Conashaugh Lakes. The bus then returns on Route 739 and drops off along Route 739 (right-handed stops) turns right on Doolan Road Drops off stops along the way to Silver Lake Road makes a left and process to drop off to 739 to the park and then returns back on Route 739 Dropping off again right-handed stops back to the Dingman-Delaware School complex where the route ends.

Route 2001 Log Tavern Road, Route 739 North (Activity Run # 3) 6:00 PM ONLY

The bus leaves Delaware Valley High School and proceeds to its first stop Laufer lane at Oak Manor Estates. The bus turns onto Log Tavern Road, to Route 739. The bus proceeds on Route 739 to the Sunrise Lake Entrance, and continues on to Cranberry Ridge and then to Conashaugh Lakes. The bus then returns on Route 739 and drops off along Route 739 (right-handed stops)- including the 739 Entrance to Birchwood- and then returns back on Route 739 dropping off again (right-handed stops) back to the Dingman-Delaware School complex where the route ends.

Milford, Sawkill Road, Raymondskill Road, (Activity Run #4) 4:30 PM Run Only

The bus leaves Delaware Valley High School to Milford. The bus then proceeds on Route 2001 to Sawkill Road first stop at Country Club Woods bus proceeds making stops to VanAukin Hill Road to Raymondskill Road to Route 6 East. The bus leaves Route 6 to proceed east on Sawkill Road returning to the intersection of Sawkill road and VanAukin Hill Road where the route ends.

Milford, Sawkill Road, Raymondskill Road (Activity Run #4) 6:00 PM Run Only

The bus leaves Delaware Valley High School making stops along Route 6 south to Milford and stops along Broad Street and W. Harford to Route 2001. The bus then proceeds south on Route 2001 to Sawkill Road to VanAuken Hill Road to Raymondskill Road to Route 6 East. The bus leaves Route 6 to proceed east on Sawkill Road returning to the intersection of Sawkill Road and VanAuken Hill Road where the route ends.

Milford to Aspen (Activity Bus Run #5) 4:30 PM Run Only

The bus leaves Delaware Valley High School making stops along Route 6 south to Milford and stops along Broad Street and W. Harford to Route 2001. The bus then proceeds south on Route 2001 making stops along the way, the bus then makes a right onto Log Tavern Road making stops along the way to Aspen drive where the route ends.

Matamoras (Activity Run #6) 4:30 PM and 6:00 pm Runs

The bus leaves Delaware Valley High School and proceeds to Matamoras. The stops are: Pennsylvania Avenue at Maple Avenue, Pennsylvania Avenue at 5TH Street and First Street at Avenue K, Paddlers Point and Taco Bell (if needed).
Run # 5 and Run #1 are combined at 6:00pm. **All late bus runs may be changed at any time.**

LIBRARY

The middle school libraries are stocked with over 17,000 books. The libraries are open from 7:45 a.m. through 3:00 p. m. every day. The librarian and instructional assistants are there to assist students in finding the books and materials they need for their schoolwork and recreational reading. Asking them for help will make students' work easier. Students may go to the library for reference work or to find books with a signed pass from a classroom teacher. The following library rules apply:

2. Students may come to the library on their way in from the bus or before homeroom begins: however, students **must** be on time for homeroom. Once homeroom begins students **must** have a pass to come to the library.
3. Upon arrival at the library, the student must sign in at the circulation desk. **Students must sign in and out when they visit the library on an individual basis.** Students do not have to sign in when coming with a class.
4. Any student who is disruptive to the learning of others will be sent back to their classroom, with the teacher receiving notice of the problem. If a student does not use library time responsibly, he or she may lose library privileges for a specified time period.
5. Items are checked out for two weeks at a time, with three materials being the maximum. Students will be charged a late fine per day per item for overdue materials. Reminder notices of overdue materials and fines are distributed in homeroom on a regular basis.
6. Students are responsible for borrowed items. If a book is lost, the student must pay for it so a replacement can be purchased. Damaged charges, lost book charges, or fines must be paid before other materials can be checked out.
7. Students may not receive their report card if outstanding obligations are owed.

8. Textbooks and supplies must be treated with respect and care. Students are responsible for all lost, stolen, or damaged textbooks, locks, tools, and other items issued by the school. You must replace or pay for any items that are lost or damaged beyond reasonable wear.

LOCKERS

Students will be assigned a locker by the homeroom teacher. This locker is a student's only way of protecting his/her belongings. Students should follow these simple rules:

- Never tell other students your combination.
- Never keep valuables in your locker.
- Never put your belongings in another student's locker.
- Always make sure your lock is securely locked.
- Keep lockers neat.
- Never bang, slam, or kick lockers.
- Use only the locker given to you by the school.

Lockers are school property on loan to students. School officials may search lockers if necessary. If a student loses a gym lock, he/she must purchase a new one from their gym teacher.

LOST AND FOUND

The lost and found is located in the office in Delaware Valley Middle School and in the nurse's office in the Dingman-Delaware Middle School. Students who find items should turn them in to the appropriate area. Gym clothing found should be brought to one of the physical education teachers. Students who have lost something should check in the nurse's office or ask one of the gym teachers. Lost books should be reported to the classroom teacher, who may be able to help locate them. Any items left in the lost and found will be donated to charity periodically throughout the year.

LUNCH PAYMENT

Delaware Valley School District uses Schoolcafe' as the cafeteria point-of-sale system.

1. In order for your child to purchase lunch, send cash or a check to school with your child in a sealed envelope with your child's name, homeroom teacher's name, and amount written on the envelope. Checks should be made payable to Delaware Valley School District cafeteria (DVSD).
2. To access your child's lunch account, go to www.dvsd.org.
   - Click On Meals and Nutrition
   - In the middle of the next screen, click" School Café"
   - Once you are registered you can then view all account information and pay for the child's lunch by check or credit card using www.schoolcafe.com and the student's ID#.
3. If you have any questions about Schoolcafe', call DVSD Food Services, at 570-296-1868.

METAL DETECTORS

A safe and secure school environment is in everyone's best interest. Therefore, groups of students at unannounced times shall be randomly selected to walk through a metal detector. Students in possession of unlawful or illegal items shall be subject to disciplinary procedures in accordance with the student discipline code. This will include the student's disciplinary history, and the police may be notified. Refusal to walk through a metal detector shall be deemed insubordination with its resulting consequences. Also, refusal to walk through a metal detector will be just cause for a search of the student, the student's possessions, and the student's locker. Again, the police may be notified.

PA HOMELESS CHILDREN'S INITIATIVE (MCKINNEY-VENTO ACT)

The McKinney-Vento Homeless Assistance Act was created to aid homeless persons. The Act defines the term "homeless children and youths" as individuals who lack a fixed, regular, and adequate nighttime residence.

Please use the link below for information regarding Pennsylvania's Homeless Children Initiative (McKinney-Vento Act):

https://homeless.center-school.org/

If you believe you may be eligible, please contact the Delaware Valley School District Homeless Liaison or your school counselor to find out what services and supports may be available.

DVSD Homeless/Foster Care Liaison Office: 570-296-1827

PROCEDURE FOR PUBLIC COMPLAINTS

Any student, parent/guardian, resident or community group shall have the right to present a request, suggestions or complaint concerning district personnel, the program or the operations of the district. At the same time, the Board has the duty to protect staff from unnecessary harassment. It is the intent of this policy to provide a fair and impartial manner for seeking appropriate remedies. Refer to Delaware Valley School Board Policy # 906 Public Complaints.

If you have a particular complaint dealing with a staff member or program, you should follow these steps:

1. Try to resolve the issue informally through discussion with the staff member directly involved.
2. If this discussion fails to resolve the matter, discuss the matter with the building principal or staff member's supervisor.

3. The principal will make the superintendent or designee aware of unresolved issues and further discussion can be held with the superintendent or designee.
4. Should the matter remain unresolved, the issue can be reviewed by the Board or a committee of the Board.

SCHOOL POLICE OFFICERS

The Delaware Valley School Police Officers work to ensure a safe and secure school environment. The school police investigate any and all crimes reported to the administration. Two officers facilitate classes in D.A.R.E and also address bullying, law, and seatbelt safety in addition to other topics. The School Police Officers will also conduct mediations with student(s) to help solve any issues that are currently ongoing with that student(s).

SCHOOL PROPERTY

Everything in the school is paid for by public funds and is on loan to the students who use it. Students are responsible for taking care of school equipment and books. If schoolbooks or equipment are damaged or lost, the student will be required to pay for repairs or replacement. If the item was stolen, the student to whom it was issued is still required to pay for replacement.

TELEPHONE

The office telephones may not be used by students. However, students may request the use of an office phone in an emergency situation only.

TRANSPORTATION

By Pennsylvania School Law, students riding a school bus and at the bus stop are under the authority of the school. Walking to and from school is not allowed**.** Students are expected to behave on the bus and at the bus stop in the same manner they would in a classroom. All Delaware Valley School District buses are equipped with a video and audio recording device. Student behavior and conversation may be monitored. Bus drivers have the right to assign specific seats to students. All students must sit in their assigned seats. Students riding on the school buses have the following responsibilities:

- to be at their bus stop five minutes before the bus is scheduled to depart
- to respect the rights of people who live near the bus stop
- to behave as if in a classroom, except for ordinary talking
- to keep heads, hands, feet, and arms inside the bus
- to keep the aisle clear
- to keep the bus clean
- to follow the directions of the bus driver

TRAVELING BY CAR

Students arriving in cars should use the driveway in the front of the building. They should plan to arrive at school before 8:00 a.m. to avoid problems with the buses. (Remember: Students arriving before 7:45 a.m. should report to the cafeteria.)

At dismissal time, students leaving in cars should wait until after buses have left the middle school. They should meet their driver in the middle school parking lot.

No student may ride home in a car without permission from parents/guardians. Middle school students are not permitted to drive any vehicle to or from school. This includes cars, trucks, bicycles, and motorcycles.

VALUABLES

Valuable items that are not school related should not be brought to school. The school cannot be responsible for these items. Students should not bring more money to school than is needed to purchase lunch.

VISITORS

Adult visitors are welcome at Delaware Valley Middle School and Dingman-Delaware Middle School. When visiting the school, the visitor must sign in with the building secretary to obtain a visitor badge. Parents/guardians who wish to visit classrooms should make arrangements with the principal in advance. Student visitors are not permitted during the school day or at activities not open to the general public.

VOLUNTEERS

All volunteers who will be working with students (i.e., classroom assistance, field trip chaperones, etc.) must comply with the provisions of Delaware Valley School Board policy #916. School Volunteers.

APPENDICES

Appendix A

AHERA Annual Notification

In the past, asbestos was used extensively in building materials because of its insulating, sound absorbing, and fire retarding capabilities. Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. If the fibers are inhaled, they can lead to health problems, such as cancer and asbestosis.

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA) which requires schools to be inspected to identify any asbestos containing building materials. Suspected asbestos-containing building materials were located, sampled (or assumed) and rated according to condition and potential hazard. Every year, the Delaware Valley School District conducts a re-inspection to determine whether the condition of the known or assumed asbestos containing building materials (ACBM) has changed and to make recommendations on managing or removing the ACBM. At the last re-inspection, all materials listed in the Management Plan as asbestos containing (or assumed to be asbestos-containing) were inspected and found to be in good condition.

The law further requires an asbestos management plan to be in place by July 1989. The Delaware Valley School District developed a plan, as required, which has been continually updated.

It is the intention of the district to comply with all federal and state regulations controlling asbestos and to take whatever steps are necessary to ensure students and employees a healthy and safe environment in which to learn and work. You are welcome to review a copy of the asbestos management plan during regular business hours by contacting the Director of Support Services.

Appendix B

ANNUAL PUBLIC NOTICE of SPECIAL EDUCATION

Notice to Parents/Guardians of Children Who Reside in the Delaware Valley School District

Special Education (Chapter 14): The Delaware Valley School District, either directly or through various other education agencies including Colonial Intermediate Unit #20, provides special education services which may be required by children with special needs. In compliance with state and federal law, notice is hereby given by the Delaware Valley School District that it conducts ongoing identification activities as a part of its school program for the purpose of identifying students who may be in need of special education and related services (eligible students).

If your child is identified by the school district as possibly in need of such services, you will be notified of applicable procedures. Individualized services and programs are available for children who are determined to need specially designed instruction due to the following conditions:

1. Autism
2. Deaf-Blindness
3. Emotional Disturbance
4. Hearing Impairment, including Deafness
5. Intellectual Disabilities
6. Multiple Disabilities
7. Orthopedic Impairment
8. Other Health Impairment
9. Specific Learning Disability
10. Speech or Language Impairment
11. Traumatic Brain Injury
12. Visual Impairment, including Blindness

Evaluation Process: The Delaware Valley School District has a procedure in place by which parents/guardians can request an evaluation. If you believe that your school-age child may be in need of special education services and related programs, you may request screening and evaluation at any time whether or not your child is enrolled in the district's public-school program. Child Find federal regulations also apply to highly mobile children, including migrant children. Requests for evaluation and screening are to be made in writing to the School Counselor at the building your child attends or would attend if enrolled in the district.

Consent: School entities cannot proceed with an evaluation, or with the initial provision of special education and related services, without the written consent of the parents/guardians. For additional information related to consent, please refer to the *Procedural Safeguards Notice* which can be found at the PaTTAN website, www.pattan.net. Once written parental consent is obtained, the district will proceed with the evaluation process.

Program Development: Once the evaluation process is completed, a team of qualified professionals and parents/guardians determine whether the child is eligible. If the child is eligible, the Individualized Education Program (IEP) team meets, develops the program, and determines the educational placement. Once the IEP team develops the program and determines the educational placement, a Notice of Recommended Educational Placement (NOREP)/Prior Written Notice is issued. Written consent is required before initial services can be provided. The parent/guardian has the right to revoke consent after initial placement.

Preschool Children with Special Needs (Age 3 to School Age): Parents/Guardians whose child has a developmental delay or one or more conditions as listed in the Special Education (Chapter 14) Notice above, and/or who have questions regarding their child's seeing, hearing, learning, talking, moving about, manipulating objects, understanding, showing emotions, getting along with others, playing with toys, taking care of himself/herself, should contact Colonial Intermediate Unit #20 (CIU #20) at 610-252-5550, which offers *Early Intervention*, a preschool program for children with special needs. CIU #20 can provide information, screening, evaluation, programs, therapy, parent/guardian support, and referral to community agencies at no cost to the parent/guardian. For further information, call CIU #20 at 610-252-5550.

Protected Handicapped Students (Chapter 15): In compliance with state and federal law, the Delaware Valley School District will provide to each protected handicapped student, without discrimination or cost to the student or family, those related aids, services or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities.

In order to qualify as a protected handicapped student, the child must be school age with a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the school program. These services and protections for "protected handicapped students" are distinct from those applicable to all eligible or exceptional students enrolled (or seeking enrollment) in special education programs.

Gifted Education (Chapter 16): The Delaware Valley School District provides gifted education services to school-age students identified as gifted who require these services to reach their potential. In compliance with state and federal law, notice is hereby given by the Delaware Valley School District that it conducts ongoing identification activities as a part of its school program for the purpose of identifying students who may be in need of gifted education services. If your child is identified by the school district as possibly in need of such services, you will be notified of applicable procedures.

If you believe that your school-age child may be in need of gifted education services, you may request screening and evaluation at any time, whether or not your child is enrolled in the school district's public-school program. Requests for evaluation and screening are to be made in writing to the School Counselor at the building your child attends.

CONFIDENTIALITY: All information gathered about your child is subject to the confidentiality provisions contained in federal and state law. The school district has policies and procedures in effect governing the collection, maintenance, destruction and disclosure to third parties of this information. Parents/Guardians have the right to see and obtain a copy of their child's records. Personally identifiable information relative to an exceptional student will only be released with the permission of the parent/guardian and/or in accordance with the *Family Education Rights and Privacy Act* (FERPA) and the Pennsylvania Rules, Regulations, and Standards.

For further information regarding the content of this notice, you may contact in writing or by telephone,

Director of Special Education for the Delaware Valley School District, at (570) 296-1810, or any building principal.

Appendix C

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) ANNUAL NOTICE

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within forty-five (45) days of the day the school receives a request for access. Parents/Guardians or eligible students should submit to the building principal a written request that identifies the record(s) they wish to inspect. The building principal will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent/guardian or eligible student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights. Parents/Guardians or eligible students who wish to ask the school to amend a record should submit to the school principal a written request that clearly identifies the record or part of the record they want changed and specify why they feel it should be changed. If the school decides not to amend the record as requested by the parent/guardian or eligible student, the school will notify the parent/guardian or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to privacy of personally identifiable information (PII) in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   One (1) exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); or a person serving on the School Board. A school official may also include a person or company with whom the school has outsourced services or functions it would otherwise use its own employees to perform and who is under the direct control of the school with respect to the use and maintenance of PII from educational records, (such as, but not limited to an attorney, auditor, medical consultant, or therapist, or a cloud based services provider);a parent/guardian or student serving on an official committee, such as a disciplinary or grievance

committee; or a parent/guardian, student, or other volunteer assisting another school official in performing his/her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility. Criteria for determining whether the official has a legitimate interest include, but are not limited to, whether particular information concerning the student is: (a) presently or potentially relevant to the provision of education, education-related services, or extracurricular activities or experiences, or (b) necessary to protect the health, safety, or welfare of school officials and/or other students with whom the student might have contact.

Upon request, the school discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202

5. The district is permitted by law to disclose appropriately designated "directory information" without obtaining the prior written consent of the parent/guardian or eligible student unless you have advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school publications. Examples include:
   - A playbill, showing your student's role in a drama production;
   - The annual yearbook;
   - Honor roll or other recognition lists;
   - Graduation programs; and
   - Sports activity sheets, such as for wrestling, showing weight and height of team members.

   Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's/guardian's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two (2) federal laws require the district to provide military recruiters, upon request, with the following information on its junior and senior class students–names, addresses and telephone listings – unless parents/guardians have advised the district that they do not want their student's information disclosed without their prior written consent.

   If you do not want the district to disclose directory information from your child's education records without your prior written consent, you must notify the district, in writing, prior to the start of the school year. The school district has designated the following information as directory information:
   1. The student's name, address, listed telephone number, date, and place of birth.
   2. Student's email address.
   3. Program or major field of study.
   4. Dates of attendance.
   5. Participation in officially recognized school activities and sports.
   6. Weight and height of members of athletic teams.
   7. Placement on the honor roll.
   8. Certificates and awards received.
   9. The most recent previous educational agency or institution attended by the student.
   10. Grade level.

11. Enrollment status.
12. Photograph/School Picture.

Questions regarding this notice or your rights under FERPA should be directed to the building principal.

Appendix D

DELAWARE VALLEY SCHOOL DISTRICT
www.dvsd.org

Online Resources Permission Letter

Dear Parents/Guardians:

This school year DVSD students may be asked to use online resources in support of classroom learning activities. One example that students in grades K-12 may use is Google Apps for Education (GAFE). GAFE is a set of online tools for communication, collaboration and document storage. Provided by Google to the District at no cost, these tools include:

- Google Docs: a word processing, spreadsheet, presentation, and drawing program
- Google Drive: storage space for files to be accessed anywhere, on the internet, on a hard drive, etc.

As Google continues to add new tools to its applications, the district will evaluate each for its educational potential.

In addition, classroom teachers are beginning to utilize online tools for textbook supplements, presentations, digital story-telling, and various other school projects. Some examples of online education tools used in the District are Pearson Successnet, Follett/Destiny and EdModo. All of these tools are housed on the Internet and may be accessed from an internet-connected computer, any time of day, with a relatively recent web-browser. No special software is required.

Our primary reasons for introducing these tools to students are:

- To provide our students practice using current technology applications and tools
- To give students the ability to work on common tools across the District for their own documents both at school and outside of school
- To facilitate “paperless” transfer of work between students and teachers
- To promote collaborative work among students for project creation and publishing documents for an audience

Considering that GAFE will use cloud services and apps, the District would like you to know that, in addition to the District’s Acceptable Use Policy (#815), it has enacted two new policies: (1) *the Privacy and Security of Student Electronic and Digital Information Policy* (#820), and (2) the *Cloud Computing Policy* (#821). Please review these policies, which can be found on the District’s web site at: www.dvsd.org.

Using online tools responsibly is an important part of the learning experience for our students. To help ensure the safety of our students and foster responsible online behavior, teachers and librarians will be reviewing our District's Acceptable Use Policy and Internet safety guidelines when they introduce online tools to students.

Your signature, in receipt of the student handbook, provides authorization for your child to use online tools in support of learning activities that are aligned to our curricula and lessons.

Please contact your child's teacher/building principal if you have questions about your child's use of online educational resources.

Appendix E

Every Child Succeeds Act (ESSA)
Federal Programs Complaint Procedures

The Delaware Valley School District in accordance with the "Every Child Succeeds Act", 2015 (formerly the Elementary and Secondary Education Act commonly referred to as No Child Left Behind Act of 2001) is hereby notifying parents/guardians of their rights to receive information regarding:

- student performance
- individual school performance
- district performance
- teacher/staff qualifications.

The District/School performance profiles which include aggregate information including student achievement, graduation rates, and school performance are posted on the Delaware Valley website and updated annually.

Individual student assessment reports on the PSSAs and Keystone exams are mailed or sent home to families each fall and student scores are printed on the student report cards. The assessment score reports provide parents/guardians with a detailed record of student achievement on state academic standards.

Each fall a public presentation of our District assessment results are presented at a public meeting and the School Report Card results are published on the District (www.dvsd.org) and the State website (www.paschoolperformance.org/). If a school has been identified as a "priority" or "focus" school, parents/guardians will receive individual notification via mail. This parent/guardian notification will provide notice to parents/guardians on how to access supplemental aids/services through our schools/community.

Parent/Guardian Involvement – Parents/Guardians are encouraged to participate in the education of their children.

- District Parental Involvement and Title I Parental Involvement Policies are reviewed annually each spring.
- Policy and Educational Program input is sought each fall during our Title I Parent/Guardian meetings and throughout the year during PTA meetings.
- During the fall Title I/ELL parent/guardian meetings families are provided with an overview of our Title I/ELL programs. Suggestions for assisting the child throughout the school year are reviewed with parents/guardians.

Faculty Qualifications - All teachers and instructional assistants employed by the Delaware Valley School District meet or exceed the Federal requirements for highly qualified. Parents/guardians have the

right to know the qualification/certification status of each teacher and instructional assistant who work within our Title I schools. Parents/guardians may contact the individual building principals to verify qualification status for these employees.

Any questions regarding this annual notice or parent/guardian input regarding Federal Programs may be directed to your child's building principal or the Delaware Valley School District Federal Programs Coordinator 570-296-1827.