2026-2027
STUDENT/PARENT
HANDBOOK

CENTRAL YORK HIGH SCHOOL

601 Mundis Mill Road
York, PA 17406
(717) 846-6789
www.cysd.k12.pa.us

David Czarnecki -	Principal
Greg Potteiger. -	Associate Principal
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Christina Lewis -	Assistant Principal
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Dear CYHS parent/guardian **:**

It is my pleasure to welcome all new and returning families to another school year at Central York High School. The start of each school year provides us the opportunity to set new goals and establish routines of success that will serve students now and well into the future.

Central York School District's mission is to provide a high-quality academic experience within a supportive, valued, collaborative community that promotes students' personal growth and the pursuit of their passions and interests. The High School achieves this through offering a wide range of academic courses which maximize individual growth while developing a student's academic skill set. In addition to academics, we offer many co-curricular opportunities outside of the school day through athletics, clubs, JROTC, and performing arts programs. We encourage students to find their passion and become involved with something outside of the normal school day.

Central York is a great school with many fine traditions. We are committed to preserving a positive climate culture as we maintain high levels of academic achievement. This school year promises to be a continuation of growth and success for all students. Your continued involvement and support are always an essential component in the quality of our programs.

It is wonderful to work with our students and we do understand the trust you place in us by sending them to school every day. I do want to thank you in advance for your continuing cooperation as we work together in *Pursuing Excellence: All Panthers, Every Day. In All Ways*.

Best wishes,

Dave Czarnecki, Ed.D.
Principal

CENTRAL YORK HIGH SCHOOL COLLABORATION STATEMENT

The Central York High School administration, faculty, and staff believe a collaborative relationship with parents/guardians is one of the best ways to support learner achievement. Parents/guardians play a vital role in their child's educational experience. There is a direct correlation to success in life when a learner's family emphasizes the importance of working hard, studying, and doing well in school. Since we only have your child for seven hours a day, providing a consistent, supportive environment also helps with learning at home. While a collaborative relationship is our ultimate goal, we do know mistakes can and do occur. If the mistake is ours, we will do our best to communicate with you and will work together to solve the problem. Throughout this process, please continue to model a positive, respectful attitude and tone towards Central York High School administration, faculty, and staff to support a unified partnership working together for your child's success.

LEARNER – PARENT/GUARDIAN – SCHOOL COMMUNICATION

At Central York High School, we believe in the importance of the communication process with all stakeholders. We believe our process allows for the most efficient and effective way of handling most concerns. Our process begins at the learner/teacher level. We believe that high school learners need to begin to understand that if they are having difficulties in a particular class, they need to advocate for themselves by having consistent conversations with their teacher. If a learner would feel more comfortable having his/her counselor help facilitate this conversation, the learner should work with the counselor to assist in scheduling a meeting with the teacher. Additionally, parents/guardians should contact teachers directly when questions arise about a concern with their child's progress. When a learner or parent does not feel his/her concern has been addressed by a teacher, the next step of the process would be to involve the child's school counselor. Typically, the school counselor would set up a meeting with the teacher, parent, and learner so the concerns can be addressed. As appropriate, the learner's grade level administrator could be involved in this meeting. If a common understanding cannot be reached in the previous outlined steps, the learner's grade level administrator or another building administrator should be contacted. As always, in any professional setting, we strongly believe that any communication should be uniformly respectful and allow each party the opportunity to share his/her perspective.

Summary of Communication Process:

Student, Teacher
Student, Teacher, and Counselor - or - Student, Teacher, Counselor, and Parent
Student, Teacher, Counselor, Parent, and Grade Level Administrator/Other Administrator

Skyward and Schoology continue to be the main resources as it relates to communication and academic progress. Students and parents/guardians should consistently check both for grades, assignments, assessments, and other pertinent information.

Mission

The mission of the Central York School District is to provide educational opportunities through which **ALL** Students strive to achieve their full potential.

Discrimination Statement

Central York School District is an equal opportunity education institution and will not discriminate on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, martial status, pregnancy, gender identity, or handicap/disability in its activities, programs or employment practices as required by Title VI, Title IX, Section 504, and the American Disabilities Act. All investigations into reports of sexual harassment and assault will be impartial, free of bias and conflicts, and will not prejudge the facts for either side.

For information regarding civil rights or grievance procedures, contact Mr. Ryan Caufman, Assistant to the Superintendent for Finance and Pupil Services at 717-846-6789 ext. 1209 or by email at rcaufman@cysd.k12.pa.us. Title VI, Title VII, Title IX, and ADA Coordinator, at 775 Marion Road, York, Pennsylvania 17406 (717-846-6789).

This Handbook is printed in English, the predominant language of the majority of the students of the Central York School District. If English is not your predominant language and you need assistance in translating this document, please contact the Assistant Superintendent at 717-846-6789. Upon request, the document will be translated to your predominant language.

Central York School District es una institucion educativa de oportunidades iguales y en cuanto a sus actividades, programas y normas de empleo prescritos por Titulo VI, Titulo IX, Seccion 504, y el "American Disabilities Act" no discrimina a causa de las raza, color, credo, religion, sexo, orientacion sexual, ascendencia, origen nacional, estado civil, embarazo, identidad de genero o discapacidad.

S: quisiera informacion con respecto a los derechos civiles o el procedimiento para quejas, Mr. Ryan Caufman, dirijase a la oficina el Director at 717-846-6789 ext.1209 or rcaufman@cysd.k12.pa.us de Titulo VI, Titulo IX, y el American Disabilities Act, at 775 Marion Road, York, PA 17406, (717) 846-6789.

Se escribe este codigo en ingles que es el idioma principal de la mayoria de los estudiantes del Central York School District. Si el ingles no es su lengua principal y se necesita ayuda en traducir este codigo, dirige su peticion a el Director de Titulo VI, Titulo VII, Titulo IX, y el

American Disabilities Act, telefono 717-846-6789. Al pedirlo, se traducira este documento a su idioma principal.

Any conflict between Board Policy and this Student Code/Handbook shall be resolved in favor of Board Policy.

BELL SCHEDULE 2024-2025

REGULAR BELL SCHEDULE

Day 1– 6
CLC 7:45-8:00 (15)
Period 1 8:04-9:24 (80)
Period 2 9:28-10:48 (80)
Period 3 10:52-12:48 (116)
Lunches: A 10:48-11:18
B 11:18-11:48
C 11:48-12:18
D 12:18-12:48
Period 4 12:52-2:12 (80)
Flex Time 2:16-2:46 (30)

……

One Hour Delay(No Flex Time)
Period 1 8:45-10:01
Period 2 10:05-11:21
Period 3 11:25-1:21
Lunches: A 11:21-11:51
B 11:51-12:21
C 12:21-12:51
D 12:51-1:21
Period 4 1:25-2:46

Two Hour Delay(No Flex Time)
Period 1 9:45-10:41
Period 2 10:45-11:41
Period 3 11:45-1:41
Lunches: A 11:41-12:11
B 12:11-12:41
C 12:41-1:11
D 1:11-1:41
Period 4 1:45-2:46

Early Dismissal for Teacher Professional Development
Period 1 7:45-8:41
Period 2 8:45-9:36
Period 3 9:40-10:31
Period 4 10:35-11:30
NO CLC/FLEX TIME, NO LUNCHES

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ACTIVITY BUS
The Activity Bus is a wonderful resource and privilege provided by our school district to transport your son or daughter close to your area of residence. Central York High School will communicate a schedule of stops with the beginning of the year information.

FREE EDUCATION AND ATTENDANCE
All persons residing within the Central York School District between the ages of 6 and 21 are entitled to a free and full education in the public schools of the District. Parents and guardians of all children between the ages of 6 and 18 are required by the Compulsory Attendance Law to ensure that their children attend school. Students who have not graduated and are attending regularly may not be asked to leave school after they have reached 18 years of age if they are fulfilling their responsibilities as students. However, students who have reached the age of 18 years and who are not attending regularly may be referred to the School Board with a recommendation of permanent expulsion for non-attendance. A student may not be excluded from school or from extra-curricular activities because of being married or pregnant, unless it can be medically determined that the activity would be harmful to the health and welfare of the individual. Consistent with the Pennsylvania Human Relations Act (43 P.S. §§ 951-963), and all other non-discrimination statutes, no student shall be denied access to a free and full public education on account of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, gender identity, or handicap/disability.

ATTENDANCE INFORMATION
Students may be excused from school in the event of illness, death in the immediate family, quarantine, or exceptional reasons determined to be urgent by the school authorities in accordance with school law. Please see Board Policy 204 for more information on what constitutes an excused absence.

1. The parent or guardian is requested to telephone the school by 9:00 a.m. or submit absence in Skyward when his/her child is absent, stating the nature and possible duration of the illness.
2. If an absence is not reported within **five (5) days**, it becomes an unexcused absence, and the work missed during the absence may not be able to be made up.
3. Students absent for three (3) or more consecutive days are required to provide a doctor's note. Failure to do so will result in the absences being marked as unexcused.
4. After ten (10) cumulative days of absence for illness, the school may require a physician's statement for any future absence. Written notice of this requirement is sent to the parent or guardian upon accumulating ten absences.
5. By law, when a child has a total of three (3) or more days of unlawful absences, a legal notice will be served on the parent or

guardian as a warning of legal action the District must take when the student is absent unlawfully for six (6) or more days. If the student incurs additional unexcused absences after issuance of the notice and a school attendance improvement plan conference was not previously held, district staff shall offer a time for this conference to occur. When additional unlawful absences amount to six (6) or more days, the parent and/or student will be referred to the District Magistrate for court action or to Children and Youth, depending on the age of the child.

6. College visitations are permitted. These absences should be entered in Skyward or by note provided by parent/guardian.
7. All students participating in school-sponsored activities, games, events or trips, regardless of the hour of completion or return, are expected to be at school.

Educational Trips

Central York School District has a policy regarding educational trips from school. Applications for approval can be obtained from the school office or District website. Forms should be submitted prior to the trip. Please see Board Policy 204 for more information on what constitutes an educational trip.

Flex Time

Flex Time runs each day from 2:16-2:46 and is designed to provide remediation, homework support, enrichment, and clubs for students. Peer tutoring is also available during this time period.

Illegal Absences

Students under the age of 18 are required by state law to attend school. Appropriate aspects of state law will be enforced, including fines, for students who do not attend school regularly. Students over the age of 18 and who are not attending regularly may be referred to the school board with recommendation of permanent expulsion for non-attendance. Teachers do not provide make-up work for unlawful absences. Failing grades will be given for all missed work. See Policy 204, Attendance, for additional information about the consequences and proceding for unlawful absences.

A student is considered “habitually truant” when the student has been absent for six (6) or more days during the current school year without a lawful excuse. Refer to Policy 204 for truancy procedures.

Under Act 47 of 2025, a student who is considered habitually truant, as defined above and in Policy 204, may not transfer to a cyber charter school during the school year. A transfer may only occur if a judge determines that the transfer is in the best interest of the student.

Senior Release

Central York High School seniors will have the opportunity to leave school at the end of fourth period each day, unless an alternative

schedule (i.e. mandatory assemblies, CLC, FLEX) is provided by administration. Parent/Guardian consent must be provided for seniors to be eligible for this privilege.

1. Academics – in order to maintain senior release privileges, a student must be passing all credits and have a minium GPA of 1.5. If the student does not meet this criteria, his/her release privileges could be suspended.
2. Those seniors who qualify and ride the bus, must sign up for FLEX activites each day in order to be accounted for until dismissal.
3. Seniors who drive must exit school and promptly leave campus at the end of period 4 (2:12pm).
4. A senior's teacher may suspend this privilege if classroom requirements are not being met (i.e. class grade, missing assignments, make up test/quizzes).
5. Seniors involved in an academic prep period intervention program must attend their intervention program during their assigned cycle days.
6. Seniors who are late to school and accumulate unexcused tardies and/or unexcused absences can be denied early release privileges.
7. Seniors must conduct themselves in a orderly, responsible manner at all times. Failure to abide to any of the school rules, policies, and regulations will result in the loss of privileges to the individual.

Tardiness

Arrival to first period after 7:45 a.m., and prior to block three (10:48 a.m.) will be considered tardiness to school. Arrival to school after the beginning of block three (10:42 a.m.) will be considered a half-day absence. In the event of a weather delay, or an Early Dismissal Day, the half-day absence point would occur at the time block three actually begins. Regardless of delayed opening, students arriving at their scheduled period one class after the late bell are tardy. Please refer to bell schedule at the front of the handbook.

A parent or guardian must submit a tardy via Skyward or written note stating the reason for the tardiness. If a student arrives without a written note, the tardiness will be unexcused. Students must sign in at the attendance office upon arrival to school. Tardiness may be excused for the following reasons: illness, medical or counseling appointments, a traffic accident in which the student was involved, bus delay, extreme weather conditions, or family emergency with documentation and verification from parent or guardian. Excessive (10 or more) excused tardiness to school will be evaluated by the administration, and may require a doctor's note for further occurrences. The determination of excused or unexcused status will be at the discretion of the administration.

Appropriate disciplinary action may begin when four (4) unexcused tardies to school have accumulated.

BEFORE AND AFTER SCHOOL

1. No student should be in the building before 7:30 a.m. unless their bus arrives early or they have been issued an early pass at the request of a teacher or parents. Students participating in supervised school activities may be in the building before 7:15 a.m.
2. No student should be in the building after 2:46 p.m. unless requested by a teacher and/or participation in a *supervised activity*, which requires attendance after dismissal.
3. Any student who remains for after school detention must leave the school building upon detention dismissal or wait in the security vestibule for the activity bus. No student will be re-admitted into the building after detention is dismissed unless they are attending a school activity.

CHANGE OF ADDRESS

Any time you move within our District we will need to verify that you are still a resident of our school District. You will need to fill out the proof of residency form and submit supporting documents. Contact the guidance office prior to your move to obtain this form.

CHANGE OF EMERGENCY CONTACT INFORMATION

Any updates or changes to the Emergency Contact information should be handled with the guidance office or submitted through Skyward.

DETENTION

Detention is from 3:00 pm to 4:00 pm Monday thru Thursday. Students assigned to detention will be given twenty-four (24) hours notice to provide their own transportation, or they may ride the activity bus Monday through Thursday. Failure to attend detention as scheduled may result in additional detentions or suspension.

GRADING

Students will receive a percentage as a grade on their report card for the marking period grade, final exam, final course grade, and marking period and semester GPA. Cumulative weighted and unweighted GPAs will be converted to the 4.0 grading scale and reported on students official transcript. This process is conducted to ensure grades are reported in a manner consistent with, and familiar to college/universities for the admissions process. The cumulative percentage for the course must be at least 65% to earn credit for the course. Any cumulative percentage below a 65% is failing.

Academic Misconduct
Maintaining academic honesty is essential, and actions – including but not limited to – cheating, copying other students' work, presenting someone else's work as their own, plagiarizing, or using unauthorized aids, including AI, in assessments and assignments are strictly prohibited and will not be tolerated.

Definitions:
Cheating: using or attempting to use unauthorized assistance, materials, or study aids in examinations or other academic work, this includes using technological assistance to complete assignments or assessments without permission from the teacher.

Plagiarism: using the ideas, data, or language of another, or using technological assistance such as Artificial Intelligence without specific or proper acknowledgement.

Facilitating academic dishonesty: knowingly helping or attempting to help another violate any portion of this code.

Artificial intelligence (AI) refers to computer systems and algorithms that mimic human cognitive functions, such as learning, reasoning, problem-solving, and decision-making. AI encompasses a broad spectrum of techniques and methodologies, including machine learning, natural language processing, computer vision, and robotics, aimed at creating intelligent systems capable of performing tasks autonomously or with minimal human intervention.

The Central York School District encourages students to create content with an expectation that the work has been developed on their own or that credit is given to those who did create the work.

- Students will not share personal information when online or using artificial intelligence (AI).

- If AI tools are utilized, students will communicate how AI tools are used and include appropriate citation and/or documentation of AI contributions.

- AI-generated content or other sources cannot be claimed as students' own work and submission as such is in violation of academic honesty.

- Artificial Intelligence will only be used to support learning with teacher authorization. Please see the table below for the parameters associated with the use of AI for school work.

- It shall be implied that students may not use AI in the completion of school work and assignments unless explicitly directed by their teacher.

0	No AI Use	The assignment is completed independently without the assistance of AI	No disclosure required.
1	AI-Assisted Idea Generation	AI is used for brainstorming and generating ideas only.	No disclosure required.
2	AI-Assisted Editing	AI is used to edit or refine student work, but not to generate content.	Student must disclose how AI was used.
3	AI for Specified Task Completion	AI is used to complete certain elements of a task or part of a project with human oversight and evaluation of all AI generated content.	Student must disclose how AI was used.
4	Full AI Use with Human Oversight	AI may be used throughout the assignment. The student is responsible for providing human oversight and evaluating the AI generated content.	Student must disclose how AI was used.

The Board permits the use of AI detection tools, so long as use complies with Policy 815.1 and its implementing regulations, as an aid to identify potential academic integrity issues, but prohibits reliance on results from AI detection tools as the sole determination of academic integrity.

Consequences for Academic Dishonesty: All incidents that violate the academic dishonesty code will result in the following:

1. The teacher will notify the student's parents by phone, and if unable to contact by phone, will notify by email.
2. The teacher will discuss the offense with the student and provide expectations for future assignments/assessments.
3. **For the first offense:** The student will be required to repeat the assignment with maximum grade possible to earn of a 70% and grade level administrator notified.
4. **For subsequent offenses:** Having received such notice from a teacher, any student who violates these standards is subject to discipline including a grade of zero on the work or assignment, detention, suspension, or expulsion depending on the nature of the violation.

NOTE: Any academic misconduct involving technology or the internet will also trigger the above consequences, as well as consequences under the Acceptable Use Policy (AUP). Please refer to Board Policy 815, 815.1, or the AUP.

Course Weights
Honors Courses…….1.1 weighting
AP Courses……..1.2 weighting
College in the HS……1.2 weighting
Dual Enrollment ……..1.2 weighting

Dual Enrollment courses will be accepted for credit, will be included in the GPA, and will appear on the high school transcript.

Final Grade Calculation (Semester Course)
Any student who does not have a scheduled final exam, is not required to attend school on this date. This absence or tardiness from school must be entered in Skyward for it to be excused.

Marking Period 1 = 40%
Marking Period 2 = 40%
Final Exam = 20%

Seniors who qualify are eligible to take less than eight (8) credits. This is accounted for in their final grade calculations. If you have any questions, please see your counselor.

Graduation and Promotion
Should you have any questions regarding requirements for promotion, mid-year graduation or end-of-year graduation, you are urged to consult your counselor and refer to requirements as outlined in the Course Selection Guide and Policy 217.

Honor Roll Determination
A student makes the honor roll or distinguished honor roll based on the marking period weighted GPA.

Honor Roll
3.0 marking period GPA and no grades below a 70%

Distinguished Honor Roll-
3.467 marking period GPA and no grades below an 80%

Interim Progress Reports
Interim Progress/grade Reports are available through Skyward.

Late Work Policy
- Teachers shall set due dates and deadlines for all marked work that will part of the student's grade.
- If major projects or major assignments are handed in late, the work may be penalized. The penalty shall not exceed 10% per

day. Major projects/assignments are defined as those activities that include benchmarks or stages of development.
- Teachers may exempt students from penalties.
- Care should be taken to ensure that penalties (if needed) do not distort achievement or motivation.
- Any penalty for daily work (out of class assignments or homework) is at the individual teacher's discretion.

Make-Up Work

It is the responsibility of the student to contact their teachers the day they return(s) from an absence about his/her make-up work. The policy for make-up work is as follows:

- The student has the number of days to submit missed work equivalent to their absence. For example: If a student was absent on Monday, the work missed would be due on Wednesday, giving the student one (1) school day to submit assignments.

Marking Period Grades:

Semester Courses

As a safety feature for student success, a student cannot earn less than a 50% during the first marking period of each semester. A student will receive the grade (percent) that they earn during the second marking period of each semester regardless of grade (percentage earned.)

*Wrap Courses**:***

Courses that meet all year long, every other day will have the 50% floor during the first and second marking periods. A student will receive the grade (percent) that they earn during the third and fourth marking period regardless of grade (percentage) earned.

Percentage to Quality Point Conversion Chart

Percentage	Regular Quality Points	Honors Quality Points	AP/Dual Enrollment Quality Points
100	4.000	4.400	4.800
99	3.933	4.326	4.720
98	3.867	4.254	4.640
97	3.800	4.180	4.560
96	3.733	4.106	4.480
95	3.667	4.034	4.400
94	3.600	3.960	4.320
93	3.533	3.886	4.240
92	3.467	3.814	4.160
91	3.400	3.740	4.080

90	3.333	3.666	4.000
89	3.267	3.594	3.920
88	3.200	3.520	3.840
87	3.133	3.446	3.760
86	3.067	3.374	3.680
85	3.000	3.300	3.600
84	2.900	3.190	3.480
83	2.800	3.080	3.360
82	2.700	2.970	3.240
81	2.600	2.860	3.120
80	2.500	2.750	3.000
79	2.400	2.640	2.880
78	2.300	2.530	2.760
77	2.200	2.420	2.640
76	2.100	2.310	2.520
75	2.000	2.200	2.400
74	1.900	2.090	2.280
73	1.800	1.980	2.160
72	1.700	1.870	2.040
71	1.600	1.760	1.920
70	1.500	1.650	1.800
69	1.400	1.540	1.680
68	1.300	1.430	1.560
67	1.200	1.320	1.440
66	1.100	1.210	1.320
65	1.000	1.100	1.200
64	0.000	0.000	0.000

**Class rank is determined by W.G.P.A.

Report Cards
Report cards will be available every nine (9) weeks through Skyward and available to the student during their CLC period at the end of each marking period/semester.

Weighted Marking Period Average
To determine the marking period average, take the sum of the weighted course percentage multiplied by the course credit and divide the result by the total number of credits.

Example:

Algebra II – 82% - 1 credit = 2.700
Honors English II – 96% - 1 credit = 4.106
Drafting/CAD – 93% - 1 credit = 3.533
AP Art History – 72% - 1 credit = 2.040

Calculate: 2.7 + 4.106 + 3.533 + 2.040 = 12.379
Calculate: 12.379/4 = 3.095
GPA = 3.095 (for a combination of regular, un-weighted classes and weighted classes)

HOMELESS STUDENTS (McKinney-Vento Homeless Assistance - Policy #251)

Central York School District recognizes its obligation to ensure that homeless children and youths have access to the same educational programs and services provided to other District students. The District Homeless Liaison along with school staff shall identify homeless children and youths within the District, encourage their enrollment, and eliminate existing barriers to their attendance and education, in compliance with federal and state law and regulations. Policies, procedures and administrative regulations that create barriers for enrollment, attendance, transportation and success in school for homeless children and youths, may be waived. Homeless children and youths are defined as individuals lacking a fixed, regular and adequate nighttime residence, which includes the following conditions: sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; living in emergency or transitional shelters; or are abandoned in hospitals; having a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and migratory children. Resident families are encouraged to contact their school counselor, building principal, or District Homeless Liaison (Assistant Superintendent of Schools - 717-846-6789, ext. 1202) to discuss their situation. Families new to the District should speak with their building Registration staff during their registration appointment. Refer to Policy 251 for additional information.

Instructional Media Center and Learning HUB

Students are expected to work quietly and to respect the rights of others. A student who is disruptive will be denied access to the HUB. All students must present a pass from a teacher. It is the student's responsibility to sign the appropriate attendance sheet at the front desk. Students may borrow an unlimited number of materials. Books are checked out for three (3) weeks, magazines for two (2) weeks, videotapes and DVD's for one (1) week and some reference and audiovisuals, overnight. Books may be renewed one (1) time. The HUB

charges ten cents per day for overdue books and magazines, and fifty cents a day for overnight material. **Students MUST have the school issued ID Card to check out any materials.**

Library Collection
The Central York School District recognizes a parent's right to support the selection of library materials for their student. Policy 109.1, library resources, outlines procedures for parents to follow if they wish to provide guidance for their individual student in regard to the checking out of school library resources. Parents wishing to exercise this option, should consult Board policy 109.1 on the District website, or contact their child's building administrator or librarian to obtain apporopriate form.

LOCKERS
Lockers are the property of the Central York School District and students are specifically advised that they should have no expectation of privacy with respect to their use of such lockers which are subject to random, periodic and/or sweeping inspections and searches (including the use of certified scent dogs) by administration. **Students need to provide their own locks, and the school is not responsible for lost or stolen items.**

MEDICATION PROCEDURES
Medications (including over-the-counter medicines and homeopathic remedies) should be given at home if at all possible. If it is absolutely necessary for medications to be given during the school day, the parent/guardian must first provide: (1) written parent consent using the Medication Order Form obtained from the school nurse or District website, and (2) a written order of the prescribing physician. No medication will be administered unless both documents are provided. Medication orders and parental consents must be renewed at the beginning of each school year. All medication shall be brought to the nurse's office or school office by the parent/guardian or responsible adult in the original pharmacy-labeled container. Unlabeled bottles will not be accepted. Please notify the school nurse of any changes in your child's medical history or if you have any questions regarding medication distribution. Students will be responsible for reporting to the school nurse's office and/or building office at the time the medication is to be given. Students are not permitted to carry and self-administer over-the-counter medications. In some cases, students may be permitted to self-administer emergency medication, such as an inhaler, with prior approval. See Board Policy 210, Use of Medications and policy 210.1 Possession /Use of Asthma Inhalers/Epinephrine Auto-injectors. Failure to comply with these procedures may result in discipline.

PARKING AND REGISTRATION OF VEHICLES

Students in grades 10, 11 and 12 are permitted to drive to school and park on campus. Parents and students must sign the permission form and students must submit the signed form with cash or a check for the fee. A parking permit will be issued at that time. **Students may register two (2) vehicles per application. Students must have a valid parking permit BEFORE being allowed to park on school grounds. Student drivers must abide by all rules and regulations as specified in the parking application.**

PHYSICAL EDUCATION

1. **Keep your PE locker locked with the lock you provide.**
2. ***Students should not bring valuables into the locker room. The school does not assume responsibility for lost or stolen items.***
3. No students are allowed in the locker room without written permission from a staff member, unless involved in a physical education class, or participating in a school sport.
4. Food and drinks are not permitted in the gym.

Safety & Security in Central York School District

Central York School District considers the safety and security of our students, faculty and staff to be of the utmost importance. We strive to create a learning environment that protects the health and safety of **ALL** of our students and employees. The following information details several of the District-wide safety and security measures in place to help safeguard our school community.

Plan & Procedures for Emergency Situations_

- The District has a detailed Emergency Plan that is shared with all administrators, faculty and staff. The Emergency Plan includes specific protocols for safeguarding students, faculty and staff during a crisis. This plan is reviewed routinely with local and regional law enforcement agencies to ensure we are following proper protocol and best practices in emergency response.
- The District has a Crisis Response Team designated in each school building. This team includes faculty, staff and administrators who are trained in responding to school emergencies.
- The District has in place protocols for external and internal lockdown situations and has trained its administrators, Crisis Response Teams and faculty and staff in how to respond during each situation to best ensure the safety and security of our students and employees.

Practice of Procedures for Emergency Situations

- The District Administration regularly reviews the Emergency Response Plan with building administrators, who in turn review the plan with their faculty & staff on an annual basis.

- The District conducts intruder drills, in cooperation with local law enforcement officials, in each school on an annual basis.

Ongoing, Proactive Security Measures

- ALL exterior doors to ALL District buildings are kept locked.
- Any visitor to any District school or building must be identified and admitted by a designated staff member. **NOTE: Visitor will be asked to produce current PHOTO ID before being admitted to the building.** If you have any questions about acceptable forms of PHOTO ID, please contact your school's building principal for more information. See Policy 907, school visitors, for additional information.
- All classroom and interior doors in our schools have the ability to be locked in case of an intruder or internal emergency that necessitates a lockdown.
- In 2018, the General Assembly passed Act 44 mandating the establishment and use of the "Safe2Say Something" (S2SS) anonymous reporting system by every Pennsylvania School entity by January 14, 2019. S2SS is a life-saving and changing school safety program that teaches students, educators, and administrators how: (1) to recognize the signs and signals of individuals who may be at risk of hurting themselves or others and (2) to anonymously report this information through the S2SS app, website, or 24/7 Crisis Center Hotline
- Central York School District has been using S2SS since January 2019, and has trained all students grades 7-12 on the availability of the system, in accordance with the PA mandate. The system is available for tip reporting for parents/guardians of ANY Central York School District student. It also replaces the "Panther Hotline," which was formerly available via our automated attendant through our main District number. To submit a tip, parents/guardians or students may download and use the Safe2Say App (available for free in the iTunes App Store), submit a tip via the website, www.Safe2SayPA.org , or call directly, 1-844-723-2729.
- In 2021, Pennsylvania law required school adminstrators to establish a Threat Assessment Team (TAT), which may include but not limited to administration, school counselor, school social worker, school nurse, and school psychologist. Under Act 18…"Each school entity shall establish at least one (1) team… for the assessment of an intervention with students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community, or others." The TAT is also responsible for assessing and responding to reports fo students exhibiting self-harm or suicide risk factors or warning signs as provided under Section 1526 of the PA. School Code, 24 PS Sec. 15-1526. Refer to Policy 236.1 for additional information.

Photo ID

Central York School District considers the safety and security of our students, faculty and staff to be of the utmost importance. We strive to create a learning environment that protects the health and safety of **ALL** of our students and employees.

The District requires any visitor to our school or facilities to produce and show current PHOTO ID before he or she will be permitted to enter a District building and/or pick up a student from school.
If you have any questions about acceptable forms of PHOTO ID, please contact your school's building principal for more information. See Policy 907, School visitors, for additional information.

School Closings & Delays

There are times throughout the school year when Central York School District schools may be closed or have a delayed start time due to inclement weather or emergency situations.

In the case of a school closing or delay, parents and guardians will be notified the following ways:

Automated Phone Notification Messages: All parents and guardians will receive an automated telephone message advising them of any school closings or delays via the school's Parent Phone Notification System. Calls are scheduled to be received shortly after 6AM on the morning of the delay or closure.

District Website: Updates on school closings and delays are posted on the District website's homepage and on all school websites by 6AM on the morning of the delay or closure.

Social Media: The District maintains a Facebook Page, X Account, Instagram account and posts information on school closings or delays on both of these sites.

> To follow the District on X, subscribe to www.twitter.com/centralyorksd. You can subscribe to receive Facebook updates by "Liking" the District page at www.facebook.com/centralyorksd. To follow the District on Instagram, you can subscribe to our page at @centralyorksd.

Local TV & Radio News Stations: School Closings & Delays are reported to major Radio & TV News Stations covering our areas, including: WGAL-TV Channel 8, ABC 27 News, CBS 21 and FOX 43 News (TV) and WARM 103, WROZ 101.3 and WSBA AM 910 (Radio).

STANDARDS FOR STUDENT PARTICIPATION IN CO-CURRICULAR ACTIVITIES IN THE CENTRAL YORK SCHOOL DISTRICT

All students in the Central York School District are encouraged to participate in co-curricular activities. Through participation, a student has an opportunity to develop skills, build positive relationships and gain a sense of self-satisfaction, accomplishment and pride. That participation is a privilege and demands responsibility on the part of the student. Please refer to Policy 122 (Extracurricular Activities) and 123 (Interscholastic Athletics), and for additional information.

Philosophy Statement:

In recognition of the importance of the total development of the student, the secondary schools of the Central York School District shall, to the extent possible, provide a comprehensive program of co-curricular activities. The success of the co-curricular activities program depends upon each individual in the program developing his or her potential to the fullest and accepting responsibility to the group as a whole. To this end, participants in the co-curricular program shall be held to these standards of conduct.

Definition of Participant:

A participant is a student who has met all eligibility requirements for the co-curricular activity established by the Central York School District, the Pennsylvania Interscholastic Athletic Association (PIAA), or the York Area Interscholastic Athletic Association (YAIAA); agrees to participate under the terms and conditions set forth by these standards; and has provided the required verifications. The building principal shall make the final determination of student eligibility.

Period of Eligibility

The regulations set forth in these standards will be in effect from the first date that the participant becomes involved with the activity and continuing through the last day of the activity. In the case of athletic teams and activities, which are seasonal, the period will normally extend from the first to the last day of that specific activity. During the period of application, these rules will apply on a twenty-four (24) hour, seven (7) day a week basis. In activities, which are both curricular and co-curricular, i.e. band, chorus, the suspension will be from the co-curricular program only.

Procedure for the Enforcement of the Standards:

The participant or parent will be provided with substantial evidence regarding alleged violations before a penalty is imposed. Following the imposition of any penalty, the participant or parent may initiate an appeal to the building principal.

I. Standards

As a student participating in any co-curricular activity in the Central York School District, I agree to abide by the following rules of habit and conduct. I will:

A. Treat opponents, Officials, Coaches, Directors, Advisors, Judges, other participants and spectators with respect. I recognize that I represent Central York School District and must behave accordingly.

B. Refrain from the use of all alcohol, nicotine, or controlled substances in any form, other than those as prescribed by a physician.

C. Strive to maintain the highest academic average that I am capable of in all my courses in school.

D. Be responsible for all uniforms or parts of uniforms and any equipment that has been assigned to me. Failure to return the same at the end of the co-curricular season/activity means that I will not be allowed to participate in other co-curricular activities until the articles are paid for or returned. Failure to return the same by the end of the school year will result in year-end report cards or diplomas being held until the articles are paid for or returned.

II. Academic Eligibility

A. To be eligible for participation in a co-curricular activity, a student must pursue a full-time curriculum and must be passing a minimum of 75% of his or her credits.* (In most cases, this means that a student cannot be failing more than 1 class.)

* A semester course in the block schedule is equal to two traditional credits under PIAA policy. Eligibility shall be determined on a weekly basis. Students who do not meet this academic requirement on a weekly basis will be placed on probation.

When student grades are reported and reviewed each Monday, if it is determined that a student is not passing 75% of current credits, he or she will be ineligible from that Monday through Sunday of the next week for a total of seven (7) days. EXAMPLE: On Monday - student is reported ineligible. On Monday, the student begins the 7-day ineligibility period. During the period of ineligibility, the student will be permitted to practice but may not participate in athletic contests or public performances. Students involved in activities that do not have public performances may not participate in that activity for the ineligible period (i.e. Student Council, etc.) Upon regaining eligibility, it will be at the discretion of the Coach/Director/Advisor as to when the athlete/student may participate in contests/activities.

B. Seniors who qualify to take less than eight (8) credits must take and pass a minimum of four (4) credits per year to be eligible to participate in co-curricular activities, per PIAA regulations.

> Example 1- A student can select four credits (4) credits for the year. If he/she chooses to take 3 classes in the fall, and one

(1) class in the spring, he/she will need to pass all classes each semester.

Example 2 – A student can select four credits for the year. If a student takes 2 classes in the fall and 2 classes in the spring, they will need to pass all classes each semester.

C. A student will be removed from the remainder of any co-curricular activity for the remainder of that season/length of the activity, if the student is on the weekly ineligibility list three (3) times during the season/length of the activity or is on the semester ineligibility list and on the weekly ineligibility list once during the season/length of the activity.

D. If at the end of a nine-week marking period the student has not **passed at least 75% of his or her credits,** the student will be placed on probation for fifteen (15) school days. **The probation period will begin on the day the eligibility list is published.** During the 15-day probation, the student will be permitted to practice but not participate in athletic contests.

Students involved in non-athletic activities will be permitted to practice but not perform in public performances. Upon regaining eligibility, it will be at the discretion of the Director/Advisor if the student may participate in the remainder of the activity. In the event the activity does not have public performances, the student will not be permitted to participate in the activity for the probation period.

E. At the end of the school year, the student's final credits earned for the year rather than the credits earned during the last grading period will determine a student's eligibility at the beginning of the subsequent school year. A student who fails to earn seven (*7*) credits from the previous school year will be permitted to practice, but will not be able to compete or participate in public performances during the first fifteen (15) school days of the subsequent school year. A student who fails to earn seven (*7*) credits for the year, but attends summer school and corrects deficiencies, could be eligible, pending administrative review. (When applicable, Section D supersedes Section C above).

F. A grade of "incomplete" at a marking period, which results from a student's extended excused absence from school, may be remedied in accordance with school rules. When 75% of the student's class load is at a passing level, the student will be fully reinstated.

III. Attendance Requirements

Students who participate in co-curricular activities will be expected to maintain regular school attendance.

A. To be eligible to participate in a contest/practice/public performance/activity on any given day, the student must report to

school by 10:30 a.m. A student arriving after 10:30 a.m. because of an illness or other reason, may be permitted to participate with proper documentation in Skyward and/or written note from parent/guardian, and/or Athletic Director/Administration approval.

IV. Rules and Regulations

The following guidelines have been formulated concerning the conduct of students involved in all co-curricular activities.

A. The use or distribution of alcoholic beverages or controlled substances including anabolic steroids not prescribed for a valid medical purpose by a physician is prohibited.

ACTION: Immediate removal from any Co-Curricular Activity for the remainder of that season or year's activity.

B. The use or possession of tobacco products, as defined in Board Policy 222:

ACTION: First Violation: A one-week suspension from any Co-Curricular Activity. The student will not be permitted to participate in any practices or contests for the period of the suspension.
Subsequent Violation(s): Removal from any co-curricular activity.

C. Stealing of equipment or personal items is prohibited:

ACTION: Removal from any co-curricular activity for the remainder of that season or year's activity, and restitution for items.

D. Suspension from school (In-School and Out-of-School Suspensions)

ACTION: Students are not permitted to participate in any co-curricular activity nor be a spectator at school-sponsored events on the days of suspensions, ending at midnight of the last day of suspension.

E. Any behavior unbecoming of a Central York student is justification for disciplinary action at the discretion of Coaches/Athletic Director/Advisors or school administration, and will be considered a violation of these standards. Examples, but not limited to: Violence and acts of violence, lying, cheating, profanity, unsportsmanlike conduct, disrespect, or any inappropriate behaviors in the school setting. Coaches/Directors/Advisors/Athletic Director/Administraion will administer appropriate disciplinary action and confer with the Athletic Director and/or school administration concerning student misbehavior.

F. PIAA and YAIAA rules stipulate that if an athlete is disqualified from an event due to unsportsmanlike conduct, he or she will also be suspended from the next interscholastic contest. Likewise, inappropriate behavior at an event for other activities covered under this document may result in a similar suspension.

STUDENT CONDUCT

Acceptable Use Policy
All students and their parents/guardians must read, sign and agree to and abide by the District's Acceptable Use Policy (Policy 815) before using school-issued electronic devices (such as laptops, iPads, netbooks or other mobile devices) to perform classroom or school work and/or access the Internet through any of the District-maintained networks. Please note: The Acceptable Use Policy also governs student use of personal electronic devices to access the District-maintained networks from those devices during school hours. A student who violates the Acceptable Use Policy may lose computer/network privileges and may incur disciplinary consequences.

Behavior Management
The Public School Code of Pennsylvania gives every teacher, assistant principal and principal the right to exercise the same authority as to the conduct and behavior of students in the school during the time they are in attendance, including the time required in going to and from their homes, as parents, guardians and persons in parental relations may exercise over them. The use of corporal punishment for the purpose of controlling or modifying student behavior is forbidden. For the purpose of this provision, corporal punishment is defined as any physical contact, which would be intended to inflict pain and cause physical injury to a student, and would include paddling and spanking.
When a student is at risk of self-injury or injuring others or of damaging property, and when other behavioral deterrents have failed school personnel may employ the use of physical restraint. Behavior management techniques, strategies, and procedures will be used to the extent necessary to ensure that schools are not disrupted by inappropriate student behavior. Refer to Policy 218 for additional information.

Building Rules of Conduct
1. Any student absent from school may not attend or participate in any school function the day of their absence without administrative approval.
2. After arriving at school, either by school bus or private transportation, students must remain on school property until dismissed. Failure to do so will be considered an unlawful absence and may result in appropriate disciplinary action.
3. Students are not permitted to carry or ride skateboards, or scooters etc. during school hours.
4. Deliveries of food to students from commercial vendors and or parents/guardians is not permitted. Any other type of delivery must go to the office. Throwing food in the cafeteria will result in disciplinary action. The administration reserves the right to inspect any open containers.
5. Students shall refrain from inappropriate or excessive displays of affection while on school property, a conveyance to or from

school property or event, or while generally under the jurisdiction of the school.

Bullying, Cyberbullying, Intimidation, or Extortion
The school will not tolerate actions by students, which could fall under the classification of bullying, intimidation, or extortion. These acts often lead to greater violence. Not only do they harm the intended victims, but they also affect the climate of the schools and the opportunities for all students to learn and achieve in school. Students must be taught that the individual rights of other students will be safeguarded. Bullying may be physical, verbal, emotional, sexual in nature, or occurring via the Internet through cyber bullying. Please refer to Policy 249 for additional information.

Bus Conduct
Proper student conduct on school buses is essential to the health and safety of all students. Persistent misbehavior on the part of any pupil will result in the revocation of the privilege to ride the school bus. Should a student lose the privilege, it becomes the responsibility of the parent or guardian to provide transportation.

The driver of the bus has the authority to direct students with regard to bus behavior and to assign seats where appropriate. Behavior infractions will be reported to the appropriate administrator. In the event that behavior is such that it is, in the judgment of the driver, unsafe to proceed, the driver can stop the bus in a safe area and request assistance from the police and/or the appropriate school administrator. No playground balls, skateboards or sports equipment (non-school team) will be allowed on school buses.

The following rules regarding bus behavior will apply:

1. Pupils must be loaded and unloaded only at school loading stations and designated bus stops approved by the school board.
2. Pupils should proceed quickly and in an orderly fashion when boarding/deboarding the bus.
3. Pupils must maintain an acceptable level of noise and refrain from singing, shouting, or cheering so as not to distract the driver.
4. Pupils must remain seated while the bus is in motion.
5. Pupils must not extend arms or other body parts out of windows.
6. Pupils must not throw objects inside the bus or out the windows.
7. The aisle must be kept clear; books and other belongings should be held by the students, or properly stowed out of the way.
8. Pupils must be on time at bus stop locations at home and school. They should leave home in time to reach the bus stop FIVE (5) minutes before scheduled pick-ups and avoid playing

or loitering on the highway when waiting for the bus.
9. Pupils are not permitted to leave the bus except at their regularly assigned stops unless they have written permission from a school administrator.
10. After arriving at school either by school bus or by private transportation, students must remain on school property until dismissed.
11. Pupils must not bully other students or the bus driver.
12. The office must approve a note from each parent explaining the specific details of the bus request.

Video and Audio Taping on School Buses
The Central York School District contracts with a third-party to provide student transportation. The company utilizes video camera systems on the school buses and vans. The third-party or the District may use the captured images and audio to support disciplinary action for inappropriate behaviors. Refer to Policy 810.2 for additional information.

Convicted/Adjudicated Delinquent for Sexual Assault
218.4 requires any District student convicted or adjudicated delinquent of sexual assault upon another District student, to immediately, within 72-hours of the conviction of adjudication, notify the District. Upon notification, the District must implement specific measures as outlined in Board Policy 218.4.

Dress Code
Students may dress or wear their hair in any fashion, which suits their individual taste, providing such dress is within reasonable limits of decency, morality, and propriety. Standards of cleanliness and personal hygiene must be maintained. Any dress that causes a safety hazard or is disruptive of the educational process is prohibited. Clothing intended for outerwear (coats, hats, rainwear) shall not be worn, or carried, during the school day unless under emergency circumstances approved by the principal. Undergarments must be covered. Additionally, students are encouraged not to wear valuable clothing or jewelry to school as any loss or theft is not covered by school insurance. The Administration of each building has the ultimate responsibility and authority to enforce the dress code guidelines, which are appropriate in the educational setting. This dress code applies to all school sponsored events including, but not limited to, dances, co-curricular events, etc. Exceptions may be made to this dress code based on religious or cultural restrictions. Refer to Policy 221 for additional information.

Examples of the types of dress that could be determined to be disruptive or hazardous are:

1. Skirts, dresses, or shorts worn shorter than mid thigh.
2. Clothing with ornamentation which will scratch or mark

furniture, or presents possible danger of injury to the wearer or others (chains, studded bracelets or belts, or other items not commonly sold or accepted as clothing or jewelry).

3. Bare feet.
4. Tube tops, halter tops, low-cut shirts (front, back and sides), or mid-level revealing shirts.
5. Clothing revealing the mid-section of the body.
6. Clothing or personal items which display slogans and/or pictures which are suggestive of the use of alcohol, drugs, tobacco, obscene language, lewd or illegal behavior.
7. Transparent clothing.
8. Hats, Hoods, sunglasses, and masks worn in the school buildings. Students may not wear hoodies over their heads during the school day.
9. Any apparel or manner of grooming which is disruptive to the educational program by denoting membership in groups/gangs that advocate behaviors contrary to this Code of Conduct and the orderly operation of school.
10. Sleepwear, including slippers and blankets.
11. Clothing or personal items containing images, language, or content which is plainly lewd, vulgar, or profane, or which causes or is reasonably predicted to cause substantial disruption to the school environment.

Drug Abuse

The Board of School Directors finds that the possession, use, or distribution or delivery of controlled substances, "look-alike" drugs, and alcoholic beverages at school or while engaged in activities subject to the control by the District is a matter of great concern and potentially injurious to the health, safety, and welfare of students. Students are prohibited from knowingly possessing, using, transmitting, manufacturing, or being under the influence of any controlled substance, "look- alike" drugs, or alcoholic beverages. Students are also prohibited from having drug related paraphernalia in their possession. Students are prohibited from knowingly possessing, using, transmitting, or manufacturing medical marijuana.

For the purpose of this section, the following definitions will apply:

- **Controlled Substance** - A controlled substance is any substance the possession, use or delivery of which is regulated by the Controlled Substance, Drug, Device and Cosmetic Act of the Commonwealth of Pennsylvania, Act of April 14, 1972, P.L. 233, No. 64, Section I, Et Seq., 35 P.S. Section 780-101 Et Seq.
- **"Look-alike" Drug** - A "look-alike" drug is a non-controlled substance that has a stimulant or depressant effect on human beings and/or substantially resembles a controlled substance in appearance. This includes Juuls and e-cigarettes as defined in Policy 222.
- **Alcoholic Beverage** - An alcoholic beverage is any intoxicating

liquor, wine, or brewed or malt beverage regulated under the Liquor Code of the Commonwealth of Pennsylvania, Act of April 12, 1951, P.L. 90, Art. 1, Section 101, Et Seq., as amended.

First offense violation of this section may result in a Superintendent level hearing. Second and subsequent violations of possession and/or use of alcohol, controlled substances and/or "look-alike" drugs will result in a referral to the Board of School Directors in the form of a Board hearing for consideration of expulsion from school. Distribution of alcohol, controlled substances and/or "look-alike" drugs will result in referral to the Board of School Directors in the form of a Board hearing for consideration of expulsion from school. Central York School District considers the possession, use and/or distribution of illegal drugs and alcoholic beverages on school property to be a serious offense. All violations will be referred to the appropriate police departments for their disposition.

None of these provisions of this policy shall be construed to prohibit or regulate student's use, possession or transportation of medication prescribed for the student by a licensed physician. Please refer to Policy 210 and Policy 227 for additional information.

None of these provisions of this policy shall be construed to prohibit or regulate a student's being under the influence of medical marijuana if the student is properly following a prescription by a licensed physician and has made a plan with the District. Any student who may need to be under the influence of medical marijuana while under the jurisdiction of the District, is required to meet with the administration. Please refer to policy 210 and policy 227 for more information.

Educational Environment
The Central York School District is committed to maintaining an educational environment free from harassment and discrimination of any kind including sexual, ethnic or racial. All employees and students are to be treated with dignity, respect and courtesy, regardless of race, color, national origin, gender, gender identity, sexual orientation, religion, handicap, or disability. Students who are found guilty of sexual harassment, intimidation, or discrimination shall be subject to appropriate discipline. Any of the above may also violate local, state and/or federal law and may be the basis for exclusion under that provision. Any student who believes s/he has been subject to any form of harassment or discrimination is encouraged to report the incident to the building principal or individual designated as Title IX Coordinator. See Policy 103 for additional information.

Electronic Devices
The District maintains guidelines for use of personal and school-issued electronic devices in accordance with the District's Electronic Device Policy (237) and our Acceptable Use Policy (815). Electronic devices

include, but are not limited to, iPads, iPods, tablets, e-readers, MP3 players, DVD players, handheld game consoles, personal digital assistants (PDAs), cellular phones, smart phones, digital picture/video camera, laptops, notebooks, and any other device capable of connectin to the District's network or other independent mobile network. Students who violate the Electronic Device and/or Acceptable Use policies may lose electronic device or network privileges and could incur disciplinary consequences in accordance with District policy. Students may not, under any circumstances, use District provided technology to gather or disseminate student or staff information, including personally identifiable information, log-ins, and passwords.

Unauthorized recording is prohibited and may be punishable under federal and state laws. Additionally, unauthorized video or audio recording is prohibited in the nurses' office, guidance office, school office, restrooms, and locker rooms unless school personnel in charge specifically permit use of the electronic device in which case the device may be used ONLY to the extent and in the manner that permission was expressly granted.

- **Use of Personal Electronic Devices:**
  Students are permitted to carry cell phones/electronic devices/earbuds/headphones during the school day, but these devices must be turned off/placed on silent and kept out of sight during instructional blocks. They may be used **ONLY** during non-instructional periods, such as lunch, buses or between classes.

  The District assumes no responsibility for lost, stolen or damaged cell phones and/or electronic devices. Personal electronic devices used to access the District-maintained networks must be in accordance with the District's Acceptable Use Policy (815).

- **Use of School-Issued Electronic Devices:**
  Students who use School-Issued Electronic devices will be required to comply with the policies governing for use of the District's technology resources, including personal computing devices and the District-maintained networks.

Sexting
Possession or distribution of sexually suggestive, sexually explicit, obscene, and/or pornographic text or images by cellular telephone or other electronic device, commonly known as "sexting", is prohibited. When appropriate, law enforcement officials will be notified and cell phones and/or electronic devices will be confiscated. Sexting is a serious offense. In addition to school disciplinary action, violations could result in criminal charges including child pornography or other offenses.

Smoking and Use of Tobacco Products
Act 169 of the 1988 session of the General Assembly of the Commonwealth of Pennsylvania specifically prohibits the use of tobacco by pupils in school buildings and on school buses and on school property owned by, leased by, and under the control of the Central York School District. The term tobacco is defined by Policy 222 and includes electronic cigarettes, Vape Pens, and Juuls. To protect the health of the future citizens and to provide role models for the youth of the District, the Central York School District has enacted by resolution a smoke-free environment in all enclosed areas of the District, and has prohibited smoking by all persons on school property. Portions of this Act and policy are enforceable under civil penalty with a fine not to exceed fifty dollars ($50). The discipline to enforce this Act is outlined under Level III Violations in the Appendix of this document.

Policy 222 also pertains to electronic cigarettes and all related paraphernalia and accessories, including but not limited to vaporizers, vape pens, vape juice, Juuls, and any chemical or device that produces the same flavor or physical effect fo nicotine substances. Possession and/or use of such items is strictly prohibited.

Student Expression/Distribution and Posting of Materials
Students wishing to distribute or post materials that are not part of the District-sponsored activities(non-school materials) must comply with the requirements of Board Policy 220, Student Expression/Distribution and Posting of Materials. Non-school materials are defined as any printed, technological, or written materials meant for posting or general distribution to others that are not prepared as part of the curricular or extracurricular program of the District, including but not limited to fliers, invitations, announcements, pamphlets, posters, internet bulletin boards, personal websites and the like.

Student Responsibilities
Student responsibilities include regular 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. Students should express their ideas and opinions in a respectful manner. No student has the right to interfere with the education of his or her fellow students. It is the responsibility of the students to conform to 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 to meet fair standards of safety and

health, and not to cause substantial disruption.

4. Assist the school staff in operating a safe school for all students and staff enrolled therein.
5. Comply with federal, state, and local laws and regulations.
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 Central York School District authorities.
10. Follow directions of bus driver regarding behavior on school buses and cooperate in following procedures designed to provide safe transportation to and from school.
11. Report accurately and not use indecent or obscene language in student newspapers or publications.
12. Respect the rights of staff, students, administrators, and all others who are involved in the educational process.
13. Interact with students and staff in a respectful manner.
14. Refrain from using language which is plainly lewd, vulgar, or profane or which causes or is reasonably predicted to cause substantial disruption to the school environment.

Weapons

Students are not permitted to have weapons or other hazardous equipment or material in their possession in school, on school property, or at school sponsored activities. Act 26 of 1995 defined weapons to include, but not be limited to, "any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, and any other tool, instrument, or implement capable of inflicting serious bodily injury." Violations of this prohibition are a serious matter and carry a mandatory consideration of expulsion from school for a period of a full year and an automatic report to appropriate law enforcement agencies.

Consistent with Act 44 of 2025, the District will provide notice to parents/guardians and school employees when an incident involving a weapon occurs on school property, at a school sponsored event, traveling to or from school, or on a school bus. Unless circumstances require otherwise, this notification will occur within twenty-four (24) hours of the incident.

When the District receives a student who transfers from a public or private school during a suspension or expulsion period for an offense involving a weapon, the District will enforce the suspension or expulsion determined by the sending school.

Weapons capable of firing a bullet, ball or projectile shall not be used in instructional and co-curricular programs, stage props in dramatic productions, or student athletic contests. If the display of a weapon is part of an authorized project or class, the principal may authorize the display after assuring that the weapon has been made inoperative and necessary safety procedures are in place. All exceptions under this policy must be approved in advance of the actual event. Exhibits and displays of this type will not, under any circumstances, be permitted to be transported on the District's transportation system. Please refer to Policy 218 for additional information.

STUDENT DISCIPLINE

Contact with Law Enforcement Agencies
The Board of School Directors has established a policy with regard to contact with law enforcement agencies involving discipline as a result of activities occurring on school property or at a school event. Police assistance will be requested when a trespasser fails to respond to a request to leave the premises, when any person is creating a disturbance and fails to respond to requests to cease and desist, or when any action threatens the health, safety, or welfare of any person. The police will also be contacted when any person other than police officers are in possession of a dangerous weapon. Police will also be contacted for identification of substances and assistance in the investigation of all violations of the Dangerous Drugs, Device, and Cosmetics Act or drugs, which fall under the "look alike" category. Police may also be contacted for cases of verbal or physical assault or violation of local, state, or federal law depending on the seriousness of the incident. Victims of violations of local, state and federal law may choose to file charges under these statutes independent of school disciplinary actions. The school is often asked why they do not file charges in a student disciplinary incident. While the school has broad discretion in student discipline matters, the school does not have jurisdiction to file charges in most incidents. The police and/or the District Attorney make that decision after a report by the school.

Act 26 of 1995 of Pennsylvania Legislatures provided additional requirements for reporting and required the development of a Memorandum of Understanding (MOU) between the District and the police departments of jurisdiction. "A copy of this Memorandum is on file with each school's main office and available for review by parents and guardians by request."

Exclusions From School
The Board of School Directors has defined the types of offenses, which could lead to exclusion from school. These offenses may take the form of suspension or expulsion and include, but are not limited to, the following:

- Disrespect/Insubordination or defying school staff
- Forgery of any documents, including attendance

- Destruction or willful defacing of school property
- Hazardous or unauthorized use of vehicles
- Use, possession or distribution of dangerous drugs or drug related paraphernalia as defined in the "Dangerous Drugs, Device and Cosmetics Act"
- Use, possession, or distribution of "look-alike" drugs defined as a non controlled substance that has a stimulant or depressant effect on humans and substantially resembles a controlled substance in appearance
- Use, possession, or distribution of anabolic steroids as defined in Act 93 of 1989
- Use or possession of alcoholic beverages
- Use or possession of dangerous weapons, look-alike weapons, or fireworks
- Use or possession of tobacco products, nicotine delivery devices, and/or lighted cigarettes
- Fighting or physical assault
- Theft
- Gambling
- Use of profane language or obscene gestures
- Disorderly, vicious, illegal, or immoral conduct
- Persistent or severe harassment, intimidation, extortion, or bullying
- Participation in or responsibility for causing willful damage, destruction, or vandalism to the personal property of District employees, either on or off school premises
- Verbal or physical assault directed toward a student, District employee or toward an employee of the school bus company, either on or off school premises.
- Violation of any local, state, or federal law
- Persistent violation of school rules and regulations
- Excessive unexcused absence by a student not subject to compulsory attendance laws.
- Possession of any weapon as defined by Act 26 of 1995 to include, but not be limited to, any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle and any other tool, instrument, or implement capable of inflicting serious bodily injury.
- Possession or use of any incendiary devices to include, but not be limited to, lighters or matches.
- Collection of money in school or on school property, or at any school sponsored event, for personal benefit.
- Behavior or items brought to school that are reasonably foreseeable to cause a substantial disruption to the school environment.
- Off-campus speech, which could include social media posts, that threatens, incites violence against the school or school community.

The preceding list is not intended to be exhaustive of the types of offenses that can lead to exclusion from school. Refer to Policy 218 for additional information.

Suspension is exclusion from school for a period of one (1) to ten (10) consecutive school days. The principal or assistant principal in charge of the school may give suspensions. No student shall be suspended until the student has been informed of the reasons for the suspension and given an opportunity to respond. Every effort and means will be utilized in an attempt to notify parents of the student on the day the suspension is imposed. The parents will also be notified in writing with a copy forwarded to the superintendent's office.

When the suspension exceeds three (3) school days, the student and the parents will be given the opportunity for an informal hearing (via phone conversation or face to face meeting) before an administrator. The purpose of this informal hearing is to enable the student and the parent to meet with the appropriate school official to explain the circumstances surrounding the event for which the student is being suspended or to show why the student should not be suspended. The informal hearing is intended to encourage the student's parents to meet with an administrator to discuss ways to avoid future offenses.

Expulsions

Expulsion is exclusion from school imposed by the board of school directors for a period exceeding ten (10) consecutive school days, and may be permanent expulsion from the school rolls. All expulsions require a prior formal hearing before the board of school directors or a duly authorized committee of the board or a qualified hearing examiner appointed by the board. When a committee of the board or a hearing examiner conducts the hearing, a majority vote of the entire school board is required to expel a student. The formal hearing will be scheduled during the first ten (10) days of the suspension. If it is impossible to schedule a hearing during this ten (10) day period, the student will be returned to school pending the hearing, unless it can be shown that the student's presence would constitute a threat to the health, safety, morals, or welfare of others. See Policy 233, suspension and expulsion, for additional information.

Students who are less than 18 years of age are subject to the Compulsory School Attendance Laws even though expelled. The initial responsibility for providing the education rests with the student's parent or guardian through placement in another school or through tutoring or through an alternate educational program approved by the District superintendent.

If the parents or guardians are unable to provide the required education, they must within 30 days submit to the District superintendent written evidence outlining the attempts, which have been made, and the reasons for non-compliance. If 30 days pass

without the District receiving satisfactory evidence that the required education is being provided, the district superintendent will contact the parent. If these efforts are not productive, the District has the option to provide some alternate educational program or take action in accordance with Chapter 63 of The Juvenile Act (42 PA. C.S. 6301-6308).

Formal Hearing
Due Process procedures are to be observe and can be found in Policy 233:

Levels of Disciplinary Violations

- Level I – the least serious in nature and generally handled by the teacher
- Level II – not as serious as Level III and are generally handled by an administrator
- Level III – are serious in nature and may result in a suspension or expulsion from school as well as police notification
- Level IV – are defined as follows
    - Any acts the consequence of which endanger the health, safety, or welfare of the individual or others in the school community
    - Acts, which result in harm to another person or their property or the property of the District. Such acts are usually malicious in their motivation and pose a threat to the safety of others in the school community.
    - Possession, use, or distribution of substances banned by school policy.
    - Persistent disregard of school rules.

Level I Violation examples include, but are not limited to:

- Minor horseplay
- Late to class
- Dress code violation
- Classroom disruption
- Defiance/Disrespect
- Class Cut

Procedures – Disciplinary responses include, but are not limited to:

- Verbal reprimand / Warning
- Special assignment
- Withdrawal of privileges
- Parent/Guardian contact
- Behavioral contract
- School detention
- Removal from class
- Teacher detention
- Conflict resolution

- Confiscation of item
- Repair/Restitution
- Referral to Guidance or Student Assistant Team
- Activity restriction
- Bus suspension
- In-school suspension
- Out-of-school suspension
- Police involvement
- Expulsion

Level II Violation examples include, but are not limited to:

- Repeated Level I offenses
- Failure to serve detention
- Class Cut
- Illegal absence / Truancy
- Inappropriate language, gestures, or behavior
- Bus Misconduct

Procedures – Disciplinary responses include, but are not limited to:

- See Level I violation examples

Level III Violation examples include, but are not limited to:

- Repeated Level I & II offenses
- Theft
- Threat to others
- Vandalism
- Unlawful trespass
- Fighting
- Gambling
- Inappropriate physical contact
- Violation of Acceptable Use Policy
- Possession of tobacco products

Procedures – Disciplinary responses include, but are not limited to:

- See Level I violation examples

Level IV Violation examples include, but are not limited to:

- Repeated Level I, II & III offenses
- Use, possession or under the influence of a non-prescribed controlled substance, dangerous drugs, alcohol, mood-altering substance, or “look-alike drugs”
- Use, possession, sale or distribution of a controlled substance, mood altering substance, “look-alike drugs,” alcohol, or dangerous drugs or drug related paraphernalia as defined in the “Dangerous Drugs, Device and Cosmetic Act.”
- Use, possession or distribution of a weapon, fireworks or fire making equipment.
- Physical assault directed toward a student/staff
- Terroristic or bomb threat

Procedures – Disciplinary responses include, but are not limited to:

- See Level I violation examples

Searches
School authorities may search a student's locker or desk and seize any illegal or inappropriate materials. Students are specifically advised that they should have no expectation of privacy with respect to their use of such lockers which are subject to random, periodic, and/or sweeping inspections and searches (including the use of certified scent dogs). Such materials may be used as evidence against the student in disciplinary proceedings. Prior to an individual locker search, the student shall be notified and given an opportunity to be present; however, where school authorities have a reasonable suspicion that the locker contains materials which pose a threat to the health, welfare, and safety of students in the school, student lockers can be searched at any time without a prior warning.

If a student is reasonably suspected of possessing illegal materials on his or her person, the student shall be referred to the principal or assistant principal. The administrator will confront the student privately with the accusations and then will conduct a search of the student and their belongings. If the student resists or uses force, the police may be called for assistance. Possession of illegal or inappropriate material in an automobile on school property will result in, but not be limited to, suspension of parking privileges.

If it is reasonably suspected that a student has illegal material in his or her automobile on school property, it will be searched by administration. In addition, school personnel will immediately call the police and advise them of the circumstances which led to their belief of the possession of illegal materials. Parking lots are subject to random, periodic, and/or sweeping searches by certified scent dogs. Refer to Policy 226 for additional information.

Superintendent Level Hearing
Violations of school rules and regulations of a serious or recurring nature will result in a suspension with a referral to the superintendent of schools. The student and his or her parents/guardians shall be required to appear before the superintendent of schools to work out a plan to correct the inappropriate behavior. Failure to appear after proper notice by certified mail or courier delivery will result in a referral to a formal hearing before the board of school directors.

STUDENT ASSISTANCE PROGRAM
Central York High School offers a program of support and assistance for students who have difficulty with drug and alcohol abuse and other high risk behaviors. A trained team of school personnel and representatives from local Drug and Alcohol and Mental Health agencies are available to provide confidential, caring counseling. Contact the Guidance Department to find out more about this program.

STUDENT IDENTIFICATION CARDS

All staff are required to wear identification cards as a measure of security. Students should wear or have on their person their ID cards at all times. It is the expectation of the District that all students take this responsibility seriously.

1. All students will be issued a photo ID card. Student should keep their ID on their person at all times and be able to show it if asked.
2. There is a $10.00 replacement fee for lost or stolen cards.
3. The ID card will be used to assist school staff in identifying students for security purposes during the school day. Students may be required to present the ID card at other school functions such as dances, athletic events, etc. In addition, this card will be required for use in the Cafeteria and HUB.

New registrants to Central York High School will be issued their ID card at the time of enrollment. Students who withdraw from school prior to graduation will be asked to surrender their ID card.

TEXTBOOKS, MacBooks and IPADS

Textbooks, Macbooks, and IPADS are the property of the Central York School District. Loss or excessive wear and damage become the student's responsibility and must be paid for at the end of each semester.

VIDEO TAPING ON SCHOOL PROPERTY

The Central York School District may use video cameras for disciplinary purposes. The District may utilize video cameras in any area of District property: to include, but not be limited to, such areas as building entrances, cafeterias, hallways, athletic fields, and the stadium.

VOLUNTEERS

District policy requires all volunteers to be registered on the District volunteer list before helping in any building or at any school function. Information about approval and registration requirements can be obtained from the building administrative assistants. All visitors should check in at the main office at the front of the building and speak with office personnel. The volunteer packet and additional information is available on the District website www.cysd.k12.pa.us/employment/volunteer_opportunities. For more information, please call (717) 846-6789, extension 1212. Refer to Policy 916 for additional information.

CYHS GRADUATION REQUIREMENTS

To receive a diploma from Central York High School, a student must demonstrate satisfactory completion of 28 course credits. These credits must come from a combination of required academic core courses and electives. No course can be used to fulfill more than one graduation requirement. Students will take the Keystone Exams for Algebra, English II, and Biology as required by Pennsylvania Department of Education (PDE) as one of the options to meet graduation requirements. PDE has also provided alternate pathways to meeting graduation requirements.

Act 158 of 2018 provides an outline of five distinct pathways to meet PDE graduation requirements. Those pathways are:

- Keystone Proficiency Pathway
- Keystone Composite Pathway
- Alternative Assessment Pathway
- Evidence Based Pathway
- Career & Technical Education Pathway

Students will work with their school counselor throughout their high school career to ensure one of these pathways is satisfied prior to graduation. For more information on Act 158, please follow the link above.

FAFSA

FAFSA stands for the **Free Application for Federal Student Aid**. It is an official form used by U.S. citizens, permanent residents, and eligible non-citizens to apply for federal, state, and institutional financial aid—including grants, work-study funds, and loans—to pay for college or career school.

Key aspects of the FAFSA include:

- **Purpose:** It determines a student's eligibility for financial aid by evaluating family financial strength.
- **Cost:** Submitting the FAFSA is **free**.
- **Frequency:** It must be completed for every academic year (July 1 – June 30) a student plans to attend school.
- **Where to Apply:** The form is submitted online at LINK - https://studentaid.gov/h/apply-for-aid/fafsa
- **Benefits:** It provides access to federal student aid, such as Pell Grants, which do not need to be repaid.
- **Deadline:** While there is a federal deadline, it is recommended to apply early as some states and colleges offer aid on a first-come, first-served basis. U.S. Department of Education (.gov)

Act 47 of 2025 established a state-wide FAFSA completion requirement. Beginning with the 2026–2027 school year, all

Pennsylvania high school seniors will be required to file the FAFSA unless a parent or guardian (or the student if 18 years old or older) submits a completed opt-out form.

It is recommended to complete the form, even if you are unsure if you qualify for aid, to ensure you don't miss out on funding opportunities.