



2026-2027 ARCOLA INTERMEDIATE SCHOOL HANDBOOK

A resource for Arcola students and families
Methacton School District | www.methacton.org

Dr. David Zerbe, Superintendent of Schools

1001 Kriebel Mill Road | Eagleville | Pennsylvania | 19403 |
610-489-5000

The Methacton Mission, Vision, and Core Values

Mission

The Methacton School District is an exemplary student-focused and community-centered environment that prepares learners to meet the demands of our evolving world.

Vision

The Methacton School District will empower all learners to develop talents, encourage personal growth and success, and inspire leadership to transform our future.

Core Values

- M**otivate to succeed
- E**mpower all learners
- T**rust in teamwork
- H**onor our heritage
- A**ppreciate our diversity
- C**ommit to growth
- T**ransform our future
- O**pen new opportunities
- N**urture our talents

The Methacton School District Board of School Directors

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Secretary: Sophie Noblit, Ext. 30232

[Mr. John Hautzinger](#), Assistant Principal

Secretary: Dana Fornicola, Ext. 30213

Main Office

Ext. 30200

Attendance Secretary

Vanessa Polinski, Ext. 30235

Counseling Secretary

Aimee Stratton, Ext. 30202

4001-A Eagleville Road

Eagleville, PA 19403

Phone: 610-489-5000 ext. 30200

Fax: 610-831-5317

District Services Contact Information

Transportation

610-489-5000, ext. 25105

[Karen Mossop](#), Transportation Coordinator

Food Services

610-489-5000, ext. 30216

[Chris Korinko](#), Aramark Food Services Director

The information contained in this handbook is for informational purposes only, and provides a general overview of the rules, regulations, and procedures applicable to student conduct and activities. The Board of School Directors of the Methacton School District ("MSD") has adopted specific policies which govern student conduct, activities, and other topics covered in this handbooks, and all students are expected to comply with such policies at all times. In the event that any information contained in this handbook contradicts or is inconsistent with and MSD Board Policy, the terms of the MSD Board Policy will govern and control. School Board policies may be found on the district's website at www.methacton.org.

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Attendance Information & School Hours

(Board Policy 204: Attendance)

Methacton Instructional Calendar

The [2026-2027 School Calendar](#) lists the days on which schools and/or offices are closed

Arcola Student School Day

8:00 AM – 3:00 PM - Homeroom Bell 8:15 AM

Faculty:

Monday 7:55 AM - 3:35 PM

Tuesday – Friday 7:55 AM - 3:15 PM

School Office:

Monday – Friday 7:30 AM – 4:00 PM

Attendance

(Board Policy 204: Attendance)

Regular attendance and punctuality are vital to a successful school experience. Academic work must be made-up during absences.

The Board considers the following conditions to constitute reasonable cause for absence from school:

1. Illness
2. Quarantine
3. Family emergency
4. Recovery from injury or accident
5. Required court attendance
6. Death in family
7. Family educational travel, with prior approval
8. Educational tours and trips, with prior approval

Excused absence refers to absence for any one of a number of legal reasons. Excused absences include: pupil's illness, major religious holidays, death in the immediate family, subpoenaed court appearance, other pre-approved absence and other urgent reasons.

Reasons such as "visiting," "away from home," "missed the bus," "overslept," are classified as unexcused absences, even if the absence was properly reported (see "Attendance Reporting"). Furthermore, if the parent/guardian does not submit an absence report via the approved methods (see "Attendance Reporting"), the absence will automatically be recorded as illegal.

Students who accumulate three unexcused absences will receive a "first offense" notice from the Attendance Office. Subsequent absences may be referred to the District Magistrate.

Unexcused absences of seven (7) or more days will require a student attendance improvement plan and a potential referral to the Office of Children and Youth.

Consecutive absences of more than three (3) days require a physician's note.

Trips (see *Family Trips* below) must be approved prior to the trip to be considered excused.

You may call Jennifer Johnson, the district's Home and School Visitor at 610-489-5000, ext. 25406 with questions on this School Board / State Mandated Policy.

Attendance Reporting

The school must be notified of all absences, late arrivals, and early departures within 15 minutes of the start of the school day. If an absence is unreported, the school will contact a parent or guardian at home or work to ensure the student is accounted for.

Parents/guardians must report the absence, late arrival or early departure using the [PowerSchool Attendance Monitor](#). This method counts as a written excuse and requires no further action, unless the absence also requires a physician's note.

If a parent/guardian cannot report the absence using PowerSchool, they must call the school's attendance line and send a physical absence note to the school within three (3) days of the absence. The note should include the following:

1. Student name
2. Student ID Number
3. Date of absence
4. Reason
5. Parent/Guardian name and signature

The absence will be recorded as unexcused unless the parent/guardian supplies the physical note within three days of the absence. **Emails are not an accepted form of absence reporting.**

If a student's absence is not reported, the school will contact a parent or guardian at home or at work so the student is accounted for.

If a parent has not reported the absence using the PowerSchool Parent Portal or called and submitted a note within three days, the days missed will be considered unexcused.

When this procedure is not carried through, after three (3) unexcused absences, the parent/guardian will receive a truancy letter. If the parent continues to

fail to notify the school of absences, further action will be taken. This is meant to provide the best possible education experience for each student. Please contact Jennifer Johnson at 610- 489-5000, Ext. 25406, with any questions on this School Board/State mandated policy.

Arriving at School/Tardiness

Students are expected to be in school. School start time is 8:15 AM. Tardiness includes being late to school or class. Lateness to school, class, or other assigned areas is a disruption to the educational process, to the education of your child, and other children.

Please use the above Attendance Reporting procedures to report a student tardy.

Any student who arrives after the start of homeroom must:

1. Report to the Attendance Office, sign in with their student ID, and receive a Smart Pass with the time of arrival indicated.
2. Students will be admitted to class once they receive a Smart Pass.
3. If a student's tardiness to school exceeds the time of 11:00 AM, an absence, excused or unexcused, will be recorded for the student on that day. When a bus arrives late for any reason, all students on that bus are required to report to the Attendance Office to sign in and receive a pass to enter the classroom.

Tardy Policy for Athletics and Activities

Students must report to school before 10:15 AM to be eligible to participate in after school or evening activities and athletic practices and games. Students who have been absent from school for 20 + days are ineligible to participate in any PIAA practices or games until the student has been in attendance for a total of 45 school days following the 20th day of absence.

Early Departure

Please make every effort to obtain medical appointments after school hours. When an early dismissal is necessary, use the above Attendance Reporting procedures to report the early departure. Upon arrival at school, the student must report to the Main Office and be given an early dismissal pass. At the time of departure, a parent must report to the main office for the student to be called down. Photo ID (driver's license) is required to sign students out of

school early. No child may leave school alone other than at regular dismissal time for reasons of safety.

Family Trips

Family vacations and trips during the school year are discouraged. Educational trips should align with scheduled holidays, breaks, and in-service days. However, if your family is planning a trip please be sure to complete BOTH of the following steps:

- **Report the absence dates using the [PowerSchool Attendance Monitor](#).**
- **Fill out an "[Educational Trip](#)" form AT LEAST SIX (6) FULL SCHOOL DAYS PRIOR TO YOUR TRIP and submit the form to the attendance office.**

Absences for trips or tours are only excused if you have submitted the PowerSchool Attendance Monitor request and a signed Educational Trip Form is on file with the school before the trip begins.

Absences due to family trips without the prior request will be considered unexcused and may result in a first offense notice. Please note that only six (6) days will be considered excused for trips. Additional days will be considered unexcused per Methacton School Board Policy 204.

Academic Information/Curriculum

Our school encourages a variety of teaching styles and strategies; therefore, classrooms may vary in routines, materials and methods. Please feel free to contact your child's teacher with questions regarding the learning program. Parental conferences are scheduled in November and February, but we will gladly schedule additional times for you. Appointments are necessary because teachers cannot interrupt pupil instruction time to answer questions or discuss student progress.

Homework Guidelines

(Board Policy 130, Homework)

Homework is beneficial for a variety of reasons. It reinforces classroom instruction and informs the teacher of the student's understanding of the subject matter. Homework only has integrity when it is authentic, i.e., completed by the student himself/herself. This is also true for special projects, which should be the work of the individual student. Parents should support a child's efforts to do homework but must resist the urge to "help out" by completing the assignment. Chronic difficulty in completing homework assignments must be brought to the attention of the teacher and the counselor.

Report Cards

(Board Policy 212: Reporting Student Progress)

Report cards are designed to inform you of your child's level of instruction, academic progress, growth, desirable habits, and attitudes. Arcola students get a formal report card containing an evaluation of pupil progress, posted to the [PowerSchool Parent Portal](#) four times a year. Report cards are scheduled to be posted on:

- November 19, 2026
- February 8, 2027
- April 19, 2027
- June 22, 2027

****Date may change due to snow days – please check the [district calendar](#) online for up to date information.****

Grading System

The primary purpose of grades is to communicate student achievement to all stakeholders. Report card grades are reported numerically according to the grading policy communicated by the classroom teacher.

NG - No Grade: This mark may be used when circumstances prevent the use of any other grade. For example, medical excuses from a course after the course has started, prolonged illness, administrative action, etc. The administration must grant approval prior to the use of this mark.

PowerSchool Parent Portal

The PowerSchool Parent Portal is a web-friendly state-of-the-art communication tool and related mobile app that allows parents and guardians to monitor student grades, attendance, homework, and more. See <http://www.methacton.org/powerschool> for more information and instructions on how to establish your parent portal account.

Field Trips

(Board Policy 121: Field Trips, Board Policy 231: Social Events and Class Trips)

The Board recognizes the value of student social events (ex. 8th Grade Social) and class trips in enhancing and enriching the school experience for students. As voluntary participants in school social events and class trips, students shall be held responsible for compliance with district policies and rules. Infractions of those policies or rules will be

subject to the same disciplinary measures applied during the regular school program.

Curriculum Review/Opt Out

(Board Policy 105.1: Review of Instructional Materials by Parents/Guardians and Students, and Board Policy 105.2: Exemption from Instruction)

Educational Programs & Services Available

Special Education

(Board Policy 113.3: Screening and Evaluations for Students with Disabilities, Board Policy 113.4: Child Find and Screening)

Gifted Program - Program for exceptional students identified as mentally/academically gifted.

Guidance and Counseling Services - The services students actually receive depend upon the recommendations of the teacher involved and/or parent (guardian) requesting the services.

- The main thrust of any classroom guidance activity is to promote good social and emotional development in all children.
- Intensive counseling services will be referred to an outside agency.

Non-Discrimination in School and Classroom Practices

(Board Policy 103)

The Methacton School District affirms that no person shall, on the basis of race, color, age, creed, religion, sex, sexual orientation, gender identity, sex characteristics, ancestry, national origin or handicap/disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any educational program or activity. In addition, no person shall, on any of these bases, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in employment, or recruitment, or consideration, or selection therefore, whether full-time or part-time, under any educational program or activity operated by the school district.

The district shall make reasonable accommodations for qualified individuals with disabilities upon request.

To submit a complaint of discrimination, please visit www.methacton.org/titleIX. Inquiries may be sent to the Title IX Coordinator:

Dr. Che Regina
Assistant Superintendent
Farina Education Center
1001 Kriebel Mill Rd.
Eagleville, PA 19403

Title 1

Under the auspices of this program, parents of children who attend a school that receives Title 1 funding may request information regarding the professional qualifications of their child's teacher(s), and of paraprofessionals who provide instructional services to their children through this funding.

Promotion - Retention

(Board Policy 213: Assessment of Student Progress, and Board Policy 215: Promotion and Retention)

Students are encouraged and assisted by classroom and specialized teachers toward working to their fullest potential. Sometimes students need additional time for instructional and/or emotional growth to take place. Teachers will discuss with parents the reasons for retaining a child. The school district believes it has the necessary information to make an intelligent, informed decision regarding retention. The decision of the principal is final.

Breakfast and Lunch Program

Aramark Educational Food Services

Student Cafeteria Accounts

Free and Reduced Meals Program

(Board Policy 808.1: Free/Reduced Price Meals and Free Milk)

Prices for the 2026-2027 school year are as follows:

- Breakfast FREE
- Complete Lunch \$3.45

For the 2026-2027 school year, all Arcola Intermediate School students are eligible to receive free breakfast. In addition, your children may qualify for free lunch or for reduced price lunch. In the instance that your child is eligible for reduced price lunch, they will also receive that lunch at no cost.

More information on how to apply may be found on our website at www.methacton.org/foodservices.

Cafeteria Procedures

1. Students are to enter the cafeteria or commons area and find a seat. A lunch monitor will dismiss tables to the lunch lines.

2. While eating lunch, students are expected to be respectful of all other students, faculty, and staff. Students are expected to treat school property with respect by properly disposing of their garbage before the conclusion of lunch.
3. Students may read books in the cafeteria during lunch. Cell phone usage in the cafeteria is prohibited.
4. If a student needs to go to the nurse, office, or counseling office he/she must ask a lunch monitor.
5. All students must wait to be dismissed by table from the cafeteria at the conclusion of lunch.

Bullying Prevention & Student Discipline

(Board Policy 218: Student Discipline, Board Policy 218.1: Weapons, and Board Policy 233: Suspension and Expulsion)

The principal and staff will enforce all district policies relating to the standards of student behavior. Students will be held accountable for their actions per the [Methacton School District Code of Conduct](#). Proper conduct is defined as behavior that reflects favorably upon the individual student and the school and shows consideration for fellow students and teachers and their property. All members of the school community are expected to conduct themselves in a courteous, orderly manner. Failure to follow such policies may result in disciplinary action as outlined in the [Methacton School District Code of Conduct](#).

Bullying Prevention

(Board Policy 249: Bullying/Cyber Bullying, Board Policy 103: Nondiscrimination in School and Classroom Practices, Board Policy 103.1: Nondiscrimination – Qualified Students with Disabilities, and Board Policy 248: Unlawful Harassment)

Bullying/Cyber Bullying

Bullying means any intentional and repeated written, electronic, verbal or physical act or actions against another person that a reasonable person under the circumstances should know will have the effect of:

1. Placing a person in reasonable fear of substantial harm to his or her emotional well-being or substantial damage to his or her property; or
2. Creating a hostile, threatening, humiliating or abusive educational environment due to the pervasiveness or persistence of actions due to a power differential between the bully and the target; or

3. Interfering with a student having a safe school environment that is necessary to facilitate education performance, opportunities or benefits; or
4. Perpetuating bullying by inciting, soliciting or coercing an individual or group to demean, dehumanize, embarrass or cause emotional, psychological or physical harm to another person.

The Board encourages students who have been bullied to promptly report such incident(s) to an administrator, teacher, counselor, or nurse so the incident(s) can be investigated promptly, and corrective action taken when allegations are substantiated.

Drug, Alcohol, Tobacco, Vapes, and High Risk

Behavior Policy

(Board Policy 222: Tobacco and Related Materials,
Board Policy 227: Controlled Substances/Paraphernalia)

This policy, including its rules, regulations, and guidelines is a coordinated effort by the Methacton School District to openly and effectively respond to the potential and current uses and abuses of drugs, alcohol and/or other high risk behaviors by members of its entire student population. **The Board prohibits any student from possessing, using, distributing, or selling any tobacco, drug/mood altering substance/alcohol. In addition, such prohibition extends to any student who is involved in any part of a transaction involving controlled substances or paraphernalia. Any student who receives controlled substances or paraphernalia while in school, on school property, or at school-sponsored events is equally covered by this prohibition**

Methacton School District Smoking Policy 222 states, "Smoking and/or tobacco use in any form is strictly prohibited by students, employees, visitors, and guests or other adults in any occupied District building, vehicle, or on school property." This includes parents/adults who are on school grounds after school hours.

School discipline shall be imposed independent of court action. Any student who is found guilty of violating policy shall be subject to possible suspension and a referral to the Student Assistance Program. Through the use of revised curriculum, classroom activities, community support, a strong and consistent administrative and faculty effort, rehabilitative and disciplinary procedures, the Methacton School District will work to educate, prevent and intervene in the use

and abuse of all drug, alcohol and/or other high risk behaviors by the entire student population.

Terroristic Threats

(Board Policy 218.2: Terroristic Threats)

The Board recognizes the danger that terroristic threats by students present to the safety and welfare of district students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving such a threat. These responses will first secure the safety of others in the building, include a report to the police, and result in appropriate disciplinary consequences based on each individual case.

Weapons Policy

(Board Policy 218.1: Weapons)

The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law. *Weapons* are defined as including but not limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and any other tool, instrument or implement capable of inflicting serious bodily injury.[1][2] The term *Possession* is when the weapon is found on the person of the student, in the student's locker, or under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or while the student is coming to or from school. Students in violation of this policy shall be expelled for not less than one year, unless the Superintendent recommends other disciplinary measures. Incidents will be evaluated on an individual basis. Students who assist in the possession of a weapon and/or who impede intervention procedures will also be subject to disciplinary action.

Plagiarism/Cheating

Cheating is defined as the giving and/or receiving outside help on anything (including homework) that has been intended by the teacher to be an individual effort. Any student who is caught cheating and/or provided information to the cheating student could potentially receive a zero on the assignment. All cheating incidents will result in parental and administrative contact by the classroom teacher. Subsequent offenses will be referred to administration and result in further disciplinary action.

Plagiarism includes taking a paragraph, sentence, phrase, a single key word, statistic, chart, graph, photo, graphic, music, video, etc. from a source without identifying it through a citation and quotation marks. Examples include:

- Paraphrasing (rewording or reorganizing the original words or ideas) an idea, argument, key paragraph, sentence, or a phrase without identifying it through a citation and quotation marks.
- Stealing, buying or borrowing another person's work and passing it off as your own.
- Having another student or parent write portions or all of a written assignment for a student. This includes work that is done at any time throughout the writing process, including during revision. No one may write words, phrases, or sentences on behalf of another student.

Code of Conduct

(Board Policy 218: Student Discipline)

[Download the Methacton Code of Conduct](#)

The Methacton School District has an established Code of Conduct, reviewed and approved annually by the Board of School Directors. Methacton students, parents, and guardians should familiarize themselves with this document, as it defines the district's expectations of students for behavior and other conduct, as well as potential disciplinary response when these expectations are not met.

Children's Online Privacy

[Children's Online Privacy Protection Act \(Coppa\)](#)

The Methacton School District (MSD) believes that the use of state-of-the-art and emerging technology is essential to quality education and that education is the shared responsibility of the student, school, family, and community. The purpose of this letter is to inform you of a process MSD has established regarding third-party online educational resources and student privacy.

The growing availability of online educational resources are providing teachers with new and exciting methods to improve, enrich, and diversify the delivery of curriculum and instruction to students. As such, MSD utilizes third-party online educational resources to directly support our curriculum and student learning objectives. A list of these online educational resources can be found on our [district website](#). Each resource listed on that page has been evaluated and approved by a team of classroom

teachers, technology integration specialists, and district administrators to ensure students have access to tools that support and enhance student learning.

In order for our students and teachers to take advantage of these resources, certain personal identifying information may be requested by the third-party companies at the time of account setup. Often the information they seek is the student's name, in order to create an account that will provide a customized learning experience for the student.

MSD takes the responsibility of protecting our students' data very seriously. Therefore, MSD abides by the United States federal law (15 U.S.C. §§ 6501–6506) Children's Online Privacy Protection Act (COPPA). Under COPPA, content providers must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13. However, the law permits parents to grant permission to the district to act as the parent's agent, whereby the district can consent to the use of student information on the parent's behalf. Your acknowledgement of this handbook permits the district to act as your agent in this regard.

If you have an objection to any of the third-party online educational resources we utilize at MSD, you may submit an opt-out letter addressed to your building's principal indicating which resource you wish your child not to participate in. MSD strongly advises against opting-out of any educational resource because we want to take advantage of all resources available that enhance instruction and student learning. Thank you for your continued support and partnership in your child's education.

Extracurricular, Athletics & After School Activities

(Board Policy 122: Extracurricular Activities & Board Policy 123: Interscholastic Activities)

Students must be picked up at the specific time specified by the teacher/supervisor. The school is not responsible for students whose parents are late. The first time a student is not picked up promptly, a warning will be issued to the parents. If this happens a second time, the parents will be informed by letter that the child will no longer be permitted to participate in the activity.

Co-Curricular and Extra-Curricular Club Eligibility

Scholastic eligibility shall be enforced for all students participating in club activities. Scholastic eligibility for

district sponsored clubs will be reported quarterly. If a student is placed on academic probation, the student is expected to report home directly after school and is not to attend any club obligations and is barred from participating in any events/contests during the probationary period. An incomplete is counted as a failure. Once incompletes are converted to a passing grade the student may be removed from academic probation. The period of ineligibility will be fifteen (15) school days.

Interscholastic Sports Program

Arcola Intermediate School athletics is governed by PIAA and Board Policy. The Athletic Department has a website (methactonwarriors.org) to help you find information about: Physical and Eligibility Forms, coaches contact, imPACT concussion information, date of first day of each sports season.

(Board Policy 122: Extracurricular Activities; Board Policy 123: Interscholastic Athletics)

The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience and as a conduit for community involvement. To satisfy this commitment, the Board shall provide adequate facilities, equipment, transportation, coaching, etc. to registered district students, and district students enrolled in a home education program or charter/cyber charter school who meet established academic and behavioral guidelines.

(Board Policy 123: Interscholastic Athletics; Board Policy 137.1: Extracurricular Participation by Home Education Students; Board Policy 137: Home Education Programs)
Additional guidelines are presented under Student Accident Insurance.

(Board Policy 211: Student Accident Insurance)

7th and 8th Grade Sports

FALL: Cheerleading, Cross Country - Boys, Cross Country - Girls, Field Hockey, Football, Soccer - Boys, Soccer - Girls, Tennis - Girls, Volleyball

WINTER: Basketball - Boys, Basketball - Girls, Wrestling

SPRING: Baseball, Lacrosse - Boys, Lacrosse - Girls, Softball, Tennis (Boys) Track and Field

Athletic Eligibility

Eligibility for participation is a requirement for all student-athletes. Scholastic eligibility for all PIAA athletics shall be reported and enforced both quarterly and weekly. A student will be placed on

academic probation if they are failing two or more classes, both for the quarterly report and for the weekly report. While on academic probation, the student is expected to report home directly after school and is not to attend any team practices and is barred from participating in any events/contests during the probationary period. The period of ineligibility for the quarterly report will be fifteen (15) school days and the period of ineligibility for the weekly report will be one week.

The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience and as a conduit for community involvement. To satisfy this commitment, the Board shall provide adequate facilities, equipment, transportation, coaching, etc. to registered district students, and district students enrolled in a home education program or charter/cyber charter school who meet established academic and behavioral guidelines.

(Board Policy 123: Interscholastic Athletics; Board Policy 137.1: Home Education Programs; Board Policy)

Additional guidelines are presented under [Student Accident Insurance](#).

(Board Policy 211: Student Accident Insurance)

Pay to Participate Fee

The Board and administration of the Methacton School District are committed to preserving extracurricular activities and athletics for our students because we believe these opportunities are integral to a well-rounded education. To offset some of the costs of providing these programs, the district requires that participating students remit a "pay to participate" fee.

The "Pay to Participate Fee," will be assessed per student, only to students who participate in the athletic extracurricular programming and/or the Arcola musical. Participating students must remit a \$50 one-time fee/year.

The activity fee will help reduce the operational costs for secondary extracurricular activities and athletics. Students will be considered ineligible for their activity or sport if the fee is not paid within the designated two-week grace period after the official start of the athletic season or activity.

Students who qualify for the free and reduced lunch program will not be expected to pay the fee. No student shall be denied participation in extracurricular or athletic activities due to their inability to pay the fee. Families with financial concerns may contact the

office of Assistant Principal Gerald Thompson (gthompson@methacton.org) or 610-489-5000, ext. 30213) with concerns about their ability to pay.

- Individuals who wish to pay by check may request forms necessary to remit payment from the MHS Activities office at 610-489-5000, ext. 25054.
- Families may also pay online with a credit card, subject to a small service charge. When paid by credit card, the fee is \$51.81.

Individuals with questions or concerns about the Pay to Participate Fee should call the MHS athletics/activities office at 610-489-5054.

Health Services

(Board Policy 203: Communicable Diseases and Immunization, Board Policy 209: Health Examinations/Screenings, Board Policy 210: Medications, and Board Policy 210.1: Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors)

Medications

All parents who have children that require medication to be dispensed at school must adhere to this policy. As stated in the policy: "Dispensing of any medication will require a note from the parent and the physician prescribing or authorizing the medication. This includes over the counter preparations." Homeopathic preparations will be considered medications. All medications must be sent to school in their original containers and renewed each school year.

Severe Allergy/Anaphylaxis

(Board Policy 209.2: Food Allergy Management)

Severe allergy/anaphylaxis is defined as a health condition that can lead to rapid death; therefore, special preparations are necessary to protect individuals with this condition. The Board is committed to providing a safe and healthy environment for students with severe or life-threatening food allergies and shall establish a policy to address food allergy management in district schools in order to:

- Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.
- Ensure a rapid and effective response in the case of a severe or potentially life-threatening allergic reaction.
- Protect the rights of students by providing them, through necessary accommodations

when required, the opportunity to participate fully in all school programs and activities, including classroom parties and field trips.

The focus of food allergy management shall be on prevention, education, awareness, communication, and emergency response.

Inhalers & EpiPens

Act 187 and Act 104 of the Pennsylvania School code allows school districts in Pennsylvania to adopt policies to allow students to possess and self-administer an asthma inhaler or epi-pen respectively in the school setting. The student should follow the required steps in order to carry their inhaler at Arcola:

1. Notify the school nurse of intent of self-possession and administration.
2. Written physician prescription indicating self-possession and administration.
3. Written parental consent for self-possession and administration.

NOTE: AT NO TIME should any student be carrying medications to or in school or on the school bus. This includes non-prescription medicine as well as prescription medicine. Parents are responsible for the transport of medications directly to/from the school nurse.

(Board Policy 210.1: Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors)

Concussions

If you think your child has suffered a concussion, you should seek medical attention immediately and keep the school nurse informed of the incident. If a student suffers a concussion;

1. The school nurse should be provided with a doctor's note confirming a concussion diagnosis along with the date of the diagnosis.
2. The school nurse will coordinate communication with the school counselors and teachers, and complete documentation in order for academic accommodations to be implemented if necessary.
3. An updated doctor's note will need to be provided to the nurse every 30 days.
4. Monitoring of the students health and progress by the school team will continue, as symptoms require.

Keystone/PSSA testing requires all students with a concussion to provide a doctor's note within 14 days of testing in order to be medically excused.

Sickness or Accidents During School

When children become sick during school hours, the nurse or principal shall determine if the child should be sent home. The nurse will contact the parent to arrange transportation. If the parent cannot be reached, people listed on the child's emergency form will be contacted. If minor accidents occur, the nurse will administer first aid and, if necessary, notify the parent/guardian.

PA Department of Health Immunization Requirements for PA School Students

Physical and Dental Examinations

The Pennsylvania Department of Education and the Department of Health has determined that physical and dental examinations must be completed and on file in the Student Health Record for each student.

PHYSICAL EXAMINATIONS must be completed for Grades K-1, 6, 11

DENTAL EXAMINATIONS must be completed for Grades K-1, 3, 7

Failure to complete these requirements constitutes failure to satisfy all requirements for the grade level and may prevent the student from advancing to the next grade until the requirements are satisfied.

Mandated Health Screenings

State mandated health screenings are performed yearly by the school nurse.

7th Grade-Dental exam

8th Grade-No required exams

Head Lice (*Pediculus Capitis*)

The Centers for Disease Control and Prevention (CDC), American Association of Pediatrics (AAP), and the National Association of School Nurses (NASN) all agree that "no-nit" policies should be discontinued. Head lice can be a nuisance, but no research has proven that it causes spread of disease. Exclusion for head lice is not recommended by the Centers for Disease Control and Prevention (CDC), the American Association of Pediatrics (AAP), or the National Association of School Nurses (NASN). Maintaining the child's confidentiality when a child has been identified with head lice should be the number one priority.

Parents should be notified by phone that the student has been identified with live lice and/or nits. Parents should be notified by phone that prompt and proper treatment is needed. If the child is to remain in school, the School Nurse should discourage the student from close direct head contact with others.

To maintain confidentiality:

- No classroom checks will be performed;
- **No classroom, or school wide parent notification letters will be sent by the School Nurse or Administration.**
- School Nurse will check siblings at parent request.
- The School Nurse will request notification of treatment. The School Nurse will make available accurate information regarding diagnosis, treatment, and prevention of head lice in an understandable form.

MSD Wellness

(Board Policy 246: Student Wellness)

Child/Student Abuse/Mandated Reporting of Suspected Child Abuse

(Board Policy 806: Child Abuse)

McKinney-Vento

The [McKinney-Vento Act](#) protects the educational rights of children and youth who lack a fixed, regular, and adequate nighttime residence. This includes students who are:

- Sharing housing due to loss of housing, economic hardship, or similar reason
- Living in motels, hotels, or campgrounds due to lack of alternative accommodations
- Living in emergency or transitional shelters
- Living in cars, parks, public spaces, abandoned buildings, or similar settings
- Unaccompanied youth (not in the physical custody of a parent or guardian)

Homeless Liaison Contact:

Mrs. Jennifer Johnson
Methacton School District Home and School Visitor
Email: JJohnson@methacton.org

Parental Involvement

The role of parents in their child's education is VITAL. Methacton encourages you to be an active participant in our school's community. There are a number of ways to become involved in your child's school life:

- Join the Home and School Association and come to meetings.
- Attend parent conferences.
- Volunteer to help with school activities and events.
- Talk to the teachers and the principal.
- Be involved in the total school process.
- Attend School Board Meetings.

Parent-Teacher Conferences

(Board Policy 212: Reporting Student Progress)

Parent-Teacher conferences are important. It is sincerely hoped that parents will get acquainted with the teacher and communicate with him/her periodically. Conferences are scheduled on the following dates:

- November 2 and 3, 2026
- February 16, 2027

There will be no school for students on conference dates.

Interim conferences can and should be initiated by either the teacher or the parents if concerns arise. If you would like to arrange a conference, please contact your child's teacher, team, or counselor to determine a convenient time for both you and the teacher.

Strategies for Success

- Make sure your child attends school regularly and on time.
- Be up-to-date with what your child is learning.
- Listen and stay involved.
- Ask questions about your child's school day.
- Inform the teacher/team of any problems that could affect your child's day in school.
- Stay connected with the classroom teacher/team.
- Please do not hesitate to ask questions if you have any concerns or problems.

Volunteering in Methacton Schools

(Board Policy 916: School Volunteers)

All Methacton Volunteers are required to complete the volunteer registration process, which includes obtaining a Pennsylvania Criminal History and Child Abuse clearances, as well as a tuberculosis test dependent on hours served. This process may take time to complete, so please plan accordingly. Visit the website at www.methacton.org/volunteer to learn more and begin the online registration process.

Questions or Concerns

Please see the "[Contact Us](#)" section of the website to determine who best to contact with specific questions.

Concerns (Quality Assurance Review Process)

In the event a student and/or parent encounter(s) a problem or has a concern about school operational practices, the following procedure should be followed to ensure an equitable solution:

Step 1. Discuss the matter with the staff member who is closest to the source of concern.

Step 2. Parent or guardian may contact the area supervisor/department chairperson (if applicable).

Step 3. Parent or guardian may contact the assistant principal (if applicable).

Step 4. Parent or guardian may contact the building principal.

Step 5. Parent or guardian may contact the Superintendent.

Step 6. If the issue is still unresolved, appeal in writing to the Board of School Directors.

Whenever possible, responses to initial inquiries/contacts will be made within 24 hours and appeals within five (5) working days.

(Board Policy 906: Public Complaints, Issue Resolution, and Escalation)

Records Policy – Parental Notification

(Board Policy 200: Enrollment in District, Board Policy 201: Admission of Students, and Board Policy 206: Assignment Within District)

Change of Status

Parents are asked to **notify the school immediately** should there be any changes in:

- Your home address
- Your home, business, or cellular phone number
- Your emergency contact person and/or their phone number

School Records

The Methacton School District Board of School Directors recognizes its responsibility for the collection, retention, disclosure, and protection of student records. The Board also recognizes the legal requirement to maintain the confidentiality of student

records and prohibits the unauthorized access, reproduction, and/or disclosure of student education records and personally identifiable information from such records.

The Board shall adopt a comprehensive plan for the collection, maintenance, and dissemination of student education records that complies with federal and state laws and regulations and state guidelines. Copies of the adopted student records plan shall be maintained by the district and revised as required by changes in federal or state law and regulations.

Copies of the student records plan shall be submitted to the Department of Education, upon request per Board Policy 216: Student Records.

The Methacton School District Records policy permits a student's school records to be forwarded to another school, Intermediate Unit, or State Educational Agency either with parental permission or without such permission if the student is enrolled in another educational setting and is no longer a student in Methacton schools.

Parents are hereby notified that necessary student records will be forwarded to the school where the child is enrolled, upon request of the receiving school. Parents have the right to examine student records and to be given a copy if desired. Written parental permission to forward records will be obtained whenever possible.

The Family Education Rights and Privacy Act (FERPA)

The Family Education Rights and Privacy Act (FERPA) grants for its parents and students who are over eighteen years of age ("students pro se") certain rights with respect to the student's education records. Please review your rights on the district's website at www.methacton.org/ferpa.

Withdrawal or Transfer

(Board Policy 200: Enrollment in District, Board Policy 201: Admission of Students, and Board Policy 206: Assignment within District)

Students planning to withdraw from school must secure a "Request for Withdrawal" slip from the Attendance Office at least one week prior to the date of withdrawal. This must be completed, signed by your parent, and presented to the office on the date of the withdrawal. A final withdrawal form will then be issued. It will require the signatures of each of district faculty/staff to indicate that books have been returned and indebtedness cleared. Pupils changing

their residence, telephone number, or any other information on their registration card should report the same to the office as soon as the change has been made. Transfers during the summer months are conducted through the office.

Once these steps are complete, the new school can request records and the information will be provided directly to them. These records will include Academic, Medical, and any IEP, GIEP, 504 or other related documents your student may have accrued over their time at Methacton.

Safety and Security

Visitors

(Board Policy 907: School Visitors)

District schools require ALL VISITORS to provide identification (driver's license) on their first visit to the school. Upon arrival at school, all visitors must report to the school office, sign in, and wear the identification tag provided by the office. If you wish to deliver something to your child during the school day, please place the item in the cubbies in the vestibule with your child's name on it. The school will deliver it to the room.

Locked Doors

All doors are locked during school hours for security purposes. Visitors entering the building must use the main entrance and **immediately report to the office** for a visitor's pass. Upon leaving the building, visitors must sign out and return passes to the main office.

Child Custody Information

Parents or guardians who have child custody orders or other legal documents limiting access to children are asked to **notify and supply the school with a copy of these documents** in order that the child or school not be placed at risk. This includes Protection from Abuse orders and any other changes that may occur throughout the school year. **It is important that the school knows to whom your child may be released.** This information should be noted on the emergency contact form as well. **Whenever custody orders change, a new copy should be given to the school office.**

Emergency Drills

(Board Policy 805: Emergency Preparedness)

Fire drills are conducted at least once each month and severe weather and intruder drills are conducted once per year. Detailed escape routes are in each

classroom. Visitors, students, and staff must leave the building quickly, in a single file line, and in silence.

School Attire

Student Dress Code

(Board Policy 221: Dress and Grooming)

Philosophy of Dress: “The School Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices disrupt the educational program of the schools or constitute a health or safety hazard. The building principal or designee shall be responsible to monitor student dress and grooming, and to enforce Board policy and school rules governing student dress and grooming.”

Overly suggestive, revealing, or transparent attire that could divert attention from the learning process is not permitted. Clothing or accessories that could cause injury to self or others, or cause excessive wear or damage to school property are unacceptable. Grooming and dress that prevents the student and/or his peers from doing their best work because of blocked vision, or hearing or restricted movement are unacceptable. Clothing should be neat, clean, and not hazardous for school activities. Offensive attire such as clothing/jewelry displaying patches/slogans/pictures that suggest the use of alcohol, drugs, obscene/offensive language, and sexual, violent, or illegal behavior creates an environment not conducive to education and are not permitted.

Violations of this dress code may result in a warning from the teacher or an administrator, and/or the request that a change of clothing be supplied by the parent/guardian.

Student ID tag and Lanyard

A student's IDs shall be visible on his/her/their person or affixed to his/her/their school bag. Students shall follow the school rules with respect to visibility of district lanyards with ID tag for school buildings that require such adherence. Students may not substitute the issue lanyard or change the ID tag without Principal permission.

Jewelry

Sending your child to school with valuable items such as jewelry will be the sole responsibility of the parent(s). These items may be lost or need to be removed for gym class. The potential for a young child to misplace or lose such an item is great. For the

safety of these personal effects, we strongly recommend that these items remain at home.

Physical Education Class & Attire

All pupils are required to take Physical Education except those with special needs or who are under the regular care of a physician or clinic for treatment. These students may be assigned to an adaptive physical education program. Students will participate in Physical Education as part of their class schedule. The following information will help prepare for these classes.

1. Proper Physical Education attire consists of shorts, sweatpants, or leggings and socks, sneakers with laces, and a full-length crew neck tee shirt.
2. Lockers with built-in locks will be provided for each student. The student is solely responsible for all contents within the locker. Students should not give his/her combination to anyone. Students should not bring large amounts of cash, jewelry or other valuables to school.
3. Students are not permitted to wear any jewelry during Physical Education, no exceptions.
4. Glass containers and aerosol sprays are not permitted in the locker rooms.
5. Cleanliness - we suggest that students have gym clothes and towels washed once a week in order to maintain a healthy environment in the gymnasium and locker rooms.
6. Safety goggles are available for students who require this protection.
7. Physical Education excuse notes: students should participate in every physical education class. In case of minor illness or injury, the student is urged to participate when possible. A maximum of two parental excuses per marking period will be permitted. A doctor's note is required for a prolonged problem. Doctor's notes should explain what a child **can do** in regular or adapted physical education.

School Counseling

(Board Policy 112, School Counseling)

Elaina Maksimow – Grade 7 | Ext. 30203

Mark Mueller - Grade 8 | Ext. 30220

Aimee Stratton, Counseling Secretary | Ext. 30202

School Counseling is an integral part of the educational program of the schools. Such a program can:

- Assist students in achieving their optimum potential.
- Enable students to benefit from the offerings of the instructional program.
- Provide identification of intellectual, emotional, social, and physical needs.
- Aid students in recognizing options and making choices in vocational and academic educational planning.
- Assist students in identifying career options consistent with their abilities and goals.

Counselors follow their class of students from grade 7 to grade 8 to ensure seamless transition and services throughout their time at Arcola. Counselors may see students based on referrals made by students, parents, teachers, and administrators. We encourage students to talk with their counselor early and often, as their role is vital to the total success and development of your child. The counselors are also in continuous contact with their teams through frequent team meetings and can assist in academic advisement along with personal and social development.

Student Assistance Program (S.A.P.)

The Student Assistance Program (S.A.P.) is a process that helps students who are struggling with behavior, academics, mental/physical health, and/or attendance. Students are connected to existing on campus services and/or community resources that will help the students and families navigate their concerns. The SAP team is a multidisciplinary team composed of: teachers, administrators, nurses, counselors, School Resource Officer, and/or other school staff. Please [click here](#) to visit the webpage for more information.

School Closings/Delays/Early Dismissals

Inclement Weather Communications

When weather conditions are severe enough to warrant a change in the school day, information will be posted on the district website and district social media pages. Additionally, the School Messenger system will be activated to notify families of the schedule changes through phone calls and emails. Methacton.org/weather includes additional information about start time changes due to inclement weather.

PLEASE NOTE: In the event that you do not receive a phone call before 6:15 a.m., and the weather seems

inclement, be sure to utilize any of these all of the above methods to verify the status of the school day. While School Messenger is a very reliable system, no system is completely fail-safe, and so a variety of back-up measures are in place.

REMEMBER: If there is no announcement, you should assume school is opening on time.

When schools are closed, activities scheduled that afternoon and evening are CANCELLED.

When a two-hour delay is announced, all before-school activities (i.e. orchestra, band, chorus, etc.) are CANCELLED.

Flexible Instruction Days

In some cases, a Flexible Instruction Day (FID) may be utilized in lieu of an in-person school day. Learn more about the FID expectations and requirements [here](#).

School Procedures

Library

The library may be used before school, during a class, and during 8th period. Students MUST use their Arcola student identification cards to sign out library materials. Arcola student identification cards (ID) are issued annually.

Procedure for Entering the Library

The library is open to all Arcola students. Any students wishing to use the library during 8th period must have a pass. Each class is limited on the number of students that can be sent to the library.

Arcola Home and School Association (AHSA)

Please refer to [AHSA](#) for additional information.

Bicycle/Skateboard Policy

Due to the heavy traffic and lack of adequate sidewalks the use of bicycles and skateboards by students is prohibited on school property.

After-school/Evening Activities

In order to provide a safe school environment, all students attending an after-school or evening activity will be required to show their Arcola picture identification card for admittance. All school dress and conduct rules apply. **Only Arcola students are permitted to attend activity nights and school dances.**

Display of Materials in the Halls

(Board Policy 220: Student Expression/Distribution and Posting of Materials)

All materials (posters, advertisements, announcements, etc.) being requested for display by students in halls or on bulletin boards in halls must be approved by the administration. These materials will be approved in advance of display and must contain the initials of the person granting approval in the lower RIGHT HAND CORNER on the item. Any student materials on display which have not been approved and which do not contain these initials will be removed and discarded. At NO TIME will these materials be displayed on any glass area in the building.

Advisory Activity Period

Every day during period 8, students will be involved in some way in one or more of the following:

- Music – Band/Chorus/Orchestra
- Clubs – Clubs are selected from a listing of various clubs being offered by the teachers. All students will have the chance to participate in a club or clubs.
- Team Activity Time/Advisory
- Academic Time

Student Hall Passes

Students must use a Smart Pass whenever leaving class during scheduled class time.

Student Visitors

Requests for student visitors to attend all or part of the day in school are not permitted due to the unnecessary responsibilities placed on the faculty and the disruption of the normal school day. Your cooperation is greatly appreciated.

Classroom Visits After Hours

Visitors/Parents/Students are **not** permitted to enter classrooms before or after school hours. Methacton encourages students to learn personal responsibility by requiring them to bring home, at dismissal time, any item they may need for any after school activity.

*****PLEASE DO NOT ENTER CLASSROOMS UNLESS THE TEACHER IS PRESENT AND PERMISSION IS GIVEN BY THE TEACHER OR OFFICE STAFF TO DO SO.**

(This holds true any time during the course of the school day as well.)

Phone Calls

Please note that it is not appropriate for students to be making calls from school to home for forgotten homework, lunches, money, or personal items or non-emergency illness. **Remembering to bring needed items to school is part of learning to be responsible.** Calls made from the school office to parents at home or work will be permitted for “emergency” reasons only.

Technology

(Board Policy 815: Acceptable Use of Communications and Information Systems)

1:1 – Digital Learning and Instruction Environment

The Methacton School District issues one device to every student in the district in Grades 2 through 12. Devices remain the property of the school district for the duration that it is assigned to the student. It is the responsibility of the student/family to maintain the device in good working order during the time the device is assigned to the student.

Students have their devices refreshed every four years. Graduating seniors must return their device and charger in good working order to receive their graduation materials. If a student does not have either the device or charger, they will have a financial obligation applied to their record. There is no access to the Chromebooks camera or microphone.

View the [Technology page](#) on the website for additional information about student devices.

Personal Listening & Electronic Devices

Students are not permitted to use personal listening devices, cell phones, video games, or laser pointers during school hours **unless permission is granted by a teacher to use them in a controlled setting.** If students are in possession of such items during school hours without the proper permissions, they must be off and away. Any electronic device found misused during school hours may be confiscated. Confiscation of electronic devices is subject to disciplinary action.

BYOD Guidelines

Staff and students are permitted to use privately owned electronic devices to access the district's wireless network. Connecting to the MSD BYOD network with privately owned electronic devices is a privilege, not a right, and it is not a requirement for

any students or staff. Permission to bring and use privately owned devices is contingent upon adherence to BYOD guidelines and the MSD Board Policy [815: Acceptable Use of Communications and Information](#). If a privately owned device is used to disrupt the educational environment, in the sole opinion of the MSD, the privileges may be limited or revoked.

Acceptable Use Policy

([Board Policy 815: Acceptable Use of Communications and Information](#))

The Methacton School District (“School District”) provides employees, students, and Guests (“Users”) with access to the School District’s Electronic Communication and Information Systems and network, which includes Internet access, whether wired, wireless, cellular, or by any other means. Guests include, but are not limited to, visitors, workshop attendees, volunteers, independent contractors, adult education staff, parents, School Board members, vendors, and School District consultants.

Computers, network, Internet, Intranet, electronic communications and information systems (collectively “CIS systems”) provide vast, diverse, and unique resources. The Board of School Directors will provide access to the School District’s CIS systems for Users if there is a specific School District-related purpose to access information and research; to collaborate to facilitate learning and teaching; and to foster the educational purpose and mission of the School District.

For Users, the School District’s CIS systems must be used for educational purposes and/or performance of School District job duties in compliance with this Policy. Incidental personal use (as defined in this Policy) of School District Computers is permitted for employees. However, they should have no expectation of privacy in anything they create, store, send, receive, or display on or over the School District’s CIS systems, including their personal files, or any of their use. Students may only use the CIS systems for educational purposes.

CIS systems may include School District Computers which are located or installed on School District property, at School District events, connected to the School District’s network and/or systems, or when using its mobile computing equipment, telecommunication facilities in protected and unprotected areas or environments, directly from home, or indirectly through another Internet Service Provider (“ISP”), and if relevant, when Users bring and use their own personal computers or personal

electronic devices, and if relevant, when Users bring and use another entity’s computer or electronic devices to a School District location, event, or connect to a School District network.

If Users bring personal Computers or personal technology devices onto the School District’s property, to School District events, or connect them to the School District’s network and systems, and if the School District reasonably believes the personal Computers and personal electronic devices contain School District information or contain information that violates a School District policy or administrative regulation, the legal rights of the School District or another person, or involves significant harm to the School District or another person, or involves a criminal activity, the personal computers or personal electronic devices may be accessed in accordance with the law to insure compliance with this Policy, other School District policies, regulations, rules, procedures, ISP terms, and local, state and federal laws. Users may not use their personal Computers and personal technology devices to access the School District’s intranet, internet or any other CIS system unless approved by the Director of Technology and/or designee.

The School District intends to strictly protect its CIS systems against numerous outside and internal risks and vulnerabilities. Users are important and critical players in protecting these School District assets and in lessening the risks that can destroy these important and critical assets. Consequently, Users are required to fully comply with this Policy, and to immediately report any violations or suspicious activities to the Superintendent and/or designee. Conduct otherwise will result in actions further described in the Consequences for Inappropriate, Unauthorized and Illegal Use Section found at the end of this Policy, and provided in relevant School District policies, regulations, rules, and procedures.

Transportation

([Board Policy 810: Transportation](#))

School Buses

Methacton transportation services are provided through [First Student](#).

School bus transportation is an extension of the school system and the standards set by The Methacton School District should be carried over onto the school bus. The bus driver is in complete control of the bus he/she operates and is charged with the safety and discipline of the occupants. Students must abide by established rules and regulations concerning

conduct on the bus. The use of bus transportation is a PRIVILEGE, not a right. If the conduct of a student is such that it jeopardizes the safety of others or is disruptive, this privilege may be denied. Acting on the recommendations of the bus driver, a building principal has the authority to suspend or dismiss bus privileges.

All students must ride the bus to which they have been assigned. All buses will be unloaded and loaded from the back at both Arcola and Skyview entrances. Students will be asked to enter/exit the building closest to their bus and walk through the hallways. Staff will be positioned in the hallways and outside to assist Skyview and Arcola students. Students may not get off buses at any stop other than their own unless they have written permission from the parent/guardian, which has previously been presented to the attendance office for approval.

Parent Pick-Up

Maintaining safety during arrival and dismissal is very important to us. Students who are driven to school are to be dropped off and picked up at the front of Arcola, at our main entrance. Please follow the one-way traffic pattern on campus and all directions of the Methacton staff and School Resource Officer to help expedite the pick-up and drop off system. It is important that you make car arrangements with your child so that he/she knows where to go at dismissal. Please note that all buses will have the right of way first and will enter and exit the campus prior to cars.

Children Visiting Other Children After School

Methacton School District will no longer allow "Guest Riders" on a bus. A "Guest Rider" is an individual who is riding home on a bus that is not their assigned bus. Students must ride their assigned bus home. If a student wishes to go home with another child after school other transportation arrangements must be made.

Bus Rules for Safety and Conduct

(Board Policy 218: Student Discipline)

Waiting for the bus:

- Arrive at your bus stop on time (10 minutes beforehand)
- Wait for your bus in a safe, visible area off the road
- Be considerate of others
- Wait for your bus to come to a complete stop
- Board the bus in an orderly manner
- Go directly to a seat and sit down

While on the bus:

- Remain seated while the bus is moving
- Follow the school bus driver's and the safety's instructions at all times
- Keep aisles clear at all times
- Talk quietly
- Keep hands and head inside the bus at all times
- Do not throw objects in the bus or out of the windows
- Do not litter or damage the bus in any way

Leaving the bus:

- Remain seated until the bus comes to a complete stop
- Leave the bus in an orderly manner
- Watch carefully for traffic before crossing in front of the bus
- Be sure to look both ways before crossing

These rules are implemented to ensure your child's safety on the bus. Inappropriate behavior may result in loss of bus privileges.

NOTE: "The Methacton School District Board of School Directors has authorized the use of video/audio cameras on school district buses. These cameras can record both what is said and done on buses. The video/audio cameras will be used to monitor student behavior to maintain order on the school buses to promote and maintain a safe environment. Students and parents are hereby notified that the content of the tapes may be used in a student disciplinary proceeding. The contents of the tapes are confidential student records and will be safeguarded. Tapes will be retained only if necessary for use in a student disciplinary proceeding or other matter as determined necessary by the administration. Parents may request to review the tapes of their child if the tapes are used in a disciplinary proceeding involving their child."

There are no guest riders allowed on the bus.

Walkers

Methacton School District will only permit students to walk home from Skyview or Arcola that live within the boundaries as shown below. These individuals will be required to provide the Building Administration with a signed permission slip daily in order to walk home.



School Board Policy

Many of the procedures and regulations contained within this handbook are authorized by or rooted in Methacton School Board Policy. Parents and guardians should familiarize themselves with these policies, available on the [district's website](#).

A particular policy may be found by number or keyword – simply visit the Policies tab linked under “Board” on the district’s website, and click the “Search” tab. Enter a keyword or policy number to find the related policy.

Safety Reminders for Coming to School

- Students should come directly to school in the mornings.
- Students should go directly home in the afternoons.
- Students should practice caution when crossing streets and/or cross with a parent or guardian if appropriate.

Safety Reminders for Going Home from School

- Children are advised to proceed directly home.
- Please make sure that if you want to give your child **permission to walk home alone (and your school has designated walkers)** or with an adult, sibling, or friend, you must send a written note in advance.
- Remember to advise your child’s teacher or the office if any information changes.

Other Important Information

Publicity Refusal Form

Parents who do NOT wish for their child(ren) to appear in photos or videos online (including social media and websites) must complete the [Publicity Refusal form](#). Optional form can be completed in PowerSchool Parent Portal and returned to the school secretary.

Equal Opportunity in Education and Employment

(Board Policy 103: Nondiscrimination in School and Classroom Practices)

(Board Policy 103.1: Nondiscrimination – Qualified Students with Disabilities)

(Board Policy 104: Nondiscrimination in Employment and Contract Practices)

Distribution of Materials by Students

(Board Policy 220: Student Expression/Distribution and Posting of Materials)

In particular, the following policies have been referenced within this handbook and are of particular importance to our families:

- 103 – Nondiscrimination in School and Classroom Practices
- 103.1 – Nondiscrimination – Qualified Students with Disabilities
- 104 – Nondiscrimination in Employment and Contract Practices
- 105.1 – Review of Instructional Materials by Parents/Guardians and Students
- 105.2 – Exemption from Instruction
- 123 – Interscholastic Activities
- 124 – Summer School
- 130 – Homework
- 200 – Enrollment in District
- 201 – Admission of Students
- 203 – Communicable Diseases and Immunization
- 204 – Attendance
- 206 – Assignment Within District
- 209 – Health Examinations/Screenings
- 210 – Medications
- 210.1– Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
- 212 – Reporting Student Progress
- 213 – Assessment of Student Progress
- 215 – Promotion and Retention
- 216 – Student Records
- 218 – Student Discipline
- 218.1 – Weapons
- 220 – Student Expression/Distribution and Posting of Materials
- 221 – Dress and Grooming
- 222 – Tobacco and Related Materials
- 224 – Care of School Property
- 227 – Controlled Substances/Paraphernalia
- 233 – Suspension and Expulsion
- 247 – Hazing
- 248 – Unlawful Harassment
- 249 – Bullying/Cyberbullying
- 805 – Emergency Preparedness
- 806 – Child Abuse

808.1 – Free/Reduced-Price Meals and Free
Milk
810 - Transportation
815 – Acceptable Use of Communications and
Information Systems
907 – School Visitors
916 – School Volunteers