Lehighton Area Virtual Academy

Parent/Student Handbook

2026-2027

LEHIGHTON AREA SCHOOL DISTRICT

1000 UNION STREET
LEHIGHTON, CARBON COUNTY, PENNSYLVANIA 18235-1192

Mrs. Suzanne Howland—Lehighton Area Virtual Academy Administrator
LAHS Principal of Academic Programs & Achievement
TELEPHONE (610) 377-6180 ● FAX (610) 377-0303
showland@lehighton.org

Dear Students, Parent, Guardians and Stakeholders,

Welcome to the Lehighton Area Virtual Academy (LAVA) Program. LAVA offers a full-time online learning option tailored to meet the increasing demand for high-quality instruction. Our web-based courses utilize proven online learning practices and advanced software, providing students with a dynamic educational experience. By enrolling in LAVA, students gain access to flexible and non-traditional learning opportunities with personalized pacing. Our curriculum is state-aligned, rigorous, and emphasizes 21st-century skills to prepare students for the future.

As a LAVA student, you will remain enrolled in our school district, allowing you to benefit from the resources and support available within the school community. This handbook serves as a comprehensive guide to the LAVA organization, outlining essential policies, procedures, and support systems. It clarifies both your responsibilities as a student and the school's commitments to your academic success.

It is crucial to recognize that LAVA is a part of the public school system, necessitating adherence to state and federal regulations. By choosing LAVA, you are agreeing to comply with the educational standards set forth by regulatory bodies to ensure a structured and effective learning environment.

We are excited to embark on this educational journey with you and are dedicated to supporting your success throughout the school year. Our team is here to address any questions or concerns you may have. Please feel free to reach out to our office at any time for assistance.

Congratulations on joining LAVA. We look forward to a productive and enriching academic year ahead!

Sincerely,

Mrs. Suzanne Howland, LAHS Principal of Academic Programs & Achievement
K-12 Lehighton Area Virtual Academy (LAVA) Administrator

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Student & Youth Rights

The ACLU-Know Your Rights – A Handbook for Public School Students in Pennsylvania can be found on the district website under Quick Links or by going to www.aclupa.org.

Lehighton Area Virtual Academy (LAVA) Contact Information

Carbon Lehigh Intermediate Unit Contacts

elearn21-help@cliu.org
1-855-4ELEARN
Hours of Support: Monday-Friday, 7:00 a.m. to 5:00 p.m. (excluding IU holidays)

Lehighton Area School District Administration Contacts

Mr. Jason Moser, Superintendent
jmoser@lehighton.org
610-377-4490, ext. 7515

Mrs. Gretchen Laviolette, Director of Academic Programs and Technology
glaviolette@lehighton.org
610-377-4490, ext. 7534

Mrs. Suzanne Howland, K-12 Lehighton Area Virtual Academy (LAVA) Administrator
LAHS Principal of Academic Programs & Achievement
showland@lehighton.org
610-377-6180, ext. 7413

Mrs. Gabrielle Elsasser, LASD Attendance Contact
gelsasser@lehighton.org
610-377-4490 ext. 7536

Lehighton Area High School Contacts

Mr. Floyd Brown, LAHS Principal of Operations and Student Management
fbrown@lehighton.org
610-377-6180 ext. 2414

Ms. June Potts, K-12 Lehighton Area Virtual Academy (LAVA) Coordinator
jpotts@lehighton.org
610-377-6180 ext. 2426

Mrs. Kelli Costenbader, LAHS Guidance Counselor (Grades 10 & 12)
kcostenbader@lehighton.org
610-377-6180 ext. 2419

Mrs. Kathy Martin, LAHS Guidance Counselor (Grades 9 & 11)
kmartin@lehighton.org
610-377-6180 ext. 2420

Lehighton Area Middle School Contacts

Mr. Stephen Ebbert, LAMS Principal of Operations and Student Management
sebbert@lehighton.org
610-377-6535 ext. 3108

Mrs. Tiffany Strausberger, LAMS Principal of Academic Programs & Achievement
tstrausberger@lehighton.org
610-377-6535 ext. 3106

Ms. Samantha Elias, LAMS Guidance Counselor (Grades 6-8, A-L)
selias@lehighton.org
610-377-6535 ext. 3112

Ms. Hannah Daly, LAMS Guidance Counselor (Grades 6-8, M-Z)
hdaly@lehighton.org
610-377-6535 ext. 3110

Lehighton Area Elementary Center Contacts

Mr. Aaron Sebelin, LAEC Primary Principal (K-2)
asebelin@lehighton.org
610-377-7880 ext. 4141

Dr. Mark McGalla, LAEC Intermediate Principal (3-5)
mmcgalla@lehighton.org
610-377-7880 ext. 4133

Ms. Tricia Foster, LAEC Principal of Academic Achievement and Intervention
tfoster@lehighton.org
610-377-7880

Ms. Alexia Sieger, LAEC Guidance Counselor (Grades K-2)
asieger@lehighton.org
610-377-7880 ext. 4130

Ms. Mary Boaz, LAEC Guidance Counselor (Grades 3-5)
mboaz@lehighton.org
610-377-7780 ext. 4144

Mission & Vision Statement

MISSION—The Lehighton Area School District's mission is educating students for lifelong success by providing challenging and relevant instruction, fostering academic and personal growth, promoting civic responsibility, cultivating community and family partnerships and supporting the mental well-being of all in a safe environment.

VISION—The Lehighton Area School District will foster a safe and respectful environment where all individuals have the opportunity to reach their potential.

Attendance Policy

State Law provides that parent/legal guardians are responsible for ensuring that their student(s) attends school. Students taking online courses are expected to follow the Lehighton Area School District's calendar. Completion of the online course work for each level is as follows:

High School (9th-12th Grades):

Traditional Scheduling

- Full-time LAVA students are required to complete a minimum of 7 credits per year with a 61% or higher.
- Full-time LAVA students must complete all lessons listed on their activity log (dashboard) daily, per subject, five days a week. This results in weekly completion totals ranging from 35-45 assignments. Part-time LAVA students are also expected to complete all lessons on their activity log daily, per subject, five days a week, with a weekly total of 20-25 assignments. Students taking one or two courses will be completing a required estimated average of 5-10 assignments per school week.
- Students are expected to log in to their coursework every school day (Monday through Friday) unless the school is closed.
- Students and their legal guardians must adhere to the Compulsory Attendance Laws of the Commonwealth of Pennsylvania and the attendance policies of Lehighton Area School District.
- Attendance will be taken daily, and assignment requirements will be monitored to ensure compliance with the pacing agreement.
- A Behind Pace Report will be generated each school morning. For every 6-8 assignments that fall behind pace, an absence will be recorded for the previous school day.
- If absences are documented, classes will be blocked the next school day if the student does not get back on pace with assignments. Notifications will be sent via email to the student and guardian, and students must report to the library at 8:00 a.m. on the specified school day to complete missed assignments. Part-time students must complete a minimum of 3-4 assignments per school day to be considered present. No exceptions will be made.
- Students may utilize additional time over the weekend (until Sunday at 5:00 p.m.) to complete their coursework if they are progressing slowly.
- Any changes in the student's schedule should be reported immediately to the LAVA Advisor.
- LAVA students are encouraged to engage with courseware for an average of 180-240 minutes per school day. Results may vary based on academic ability and level.

- Students must maintain a minimum grade of 61% (the passing requirement for credit) in all classes. If a student has two or more classes below 61%, they will be required to work on assignments in the library. Students will be allowed to work independently at home once they meet the passing grade requirement.
- If a student's grades fall below a 61%, meetings will be conducted with guidance and administration to access their eligibility to remain in LAVA.
- Technological issues are not considered a valid excuse for absences related to logging in and completing work. If a student encounters problems with the website, software or equipment, they must report to the high school library immediately to complete their coursework until the issue is resolved.

Block Scheduling For Early Graduation

Any 12th-grade student wishing to graduate early will complete required courses on a block schedule format.

- Early graduation paperwork must be submitted to the guidance counselor by the first Friday of the 12th-grade school year.
- Successful completion of all coursework is required by the end of the first semester.
- Please refer to the Traditional Scheduling requirements for all other relevant guidelines.
- Below are the specific conditions that are needed to apply for early graduation:
  - Justifiable Situations for Early Graduation:
    - Enrollment in a two-year or four-year college or technical program.
    - Other significant life circumstances.
- Process for Early Graduation:
  - Students must apply and meet with counselors alongside their parent/guardian to discuss the possibility of early graduation.
  - The principal must approve the final decision, with evaluations based on the student's best interests.
  - Inquiries should be made by the end of the second week of the school year in which graduation is sought.
- Credit Requirements:
  - A minimum of 22.0 or 26.0 cumulative credits is required–dependent on the tiered diploma chosen–which can include additional courses or dual enrollment options.
- Criteria for Consideration:
  - An overall GPA of at least 3.0 at LAHS.
  - Attendance of at least 90% during junior year.
  - Advanced or Proficient scores in all testing areas and/or met Graduation Pathways of Act 158 requirements as required by the Pennsylvania Department of Education.
  - No major disciplinary infractions recorded.

Elementary & Middle School (K-8th Grades):

Traditional Scheduling

- Full-time LAVA students will be given the opportunity to take 6 classes per year. Grade promotion will be based on the successful completion of 5 classes with a 61% or higher.
- Full-time LAVA students must complete all lessons listed on their activity log (dashboard) daily, per subject, five days a week. This results in a weekly completion totals range from 30-35 assignments.
- Students are expected to log in to their coursework every school day (Monday through Friday) unless the school is closed.
- Students and their legal guardians must adhere to the Compulsory Attendance Laws of the Commonwealth of Pennsylvania and the attendance policies of Lehighton Area School District.

- Attendance will be taken daily, and assignment requirements will be monitored to ensure compliance with the pacing agreement.
- A Behind Pace Report will be generated each school morning. For every 5-6 assignments that fall behind pace, an absence will be recorded for the previous school day.
- If absences are documented, classes will be blocked the next school day if the student does not get back on pace with assignments. Notifications will be sent via email to the student and guardian, and students must report to the library at 8:00 a.m. on the specified school day to complete missed assignments. No exceptions will be made.
- Students may utilize additional time over the weekend (until Sunday at 5:00 p.m.) to complete their coursework if they are progressing slowly.
- Any changes in the student's schedule should be reported immediately to the LAVA Advisor.
- LAVA students are encouraged to engage with courseware for an average of 180-240 minutes per school day. Results may vary based on academic ability and level.
- Students must maintain a minimum grade of 61% (the passing requirement for credit) in all classes. Students with two or more classes below 61% will be required to come in to the library to work on their assignments. Students will be allowed to work independently at home once they meet the passing grade requirement.
- If a student's grades fall below a 61%, meetings will be conducted with guidance and administration to access their eligibility to remain in LAVA.
- Technological issues are not considered a valid excuse for absences related to logging in and completing work. If a student encounters problems with the website, software or equipment, they must report to the high school library immediately to complete their coursework until the issue is resolved.

Lehighton Area School District Attendance Policy

Absences

School law and district policy determines the following reasons for absences as valid and excusable:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.
2. Death or serious illness in the immediate family or family emergency.
3. Quarantine.
4. Impassable roads.
5. Observance of Religious Holiday.
    a. All absences occasioned by observance of the student's religion on a day approved by a district designee as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday.
6. Religious instruction program acknowledged by the Board.
    a. Must be observed by a bona fide religious group, upon prior written request of the parents/guardians.
    b. Its organizers must inform the district designee of the child's attendance record.
    c. The district shall not provide transportation to or from instruction.
    d. A penalty shall not be attached to an absence.
7. Absences approved in advance by the school principal (i.e., college visitations, job interviews).
8. Educational travel with prior approval of the principal or designee.
    a. The person in parental relation submits the required documentation for excusal prior to the absence within the appropriate time frame.

   b. The student's participation has been approved by the Superintendent or designee.
   c. The adult direction and supervising the tour or trip is acceptable to the person in parental relation and the Superintendent.
   d. The Board may limit the number and duration of tours or trips for which excused absences may be granted to a student during the school term.
9. The district designee shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.
10. Required court attendance.
11. Obtaining professional health care of therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.
12. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness and foster care.

Attendance Procedures for Legal Absences:

Even though appropriate excuses may be provided regarding student absences, Lehighton Area School District will notify parents/guardians periodically of their child's attendance records. Special activities and extended medical absences will not be included in these procedures.

PLEASE NOTE: As per guidelines from the Department of Education, educational trips will count toward a student's overall attendance record even though such trips are pre-approved.

Six days absent: A letter or email from building administration will be sent to the student and parent/guardian notifying them of the total accumulation of absences. A follow-up from the student's guidance counselor will follow.

Nine days absent: The school nurse will contact the parents/guardians to inquire about possible medical concerns prohibiting the student from attending school. Administration (or designee) will send a letter or email to the student and parent/guardian requiring the student to obtain medical documentation for future absences and a mandatory meeting may be required between administration and parents to draft an attendance intervention contract. Even though absences to date may be legally excused, this action is taken to facilitate interventions needed to improve school attendance.

Attendance Procedures for Unlawful/Unexcused Absences:

For students seventeen years of age and younger:

Three unlawful days: The attendance officer or designee will schedule a School Attendance Improvement Conference (SAIC) meeting with the student, parent/guardian, and available educators for the purpose of identifying reasons for unlawful absences and creating/implementing a plan for improvement. Notice will be sent to the parent/guardian prior to the meeting being held. If the parent/guardian does not attend the meeting, it will go on as scheduled and a referral to Carbon County Children &Youth may be made. SAIC meetings can be held via phone for convenience.

Six unlawful days: The attendance officer may file citations with the magistrate's office so that a hearing may be scheduled with the student and/or parents/guardians as prescribed by law.

For students eighteen years of age and older:

Three unexcused days: The student's guidance counselor will contact the parents/guardians to inquire about possible reasons for the unexcused absences and to explain potential consequences. The attendance officer or designee will schedule an intervention meeting with the student and parents/guardians to identify the causes of the unexcused absences and facilitate the creation and implementation of a suitable intervention plan.

Six unexcused days: The attendance officer or designee will schedule a follow up meeting with the student and parents/guardians to revise the intervention plan. Disciplinary and/or academic consequences may be issued for continued and prior unexcused absences.

Ten Consecutive Unexcused Absences: In accordance with state law, the administration and attendance team hold the authority to drop a student from the rolls of Lehighton Area High School if they accumulate ten (10) consecutive unexcused days of absence.

Prior to taking this administrative action, the school team will make documented attempts to contact the student and/or their parents/guardians via phone call, email, and standard mail to resolve the truancy.

For all students:

- Students with chronic unlawful/unexcused absenteeism may be prohibited from attending school-sponsored events including but not limited to athletics, dances, outings, and field trips—this includes homecoming and prom.
- Disciplinary consequences up to and including in-school suspension may be issued to a student who has accumulated in excess of six unlawful and/or unexcused absences in a given year.
- Students accumulating eighteen (18) days of absence in a school year may have credits for those classes denied and the student may be placed on academic probation. These absences may be any combination of excused, educational trip, unlawful, unexcused, and unverified absences.
- Any student who uses their own communication device (cell phone, etc.) to arrange their own transportation home without prior approval from the school nurse or administration shall be issued unlawful/unexcused absence minutes for any missing time.

Truancy Proceedings

If a student accrues six (6) or more unlawful absences, the following actions may be taken:

- The building's attendance officer may file a private criminal complaint with the Magisterial District Court for violation of Pennsylvania compulsory attendance law. For students aged fourteen years and younger, the complaint must be filed against the legal guardian(s). For students aged fifteen years and older, the complaint may be filed in the student's name, the legal guardians' name(s), or both. Such filings are made at the discretion of the attendance officer based on the unique circumstances of each case.
- If found guilty of compulsory attendance violations, Pennsylvania law provides for the following maximum penalties: $300 fine plus court costs, suspension of driver's license, and/or community service hours. Additionally, the court may order interventions and disciplinary consequences from the school including successful completion of an individualized truancy elimination program.
- Once a citation is filed for no fewer than six unlawful absences, additional charges may be filed for singular violations.

- **PLEASE NOTE**: Late arrivals to school will accrue and be counted toward truancy. 200 minutes of late time shall be counted as a half-day of unlawful absence.

Defendant rights regarding truancy:

- If cited for a truancy violation, the local Magisterial District Court will schedule a summary trial. Requests for continuances and rescheduling must be made through that office.
- The defendant(s) may seek and employ legal representation. Any associated costs are the responsibility of the defendant(s) and not the Lehighton Area School District.
- Once a student and/or legal guardian has been cited for truancy, additional charges may not be filed until a subsequent summary trial is held; however, the original filing may be amended to reflect the most up-to-date attendance record.

Lehighton Area School District Policies

Lehighton Area School District policies can be viewed at www.lehighton.org in the top right corner of the home page is "Policies". Another location of all Lehighton Area School District policies can also be located in the Appendix of this manual.

Lehighton Area School District Attendance Policy #204 is located at www.lehighton.org and in Appendix.

Lehighton Area Virtual Academy Specific Parameters

Excused Absences

Lehighton Area School District recognizes that circumstances can occur that will keep a student from completing daily lessons and signing into the system. These types of absences are considered excused absences and should fall into one of the categories below. Students are expected to work with their LAVA Advisor and online teachers to make up any missed work. **ALL EXCUSES ARE DUE WITHIN THREE (3) SCHOOL DAYS** of the absence.

To get the absence excuse ready for printing, download the PDF—Excuse Blanks Hard Copies. Then, send the excuse to the administration building for documentation using the hard copies. Alternatively, you can submit the absence excuse online by going to the Excuse Blanks and Education Trip Form page and filling out the excuse via the LASD Absence Excuse Online Form Submission.

Excuses provided outside of the 3-day window will not be approved.

- Absence due to illness, health condition, family emergency. The parent/legal guardian is expected to notify the LAVA Advisor, via email, prior to the absence unless the situation does not provide

such opportunity. A doctor's note will have to be provided if the student misses three (3) days due to illness. This should be forwarded to the LAVA Advisor.

- Participation in school approved activity. In order to be granted an excused absence the activity must be authorized by the LAVA Advisor and parent/legal guardian. The online teachers must be notified prior to the event.
- Disciplinary actions. Absences due to temporary suspensions are deemed excused for attendance record keeping.

Unexcused Absences

Any absence that does not fall into an excused absence category or is not adequately documented will be considered an unexcused absence. The parent/legal guardian will be notified of any unexcused absence.

- As a courtesy to our students, weekend time can be utilized to make up the required coursework for each given academic grade level. Coursework must be completed by Sunday, 5:00 p.m.
- Utilization of weekend time does not exempt students from the mandatory minimums required during the Monday through Friday school week.
- If students do not meet the academic requirements they must attend the traditional school setting to accomplish the unfinished coursework on Monday of the following week. The LAVA Advisor, via email or phone call, will block courses beginning Monday at 8:00 a.m. Failure to comply will result in an immediate unlawful and all courses will be dropped from the student's schedule and a meeting will occur to determine appropriate placement.
- In the event of unexcused absences, administration will schedule a conference between the parent/legal guardian, LAVA Advisor and student. At that time, an action plan will be determined to ensure student success.
- If a student hits nine (9) absences, whether passing or not, the student may be placed on academic probation and likely removed from the LAVA program and returned to their grade appropriate Lehighton Area School District building.
- At nine (9) absences a conference will be required.

Attendance Warning Levels

After a student accumulates **three (3)** unexcused absences, written and/or electronic notification shall be sent to the parent/legal guardians indicating that the student has not met the attendance requirements of LAVA. Parent/legal guardians may be required to attend a truancy elimination meeting.

After a student accumulates **six (6)** unexcused absences, following the truancy elimination meeting, citations will be issued to the district magistrate for truancy violations. An additional conference with the family will be requested.

After a student has accumulated **nine (9)** absences (excused/unexcused/unverified/unlawful) during the academic year, all absences after that will require a doctor's note to be turned into the LAVA Advisor within three days of the absence.

If a student hits **ten (10) absences**, all further absences mandates a doctor's excuse and the student may be removed from the LAVA program.

LAVA Orientation Requirements

If the student is failing two or more courses during orientation the district will recommend that the student remain in the traditional school setting.

Passing Threshold Requirement

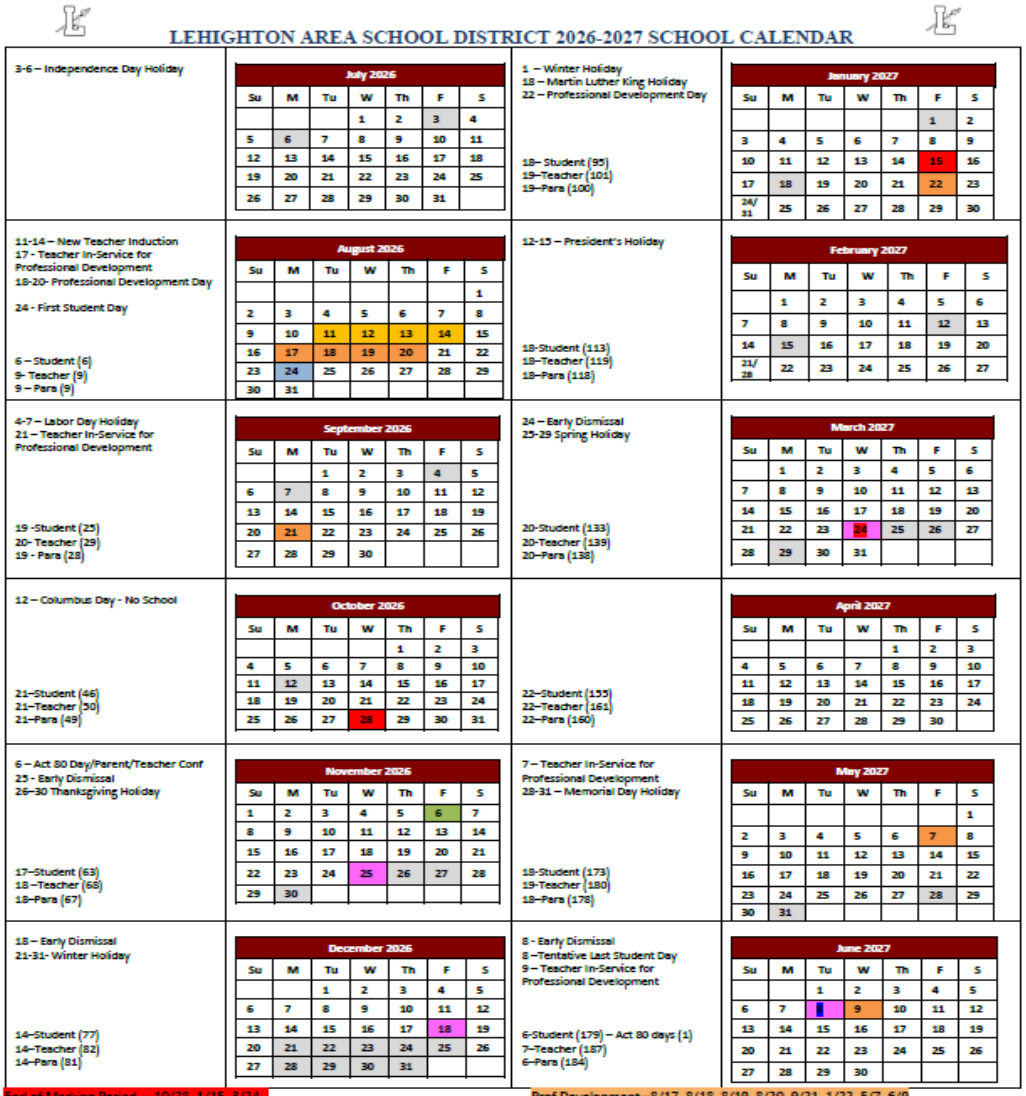
Once released from orientation students should maintain a 61% (passing requirements for credit) or higher in all classes. Students with two or more classes below 61% will be required to come in to the library to work on their assignments. Students will be released to independently work at home once the passing grade requirement has been met. A meeting will also be held with administration, as needed.

Return to Traditional School Setting

If at the end of the marking period students are failing two or more LAVA classes they may be required to return to the traditional school setting—due to inability to handle an independent online platform.

School Calendar

Students enrolled in LAVA are expected to follow the Lehighton Area School District calendar. Students wishing to deviate from the district calendar must contact their LAVA Advisor to make arrangements.



LEHIGHTON AREA SCHOOL DISTRICT 2026-2027 SCHOOL CALENDAR

3-6 – Independence Day Holiday

July 2026						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 – Winter Holiday
18 – Martin Luther King Holiday
22 – Professional Development Day

18– Student (95)
19–Teacher (101)
19–Para (100)

January 2027						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

11-14 – New Teacher Induction
17 - Teacher In-Service for Professional Development
18-20- Professional Development Day
24 - First Student Day

6 – Student (6)
9- Teacher (9)
9 – Para (9)

August 2026						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

12-15 – President's Holiday

18-Student (113)
18–Teacher (119)
18–Para (118)

February 2027						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21/28	22	23	24	25	26	27

4-7 – Labor Day Holiday
21 – Teacher In-Service for Professional Development

19 -Student (25)
20- Teacher (29)
19 - Para (28)

September 2026						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

24 – Early Dismissal
25-29 Spring Holiday

20-Student (133)
20-Teacher (139)
20–Para (138)

March 2027						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 – Columbus Day - No School

21–Student (46)
21–Teacher (50)
21–Para (49)

October 2026						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

22–Student (155)
22–Teacher (161)
22–Para (160)

April 2027						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

6 – Act 80 Day/Parent/Teacher Conf
25 - Early Dismissal
26–30 Thanksgiving Holiday

17–Student (63)
18 –Teacher (68)
18–Para (67)

November 2026						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

7 – Teacher In-Service for Professional Development
28-31 – Memorial Day Holiday

18-Student (173)
19-Teacher (180)
18–Para (178)

May 2027						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

18 – Early Dismissal
21-31- Winter Holiday

14–Student (77)
14–Teacher (82)
14–Para (81)

December 2026						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

8 - Early Dismissal
8 –Tentative Last Student Day
9 – Teacher In-Service for Professional Development

6-Student (179) – Act 80 days (1)
7–Teacher (187)
6–Para (184)

June 2027						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

End of Marking Period – 10/28, 1/15, 3/24
Early Dismissal – 11/25, 12/18, 3/24, 6/8
First/Last Student Days -8/24, Tentatively 6/8
184 Para Days – 187 Teacher Days – 180 Student Days
1502 Days (OLSDH) – 11/30, 12/21, 12/22, 12/28, 12/29
Board Approved: March 23, 2026

Prof Development –8/17, 8/18, 8/19, 8/20, 9/21, 1/22, 5/7, 6/9
Act 80 Day – 11/6
Snow Make-up Days – 1/18, 2/12, 3/25, 5/28, 6/9
New Teacher Induction Days – 8/11, 8/12, 8/13, 8/14
Paras off – 9/21, 5/7, 6/9

LAVA Parent/Legal Guardian(s) Contract

Parent(s)/Guardian(s) of LAVA students have a unique opportunity and responsibility to actively engage in their child's education. Below are the expectations for Parent(s)/Guardian(s):

- Parent(s)/Guardian(s) may need to provide two forms of residency verification to remain active in the Lehighton Area School District. Proof of residency will be checked annually for all students. All documentation must display the current month's date and either the property owner's name or the parent/guardian's name.
- Acceptable documentation (one required): property tax bill for the permanent residence, complete rental lease (listing all occupants), or real estate closing documents (if applicable)
- Additional documents (one required): vehicle tax registration, voter registration card, utility bills (electric, water, telephone, cable/satellite).
- A driver's license from both the property owner and the parent/guardian will be required for identification purposes only. IDs cannot serve as documentation for address verification.
- Students must attend a 10-day LAVA orientation period. Full-time orientation for the first five consecutive school days (8:00 a.m. – 2:00 p.m.) and half-time for the next five days (8:00 a.m. – 11:00 a.m.). Returning LAVA students are only required to attend the first five days half-time (8:00 a.m. – 11:00 a.m.). Failure to attend consecutively will void the LAVA contract, resulting in withdrawal from the program.
- Student athletes must maintain five (5) courses in accordance with PIAA regulations.
- If a student fails two or more courses during orientation, the district will recommend remaining in the traditional school setting.
- After orientation, students must maintain a minimum grade of 61% in all classes to receive credit. Students with two or more classes below 61% will need to complete assignments in the library until the passing grade is achieved. A meeting with administration may be required as needed.
- If at the end of the marking period students are failing two or more LAVA classes they may be required to return to the traditional school setting—due to inability to handle an independent online platform.
- Parent(s)/Guardian(s) should supervise their child's education at home and provide a conducive learning environment.
- Attend meetings with the designated LAVA Guidance Counselor to review and sign the contract and pacing agreement.
- Activate the Guardian Account to monitor the student's progress; email verification must be sent to the LAVA Advisor prior to successful discharge from orientation.
- Attend any information sessions offered by the district.
- Log in at least once a week to monitor progress and communicate with the LAVA Advisor regarding any concerns.
- Assist the child in adhering to all school rules, policies, and the Acceptable Use of Technology, Electronic Resources, Network and Internet Policy #815.
- If a student drops a course after the grace period, parent(s)/guardian(s) will be responsible for payment.
- Technological issues are not valid excuses for absence; students must complete coursework in the library until resolved.
- Materials for 6-12 grade electives may require additional purchasing, which will be the responsibility of the parent/legal guardian.
- Maintain regular contact with the school via telephone and email.
- School personnel may conduct home visits as necessary, which may or may not be announced.

- Work collaboratively with the child and LAVA Advisor to ensure curriculum completion within the allowable timeframe.
- Ensure that all submitted work is completed solely by the student.
- Students must attend all Benchmark, PSSA, and Keystone testing within their designated building.
- Students must fulfill Act 158 Graduation Pathways (located in Appendix).
- Complete all assigned activities in SmartFutures (located in Appendix) after 5th, 8th, and 11th grades.
- Starting with the 2027 graduating class, students will need to complete FAFSA or follow the procedures to "Opt Out" for their child.
- Notify the school immediately of any changes in the child's contact information or academic status.
- Parent(s)/Guardian(s) are responsible for ensuring transportation to school as needed. If eligible for bussing, contact George's Transportation at 610-377-5511.
- Return all instructional materials and equipment to the school as requested by the child's LAVA Advisor. To avoid financial responsibility, ensure all equipment is returned within five school days of the ending date to Mrs. Amanda Citro at the central administration building.

We have read and understand the above policy and agree to abide by the rules of this Contract.

_____ _____

Parent/Guardian Signature Date

LAVA Student Contract

The Lehighton Area Virtual Academy (LAVA) is an initiative by our district to provide online courses, thereby expanding student options and curriculum offerings. Due to the unique nature of LAVA, specific standards are expected from students enrolling in these courses. This document serves to inform students of the expectations associated with enrollment in LAVA courses.

As a student enrolled in LAVA courses, I acknowledge the following:

- Upon expressing interest in LAVA, a guidance counselor will contact the LAVA Advisor to schedule an orientation meeting.
- Parent/legal guardians and students must meet with the designated LAVA Guidance Counselor to review and sign the contract and pacing agreement. Students must return all completed forms as outlined in the LAVA Manual before commencing orientation.
- Student athletes must maintain five (5) courses in accordance with PIAA regulations.
- Attendance during the orientation session is mandatory for 10 consecutive school days: The first five days (full-time) from 8:00 a.m. to 2:00 p.m. The next five days (half-time) from 8:00 a.m. to 11:00 a.m. Returning LAVA students need only attend the first five days of orientation (half-time). Failure to attend consecutively will void the LAVA contract, resulting in withdrawal from the program.
- If a student is failing two or more courses during orientation, it is recommended they remain in the traditional school setting.
- After orientation, students must maintain a minimum grade of 61% in all classes. Students with two or more classes below 61% will be required to work on assignments in the library until the passing grade requirement is met.
- At the end of the marking period, students failing two or more LAVA classes may be required to return to the traditional school setting due to challenges in managing an independent online platform.
- Regular communication with the school is essential via telephone and email.
- School personnel may conduct home visits as necessary, which may or may not be announced.
- Students must adhere to the Lehighton Area School District calendar and all policies outlined in the student handbook.
- Signing up for a Remind account during orientation is required for communication with the LAVA Advisor; guardians are encouraged to participate.
- Technological issues are not valid excuses for absences. Students experiencing technical problems must report to the high school library to complete coursework until issues are resolved.
- Students are required to log in and complete diagnostic tests and daily lessons as outlined in the pacing agreement. Failure to complete required coursework will result in attendance in the library until further notice.
- Students must contact their LAVA Advisor and online teacher with any questions or problems.
- Participation in online tutoring is encouraged as needed or recommended by the LAVA Advisor.
- Attendance at all Benchmark, PSSA, and Keystone testing at the designated building is required.
- To graduate, students must fulfill Act 158 Graduation Pathways (located in Appendix) and complete assigned activities in SmartFutures (located in Appendix) upon conclusion of 5th, 8th, and 11th grade.
- Starting with the 2027 graduating class, students will need to complete FAFSA or follow the procedures to "Opt Out".
- Students must notify their LAVA Advisor and online teachers of any planned excused absences.

- Appropriate language, common sense, and proper grammar and spelling must be used in all electronic communications.
- Students must follow the Acceptable Use of Technology, Electronic Resources, Network and Internet Policy #815 (located at www.lehighton.org and in Appendix) and all other guidelines as specified by the teacher.
- Because of the technology, students understand that their coursework could be retrieved and printed by the teacher, administrator, or technology staff at any time—if necessary.
- Students must avoid violating the Academic Integrity—Plagiarism & Artificial Intelligence Policy.

If students fail to comply with the above rules, the Lehighton Area School District will notify the student and their parent/legal guardian(s) of the infraction. In cases of severe misconduct, students may be removed from the course(s).

I have read and understand the LAVA contract and policies and agree to abide by the rules outlined in this document.

_____ _____
Student Signature Date

_____ _____
Parent/Guardian Signature Date

Academic Support and Placement

All online course content and assignments are aligned with Pennsylvania's content standards or other nationally accepted standards. These materials are developed by highly qualified educators and undergo a rigorous multi-step review process.

Each lesson within the online courses incorporates various methods to accommodate different learning styles. Additionally, students in grades K-5 have access to either an online or hard copy textbook to effectively meet lesson objectives..

Every lesson includes an assessment designed to evaluate students' comprehension of the lesson objectives. It is important to note that Advanced Placement courses may not include all these features, as they are sourced from third-party vendors.

Students enrolling as full-time LAVA students will collaborate with their LAVA Guidance Counselor or school representative, along with a parent/guardian, to ensure appropriate course placement. The school considers previous grades, courses completed, earned credits, academic performance, assessment results, and graduation requirements when determining placement.

Each student will be assigned an online teacher who will track their progress and, if necessary, implement interventions to support mastery of lesson objectives. Additionally, students can seek help from an online tutor, a highly qualified educator who is available for extra assistance. Online teachers will communicate available tutoring hours and contact methods.

A LAVA Advisor will be appointed by the Lehighton Area School District to monitor student progress and coordinate necessary assistance.

Students are required to participate in all state and school-mandated assessments. For dates and times of these assessments, students should reach out to their specified grade level guidance counselor for more information.

Students and their parents/guardians will have continuous access to student grades online via the LAVA Portal. Lehighton Area School District will issue report cards electronically and physical diplomas.

Career Ready Program—Industry Certifications

LAVA offers two platforms for high school students to complete sequenced learning tracks aligned to national and examination standards. These tracks put students on a path to obtain industry certifications and to secure employment in high-paying, high-demand jobs in industries with the greatest job growth and opportunities.

Programs are available that will prepare students with courses to obtain relevant industry certifications. Students explore careers through introductory courses, selection of a program of study, and sequencing of courses which can consist of four to eight concentrator courses to prepare and then can take industry-endorsed certification exams.

"Students enrolled in CTE courses are significantly more likely to develop problem solving, project completion, research, communication, time management and critical thinking skills during high school." - Lekes et al., National Research Center for CTE

Industry Certifications Available—Agriculture, Food & Natural Resources, Arts & A/V Technology & Communication, Business Management & Administration, Education & Training, Finance, Government & Public Administration, Health Science, Hospitality & Tourism, Human Services, Information Support & Services, Law & Public Safety, Corrections & Security, Manufacturing, Marketing, and Science, Technology, and Engineering & Mathematics.

Withdraw, Educational Trip Form and Dropping a Course

Withdraw

Students participating in LAVA may withdraw from the program provided that the parent/legal guardian indicates in writing the reason for withdrawal, the name and location of the public or private school that the student will attend and expected exit date from the program. Parent/legal guardians may initiate withdrawal from the program by contacting the LAVA Advisor. The Lehighton Area School District will contact the parent/legal guardians to ensure proper paperwork is completed and equipment is returned to the administration office to Mrs. Amanda Citro.

Educational Trip Form

Students enrolled in the Lehighton Area Virtual Academy that expect to be away from the home of residence must complete and return the Educational Trip Form one week prior to the educational trip. It is the responsibility of the student to make each of his or her teachers aware of any absences from class in advance Educational Trip Forms. This form must be submitted to the appropriate building principal. The Lehighton Area School District has the authority to accept or deny any requests for an educational trip.

Dropping a Course

All students have the first five days of the first marking period to drop/add year long classes (1 credit). Semester based courses (.5 credit) have the first five days of the 1st through 3rd marking period to drop add classes. **The 5 days starts from the day the student is enrolled into the course**. If a full-time LAVA student drops a course they must immediately enroll in another course to maintain their full-time status. If the student does not enroll in another course to maintain the full-time status they will be dropped from LAVA and enrolled in the appropriate Lehighton Area School District school. Drop/Add is not available to students for marking period four (4).

Technology

Technical Support

Technical support is exclusively available to full-time LAVA students for the Chromebooks and software provided under the LAVA program. Support is not offered for home networks, personal computers not issued by LAVA, or for families/students not enrolled in the full-time academy.

Full-Time LAVA students will be provided with a Chromebook, headset with microphone, virus protection software, internet filtering software, and the necessary software to support the student's curriculum. This equipment remains the property of the Lehighton Area School District and must be returned within one week (5 school days) following the termination of the student's online learning.

Full-Time LAVA students may receive a reimbursement of $30.00 per month for local Internet Service Provider fees for every full month of LAVA enrollment (September-May). If multiple full-time LAVA students reside in the same household, the reimbursement will still be capped at $30.00 a month. LAVA reserves the right to terminate Internet reimbursement at its discretion.

All Internet and computer technology usage must align with the educational goals of the student. Activities deemed illegal or non-educational—including but not limited to profit-making, lobbying, gambling, advertising, transmitting offensive materials, hate mail, discriminatory remarks, or accessing obscene content—are strictly prohibited. Refer to the Acceptable Use of Technology, Electronic Resources, Network and Internet Policy #815 located at www.lehighton.org and in Appendix.

The use of LAVA program technology or the Internet for illegal copying, communication, or modification of material in violation of all applicable laws is prohibited. Such actions will lead to law enforcement referral.

Students, parents/legal guardians, or any third parties are strictly forbidden from installing any software or hardware on the provided computers, removing installed software or hardware from those computers, installing software received on any other computer systems. Software must not be loaned, given, or used on any other computers.

The school reserves the right to deny a student's access to equipment and/or Internet reimbursement to prevent unauthorized activities. Students who have their access denied must return any issued equipment.

- Full-Time LAVA students must report any Chromebook issues at Technical Support Portal. Students should log in using their school email. The technical support team will assist with hardware issues. Reports must include the student's name and relevant details for effective resolution.
- For courseware-related issues, contact the Carbon Lehigh Intermediate Unit help desk—610-769-4111 or email elearn21-help@cliu.org. Reports should include the student's name, Lehighton Area School District affiliation, affected courses, and any details aiding in problem resolution.
- Students enrolled in single classes within a district building should report all issues to the LAVA Advisor, who will assist in resolving the problem.
- Issues reported during school hours will receive a response from school personnel within 24 hours or the next school day.
- Technological issues do not excuse students from logging in and completing their work. If a student experiences difficulties with the website, software, or equipment, they should report to the high school library to continue their coursework until the issue is resolved.

Computer Set-Up

All computer equipment will be collected and returned through the administration building.

Full-Time LAVA students, along with their parents/legal guardians are responsible for setting up the system upon its arrival at the student's residence. Technical support staff will be available to assist with the activation of the computer system.

Any malfunctions with the computer hardware should be reported by the student or parent/legal guardian as soon as possible. Staff will engage in a discussion to assess whether the issue is hardware-specific or software-related and will develop an appropriate plan of action.

Lost/Damaged/Returned Property

The student/parent/legal guardian must inform the school district within three days of any theft, damage, destruction, or loss of school-owned computer equipment. The responsibly party may incur costs for repairing or replacing any equipment that is lost, stolen, or damaged while in the student's possession.

Families/students are generally financially responsible for their equipment. In most cases of loss or damage, the parent/legal guardian is advised to file a claim with their homeowner's insurance. The school will assist by providing necessary information regarding the cost and value of the equipment. It is crucial for the family or student to promptly forward copies of the police report, fire report, insurance claim, and any other relevant documentation to the LAVA Advisor, who will then relay this information to the district technology department.

Replacement Equipment—LAVA will arrange for replacement equipment only after:

- All applicable reports and claims have been submitted
- The student/family have made appropriate arrangements to compensate the school for the loss.
- The family/student signs a revised agreement reflecting the issuance of new equipment.
- The damaged equipment is returned, if applicable.

All instructional materials and equipment must be returned to the school as requested by the student's LAVA Advisor. To avoid any financial responsibility or invoices being sent to the magistrate for replacement or late costs, arrangements should be made to return the equipment within five (5) school days of the end date. All equipment should be returned to Mrs. Amanda Citro at the central administration building.

McKinney-Vento Homeless Educational Program

McKinney-Vento Homeless Assistance Act

The Education for Homeless Children and Youth (EHCY) program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.) (McKinney-Vento Act). The McKinney-Vento Act was originally authorized in 1987 and most recently re-authorized in December 2015 by the Every Student Succeeds Act (ESSA).1. The McKinney-Vento Act is designed to address the challenges that homeless children and youths have faced in enrolling, attending, and succeeding in school.

Under the McKinney-Vento Act, educational agencies must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youths. Homeless children and youths must have access to the educational and related services that they need to enable them to meet the same challenging State academic standards to which all students are held. In addition, homeless students may not be separated from the mainstream school environment. Local Educational Agencies are required to review and undertake steps to revise laws, regulations, practices, or policies that may act as barriers to the identification, enrollment, attendance, or success in school of homeless children and youths.

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

Definition of Homeless (McKinney-Vento Act Sec. 725(2); 42 U.S.C 11435(2))

CHILDREN WHO LACK A FIXED, REGULAR, AND ADEQUATE NIGHT TIME RESIDENCE:

- "Doubled up"—Sharing the housing of others due to the loss of housing, economic hardship, or similar reasons.
- Living in motels, hotels, trailer parks, camping grounds, due to lack of adequate alternative accommodations.
- Living in emergency or transitional shelters.
- Living in a public or private place not designed for humans to live.
- Migratory children living in above circumstances
- Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings
- Unaccompanied Youth—Children or youth who meets the definition of homeless and not in the physical custody of a parent or guardian.

Family Educational Rights & Privacy Act (FERPA)

This law affords certain rights to Parents and Eligible Students in regards to Education Records that are maintained by schools. These rights transfer to the student when they reach the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.
- Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights

under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

Student Records

A cumulative file will be maintained for each student during their enrollment in LAVA. This record will include only verified educational information and will be utilized solely for the benefit, promotion, or welfare of the student. All materials within each student's file will remain confidential, with access strictly limited to authorized personnel at the local school, LAVA, and the student's parent/legal guardians.

Special Education Services

Director of Student Services—Mrs. Sandra Michalik

The Lehighton Area School District conducts ongoing identification activities as a part of its school program for the purpose of identifying a student who may be in need of special education and related services. Individualized services and programs are available for children who are determined to need specially designed instruction due to the following conditions:

- Autism/pervasive developmental disorder
- Blindness or visual impairment
- Deafness or hearing impairment
- Development delay
- Mentally gifted
- Intellectual disability
- Multi-handicapped
- Neurological impairment
- Other health impairments
- Physical disability
- Serious emotional disturbance
- Specific learning disability
- Speech and language impairment

If a parent or guardian believes that their school-age child may be in need of special education services and related programs, or young child (age 3 to school age) may be in need of early intervention, screening and evaluation processes designed to assess the needs of the child and their eligibility are available at no cost, upon written request. A parent or guardian may request screening and evaluation at any time, whether or not their child is enrolled in the District's public school program. Requests for evaluation and screening are to be made in writing to, Director of Student Services.

For further information on the rights of parents and children, provision of services, evaluation and screening (including purpose, time, and location), a parent or guardian may contact, in writing, the person listed above or any building Principal.

Confidentiality: All information gathered about a child is subject to the confidentiality provisions contained in federal and state law. Lehighton Area School District has policies and procedures in effect governing the collection, maintenance, destruction and disclosure to third parties of this information. For information about the policies and procedures, as well as rights of confidentiality and access to educational records, please contact Mrs. Michalik at (610) 377-4490 x 7599 smichalik@lehighton.org or any building Principal.

Grading

Students are evaluated based on various criteria, including assessments, quizzes, essays, tests, and forum discussions. Both students and their parents/legal guardians have immediate and continuous access to grades by logging into the LAVA Portal. Grades for assessments and tests will be posted within 24-48 hours after submission. The calculation of student GPA and class rank will be handled by the Lehighton Area School District. Report cards will be distributed upon parental request. Please note that the ending dates for academic quarters may be subject to change.

Students are allowed to make up missed assignments without incurring grade penalties if the absences are excused. The deadlines for these assignments will align the parameters established by the student's grade equivalent traditional school setting.

Incomplete grades may be assigned in accordance with the guidelines set forth by the student's grade equivalent traditional school setting. Administrative discretion will be applied in cases of extenuating circumstances.

Testing Policies

Mandated Testing (PSSA/Keystones)

Students are required to participate in all school and state mandated assessments. Students will communicate with their LAVA Advisor on the date and time that they are to arrive at the local school to take specified assessments.

State mandated testing will occur in grades 3-8 (PSSA) and after the following courses: Algebra I, Biology, and sophomore-year English (Keystones).

If a student does not pass a Keystone test with a "Proficiency" level they may be required to either attend remediation classes held at school or have an additional Keystone Preparation class added to his/her schedule.

Students must report to the traditional school setting to complete any and all state mandated testing. Students that do not report on mandated test days will not have access to their classes until appropriate testing is completed.

Parental Rights to Opt Out Of State Mandated Testing

Pursuant to Pennsylvania School code, parents/guardians have a civil right to opt out of state mandated standardized testing, such as PSSA and Keystone testing. Please refer to the State Assessment Information page on the district website for additional information.

Proctored Exams

Students enrolled in the full-time LAVA program may be required to take one proctored unit exam per course, each school year at the school district. The student will work with the LAVA Advisor to arrange when and where the exam is to take place.

Advanced Placement Exams

Students wishing to take AP exams must work with the school's guidance counselor to determine date, time and location. The cost of AP exams are the responsibility of the student.

SAT/ACT

Students wishing to take SAT/ACT exams must contact the school's guidance counselor to determine date, time and location. The cost of SAT/ACT exams are the responsibility of the student. Registration and information about the SAT can be located on www.collegeboard.org. Registration and information about the ACT can be located at www.act.org.

Assessments/Exams

Students will have an opportunity to demonstrate mastery of a skill by retaking quizzes up to three (3) times to improve their score. Exams can only be repeated one time to improve their score.

Graduation Requirements

Students will work with their high school guidance counselors to ensure proper placement and credit fulfillment in order to meet graduation requirements of Lehighton Area School District. Students in grades 9-12 will be classified by grade based on the number of credits they have earned.

In addition, students will need to meet all local and state graduation requirements. It is the student's responsibility to make sure that all coursework is completed and graded at least one week prior to set graduation date.

Graduation requirements for Lehighton Area School District include:

- 26 or 22 credits, depending on the tiered diploma chosen (refer to the Graduation Requirements Policy #217 located at www.lehighton.org and in Appendix).
- Scoring Advanced/Proficient on the Keystone Exams or completion of Act 158 Graduation Pathways.
- Completion of FAFSA (or Opt-Out Form).

Attendance at graduation practice is required for all students wishing to participate in the graduation ceremony.

Field Trips & Social Activities

LAVA students are encouraged to engage in school-sponsored activities. All policies of the school will apply, including those related to attendance and discipline. Students wishing to participate in field trips or social events must first notify their LAVA Advisor and arrange the necessary permissions with the school district. Once these arrangements are made and permission is granted, students should notify their online teachers about their excused absence. It is the responsibility of the students to complete any missed assignments during the field trip or social activity.

Additionally, LAVA students must remember that they are still a member of the Lehighton Area School District and are expected to dress appropriately. The Dress Code Policy #221 (located at www.lehighton.org and in Appendix) will be enforced. Any student found in violation of the dress code policy will not be permitted to participate in the field trip or social activity.

Students should also recognize that attending school-related functions means representing their school district and community. Appropriate conduct is expected at all times, as students' behavior reflects on themselves, their families, and their school.

Physical Education

Students can fulfill their physical education requirements by enrolling in courses offered by LAVA. A diverse selection of Health and Physical Education electives is available across all K-12 grades.

Additionally, students may meet these requirements through participation in organized lessons, activities, and events, provided that expenses are covered by the parental/guardian. Prior approval from the LAVA Guidance Counselor is necessary. Each LAVA student must engage in at least 30 minutes of physical activity daily.

The supervisor, coach, or leader overseeing the activity is responsible for emailing the LAVA Advisor weekly with documentation of the hours participated and the type of physical education completed.

Athletic & Club Eligibility

Students wishing to participate in the Lehighton Area School District's athletic program or clubs will need to express interest to their LAVA Advisor. The LAVA Advisor in turn will give the student the appropriate details of the club or program including academic restrictions. Lehighton Area School District has the authority to enforce academic probation on any student that is participating in a club or activity. In addition, all student athletes must participate in a state mandated physical and provide the necessary paperwork to the school nurse. LAVA Advisors will work with students, parent/legal guardians, and coaches/directors to assist students that are in danger of academic probation.

Student athletes need to maintain passing grades in five (5) classes in order to be eligible to participate in athletics. Please refer to eligibility and code of conduct in the athletic handbook—(https://lehightonathletics.org/main/filesLinks/), which also lists rules that govern participation, including behavior for team members.

A student planning to participate in Division I or Division II sports in college need to register with the NCAA Clearinghouse at ncaaclearinghouse.net.

LAVA grades are submitted to our athletic director each Monday morning for eligibility reports.

Code of Conduct

Lehighton Area Virtual Academy (LAVA) is dedicated to providing a quality education for students in an online environment. The Lehighton Area School District emphasizes the importance of adherence to the Code of Conduct for all students enrolled in LAVA.

The district maintains a zero-tolerance policy regarding any actions by students, parents/legal guardians, staff, or visitors that disrupt educational services, compromise the health and safety of any community member, or threaten the integrity and stability of the online learning program or the school. This commitment ensures a safe, productive, and respectful learning environment for all participants in the Lehighton Area Virtual Academy.

School administration will use their professional judgment in determining which disciplinary action will be most effective in dealing with the student's misconduct (Student Discipline Policy #218 located at www.lehighton.org and in Appendix). Student's age, maturity, natures of infraction and previous record are a few of the circumstances that will be taken into consideration when disciplining. The following infractions on the code of conduct may result in disciplinary action:

- **Cheating**: Engaging in dishonest behavior, including copying or utilizing another person's work without permission.
- **Academic Integrity Violation**: Breaching the Academic Integrity or Plagiarism Policy.
- **Insubordination**: Failing to accept directions or refusing to cooperate with LAVA Advisors, online instructors, and other personnel.
- **Theft**: Illegally taking someone else's property without consent.
- **Fighting**: Involvement in physical altercations with students, faculty, or staff.
- **Vandalism**: Intentionally damaging or misusing LAVA property.
- **Acceptable Use of Technology, Electronic Resources, Network and Internet Policy #815 Violation**: Failing to adhere to the established guidelines for appropriate use.
- **Harassment**: Using profane, obscene language, or gestures towards students, online teachers, LAVA Advisors, or others.
- **Wrongful Conduct**: Any behavior not explicitly listed above that disrupts or obstructs the mission of LAVA, or that is disrespectful, harmful, or offensive to others or their property.
- **Possession of Illegal Substances**: Having drugs, alcohol, tobacco, or other illicit substances at school-related events or on school property.
- **Possession of Weapons**: Having weapons on school property or at school-related events.
- **Hazing**: Any deliberate act intended to cause pain, embarrassment, humiliation, or discomfort to a student for the purpose of initiation, affiliation, or membership in any organization, program, or club.
- **Bullying**: A form of harassment characterized by repeated intimidation through physical, verbal, written, electronically transmitted, or emotional abuse, or through attacks on another's property. Bullying may involve name-calling, verbal taunts, extortion, or exclusion from peer groups.

We have read and understand the above Code of Conduct and agree to abide by the rules.

_____ _____

Student Signature Date

_____ _____

Parent/Guardian Signature Date

Academic Integrity—Plagiarism & Artificial Intelligence

All work submitted to fulfill online course requirements must represent the original efforts of the individual student. This includes, but is not limited to, exams, homework, course assignments, essays, compositions, term papers, and scientific research. Each submission should accurately reflect the student's own effort and abilities. Failure to adhere to this standard constitutes unacceptable academic behavior and may result in disciplinary action. Maintaining academic integrity is a shared responsibility among administrators, faculty, advisors, students, and families within the online learning community.

In the LAVA program, students have been exploring the use of Artificial Intelligence (AI) tools such as ChatGPT, Google Gemini, Canva, and others. Some teachers may have even created activities and projects that require the use of these tools. It's important to check with your teacher if AI use is acceptable for their course.

Plagiarism is defined as the act of copying or stealing another's ideas or words and presenting them as one's own. This includes using someone else's work without proper attribution and committing literary theft. Examples include the following:

- Submitting a paper obtained from an Internet source as one's own.
- Using another student's work, either in whole or in part, and submitting it as one's own.
- Failing to cite sources when using information from books, textbooks, websites, databases, etc.
- Using another person's ideas, opinions, or theories without appropriate citation.
- Incorporating facts, statistics, graphs, drawings, pictures, sounds, or other information obtained from sources not considered common knowledge without proper attribution.
- Quoting another person's spoken or written words without citation.
- Paraphrasing unique ideas from another person, whether spoken or written, without crediting the source.

With the increasing accessibility and sophistication of the Internet, incidents of plagiarism/AI usage in student submissions have risen significantly. Many institutions of higher education impose severe penalties for plagiarism/AI usage infractions, including expulsion. To safeguard the future education of students and fulfill the school's role in their personal development, Lehighton Area School District enforces the following Academic Integrity Policy:

First Occurrence of Academic Integrity Violation/Plagiarism or Artificial Intelligence Usage: any instance of academic dishonesty, including but not limited to use of AI/Plagiarism/Submission of blank or incorrect documents, will result in a "zero" (no credit) on the assigned paper or project. Teachers will provide written documentation of the academic dishonesty and will use the following procedure:

- Discussion with the student, referral to the LAVA advisor, and administration
- Call/Email to parent/legal guardians by the advisor or teacher
- Principal's referral to co-curricular coaches/advisors and National Honor Society, as applicable

Second Occurrence of Academic Integrity Violation/Plagiarism or Artificial Intelligence Usage: removal from the course and denial of credit.

We have read and understand the above policy and agree to abide by the rules.

_____ _____
Student Signature Date

_____ _____
Parent/Guardian Signature Date

Tiered Diploma Options—Lehighton Area High School

Requirements for graduation from Lehighton Area High School are detailed in the Lehighton Area High School Program of Studies, which is reviewed and updated each year. The Lehighton Area School District awards three distinct types of high school diplomas, each with its own specific requirements.

- **High School Diploma with Honors, minimum credit requirement 26 or more credits**
  - Complete the required credits and maintain a cumulative GPA of at least 3.25.
  - Students who earn the required credits but do not meet the 3.25 GPA will receive a High School Academic Diploma.
- **High School Academic Diploma, minimum credit requirements 26 or more credits**
  - Students who do not reach the 26-credit requirement but earn at least 22 credits will receive a High School General Diploma.
- **High School General Diploma, minimum credit requirements 22 or more credits**

The diploma type will be printed on both the high school diploma and official transcripts. It will appear as one of the following: "High School Diploma," "Academic High School Diploma," or "Academic High School Diploma with Honors."

Graduation from Lehighton Area High School requires meeting the following criteria, as established by the Lehighton Area School District Board of Directors and aligned with Pennsylvania Department of Education requirements:

Course Title	Honor's Degree (26 or ↑ credits)	Academic (26 or ↑ credits)	General (22 or ↑ credits)
English	4.0	4.0	4.0
Social Studies	4.0	4.0	3.0
Mathematics	4.0	4.0	4.0
Science	4.0	4.0	3.0
Physical Education	1.0	1.0	.5
Health	1.0	1.0	.5
Computer Applications	1.0	1.0	1.0
Arts/Humanities	3.0	3.0	2.0
Electives	4.0	4.0	4.0

Additional Information:

- **Student Athletes—**must pass at least five classes per marking period to meet PIAA eligibility.
- **Diversified Occupations and CCTI Half-Time Students—g**raduate with the High School General Diploma.
- **College-Bound Students—s**hould aim for the Academic Honors or Academic Diploma.
- **Transportation—s**tudents without a full class schedule must arrange their own transportation to and from school.

Diploma Selection—please choose your diploma path:

◯ High School Diploma with Honors, minimum credit requirement 26 or more credits
◯ High School Academic Diploma, minimum credit requirements 26 or more credits
◯ High School General Diploma, minimum credit requirements 22 or more credits

_____ _____
Student Signature Date

_____ _____
Parent/Guardian Signature Date

Student Pacing Agreement

The following is the agreement between Lehighton Area School District and

Student Name: _____ in the participation in the Lehighton Area Virtual Academy. I will make a commitment to complete the following courses in the following timelines:

COURSE	COURSE SELECTION	MP1, MP2, MP3, MP4, S1, S2
Y1—English		MP1, MP2, MP3, MP4, S1, S2
Y1—Science		MP1, MP2, MP3, MP4, S1, S2
Y1—Math		MP1, MP2, MP3, MP4, S1, S2
Y1—History		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2
Elective (.5 Credit)		MP1, MP2, MP3, MP4, S1, S2

Section end dates may be modified at the discretion of the LAVA Advisor in accordance with changes to the academic calendar. Students who do not meet their academic requirements may be required to attend their designated building, as determined by the LAVA Advisor. Any assignments or lessons not completed by their due date will receive a score of "0."

There is a two-week orientation process that students must complete before they are permitted to work independently from home. Students are required to report to the library for five consecutive school days from 8:00 a.m. to 2:00 p.m. to initiate their online curriculum. Following these initial five school days, students will return to the library for five consecutive half school days from 8:00 a.m. to 11:00 a.m.

This orientation process is designed to facilitate a smooth transition into LAVA and provides students with the opportunity to acclimate to the program and address any potential concerns. If a student incurs an unexcused absence during this period, they will be ineligible to participate in LAVA and will need to return to the regular classroom setting.

_____ _____

Student Signature Date

_____ _____

Parent/Guardian Signature Date

Lehighton Area School District School Board Policies

Appendix A

Here is a quick link to all Lehighton Area School District policies: www.lehighton.org/policies

The following Lehighton Area School District Board Policies require annual notification as well as dissemination to students and parents. Please take the time to review all of our policies referenced below. The policies that govern students are listed in the 200 Section, the policies that govern programs are listed in the 100 Section, the policies that govern finances are listed in the 600 Section, the policies that govern property are listed in the 700 Section, the policies that govern operations are listed in the 800 Section.

006 Meetings

100 Strategic Plan

103 Discrimination/Title IX Sexual Harassment Affecting Students

103.1 Nondiscrimination - Qualified Students With Disabilities

104 Discrimination/Title IX Sexual Harassment Affecting Staff

105 Curriculum Development

105.1 Curriculum Review by Parents / Guardians and Students

108 Adoption of Instructional Materials

109 Resource Materials

113 Special Education

113.4 Confidentiality of Special Education Student Information

114 Gifted Education

114.1 Gifted Matrix

115 Vocational Technical Education

122 Extracurricular Activities

123 Interscholastic Athletics

127 Assessments

137.1 Extracurricular Participation by Home Education Students

137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students

137.3 Participation in Career and Technical Education Programs by Home Education Students

138 Language Instruction Educational Program for English Learners

140.1 Extracurricular Participation by Charter/Cyber Charter Students

142 Migrant Students

143 Standards for Persistently Dangerous Schools

144 Standards for Victims

146 Student Services

151 Therapy Dog Program

200 Enrollment in District

203 Communicable Diseases and Immunization

203.1 HIV Infection (Students)

204 Attendance

204.1 Truancy Procedures

206 Assignment Within District (Twins/Multiple Birth Siblings)

208 Withdrawal From School

209 Health Examinations – Screenings

209.1 Food Allergy Management

209.2 Diabetes Management

209.3 Pediculosis/Head Lice

210 Use of Medications

210.1 Possession/Use of Asthma Inhalers, Insulin Injection Devices and Epinephrine Auto-Injectors

215 Promotion and Retention

216 Student Records

216.1 Supplemental Discipline Records

216.2 Student Records - Identification

217 Graduation Requirements

218 Student Discipline

218.1 Weapons

218.2 Terroristic Threats

218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault

219 Student Complaint Process

220 Student Expression/Dissemination of Materials

221 Dress and Grooming

222 Tobacco and Vaping Products (Students)

226 Searches

227 Controlled Substances/Paraphernalia

233 Suspension and Expulsion

235 Students Rights and Responsibilities

235.1 Surveys

236 Student Assistance Program

236.1 Threat Assessment

237 Electronic Devices

246 Student Wellness

247 Hazing

249 Bullying/Cyberbullying

250 Student Recruitment

251 Students Experiencing Homelessness, Foster Care and Other Educational Instability

302 Employment of Superintendent/Assistant Superintendent

312 Evaluation of Superintendent

314.1 HIV Infection (Staff)

323 Tobacco and Vaping Products (Staff)

324 Personnel Files

332 Working Periods

333 Professional Development

335 Family and Medical Leaves

340 Responsibility for Student Welfare

351 Drug and Substance Abuse

604 Budget Adoption

610 Purchases Subject to Bid/Quotation

618 Student Activity Funds

619 District Audit

621 Local Taxpayer Bill of Rights

626 Federal Fiscal Compliance

705 Facilities and Workplace Safety

707 Use of School Facilities

710 Use of Facilities By Staff

716 Integrated Pest Management

800 Records Management

800.1 Records Retention / Destruction

800.2 Electronic Signatures/Records

801 Public Records

805 Emergency Preparedness

805.1 Relations With Law Enforcement Agencies

805.2 School Security Personnel

806 Child Abuse

805.1 Relations with Law Enforcement Agencies

805.2 School Security Personnel

808 Food Services

810 Transportation

810.2 Transportation - Video/Audio Recording

810.3 School Vehicle Drivers

815 Acceptable Use of Technology, Electronic Resources, Network and internet

815.1 Use of District Owned Technology

815.2 District Social Media

815.3 Use of Artificial Intelligence

816 Use of Livestream Video on School District Property

819 Suicide Awareness, Prevention, and Response

822 Automated External Defibrillator (AED)

823 Administering Naloxone

824 Maintaining Professional Adult/Student Boundaries

827 Conflict of Interest

830 Breach of Computerized Personal Information

830.1 Data Governance - Storage/Security

901 Public Relations Objectives

903 Public Participation in Meetings

904 Public Attendance at School Events

906 Public Complaints

906.1 Title I Parent Complaints

907 School Visitors

907.1 Visitor Management

908 Relations with Parent/Guardians

910 Community Engagement

916 School Volunteers

917 Parental/Family Involvement

918 Title I Parent and Family Engagement

Appendix B

LEHIGHTON AREA SCHOOL DISTRICT

Act 158 of 2018 (Act 158), signed into law by Governor Tom Wolf, provides alternatives to Pennsylvania's statewide requirement of attaining proficiency on the three end-of-course Keystone Exams (Algebra I, Literature, and Biology) for a student to achieve statewide graduation requirements. Effective with the graduating class of 2023, students have the option to demonstrate postsecondary preparedness through one of four additional pathways that more fully illustrate college, career, and community readiness.

ACT 158 REFERENCE | https://www.education.pa.gov/K-12/Assessment%20and%20Accountability/GraduationRequirements/Act158/Pages/default.aspx

PATHWAY 1: KEYSTONE PROFICIENCY

Reach "Proficient" or "Advanced" on the following Keystone Exams:

- ✓ **Algebra 1**
- ✓ **Literature**
- ✓ **Biology**

If a student does not score "proficient" or "advanced" on all three Keystone Exams, they can still meet the state requirements for graduation by meeting the descriptors established in Pathways two through five.

PATHWAY 2: KEYSTONE COMPOSITE

Students must earn "proficient" or "advanced" on at least one Keystone Exam and earn at least a basic score on the other two Keystone Exams. No Keystone Exam score can be "Below Basic."

The Keystone Exam 3-score composite is **4452 or Greater**

PATHWAY 3: CAREER & TECHNICAL EDUCATION

Students will meet local requirements for academic content covered by the Keystone Exams for all subjects. Courses required to earn credit at Lehighton Area High School: Algebra 1, Biology, and English 10. Must produce 1 or more of these artifacts:

- Industry-based competency certification
- Likelihood of industry-based competency assessment success
- Readiness for continued engagement in CTE Concentrator program of study

PATHWAY 4: ALTERNATE ASSESSMENT

Students will meet local requirements for academic content covered by the Keystone Exams for all subjects. Courses required to earn credit at Lehighton Area High School: Algebra 1, Biology, and English 10. And one of the following:

1. **Attain an established score on an approved alternate assessment for each subject where the student did not earn proficiency. Approved alternate assessments are:**
   - Attainment of one alternative assessment score or better: ACT (21), ASVAB AFQT (31), PSAT/NMSQT (970), or SAT (1010)
   - Attainment of Gold Level or better on ACT WorkKeys
   - Attainment of 3 or better on AP Exam(s) related to each Keystone content area in which less than Proficient
   - Attainment of 4 or better on IB Exam(s) related to each Keystone content area in which less than Proficient
   - Successful completion of concurrent enrollment course(s) related to each Keystone content area in which less than Proficient
   - Successful completion of a pre-apprenticeship program
   - Acceptance into accredited, non-profit Institution of Higher Education (IHE) 4yr program for college-level coursework
2. **Successfully complete a dual enrollment course in an academic content area associated with each Keystone Exam in which the student did not achieve at least proficiency:**
   - Credit-bearing, non-remedial approved concurrent course
   - Aligned to respective Keystone Exams
   - Passing grade on the approved concurrent course
   - High school or college transcript as evidence
3. **Successfully complete a pre-apprenticeship program.**
   - Specific career training designed to prepare a student for an occupation in an approved schedule of related instruction
   - Program must be registered with the Director Apprenticeship and Training Office at the Pennsylvania Department of Labor and Industry
   - Meets all pre-apprenticeship program requirements, per specific industry requirements
4. **Be accepted in an accredited 4-year, nonprofit institution of higher education.**
   - Acceptance letter from an accredited 4-year, nonprofit institution
   - Placement test results showing the student may enroll in college-level coursework
   - College registration form confirming enrollment
   - Local profile of an acceptable high school GPA, attendance record, and SAT/ACT score.

Appendix B

PATHWAY 5: EVIDENCE-BASED (THREE PIECES OF EVIDENCE)

Students will meet local requirements for academic content covered by the Keystone Exams for all subjects. Courses required to earn credit at Lehighton Area High School: Algebra 1, Biology, and English 10.

AT LEAST ONE OF THE FOLLOWING:

1. **Attainment of an established score on an alternative assessment**
   - Sat Subject Test - 630
   - ACT WorkKeys: Silver Level
   - AP score of 3 or better on any AP exam or 3 or better on any IP exam
2. **Acceptance into any institute of higher learning for college-level coursework in an other-than-4-year program**
   - Acceptance letter
   - Placement test results
   - College registration form
3. **Attainment of an industry-recognized credential—example: CPR, SafeServ, etc…**
   - Documentation that verifies attainment as defined by the Office of Elementary and Secondary Education
4. **Successful completion of a dual enrollment or postsecondary course**
   - Credit-bearing, non-remedial course
   - High school or college transcript as evidence

AND UP TO TWO OF THE FOLLOWING:

1. **Service-Learning project completion (10 volunteer hours)**
   - Must include project learning goal(s), project activities, and the project's contribution to the community
   - Supervised and assessed by an adult; successful completion is verified in writing by the adult supervisor
   - Sufficient duration and intensity to address identified community needs and meet specified project learning goal(s)
2. **"Proficient" or "Advanced" on a Keystone Exam**
   - Scaled score of 1500 or higher on one Keystone Exam
3. **Letter guaranteeing full-time employment or military enlistment**
4. **Completion of Internship or Cooperative Education Program**
   - Industry-based Learning Indicator Guidance: Work-based learning experiences
5. **Compliance with the National College Athletic Associations (NCAA Division II) core courses for college-bound student athletes**
   - Minimum GPA Requirements (2.0) in approved NCAA core courses—college prep level or higher

- **Most students with an IEP should be able to graduate via one of the five pathways. It is the IEP team's responsibility to determine how successful completion is defined based on completion of IEP goals.**
- **Superintendent's waiver for students with extenuating circumstances**
  - The superintendent can grant a waiver to students at the recommendation of the high school principal and the office of education for a student who is unable to meet any of the pathways prior to graduation. For example, a student entering the district from another state during their senior year.

LEHIGHTON AREA SCHOOL DISTRICT

For additional information, contact the
Lehighton Area High School Administration
at (610) 377-6180

Revised 6/12/2024

Lehighton Area School District SmartFutures Instructions

Appendix C

Information regarding the SmartFutures Program implemented at LASD

All students must complete the SmartFutures Program activities for their grade level. The Department of Education requires all students to receive instruction in Career and Job Readiness. Completing these activities meets this Department of Education requirement.

Career Readiness elements that students must complete by May 1st of each school year:

Grade 5 Benchmark—6 pieces of evidence between grades K-5
Grade 8 Benchmark—6 pieces of evidence between grades 6-8, including individualized career plan
Grade 11 Benchmark—8 pieces of evidence between grades 9-11, including 2 pieces of evidence that demonstrate career plan implementation

SmartFutures Introductory Video (explains why we are using the program and how it can help you)

SmartFutures K-3 Video—https://youtu.be/p6JEPiziHX4?si=fcSIyr-tS8DFvFav
SmartFutures 4-5 Video—https://youtu.be/SU8-jqhdcLc?si=4E2crla2yUuUbuLh
SmartFutures 6-8 Video—https://youtu.be/Ee0oTd7rr-8?si=dtq6ilrgBJe6XI6Z
SmartFutures 9-Above Video—https://youtu.be/8odmtBjtuoE?si=BbGo5wQHGR0sV449

SmartFutures Instructions:

- Open www.lehighton.org.
- Navigate to "For Students"
- Click on the Smart Futures icon located at the bottom of the page or click on https://portal.smartfutures.org/login
- Sign in to the program using your Google credentials "Sign in with Google"
- If credentials are needed: Username = LASD student email and password = indians1
- Once you have logged into the program, locate the "Assignments" tab on the left-hand side. Your school's guidance counselor will share the necessary assignments for your particular grade level with you.
- Work saves automatically so you can return to it at any time.

If you have any questions about the SmartFutures assignments, please contact your school guidance counselor:

Grades K-2: Ms. Alexia Sieger–asieger@lehighton.org
Grade 3-5: Ms. Mary Boaz—mboaz@lehighton.org
Grades 6-8 (A-L): Ms. Samantha Elias—selias@lehighton.org
Grades 6-8 (M-Z): Ms. Hannah Daly–hdaly@lehighton.org
Grades 9 & 11: Mrs. Kathy Martin—kmartin@lehighton.org
Grades 10 & 12: Mrs. Kelli Costenbader—kcostenbader@lehighton.org

Pest Management (IPM) Information

Appendix D

Notification for Parents, Guardians and Employees of Lehighton Area School District

Dear Parent(s), Guardian(s) and Employees,

The Lehighton Area School District uses an Integrated Pest Management (IPM) approach for managing insects, rodents and weeds. Our goal is to protect every student from pesticide exposure by using an IPM approach to pest management. Our IPM approach focuses on making the school buildings and grounds an unfavorable habitat for these pests by removing food and water sources and eliminating their hiding and breeding places. We accomplish this through routine cleaning and maintenance. We routinely monitor the school buildings and grounds to detect any pests that are present. The pest monitoring team consists of our building maintenance, office and teaching staff and includes our students. Pest sightings are reported to our IPM coordinator who evaluates the "pest problem" and determines the appropriate pest management techniques to address the problem. The techniques can include increased sanitation, modifying storage practices, sealing entry points, physically removing the pest, etc.

From time to time, it may be necessary to use chemicals to manage a pest problem. Chemicals will only be used when necessary, and will not be routinely applied. When chemicals are used, the school will try to use the least toxic product when possible. (Applications will be made only after normal school hours.) Notices will be posted in these areas 72 hours prior to application and for two days following the application.

Parents or guardians of students enrolled in the school may request prior notification of specific pesticide applications made at the school. To receive notification, you must be placed on the school notification registry. If you would like to be placed on the registry, please notify the District in writing. Please include your email address if you would like to be notified electronically.

If a chemical application must be made to control an emergency pest problem (ex. stinging insects), notice will be provided by telephone or email to any parent or guardian who has requested such notification in writing. Exemptions to this notification include disinfectants and anti-microbial products; self-containerized baits placed in areas not accessible to students, and gel type baits placed in cracks, and crevices or voids.

Each year the District will prepare a new notification registry.

If you have any questions, please contact Justin Smith, IPM Coordinator.

Sincerely,

Justin Smith, jsmith@lehighton.org
Director of Operations

Parent/Guardian Acknowledgement

I have received, read and agree to abide by all terms listed in the Lehighton Area Virtual Academy (LAVA) Handbook for the 2026-2027 school year. I have also read and agree to abide by all terms listed in the appropriate grade level student handbook which is located on the Lehighton Area School District website under Quick Links.

Student's Name: _____

LEHIGHTON AREA VIRTUAL ACADEMY PARENT/LEGAL GUARDIAN(S) CONTRACT

Parent/Guardian Signature: _____

LEHIGHTON AREA VIRTUAL ACADEMY STUDENT CONTRACT

Parent/Guardian Signature: _____

CODE OF CONDUCT POLICY

Parent/Guardian Signature: _____

ACADEMIC INTEGRITY/PLAGIARISM POLICY

Parent/Guardian Signature: _____

TIERED DIPLOMA OPTIONS (Only Seniors)

Parent/Guardian Signature: _____

STUDENT PACING AGREEMENT

Parent/Guardian Signature: _____

****PLEASE SIGN AND RETURN THIS SHEET****