



Pittsburgh Miller PreK-5

Student Handbook 2026-2027

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SUPERINTENDENT'S WELCOME

Dear Pittsburgh Public Schools Parents, Students, and Families,

Welcome to the 2026-2027 school year! Whether you are joining Pittsburgh Public Schools for the first time or returning for another exciting year, I am honored to welcome you to a community committed to helping every student learn, grow, and thrive.

At Pittsburgh Public Schools, we believe every student deserves access to a high-quality education in a safe, supportive, and inclusive learning environment. Our dedicated educators and staff are committed to preparing students for success in college, career, and life by fostering curiosity, creativity, critical thinking, and a lifelong love of learning.

This school handbook is an important resource designed to help you navigate the school year. Inside, you will find valuable information about District policies, school expectations, student supports, attendance, academic programs, extracurricular opportunities, health and safety procedures, and ways to stay connected with your school community. I encourage every family to review this handbook together and refer to it throughout the year.

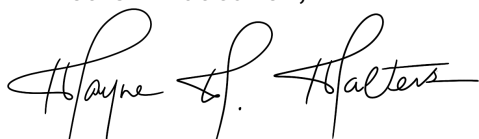
A successful school year is built on strong partnerships between schools, families, and the community. We know that students achieve more when the adults in their lives work together to support their learning and well-being. We invite you to stay engaged by attending school events, participating in Parent School Community Council (PSCC) meetings, communicating regularly with your child's teachers, and taking advantage of the many opportunities to share your voice and partner with us.

As we continue implementing our PPS Future-Ready Plan, we remain focused on creating learning environments where every student feels welcomed, valued, supported, and inspired to reach their full potential. Together, we are building stronger schools and brighter futures for every child.

Thank you for entrusting Pittsburgh Public Schools with your child's education. We look forward to a school year filled with learning, growth, achievement, and meaningful connections.

On behalf of the Board of Public Education and the entire Pittsburgh Public Schools team, welcome to an outstanding school year!

Yours in Education,



Dr. Wayne N. Walters

Superintendent, Pittsburgh Public Schools



PRINCIPAL'S WELCOME



Hotep and Welcome to the 2026–2027 School Year!

I hope you and your family had a wonderful summer filled with rest, joy, and lasting memories. As we begin a new school year, the Pittsburgh Miller Family is excited to welcome our scholars back for a year of learning, growth, and success.

At Pittsburgh Miller PreK-5 African-Centered Academy, we are committed to providing a safe, respectful, and supportive learning environment where every scholar is empowered to achieve academic excellence and reach their full potential.

This year, our dedicated staff will provide engaging, culturally responsive instruction while supporting every scholar's academic and personal growth.

Thank you for your continued trust and partnership. Together, we look forward to a successful 2026–2027 school year for every scholar.

With Gratitude and Excitement,

Mrs. Lisa Stewart

Principal, Pittsburgh Miller Prek-5 African-Centered Academy

SCHOOL INFORMATION



Pittsburgh Miller PreK-5

2055 Bedford Ave, Pittsburgh, PA 15219

Phone: (412) 529-4035

Fax: (412) 622-5925

Office Email: milleres@pghschools.org

Website: pghschools.org/schools/k-5/miller

[Staff Directory-Pittsburgh Miller](#)

School Colors

Red, Black, and Green

School Mascot

Sankofa Bird

School Motto

"Shine Bright at
Miller!"

Stars, sparkle, and
celebrating every
child.

VISION AND MISSION

Our mission is to ensure that children at Miller receive a value-based education grounded in a foundation of Afrocentricity that will prepare them to be competent, confident, and conscious members of society. We will hold ourselves, and one another, accountable for uplifting all children and being an extension of the home as students achieve academic excellence and strength of character. We commit to showing mutual respect, cultural equity, and balance, empowering our children to make productive contributions to their immediate community and world. Miller African Centered Academy will place people of African origin at the center of our learning, and we will give honor and respect to our ancestors, community, and selves.

We exist to educate, empower, and enlighten our students, welcoming their brilliance and higher-level thinking. We aspire to create a culture of scholars who acquire self-actualization through the Principles of Nguzo Saba and placing African Centered education at the center of learning.

COMMUNICATION PROCEDURES

Contacting the School

Please see the previously listed phone number, fax number, and office email address to contact our school.

Social Media

- Welcome Back to School Letter, Miller Newsletters, Miller Calendars
- Student School Needs Checklist
- School Activities, Events & Reminders
- Monthly Event Pictures
- Weather Updates & School Closings

Newsletter

Teachers will submit their classroom to Miller Monthly News, including important information, updates, and student shout-outs. Our school secretary will compile the submissions and create our “Shine Bright at Miller” newsletter to share with families and the school community.

Talking Points

- Consistent School-to-Home Communication/ Attendance & Behavior Support
- Classroom Announcements/Requesting updated Contact Information
- Multilingual Accessibility
- Emergency or Urgent Updates

BELL SCHEDULES

Staff Meetings: 7:45-8:25

Breakfast: 8:10-8:25

Homeroom: 8:25-8:30

Daily Schedule		Half Day	Two-Hour Delay	Remote Learning Day
Period 1	8:30 – 9:15	8:30 – 8:55	10:30 – 11:00	8:25-9:25
Period 2	9:15 – 10:00	8:55 – 9:20	11:00 – 11:30	9:45-10:30
Period 3	10:00 – 10:45	9:20 – 9:45	11:30 – 12:00	10:30-11:15
Period 4	10:45 – 11:30	9:45-10:00	12:00 – 12:45	11:15-12:00
Period 5 Interventions PreK Lunch	11:30 – 12:00	10:00 – 10:35 PreK Lunch K-2 Lunch		Lunch 12:00-12:45
Period 6 K-2 Lunch/3-5 Lunch		10:35 –11:00 3-5 Lunch	1:30 – 2:00	12:45-1:30
Period 7	1:30 – 2:15	11:00 – 11:40	2:00 – 2:30	1:30-2:15
Period 8	2:15 – 3:00	11:40 – 11:45	2:30–3:00	2:15-3:00
Dismissal	3:00	11:45	3:00	3:00

SCHOOL CALENDAR

The 2026-2027 District Calendar can be found [HERE](#).

Event	Date
#PittsburghForPPS Back to School Event	8/17/2026
First Day of School: All Grades Except Kindergarten	8/24/2026
First Day of School: Kindergarten	8/27/2026
No School: Labor Day	9/7/2026
4th Annual Take a Child to School Day	9/17/2026
Half Day	9/18/2026
No School: Yom Kippur	9/21/2026
Q1 Interim Progress Report	10/6/2026
Parent-Teacher Conferences (6-12, 9-12, Special, South Hills, EHS)	10/12/2026
Parent-Teacher Conferences (Early Childhood, PreK-5, PreK-8, 6-8)	10/16/2026
Half Day	10/23/2026
No School: Election Day	11/3/2026
No School: Veterans Day	11/11/2026
Q1 Report Cards Distributed	
Half Day	11/20/2026
Thanksgiving Break 11/26/2026-11/27/2026	
Q2 Interim Progress Report	12/15/2026
Half Day	12/18/2026
Winter Break 12/24/2026-1/1/2027	
No School: MLK Day	1/18/2027
No School	1/19/2027
No School	1/20/2027
Q2 Report Cards Distributed	2/1/2027
Half Day	2/12/2027
Black Men Read	2/25/2027
Half Day	2/26/2027
Q3 Interim Progress Report	3/2/2027
Parent University	3/6/2027
No School: Eid al-Fitr	3/10/2027
Half Day	3/12/2027
Spring Break 3/22/2027-3/26/2027	
Women Who Lead	3/31/2027
Q3 Report Cards Distributed	4/15/2027
Q4 Interim Progress Report	5/12/2027
29th Annual Take a Father to School Day	5/14/2027
No School: Election Day	5/18/2027
No School: Memorial Day	5/31/2027
Breakfast of Champions	6/7/2027
Last Day of School	6/8/2027
Q4 Report Cards Distributed	6/17/2027

Testing Dates	
Keystone Exams Winter	1/4/2027-1/15/2027
PSSAs English Language Arts	4/26/2027-4/30/2027
PSSAs Math, Science, Make-ups	5/3/2027-5/7/2027
Keystone Exams Spring	5/17/2027-5/28/2028

School Board Meetings		
Agenda Review	Public Hearing	Legislative Meeting
8/19/2026	8/24/2026	8/26/2026
9/16/2026	9/22/2026	9/23/2026
10/21/2026	10/26/2026	10/28/2026
11/18/2026	11/23/2026	11/24/2026
12/16/2026	12/21/2026	12/23/2026
1/20/2027	1/25/2027	1/27/2027
2/18/2027	2/22/2027	2/24/2027
3/17/2027	3/29/2027	3/31/2027
4/20/2027	4/26/2027	4/28/2027
5/19/2027	5/24/2027	5/26/2027
6/23/2027	6/28/2027	6/30/2027
7/21/2027	7/26/2027	7/28/2027

ATTENDANCE

Students are expected to be in attendance daily except due to illness or family emergency.

In the event a student is absent:

Non-Medical Absences: a written note must be received from the parent/guardian within 3 days of the student's return. Without a note, the absence will remain unexcused.

Medical Absences: a medical excuse must be received from a doctor providing reason for absence, within 3 days of the student's return. Without a medical excuse, the absence will then be categorized as a non-medical absence. In this case, steps for non-medical excuses must be followed.

- After 3 unexcused absences, a Student Attendance Conference will be scheduled with the Counselor.
- After 5 unexcused absences, a citation for truancy will be issued.

Tardies

Tardiness affects a student's attendance, as well as interrupting instructional time. All students who arrive at school late (after 8:25am) must receive a tardy pass from the main office. Students who arrive to school late due to their school bus/van arriving late or coming with a medical excuse from a medical appointment will be marked as an excused tardy. Students arriving after 8:25 am should be accompanied by an adult to the front entrance, located at 2055 Bedford Avenue.

Early Dismissal Requests

Early dismissal requests must be submitted to the main office in writing or by phone. For students in our Early Childhood program, the latest dismissal time is 1:30 PM. Requests made after that time will not be accommodated, and families will be asked to wait until regular dismissal. For students in grades K–5, the latest early dismissal time is 2:00 PM.

Withdrawing a Student

In the event a student is moving and being enrolled in another school, a records request must be received by Miller from the new school. This request serves as confirmation that the student has been enrolled elsewhere, permitting the student to be removed from Miller's roster.

ACADEMICS

Curriculum

All curriculum at Pittsburgh Miller is aligned with district programming and approved instructional materials. Modified curriculum and accommodations are available based on the individual needs of students with special needs, in accordance with their IEPs or 504 plans.

Pittsburgh Miller utilizes the district curriculum Open Court for all ELA classes, Math curriculum (aligned with PA core standards) through Illustrative Mathematics, and Wayfinder for our Social Emotional Learning (SEL) instruction. Elementary students receive a minimum of 20 SEL lessons throughout the school year.

Supporting Families

We understand the importance of family involvement in student learning. Supplemental resources are available through pre-installed apps on your students' Clever Account.

English Language Learner (ELL)

It is the policy of Pittsburgh Public Schools to provide an appropriate planned instructional program for identified students whose dominant language is not English. The purpose of the program is to increase the English language proficiency of eligible students so that they can attain academic standards and achieve academic success.

The ELL program provides total English immersion for students, who receive one to three ELL classes daily, depending on their English proficiency level. ELL students are provided with the support needed to effectively adjust to American culture through an individualized, student-centered learning environment. ELL students can participate fully in general education classes as quickly as possible and in extracurricular activities.

Course Offerings

Pittsburgh Miller Pre- K-5, students who are eligible for special education services are supported through the Program for Students with Exceptionalities.

- An Autistic Support classroom is available for students in grades K-2.
- Learning Support, Grades K-5
- Speech and Language services are available for eligible students in grades K-5.
- Students in grades 3-5 are departmentalized.
- Art, Music, Gym, and Library are available for all students.
- Students can sign up for specialized instrumental instruction in grades 4 and 5.

Technology

Each student has access to individually assigned computers/iPads which are the property of PPS and are to be used for the completion of school assignments only. All devices are inspected if a teacher or administrator suspects misuse of the device. Parents are responsible for the replacement fee of \$200.00 for any device damaged or lost while in the care of their child. There is a \$25.00 fee for all Dell chargers and \$35.00 for iPad chargers that are lost. Students are responsible for bringing their charged devices to school daily with the charger.

Library & Textbooks

Parents/guardians will be responsible for covering the cost of any library or textbook that is lost or damaged while in their possession. In the event a lost book is found, a refund will be issued. (Cash or money orders only).

ACADEMIC INTEGRITY

At Pittsburgh Miller PreK-5, we believe academic integrity is essential to a strong and respectful learning community. Our three B expectations—**Be Safe, Be Respectful, Be Responsible!** Guide how we approach our learning and interactions each day.

Be Safe	• Keep hands, feet, and objects to yourself during class activities. • Use technology and materials appropriately to avoid harm.	• Walk calmly in hallways and stairwells. • Follow safety drills and adult directions. • Report unsafe situations to an adult.
Be Respectful	• Listen actively when others are speaking. • Use kind and appropriate words in class discussions.	• Treat classmates and staff with kindness. • Follow directions the first time. • Keep shared spaces clean and orderly.
Be Responsible	• Complete and turn in assignments on time. • Bring necessary materials (books, laptop, homework) to class.	• Arrive at school and class on time. • Take ownership of your actions and choices. • Care for school property and clean up after yourself.

Our teachers may establish additional classroom procedures and culture that reinforce these values. When we all commit to living out the three B's, we create a school community where every student feels respected, supported, and inspired to grow.

ATHLETICS/EXTRACURRICULAR ACTIVITIES

Athletics

Pittsburgh Miller offers elementary track for students in grades 4 and 5 as part of our athletics program. Additional athletic opportunities may be available throughout the year through intramural activities, and these will be communicated to families as they arise. We encourage all interested students to participate and stay active!

Extracurricular Activities

Pittsburgh Miller has partnerships with community organizations such as Duquesne University, University of Pittsburgh, and many local community partnerships to provide additional opportunities for meeting the needs of a diverse student population.

Pittsburgh Miller has partnerships with community organizations such as Ammons Recreational Center, Wesley Center Afterschool program, Thelma Lovette YMCA Afterschool program, and Science on Saturdays sponsored by the University of Pittsburgh.

Field Trips

Field trips provide cultural, social, and educational enrichment for students; however, they can involve risks that are different from a regular school day. For this reason, we sometimes request parental attendance, and/or students may be required to meet safety, behavioral, and academic criteria.

DRESS CODE

Students are expected to follow our school dress code policy. These expectations shall be in effect during regular school hours and at any school sponsored event whether on or off school premises. Parents will be contacted to bring a change of clothing for any student who does not meet the dress code.

Please refer to the dress code policy as follows:

- Undergarments should not be exposed at any time.
- Shirts bearing midriff are not permitted. Tops must reach the top of your pants, shorts, or skirts.
- Any clothing that promotes sexual activity, violence, use of alcohol/drugs, demeans or degrades another because of race, sex, or religious persuasion and/or national origin, handicap or disability is prohibited.
- Hats, headbands, scarves are not permitted unless worn for religious purposes, specified school spirit days, or due to circumstances approved by principal.

ELECTRONIC DEVICES

In Alignment with Pittsburgh Public Schools Board Policy 216 and Administrative Regulation 216, At Pittsburgh Miller PreK-5 African-Centered Academy, we are committed to providing a safe, respectful, and academically focused learning environment where every scholar can succeed. To maximize learning time and minimize distractions, students must follow Pittsburgh Public Schools Board Policy 216 regarding personal electronic devices.

Personal Electronic Devices

Electronic devices include, but are not limited to:

- Cell phones/smartphones
- Smart watches with communication capabilities
- Earbuds/headphones

Tablets, gaming devices, and other personal communication devices

Students may bring devices to school if needed; however, devices may not be used or remain in a student's possession during the instructional day unless an approved exception applies.

Device Procedures

Arrival

- Students must power off devices before entering the building.
- Students will place devices in their assigned, labeled storage pouch or collection area.
- Devices will be collected, secured, and maintained by each student's grade-level teacher during the instructional day.

Dismissal

- Students will retrieve devices from their teacher or designated collection area before leaving the building.
- Devices not retrieved will remain secured until arrangements are made with a parent/guardian.
- Devices may not remain in backpacks, pockets, desks, lockers, or on a student's person during the school day.

Approved Exceptions

Exceptions may be granted for:

- Medical or health needs
- IEP or Section 504 requirements
- Teacher-directed instructional activities
- Emergency situations involving student safety
- Other circumstances approved by the principal or designee
- Communication During the School Day

Parents/guardians needing to contact their child should call the Main Office. Students needing to contact a parent/guardian must receive permission from school personnel and use an approved school communication method.

Progressive Discipline

Violations of Board Policy 216 will result in progressive discipline consistent with the Pittsburgh Public Schools Student Support Guide.

1. **First Violation:** Reminder of expectations, device placed in collection area, teacher documentation, parent/guardian contact, and device returned at dismissal.
2. **Second Violation:** Device confiscated, office referral issued, administration contacts parent/guardian, and parent/guardian retrieves the device.
3. **Third and Subsequent Violations:** Device confiscated, parent/guardian conference held, loss of device privilege may occur, and additional consequences may be assigned.

Student Privacy and Digital Citizenship

Students may not use electronic devices to photograph, record, or share images/videos without permission; harass, threaten, or bully others; access inappropriate content; or engage in activities that violate District policy or law.

Violations may result in school discipline and, when appropriate, referral to school police.

Thank you for partnering with Pittsburgh Miller PreK-5 African-Centered Academy to support a safe, respectful, and focused learning environment for all scholars.

GRADING

At Pittsburgh Miller Elementary, we believe that a clear and fair grading system is essential for helping our students achieve their personal educational goals. Our grading policy is designed to provide valuable insights into your child's progress, allowing teachers, students, and parents to work together effectively.

We know that a strong partnership between home and school is vital for your child's growth and success. That's why we are committed to keeping you informed about your child's well-being and academic performance. Our grading system follows state and federal guidelines to ensure accurate and consistent record-keeping.

By staying connected and working together, we can make sure that every child at Pittsburgh Miller receives the support and encouragement they need to thrive.

Please contact your child's teacher if you have questions regarding their academic progress during the school year.

Please contact the school's Main Office if there are any issues. Families can also reach out to the Parent Hotline by phone 412. 529.HELP (4357), or by email parenthotline@pghschools.org.

Grading Scale

Percentage Earned	Grade	GPA
90-100%	A	4.0
80-89%	B	3.0
70-79%	C	2.0
60-69%	D	1.0
50-59%	E	0.0

Promotion Requirements

At Pittsburgh Miller PreK-5, promotion from 5th grade marks an important milestone and signifies a student's readiness to transition to middle school. In alignment with district guidelines, the following criteria are considered when determining 5th grade promotion:

- **Academic Progress:** Satisfactory performance in core subjects including English Language Arts, Mathematics, Science, and Social Studies, as demonstrated through report card grades, assessments, and classroom participation.
- **Attendance:** Consistent school attendance is essential. Excessive unexcused absences may impact promotion. It is expected that all 5th grade students are present on the last day of school to fulfill final attendance requirements.

- **Behavior and Engagement:** Demonstrating PRIDE expectations—being Polite, Responsible, In Control, Doing Your Best, and Engaged—in both academic and social settings.
- **Completion of Assignments:** Active participation in classroom learning and completion of key projects or end-of-year assignments.
- **Return of District Property:** All district-issued property, including devices, chargers, and borrowed books, must be returned before the last day of school.

Families will be notified throughout the year if concerns arise regarding a student's promotion status. Our goal is to support every 5th grader in completing their elementary journey successfully and confidently preparing for middle school.

HOMework PROCEDURES

At Pittsburgh Miller, home learning is an essential foundation for a solid education. Regular homework is important since it gives students the opportunity to practice skills and apply the information learned in class. It also helps students to become competent and independent in their learning, which will support good study habits throughout their lifetime and develop their independent cognitive skills. Homework will be carefully planned by teachers and have direct meaning to the students.

Homework will be assigned Monday through Thursday each week. Please refer to the specific grade-level time targets below and teacher communication regarding homework expectations.

K-Grade 2: up to 20 minutes of homework per night

Grades 3- 5: up to 35 minutes of homework per night

HEALTH SERVICES

We are pleased to inform you that Miller Elementary School is equipped with a full-time nurse, Nurse Botley, who is dedicated to the health and well-being of our students. Our health protocols and procedures are established by the district to ensure a safe and healthy environment for everyone. Please note that there may be instances where a nurse may not be available for the full school day. On those occasions, we utilize our First Aid Kits as appropriate and contact parents/guardians regarding this.

We strongly encourage parents to keep their child's immunization and health records up to date. All health-related communication should be directed to Nurse Botley to ensure that we have the most accurate and current information for your child.

Please note that students and staff are not permitted to carry or self-administer medication. If your child requires medication during school hours, it must be coordinated through our nurse.

The district policy 229 for the administration of medications can be accessed through the following link; [Policy 229-Use of Medications](#).

INFORMATION TECHNOLOGY/ACCEPTABLE USE

All families will be required to sign the [Acceptable Use Policy](#).

At Miller Elementary School, we are committed to integrating technology into our curriculum to enhance learning and prepare students for the digital world. We follow the district's acceptable use policy to ensure that all technology is used responsibly and safely.

Students are encouraged to use technology as a tool for learning, creativity, and collaboration. They are expected to adhere to guidelines that promote respectful, ethical, and safe use of digital resources. This includes not sharing personal information, respecting the privacy of others, and using devices and internet access only for educational purposes. When assigned to a virtual learning day, students will be expected to log on DAILY to engage in learning from 9:10 AM – 3:55 PM. Attendance is taken by subject and/or period during Virtual Learning Days.

Each student has access to individually assigned computers/iPads which are the property of PPS and are to be used for the completion of school assignments only. All devices are inspected if a teacher or administrator suspects misuse of the device. Parents are responsible for the replacement fee of \$200.00 for any device damaged or lost while in the care of their child. There is a \$25.00 fee for all Dell chargers and \$35.00 for iPad chargers that are lost. Students are responsible for bringing their charged devices to school daily with the charger.

Parents, please review the Acceptable Use Policy with your child and reinforce the importance of responsible technology use. If you have any questions or need further information, feel free to contact our school office. Together, we can ensure a positive and productive digital learning environment for all our students.

STUDENT SUPPORT SERVICES

At Pittsburgh Miller Elementary School, we are dedicated to serving the whole child by providing comprehensive support services. We have a full-time Counselor, Mr. Brendan Duckett, who is committed to addressing the social and emotional needs of our students. In addition, Mr. Duckett is available daily to provide proactive and responsive support to students, helping to foster a positive and safe school environment.

Our approach includes universal support for all students, informed by data to identify specific needs. We have robust systems in place for tiered support, such as the Multi-Tiered Systems of Support (MTSS) and the Student Assistance Program (SAP). These frameworks ensure that every student receives the appropriate level of intervention and support to thrive academically, socially, and emotionally.

STUDENT EXPECTATIONS/PROCEDURES

At Pittsburgh Miller Elementary School, we are committed to fostering a culture of high expectations and high support both on and off school grounds, including during district-provided transportation.

Our school-wide expectations are centered around our 3B's Matrix:

Be Safe, Be Respectful, Be Responsible!

These values guide how we show up each day as learners, leaders, and community members.

Student behavior at Pittsburgh Miller is guided by the Pittsburgh Public Schools Code of Conduct. We use a progressive discipline approach, with a focus on restoration, accountability, and growth. Consequences are aligned with the frequency and nature of behavior and may include restorative conversations, loss of privileges, or suspensions when necessary.

Valuables/Toys

To minimize distractions and avoid lost or stolen items, students should leave all toys, valuables, and large sums of money at home. Any such items brought to school may be held by staff and returned only to a parent or guardian. Unclaimed items in the lost and found will be discarded at the end of the school year.

While we will assist in locating reported lost or stolen items, Pittsburgh Miller is not responsible for replacing them. Students are expected to be responsible and in control of any personal items they bring to school.

Positive Behavior Incentive System

Pittsburgh Miller uses a Positive Behavioral Interventions and Supports (PBIS) framework to recognize and reinforce students who consistently display the 3'Bs.

- Our PBIS behavior matrix outlines expected behaviors in all school settings.
- Incentives are offered at the classroom and school-wide levels through our PBIS Rewards platform.
- We strive to highlight citizenship and other accomplishments.
- Families will receive notifications and are invited to attend recognition ceremonies.

Restorative Practices

All students participate in formal and informal Restorative Practices, which foster a sense of community, support conflict resolution, and strengthen relationships. These practices empower students to take responsibility for their actions and repair harm in meaningful ways.

VISITORS

At Pittsburgh Miller, the safety and security of our students and staff is our top priority. As part of a district-wide initiative, all Pittsburgh Public Schools have implemented the Raptor Visitor Management System to enhance building security.

All visitors must have a scheduled appointment in advance and are required to present a valid, state-issued photo ID (such as a driver's license, state ID, or passport) upon arrival.

When arriving for your scheduled visit, you will be asked to:

- Scan your ID
- Have your photo taken
- Always receive and wear a printed visitor badge while inside the building

This policy applies to all activities requiring access beyond the main office, including classroom visits, meetings, chaperoning field trips, PTO volunteering, and other in-school events. Visitors will not be permitted past the office without proper identification, a visible badge, or a scheduled appointment.

Please note: This process does not apply to brief visits such as item drop-offs or early dismissals.

To learn more about the Raptor Visitor Management System, visit the [Raptor Visitor Management System website](#).

ADDITIONAL INFORMATION

Our school day begins at 8:10 am and ends at 3:00 pm.

Arrival Procedures

Walkers and bus students enter the school through the main entrance. Doors open breakfast at 8:10 AM, and students proceed to the cafeteria to eat and then transition to the auditorium. Homeroom teachers will meet their students in the auditorium.

To encourage a sense of early independence and a building of self-esteem, we ask parents to permit their children to enter the building on their own. To maintain a safe school environment, parents are not permitted to walk students beyond the entrance unless a meeting has been scheduled.

If a student demonstrates the need for additional support walking to class, a staff member will be assigned to escort them to their classroom.

Students must report by 8:10 AM. If they arrive after 8:25 am, they will be marked tardy for the day.

Dismissal Procedures

Walkers and bus students will be dismissed by teachers at the main doorway. Car riders will be escorted to the main doorway, and teachers will dismiss students from there.

Early childhood students will be dismissed at 2:15 from the stairwell in the middle of the school building on Bedford Avenue. Kindergarten students will be dismissed at 3:00 from the stairwell next to the outdoor playground on Bedford Avenue.

Parents and Guardians

If you have an emergency and need to pick up your child early, please call the main office or contact your child's teacher through ClassDojo, Talking Points, or the classroom phone.

We kindly ask you not to hit or bang on the school doors. Your cooperation helps us maintain a calm, safe, and respectful environment for all students and staff.

All parents who are picking up students should wait in the designated area to decrease congestion, allow visibility, and ensure a safe orderly dismissal of our students. We ask that once you receive your child that you transition to allow others to connect with their children who have not been dismissed.

Any changes to your child's dismissal plan should be communicated via early dismissal link, main office staff, your child's teacher, and any other caretaker who normally receives your child after school.

Transportation

Walker and Bus assignments are determined by our district's Transportation department. A letter with individual student transportation information is mailed directly from that department. All requests for changes in transportation must be submitted directly to our Transportation Department for approval. Changes cannot be made at the school level. Additional information can be found at [pghschools.org/ transportation](https://pghschools.org/transportation).

Students will only be picked up and dropped off at bus stops approved by the Board of Education and must only ride the bus to which they are assigned. To continue to receive transportation privileges, students are expected to display always communicated appropriate behavior, including remaining in seats assigned to them.

Change to PM Drop-Off Location-Requests for alternative PM bus transportation must be approved via the district's office of transportation.

APPENDIX

Policy 115 – Homework

This policy establishes expectations for meaningful, purposeful homework aligned to instructional goals. Homework should reinforce learning, be developmentally appropriate, and not excessive.

Policy 119 – Athletics & Extracurricular Activities

This policy governs student participation in athletics and extracurricular activities, including eligibility, academic expectations, conduct standards, and equitable access to programs.

Policy 204 – Attendance

Students are required to attend school regularly in accordance with Pennsylvania law. The policy outlines excused and unexcused absences, documentation, and procedures to support consistent attendance.

Policy 206 – Health Services

Outlines school health services including screenings, medical support, and procedures that ensure student health, safety, and readiness to learn.

Policy 209 – Grading and Reporting

Defines how student performance is assessed and communicated, including grading practices, report cards, and expectations for fairness and consistency.

Policy 211 – Graduation Requirements

Specifies the credit requirements and criteria students must meet to earn a diploma, aligned with state regulations.

Policy 212 – Student Code of Conduct

Establishes behavioral expectations and outlines disciplinary procedures to maintain a safe and respectful learning environment.

Policy 215 – Anti-Bullying

Prohibits bullying and harassment and outlines reporting, investigation, and intervention procedures to protect students.

Policy 216 – Electronic Devices

Governs student use of electronic devices. Devices may be used for educational purposes but are restricted during the school day to maintain a focused learning environment.

Policy 221 – Dress Code

Ensures student dress supports a safe, respectful, and inclusive environment while allowing appropriate self-expression.

Policy 226 – Academic Integrity

Prohibits cheating, plagiarism, and other forms of academic dishonesty, reinforcing ethical academic behavior.

Policy 231 – Homeless Students

Ensures educational stability and access for students experiencing homelessness in alignment with the McKinney-Vento Act. The policy outlines rights related to enrollment, transportation, and support services.

Policy 1004 – School Visitors

This policy outlines procedures for visitors entering school buildings, including sign-in requirements, identification, and approval processes to ensure a safe and secure environment for students and staff.

Annual Child Find Notice

Pittsburgh Public Schools conducts ongoing 'Child Find' activities to identify, locate, and evaluate children who may be eligible for special education services under the Individuals with Disabilities Education Act (IDEA). This includes children ages 3–21, including those who are homeless, wards of the state, or attending private schools. Families can request an evaluation if they suspect a disability impacting learning.



Students first
Always, in all ways.



Pittsburgh Public Schools (PPS) does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities or employment and provides equal access to the Boy Scouts and other designated youth groups. It is the policy of the Pittsburgh School District to make all services, programs and activities available and to provide reasonable accommodations to persons with disabilities. Please make requests for accommodations at least 72 hours before the scheduled event. For more information regarding accommodations, civil rights grievance procedures, please contact: Rachel Beers, Office of Employee Relations rbeers1@pghschools.org | 341 S. Bellefield Ave, Pittsburgh, PA 15213 | 412-529-HELP (4357)