



Pittsburgh Minadeo 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.

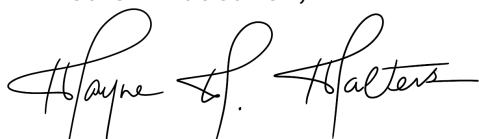
A successful school year is built on strong partnerships between schools, families, and the community. We know that students achieve more when the adults in their lives work together to support their learning and well-being. We invite you to stay engaged by attending school events, participating in Parent 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

Dear Minadeo Students and Families,

Welcome to the 2026-2027 school year at Pittsburgh Minadeo PreK-5! We are excited to begin another year of learning, growth, and new opportunities together.

Over the past two years, our school community has worked hard to strengthen our culture and climate, expand family partnerships, increase student leadership opportunities, and build systems that support the success and well-being of every child. Because of our collective efforts, Minadeo continues to be a place where students feel valued, challenged, and connected.

As we enter my third year as principal, we also begin an important transition year as our district prepares for the Future Ready initiative. This year, we will continue building on our strong foundation by focusing on instructional excellence, student agency, and creating meaningful opportunities for every learner to succeed.

Our theme, Level Up: Press Play on Possibility, reminds us that each day is a chance to grow, take on new challenges, and unlock our potential. Together, we will:

Learn by engaging in rigorous and meaningful learning experiences.

Lead by using our voices, talents, and actions to positively impact our community.

Grow by embracing challenges and supporting one another along the way.

Thank you for your continued partnership and commitment to Pittsburgh Minadeo PreK-5. I look forward to all that we will accomplish together this year.

With Mustang Pride,



Mrs. Asia Mason

Principal, Pittsburgh Minadeo PreK-5



SCHOOL INFORMATION



Pittsburgh Minadeo PreK-5

6502 Lilac St, Pittsburgh, PA 15217

Phone: (412) 529-4035

Fax: (412) 422-4889 Office

Email: minadeoes@pghschools.org

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

School Colors Red and Blue

School Mascot Mustang

[Staff Directory – Minadeo \(link\)](#)

VISION AND MISSION

Vision

At Pittsburgh Minadeo PreK-5, our vision for learning is rooted in creating an inclusive, culturally responsive, and student-centered environment where every child is known, valued, challenged, and supported. In partnership with families, staff, and the broader community, we are committed to fostering a safe, engaging, and supportive school culture that develops students academically, socially, and emotionally.

Through high expectations, equitable practices, and meaningful relationships, we strive to ensure all students have access to rigorous, standards-based instruction that prepares them to think critically, advocate for themselves and others, and thrive in an ever-changing world.

Mission

To foster a nurturing and dynamic educational environment where every student is empowered to thrive. We are committed to collaborating with students, families, and community partners to create engaging and inclusive learning experiences that address the diverse needs of all learners. Through a focus on personalized, standards-based instruction, we aim to provide targeted support for all learners. Our goal is to ensure that each child's academic, social and emotional needs are met, preparing them for future success and helping them become confident, well-rounded individuals.

COMMUNICATION PROCEDURES

Contacting the School

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

Social Media

At Pittsburgh Minadeo PreK-5, communication with our families is a top priority. We're excited to use our official Facebook page as one of the primary ways to keep you informed, engaged, and connected. We invite all families to follow us on Pittsburgh Minadeo PreK-5 Facebook Page.

Newsletter

Our bi-weekly electronic newsletter, The Mustang Messenger, keeps families up to date on important school news, upcoming events, academic highlights, and ways to get involved. It's part of our commitment to clear and consistent communication. You'll receive The Mustang Messenger every other week through: TalkingPoints, Parent Email, and our Social Media Platforms.

Talking Points

At Pittsburgh Minadeo PreK-5, we use TalkingPoints as our primary communication platform with families. TalkingPoints allows us to share immediate updates, important reminders, and announcements directly to your phone in your preferred language. This tool also supports two-way communication, making it easy for families to ask questions, share concerns, and stay connected with school staff. All staff members are active on TalkingPoints, and it serves as a reliable and accessible way to stay in touch throughout the school year.

Please note: Staff will respond to non-urgent messages within 24–28 hours. For emergencies or time-sensitive matters, we encourage families to call the main office directly.

Stay connected, informed, and engaged—right at your fingertips!

Download the [TalkingPoints app](#) or connect via text message.

Updated Contact Information

All contacts for communication are synced to our student system. It is important that the school can reach a parent/guardian in cases of emergency as well as safely releasing a child to an adult (other than their parent/guardian). Parent/guardians must keep the school

informed of any changes to their contact information. This includes changes to all names listed in the student information as an approved adult for pick-up. It is the parent's responsibility to inform any persons listed as an emergency contact of the pick-up procedures (including proof of ID), for a student to be released to them.

Phone Messages

Except in cases of dire emergency, messages from parent/guardian to student will be relayed during the change of classes or lunch time, not during instruction.

Communicating with Teachers

Teachers have a daily responsibility to children in their classrooms.

Parents/guardians desiring to speak to a teacher are asked to leave a message with the main office at (412) 529-4035, send a message via Talking Points, or email the teacher directly. Please do not ask to be connected directly to any classroom during instructional time.

Two-Hour Delays/School Closings

On days in which a 2-hour delay is determined, students will NOT be able to enter the building earlier than 10:55 am. There will be no staff available to assist before this time. Students arriving after 11:25 am on such days will be marked tardy. Breakfast will not be served on 2-hour delay days. Unscheduled school closings due to inclement weather or other emergencies, 2-hour delays, snow days and remote days are announced on most local radio stations, television stations, PPS websites, and PPS social media accounts, as early as 6:00 am.

- If there is a two-hour delay, all schools and buses will operate exactly two hours later than usual. All field trips are cancelled on delays. If classes are cancelled for the day, all after-school and evening activities are automatically cancelled for that day. They are not canceled when schools are on a delayed schedule.

BELL SCHEDULES

Staff Meetings: 8:35 am – 8:55 am

Breakfast: 8:55 am – 9:10 am (breakfast is not served when there is a two-hour delay)

Daily Schedule		Half Day	Two-Hour Delay
Morning Meeting/HR	9:10 – 9:25		
RTI	9:25 – 9:55		
Period 1	9:55-10:39	9:10-9:40	11:10-11:45
Period 2	10:39-11:23	9:40-10:10	11:45-12:20
Period 3 (K/1 Lunch)	11:23-12:08	10:10-10:40	12:20-12:55
Period 4 (PreK, 2/3 Grade Lunch)	12:08-12:53	10:40-11:10	12:55-1:30
Period 5 (4/5 Grade Lunch)	12:53-1:38	11:10-11:40	1:30-2:05
Period 6	1:38-2:22	11:40-12:25	2:05-2:40
Period 7	2:22-3:06		2:40-3:15
Period 8	3:06-3:50		3:15-3:50
Dismissal	3:50 – 3:55	12:25-12:30	3:50-3:55

Flexible Instruction (Remote Learning) Days

On Flexible Instruction (Remote Learning) Days, students are expected to follow the school's regular daily bell schedule. Instruction, assignments, and learning activities will occur according to the established school day to maintain consistency and support student engagement.

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.

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

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.

Tardies

Tardiness affects a student's attendance, as well as interrupting instructional time. All students who arrive at school late (after 9:25am) 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 9:25 am should be accompanied by an adult to the front entrance, located on Lilac Street.

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 2:30 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 3:30 PM.

Withdrawing a Student

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

ACADEMICS

Curriculum

All curriculum at Pittsburgh Minadeo 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 Minadeo 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 Minadeo 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 & 3-5.
- Life Skills K-2 & 3-5
- Emotional Support, grades 3-5
- Learning Support, Grades K-5
- Speech and Language services are available for eligible students in grades K-5.
- Students in grades K-5 are departmentalized.
- Art, Music, Gym, and Library are available for all students.

- Chorus and Instrumental courses are available for students in grades 4&5.
- 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 completing 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).

Multi-Tiered Systems of Support (MTSS)

At Pittsburgh Minadeo PreK-5, we believe that every child can learn and thrive when provided with the right level of support and challenge. Through our Multi-Tiered System of Supports (MTSS), we use academic, behavioral, and social-emotional data to identify student strengths and areas of need and provide targeted instruction and interventions.

MTSS is designed to support all learners, including students who:

- Need additional instruction or interventions to strengthen skills and close learning gaps.
- Are ready for enrichment, acceleration, or more advanced learning opportunities.

Our teachers regularly monitor student progress using classroom performance, assessments, and other data sources to ensure that instruction meets each child's needs. Interventions and enrichment opportunities may occur within the classroom, in small groups, or through additional supports and services.

Parent Rights and Requests for Evaluation

Parents and guardians have the right to request an evaluation for special education services or gifted education services at any time.

When a request is made, the school will schedule a parent-school team meeting to:

- Review available student data and current performance.

- Discuss interventions and supports already in place.
- Consider additional strategies or goals to support the student.
- Determine appropriate next steps, including the evaluation process when warranted.

We value our partnership with families and believe that working together is essential to ensuring that every student receives the support and opportunities needed to reach their full potential.

ACADEMIC INTEGRITY

At Pittsburgh Minadeo PreK-5, we believe academic integrity is essential to a strong and respectful learning community. Our PRIDE expectations—Polite, Responsible, In Control, Do Your Best, and Engaged—guide how we approach our learning and interactions each day.

- **Polite:** Treat others with kindness and respect. Honor the work and ideas of your peers by listening, collaborating, and giving credit where it's due.
- **Responsible:** Take ownership of your learning. Complete your assignments honestly and on time, and ask for help when you need it.
- **In Control:** Make choices that support your learning and the learning of others. Stay focused and use your time wisely.
- **Do Your Best:** Strive for personal excellence. Put forth your best effort, and take pride in producing original and thoughtful work.
- **Engaged:** Be present and involved. Actively participate in class, contribute ideas, and support a culture of curiosity and integrity.

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

ATHLETICS/EXTRACURRICULAR ACTIVITIES

Athletics

Pittsburgh Minadeo 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

There are several technology programs, computers, and iPads that provide additional media for student learning. All students in grades K-5 are scheduled for physical education, art, and music. Students are also scheduled with the librarian weekly for book circulation.

Many programs at Minadeo support academic achievement, as well as development of the whole child.

Our students can also participate in an annual talent show, play intramural sports when available, and train for the Pittsburgh Kids Marathon. Minadeo has partnerships with community organizations such as Center of Life, University of Pittsburgh, Oasis Tutors, and many local universities to provide additional opportunities for meeting the needs of a diverse student population. We partner with Healthy Kids Program to provide families with before- school care and after- school care until 6:00 P.M during all operational school days.

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.
- Students may wear head coverings, including scarves, wraps, bonnets, durags, and other items associated with religious observance, cultural expression, or hair protection and maintenance. Hats and other non-instructional headwear may be limited during the school day unless permitted for approved school activities, designated spirit days, or other circumstances approved by the principal.

ELECTRONIC DEVICES

In accordance with School Board Policy 216 and Administrative Regulation 216, Pittsburgh Minadeo PreK-5 is committed to maintaining a safe, focused, and distraction-free learning environment that promotes student engagement, protects privacy, and supports school safety.

Electronic Devices Covered by this Policy

For purposes of this policy, electronic devices include, but are not limited to:

- Cell phones and smartphones
- Smartwatches capable of communication
- Tablets and personal laptops not issued by the District
- Personal gaming systems
- Digital cameras or recording devices
- Wearable technology capable of recording audio, video, or images, including smart glasses
- Earbuds, headphones, and other accessories connected to non-district issued devices
- Any non-district issued device capable of recording, photographing, storing data, transmitting messages, or accessing the internet

Daily Collection and Storage Procedures

Students may bring electronic devices to school if necessary; however, devices may not be possessed or used during the school day.

Upon Arrival:

1. Students must power off their electronic devices.
2. Students will personally drop off their devices in the designated collection area.
3. Devices will be placed in personalized storage bags and secured in the main office for the duration of the school day.

At Dismissal:

1. Students will report to the designated collection area.
2. Students will personally retrieve their devices before leaving the building.

Electronic devices may not remain accessible to students in backpacks, pockets, desks, or lockers during the school day unless an approved exception applies under Administrative Regulation 216.

Exceptions

Exceptions to this policy may be granted for:

- Documented health or medical needs;
- Requirements outlined in a student's Individualized Education Program (IEP) or Section 504 Plan;
- Teacher-directed instructional activities;
- Emergencies affecting student safety; or
- Other circumstances approved by the principal.

Communication During the School Day

Families needing to contact their child during the school day should call the main office. Students needing to contact a parent or guardian during the school day must receive permission from school personnel and use school-approved communication methods.

Progressive Discipline for Policy Violations

Students who possess or use an electronic device during the school day in violation of this policy will be held accountable through progressive discipline practices consistent with the District's Student Support Guide and Administrative Regulation 216.

First Offense

- Student is redirected to place device in the collection area.
- Teacher provides a reminder of expectations.
- Classroom incident documentation and parent/guardian phone call from the teacher.
- Device is returned to the student at dismissal.

Second Offense

- Device is confiscated.
- Office referral is issued.
- Parent/guardian is contacted by an administrator.
- Parent or guardian must pick up the device from the school.

Third and Subsequent Offenses

- Device is confiscated.
- Parent/guardian conference with administration.
- Student may lose the privilege of bringing electronic devices to school.
- Additional school-based consequences may be assigned in accordance with the District's Student Support Guide.

Student Privacy and Safety

Students are prohibited from photographing, recording, filming, or distributing images of others on school property without permission. Electronic devices may not be used for harassment, bullying, intimidation, or any activity that violates District policy or state or federal law. Violations may result in school discipline and, when required, referral to law enforcement.

Pittsburgh Minadeo PreK-5 appreciates the partnership of our families in supporting this policy and helping us maintain a learning environment where all students can remain engaged, focused, and successful.

GRADING

At Pittsburgh Minadeo 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 Minadeo 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 Minadeo 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 Minadeo, 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 the 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 Minadeo Elementary School is equipped with a full-time nurse, Nurse Kelly, 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 Kelly 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 Minadeo 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 completing 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 Minadeo Elementary School, we are dedicated to serving the whole child by providing comprehensive support services. We have a full-time social worker, Ms. DeLuca, who is committed to addressing the social and emotional needs of our students. In addition, our Project Assistant, Mrs. Blake, is available daily to provide proactive and responsive supports to students, helping to foster a positive and safe school environment.

Our approach includes universal supports 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 Minadeo 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 PRIDE:

Polite, Responsible, In Control, Do Your Best, and Engaged. These values guide how we show up each day—as learners, leaders, and community members.

Student behavior at Minadeo 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.

Bus safety is a top priority. Students are expected to demonstrate PRIDE on the bus by remaining seated, using respectful language, and following directions the first time they are given. Bus suspensions may be issued if behavior endangers the safety of others.

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 Minadeo 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

Minadeo uses a Positive Behavioral Interventions and Supports (PBIS) framework to recognize and reinforce students who consistently demonstrate PRIDE.

- Our PBIS behavior matrix (available on the school website) 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 notification 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 Minadeo, 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
- Receive and wear a printed visitor badge at all times 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, and a scheduled appointment.

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

For the safety of students and staff, all visitors are required to report to the main office to sign in. To learn more about the Raptor Visitor Management System, visit the [Raptor Visitor Management System website](#).

ADDITIONAL INFORMATION

Our school day begins at 9:10 am and ends at 3:55 pm.

Arrival Procedures

Walkers and bus students enter the school through the main entrance. Doors open for breakfast at 8:55 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 9:15 AM. If they arrive after 9:25 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 picked up near the auditorium doors in the playground area.

All parents who are picking up students should wait at 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 out 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.

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. In order to continue to

receive transportation privileges, students are expected to display communicated appropriate behavior at all times, including remaining in seats assigned to them.

Change to PM Drop-Off Location-Requests for an 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)