2026-2027

PINE-RICHLAND HIGH SCHOOL HANDBOOK



FOCUS ON LEARNING FOR EVERY STUDENT EVERY DAY

Pine-Richland High School

www.pinerichland.org

Table of Contents

Welcome 3
Academic Information 21
Academic Integrity 6
Attendance 7
Bullying/Cyberbullying 8
Cafeteria & Food Services 24
Calendar 5
Care of School Property & Trespassing 9
Contacts (PRHS) 4
Contacts (Central Office) 29
College & Career Planning 23
Discipline Code 6
Discipline Structure 20
Discrimination & Harassment 9
Dress & Grooming 10
Driving to School 11
Drugs & Alcohol 11
Early Dismissal 7
Electronics at School 11
Excused Absences 7
Extracurricular Opportunities 26
Health Services 12
Homelessness 15
Illness at School 14
Library Resources 27
Leaving the School Building or Property 15
Lighted Objects 15
Participation in Special Events 15
Physical Altercations 15
Possession & Use of Tobacco 17
PR School Board 31
Safe Schools Act 16
Searches 16
Smoke-Free Campus 17
Student Access to Technology 18
Student Expression 18
Student Expectations & Behavioral Guidelines 19
Surveillance Cameras & Audio Recording 19
Tardy to School 7
Terroristic Threats or Acts 19
Truancy 7
Unexcused Absences 8
Weapons 20

2026-2027 PRHS Handbook

PRHS Student:

Welcome to Pine-Richland High School! It is our hope for you to have a great 2026-2027 academic year! The faculty and staff at Pine-Richland High School are PROUD and excited to have you as our student. At Pine-Richland High School, we demonstrate PRIDE in all that we do in and beyond the classroom. We work respectfully and collaboratively to pursue excellence through our shared PRIDE values and the RAMS Way every day as members of the PR Family.



The trust and respect we share reflects our ***Personal growth*** as you develop academically, socially and emotionally. We will help you to identify ways to build ***Resiliency***, which is your ability to adapt well in the face of hard times and build upon your strengths. We encourage you to take advantage of the ***Innovative*** educational programs and ***Diverse opportunities*** provided through academic course offerings, arts and theater programs, clubs and activities, athletics and events. We will support your ***Engagement*** in your high school experience.

Pine-Richland High School students have a long-standing tradition of demonstrating school spirit, being dedicated to academic excellence and are actively involved in athletics, visual and performing arts, and community service. Your friendly, cooperative and enthusiastic approach to daily experiences in our school reflects the ***PRIDE*** we share as members of the Pine-Richland High School community.

This handbook, along with the **Pine-Richland High School *Program of Studies*** and Pine-Richland ***Discipline Code,*** serves as references for you and your family of the many policies, procedures, rules and guidelines that apply to all students at Pine-Richland High School.

We are looking forward to a successful year together as we ***Focus on Learning for Every Student Every Day!***

Dr. Frank Hernandez, Principal
Dr. Michael Barlak, Assistant Principal
Mr. Jacob Cawley, Assistant Principal
Mrs. Tracy Kuchnicki, Assistant Principal

Alma Mater:
"Through the gracious halls of learning
March thy students ever yearning
To the lamps of wisdom turning
Pine-Richland, All Hail!
Sing the chorus loudly,
Lift the banner proudly,
Green and white, you'll always light
Our paths and goals so brightly.
On we march for alma mater,
On we march each son and daughter
Singing loud our praises to
Pine-Richland High! All Hail!"

School Mascot: Ram
School Colors: Green & White

Pine-Richland School District will not discriminate in its educational programs, activities or employment practices, regardless of race, color, age, creed, religion, sex, sexual orientation, gender or gender identity, ancestry, national origin, marital status, pregnancy or handicap/disability, or any other legally protected classification. Announcement of this policy is in accordance with state and federal laws, including Title IX of the Education Amendments of 1972, and Sections 503 or the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990**.**

The information contained in this student handbook is provided for informational purposes and is not intended to replace or deviate from any current board policy or the student discipline code. In the event of any conflict between any provision in this handbook and the terms in the discipline code or any board policy, the terms in the discipline code and/or board policy will control and take precedence. All students and parents are strongly encouraged to review the discipline code and the board policy manual, each of which is available for viewing on the district's website at http://www.pinerichland.org/discipline-code.

Contact Us

Click on the names below for email addresses. Visit the PR directory for the entire staff directory.

High School Administration: 724-625-4444 Attendance: x1602

Frank Hernandez	x1603	Principal
Michael Barlak	x1604	Assistant Principal—Students last names A-F
Jacob Cawley	x1601	Assistant Principal—Students last names G-O
Tracy Kuchnicki	x1610	Assistant Principal—Students last names P-Z
Loni Gillis	x1600	Principal's/Building Secretary
Erica McDonald	x1000	Reception/Building Secretary
Kerri Miller	x1602	Attendance Secretary
Samantha Damian	x1625	School Nurse
Shelly Elbel	x1626	School Nurse
Lydia Songer	x1606	School Security Officer
Kori Phillips	X1999	School Resource Officer

High School Counseling Services: 724-625-4444

Mary Kate Zacharias	x1657	School Counselor—Students A-D
Jen Bowers	x1652	School Counselor—Students E-K
Toni Filipowski	x1653	School Counselor—Students L-Q

Leslie Straub	x1655	School Counselor—Students R-Z
Jocelyn Secen	x1674	Transition Counselor
Jean Whalen	x1654	College & Career Counseling
Susan Duffy	x1650	Guidance Secretary
Dorothy Erlain	x1651	Guidance Secretary

Activities, Athletics and Facilities: 724-625-4444

Joe Gironda	x6801	Athletic Director
John Stoughton	x6803	Assistant Director of Athletics/Transportation & Facility Coordinator
Kathy Morrissey	x6800	Athletic Department Secretary
Nell Harnick	x6802	Athletic Department Facilities

School Calendar

Administration 724-625-7773 (View **PRSD Administration Contact Information**)

First Student Day		August 25, 2026
Labor Day	No School	September 7, 2026
In-Service Day	No School	October 30, 2026
Parent Conferences	No School	November 5–6, 2026
Thanksgiving Break	No School	November 26–November 30, 2026
Winter Break	No School	December 24, 2026–January 1, 2027
Martin L. King Day	No School	January 18, 2027
In-Service Day	No School	January 25, 2027
President's Day (In-Service)	No School	February 15, 2027
Spring Break	No School	March 25–26, 2027
In-Service Day	No School	March 29, 2027
In-Service Day	No School	May 7, 2027

Memorial Day	No School	May 31, 2027
Last Student Day		June 3, 2027
Class of 2027 Graduation		June 3, 2027

To view more information about the calendar, visit the 2026-2027 PRSD Calendar. You can view more about emergency make-up days and more.

Pine-Richland uses a rapid call system, an electronic notification system and website as resources to communicate with parents. Please make sure you keep your email and telephone information current in Sapphire and with your building's secretaries. Each school has its own unique newsletter. These electronic newsletters include news from the district, school, parent/booster organizations and community groups. If you are not registered to receive the electronic notices, visit the district website at www.pinerichland.org/communications and follow the directions to enter your email address to register for e-newsletters.

Discipline Code

Below are excerpts from the Pine-Richland School District Discipline Code. For the complete discipline code, please visit www.pinerichland.org/discipline-code.

The purpose of the Pine-Richland School District Discipline Code is to present standard behavioral expectations based on school board policy for all students in the district. Parents are encouraged to become familiar with the PRSD Discipline Code and to review these documents with their children. Beginning in 2019-2020, the Pine-Richland School District implemented RAMS Way, which is a systematic, school-wide positive behavior intervention and support. The main focus of the RAMS Way is to provide a clear, proactive approach to discipline.

Parents, guardians and students are also referred to PR School Board Policy 218 Student Discipline for additional information regarding the discipline code, student conduct and consequences of inappropriate or proscribed behaviors and conduct. In the event of any conflict between the terms of this discipline code and any board policy, the applicable board policy will control and take precedence.

Goals

- To ensure the rights and personal dignity of students and staff
- To emphasize the need to accept personal responsibility for self-discipline
- To assure a fair, consistent, reasonable approach to the administration of the discipline code
- To maintain an effective and safe learning environment
- To protect and maintain school property
- To identify and assist students who demonstrate inappropriate behavior

The discipline code consists of four levels. Levels I, II, III and IV represent a continuum of conduct based on the seriousness of the act and the frequency of the occurrence. Students should avoid the behaviors listed and instead demonstrate **R**espectful, **A**ccountable, **M**otivated and **S**afe conduct (The RAMS Way).

The examples provided in this discipline code are not all-inclusive and should not be interpreted or construed as limiting the types of behaviors or conduct which may subject a student to disciplinary action by school personnel.

Any student found in violation of Pine-Richland Board Policy, district rules or regulations, or any local, state or federal laws will be subject to appropriate disciplinary action.

The Pine-Richland School District Discipline Code is based on adopted board policy and is subject to change as such policies are adopted, amended or revised. School board-approved policies are referenced throughout the discipline code. The school board policies guide all school operations and should be referenced in conjunction with this document.

Academic Integrity

Academic integrity serves as the foundation of a student's journey through their K-12 education and beyond. It speaks to a person's character, integrity, and respect for knowledge. Learning requires effort and persistence. Students should complete their own work for homework, assessments, and other assignments. There are emerging technologies, such as artificial intelligence, that may serve to enhance the learning experience if used ethically. Artificial intelligence should be used at the direction of the teacher. Any work submitted by a student should be authentic and appropriate sources should be cited. The combination of artificial intelligence* and other technology resources along with academic integrity has the potential to enhance the learning experiences. Students should never use these resources to generate content that they submit as their own.

PR School Board Policy 815.2 Use of Generative Artificial Intelligence in Education outlines the use of AI in the classroom. Artificial intelligence (AI) refers to computer systems and algorithms that mimic human cognitive functions, such as learning, reasoning, problem-solving, and decision-making. AI encompasses a broad spectrum of techniques and methodologies, including machine learning, natural language processing, computer vision, and robotics, aimed at creating intelligent systems capable of performing tasks autonomously or with minimal human intervention.

The use of Generative AI in the educational environment shall be limited to approved educational purposes and shall comply with applicable state and federal laws, regulations, Board policies, administrative regulations and school rules including, but not limited to, the Family Educational Rights and Privacy Act (FERPA), the Individuals with Disabilities Education Act (IDEA), the Americans with Disabilities Act (ADA), the Children's Internet Protection Act (CIPA), the Children's Online Privacy Protection Act (COPPA), as well as Board policies related to acceptable use of computers and network resources, student and staff conduct, copyright protections, student records, personnel records, bullying and cyberbullying, nondiscrimination and harassment, data security and staff and student expression.

It is the responsibility of all teachers to provide students with notice of whether AI use is permitted on a particular assignment or project. Teachers will use the following scale for guidance:

0	No AI Use	The assignment is completed independently without the assistance of AI.	No disclosure required
1	AI-Assisted Idea Generation	AI is used for brainstorming and generating ideas only.	No disclosure required

2	AI-Assisted Editing	AI is used to edit or refine student work, but not to generate content.	Student must disclose how AI was used.
3	AI for Specified Task Completion	AI is used to complete certain elements of a task or part o f a project with human oversight and evaluation of all AI-generated content.	Student must disclose how AI was used.
4	Full AI Use with Human Oversight	AI may be used throughout the assignment. The student is responsible for providing human oversight and evaluating the AI-generated content.	Student must disclose how AI was used.

Attendance

Students are expected to report to school on time each day and to report to all classes and scheduled areas on time. A written excuse, signed by a student's parent or guardian, is required for each absence or incidence of tardiness. This excuse is required within **three days** after the absence or tardy to school. Tardiness or absences that are unexcused after the three days, are recorded as permanently unexcused.

In an effort for all school districts across the state of Pennsylvania to follow similar attendance procedures, beginning with the 2018-2019 school year, any student who misses more than 50% of a school day will be considered absent for the day. Parents will continue to see the time their student signed in or out of school in the Sapphire Community Portal, however, if the student did not complete at least 50% of the school day then the attendance code will be absent.

Note: *A parent or guardian signature on the excuse is necessary, even if the student is 18 years or older.*

Early Dismissal

Appointments for students should be scheduled after school hours, except in cases of emergency. Should an appointment during school hours be imperative, parents should write a request for an early dismissal in pen on suitable stationery, which the student should present to the school office or attendance office at the start of the school day. Electronic, scanned excuses, with parental signatures, are also acceptable through the Sapphire Community Portal within our student information system. The note must state student's full name and student ID number, date of dismissal, time of dismissal, reason for dismissal, signature of parent/guardian, and phone number of parent/guardian for verification. All students must check out through the school office/attendance office when leaving the building for an early dismissal. Patterns of repeated early dismissals related to non-school sponsored activities such as sports practice or private lessons are discouraged as they create an academic disruption.

Excused Absences

Six reasons are defined as excused absences from school:

1. Illness
2. Healthcare
3. Death in family
4. Family Educational Trips with Prior Approval (Note: A completed **K-12 Family Trip or College Tour** form must be submitted to the principal two weeks prior to the trip. This form is available through the Sapphire Community Portal.)
5. Educational tours and trips
6. Religious holidays

A student who misses class work and exams due to an excused absence may make up all work within a time period equal to the absence, plus one additional day unless alternate arrangements are agreed upon between the student and the student's teachers. The school may require the parent to verify a student's illness by a written statement from a physician.

Tardy to School

Students are expected to arrive at school on time each day. Entering the school building any time after the tardy bell rings constitutes a tardy. After that time, the student must report to the school office or attendance office immediately upon entering the building. A valid, written excuse signed by the parent/guardian is required within three days after the tardy.

Any tardy remaining as unexcused after three days will be permanently recorded as "unexcused" and will result in consequences as outlined in the discipline code. Tardiness to school must be for valid reasons. "Sleeping in", "missing the bus" and "car problems" are not considered as valid reasons for being tardy. A late school bus is a valid excuse. Excessive unexcused tardiness will also result in disciplinary action.

Refer to PR School Board Policy 204 Attendance for more information related to student attendance.

Truancy

The laws of the Commonwealth of Pennsylvania provide for a $300 per day fine and allow the court to impose education classes and community service sentences upon parents of a truant child who do not show they took reasonable steps to ensure the child's school attendance. It provides that the parent and child must appear at a hearing before the district magistrate. This law also provides that truant students can lose their driver's license for 90 days for a first offense and six months for a second offense.

Unexcused Absences

If the reason for a school absence is outside of the above-mentioned conditions, or if a student fails to submit a written excuse within three school days, the absence will be recorded as unexcused. Refer to PR School Board Policy 204 Attendance for more information related to student attendance.

Field Trips

Participation and Eligibility

Field trips are voluntary, and participation is at the discretion of the student and their parent/guardian. To participate in any school-sponsored trip, students must meet the following criteria:

- **Obligations:** All financial or other school obligations must be met prior to the trip.
- **Good Standing:** Students must be in good academic and behavioral standing. Participation may be excluded at the discretion of the building principal.
- **Permission:** Written parent/guardian permission must be submitted on the official forms provided by the school.

Attendance on Field Trips

Because field trips are an integral part of approved planned instruction, students participating in school-sanctioned trips are considered "present" for school attendance purposes. However:

- **School-Day Constraints:** Most field trips are designed to occur within the timeframe of a normal school day.
- **Major/Overnight Trips:** Trips requiring students to be away overnight or for multiple days require Board approval and may involve different attendance reporting.
- **Non-Participants:** Students who choose not to participate in a voluntary field trip are expected to report to school for a regular day of instruction.

Schoolwork and Expectations

Time away from the classroom is minimized as much as practical. To ensure academic continuity, students are responsible for the following:

- **Pre-Trip Assignments:** Students missing class time for a field trip are **required to obtain their assignments prior to the trip.**
- **Work Completion:** All required work must be completed and submitted. Unlike an unplanned illness, students should be prepared to turn in assignments or take exams according to the timeline established by their teachers before departure.
- **Follow-up:** Students are expected to participate in any post-trip activities or evaluations that enhance the educational value of the experience.

Note: Field trips are an extension of the classroom. **All school rules and the Student Code of Conduct remain in effect for the duration of the trip, regardless of location.** For more information, please refer to Policy 121**.**

Bullying/Cyberbullying

According to Pennsylvania Statute, "Bullying" means an intentional electronic, written, verbal or physical act, or a series of acts:

1. Directed at another student or students;
2. Which occurs in a school setting;
3. **That is severe, persistent or pervasive; and**
4. That has the effect of doing any of the following:
    a. Substantial interfering with a student's education;
    b. Creating a threatening environment; or
    c. Substantially disrupting the orderly operation of the school.

For purposes of the foregoing, "school setting" means any conduct or activity which occurs in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school, including travel to and from such activity. All forms of bullying by students are prohibited. This prohibition includes "cyberbullying," which involves the use of electronic devices to engage in any of the conduct described above.

The district will consider all forms of bullying by district students in non-school settings and will enforce consequences provided under PR School Board Policy 249 Bullying/Cyberbullying to acts of bullying occurring in a non-school setting to the fullest extent permitted by law.

Administrative actions and interventions related to non-school settings will be determined based upon the incident's alignment to criteria 1, 3, and 4 listed above.

Guidelines for Recognizing and Identifying Bullying and Cyberbullying

- ***Power:*** It is bullying and not just playing around, when two people are unequal in power; and the one with the greater power takes unfair advantage of the less powerful person. Power can be physical size or strength, numbers, socio-economic strata, verbal skill, level of intelligence, popularity, athletic ability, and gender, to name a few. The 'bully' watches for opportunities to pick on, humiliate and tease the target. The target feels defenseless and hopeless…it seems that nothing will stop the treatment.

- ***Intentional Acts or Series of Acts:*** Negative actions are repeated, happening over and over in many different settings. Usually, adults are unaware or are not present when they occur. The person doing the bullying does it on purpose, and the intent is to hurt another person.

- ***Different levels of Feeling:*** You can tell that it is bullying and not just playing around when the people involved show unequal levels of feeling (affect). Instead of both people smiling or looking like they are having fun, one person is smiling or looking triumphant ("I gotcha!), and one is crying or looking frightened, humiliated, confused, or angry.

Examples of bullying include but are not limited to physically, emotionally or mentally harming a student; damaging, extorting or taking a student's property; placing a student in reasonable fear of physical, emotional or mental harm; placing a student in reasonable fear of damage to or loss of personal property; creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities; or perpetuation of conduct by an individual or group, with the intent to demean, dehumanize, embarrass, or incite a student.

Reports of bullying should be made to a building principal, assistant principal, school counselor, or any trusted adult.

Bullying/cyberbullying may have Level II or higher consequences. In addition, conduct that constitutes bullying or cyberbullying may also constitute unlawful harassment, discrimination or hazing that are also prohibited under applicable law and board policies and may carry additional disciplinary consequences.

Please refer to PR School Board Policies 103 Nondiscrimination/Title IX Sexual Harassment Affecting Students, 103.1 Nondiscrimination - Qualified Students with Disabilities, 247 Hazing, and 249 Bullying/Cyberbullying for additional information.

Care of School Property and Trespassing

PR School Board Policy 713 Trespassing on or Misuse of School Property

Schools help students learn to respect property and develop feelings of pride in community institutions. Students are responsible for the proper care of school property including school supplies and equipment entrusted to their use. Students who willfully damage school property will receive consequences, which include legal consequences. Parents may be held liable for any damage or destruction to school property caused by their children.

Delinquent vs. Criminal Acts

Pennsylvania law provides that any person age 15 or older who commits a violent crime and committed either the crime with a deadly weapon or previously has been adjudicated delinquent for a violent crime, will automatically be tried as an adult in the criminal justice system.

Discrimination and Harassment

The school board encourages students and parents/guardians who believe they have been subjected to discrimination or harassment to promptly report such incidents to designated employees in accordance with PR School Board Policies 103 Nondiscrimination/Title IX Sexual Harassment Affecting Students and 103.1 Nondiscrimination - Qualified Students with Disabilities, which can be found in the policy manual linked on the district's website. Complaints of discrimination or harassment shall be investigated promptly, and corrective action will be taken for substantiated allegations. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.

The board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, gender or gender identity, ancestry, national origin, marital status, pregnancy or handicap/disability.

Harassment is a form of discrimination based on the protected classifications listed in this policy consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance when such conduct is: sufficiently severe, persistent or pervasive; and a reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

Title IX sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

- A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as quid pro quo sexual harassment.
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.
- Sexual assault, dating violence, domestic violence or stalking.
    - Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:
        - Length of relationship
        - Type of relationship
        - Frequency of interaction between the persons involved in the relationship
    - Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
    - Sexual assault means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.
    - Stalking under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to either:
        - Fear for their safety or the safety of others
        - Suffer substantial emotional distress

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment subject to Title IX regulations. An education program or activity includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs.

Students and third parties who believe they or others have been subject to discrimination, Title IX sexual harassment, and or retaliation for reporting of such to promptly report such incidents to the building principal, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may also file a report of discrimination.

The building principal shall promptly notify the Compliance Officer/Title IX Coordinator of all reports of discrimination, Title IX sexual harassment or retaliation. The Compliance Officer/Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary and to discuss the availability of supportive measures. The Compliance Officer/Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

Section 504 Coordinator
Dr. Maura Paczan
Director of Student Services
Richland Elementary
3811 Bakerstown Road
Gibsonia, PA 15044
724-443-7230 x6503

Compliance Officer/Title IX Coordinator
Mr. Brian Glickman
Director of Human Resources
702 Warrendale Road
Gibsonia, PA 15044
724-625-7773 x6201

Dress and Grooming

Students must wear appropriate clothing and footwear at all times. All students are expected to dress in a manner that promotes school pride and enhances the school's image. Student dress and grooming must be consistent with the educational, health, and safety environment of the school. Clothing must not be disruptive to the educational process or cause a health or safety risk. Clothing may not contain letters, symbols or images that display or suggest sexual innuendo, sexual activity, profanity, gore, or other obscene, vulgar, or lewd words or images; that depict, promote or incite violence or acts of violence, or illegal acts, or which promote, encourage or solicit the use of alcohol, drugs, tobacco, or other illegal substances. Revealing clothing (such as, by way of example, short skirts/shorts or attire that permits the exposure of undergarments, bare midriffs or private body parts) is prohibited. Students deemed to be dressed inappropriately will have the opportunity to make adjustments to their attire. Repeated dress code violations may be dealt with as incidents of defiance of authority or insubordination. It remains the final decision of the administration in cases of questionable attire. Students and parents should carefully review PR School Board Policy 220 Student Expression/Distribution and Posting of Materials and PR School Board Policy 221 Dress and Grooming and make responsible decisions.

Driving to School

Driving in personal vehicles to and from school is limited by PR School Board Policy 223 Student Transportation to special circumstances and is by permit only. Students are strongly encouraged to utilize the district-provided bus transportation to and from school. The school district assumes no responsibility for student safety or for personal property damages. Driving privileges are limited to high school seniors and juniors possessing a valid Pennsylvania driver's license (not a PA Learners' Permit) and who agree to the student driving regulations. The number of driving permits issued each school year will not exceed the number of available parking spaces. Detailed information concerning student driving, student riders and loss of driving/riding privileges is available on the high school website.

Detailed guidelines and directions for the Parking Permit Application are sent to the student email addresses of juniors and seniors in mid-July. Students must follow all directions provided with accuracy in order to be considered for a parking permit. Once a permit is granted, the student will receive another email with the required steps which must be followed prior to any student receiving the permit. This includes submitting copies of all required documents and affirming that students have viewed and agree to the informational presentation regarding driving rules and guidelines. .

Once the parking permit is assigned to the student driver, all guidelines and policies must be followed. Students risk the loss of their permits when these guidelines and policies are not followed. Student drivers must report to school on time or risk the loss of the permit.

Drugs and Alcohol

The Pine-Richland School Board takes a no-tolerance attitude toward the use or abuse of drugs and alcohol. District policy prohibits the possession and/or use, mimic of use, sale, mimic of sale, distribution and/or intent of distribution of any illegal or controlled mood-altering chemical medication, or abused chemical (e.g. over-the-counter medications or natural remedies used for medicinal purposes) not approved by the health office on school property, at school-sponsored curricular and extracurricular activities or field trips, on school buses, and en route to and from school by any mode of travel. Violation of this policy includes the possession, use, sale, distribution, or mimicking the possession, use, sale or distribution of chemicals or paraphernalia. Reference PR School Board Policy 227 Controlled Substances/Paraphernalia for more details.

Distribution and/or Sale of Drugs/Alcohol

The consequences for distributing, sharing, or involving others in the use of drugs and/or alcohol in school include all of the consequences listed below, plus **possible referral to the school board for expulsion**.

The sale of drugs and/or alcohol in the PRSD will not be tolerated. Students will be adjudicated before both the Pine-Richland Board of School Directors and appropriate legal authorities. The school consequence may be a permanent expulsion from the district. The police and district attorney will determine the legal consequences.

Possession/Use of Drugs/Alcohol

The following consequences for students possessing and/or using drugs and/or alcohol exist but are not limited to:

- Suspension (3 -10 days)
- Parent conference required before returning to classes
- Referral to the police
- Referral to a mental health screening for drug and/or alcohol treatment recommendations
- Student will be placed on Activities Restriction for at minimum 30 days

Consequences may also include a conference with the superintendent, a behavior contract, alternative educational placement, and/or temporary or permanent expulsion.

Electronic Devices

The use of electronic devices, which include but are not limited to mobile telephones and other devices that can send, receive, play or display digital video or audio data or images or which provide an unfiltered connection to the Internet, is prohibited by students during instructional periods of the school day and in such other circumstances as delineated in PR School Board Policy 237. Electronic devices may be brought to school but must be turned in during all instructional periods and activities. Smartwatches and GPS enabled watches fall under this category. If they become a disruption to the educational process, they will be kept in a safe place by the school until appropriate arrangements can be made for the collection of the device(s). Classroom teachers may require students to turn their phone into an assigned space upon entry to their class.

To ensure compatibility with district resources, students may be required to utilize district-provided Chromebooks for specific educational activities. High school students may also bring their own personal devices in addition to any district-issued technology. **PRSD issued devices must be used on state and AP assessments**. Students are responsible for the care and security of all district-provided technology resources, including Laptops, Chromebooks, and tablets, and will be held responsible for the full cost of replacement in case of damage or loss. PR School Board

Policy 815 Acceptable Use of Internet, Computer, and Network Resources must be reviewed and agreed upon by all students/families.

Please refer to PR School Board Policy 237 for all restrictions and rules applicable to the use of electronic devices in school or on school property. Students and parents are expressly advised that use of an electronic device in a manner not permitted or authorized under PR School Board Policy 237 will minimally be considered a Level I consequence. ***It is important to note that a student should never take or post on social media a photo/video of another student without their prior consent.***

Restrooms and Locker Rooms

Students are prohibited from using cell phones or other electronic devices to record video, audio, or take photographs in restrooms or locker rooms, or record social media messages. This expectation is in place to protect the privacy and safety of all students.

Health Services

The Pine-Richland Health Services staff act as a liaison between the family, school, and community in an effort to improve the health status of children and have them achieve the maximum benefit from their educational experience. Parents/Guardians have the primary responsibility for the welfare of their children.

The School Nurses support learning by assessing illness and injury, administering medication, providing nursing procedures, supporting students with chronic health problems, providing mandated health screenings, monitoring immunizations, and being a resource for families on available community health care programs.

For questions regarding health service information, please contact our School Nurse.

Accidents

Every accident in the school building, on school grounds, at practice sessions, or at any event sponsored by the school must be reported immediately to the person in charge and to the school office.

Diabetes Type 1

There have been several recent changes made to the School Code pertaining to student health initiatives. Act 117 of 2024 requires school entities and nonpublic schools to share Type 1 Diabetes educational materials with parents and guardians of students either in writing, electronically, or on the school entity or nonpublic school's publicly accessible internet website. In this Act, a school entity includes a school district, area career and technical school, charter school, regional charter school, cyber charter school or intermediate unit.

The Type 1 Diabetes educational materials linked below must be made available beginning with the 2025-2026 school year. The materials are also available on the Pennsylvania Department of Health's website: Act 117 - Parental Education of Type 1 Diabetes.

- Click here to download the Type 1 Diabetes educational materials in English.
- Haz clic aquí para descargar los materiales educativos en español sobre la diabetes tipo 1.

Diabetes Management Plan
School nurses obtain and maintain a written record for the authorization of care and written instructions for the management of diabetes from the student's licensed health care provider, as well as the parental consent on the Medication Permission Form for treatment by the Pine-Richland School District nurse. The school health team then creates the Diabetes Medical Management Plan (DMMP) based upon the authorization and management procedures from the health care provider. For more information on generating a DMMP for your child, please contact your school nurse to learn about the necessary documentation.

Epinephrine Administration

The Pennsylvania Public School Code, Section 1414.2(g) allows parents/guardians to request an exemption to the administration of an epinephrine auto-injector for their student. Parents/guardians wishing to choose this option should meet with the school nurse to discuss their decision and then review and sign the opt-out form in the presence of the school nurse.

Health Examinations

PR School Board Policy 209 Health Examinations/Screenings
The following examinations are mandated by the state of Pennsylvania and may be performed by your child's personal physician or dentist:

- **Physical examinations** (kindergarten or first grade, sixth and eleventh grades, and any student entering school in Pennsylvania for the first time). Private physical form
- **Dental examinations** (kindergarten or first grade, third and seventh grades, and any child entering school for the first time in Pennsylvania). Private dental form

Students without documentation of a physical and/or dental examination will be scheduled for an exam with the school physician or school dentist during school hours. Parents are welcome to attend the examinations with their students as scheduled. These requirements allow for exemption due to religious beliefs. Please contact the school nurse if you are requesting exemption.

Health Screening

PR School Board Policy 209 Health Examinations/Screenings

All students (K-12) are screened annually:

- Growth: Height, Weight, and BMI percentile for age.
- Vision (Near & Far): Every year (K-12).
- Color and Excessive hyperopia (Grade 1), and Stereopsis (Grade 2)
- Hearing: Grades K, 1, 2, 3, 7, and 11.
- Scoliosis: Grades 6 and 7.
- Health Screening results are communicated in an annual screening letter. Parents/Guardians are notified when a screening result indicates a potential area of concern and follow-up with a health care specialist may be indicated.

Please consider the following guidelines when making the decision to send your child to school:

- Fever of 100 degrees or higher: Children should be fever free (<100°) for 24 hours without fever-reducing medication.
- Uncontrollable coughing.

- Vomiting/Diarrhea: Children should be free of symptoms for 24 hours before returning to school.
- Inability to sleep most of the night because they don't feel well.

The Pine-Richland School District follows the Allegheny County Health Department "Guide to Infectious Diseases for Schools" to determine when a child should return to school after an infectious illness. Specific information on strep throat, pink eye, lice, chicken pox, and other common infectious illnesses in schools.

Immunizations

PR School Board Policy 203 Immunizations and Communicable Diseases

In accordance with the Allegheny County Health Department and the Pennsylvania Department of Health, the following immunizations are required for school enrollment/attendance:

For attendance, children in ALL grades (K-12) need the following vaccines. On the first day of school, unless the child has a medical or religious/philosophical exemption, a child must have had at least one dose of the following vaccinations or risk exclusion.

- 4 doses of tetanus* (1 dose on or after 4th birthday)
- 4 doses of diphtheria*(1 dose on or after 4th birthday)
- 4 doses of polio*** (1 dose on or after the 4th birthday)
- 2 doses of measles**
- 2 doses of mumps**
- 1 dose of rubella (German measles)**
- 3 doses of hepatitis B
- 2 doses of varicella (chickenpox) or evidence of immunity

**Usually given as DTP or DTap, or if medically advisable, DT or Td*
***Usually given as MMR*
****A fourth dose is not necessary if the third dose was administered at age 4 years or older and at least 6 months after the previous dose.*

If a child does not have all the doses listed above, needs additional doses, and the next dose is medically appropriate, the child must receive that dose within the first five days of school or risk exclusion. If the next dose is not the final dose of the series, the child must provide a medical plan card signed by his/her doctor within the first five days of school for obtaining the required immunizations or risk exclusion. Your school nurse can provide you with a blank medical plan card.

If a child does not have all the doses listed above, needs additional doses, and the next dose is not medically appropriate, the child must provide a medical plan within the first five days of school for obtaining the required immunizations or risk exclusion. The medical plan must be followed or risk exclusion.

Children in 7th grade need the following ADDITIONAL immunizations for entry:

- 1 dose meningococcal conjugate vaccine (MCV)
- 1 dose of tetanus, diphtheria, acellular pertussis (Tdap), if five years have elapsed since last tetanus immunization.
- Children in 12th grade need the following ADDITIONAL immunization for entry:
    - 1 additional dose of meningococcal conjugate vaccine (MCV)
    - If one dose was given at 16 years of age or older, that shall count as the 12th grade dose.

These requirements allow for the following exemptions: medical reason, religious belief, or philosophical/strong moral or ethical conviction. Even if your child is exempt from immunizations, he or she may be excluded from school during an outbreak of vaccine preventable disease.

Information regarding immunizations can be received from the Allegheny County Health Department by calling 412-578-8062.

Medication

The law which regulates the administration of medication in the school and school activities is the same law that applies to hospitals and other institutions. The school cannot dispense or allow any child to take any medication without written permission from a physician and parent. This includes both prescription and over-the-counter medications (including but not limited to acetaminophen, ibuprofen, and medicated cough drops). If you anticipate or find that your child must take medication during school hours, please obtain a copy of the medication policy and a permission form on our website.

All medication must be unexpired and shall be brought to the nurse's office, or the main office if the nurse is in another building, by the parent/guardian or by another adult designated by the parent/guardian. For safety reasons, it is highly recommended that medications be transported to and from school by a parent or guardian. Medications must be kept in the nurse's office. The only exception is students who need to carry asthma inhalers, diabetic supplies, and/or epi-pens. The additional Permission to Carry Form must be on file with the school nurse. Narcotic pain medication will not be given in school under any circumstances.

Cough Drops

Non-medicated cough drops must be sent to school in the **original** container/wrapper with accompanying written permission from the parent/guardian. Only a limited number should be kept on hand. Permission is good for short term use and new permission notes will need to be submitted for subsequent need.

All students in K-6 will have their supply of cough drops stored in the health office and distributed as needed by the school nurse. 7-12 students may have permission to self-carry with parent permission on file.

Students are not permitted to share their cough drops with anyone. Medicated cough drops follow over-the-counter medication requirements. Medicated cough drops will not be distributed without a written order from a physician and parent permission.

The school nurse has the authority to keep the cough drops in the health office for those in grades 7-12 if deemed necessary.

Sunscreen

In October 2018, the Pennsylvania School Code was amended to include a section on Sun Protection Measures for Students. Section 1414.10 states that a school entity shall allow the application of sunscreen during school hours, at a school-sponsored activity or while under the supervision of school personnel.
Parents/guardians may choose to supply their child with non-aerosol, unscented topical sunscreen if it is approved by the U.S. Food and Drug Administration. Parents/guardians must complete and submit the Non-Aerosol Topical Sunscreen Use permission form and submit it to their child's nurse.

Students who are unable to self-apply sunscreen must have an order from their primary care provider along with parental permission as with any other over-the-counter medication.

Please refer to School Board policies No. 210 Use of Medications and 210.1 for specific guidelines for the possession and use of asthma inhalers/Epi-Pens.

Tick Information

Act 120 of 2024, which amended the Public School Code of 1949 - Health Services, took effect on December 29, 2024, after being enacted into law on October 29, 2024. This amendment requires a school nurse, school physician or designated employee of a school entity to remove a tick from a student in accordance with guidelines issued by the Secretary of Health.

Parents will be notified if a tick is removed from their child. After removal, the tick shall be preserved for the parent or guardian of the student to send to the Tick Research Lab of Pennsylvania for testing if they choose to do so. Information will be provided to the parent or guardian on how to send the tick to the Tick Research Lab of Pennsylvania.

Following the removal of a tick, parents should contact their child's physician to discuss if prophylactic treatment for tick-borne disease prevention is indicated and any medical concerns. Depending on the type of tick and how long it was attached, antibiotic prophylaxis might help to prevent Lyme disease.

Illness at School

A student who becomes ill at school should ask for a pass to the health office. A student must report to the health office rather than going to the restroom. Spending time in the restroom while ill constitutes an unexcused absence from class and does not afford the student the opportunity to have intervention from a medical expert.

Homelessness

Under McKinney Vento, all school districts are responsible for identifying students experiencing homelessness and connecting them with the resources needed to ensure academic success.

Who is considered homeless?

Children or youth living in a shelter, transitional housing, hotel/motel, vehicle, campground, on the street or doubled up with friends or family due to a lack of alternate resources are considered homeless. An unaccompanied homeless youth is a child or youth that is not in the care of their parent or legal guardian and meets the definition of homeless under McKinney Vento.

Where can students experiencing homelessness attend school?

The law indicates that homeless students have the right to remain in their school origin (the school they attended at the time of the homeless episode or last school attended) through the end of the school year in which they find permanent housing, provided it is in the child/youth's best interest.

If through consultation between the school and the family and/or unaccompanied youth it is determined that remaining in the school of origin is not in the student's best interest, then the student has the right to immediately enroll in the school that non-homeless students living in the attendance area in which the child/youth is actually living are eligible to attend, even if they do not have all of the required documentation. Additionally, unaccompanied homeless youth have the right to immediately enroll in school, even if they do not have a legal guardian present.

What supports can school districts provide to homeless students?

Homeless students are eligible for supports and services to remove barriers to educational success. This may include transportation to the school of origin, free meals, referrals to physical/mental health providers, clothing to meet school requirements, access to school supplies and resources, assistance with credit recovery, tutoring supports, expedited evaluations and assistance to participate in school activities including parent engagement opportunities, sports, club, etc.

Homeless Dispute Process

If at any time there is a disagreement about homeless status or best interest for school placement, the district will notify the family in writing of their determination that the family/unaccompanied youth is ineligible for McKinney Vento services. At this time, the district will provide the family/unaccompanied youth with the ability to dispute their determination. Throughout the dispute process, the child/youth, including unaccompanied youth, will continue to be educated in the school of origin or immediately enrolled in the school they are seeking enrollment until the dispute process is finalized. Transportation will continue throughout the dispute process. All disputes will be sent to the ECYEH Regional Coordinator who will issue a determination. If any party is unhappy with the determination, they can elevate the dispute to the state coordinator.

What if I think that I am eligible for services under McKinney Vento?

If you believe you know of families or individual students that may qualify for this service, please contact Dr. Melissa Ramirez, School Psychologist, McKinney-Vento Liaison at (724) 443-7230 ext. 6504 or mramirez@pinerichland.org.

Leaving the School Building or Property

Students are not permitted to go outside the school building (including the school parking lot) or leave the school property without permission from the school office, or except when accompanied by a faculty member, coach, or school administrator. Parents wishing to pick up a student during the school day (early dismissal) must meet the student at the school office/attendance office. Identification may be requested.

A student leaving the school building or property without permission from the school office or without a faculty member, coach or school administrator may be considered a Level II or III offense and may result in disciplinary action.

Lighted Objects

It is a violation of the fire code to have a lighted object in the school or to interfere with fire protection equipment, systems or procedures. A student who is found with a lighted object (cigarette, e-cigarette, vaping device, lighter, match, etc.) or who otherwise violates the fire code will be referred to the proper authorities, which could result in a fine.

Participation in Special Events

Student attendance in school on the day of any extracurricular activity (e.g. athletic event, club activity, musical, concert, Homecoming, Prom, field trip, etc.) is expected. At minimum, students must attend over **one-half of the school day** with a valid excuse for late arrival/early dismissal, to be eligible to participate in the extracurricular activity. For PRHS students, this means you must be in attendance by 11:00 a.m. on the day of a school sponsored event or activity to participate. Any student that is not in school by 11:00 a.m. will be ineligible to participate in sports and/or extracurricular activities on that day.

Participation in extracurricular activities and athletic events is a privilege. Violations of the discipline code may also result in exclusion from participation in such events and activities, in addition to the consequences set forth below. **Students assigned to in-school or out-of-school suspension are prohibited from participating in activities/athletics until the day after the suspension ends.**

Physical Altercations

Students who are involved in any type of physical altercation, no matter the severity or who started it, will face disciplinary consequences. Typically, students will receive an initial three days of out-of-school suspension. This allows time for building administration to complete a thorough investigation of the matter.

Safe Schools Act

Pennsylvania law requires a mandatory one-year expulsion for the possession of weapons on school property, including school buses and school-sponsored events. It requires parents to provide a sworn statement upon registering their child in school as to whether the child had previously been suspended or expelled from another school. Act 26 also requires schools to maintain records on acts of violence and weapon possession and to forward student discipline records when a student transfers to another school.

Searches

PR School Board Policy 226 Searches authorizes the administration to conduct searches of students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions in accordance with the standards set forth in this policy.

Individualized Suspicion Searches

Individual students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, may be searched without a warrant when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.

Consent and Communication

When the threshold of reasonable suspicion is met, school officials do not need consent from the student and/or parent to conduct a search. School officials have the responsibility to share the reasons for the search and give the student an opportunity to be heard. School officials must also ensure that the scope of the search is reasonable based on the suspected violation.

School officials will encourage cooperation from students. School officials shall make an effort to contact parent(s)/guardians(s) prior to a search. School officials will also contact parent(s)/guardian(s) after a search is conducted. If a student refuses to cooperate with the search process, school officials will attempt to secure cooperation and support from the parent(s)/guardian(s).

Individual Locker Inspections and Searches



Lockers are assigned to or otherwise made available to students for the convenient storage of books, clothing, school materials and limited personal property, and to facilitate movement between classes and activities. Such lockers are and shall remain the property of the school district, and to the extent students have any expectation of privacy of lockers at all, it is very limited.

No student may place or keep in a locker any substance or object that is prohibited by law, board policy or school rules, or that constitutes a threat to the health, safety or welfare of the occupants of the school building or the building itself. Students are required to ensure that their lockers do not contain spoiled food items or beverages, or soiled clothing, which may attract pests, create odors or cause unhealthy conditions. A student locker may be opened and inspected for cleanliness, with or without the consent of the student, whenever there are odors, pests or other indications that a locker contains spoiled food, soiled clothing in need of laundering or similarly unhealthy matter.

Students are exclusively responsible for locking their assigned lockers to ensure the security of their personal belongings and school property entrusted to them. Students are permitted to secure their assigned lockers only with locks provided by the district.

Prior to an individual locker search or inspection, the student to whom the locker is assigned shall be notified and be given an opportunity to be present. However, when there is a reasonable suspicion that a locker contains materials which pose a threat to the health, welfare or safety of the school population, student lockers may be searched without prior notice to the student.

Individual Vehicle Inspections and Searches

The administration may establish rules and procedures governing certain privileges enjoyed by students, such as the privilege of parking a vehicle on school grounds that make the student's consent a condition of access to the privilege. Vehicle search procedures follow the same protocol as locker searches.

General Searches without Individualized Suspicion

When certain criteria are present, general searches of school premises, students and their belongings, including student lockers or vehicles parked on school property, may be conducted during the school day or upon entry into school buildings or school activities (e.g., prom, homecoming, etc.) for the purpose of finding or preventing entry onto school property or activities of controlled substances, weapons or other dangerous materials. Such searches normally will be conducted in a minimally intrusive manner by staff members or using screening methods such as dogs or other animals trained to detect controlled substances, explosives or other harmful materials by smell, as well as metal detectors and other technology. School staff may also assist in searching student bags and materials in response to a threat (e.g., a bomb threat). When such screening methods provide a reasonable suspicion that particular students, items or places possess or contain controlled substances, weapons or other dangerous material, screening may be followed by physical searches of those particular students, items or places on an individualized basis.

General searches for weapons may be conducted when there are circumstances, information or events tending to indicate increased likelihood that students may be armed or headed for physical confrontation because of

community strife or tensions, or as a continuation or escalation of a prior incident, in or out of school, which threatens to spill over into school, into a school-sponsored activity, or into other times and places that students are under school supervision. (See "Weapons" section for more information)

General searches for controlled substances may be conducted when two or more credible sources indicate a use, possession or trafficking of controlled substances among students in school. For example, the building principal may receive information from a student or staff member involving controlled substances that do not include a specific name of an alleged person or persons.

General searches not based on individualized suspicion must be approved in advance by the superintendent or assistant superintendent. In a timely manner, the administration will inform the board that a general search was conducted and provide basic information of any prohibited items.

Anyone having tips regarding drug abuse, use or distribution can contact the TIP Hotline anonymously at 724-449-TIPS. If you are concerned that your child may have a drug and/or alcohol problem, several community resources are available to assist you. Trained members of the Pine-Richland staff serve on the Student Assistance Team in all of our buildings. Contact the school principal or your child's school counselor for further assistance and information.

Smoke-Free Campus

For the safety and well-being of our students, staff and visitors, PR School Board Policy 222 Tobacco and Vaping Products authorizes the 24-hour, year-round smoke-free status. The board prohibits tobacco use, smokeless tobacco or the use of vaporizers, e-cigarettes or any similar devices at any time in a building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district. This includes school-sponsored activities held off school property. This policy applies to any person using or renting school facilities at any time.

Possession and Use of Tobacco

Students are expressly prohibited from both possessing and using tobacco products, including cigars, cigarettes, pipes, vaporizers, e-cigarettes and all other tobacco and smokeless tobacco products (i.e. chew, snuff and other look-alike products) in school buildings, on school buses, on school property, and at school-sponsored events and activities, including travel to and from such events and activities. In addition to disciplinary consequences, students will be issued a citation for use, distribution, or possession of smoke or smokeless tobacco. Refer to PR School Board Policy 222**.**

Student Access to Technology



As the use of technology increases, so does the concern for its appropriate use. All students are expected to abide by the guidelines set forth in the Student Access to Technology Resources Agreement. Students and parents/guardians will be expected to sign this agreement on an annual basis. This agreement provides that:

- Technology resources are to be used only for learning within the district's approved curriculum.
- Accounts are to be used only by the authorized student owner. Passwords are not to be shared.

- Technical or security problems must be reported immediately to the teacher.
- Outside media storage devices (e.g. USB, thumb drives, etc.) may not be used without prior teacher approval.
- Personal information (name, personal address, phone number or credit card number) is not to be shared through technological means.
- Use of resources to access or process inappropriate material is prohibited.
- Downloading files which may be dangerous to the integrity of the network is not permitted.
- Transmission of material, information or software in violation of district policy or federal, state or local law or regulation is prohibited.
- Network users may download educationally appropriate materials for their own use.
- Copyrighted materials must be used in accordance with district policy and applicable law.
- No one is permitted to change the setup of a school district computer.
- Unauthorized access or manipulation of security settings to access, modify, or otherwise interact with restricted content or information is prohibited and constitutes a crime in addition to local policy violations.
- Vandalism (a malicious attempt to harm or destroy equipment, materials or systems) may result in the cancellation of a user's privileges and assessment for damages.
- All information stored on district resources is the property of PRSD.
- During synchronous instruction, video conferences through either Google Meet or Blackboard Connect shall not be recorded and should be used solely for the purpose of supporting the instructional needs of the students invited.
- Students should promptly enter and exit video conferences at the appropriate times. Staff should be the first one on and the last one out of the meeting.

NOTE: *Access to the Internet via school equipment is a privilege, not a right. Inappropriate, unauthorized or illegal use will result in cancellation of that privilege and application of appropriate disciplinary action. Please refer to PR School Board Policy 815 for additional information regarding appropriate use of district technologies.*

To ensure compatibility with district resources, students may be required to utilize district-provided Chromebooks for specific educational activities. High school students may also bring their own personal devices in addition to any district-issued technology. Students are responsible for the care and security of all district-provided technology resources, including Laptops, Chromebooks, and tablets, and will be held responsible for the full cost of replacement in case of damage or loss. PR School Board Policy 815: Acceptable Use of Internet, Computer, and Network Resources must be reviewed and agreed upon by all students/families.

Student Expression

The rights of students to express themselves in words or symbols are limited by the need to maintain an orderly school environment and to protect the rights of all members of the school community. Student expressions that violate the rights of others are prohibited. Such expressions including but not limited to:

- Libel of any specific person or persons;
- Advocating the use or advertising the availability of any substance or material or promoting behavior that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students;
- Using obscene, lewd, vulgar or profane language – whether verbal, written or symbolic;
- Inciting violence; advocating use of force; or encouraging violation of federal, state or municipal law, board policy or district rules or regulations;

- Are likely to or do materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threaten serious harm to the school or community; encourage unlawful activity; or interfere with another's rights;
- Violating established school or district procedures on time, place and manner for posting and distribution of otherwise protected expression. Spontaneous student expression which is otherwise protected speech is not prohibited by this section. See PR School Board Policy 220 Student Expression/Distribution and Posting of Materials for more details.

Student Expectations and Behavioral Guidelines

Conduct is closely related to learning. An effective instructional program requires a safe and welcoming school environment. While self-discipline is the district's primary goal, from time to time, the school district may take disciplinary action to accomplish the following objectives:

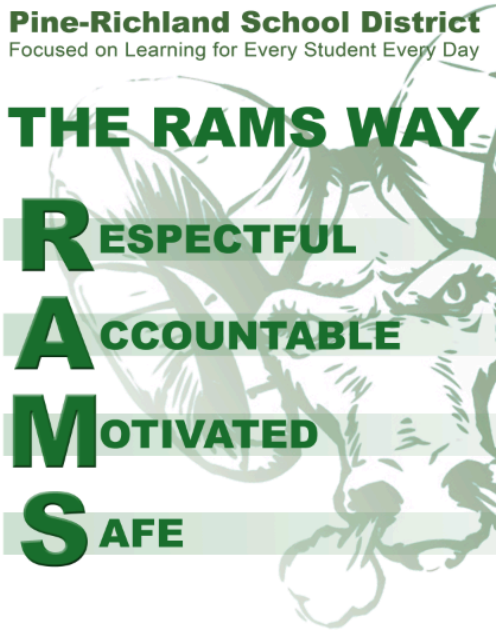
1. To assist young people in developing acceptable behavior patterns in school and in the community
2. To assist young people in developing respect for themselves, other students, faculty and advisors, school property, and safety in general
3. To assist young people to become responsible adults and productively engaged citizens
4. To provide young people with a firm yet responsible framework upon which they may develop to their fullest capacity, compatible with the goals of home and community, and whose end result is good citizenship and responsible character development

Students are expected to know and respect the rules and regulations of the district and its schools and to behave in a manner appropriate to good citizenship. These expectations and guidelines apply to students during their travel to and from school, during school and at all school-related activities. Common sense and a shared desire for a safe and healthy learning environment are the key ingredients of this discipline code.

RAMS Way

The RAMS Way is Pine-Richland's district-wide system for positive behavior interventions and supports. RAMS stands for Respectful , Accountable, Motivated, and Safe. Throughout the year, students will engage in lessons that model, teach, practice, and reinforce these core principles in various locations of the physical school (hallway, cafeteria, buses, etc.).

Expectations for student behavior can be summarized in several simple, yet important terms. Students are expected to demonstrate the RAMS Way by being:



- **Respectful**
- **Accountable**
- **Motivated**
- **Safe**

Most students easily meet these expectations. They are successful in school because these behaviors have been learned at home and practiced in school. Students will be rewarded throughout the school year in various ways to promote positive

engagement by meeting RAMS Way expectations. Students who do not meet these expectations will be assigned consequences and supports of various levels to encourage them to change their behavior through personal growth and development.

Surveillance Cameras and Audio Recording

Under PR School Board Policy 817 Use of Video Surveillance Cameras, the district is permitted to use video surveillance in any school building, on school district property, or on any transportation vehicle being used by the district. The district does monitor district buildings, property and transportation vehicles with surveillance cameras and individuals using any such facilities should expect that such surveillance may occur. In addition, the use of audio recordings is permitted on school district transportation vehicles (PR School Board Policy 810.2 Transportation - Video/Audio Recording). If audio recording is being used on a district transportation vehicle, a notice indicating that such recording may occur will be placed within the vehicle.

Terroristic Threats or Acts

Students are prohibited from communicating terroristic threats or committing terroristic acts directed at any student, employee, school director, community member, or school building. Terroristic threat - shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another; to cause evacuation of a building, place of assembly or facility of public transportation; or to otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience. All threats spanning grades K-12 whether communicated verbally, in writing, through gestures, or through other means such as phone calls, pictures/graphics, or electronic transmission will be taken seriously and investigated thoroughly. Students making a threat or committing such acts may be suspended immediately. The threat or act will be promptly reported to law enforcement officers. The Pine-Richland School Board may recommend that the student be permanently expelled from PRSD. It is the responsibility of the staff and students to responsibly report terroristic threats and acts. Any student supplying falsifying information shall be subject to disciplinary action.

Weapons

Pursuant to PR School Board Policy 218.1 Weapons and Pennsylvania law, students are prohibited from possessing or bringing on to the school premises any weapon. Weapons prohibited by this policy include, but are not limited to, knives, cutting instruments, cutting tools, nunchaku, firearms, shotguns, rifles, Tasers, and stun guns, explosive devices, and/or any other common household item, tool, instrument or implement capable of inflicting serious bodily injury, as well as any tool, implement or instrument represented or reasonably capable of being perceived as such a weapon.

Students cannot interfere with the normal activities, occupancy, or use of any building or portion of the school campus by exhibiting, using, or threatening to exhibit or use a dangerous weapon or its look-alike. Any student who brings or possesses a weapon on school property at any school-sponsored activity or on any public conveyance providing transportation to a school or school-sponsored activity shall be expelled for a period of not less than one year. However, the superintendent, at his or her discretion, may recommend discipline short of expulsion on a case-by-case basis. Such students will also be referred to local law enforcement authorities for criminal prosecution.

School premises are defined as the school building, the school grounds, athletic fields, school buses, and facilities/areas visited while on school field trips. Should a student need to use a look-alike instrument for

educational purposes, he/she must request permission from the building principal, prior to the class, and keep the look-alike in the office when not being used in class. Please refer to PR School Board Policy 218.1 Weapons for additional information.

Discipline Structure

Misbehaviors and their interventions are categorized by levels according to degree of seriousness and frequency of occurrence. Each building may have additional guidelines for student behavioral expectations. Each incident is unique, detailed and thorough investigations will guide all recommended actions.

Level I

Level I Offenses include minor misbehaviors on the part of the student that are disruptive to the normal teaching environment and which interfere with the orderly operation of the school. While these misbehaviors are usually handled by the individual staff member who observes the incident, they may require the intervention of other school personnel. Repeated instances of misbehavior at this level raise the offense to a higher level.

Level II

Level II Offenses are misbehaviors whose frequency or seriousness disrupts the learning climate of the school or classroom. These infractions can result from the continuation of Level I misbehaviors or include new offenses. The educational consequences are serious enough to require disciplinary action taken by administrative personnel. Repeated or more serious instances of misbehavior at this level raise the offense to a higher level.

Level III

Level III offenses are acts whose frequency or seriousness disrupt the learning climate of the school and are directed against persons or properties. These misbehaviors could endanger the health or safety of those in the school.

Level IV

Level IV misbehaviors disrupt the learning climate of the school by posing a threat to the health, safety and welfare of others in the school. These criminal acts always require administrative actions and may require the removal of the student from school, the intervention of law enforcement authorities and possible action by the PR School Board.

Grading System

Students' grades are the result of their efforts as evaluated by their teachers. Grades are based on the quality of students' academic progress in class as measured by their class participation, written work, examination, projects and other assignments. Grades students earn each quarter appear as percentages on report cards four times a year. Final grades for courses appear only as letter grades on student transcripts. The grading scale is as follows:

Percentages			Letter Grade
90	-	100%	A
80	-	89%	B
70	-	79%	C
60	-	69%	D
0	-	59%	F

Graduation Requirements

All graduation requirements are established by the Board of Education for the Commonwealth of Pennsylvania and the Board of Directors for the Pine-Richland School District.

Pine-Richland School District requires students to earn a total of 24 credits in order to graduate in addition to other requirements. Please see the PRHS Program of Studies for specific graduation requirements.

Incomplete Grades

Students who have not completed the work for a class assigned during a quarter receive an incomplete grade on their report card. Students have two weeks after the report card is distributed to complete the missing work. If the work is not completed within two weeks of distribution of the report card, the missing assignments will be marked as a zero and a new quarter grade will be calculated.

Mid-term and Final Exams

Mid-term and final exams are given in year-long classes to assess how much knowledge has been retained and how much knowledge can be applied. Mid-term and final exam scores appear separately on the report card and are each worth 10% of the final course grade. Semester courses give final exams which are worth 20% of the final course grade.

Report Cards

Report cards are made available electronically via the Sapphire Community Portal, the electronic student information system.

Cheating/Plagiarism

It is the responsibility of each student to submit work, assignments, and projects that represent their own original efforts. Cheating and plagiarism include, but are not limited to, copying, providing or receiving answers, or theft of any of the following: papers, tests, homework, etc. Additionally, the misuse of artificial intelligence outlined in PR School Board Policy 815.1 Use of Email and Electronic Communications, AI tools, such as submitting AI-generated content as one's own work without proper attribution or using AI to complete assignments in a way that undermines academic integrity, is considered a violation of this policy. While consequences for cheating and plagiarism may vary, students typically do not receive any credit or points for assignments or assessments on which they cheated or plagiarized.

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

The use of Generative AI in the educational environment shall be limited to approved educational purposes and shall comply with applicable state and federal laws, regulations, Board policies, administrative regulations and school rules including, but not limited to, the Family Educational Rights and Privacy Act (FERPA), the Individuals with Disabilities Education Act (IDEA), the Americans with Disabilities Act (ADA), the Children's Internet Protection Act (CIPA), the Children's Online Privacy Protection Act (COPPA), as well as Board policies related to acceptable use of computers and network resources, student and staff conduct, copyright protections, student records, personnel records, bullying and cyberbullying, nondiscrimination and harassment, data security and staff and student expression.

Athletic and Musical Production Eligibility

Grades are checked weekly on student-athletes, and weekly for students involved in the Musical Production from the first day of rehearsals through the final performance, to ensure they are eligible to participate. Students who are currently failing two (2) or more classes are not permitted to participate in practice, rehearsal, athletic competitions or performances for one week.

Missing twenty (20) or more days in the second semester of one year impacts a student's ability to participate in fall sports the following year.

Honor Roll

Every quarter, students earn honor roll with the following grade point averages:

3.25 to 3.49	Honor
3.50 to 3.74	High Honor
3.75 to 4.0 and above	Highest Honor

To earn these distinctions students must have not earned any grades below a C or an I.

Electronic Posting of Course Materials and Sapphire Community Portal

Many teachers post-course materials electronically using an online instructional management system (Google Classroom). Teachers instruct students how to access course materials electronically at the start of every course. Parents have online access to information about students' demographics, attendance, discipline, and grades through the Sapphire Community Portal.

Student Email Accounts

All students have received a school district Google email address. Students can only send and receive emails from Pine-Richland user accounts. Students should check emails regularly for information regarding school activities and other school information. Student accounts are monitored.

Reporting of a Change of Address

Any change in demographic information such as a home address, home phone number, or work phone number should be changed in the Sapphire Community Portal.

Student Assistance Program (SAP)

SAP provides students and parents a link to school and community-based supports and services for students who are experiencing difficulty succeeding in school for a variety of reasons. The SAP team is composed of SAP trained teachers, counselors, and administrators who meet on a weekly basis to identify appropriate supports and services to support struggling students. The SAP process begins with a confidential referral process initiated by students, parents and/or school personnel. Requests for student assistance services can be made by contacting anyone on staff. For more information on SAP, contact the school counseling office.

Career Standards and Pathways

The Career Education and Work Standards are a part of the State Board of Education's regulations of required education for all students in Pennsylvania. The Career Education and Work Standards address four areas of knowledge: Career Awareness & Preparation, Career Acquisition, Career Retention & Advancement, and Entrepreneurship. The Pennsylvania Department of Education also provides Career Pathways that may be used for career planning purposes.

College Planning

Representatives from various colleges meet with interested students here at Pine-Richland High School. The dates the representatives will be at our school are announced and posted in Naviance, a college and career planning software. Students check Naviance to obtain the permission forms needed to attend a college admissions visit. Throughout the year, informational meetings for parents and students are held in the evening. These meetings cover such topics as understanding the college application process and applying for financial aid.

Students in 9th, 10th, and 11th grades take a series of online career interest inventory tests to help students understand their own interests, talents, and skills and to explore potential careers. This career information may be useful in determining college application plans. The guidance website contains helpful information about the process of planning a career and applying to college.

Naviance Student

The career planning component of Naviance Student allows students to realize their goals, skills, knowledge, values, constraints, and interests to help them make better academic decisions. During this process, students gain a clear understanding of the academic preparation required to pursue careers that are likely to be fulfilling for them.



Testing: PSAT, SAT, and ACT

The Preliminary Scholastic Aptitude Test (PSAT) is a good practice test for 10th and 11th-grade students planning to take the College Board Scholastic Aptitude Test (SAT). All juniors will take the PSAT during the school day. Interested sophomores may also sign up for this test at cost to the family.

All college-bound 11th and 12th-grade students should take the SAT. Juniors usually take this test in March or April. Seniors usually take the SAT in October or November. Students are encouraged to take the SAT tests in individual subject areas as well. Students are advised to understand the testing requirements of the colleges to which they are seeking admission.

The ACT may be taken at the completion of 11th grade.

Further details, sign-up information, and registration packets regarding the PSAT, SAT, and ACT are available in the guidance office.

Advanced Placement (AP) Tests

Students enrolled in Advanced Placement courses are required to take the AP test for the course. Students who earn a score of 3 or above, and who complete the necessary paperwork in a timely manner, are reimbursed 50% of the cost of the exam. AP tests are administered at the high school in May, in compliance with the College Board.

Keystone Exams

Federal regulations require schools to participate in state assessments. In addition, Pine-Richland graduation policy requirements stipulate that students must demonstrate mastery on the Keystone Exams. Keystone Exams are end-of-course assessments designed to assess proficiency in three subjects: Algebra I, Literature and Biology. Keystone Exams are one component of Pennsylvania's system of high school graduation requirements and help school districts guide students toward meeting state standards.

Keystone Exams are typically taken during the spring testing window of the year in which a student is enrolled in the given course. Students must demonstrate proficiency on each of the three Keystone Exams. If a student does not receive a score of "Advanced" or "Proficient" on a Keystone Exam, the student will be offered supplemental support through Progress Learning and classroom support. The student will be scheduled to retest during the next designated testing window as established by the Pennsylvania Department of Education. If a Proficient or Advanced score is still not obtained during a student's second attempt, they will be scheduled for one final retake during the Spring testing window.

If following three Keystone Exam attempts a student still has not earned a Proficient or higher score, additional pathways will be explored at that time. It is our goal that all Pine-Richland students demonstrate a Proficient or higher score on each Keystone Exam. Through Act 158 of 2018 and Act 6 of 2017, students graduating from Pennsylvania public high schools in 2023 or later will have greater flexibility in reaching Keystone Exam proficiency through a five pathway option. These pathways provide greater flexibility to students; however, they are not considered until a student has made three attempts to reach Proficiency on each of the Keystone exams. For additional information regarding Act 158, please visit this link: Act 158 Pathways to Graduation Toolkit.

Please see the PRHS Program of Studies on the district's website for more information about curriculum, courses, and academic life. Please also refer to the guidance website for more information about academics, career, and college planning.

Cafeteria & Food Services

The school cafeteria is maintained as a vital part of the health and wellness of our students. Well-balanced meals offering a selection of healthy items are offered at a reasonable price. Breakfast and Lunch are served daily in the cafeteria. Meal service is not offered on school scheduled half days and breakfast is not served on 2-hour delay days. A monthly printable breakfast and lunch menu is posted on the website.

Meal Program

Breakfast and lunch are served daily meeting the USDA guidelines and school wellness initiatives. Free & Reduced Meals are available to eligible families. Families must reapply each year for eligibility. Applications are accepted at any time during the school year.

Paying for Cafeteria Purchases

A computerized debit system is used at all schools and each student will utilize their 5-digit student ID number at the register. Students must use their own ID number for all purchases. Please contact the Food Service Department if you do not have your student's ID number.

Pay Online

Pay online at www.schoolcafe.com. View your child's purchase history and make payments. Payments can be set up automatically or add money as needed. A convenience fee will be charged at the time of payment. Payments will update to your account within 24-48 hours- but as quickly as 30 minutes. You can set up an alert to notify you when your student's meal account has fallen below the amount you have specified. We recommend you set up the low balance reminder at $10.00 to provide families with enough time to add additional funds.

Pay By Check

Make checks payable to the Pine-Richland Cafeteria Fund or PRCF and please record your student's name and student ID number on the check.

Create Online Account/Pay By Check

We have many parents/guardians who would like to monitor their student's meal habits, but continue to send a check-in with the student. It is FREE to create an online account with www.schoolcafe.com**,** monitor your student's eating habits and create low balance alerts. The only time you are charged a fee is if you choose to pay online. We recommend all families create an account to monitor spending. Students can create accounts on the SoHappy app. Use SoHappy to access school menus, nutritional and allergy information. In accordance with PR School Board Policy 808 Food Services, the district has established guidelines for low and/or negative balances.

Meal Price

To offer meals with higher quality of food, increased scratch cooking, increased plant-based options and increased fresh products, a two-tiered price system is utilized. The food service menus will continue to offer a variety of lunch options at both prices. You will see two types of meals offered, the first is our DAILY meal and the second our RAM meal. Signage will be in the cafeteria so students will recognize the differences. Parents will also see the DAILY and RAM description listed on our menus, so they will know how much each meal will cost.

The table below will be updated when prices are approved for the 2026-2027 school year. They also are posted online at https://www.pinerichland.org/about/food-services.

	Paid Grades 7-12	Reduced Grades 7-12	Free Grades 7-12
Breakfast	$.00	$.00	$.00
Daily Meal (Entrée, fruit, vegetable & milk)	$2.85	$.00	$.00

Free and Reduced Meals

If the cost of meals is a hardship for your family, an application for free or reduced meals is provided to each family at the beginning of the school year. This form may also be obtained from the district office or online at any time throughout the year. Complete the information and return the application to the school office. You will be notified of the status of the application. Prior to your approval, you will be responsible for any cafeteria charges incurred. Confidentiality is strictly adhered to and no distinction is made between those students who pay and those who do not. One breakfast and one lunch meal per day is permitted as free or reduced. Second meals and snack items are at the full meal price. Students receiving reduced-meal prices must place money in the meal account. Appropriate behavior in the cafeteria is the expectation. The Pine-Richland Discipline Code will be followed to address any inappropriate behavior.

Extra-Curricular Opportunities

Some school-sponsored activities (including all interscholastic sports) are subject to an activity fee. Payment of the fee will allow each student to participate in an unlimited number of sports and student activities during the school year. The fee will offset a portion of the supplemental payments to coaches, sponsors, or teachers for these extra-curricular activities. Please refer to the district website at www.pinerichland.org/activityfee for additional details including the amount of the fee and payment instructions. Extra-curricular activities include, but are not limited to the following activities and athletics.

Activities

AF-JROTC
American Heart Association Club
Anatomy Club
Art Club
Asian Culture
ASL Club
Astronomy Club
Best Buddies
Black Student Union
Beyond the Pages
Chamber Orchestra
Chess Club
Children of Steel
Chorus
Color Guard
Cricket Club
Dance Team
Devotional
Environmental Club
Fencing
Film Studies Club
Fishing & Sustainability Club
Forensics
Forensics
French Club
Future Business Leaders of America
GSA
German Club
Global Relations Club
Health and Finance Literary Club
HerStory
HOSA
Key Club
Inkwell
Intramurals
Makerspace ClubMock Trial
Model United Nations
Musical
National Honor Society
Peer2Peer
Philosophy Club
Pickleball Club

Pine-Township Youth Council
PRIME
PR Thespian Society
Programming Club
Prom Committee
PRTV Club
RAMBLER - Yearbook
RAMPAGE - Newspaper
SASH
Sci-Girls Club
Ski and Board Club
Spanish Club
Sports Medicine Club
Spire and Co.
Stock Market Club
Student Government
SWENext
Talent Show
Swifties - Taylor Swift Club
Technology Student Association
Teens Teach Tech
Thespian Society (Fall Play)
Thursday Morning Devos
Ultimate Frisbee
Weightlifting Club
Yearbook

Athletic Teams

Boys
Baseball
Basketball
Cross Country
Diving
Football
Golf
Soccer
Swimming
Tennis
Track and Field
Volleyball
Wrestling

Girls
Basketball
Cheerleading Competitive and Spirit
Cross Country
Diving
Field Hockey
Golf
Lacrosse
Soccer
Softball
Swimming
Tennis
Track and Field
Volleyball
Wrestling

Athletic Clubs

Boys' Lacrosse
Crew/Rowing
Girls' Flag Football
Gymnastics
Hockey
In-Line Hockey
Ultimate Frisbee
Unified Bocce

In order to be eligible to participate in extracurricular activities, a student may not be failing two or more subjects in any given week. Any grade that falls between the range of 0 – 59 is considered a failing grade.

Grades are checked weekly on student-athletes to ensure they are eligible to participate. Academic eligibility reports are run at 8:00 am each Friday morning. Student-athletes who are failing two or more classes are not permitted to participate in athletic competitions for one week. Student athletes are permitted to participate in practices, but they are not permitted to participate in any scholastic contests or games during this time period. For example, if a student athlete is declared ineligible on Friday, the period of eligibility begins the Sunday of the following week ending the Saturday of that week.

According to PIAA rules, students cannot become eligible mid-week. Grades updated after school begins Monday morning will be counted toward the following week's eligibility.

The PIAA mandates that students receive a new physical for each school year if participating in a school sport. Students are only required to have one physical per year. This physical should be done by the student's private physician and the required school paperwork completed online through Healthy Roster prior to the first competitive season in which they participate. These physicals must be done after May 1st for the upcoming school year.

Missing 20 or more days in the second semester of one year impacts a student's ability to participate in fall sports the following year.

Lost And Found

Students who find lost items must turn them in to the office. The school keeps a collection of lost and found articles throughout the year. Students and/or parents should check the lost and found as soon as possible when missing an item of clothing, jewelry, etc. The school highly recommends that name tags be placed on personal belongings.

Online Library Resources



To access these databases from home, go to https://prhs.pinerichland.org/library. To log in, use the access IDs and passwords below. . To search our online library catalog for hardcopy books, go to destiny.pinerichland.org and choose the high school as your location. To help cite your sources, you can log in to Noodletools with your school google account.

Destiny Library Catalog

Log in with your student email account.

Noodletools

Log in with your school Google Account via your Google Apps menu.

Mackinvia Ebooks and Audiobooks

Log in with "Pine-Richland High School" as your location and your school Google account.

Power Library Databases

Includes access to: Gale Academic OneFile, Gale OneFile High School, Science Reference Source, SIRS Discoverer, Transparent Language Onlne and more! **Log in with your school Google Account via your Google Apps menu.**

JSTOR

Username: pinerichland
Password: rams

Gale Databases

Includes: *Opposing Viewpoints, Science in Context, Biographies in Context, US History in Context, World History in Context*
Password: ram

SIRS Issue Researcher

Username: PL2677H
Password: ram

CQ Researcher Online

Username: prhsrams
Password: gorams

Salem Press eBooks

Password: ram

World Book Online

Username: prhsrams
Password: gorams

Ferguson's Career Center

Username: prhsrams
Password: rams

Oxford (Grove) Art & Music

Username: prhs
Password: ram

Central Office Contacts

Pine-Richland School District
702 Warrendale Rd., Gibsonia PA 15044
Phone: 724-625-7773 | **Fax**: 724-625-1490
www.pinerichland.org

Dr. Brian R. Miller	Superintendent	x 6100
Barbara Williams	Administrative Assistant to Superintendent	x 6100
Dr. Michael Pasquinelli	Assistant Superintendent of Secondary Education & Curriculum	x 6110
Dr. Kristen Justus	Assistant Superintendent of Elementary Education & Curriculum	x 6110
Carolyn Will	Administrative Assistant to Assistant Superintendents	x 6110
Abigail Hutchison	Secretary	x 6307
Christopher Juzwick	Director of Financial & Operational Services	x 6303
Schaely Renfrew	Accounting Specialist	x 6300
Doris McCartney	Payroll & Employee Benefits Specialist	x 6302
Bryan Dworek	Accounts Receivable & Payable Specialist	x 6306
John Stoughton	Assistant Director of Athletics & Transportation Coordinator	x 6803
Davida van Mook	State Reporting Coordinator/PIMS Coordinator	x 6000
Brian Glickman	Director of Human Resources	x 6201
Alexia Meijer	Human Resources Support	X 6301
Matthew McGoey	Human Resources Specialist	x 6304
Shawn Stoebener	Director of Technology	x 6305
Erin Hasinger	Director of Communications	x 6202
Steve Karpinski	Media Services Specialist	x 1505
Andrew Mundy	Media and Communications Coordinator	x 6203
Jeffrey Zimmerman	Director of Facilities Management	x 6750
Bruce Riemer	Assistant Director of Facilities	x 6754

Jamie Rucker	Assistant Director of Facilities	x 6751
Kori Phillips	School Resource Officer	x 1999
Lydia Songer	School Safety Officer	x 1606
Pine-Richland Student Services Directory 3811 Bakerstown Rd., Gibsonia, PA 15044 **Phone:** 724-443-7230 **Fax**: 724-443-7374		
Dr. Maura Paczan	Director of Student Services	x 6501
Kaytlyn Snee	Special Education Secretary	x 6501
Mary Pegher	Administrative Assistant to Director of Pupil Services	x 6500
Dr. Greta Kuzilla	Assistant Director of Student Services and Special Education	x 6502
Dr. Melissa Ramirez	Secondary School Psychologist	x 6504
Dr. Taylour Kimmel	Elementary School Psychologist	x 6505
Dr. Alysha Kaparakos	Elementary School Psychologist	x 6508
Carolyn Welschonce	Social Worker	x 7807

Pine-Richland School Board

The 2026 Pine-Richland School Board consists of nine members who set policy for the school district.

School directors include President Ashley Fortier, Vice President Melissa Vecchi, Treasurer Marc Casciani and directors Randy Augustine, Amy Carfardi, Liz Delosa, Leslie Miller, Philip Morrissette, and Michael Wiethorn.

Visit www.pinerichland.org/board to view upcoming meetings, archived agendas and much more.

