Conestoga High School Agenda Book

2026-2027

ADDRESS AND TELEPHONE NUMBERS

Conestoga High School
200 Irish Road
Berwyn, PA 19312

Main Office Number	610-240-1000
Athletic Office	610-240-1024
Attendance Office	610-240-1050
District Information	610-240-1970
FAX (Student Services)	610-240-1055
Student Services Department	610-240-1045
Nurse	610-240-1005
Emergency Closing Number	**854**
Internet Address	http://www.tesd.net

PSAT/SAT/ACT Reference Information

School Code - 390295

Test Center - 39146

THIS STUDENT HANDBOOK BELONGS TO:

Name

Address

City/State/Zip

Phone Number

Homeroom Number and Teacher

Cover artwork by: Mike Starner

Tredyffrin/Easttown School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, or handicap in its activities, programs, or employment practices as required by Title VI, Title IX, Section 504, Individuals with Disabilities Education Act, Chapter 15 of the Pennsylvania School Code, and Americans with Disabilities Act. For information regarding civil rights, grievance procedures, services, activities, and facilities accessible to and usable by handicapped persons, contact Dr. Anthony Stevenson or Dr. Kim Morris, T/E School District, 940 West Valley Road, Suite 1700, Wayne, PA19087.

The information in this book was the best available at press time. Watch for additional information and changes.

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BELL SCHEDULE

MONDAY / TUESDAY / FRIDAY

	Start Time	End Time
Period 1	7:50	8:32
Homeroom	8:37	8:46
Period 2	8:51	9:33
Period 3	9:38	10:20
A Lunch 10:25 - 10:55	Period 4 10:25 - 11:07	Period 4 10:25 - 11:07
Period 4A 11:00 - 11:42	B Lunch 11:12 - 11:42	Period 5C 11:12 - 11:54
Period 5 11:47 - 12:29	Period 5 11:47- 12:29	C Lunch 11:59 - 12:29
Period 6	12:34	1:16
Period 7	1:21	2:03
Period 8	2:08	2:50

WEDNESDAY / THURSDAY

4 period days

ODD number classes Wednesday - EVEN number classes Thursday

	Start Time	End Time
Period 1 or 2	7:50	9:12
Homeroom	9:17	9:26
Period 3 or 4	9:31	10:53
Lunch and Learn	10:56	11:56
Period 5 or 6	12:01	1:23
Period 7 or 8	1:28	2:50

LEARN 1 - English • Science • Social Studies • Wellness/Fitness

LEARN 2 - Business/Technology • Mathematics • Visual Performing Arts • World Languages

Teachers will be available for student support during the 'learn' portion of LUNCH AND LEARN

2 HOUR DELAY SCHEDULE

MONDAY TUESDAY FRIDAY

	Start Time	End Time
Period 1	9:50	10:17
Homeroom	10:22	10:31
Period 2	10:36	11:03
Period 3	11:08	11:35
A Lunch 11:40 - 12:10	Period 4 11:40 - 12:07	Period 4 11:40 - 12:07
Period 4 12:15 - 12:42	B Lunch 12:12 - 12:42	Period 5 12:12 - 12:39
Period 5 12:47 - 1:14	Period 5 12:47- 1:14	C Lunch 12:44 - 1:14
Period 6	1:19	1:46
Period 7	1:51	2:18
Period 8	2:23	2:50

WEDNESDAY THURSDAY

4 period days - double length periods.

ODD number classes Wednesday - EVEN number classes Thursday.

	Start Time	End Time
Period 1 or 2	9:50	10:42
Homeroom	10:47	10:56
Period 3 or 4	11:01	11:53
Lunch and Learn	11:56	12:56
Period 5 or 6	1:01	1:53
Period 7 or 8	1:58	2:50

LEARN 1 - English • Science • Social Studies • Wellness/Fitness

LEARN 2 - Business/Technology • Mathematics • Visual Performing Arts • World Languages

Teachers will be available for student support during the 'learn' portion of LUNCH AND LEARN.

Conestoga High School

HALF-DAY BELL SCHEDULE 2026-2027

Student day begins at 7:50 a.m.

Period 1	7:50 –8:13
Homeroom	8:18 –8:27
Period 2	8:32 –8:55
Period 3	9:00 –9:23
Period 4	9:28 –9:51
Period 5	9:56 –10:19
Period 6	10:24 –10:47
Period 7	10:52 –11:15
Period 8	11:20 – 11:43

Buses Leave 11:50

CONESTOGA HIGH SCHOOL 2026-2027
ADMINISTRATION AND FACULTY

ADMINISTRATION

Amy Meisinger, Ph.D. — **Principal**
Patrick Boyle, Ed.D. — **Principal Assistant**
James Bankert — **Principal Assistant**
Nicole Jolly, Ed.D. — **Principal Assistant**
Ellen Turk, Ed.D. — **Principal Assistant**
Jacquelyn Rothera, Ed.D — **Internship Coordinator**

ATHLETICS

Rick Mattison — **Athletic Director**
Jessica McCloskey — **Asst. Athletic Director**

STUDENT SERVICES

Jenn Kratsa, Chair
Katherine Barthelmeh
Justin Beasley-Turner
Daniel McDermott
Melissa McMenamin
Rachel Reavy
Brian Samson
Laureen Stohrer
Megan Smyth
Danielle Yucis

HEALTH SERVICE

Louise Cook, RN
Andrea Brennan, RN
Kimberly Meade, RN

MENTAL HEALTH SPECIALISTS

Christine Dunleavy, Ed.D.
Grace Gara
Jenna Grabiak

SCHOOL PSYCOLOGISTS

Cynthia Knapp
JessTaraborrelli, Ph. D.

ACADEMIC LEARNING SUPPORT/ LIFE SKILLS

Kate McGranaghan, Chair
Samantha Barratt, Speech
Alexandra Cohen, Speech
Esther Chi
Chris Cornine
Mike DeVitis
Robert Gay
Justin Giles
Malia Gordon
Carrie Houde
Trish Keller
Leslie Large
Kerry Merlo
Kerri Palmer
Jaclyn Parrish
Christine Santamaria
Roheem Roten
Ronald Toole
Kelly Walsh
Mary Ward

BUSINESS & TECHNOLOGY

Noah Austin, Chair
Jeff Conner
Bernadette D'Emilio
Alison Ferriola
Timothy Mumford
Christopher Pezzano

COLLEGE CAREER TRANSITION

Danielle Sculley-Ellett

ENGLISH

Megan Doyle, Chair
Claire Arbogast
Christopher Brown
Jane Dudzinsky
Allison Ferriola
Gabija Fischer
Karen Gately
Scott Gee
Susan Gregory
Laura Howard
Dori Madigan
Sarah McCafferty
Jordan McCain, Ed.D.
Bridget McGuinn
Stormy Milburn
Lauren Nordsiek
Melissa Pacitti, Ed.D.
Shannon Roberts
Richard Short
Ben Smith
Alex Solove
Mimi Terman
Sarah Taylor
Mimi Terman
Katie Wilson
Nicole Zakcorchemy

GIFTED SUPPORT

Cassandra Gonzales
Chris Nation
Nathan Shughart

MATHEMATICS

Allison Long, Chair
Rebecca Aichele
Heather Bailey
Katie Courtney
William Dewees
Travis Hartley
Richard Hawkins
Miranda Hoenl
Karen McCraw
Colleen McFadden
Kimberly McPhillips
Matt Miehl
Karen Mull
Alexander Rives
David Rubert
Vincent Russo
Tracey Scully
Edward Sharick
Seth Shore
Gabe Walsh-Shore
Allison Youndt
Heather Zezzo

LIBRARY/MEDIA CENTER

Brooke Hauer
Lydia Lieb

MIT

Jordan McCain, Ed.D.
Alex Solove

SCIENCE

Janet Wolfe, Chair
Amy Alvarez
Sabrina Bates
Scott Best, Ph.D.
Derek Bosworth
Cole Bowman
Salvatore Colosi
Callie Crowe
Val Cunningham
Robert DeSipio, Ed.D.
Brooke Eidell
Elizabeth Gallo
Jacqueline Gontarek
Amy Hawkins
Michael Kane
John Kim
Caitlin McDaniel
Dante Mucci
Leah Roberts
Ryan Roberts
Kelly Showers
Kevin Strogen

SOCIAL STUDIES

Michael Palmatier, Chair
David Anderson
Michael Cruz
Krista Dalessandro
Justin Davey
Mark Flores
Brian Gallagher
Merri Gardner
Gregory Hein
John Herd
Ryan Howard
John Koenig
Aaron Lockard
Thomas Mullaney
Stephanie Matula
Susan Milliken
Lucy Paules
Joseph Spiotta
Blake Stabert
Kathleen Walter
Tricia Young

TECHNOLOGY/ ENGINEERING

Noah Austin, Chair
William Dewees
Kimberly McPhillips
Timothy Mumford
Eddie Sharick

VISUAL & PERFORMING ARTS

Amy Cruz, Chair
Leanne Argonish
Beata Artz
Seth Dixon
Cassandra Hesse
Christopher Nation
Nathan Shughart
Joanne Wagner

WELLNESS/FITNESS/FAMILY & CONSUMER SCIENCE/ HIGHWAY SAFETY

John Jones, Chair
Grace Hafer
Jillian Harris
Michele McMonagle
James Moran
Asher Rhodes

WORLD LANGUAGE

Patrick Cupo, Chair
Jamie Cappelletti
Alice Debu
Maria DeLora
Marianna Gazzara, Ed,D.
Aaron Gutter
Alice Havrilla
Ann Karcewski
Stacy Katz
Eli Lopez
Krista McMonagle
Joseph Moran
Ryan Palmer, Ed.D
Ashley Poff
William Rivé
Kirsten Whitaker

STUDENT GOVERNMENT

STUDENT COUNCIL

Student Council promotes student activities and leadership development by serving the student body of Conestoga High School. Student Council's major activities are to voice opinions to the administration of the high school and district, promote school pride and spirit, support other clubs and activities at CHS and organize social and service opportunities for the student body. Meetings generally take place during school hours, although some meetings are scheduled before or after school hours. Membership is open to any student through an election process.

Sponsor: Liz Gallo

FRESHMAN CLASS EXECUTIVE COUNCIL

This council is the representative body of the freshman class and directs the freshman activities planned for the school year. The officers and senators are elected in September. Every freshman homeroom will elect a representative and an alternate who will act as a liaison between the council and the students in their homeroom.

Sponsor: John Jones

SOPHOMORE CLASS EXECUTIVE COUNCIL

This council is the representative body of the sophomore class and directs the sophomore activities planned for the school year. Such events include a field trip, a fundraiser and other social and service events. Every sophomore homeroom will elect a representative and an alternate who will act as a liaison between the council and the students in their homeroom.

Sponsor: Asher Rhodes

JUNIOR CLASS EXECUTIVE COUNCIL

This council is the representative body of the junior class and directs the junior class activities planned for the school year. These events include the junior prom and cabaret. Every junior homeroom will elect a representa-tive and an alternate who will act as a liaison between the council and the students in their homeroom.

Sponsor: Sabrina Bates

SENIOR CLASS EXECUTIVE COUNCIL

This council is a representative body of the senior class and directs the senior activities planned for the school year. Major activities for the senior class are the senior prom and Mr. Pioneer. Every senior homeroom will elect a representative and an alternate who will act as a liaison between the council and the students in their homeroom.

Sponsors: TBD

STUDENT SUPPORT PROGRAMS AND SERVICES

STUDENT SERVICES OFFICE

School Counselors and Mental Health specialists are available daily. Every student has an assigned school counselor who serves as the primary case manager for each student at Conestoga. All general and urgent needs can be handled by the school counselor. In addition, a Mental Health specialist may be accessed for more serious or urgent needs and will work in conjunction with the school counselor.

ACHIEVEMENT CENTER

All students can receive enhanced support with study and organizational skills, time management, note taking strategies, and subject-specific tutoring in a central location. Students may access the AC on a drop-in or as-needed basis and will find Achievement Center staff, Conestoga teachers, and NHS Peer Tutors available daily. The Achievement Center is located in Room 126A.

PEER TUTORING

Students may be assigned to work with a peer tutor through the National Honor Society as recommended by a counselor or teacher. Peer tutors are available in The Achievement Center.

INFORMAL MENTORING

Students may be assigned a staff member as a mentor. In this case, students may seek out the mentor on an as needed basis or the mentor and student may agree on an assigned time. Additionally, counselors and administrators can assist with matching students with teacher mentors.

MIT (MULTI-TIERED INTERVENTION TEAM

Multi-tiered intervention (MIT is a comprehensive system of supports that include standards-aligned, culturally responsive and high-quality core instructions, data-based decision-making, tiered services and supports, family engagement, central/building level leadership, and professional learning, MIT is a systematic problem-solving process driven by whole school collaboration and team-based supports so all students can achieve academic and behavioral success. Parents are notified when a student is referred to the MIT and provided the opportunity to share information with the MIT teachers to assist with the overall assessment of the student's academic needs. Study and organization strategies are taught by MIT Teachers through a Study Seminar class period for a length of time determined by the team that best meet each student's needs.

CARE TEAM

The CARE Team, Conestoga's Student Assistance Team, is designed to support students with a variety of concerns that can interfere with their ability to succeed in school. Such issues might include stress, anxiety, peer relationships, family concerns, depression, substance abuse and eating disorders. The CARE Team works confidentially in conjunction with families to identify student needs and implement strategies for confronting barriers. The CARE Team can be contacted through room 208. Referrals for the CARE Team may be made by teachers, staff members, counselors, administrators, parents and friends or by students themselves. If you are concerned for yourself or one of your friends, please see your counselor or a member of the CARE Team to make a referral.

MCKINNEY-VENTO HOMELESS ASSISTANCE ACT NOTICE

The McKinney-Vento Homeless Assistance Act and the Pennsylvania Education for Children and Youth Experiencing Homelessness Program exist to make sure homeless youth have access to a free and appropriate public education while removing barriers that homeless children face.

Information for School-Age Youth: If you live in any of the following situations (or similar situations), you may qualify for certain educational rights and protections under the federal McKinney-Vento Homeless Assistance Act.:

A shelter, a motel or campground due to the lack of an alternative adequate accommodation, a car, park, abandoned building, bus or train station, or other public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, doubled up with other people due to loss of housing or economic hardship or unaccompanied homeless youth.

If you are determined to be an eligible student, you may have the right to:

Receive a free, appropriate public education, enroll in school immediately, even if lacking documents normally required for enrollment, enroll in school and attend classes while the school gathers needed documents, enroll in the local school or continue attending your school of origin (the school you attended when permanently housed or the school in which you were last enrolled) if that is your preference and is feasible; if the school district believes that the school selected is not in your best interest, the district must provide you with a written explanation of its position and inform you of your right to appeal its decision, receive transportation to and from the school of origin, if you request this and receive educational services comparable to those provided to other students, according to yourneeds as a student.If you believe you may be eligible or know someone who could be eligible, contact Ms. Nicole Roy, Director of Individualized Student Services at 610-240-1959 or royn@tesd.net to find out what services and supports may be available. Additional information can also be found in Board Policy and Regulation 5455 (Homeless Students), which is available on the District's website at https://www.tesd.net/page/50.

CONESTOGA CLUBS AND ACTIVITIES

PHILOSOPHY

Conestoga High School is very proud of its co-curricular and athletic offerings, and we believe high school should be a time of exploration and discovery. We encourage our students to become involved in as many activities and athletic endeavors as they can reasonably manage and still contribute in a meaningful way. By participating in multiple activities and athletics, students will enjoy a stronger sense of school community while exploring future interests and avocations. It is our goal to help students enrich their high school experience through involvement in clubs, activities and athletics.
Administrators, teachers, parents and students will work together to accommodate each student's unique talents and interests. We do, however, understand that from time to time a student will be involved in activities which have simultaneous or overlapping obligations. In this case, students should take the responsibility to inform their coaches or sponsors of the conflict before the scheduled event or activity. By doing so, coaches and sponsors can help students plan for these conflicting commitments. Coaches and sponsors will be flexible and understanding about overlapping obligations, but they must also keep in mind the best interests of the team or club as a whole in making decisions about such issues as playing time and leadership positions. The administration will support the efforts of the students who demonstrate the life skills of responsibility and planning.

ACTIVITY PARTICIPATION FEE - A participation fee of $50 will be assessed to each high school and middle school student involved in sports or activities. This participation fee will be charged only once for participation in one or more activities during the 2026-27 school year. Included in the participation fee are all high school and middle school sports and activities that have a paid coach or advisor or use District- funded transportation. A list of these activities that will incur a fee are delineated with an asterisk (* on the CHS Activities webpage. Students who participate in these activities and who qualify for free or reduced-price lunch will be eligible for a fee waiver.

A frequently updated list of activities and club advisors is available by following the activities link on the CHS web page at www.tesd.net/stoga**.** All students can sign up for activities at the beginning of the school year but may join most clubs at any time throughout the year. Once a student joins a club, they will be encouraged to join the club Schoology group in order to receive announcements about meetings. In addition, the *Weekly Bulletin*, published by the Activities Office advises students of upcoming events. Questions about a specific club should be directed to the faculty sponsor or the Administrator in the Activities Office.

To start a new club or activity, students need to complete the "*New Activity Request Form*" which is available in the Activities Office, (Room 208. The form requires a description of the new club's objectives, name of a staff sponsor and a list of at least ten interested students. The completed form should be submitted to the Activities Office for approval.

HONOR SOCIETIES

NATIONAL ART HONOR SOCIETY *

National Art Honor Society recognizes students in grades 10-12 who have shown an outstanding ability in Art. The NAHS also strives to aid members in working toward the attainment of their highest potential in art areas. Please see an art teacher for membership information. **Sponsor: Leanne Argonish**

NATIONAL HONOR SOCIETY *

National Honor Society membership is based on a student's outstanding performance in the areas of scholarship, service, leadership and character. Students are selected for this organization in the fall of either their junior or senior years. Please see Mrs. Reavy for more information. **Sponsor: Rachel Reavy**

TRI-M MUSIC HONOR SOCIETY *

Tri-M (Modern Music Masters is an international music honor society. The purpose of chapter #3175 is to inspire music participation, create enthusiasm for scholarship, stimulate a desire to render service, and promote leadership in the Conestoga music community. Students are selected on the basis of musician-ship, scholarship, and character. Meetings are held monthly after school and additional performances are required. **Sponsor: Cassandra Gonzales**

CO-CURRICULAR ORGANIZATIONS

The following activities are part of the instructional program. Students must schedule them through their counselors as they schedule other courses. Course work is graded; credit is awarded.

LITERARY MAGAZINE *

The Folio is the showcase for students' creative works in the visual arts such as photography, painting,and drawing as well as literary genres including poetry, essay, short story, drama and memoir. Through the publication of student work, the LitMag hopes to inspire the creative arts among the student body. Students may submit their work online at stogasmith.com. Submissions are reviewed anonymously by the staff, who then offers feedback. The LitMag publishes qualified work during the year in three quarterly editions. Selection to the staff is by application and recommendation. The application can be obtained during Course Selection Week from English teachers or advisors and must be returned by the designated deadlines. **Sponsors: Ben Smith and Katie Wilson**

SCIENCE OLYMPIAD *

The goal of the Science Olympiad Club is to prepare for the regional competition each March. Students meet after school to work on projects related to competition, especially building items such as catapults, planes and musical instruments. **Sponsors: TBD**

SCHOOL NEWSPAPER *

The Spoke, Conestoga's student newspaper, provides opportunities to write, edit, and use artistic, photographic and computer talents. "Letter to the Editor" and "Voices" provide a forum for student contributions. Selection is by application and recommendation. The application and teacher recommendation forms can be obtained during Course Selection Week from English teachers or advisors and must be returned by the designated deadlines. **Sponsors: Laura Howard and Trisha Young**

YEARBOOK *

The Pioneer is the annual written and pictorial compendium of the year's memories published in late spring. The limited staff is determined by application and recommendation. The staff is then scheduled for the elective Yearbook and Yearbook Editors. The application and teacher recommendation forms can be obtained during Course Selection Week from the advisor or on-line and must be returned by the designated deadlines. **Sponsor: Megan Doyle**

T/E TV NEWS *

TETV is a district-wide cable TV news channel broadcast on public access channel 14 on Comcast and 20 on Verizon. The channel features T/E News, a monthly program that highlights school news and is presented by reporters from our five elementary schools, two middle schools and Conestoga High School. TETV also airs Good Morning Stoga, a morning news program produced by Conestoga's broadcast journalism students. Other programs on TETV include T/E Board Talk, school board meetings and special events at Conestoga High School, such as graduation, concerts and awards programs. **Sponsors: Alison Ferriola and Mike Baskin**

MUSIC ORGANIZATIONS *

The following Performing Groups are offered as regularly scheduled classes. Specific descriptions can be found in the Program of Studies.

Concert Band
Wind Ensemble
Symphony
Orchestra
Jazz Band

Jazz Ensemble
String Ensemble
Concert Choir
Ensemble
(Camerata)

Chorale
Treble Chorus
(Chanteuses)

OFFICE AIDES

There are many opportunities throughout the school for students to become office aides and receive credit. Some of the areas currently employing aides are listed below. Interested students should inquire about specific requirements at individual offices.

Guidance	Jenn Kratsa
Library	Brooke Hauer
Athletics	Rick Mattison

ATHLETIC PROGRAM *

The Tredyffrin/Easttown School District sponsors sports during the fall, winter, and spring seasons. Sports team members must give long hours to practice and attendance at games. Some sports require practices on weekends or during scheduled vacation times. This commitment results in team membership that exemplifies the "Stoga spirit." Students must attend four complete class periods to be eligible to participate in that day's athletic events. Sports schedules are tentative and subject to last minute changes. For up to the minute game dates, times and locations go to: http://stogapioneers.digitalsports.com/

INTERSCHOLASTIC ATHLETICS *

	Male	Female
Fall	Cross Country Football Golf Soccer Tennis	Cheerleading Cross Country Field Hockey Golf Soccer Volleyball
Winter	Basketball Swimming Track Wrestling	Basketball Cheerleading Swimming Track
Spring	Baseball Lacrosse Tennis Track Volleyball	Lacrosse Softball Track

FRESHMAN ATHLETIC TEAMS *

Freshman teams with interscholastic schedules are available. Ninth graders with demonstrated abilities are eligible to compete at junior varsity or varsity levels on all teams.

	Male	Female
Fall	Football Soccer	Field Hockey (JV-B) Soccer (JV-B)
Winter	Basketball	Basketball
Spring	Baseball Lacrosse (JV-B)	Softball (JV-B) Lacrosse (JV-B)

RECOGNIZED ATHLETIC CLUBS *

Conestoga High School recognizes the below list of athletic clubs. Program information regarding athletic clubs is available from sponsors.

	Male	Female
Fall	Ice Hockey Squash	Ice Hockey Squash
Winter	Ice Hockey Crew Rugby Squash	Ice Hockey Crew Rugby Squash
Spring	Crew Rugby	Crew Rugby

SPORTS INSURANCE

The District has purchased insurance to cover most medical expenses from injury due to interscholastic sports including football, band, cheerleading, intramurals, gym classes, special activities, school time field trips, recess and volunteer activities as related to a covered activity for all T/E schools.

ATHLETIC ELIGIBILITY

To be eligible for interscholastic athletic competition, a student must pursue a curriculum defined and approved by the principal as a full-time curriculum. Where required, this curriculum or its equivalent must be approved by, and conform to, the regulations of the State Board of Education and the Pennsylvania School Code, as well as any local policies established by the local school board. The student must be passing at least four full-credit subjects, or the equivalent. Eligibility shall be cumulative from the beginning of the grading period, shall be reported on a weekly basis, and shall be filed in the principal's office.

In cases where a student's cumulative work from the beginning of the grading period does not, as of any Friday, meet the standards provided for in this section, they shall be ineligible from the immediately following Sunday through the Saturday immediately following the next Friday as of which their cumulative work from the beginning of the grading period meets the standards provided for in this section. Where a school is closed on a Friday for any reason, the principal may, at their election, determine whether the student, as of that day, meets the standards provided for in this section.

In order to be eligible for interscholastic athletics, a student must have passed at least four full-credit subjects or the equivalent during the previous grading period. Conestoga students who fail two or more major subjects (those subjects that meet every day) will be declared ineligible for interscholastic athletics for fifteen (15) school days.

Back work may be made up, providing it is in accordance with the regular rules of the school. Additionally students must be present for half the academic day to be eligible to participate in any athletic or club-sponsored events. Administrative approval for any exemptions will be provided in extraordinary circumstances.

EXPECTATIONS FOR SPECTATORS

Any Conestoga High School athletic contest, either home or away, is considered a Conestoga activity. Therefore, student fans attending such contests are expected to represent Conestoga in a respectable manner. Behavior that is not consistent with the expectations outlined in the Conestoga High School Code of Conduct or Board Policy will be addressed by an administrator.

ATTENDANCE PROCEDURES

Students of compulsory school age (under 17) are required to attend school. Regular, timely attendance will ensure every student has the opportunity to achieve. Many of the rules and procedures governing tardiness, absences and truancy are mandated by Pennsylvania law.

STUDENT ABSENCE PROCEDURES

1. Parent/guardian of the student contacts the attendance office at 610-240-1050, after 7:15 a.m. This is for reporting purposes only; an absence note/email is still required. To the extent possible, Attendance Office personnel will phone the home of any student whose absence from school was not reported.
2. Upon the student's return to school, a note/email must be presented to the Attendance Office, Room 104. The note/email should include the student's name, date(s) of absence, reason for absence and the parent's signature. Parents/guardians may email excuses to the Attendance Office at chsattendance@tesd.net.
3. If an absence note/email is not turned in within three (3) school days, the absence is considered unexcused.
4. In accordance with applicable Pennsylvania, the district will follow the procedures outlined in Administrative Regulation 5113 (Procedures for Enforcing School Attendance) to properly respond to and report student truancy to appropriate authorities. (Reference Policy and Regulation 5113.

STUDENT TARDY PROCEDURES

1. Any student arriving after the start of 1st period (7:50 a.m.) shall be considered tardy. Tardy students will enter through the Main Lobby doors.
2. Upon arrival to school, the student must present a signed parent note/email indicating the reason for the tardy. If a note/email is not presented, it will be considered an Unexcused Tardy.
3. The student will be given a pass and should report to the class in session.
4. Any Unexcused Tardy that causes a student to miss all or part of a class may result in the implementation of the class cut provision of the Code of Conduct for the class(es) missed.
5. The only exception to this procedure is if the student is late due to a late school bus, in which case security staff will issue bus passes to affected students.

EXCUSED VS. UNEXCUSED ABSENCES AND TARDIES

Administrators register absences and tardiness as excused only for those reasons cited in the Pennsyl-vania Public School Code and Board Policy. The reasons cited are:

1. Personal illness
2. Family Emergency
3. Death of a Family Member
4. Medical or Dental Appointments
5. Authorized School Activities
6. Educational Travel with Prior Approval
7. Pre-approved Religious Instruction (limit 36 hours per year)
8. Bona Fide Religious Holiday
9. Tutorial Instruction in a field not offered in the District's curricula.
10. Attending Court Hearings related to involvement with the County Children and Youth Agency or Juvenile Probation Office
11. Participation in a project sponsored by an organization that is eligible to apply for a grant under the Pennsylvania Agricultural Fair Act
12. Dismissal from school during school hours for health-related reasons by a designated staff member
13. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.
14. Absences due to a student's parent/guardian being called to or returning from military duty, in accordance with Board Policy
15. Rare and extraordinary circumstances, only if approved by the Superintendent and otherwise in accordance with Board Policy

Absent notes/emails must be presented to the Attendance Office within three (3 school days of the absence to be considered Excused.

If a student is absent or tardy for reasons other than those identified above, the absence or tardy will be marked as Unexcused.

EXCESSIVE EXCUSED TARDY

Beginning with excused tardy five in one semester, a student will receive a school detention or a loss of privileges for a day for each excused tardy thereafter. If a student accumulates ten (10) days of tardiness within a semester, a parent conference will be requested, and the student will be assigned a Saturday detention. Excessive tardiness for medical reasons will not result in disciplinary action when a doctor's note/email explaining the condition as it relates to excessive lateness is on file in the Nurse's Office.

EXCESSIVE UNEXCUSED TARDY

When students are tardy for reasons other than those permitted by the Pennsylvania Public School Code or Board Policy, those tardies will be recorded as Unexcused tardy.The following chart explains the penalties for Unexcused Tardiness:

Grades 9

Unexcused Tardies #3, #4: 1 Day loss of Lunch and Learn.
Unexcused Tardies #5 and #6: 2 Day loss of Lunch and Learn.
Unexcused Tardies #7, #8 and #9: 1 Week loss of Lunch and Learn and 1 ESS.
10 or greater Unexcused Tardies: 2 Week loss of Lunch and Learn and 1 SAT Detention.

Grades 10,11 and 12

Unexcused Tardies #3 and #4: 1 Day loss of Lunch and Learn.
Unexcused Tardies #5 and #6: 2 Day loss of Lunch and Learn.
Unexcused Tardies #7, #8, and #9: 1 Week loss of Lunch and Learn, Privileges, and 1 ESS.
Unexcused Tardies #10+: 2 Week loss of Lunch and Learn, Privileges, and 1 SAT Detention.

EARLY DISMISSALS

Students who request permission to leave school before the end of the school day must present to the Attendance Office a note/email from a parent/guardian including the date, reason, departure time, and parental/guardian signature before the start of homeroom. Notes/emails of excuse for medical appointments must include the medical practitioner's name and telephone number for verification. If excused, the student will be given a pass to leave the building. Students leaving school early must exit through the designated door and present their pass to the staff person on duty. Leaving the school during the school day without prior approval is a serious violation of the Code of Student Conduct. Students who leave the building without reporting to the Attendance Office will be treated as leaving the campus without permission. Dismissal by the school nurse is an exception. Students who present an excuse note/ email after the fact will not be excused.

COLLEGE VISITS

School vacation periods and weekends offer the best opportunities for college and university visits. Absence from school for the purpose of visiting colleges is permitted on a limited basis for juniors and seniors. Written requests for college visits must be made to the Attendance Office prior to the absence.

TRAVEL—EDUCATIONAL/FAMILY

To prevent unexcused absences, students requesting permission to be excused for educational travel must complete the appropriate form in the Attendance Office prior to departure. The Superintendent or designee must approve absences in excess of five school days. The student is responsible for making arrangements with teachers to complete work missed during any absence.

VISITS TO SCHOOL WHILE ABSENT AND/OR SUSPENDED

Students who are absent from school may not visit the school for any reason during the absence without first obtaining the permission of the administration through the Attendance Office.

CONESTOGA HIGH SCHOOL STUDENT HANDBOOK

The Student Handbook is a separate publication that contains both the **Code of Student Conduct** and the Tredyffrin-Easttown School District **Policies and Regulations**:

PHILOSOPHY

The goal of Conestoga High School is to provide the best possible educational experience for every student. The instructional program, curriculum alternatives, interscholastic sports, and co-curricular activities offer many opportunities for student success. Coupled with the advantages of these educational opportunities is the need for students to assume personal responsibility for their behavior. Students share with the school community responsibility for developing a school climate that is conducive to learning and living.

The Conestoga High School Code of Student Conduct is based upon this responsibility. Understanding the information that follows is an essential responsibility of each student. The complete Code of Conduct is available on our district website (www.tesd.net) under Our District "Policies and Regulations": https://www.tesd.net/site/default.aspx?PageID=50