

STUDENT HANDBOOK

Blacklick Valley Jr. Sr. HIGH SCHOOL

2025-2026

BLACKLICK VALLEY JR. SR. HIGH SCHOOL

555 Birch Street, Nanty Glo, PA 15943

PHONE: 814-749-9211 FAX: 814-749-8627

Edward Alexander- Principal

Blacklick Valley Junior Senior High School

MEDIA RELEASE

My signature below gives permission to the Blacklick Valley School District, their successors and assignees to use my child's name, likeness, pictures and / or voice in connection with a video, Blacklick Valley social media sites or publications for broadcast, direct exhibition, publication, and any subsidiary purposes in perpetuity. The foregoing consent is granted with the understanding that the district has sole discretion to cut and edit a video, photo, and /or voice recording of my child's appearance, interviews, and/or work as needed adhering to district guidelines and I specifically waive any rights of privacy or publicity or any other rights I may have with respect to such use of my child's name, likeness, pictures and/ or voice.

Student Name: _____ Grade _____

Parent's Signature: _____ Date _____

PLEASE SIGN, TEAR OUT AND RETURN TO SCHOOL



Blacklick Valley School District

Network Usage and Google Apps for Education AUP Consent Form

After reading the Blacklick Valley School District Network Usage and Google Apps for Education AUP, please complete this form to indicate that you agree with the terms and conditions as stated. The signatures of both the student and parent/guardian are mandatory before students will be allowed access to any BVSD computer or technology-based resource. This form is required of all students in the Blacklick Valley School District. This document reflects the entire agreement and understanding of all parties.

STUDENT

As a user of the Blacklick Valley School District's computers, network, Google Apps for Education account and Internet access services, I have read and hereby agree to comply with the Acceptable Use Policy.

STUDENT SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

GRADUATION YEAR: _____ GRADE _____

PARENT/LEGAL GUARDIAN

As a parent/legal guardian of the student signing above, I grant permission for my child to access networked computer services such as the Internet and World Wide Web. I have read the information and understand that my child will be given a Google Apps for Education account. This means my child will receive a school email account, access to Google Docs, an online Calendar, and access to the bv vikings Google Sites.

I have read and agree to the Blacklick Valley School District Acceptable Use Policy and understand that I may be held responsible for violations by my child. I understand that some materials on the Internet and World Wide Web may be objectionable; therefore, I agree to accept responsibility for guiding my child and conveying to her/him appropriate standards for selecting, exploring, and/or sharing information and media.

PARENT SIGNATURE: _____ DATE: _____

PRINTED NAME: _____

ADDRESS: _____

EMAIL ADDRESS: _____

HOME TELEPHONE _____ WORK/CELL _____

PLEASE SIGN, TEAR OUT AND RETURN TO SCHOOL

BLACKLICK VALLEY JUNIOR SENIOR HIGH SCHOOL

555 Birch Street
Nanty Glo, PA 15943
Phone: 749-9211
Fax: 749-8627



Principal: Mr. Edward Alexander
Superintendent: Mr. William Kanich

The information contained in this planner is subject to change at any time as a result of school board policy or administrative procedures.

MISSION STATEMENT

Build a community of stakeholders who
Value education and graduate
Students who are college/career ready and are
Dedicated to life-long learning.

Empowering all students to make meaningful contributions to the world!

VISION STATEMENT

Blacklick Valley School District will change the culture of learning by committing to high expectations for learning, engaging in rigorous instructional practice and implementing an aligned and relevant curriculum.

Shared Values

We Believe...

- In a safe and supportive environment
- Individual accountability enhances performance
- high expectations inspire continual growth and development
- leadership, life-long learning and collaboration are fostered at all levels
- all people have value, worth and the right to be treated with respect and dignity
- in responsible allocation of resources to achieve district goals
- in remaining at the forefront of instructional innovation
- that diverse experiences provide opportunities for all students to excel
- what we teach, prepares students for the demands of an increasingly complex and ever-changing world

ALMA MATER

Hail to thee, our Alma Mater
Blacklick Valley High ever loyal, true, and faithful,
We will do or die.
Ere we leave, we'll nere forget
You've been our guiding light
Hail to thee and what you stand for
Honor, truth and right.

SCHOOL COLORS - Black & Gray

SCHOOL LOGO – Vikings

NOTICE OF NONDISCRIMINATION

Blacklick Valley School District will not discriminate in its educational programs, activities, or employment practices based on race, color, national origin, sex, age, religion, ancestry, handicap, union membership 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 and 504 of the Rehabilitation Act of 1973. Employees, students, parents, participants who have an inquiry or complaint of harassment or discrimination, or who need information about accommodations for handicapped persons should contact the Title IX, Section 504 and Support Programs Coordinator, at the Blacklick Valley School, 555 Birch Street, Nanty Glo, PA 15943

SCHOOL CALENDAR 2025-2026

AUGUST

18, 19, 20 – In-Service Days
21 – First Day of Instruction

SEPTEMBER

1 – Labor Day

OCTOBER

13 - Act 80 Day

NOVEMBER

10 - Act 80 Day
11 - Veteran's Day
26 - 3 Hour Early Dismissal
27 - December 1 - Thanksgiving Vacation

DECEMBER

23 - 3 Hour Early Dismissal
24 - January 2- Christmas Break

JANUARY

5– Classes resume
16 – Act 80 Day
19 – Martin Luther King Day

FEBRUARY

13 – In Service Day
16 – President's Day

MARCH

13 – Act 80 Day

APRIL

3-6 – Easter Break

MAY

22 – Last Day for students
25 – Memorial Day
26-27– Act 80 Day
28 - Last Day for Staff

SCHOOL DISTRICT ADMINISTRATION ALL DISTRICT – 814-749-9211

HIGH SCHOOL ADMINISTRATION

Extension

Principal	Mr. Edward Alexander	235
Guidance Counselor	Ms. Breanna McGhee	227
High School Secretary	Mrs. Sherry Roberts	234
High School Office Receptionist	Mrs. Jaime Szymusiak	200
Special Ed. Department	Mrs. Nicole Kolarik	223
Special Ed. Secretary	Mrs. Renee Williamson	236
Cafeteria Manager	Mr. Dan Palko	233

DISTRICT ADMINISTRATION

Superintendent	Mr. William P. Kanich	301
Business Manager	Ms. Bethany Peracchino	306
Adm. Secretary	Mrs. Kimberly Fuller	302
Business Secretary	Mrs. Natalie Gallagher	304

ELEMENTARY CENTER ADMINISTRATION

Elementary Principal	Mrs. Tammy Boring	402
Guidance Counselor	Mr. Noah Kanich	437
Elementary Secretary	Mrs. Shelly Marsh	401
Cafeteria Manager	Mr. Dan Palko	428

BLACKCLICK VALLEY SCHOOL BOARD

Mrs. Angela Villa	President
Mr. Donald Thomas	Vice President
Mrs. Elizabeth Kreashko	Treasurer
Mr. Larry Kupchella	
Mr. Shawn McMullen	
Mr. Greg O'Farrell	
Mr. Jeffrey Szymusiak	
Mr. Joe Villa	
Mr. Michael Gdula	

BLACKCLICK VALLEY TEACHING STAFF – 2025-2026

NAME	SUBJECT	ROOM/EXT.
Bennett, Becky	Physics/Science	210
Bezek, Jennifer	Social Studies	203
Borlie, Peggy	Librarian	Library/221
Dorn, Sara	Language Arts	111
Edwards, Amy	Spanish	102
Emerson, Monica	Mathematics	104
Farabaugh, Grace	Art	Art/231
Frank, Ashley	Biology/Science	213
Geiser, Hope	Mathematics	106
Gregory, Marilyn	Language Arts	109
Hamrock, Kayla	School Nurse	212
Havener, Scott	Technology	116
Joiner, Ethan	Social Studies	219
Karunaratne, Malika	Chemistry	209
Litzinger, Jennifer	Language Arts	107
McGhee, Breanna	School Counselor/Science	207
Pinto, Angela	Learning Support/Life Skills	228
Rudnik, Shane	STEM	232
Moore, Madalyn	Mathematics	105
Strazisar, Jessica	Language Arts	237
Strushensky, Makayla	Learning Support	108
Tomlinson, Shannon	Learning Support	202
Wiegand, Aaron	Social Studies	220
Worthington, Christina	Math/Health /PE	119
Zamboni, Christopher	Physical Education/Health	Gym/120
Zamboni, Kate	Music	Music/206

SUPPORT STAFF - Mrs. Carol Garver, Mrs. Sandy Keilman, Mrs. Danielle Luko, Kim Hagens..

2025-2026 Regular Bell Schedule (Days M-W-F)		
Period	Start	End
Breakfast	7:00	7:20
1	7:25	8:15
2	8:18	9:03
3	9:06	9:51
4	9:54	10:40
Lunch A	10:43	11:13
5th class/w A lunch	11:16	12:01
5th class/w B lunch	10:43	11:28
Lunch B	11:31	12:01
6	12:04	12:49
7	12:52	1:37
8	1:40	2:25

2025-2026 Activity Bell Schedule (Days Tue-Thur)		
Period	Start	End
Breakfast	7:00	7:20
1	7:25	8:05
2	8:08	8:48
3	8:51	9:31
4	9:34	10:17
Activity	10:20	10:55
Lunch A	10:58	11:28
5th w/ Lunch A	11:31	12:16
5th W/ Lunch B	10:58	11:43
Lunch B	11:46	12:16
6	12:19	12:59
7	1:02	1:42
8	1:45	2:25

What is SWPBIS?

Positive Behavior Interventions and Supports is an evidence-based, cost-effective, systems approach for establishing the social culture needed for schools to be effective learning environments for all students. It is a proactive approach that includes teaching expected behaviors and social skills, creating student behavioral health and academic support systems, and applying data-based decision-making to discipline, academics, and social/emotional learning. Each school district can apply the elements of PBIS in a way that meets the unique needs of students in the district.

The Viking Values

There are three core behavior principles at Blacklick Valley.

All students are expected to **Be Very- Respectful, Responsible & Accountable**

HOW IS SWPBIS DIFFERENT?

SWPBIS uses a three-tiered approach:

- Tier I (universal) is the school-wide approach that provides a system of support for all learners. This includes teaching expected behaviors and reinforcing those behaviors.
- Tier II (secondary) is a more intensive level of support for students who are “at-risk” or need more intervention than Tier I students.
- Tier III(tertiary) is the most intensive level of intervention for students with the most significant behavioral or emotional support needs. It is important to remember that PBIS is intended for all students, not just students who receive special education services.

Characteristics of PBIS include:

Planned interventions that are positive and proactive rather than punitive and reactive. Conditions and environments that contribute to inappropriate behavior are carefully managed or eliminated. Multiple opportunities for positive, corrective feedback are created while negative critical feedback is limited or eliminated. Pro-social behaviors are taught directly, practiced frequently, and routinely so that students develop positive behavioral habits.

Viking Vouchers

When students and staff demonstrate any of the core behavior principles, they may be recognized with Viking Vouchers. These vouchers can be redeemed for positive rewards.

	Class room	Hallway	Cafeteria	Transportation Parking Lot	Transportation Arrival/Departure	School/Community Extra curricular Activities
R e s p e c t f u l	*Respect each others property *Respect each others opinions and ideas *Use appropriate language	*Speak with an indoor voice *Use appropriate language *Respect personal space *Respect school property (Ex. bulletin boards, lockers, etc...)	*Use appropriate language *Wait your turn in line *Manners matter	*Use appropriate language *Respect school property *Respect the property of others	*Respect the bus driver and peers *Be polite and courteous to others *Follow all bus rules	*Use appropriate language *Respect property *Be respectful of presenters/guests/performers
R e s p o n s i b l e	*Be on time *Be prepared *Follow classroom procedures	*Walk from class to class *Abide by "red zone" code *Maintain a clean locker *Lock your locker	*Clean up your area *Return trays to designated area *Responsible use of technology policy	*Follow traffic laws *Be attentive to others *Yield to traffic	*Be conscious of surroundings *Enter through the front doors and report to the cafeteria *Walkers wait until bus departure *Yield to pedestrians	*Abide by the cell phone policy *Be prompt *Submit paper work in a timely fashion

A c c o u n t a b l e	*Part icipat e *Be enga ged *Co mple te assig nme nts *Do your own work *Tak e pride in work	*Use travel time wisely *Have a signed pass when necessa ry	*Know your lunch numb er *Have money in your accou nt	*Com plete all paper work yearly *Visibl y displa y parkin g pass on front windo w	*Arrive on time *Sign in at the office if late with an excuse	*Sho w good sports mans hip *Hon or com mitm ents *Parti cipate fully puttin g forth effort
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Items marked with an asterisk (*) are additions or changes from last school year

ACADEMIC INTEGRITY

This BV facility and Administration place a high standard on the integrity of our school community. Disregard for cheating, copying, plagiarism, etc. on schoolwork will not be tolerated and the student body is expected to encourage fellow classmates to follow this same standard.

Specific Examples of Cheating but Not Limited to:

- Getting or giving your assignment to another person
- Using assignments submitted in previous semesters
- Soliciting to have someone do your assignments in whole\part for you
- Having someone do your assignments in whole\part for you
- Doing someone else's assignments for them
- Copying someone else's work—that includes getting materials from the Web and other sources
- Submitting work that is not completely created by you
- Looking at someone else's test during an exam or asking someone during an exam for help
- Possessing an unauthorized copy of an exam
- Using technology to get answers during an exam
- Telling someone, in detail, what answers to enter on their assignments

Any student cheating on work in a single course will be subject to the following consequences: **1st time:** zero score on work assignment or test, -conference with guidance counselor; parent notified by teacher; principal notified and detention. **2nd time:** zero score for 9 weeks in particular subject; parent conference and discipline

referral. **3rd time:** Failures of course, zero credit for course, parent notification and discipline referral

Overall consequences for cheating in more than one class include: **2nd time:** zero score, ISS; parent conference, **3rd time:** zero score, at least 3 days of ISS or OSS, failure in two or more courses, zero credit, parent notification, attend summer school for courses receiving zero credit

ACCIDENTS

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

ADMIRAL PEARY VOCATIONAL TECHNICAL SCHOOL

Students in grades 11 and 12 have the opportunity to apply for admittance to the Admiral Peary Vocational Technical School. Admiral Peary offers opportunities for trade specific training. Requirements for admittance and continued attendance to Admiral Peary are as follows:

- o achieve and maintain a 2.5 grade point average
- o have 5 or fewer discipline referrals every year in grades 10, 11, and 12
- o have 15 or fewer non-medical absences each year in grades 10, 11, & 12

ATTENDANCE

According to PA School Code, Chapter 11, guardians/parents are obligated to make sure students attend school. When they are absent, a procedure must be followed to verify an excused absence, and ensure the child's education gets back on track. The following rules of attendance are established:

A. What is the difference between an excused and unexcused absence?

- PA School Law, Section 1329 defines an excused absence as:
 - due to sickness of the student,
 - death in the family,
 - communicable disease,
 - impassable roads when riding a school bus.
- Additional excused absences include:
 - pre-approved family vacation per Board Policy 204.1
 - pre-approved college visits,
 - pre-approved job shadowing,
 - religious holidays,
 - school sponsored activities/field trips
 - out of school suspension,
 - any absence in which a written, legally acceptable excuse is submitted within three (3) school days of a student's return.
- Unexcused absences include:
 - any absence in which a written, legally acceptable excuse is NOT SUBMITTED within three (3) school days of a student's return,
 - any absence after 10 days of absence WITHOUT a doctor's excuse
 - tardiness – late to school.

- All other excuses not listed above are deemed unexcused.

After students accumulate three (3) unexcused absences, they can be referred to the magistrate and/or Juvenile Court.

B. Entering school following absence - Students absent from school are required to bring a written excuse, signed by their parent/guardian, UPON RETURNING to school. This excuse is to be delivered to the office in the morning the day the student returns to school. Students are required to return an excuse within 3 days of returning from an absence, after which the absence will be marked unexcused. A written excuse is necessary even if parents call the office. **Parents may also email an excuse to bvabsences@bvvikings.org.**

C. Tardiness (late to school) - A student arriving at school from **7:25 a.m. to 9:30 a.m.** will be considered tardy and must report to the office for attendance accounting. Students arriving at school after 9:30 a.m. will be considered half day absent (2 hours). Students must submit an excuse for tardiness when arriving at school or they will be marked unexcused. A written excuse from a parent will be accepted for **10** tardies per year. After that, the tardy will be unexcused unless we have a Doctor's excuse. Students participating in sports or activities, who are tardy to school from an appointment, must present an excuse from the appointment at the time of arrival at school. After five (5) unexcused accumulated tardies, the student will be assigned detention for **each** tardy thereafter. After ten (10) tardies, students will be assigned suspension. **Students arriving at school after 7:50 a.m. without a doctor's excuse will not be eligible to participate in sport /extra-curricular activities, or dances for that day or the next day if it is a weekend activity.**

D. Early Pickup - A student who is excused before 1:30 PM will be considered half day absent. If the student starts and ends the day at school, a time window of 2 hours is permitted before a half day absence will be counted against the student. Students leaving early for appointments will be counted half day absent when the student's return to school is beyond 2 hours.

E. Excessive absence/loss of academic credits - The attendance officer will make contact with parents/guardians by phone and via mail to help prevent student excessive absences and also to warn of impending consequences: Parental written excuses will be accepted for up to 10 days of student absence in a school year. **After 10 total absences,** (which includes Dr. excused and Vacation excused) **the only acceptable excuse is a doctor/medical slip upon immediate return to school.** All other excuses will be recorded as unexcused and/or subject to referral to the District Magistrate and/or Juvenile Court. **After 3 consecutive absences a student must have a doctor's excuse or the days will be counted as unexcused.**

Any student who misses more than 17 class sessions may be FAILED by the teacher or given partial academic credit for the course after consultation with the principal. Students who miss more than 20 days of school may be required to repeat the academic year.

Senior students who miss 20 or more days of school and/or are tardy 10 times or more will not be permitted to attend the graduation ceremony, senior trip or all night party. (Due consideration will be given for periods of extended illness that have been verified by a physician.)

Temporary excusals will be granted to those students with a long-term absence due to illness verified by a doctor's excuse, and when the school is informed by a

parent/guardian in writing at the beginning or prior to the extended absence.

F. Leaving School Without Permission - Students will receive zero credit for classes missed due to AN unexcused absence. Students will be assigned ISS as well as parent/local authorities contacted.

G. Truancy – Student absences without parent knowledge are considered truant for the day and will receive zero credit for that day's work.

H. Unexcused Absence - When a student has a total of three (3) days of unexcused absences, a warning letter will be sent to the parent/guardian. The next unexcused absence will be cited to the district magistrate's office or juvenile court. PA State Law, Section 1333, Act 29, requires every parent, guardian, or person in parental relation having control or charge of any child of compulsory school age, who fail to comply with the provisions of compulsory attendance, shall be sentenced to the following penalties:

- Parent(s)/student fined up to \$300 plus court costs.
- Parent(s)/students must perform community service.
- Parent(s) must take a parenting education class.
- Student driver's license revoked/student prohibited from applying for a learner's permit for a minimum of 90 days.

I. Homework when Absent. - It is the responsibility of the student to make arrangements to complete assignments missed during all absences. Students should email their teachers to request assignments or check with the teacher upon returning to school.

J. Calling in absences. - While it is not required for a parent to call the school when their child will be absent, it is appreciated so school personnel know the whereabouts of all students. It is recommended that if a child will be out for several days that the parent/guardian informs the school so the attendance officer does not need to phone the home daily to check. **Even though a student's absence is phoned in, a written note or doctor's excuse must be submitted upon return.**

K. Student dismissal from school - Students should be in school for the entire school day and it is highly recommended that appointments be scheduled after school or on a student day off from school. Excused dismissals include: doctor, dental, relative funeral, religious reasons, emergency situations, or pre-established guidance appointments. All other school dismissals are unexcused. Students not returning to school after their appointment will be considered absent for the time missed.

- Students must present a written note to the office before school begins on the day of the excusal, signed by their parent/guardian. Calls may be made to the parent/guardian for verification. If for a doctor, dentist, or guidance dept. appointment, verification slip from the office they visit is due the next school day or upon returning to school and must be submitted to the office. Parents/guardians may be recalled to validate the call.
- If an excuse from a doctor's office is altered in any way, the excuse will not be accepted and marked unexcused.
- Any student feeling ill must see the nurse before they can be dismissed. **If a student calls or texts home to leave, the absence will be unexcused.**

L. Medical excuses for exemption from activity/Phys. Ed. class - Students receiving medical exemption from physical education must submit their doctor slip to the office.

At least four copies of this slip will be made: one for Phys. Ed. class, one for the school nurse, one for the advisor of each after school activity, and one for the student to carry with him/her. The office will keep the original doctor slip in the student's attendance file. During the time the student is not permitted to participate in Phys. Ed., he/she will be given an alternative, written Phys. Ed. program in a classroom. If a student is not permitted to participate in Phys. Ed. class for medical reasons, then he/she may not participate in any extracurricular physical activity sponsored by BV for the duration of the exemption. (i.e., sports, weightlifting, etc.).

M. Vo-Tech Absences - Student attendance at Admiral Peary Vo-Tech is reported daily to BVHS. Vo-Tech students follow all BV rules of attendance.

N. Activity Attendance – Students must be in attendance on Friday if an activity dance (Homecoming, Prom, etc.) occurs on Saturday. The only acceptable excuse is from a doctor.

BACKPACKS/BAGS/PURSES

Students must store all backpacks, purses, and book bags in their lockers during class time (from 7:20 a.m. – 2:30 p.m.), unless gym bags are required for class. Gym bags may be returned between classes. *Be advised: Student bags may be searched if probable cause warrants.

BEHAVIORAL PROBATION

Students who receive multiple discipline referrals or infractions may be placed on Behavioral Probation for 15, 30, or 60 school days. Behavioral Probation means that the students may not participate in or attend as a spectator any school related functions such as Prom, Homecoming, Dances, Field Trips, or other school sponsored events, Including participation in Athletics or Extra Curricular events. Students will also lose driving privileges to school during probation. A review of the student's behavior probation will occur after the designated time limit (15, 30, or 60 school days) by the principal. If no additional infractions and/or discipline referrals occur, the student will be removed from behavioral probation. If additional infractions and/or discipline referrals do occur, the probation period may be extended.

BULLYING/CYBERBULLYING

BVSD is committed to providing a safe, positive learning environment for district students. We recognize that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, BVSD prohibits bullying by district students. Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent or pervasive and has the effect of doing any of the following: Substantial interference with a student's education, Creation of threatening environment, Substantial disruption of the orderly operation of the school.

Bullying includes cyber bullying. School setting means 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. BVSD encourages students who have been bullied to promptly report such incidents to the building principal, guidance counselor, and/or teacher. Complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations. No reprisals

or retaliation shall occur as a result of good faith reports of bullying. Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying. The Superintendent or designee shall develop administrative regulations to implement this policy. The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students. BVSD may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in, and reporting incidents of bullying. A student who violates this policy shall be subject to appropriate disciplinary action, which may include: Counseling within the school, Parental conference, Loss of school privileges, Transfer to another school building, classroom or school bus, Exclusion from school-sponsored activities, Detention, Suspension, Expulsion, Counseling/Therapy outside of school, Referral to law enforcement officials.

BUSING

The State School Bus Discipline Code states that:

Schools will provide transportation for elementary students living more **than one** and a half (1 ½) miles from school and for secondary students residing more than two (2) miles from the school they attend. To facilitate the proper use of this privilege, the Blacklick Valley Board of Education has prepared and approved these rules:

- A. The driver of a school bus, who is in charge of maintaining discipline of the bus, has the right to verbally reprimand any student who misbehaves.
- B. Immediately after any act of misconduct, school bus drivers must file **with the building principal** a written "Notice of Unsatisfactory Conduct on School Bus" so that disciplinary actions can be taken.
- C. If the area of misconduct encompasses any of the following, the building principal shall have the authority upon receipt of "Notice of Unsatisfactory Conduct on School Bus" to enforce the following:
 - 1. Failing to follow reasonable instructions of driver, fighting on the bus, using tobacco in any form, destroying bus property, swearing, throwing any object, lighting matches, refusing to remain seated while bus is in motion, or engaging in any other action that impairs or endangers his life or the life of any other student, driver, or a vehicle or person in the vicinity of the bus may result in losing bus privileges, **First** notice is a warning; **Second notice is suspension from riding the bus for five (5) days.** **Third** notice is suspension from riding the bus for the remainder of the year.
 - 2. In the instance where intentional damage to a bus occurs, the parents of the student involved will be expected to reimburse the contractor for the full amount of the damage/repair/replacement costs.
 - 3. Parents will be responsible for their child's attendance during this bus suspension.
 - 4. **The administration reserves the right to deviate from these policies when circumstances warrant such a change.**
- D. The Principal of the building shall confirm to the student's parents of the act of misconduct and the extent of the student's suspension, and may request the parents to meet with the administration, the bus driver, and transportation director to discuss the student's misconduct before the bus privileges are restored.

E. In the event of continual and persistent misconduct by a student riding a bus, the board may, after a proper hearing, suspend said student for such time as the board may determine, during which time the student and his parents shall be required to furnish transportation. Such hearings or suspension may be delegated to a duly authorized committee of the board.

Students riding school buses are expected to behave in a manner that will promote the general welfare and safety of all students who use bus transportation. During the bus run, the driver shall be in complete charge of the vehicle, and all students are expected to follow his directions. The following rules and policies have been established to insure your child has safe, efficient bus transportation.

- No smoking or use of tobacco or alcoholic products on the bus.
- Board and leave the bus only at assigned stops.
- No stops will be made other than those established.
- Students should be at their stops in adequate time to catch the bus.
- Students may not leave their seats while the bus is in motion, extend any part of themselves outside the bus, or distract the driver in any way.
- Students not riding their originally assigned bus, must present the bus driver with a written note indicating the reason, date, and signature from a parent, and verified by the high school office.
- The principal has complete charge to take whatever action necessary to promote safe and orderly conditions at bus stops and on the bus.
- Once the bus arrives at school, departing students must come directly into the school building.

The following consequences are applied to bus misbehavior: 1st offense: student written up and given warning. 2nd offense: student written up and up to five days off bus and/or cited. 3rd offense: student written up and off bus up to the remainder of school year and/or cited. The principal has the administrative authority to assign additional punishment or citations depending on the nature and severity of offense and its risk to student safety and welfare.

BUS PASSES

Rules For Alternative Bus Riding Privileges

Students needing to ride a school bus other than their designated bus must bring a signed parental note stating the change in busing for that day. The Office will issue a signed BUS PASS to the student to deliver to the bus drivers of the "changed bus" at dismissal time. Bus drivers will be instructed to not allow new students onto their bus without a BV BUS PASS issued from the High School Office.

CAFETERIA POLICIES

We are pleased to inform you that Blacklick Valley School District implemented a new provision known as the Community Eligibility Provision (CEP) in the 2020-2021 school year. This program is available to schools/districts who are participating in the National School Lunch and School Breakfast Programs. All enrolled students of Blacklick Valley School District are eligible to receive a nutritional breakfast and lunch every day at the school at no charge to your household. No further action is required of you. Your child(ren) will be able to participate in these meal programs without paying a fee or submitting an application. **Please note that if you owe any previous balance, you will still be expected to pay that debt.**

If your child(ren) would like to purchase any extras or ala carte items, they will need to have money in their lunch account to make these purchases. NO students will be allowed to charge any items to their lunch account unless they have the money to cover the cost of the items in their account.

Breakfast will be served daily from 7:00-7:20 a.m. Breakfast should not be a reason for students to be tardy for their first period class.

Cafeteria rules are reviewed with students the first day of school, and cafeteria monitors are assigned to enforce the following rules:

- o May only use steps at Exit A –front of the building to get to/from the cafeteria from the first floor in the morning.
- o All students will remain in the cafeteria and be dismissed for the first period at 7:20.
- o Vo-tech students will be dismissed to the bus at 11:30 AM.
- o Students are not permitted to leave school or the lunch area during their lunch period, unless for a scheduled appointment approved by the office.
- o Bathroom use by students requires permission of a cafeteria supervisor.
- o Students will not be excused to the bathroom more than one time during lunch.
- o To maintain decorum, students should only converse with other students at their table.
- o Depending upon behavior, students may be asked to wait to obtain their lunch until a cafeteria monitor excuses students from the table.
- o No throwing of anything in the cafeteria.
- o No yelling or creating any type of disturbance.
- o Students are NOT permitted to have open containers of drinks from the cafeteria in the halls or classroom with them at any time.

Consequences for misbehavior in the cafeteria depend on circumstance, but may include: eating alone (ISS lunch), loss of snack privilege, eating last, detention, and suspension.

If we can be of any further assistance, please contact Mr. Daniel Palko at 555 Birch Street Nanty Glo, PA 15943 or call(814) 749-9211 ext. 233 (HS).He can also be reached at dan.palko@bvvikings.org

CELL PHONE ADMINISTRATIVE PRACTICE

- When students enter classrooms, the cell phone must go in a basket or wall pouch. If the phone is not in the wall pouch/basket, then the phone must be in his/her locker.
- No earbuds in the classroom.
- If a student leaves the classroom, his phone must stay in the classroom.
- Phones may not be used or visible in hallways and cafeteria.
- If teachers see students with a cellphone out, the cell phone is to be taken for the day and an infraction written. If the student causes problems, he/she will be sent to the office with a Major Discipline Referral completed.
- Taking pictures or videos in school is prohibited. Posting pictures or videos of any students in the school setting is also prohibited. Students will be disciplined according to the severity and intent of the violation. Discipline may include detention or suspension and parent conference. The teachers and principal have the right to ask students not to bring cell phones into their classrooms. Students have lockers with locks that can safely store their cell phones for the school day.

CLUBS

Different activities/clubs are available for students to participate in during the school day. A full list of Clubs is on the BV Jr. Sr. High School website.

CHILD FIND PROCEDURE

Blacklick Valley School District has a procedure in place for identifying thought-to-be exceptional students. At the high school level, the Child Study Team will address academic, behavioral, medical, social, and attendance problems through the Child Find Program.

COMPUTER/BV NET/INTERNET USE AGREEMENT

Computer access is available to students and teachers in the Blacklick Valley School District. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication. All Internet and network users are expected to abide by the general rules of computer and network etiquette. Access to school district computers is to be for educational purposes only. The building administrators reserve the right to terminate immediately the access/account of anyone who misuses the access/account. All memory flash drives and/or CD's brought from home must be scanned by a teacher or system administrator before use. The system administrators will deem what is inappropriate and their decision is final. A copy of the BVSD Internet Use Agreement that clearly lists basic terms and rules, is available online at the BVSD website. Consequences of violations of computer use rules:

- First Offense – in unlawful restricted sites, or any unauthorized function, students will lose district computer privileges for one (1) month or remainder of 9 weeks (whichever is longer).
- Second Offense – in unlawful restricted sites, or any unauthorized function, students will lose district computer privileges for the remainder of the school year.
- Third offense – unlawful restricted sites, or for vandalism of hardware, software, other student's work, conducting illegal activities on network, etc., will result in permanent loss of BV computer privileges, suspension and fines imposed.

Classroom rules and consequences for computer use are reviewed by classroom teacher(s) and may include detentions or suspensions for sharing passwords, altering settings, installing personal software etc.

CONCUSSION MANAGEMENT TEAM (CMT)

Staff, school professionals, and medical professionals) - know how to respond in ways that ensure the student's best chance of recovery. Concussions are both a medical and educational issue. Because every brain and every student is different, every concussion is different. Some students may not miss any school and may need no more accommodations than someone who has suffered a minor illness. Others may have months of enduring symptoms that can significantly impact their academic performance. Mental and physical rest are essential to concussion recovery. For a student with concussion, the physical, cognitive, and emotional challenges of school can be immense. Too much stimulation, particularly soon after the injury, can negatively impact the brain's recovery. It is critical that students gradually ease back into school work. During the healing process, school professionals may need to make accommodations

like limiting homework, having a classmate take notes, finding a darker, quieter spot for the student to work, scheduling breaks to rest, etc. The Blacklick Valley SD Concussion Management Team (CMT) was formed to support concussed students. Team members include the school nurse, guidance counselor, Athletic Director, Special Education Director and building principal. The Team utilizes the Concussion Return to School Protocol (developed by the BrainSTEPS Child & Adolescent Brain Injury School Re Entry Program) to support students returning to the demands of school while promoting recovery. Steps in the Protocol include: collecting and considering input from all stakeholders involved with the injured student, identifying barriers for a returning student, informing all relevant school professionals of recommendations, monitoring of symptoms, developing a plan of accommodations, and evaluating the plan as symptoms persist / subside. Report all concussions to the building school nurse Elementary Center: 749-9211 (ext. 403) or High School: 749-9211 (ext. 212).

CREDITS

Students must have earned at least 18-19 credits prior to starting their senior year to be considered a Senior and to be eligible for Senior activities including the Senior trip and all night party

DANCES

All school sponsored dances (homecoming, prom, etc.) will be chaperoned by school personnel. Students may bring guests (students who do not attend Blacklick Valley) after completing and then receiving an approved guest request form from the dance sponsor. No guests or students 21 years of age or older will be permitted to attend. No drugs, alcohol, tobacco will be permitted or tolerated. All school rules for attendance/behavior will apply. Consequences may result in a ban from other dances.

DISCIPLINE POLICY

Our discipline policy and procedures are intended to promote consistent and fair treatment of all students in an atmosphere of open communication, self-discipline, and clearly understood rules and regulations.

STUDENT RIGHTS - All persons residing in the Commonwealth between the ages of 6 and 21 years are entitled to a free and full education in the Commonwealth's public schools. This right extends to migratory children and pregnant or married students. Mentally retarded children also are entitled to a public sponsored program of education and training appropriate to their learning capabilities. Students may not be asked to leave school merely because they have reached 18 years of age if they are fulfilling their responsibilities as students, as defined hereafter. A student may not be excluded from public school, or from extra-curricular activities because of being married or pregnant.

Definitions:

Detention: Students are assigned time after school or on Saturdays to be served as punishment for unacceptable behavior. Students report to an assigned room, monitored by a staff member, and must be quiet and work. More than one detention may be assigned. If a student is not quiet or is not working during detention, they will be assigned another, or depending on behavior, may be suspended. If a student is late for detention (2:30-4:00) without a good excuse/pass, they will receive an additional detention to be served the next school day. Skipped detention punishments will be

assigned by the principal. The only acceptable excuse for reassigning any detention is a parent note or doctor's slip. The office should be informed prior to missing a detention.

In-school suspension: Student is assigned to a classroom each period and remains in the assigned room for the course of the school day. They are monitored by a staff member, must follow posted in school suspension rules, and receive daily assignments from their teachers. If a student does not abide by rules, they will be assigned additional ISS or may receive out of school suspension. Students assigned more than three in school suspensions for the same behavior will be assigned out of school suspension and a parent conference held.

Out-of-school suspension: Students may be sent home from school or not be permitted to come to school for behavior that is dangerous, threatening, or disruptive to the educational environment, or resulting from multiple in-school suspensions. Students are responsible for making arrangements to obtain school-work missed during the period of suspension. All assigned work not turned in the day upon returning to school will result in a zero grade for that assignment. **Days of out of school suspension count toward the 25-day attendance rule for promotion.** Parents will be notified of assigned out of school suspension by phone call or letter. Assignments of greater than three days will result in a parent conference. Students may not be on or near school property on the day(s) of the suspension and may not attend any school-related activities that day(s). If the period of out of school suspension spans a weekend or any day(s) off, the student may not attend any school related function that occurs that weekend or day(s) off.

Alternative Education: Alternative education placement will be determined after a meeting with parents, Guidance Counselor, and BV SAP Team. Depending on the severity of the action (ex. drug and alcohol), alternative education will be immediately recommended.

Citations to magistrate/police: At times, citations to the district magistrate are filed or police are involved. Typically, these incidents involve confrontations, fights, assault, threat, safety, tobacco, drugs/alcohol, vandalism, theft. Citations can also be filed for any behavior that is continuous and for which other forms of school related punishment are not effective in stopping.

Blacklick Valley Jr. Sr. High School has four levels of discipline depending on the severity of the action.

LEVEL I - CLASSROOM MANAGEMENT

Handled by classroom teachers depending on offense and circumstances through verbal reprimand, special assignment, withdrawal of privilege, or one or more assigned detentions. Repeated misbehavior or an increase in severity of behavior is cause to be referred to the principal for reprimand. **Examples of Level I behaviors:** classroom disturbance, school disturbance, failure to carry out assignments, cruelty to others, cheating, lying, tardiness to class, disrespect, class truancy and sleeping in class.

LEVEL II MISBEHAVIOR, CHRONIC/LEARNING CLIMATE AFFECTED Handled by principal and teacher cooperatively through altered education plan, one or more detentions, suspension, removal of privileges, special assignment, at-risk referral, SAP referral. **Examples of Level II behaviors:** Continuation of Level I behavior, defiance, disrespect, abusive language, swearing, threats to others, forged notes or excuses.

LEVEL III – ACTS AGAINST PERSONS OR PROPERTY Investigated and handled by principal and will be punished by suspension, notice to proper authorities, citations issued, referral to outside agencies, altered education plan, special assignment. **Examples of Level III behaviors:** Continuation of Level II behaviors, fighting, vandalism, stealing, use/possession of tobacco or other unauthorized substances, threat of harm to persons or property.

LEVEL IV – DIRECT THREAT TO SAFETY OF OTHERS AND SCHOOL Verified and handled by principal and involves immediate removal of students from school environment, out of school suspension, law enforcement contacts and assists in prosecution, altered education plan, possible expulsion. **Examples of Level IV behaviors:** Continuation of Level III behaviors, extortion, assault, bomb threat, possession/use of weapon, arson, setting off fire alarm, furnishing, selling, possession of unauthorized substances. *The principal has the administrative authority to enact any disciplinary consequence deemed appropriate for any given situation.

The reprimands listed above are referenced as guidelines. Not every infraction fits into a mold of action and consequence. Some discipline warrants specific consequences. These are listed below. This is not a comprehensive list and does not describe every discipline action:

Assault: A student who intentionally assaults another student will be given out of school suspension and authorities notified. A parent conference will be required before the student returns to school. Severe or subsequent actions will result in referral for further disciplinary action. A student who assaults an adult employed by the district will be suspended and referred for immediate further disciplinary action.

Class Cuts/ Leaving Class Without Permission: A class cut is a deliberate unexcused absence from class, learning lab, lunch period, or other assignments on a day when the student is counted present. Class cutting will result in school suspension or detention.

Disorderly Conduct: According to PA Law (Title 18, Section.5503) Disorderly conduct charges may be filed for the following reasons: engaging in fighting or threatening, or in violent tumultuous behavior; makes unreasonable noise; uses obscene language, or uses obscene gestures, or creates a hazardous or physically offensive condition by any act which serves no legitimate purpose of the actor (vandalism).

Drugs/Alcohol Use/Possession/Look-Alikes: Five days out of school suspension, referred to alternative ed. program, assessment completed by licensed drug/alcohol provider and abide by their recommendations, notification to authorities, no school related activities for nine weeks, referral to BV Student Assistance Program and abide by their recommendations. Second Offense: Assessment completed by licensed drug/alcohol provider and abide by their recommendations, notifications to authorities, no school related activities for 18 weeks, referral to BV Student Assistance Program, and abide by their recommendations, continuance with alternative ed. program. Failure to comply will necessitate, with recommendation of school authorities, further suspension or recommendation for further disciplinary action. Distribution will result in notification to authorities and potential expulsion. Any student thought to be in possession of or use – parents will be notified and will be required to obtain laboratory testing by a medical facility at parent expense.

Extortion: Any student found will, upon first offense, be suspended, and parents notified. Second and subsequent offenses will be treated as a threat/confrontation with suspension and fine.

False reports: Any student who states a false report about another student in regards to guns, drugs, hit lists, or other inappropriate accusations will be disciplined according to the severity of the false report. Parents will be notified and the authorities may be contacted. Discipline may include detention or suspensions.

Fighting: Student(s) engaged in any verbal confrontation will be given detention or suspension. Student(s) engaged in any physical confrontation will be given 1-3 days suspension with parental conference. Depending on the incident, police may be notified and disorderly conduct charges will be filed.

Leaving Building/Being in a Location Without Permission: Student will receive suspension, parent notification.

No Pass/Forged Pass: Students must carry their signed planner or have a signed pass with them to be out of the classroom at any time. Lack of will result in loss of privilege in that class period for first offense, loss of privilege during school day for second offense, suspension, thereafter.

Non-defiant Failure to Complete Assignments or Carry Out Directives: Students will be assigned detention or other appropriate discipline by that teacher.

On-school Property/Attending School Activity While on Suspension: Student will be assigned additional suspension and defiant trespass charges filed through the police.

Public Displays of Affection: Untimely displays of affection will result in students given one warning. Next occurrence results in one day of in school suspension and parent conference.

Sleeping in Class: Sleeping in class is prohibited. First offense – warning with infraction, Second Offense - send to nurse, and nurse will assess student and call home, Third Offense -Student will receive a zero for all work in that class period. Other discipline may be given if the problem is habitual.

Snowballing: Students will receive detention. Vehicle/property snowballing will be cited to the magistrate.

Teacher Disrespect: Teacher or staff disrespect is a serious offense. Talking back to a teacher will result in detention for the first offense, and second and subsequent offenses will result in suspension. Swearing at a staff member or teacher, or inappropriate gestures directed at a staff member or teacher will result in one to three days in school suspension. Subsequent offenses will result in out of school suspensions, parental conference, and possible referral for further disciplinary action. (Actions or words that are considered threatening by a staff member will result in immediate out of school suspension and consideration for further disciplinary action.) Students should expect corrections by faculty/school personnel when conduct warrants such correction.

Theft/Stealing: Student(s) found guilty of theft may be suspended and not admitted to school until a parent conference is held and restitution made. Major offenses of theft will be handled by civil authorities. Restitution must be made to the satisfaction of the administration. If necessary, additional discipline may be administered by the principal.

Threats to Harm Others: Student(s) found guilty of threats to others may be assigned detention or suspension depending upon the severity of the threat. If necessary, additional discipline may be administered by the principal and law enforcement involved.

Tobacco Use/Possession: According to PA Law (Act 145 of 1996, Section 6306.1) use of tobacco products or possession of by students is prohibited in all school buildings, school owned or contracted vehicles and at all school functions and school related activities. First offense will result in three days out of school suspension and citation to the district magistrate as a summary offense as well as referral to Blacklick Valley Student Assistance Program and abide by their recommendations. According to the Safe and Drug Free Schools Initiative, the law is also enforced in the school's Drug Free Zones. Subsequent offenses will result in additional suspension and magistrate referral. This rule will also apply to possession of matches and or lighters at the principal's discretion.

Vandalism: Any student who vandalizes school property will pay for the repair of such damage and be given a three-day suspension. A parental conference will be held. The incident will be reported to the police and charges may be filed.

Additionally, Blacklick Valley Jr. Sr. High School uses an INFRACTION SYSTEM for ALL students in grades 7-12. This program will help us to monitor students for inappropriate social behaviors and unwanted academic behaviors such as not completing homework or student defiance (refusal to work in the classroom). Additionally, this program will help us to keep you notified of the behaviors that may be adversely affecting your child's performance in school.

Behavioral Infractions include: Disrespect to person/property, Disrespect to teacher, Defiance, Using inappropriate language/gestures, Not prepared for class, late to class, Failure to follow dress code and/or other administrative procedures (Backpacks, etc.), Other.

Academic Infractions include: Homework not completed, Defiance, Other. Initially, an accumulation of academic infractions will result in different consequences than a behavioral infraction because we believe that a student who is not completing homework or is defiant in the classroom would be better served with after school Homework Help. After your child accumulates nine (9) infractions of either type; the consequences will be the same for academic and behavioral infractions. Once your child accumulates three (3) infractions the consequences begin and will increase as the number of infractions received by your child increases.

Number of Infractions	Consequences for Behavioral Infractions	Consequences for Academic Infractions
3	One (1) LUNCH ISS	One (1) Homework Help session after school 2:30-3:00PM
6	Three (3) LUNCH ISS or After School detention	Three (3) Homework Help sessions after school 2:30-3:00PM
9	BEGIN on Level 1 or MOVE to Next Discipline Level	
12	MOVE to NEXT Discipline Level	
More than 12	Meeting with Principal to determine alternate behavioral plan	

Beginning with nine (9) infractions, your child will be placed on Discipline Level 1 and receive the consequences listed in the chart below. If your child receives three (3) more infractions for a total of 12 infractions, your child will be moved to Discipline Level 2 and receive those consequences for Level 2, etc.

Discipline Level	Additional Consequences
Level 1	1 After School Detention - 2:30PM -4:00PM
Level 2	ISS lunch and ISS Periods 6,7,8,9 Student placed on BEHAVIORAL PROBATION for 15 school days
Level 3	Full day ISS or OSS Student placed on BEHAVIORAL PROBATION for 30 school days
Level 4	Several days ISS or OSS Student placed on BEHAVIORAL PROBATION for 60 school days
Level 5	Alternative Placement as determined by Principal

Students on BEHAVIORAL PROBATION are not permitted to drive to school, attend as a participant or spectator at any school function, athletic event, extracurricular activity, concert or assembly. A review of the student's behavior probation will occur after the designated time limit (15, 30, or 60 school days) by the principal. If no additional infractions and/or discipline referrals occurred during the time limits (15, 30, or 60 school days) the student will be removed from behavioral probation. If additional infractions and/or discipline referrals do occur the probation period may be extended.

As educators we understand that our young adolescents will make mistakes but also need an opportunity to “redeem” themselves. Hence, the number of infractions will return to zero (0) at the beginning of each marking period for all students. The Discipline Levels will not change but REMAIN at the level your child reached the previous marking period.

DRESS CODE

Each student has the responsibility to dress in an appropriate manner for school. Clothing shall not be suggestive, unclean, vulgar, obscene, disturbing, or distracting.

- Student clothes shall be clean and neat at all times. Unclean clothes present a health hazard.
- Clothes, jewelry or hats may NOT depict/promote drugs, alcohol, sex, vulgar/obscene language, tobacco, guns or violence.
- Clothes may NOT reveal inappropriate portions of the anatomy – tops/bottoms
- Coats & HATS are not to be worn in the building during the school day. They must be kept in your locker.
- No exposed underwear: boxers, bras, see-through clothes etc.
- No Pajama bottoms or slippers
- Modest tank tops are acceptable. No halter tops, fish nets, cut off shirts, or muscle shirts without having another shirt underneath or overtop.
- **Shorts and skirts must be at modest in length and adhere to ALL items in the dress code.**
- Spandex, legging, jeggings, etc. are **ACCEPTABLE with a shirt that is fingertip length with arms extended at your sides.**
- Appropriate attire must be worn during participation in Phys. Ed. class and piercings MUST be removed for safety.
- Piercings, hair color and/or hair styles that draw attention or cause a disturbance from the educational process may be called into question and asked to be changed.

When a student violates the dress code the teacher will:

1. write an infraction for the student.
2. Ask the student to remedy the situation by changing clothes, removing hat, etc or call home for a change of clothes. The teacher may send the student to the office to call home.

If the student refuses to remedy the situation, the teacher will send the student to the office and tell the student that the infraction changes to a Discipline referral with greater consequences.

Consequences vary depending on which code is violated: may be change of clothes, comb out hair, detention, in school/out of school suspension, zero score for activity, and/or parent conference. Students should be aware that the principal and staff members reserve the right to have students change clothing/appearance that is inappropriate for regular school use.

ELECTRONIC DEVICES

ALL electronic devices are expected to be used responsibly by the student. Use guidelines are posted in hallways and classrooms. Any device confiscated will be turned in to the office and students will receive an infraction. At no time are students permitted to take video or snapshots of other students during the school day. Teachers may choose to allow students to use these devices in their classrooms for educational purposes or rewards.

ELEVATOR PASSES

Any student who is permanently or temporarily disabled may be issued an elevator pass and key in the Main Office or the Nursing Office. No other students are permitted to use the elevator.

EMERGENCY CARDS

A medical emergency card, indicating address, telephone number, doctor, or persons to be contacted in the event of an emergency is to be filed at the beginning of EVERY school year. Parents are requested to keep this card current by notifying the school nurse if there should be any changes in the information.

ENGLISH AS A SECOND LANGUAGE (ESL)

The English as a Second Language Program provides services to those students who have been determined to be limited English proficient (LEP). Criteria used to identify eligible students includes: information provided on the Home Language Survey, results of the Woodcock Munoz Test, and/or results of the Idea Proficiency Test. An eligible student will then receive direct instruction, from the ESL certified teacher, in reading, writing, listening, and speaking English at his/her proficiency level. For further details, call 749-9211 ext. 236.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Dept. of Ed.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies. Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information. Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31): School officials with legitimate educational interest; Other schools to which a student is transferring;

Specified officials for audit or evaluation purposes; Appropriate parties in connection with financial aid to a student; Organizations conducting certain studies for or on behalf of the school; Accrediting organizations; To comply with a judicial order or lawfully issued subpoena; Appropriate officials in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific state law. Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA.

The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school. For additional information or technical assistance, you may call (202) 260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1-800-877-8339. Or you may contact us at the following address: Family Policy Compliance Office U.S. Department of Education, 400 Maryland Avenue, SW Washington, D.C. 20202-5920.

FAMILY EDUCATIONAL TRIPS

According to Section 11.26 of Chapter 22 of the PA School Code, the only time a student may be excused for a trip is if it is deemed educational by the Principal. Board Policy 204 states that parents who are planning on taking their child on an educational field trip while school is in session may request an excused absence for the student. Consideration of such a request is dependent on these conditions:

- A trip may be considered an educational experience if it broadens the student's understanding of social, cultural, or geographical values and concepts.
- Trips will be limited to 5 school days in any given academic year.
- Any days beyond the maximum of 5 days will be considered an unexcused absence.
- Students must be present during standardized tests, and during final exams.
- No trips will be approved the first 10 days or the last 10 days of school.
- Requests should be submitted by the parent or guardian 10 school days prior to the anticipated absence. Please see the BV Jr. Sr. High School website under FORMS for paperwork to have a trip evaluated and a student excused. Forms are also available in the High School office.

FLEXIBLE INSTRUCTION DAYS (FID)*

Blacklick Valley Jr. Sr. High School will no longer cancel classes for snow days. Instead, we will have Flexible Instruction Days. During the FID day, students will attend Google Classroom meetings and complete remote learning according to the time schedule below. During OFFICE HOURS, students may contact any of their teachers for additional assistance via email or Google Meetings. **This schedule is valid regardless of an activity day or a regular day.**

OFFICE HOURS	7:25 AM - 8:25 AM
Period 1	8:30 AM - 8:55 AM
Period 2	9:00 AM - 9:25 AM
Period 3	9:30 AM - 9:55 AM
Period 4	10:00 AM -10:25 AM
Period 5	10:30 AM -10:55 AM
Period 6	11:00 AM - 11:25 AM
Period 7	11:30 AM - 11:55AM
Period 8	12:00 AM - 12:25PM
Lunch	12:30 PM - 1:00 PM
OFFICE HOURS	1:00PM - 2:30PM

FIELD TRIP REQUIREMENTS – SCHOOL SPONSORED

Attending a school sponsored field trip is not a student's right but a privilege. Students experiencing academic or behavior difficulties may be excluded from a field trip. Students will have their status of attendance reviewed and the principal may make exceptions on a case by case basis. District personnel will make every attempt to include every eligible student. However, situations may arise where students may be a risk if attendance is permitted.

FIRE DRILLS

Fire drills are necessary for the safety of our students and the faculty. Everyone should know the specific direction for reaching a point of safety from those areas in the building in which he/she may be. For fire drills, specific exit information is posted in each room. Please read this information and become familiar with the exits close to each room you occupy.

GENERAL RULES FOR FIRE DRILLS:

- Close windows
- Students will follow designated exit instructions, keep in single file, walk quickly and refrain from talking.
- The teacher should leave the room last, take the class roll book, close the door and remain with the class.
- The teacher will take attendance once the students have reached an appropriate distance from the building.
- When the all clear is sounded, everyone will return to his/her classroom in an orderly fashion.
- Fire drills are very important and serious exercises that may save lives. You are expected to act accordingly.

FINAL EXAMS

Final Exams are given in Science, Math, Social Studies, Vocational Education, and Language Arts classes for grades 7-12. Some upper level classes require students to take a Final Exam regardless of their final grade earned. In other classes, if a student has an "A" (93%) average for the year end, he/she MAY be exempted from the final exam in that class. Please review the class syllabus (online on each teacher's website page) for information as to whether or not the final exam is cumulative and how the grade for the final exam averages into a student's final year end grade for the class. Final exams are given during an OPEN CAMPUS school day. On OPEN CAMPUS days, students should report to the room for their first scheduled final. Once in the building, students are to remain until finished for the day. (For example: if a final is scheduled during the first period and another not until third, students must report to second period room and sit quietly.)

Bus transportation will be provided to school in the morning. Bus transportation to students' homes will be available at 2:15PM on OPEN CAMPUS days. Students needing a bus ride home must inform the office and be at the front of the building no later than 2:15PM. Students are encouraged to find alternate transportation home after their last final. **Absolutely no** student parking will be permitted in the teacher, cafeteria or front parking lots. Students coming in for exams after the first period should enter and exit in the back. **No student entrance** will be permitted through the high school office doors.

FUNDRAISERS

In order to regulate drives in school, administration approval must be obtained before any kind of fund drive is undertaken among the students.

GIFTED PROGRAM

Blacklick Valley School District has a system to locate and identify students within the district who are thought to be gifted and in need of specially designed instruction. Mentally gifted is defined as "outstanding intellectual and creative ability the development of which requires specially designed programs or support services, or both, not ordinarily provided in the regular education program." Some factors that may be considered for acquisition/retention rates that reflect gifted ability (i.e., how quickly your child learns new concepts of information, and how long he or she remembers it); achievement, performance or expertise in one or more academic areas that demonstrates a high level of accomplishment; higher thinking skills; and documented evidence that intervening factors are masking gifted ability. Please call 749-9211 ext. 236 for further information concerning gifted education.

GRADING SCALE

The Grading Scale at the Blacklick Valley Jr. Sr. High School is:

A = 93-100 B = 85-92 C = 77-84 D = 70-76 F = below 69

Incomplete Grades for a marking period should be completed within 5 days after the end of that marking period.

GRADUATION ACADEMIC REQUIREMENTS

Receiving a high school diploma has become more than attending regularly and passing grades. Schools are now held accountable for student achievement due to state and federal legislation. The graduation requirements in the Blacklick Valley School District will include the following:

- Satisfactory completion of 26 credits or planned courses for graduates
- Students must successfully complete all credits with a passing grade of 70%.
- Pennsylvania has new criteria "Pennsylvania Pathways to Graduation", ACT 158. The complete document can be viewed on our website: www.bvssd.k12.pa.us or education.pa.gov
- If all requirements are met, students may walk in the graduation ceremony and participate in the Senior Trip and Graduation Party.

GUARDIAN/CUSTODY/LEGAL ISSUES

Any restrictions in school visitation or access to student information as a result in custody orders, or other legal documents that specify guardianship must be made known to the office personnel and should be updated yearly.

GUIDANCE SERVICES

The guidance counselor aids students in making adjustments to school and is in charge of program and schedule changes. She will advise on the progress of academic work and help with personal problems. In addition, the guidance counselor assists students in gathering information about colleges, universities, technical schools and other postsecondary programs. Student dialogue will be kept confidential unless the information shared, in her professional certified opinion, indicates abuse, danger to the student, or danger to others. In these cases, the parents and a responsible school or agency staff member will be contacted.

HARASSMENT

Blacklick Valley School District prohibits any form of religious, racial, or sexual harassment and violence. Any student or staff member involved in such incidents should inform an administrator or guidance counselor in writing. An investigation of the complaint will begin. Appropriate punishment will be assigned. Any pupil or staff member who retaliates against a person who reports harassment or violence will be suspended.

HEALTH SERVICES

Blacklick Valley employs one school nurse for two buildings. The school nurse's schedule will be posted on the health site every year and available to staff, students, and parents.

Students should not return until they are 24 hours fever and symptom free. If a student returns to school after being dismissed the day before with a fever, they will be sent home immediately until they are 24 hours fever and symptom free.

Parents Responsibilities:

- Make sure all phone numbers are updated and working so that you can be reached in case of a health emergency.
- Rashes, contagious, and communicable diseases may require immediate treatment and time out of school for treatment to be effective prior to return.

- Must update the school nurse with any new health information as it pertains to your child as it occurs throughout the school year.
- Must alert the bus drivers of any serious illnesses.
- Must update the school nurse of any serious disease, ailments, illnesses, injuries, or surgeries immediately so that there is no interruption in proper care for the student during the school day.
- Communicating information in an appropriate amount of time can cause less delays in care throughout the day should a complaint arise for the student and less time out of class.
- Communications with the nurse verbally, electronically, or in writing are important ways to keep your child safe and healthy.
- Provide the best ways to reach you and do your best to get back to any contact from the school as soon as possible.
- Update the nurse with all orders, medications, and action plans that are needed to treat your child safely and effectively. These documents are needed every year and require a renewal by the physician.
- If the nurse is not available, it is the parent's responsibility to distribute medication to a child in need.
- The state mandates physical examinations and dental examinations for the following grades: K, 3, 6, 7, and 11 grade.
- Failure to turn in a physical or dental form by the time the school dentist or physician comes to perform services, will mean that your child will be seen by them automatically.

Medication Policy:

All medication must be in the original prescription container with the student's name, the medication name, and proper dose. Most pharmacies will give you a "school" container. This container must be dropped off by the PARENT TO THE NURSE or FRONT OFFICE. **Students are NOT PERMITTED to bring medication to school in their backpacks.** Medication can only be given if an order is obtained from the doctor **and** parental permission is written. Medications **MUST** be picked up at the end of the year by the parent or they will be discarded on the last day of school for staff.

After 12 pm, students in the high school will not receive over the counter medication unless administered by their parents, as the school nurse will be out of the building and in the elementary school.

HOMEBOUND STUDY

In all cases of extended illness (more than 10 consecutive days of illness), homebound instruction may be requested through the Office of the Superintendent. Parents/guardians must obtain a form for homebound instruction from the office of the Superintendent before going to the physician concerning the ill child. **HOMEBOUND REQUESTS MUST BE RENEWED EVERY (3) MONTHS BY THE PHYSICIAN.** Please allow the administration some time to make homebound arrangements, especially in regard to obtaining teachers and materials for the child. If a student is not available for scheduled instruction time, absent days can accumulate. Special needs students needing homebound study must contact the Special Education Department for this service. The school district reserves the right to have the school physician examine the student.

HOMELESS AND FOSTERCARE STUDENTS

What is considered Homeless:

- Federal guidelines states that Homeless children may be found in these places or situations:
- With a parent in a domestic violence shelter;
- Public or private shelters.
- Transitional housing programs;
- Public or private places not designated for, or ordinarily used as regular sleeping accommodations such as; vehicles, parks, hotels/motels, campgrounds, etc.;
- Individuals and/or families staying with relatives or friends due to lack of housing;
- Living in transitional housing programs.
- Runaways, (under 18 years of age), and children or youth who have been abandoned or forced out of their homes by parents or other caretakers. These children may be in temporary shelters awaiting assistance from social service agencies, live alone on the street, or may be moving from place to place among family members, friends or acquaintances;
- This also includes such youth from 18 through 21 years of age who may still be eligible for educational services in regular or special education.
- Children of migrant families who lack adequate housing
- Children abandoned in hospitals or awaiting foster care.
- School-age, unwed mothers or expectant mothers living in houses for unwed mothers when they have no other available living accommodations.

What is considered foster care youth (in regards to the new ESSA provisions):

- The requirements for ensuring educational stability for children in foster care apply to all children in foster care enrolled in schools in the State Education Agency (SEA/LEAs).
- Consistent with the Fostering Connections Act, “foster care” means 24-hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes.
- A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the State, Tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is Federal matching of any payments that are made.

Rights of Homeless/Foster care Children & Youth Include:

- Continuing their education in their current school, and provide transportation to that school, (if feasible);
- Immediate enrollment in the school district where they are temporarily housed;
- Assistance with obtaining school records

- Participation in all applicable school programs, including supplementary instructional programs, field trips, and other enrichment activities as well as after-school recreational programs, etc.;
- Assistance with school-related expenses, such as: supplies, clothing, uniforms, meals, etc.

The Pennsylvania Education for Children and Youth Experiencing Homelessness Program (PA ECYEH Program), assures execution of the federal legislation, *McKinney-Vento Homeless Assistance Act* of 1988; also incorporated into the 2001 *No Child Left Behind Act*. Implementation of this program ensures that homeless children and youth have equal access to the same, free, appropriate, public education; including preschool education, as provided to other children and youth. Some of the main objectives of the PA ECYEH Program are to inform local school districts of their responsibilities to homeless children and youth, to increase awareness about the needs of homeless children, reveal and overcome possible educational barriers, explain current legislation and policies, and provide practical tips for working with homeless children.

Each school district in the United States has a designated Homeless Liaison. This person is responsible for assuring that each homeless child or youth receives all the services guaranteed by federal law.

Blacklick Valley School District— Homeless Liaison
Elementary School Guidance Counselor
Phone: 814-749-9211x437

In addition, Pennsylvania is served by eight regional PA ECYEH Programs that cover all counties and school districts in the state.

Sarah Schroth
Regional Coordinator
Phone: 724-463-5300 x1235

LATE WORK

Students with excused absences will have two additional school days to complete classwork, homework and tests during the absence. Student work including assessments not completed within this timeline may be reduced in value and/or be given “zero” credit. With the use of Google Classroom, the EXPECTATION is that all work missed during an absence will be retrieved/completed online by the student before returning to school the next day whenever possible. Extenuating circumstances will be considered by the administration.

LIBRARY SERVICES

The library is the central resource center of the school. Use of the library is open to all students during school hours. Because the library is a facility used by all students, proper courtesy is expected at all times. Students must have their passes signed from their teacher to gain entry to the library. Students will be responsible for any materials that are checked out of the library. If materials are lost or damaged, restitution must be made.

LOCKER USE POLICY

Each student is assigned a locker and combination. Memorize your locker number and combination. Do not reveal the combination to others. Keep your locker clean and in good order. Use of lockers between classes is permitted but is not an excuse to be late to class. Use of lockers during class is restricted and must be accompanied by a signed pass specifically for that purpose. Lockers are the property of BVSD and are subject to inspection at any time. **Do not keep valuables in your locker.** BVSD is not responsible for any items stolen from lockers. Students are responsible for reporting a broken or damaged locker to the office. Articles lost or stolen from lockers are not covered by school.

Insurance. Anyone caught taking another person's belongings out of the locker will face disciplinary/legal action.

NATIONAL HONOR SOCIETY (BVNHS)

The purpose of the National Honor Society is to create enthusiasm for scholarship, better the school and community, and to encourage development of character in the members of the chapter and all students in the school. Membership is a privilege, not a right. Members are expected to be involved in NHS activities and to be active in the chapter's business. Members will be selected annually by a defined process and may be dismissed from the group for specified reasons in conflict with the principles of the National Honor Society or with the bylaws. Selection to the National Honor Society will be based on the four pillars of NHS: Scholarship, Service, Character, and Leadership as defined by the bylaws. The induction ceremony will be held once each year; usually in April. The NHS Faculty Council supervises and governs the Blacklick Valley National Honor Society chapter.

OPEN CAMPUS ONLINE INSTRUCTION (CYBERSCHOOL)

Decisions to attend online cyber school must be made at the beginning of each semester. Once a student begins that semester of courses he/she must finish that semester online. Students must pass the final test to receive the credits for that online course. After completion of a full semester of cyber school, a student may decide to return to BV Jr. Sr. High School.

PARENT-FACULTY CONFERENCES

Any parent requesting a conference with a member of the faculty will make an appointment by calling the high school office. No appointment will be made during the time a teacher has class or assignment.

PERSONAL PROPERTY

Personal property belonging to students should be kept in a locked/secure locker at all times. **Students are encouraged not to bring money or electronic devices to school.** While in gym class or after school practices or games, personal property should be locked in their gym locker at all times. If a locker/lock is not available, students should request items be placed in the office.

PHYSICAL EDUCATION

All students are required to participate in physical education instruction every year. Passing phys. ed. each year is a graduation requirement. Phys. ed. classes failed during the regular school must be made up in the immediately following summer school session. Students are required to wear BV phys. ed. attire. Students will be notified by the teacher of requirements for dress, conduct, activities, and will sign a phys. ed. contract each year outlining the program and student expectations. Students are assigned a locker in the locker room and should secure their belongings when they leave the locker room. Each student accepts responsibility for his/her possessions. BVSD is NOT responsible for any items lost or stolen from the locker rooms. Lockers with locks are provided to all students.

RESTROOM PRIVILEGES

Restrooms are RED ZONES. To maximize instructional time, it is recommended that students use the restroom between periods. If an emergency necessitates using the restroom during a class or study hall, the following procedures should be observed:

1. Follow the procedure established by the teacher.
2. Use the restroom closest to their classroom.
3. Carry a signed student planner or hall pass when leaving the classroom.
4. CELL PHONES REMAIN IN THE CLASSROOM

Please report any restroom damage or malfunction that you see immediately to any staff member.

SCHEDULE CHANGES

Students must request and complete a schedule change form from the guidance counselor that includes signatures from the parent, student, guidance counselor, teachers involved with switch and principal. Any schedule changes beyond the criteria listed below will result in a failing grade and loss of credit. Extenuating circumstances will be reviewed and dealt with on a case by case basis.

- Year Course - Last day to Drop/Add – 22nd day of 1st marking period
- Semester course – Last day to Drop/Add – 12th day of 1st or 3rd making period
- Quarter Course – Last day to Drop/Add – 5th day of quarter

SCHOOL CLOSING AND DELAYS

In the event of inclement weather, school may be closed or the starting time delayed. The same conditions may also necessitate early dismissal. School closing, delayed starting time or early dismissal will be announced by the automated calling system, over local radio and television stations and/or local websites. **DO NOT** call the school. Please inform the office of any changes or corrections in parent contact information.

SECURITY

No one is permitted to open a locked door for the purpose of letting someone enter the school. During the school day entrances will only be permitted by office personnel at designated areas.

No SLEEPING POLICY

Sleeping in class is prohibited. First offense – warning with infraction, Second Offense - send student to nurse, and nurse will assess student and call home, Third Offense -Student will receive a zero for all work in that class period. Additional discipline may be given if the problem is habitual. If there is a medical reason for the problem, the discipline can be eliminated.

SPECIAL EDUCATION PROGRAMS

Blacklick Valley School District provides a free and appropriate public education to students with disabilities according to state and federal law. To qualify as a student with a disability, the child must be of school age, must be in need of specially designed instruction, and must meet the eligibility criteria for one or more of the following physical or mental disabilities as set forth in the PA state standards: Autism, Deaf-blindness, Deaf/Hard of Hearing, Emotional disturbance, Mental retardation, Multiple disabilities, Orthopedic impairment, Other health impairment, Specific learning disability, Speech or language impairment, Traumatic brain injury, Visual impairment, including blindness. The district engages in identification procedures to ensure all students receive an appropriate educational program, consisting of special education & related services, which are individualized to meet educational needs of the student, and reasonably calculated to yield meaningful benefit and student progress, at no cost to the parent and in compliance with state and federal standards. For further information concerning special education procedures and programs, please contact the special education office - 749-9211 ext. 236.

SPLIT CUSTODY

Parents have the right to share the education of their children, even when circumstances exist in which both parents do not live together with the child. Unless ordered otherwise by a court order, each parent will be provided with all records and information concerning their child. It is the responsibility of the non-custodial parent to inform the school of the particular situation and request being placed on a mailing list to receive a copy of all school correspondence.

STUDENT ACTIVITIES

(Athletics, scholastic, dances, homecoming, prom, musical, etc.)

Student activities are offered to all students in grades 7-12. All students are encouraged to participate in activities.

Attendance Requirements for all school sponsored activities.

- o If a student is not in attendance at school the day of an activity/game, or the student is late for school, a doctor's excuse is needed to participate in the activity that day.
- o If a student is not in attendance at school on the day before a school-sponsored event on Saturday/Sunday, and cannot provide a doctor's excuse, he/she may not attend the weekend event.
- o **If a student has 10 days absent, he/she may not participate in event(s) which causes them to be out on school time.**
- o Any student participating in sports (this includes practice) or any school activities who is tardy for more than 15 minutes, **without a doctor's excuse or appointment slip** will not be permitted to practice or participate in sports or activities that day. Students having a said appointment must present a doctor's excuse or appointment slip **upon returning to school that day** in order to

participate that day.

- o Any student participating in sports (including practice) or any school activity who is tardy more than 15 minutes without a Dr. excuse or appointment slip on the day before a school-sponsored event on Saturday /Sunday will not be able to participate in sports or activities that weekend.
- o If a student is absent all day from school, he/she may not participate in practice and or competition for that day (night).
- o Students attending a school sponsored dance, must be in attendance the day of the dance or the day before the event, if held on Saturday or Sunday. The aforementioned applies.

Discipline Requirements – all school sponsored activities.

- o Students assigned out of school suspension may not attend any school-related activities on the day(s) of the suspension.
- o If the days assigned span over a weekend or any day(s) off, the student may not attend any school related function that occurs that weekend or day(s) off.
- o Out of school suspension students are not permitted on or near school property on the day(s) of the suspension.

Eligibility – Students failing more than one class may not participate in school sponsored events

- o Students participating in ALL school sponsored events will have grades checked weekly on Friday to determine eligibility for the next week.
- o Students deemed ineligible may practice with the team but may not play/perform in any game/meet/concert/event.
- o May not be failing more than one (1) credit per week at eligibility check.

PIAA SPONSORED SPORTS. Students are eligible to participate in these activities after meeting requirements set by the PIAA (Pennsylvania Interscholastic Athletic Association). Requirements are as follows:

A. Physical Examination - You must have had a physical examination by a licensed physician of medicine. The school nurse schedules these examinations. A physical card with parent signature for permission to participate in that sport must accompany the student at the time of the physical. Anyone who misses the scheduled physical will be responsible for obtaining a physical at his or her own expense. Weightlifting also requires a physical exam.

B. Academic Requirements – must meet eligibility requirements

C. School Insurance- All athletes (including weightlifting) in the Blacklick Valley School District are required to purchase school insurance. It is important to know that if your parents have hospitalization, school insurance acts merely as a supplement.

STUDENT ASSISTANCE PROGRAM (SAP)

A Student Assistance Program (SAP) is designed to help school personnel to identify issues which pose a barrier to student's learning and school success. At times, those issues may be related to mental health and behavioral concerns, depression, suicide, or alcohol and other drug use. The Blacklick Valley Student Assistance Program (SAP) utilizes a systematic process by which school personnel can determine which students are having problems and refer them for help. The program is a student assistance program team, which is a group of school personnel and members of community

agencies. A student assistance program is designed to intervene and refer those students to appropriate school or community services. *****All Information is confidential*******BV STUDENT ASSISTANCE TEAM MEMBERS: Mr. Alexander, Samatha Conrad, Mr. Chris Zamboni, Ms. Amy Edwards, Mrs. Christina Worthington, Nicole Barelich, and Mrs. Nicole Kolarik**

STUDENT DRIVING/PARKING

Driving to school is a privilege. Buses are provided for all students needing transportation to and from school. Blacklick Valley discourages students from driving to and from school, but we realize there are circumstances requiring students to drive.

- Student parking spaces will be marked with a number, students who drive will pick their spots. Once a spot is picked by the student a permit will be issued and **MUST** be displayed. The permit is a hanging placard. The placard **MUST** be placed on the rearview mirror of the vehicle with the written side facing outward.
 -
- ALL vehicles that are going to be driven by a student must be listed for that spot. Registration, insurance must be provided before parking will be permitted.
 -
- Any vehicle not listed or not displaying a permit will be “issued” a parking violation of \$5.00 a day for unauthorized parking. After three (3) violations parking privileges will be suspended for one week (5 days). After two (2) parking suspensions, parking privileges will be revoked for the remainder of the school year. Unpaid parking violations may result in a diploma being held until payment is made.
- Each student will be charged a \$5.00 per nine weeks fee for parking (No prorated rates). At the end of the year the parking fees collected will be given to the Senior Class advisor to be used for the seniors.
- Spots will be picked by Seniors first then Juniors and then Sophomores.
- Students who obtain their drivers license during the school year will be assigned a parking spot.
- Students who pick a parking space that gets taken away because of maintenance work (example: snow piles in the winter) will be able to park in the lower lot towards Taylor Avenue.
- No student parking is permitted in front of the school, unless permission is granted by Mr. Alexander.
- All vehicles parked on school property are subject to search.
- Students park on school property at their own risk. Blacklick Valley will not be

responsible or liable for damage to any vehicle parked on school property.

- Students will not be permitted to go to their car for any reason during the school day unless escorted by a staff member.
- Mechanical car trouble or snow/ice road conditions on the way to school are not an excused reason for being tardy.
- **Rules for students attending Vo-Tech:** Bus transportation is provided to and from Vo-Tech. Students will not be given permission to drive to and from Vo-Tech.
- **Riding bicycles to/from school:** students who choose to ride bikes to school should park them in the front entrance under the walkway & wait for buses to be dismissed.

STUDENT OBLIGATIONS

Students will not be given final reports or next year's schedule until all obligations have been met for the year. Obligations include completion of course, money owed for damaged or lost books, fundraisers, for sports equipment not turned in, due library books, etc. Obligations also include hours owed for detentions, and any other type of debt or service owed. Seniors may not participate in graduation ceremonies unless all obligations are satisfied from grades 7 through 12.

STUDENT OF THE MONTH AWARDS

Students have the opportunity to be selected "Student of the Month" in their respective grade level. Criteria for selection are based on Character, Effort, and Leadership. Staff members select the students each month. Once a student is selected, their name is removed from the selection ballot.

STUDENT RIGHTS

All persons residing in the Commonwealth between the ages of 6 and 21 years are entitled to a free and full education in the Commonwealth's public schools. This right extends to migratory children and pregnant or married students. Intellectually disabled children also are entitled to a public sponsored program of education and training appropriate to their learning capabilities. Students may not be asked to leave school merely because they have reached 17 years of age if they are fulfilling their responsibilities as students, as defined hereafter. A student may not be excluded from public school, or from extra-curricular activities because of being married or pregnant.

STUDENT WITHDRAWAL/TRANSFER

Any student who finds it necessary to withdraw from school for any reason before the end of the school year must follow this procedure:

- As soon as possible, notify the principal of your intent to withdraw.
- If you are transferring to another school, provide the date you plan to leave and the name and address of the school which you plan to attend.
- On the last day of your attendance, report to the office to complete necessary paperwork, return of books, and satisfy all obligations.
- Student records will be transferred from the guidance office, only.
- If a student "quits" school, they may not re-enter until the next school year.

STUDY HALLS (PRINCIPLES OF STUDY)

Study halls are for study; therefore, all students must have study or appropriate reading materials. Disruptive behavior will not be tolerated. Students desiring to see a teacher other than their study hall teacher must have a written pass.

***SUBSTITUTE TEACHERS**

Our school is fortunate in having capable people to help us whenever regular teachers are ill or attending conferences. A substitute teacher is an important visitor whose impressions of our school will be carried into the community. As a BV student, your good impressions include being polite, helpful, and considerate as you are of your regular classroom teachers. Students who are disruptive, disrespectful and/or fail to follow classroom instructions for a substitute will face disciplinary consequences.

SUMMER SCHOOL for Credit Recovery/Graduation

Students desiring to enroll in summer school must secure the approval of the Guidance Counselor and the principal. Juniors must be in compliance with all course requirements prior to the start of senior year to be eligible to graduate. Any student needing credit for high school graduation may complete this requirement in an approved summer school program with prior permission from the high school principal. Special situations will be evaluated on an individual basis.

SURVEILLANCE CAMERAS

BV has surveillance cameras located inside and outside of the building to support our efforts to maintain a safe and secure school environment. Video surveillance may be used in proceedings related to law enforcement for purposes authorized by district policy, the school code and related laws. Students observed by video surveillance in acts which violate school district policy, procedures or disciplinary guidelines will be subject to the consequences or sanctions imposed for violating these policies, procedures or disciplinary guidelines. Surveillance footage is for administration use only.

TEXTBOOKS AND SUPPLIES

Textbooks and other specified supplies issued to students during the school year are the property of Blacklick Valley School District. Students are fully responsible for the care of textbooks and other materials provided by the district. Students will be assigned fines for assigned textbooks or library books that are lost, stolen, or damaged beyond normal wear. Consideration will be given for the age and original condition of their materials.

TRANSCRIPTS

A student's transcript is the individual's permanent educational record. Many post-secondary institutions and some employers require an official signed transcript for acceptance and/or hiring. Inquiries should be made at the high school guidance office.

VISITORS

Parents and guests are always welcome to visit the school. Only parents/guardians or their designee will be permitted to have contact with students while in school. Any other person must have verifiable parental permission. For the protection of pupils, and in order to maintain the educational program, visitors are required to report directly to the high school office. Students from other schools who have vacation days are not

permitted to visit friends during the school day.

WEAPONS

The law on weapons now states that possessing a firearm on school property is a felony of the third degree, punishable by a fine of up to \$15,000 and/or a term of imprisonment of up to seven years. The possession of other weapons on school property remains a misdemeanor of the first degree, punishable by a fine of up to \$10,000 and/or imprisonment not to exceed five years. Students possessing any firearm/weapon on school property will be referred to the school board for immediate expulsion. Students possessing look-alikes on school property will be subject to suspension, police referral, SAP referral, parent conference, and alternative education program. If investigation of the incident reveals intent to cause a response as if a real weapon, the student will be referred for expulsion. Students who threaten to use weapons are subject to the same district response as for look-alike weapons.

WORK PERMITS

Any student living in the Blacklick Valley School District and who is 16 years or older who obtains a job must apply for a work permit. The student must have been hired by an employer before applying for a permit. Additionally, the student will need to confirm information in order to complete the application for work. Once all information and application form is returned, a work permit can be issued.



Blacklick Valley School District

Network Usage and Google Apps for Education AUP

For the use of Computers, Internet Access, Google Apps for Education Suite, and Internet Applications

DEFINITIONS

Users include anyone, including employees, students, and guests, using BVSD technology, including, but not limited to, computers, networks, Internet, email, and other forms of technology services and products.

Network is wired and wireless technology networks including school and district networks, cellular networks, commercial, community or home-based wireless networks accessible to students.

Equipment are cellular phones, PDAs, MP3 players, iPod type devices, and portable computers such as laptops, iPads, desktops, tablets and netbooks, as well as portable storage devices.

Technology provides students with unique and powerful ways to enhance their learning. Blacklick Valley School District (BVSD) supports the use of technology for the purpose of enhancing and supporting learning and is pleased to offer Users access to computer networks so that they can access district-supplied technology to enhance learning any time of day. It is one of the technology goals of the district to ensure that each user's interactions with technology contribute positively to the learning environment both at school and in the community. Negative use of technology through BVSD-owned devices inside or outside of our schools that degrades or defames other Users, or members of our community is unacceptable. BVSD also recognizes that users have widespread access to both technology and the Internet; therefore, use of personal devices and connectivity is considered to be included in this Acceptable Use Policy (AUP). Access to BVSD's network is a privilege, not a right. The use of technology whether owned by BVSD or devices supplied by the Users entails personal responsibility. It is expected that Users will comply with BVSD rules, act in a responsible manner, and will honor the terms and conditions set by the classroom teacher, the school, and BVSD. Failure to comply with such terms and conditions may result in temporary or permanent loss of access as well as other disciplinary or legal action as necessary. In particular, students will be held accountable for their actions and are encouraged to report any accidental use immediately to their teacher or school administration. With the increased usage of free educational applications on the Internet, digital storage areas, containing less sensitive User information, may or may not be located on

property of the school, BVSD, or county. In some cases, data will not be stored on local servers. Therefore, Users should not expect that files and communication are private. BVSD reserves the right to monitor Users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of BVSD property, network and/or Internet access or files, including email. BVSD has a private and secure system for sensitive school records, which will be managed by BVSD Information Technology Staff.

GOOGLE APPS IN EDUCATIONAL APPLICATIONS

BVSD is offering Users a free educational suite of applications for use to enhance teaching and learning. Google Apps is a concept known as "cloud computing" where services and storage are provided over the Internet. BVSD is providing Users Google Message Security. This service provides System Administrators the capability to limit messages based on where they are from, where they are going, or the content they contain. BVSD will use this technology protection measure to block or filter, to the extent practicable, access of visual depictions that are obscene, pornographic, and harmful to minors over the network. In order for Users to gain access to Gmail and his/her Educational Google Applications account on the Internet, BVSD must obtain parental permission for a minor under the age of 18 years. Students 18 years and older are also required to acknowledge and accept BVSD's terms and conditions prior to obtaining access to technology within our schools. Under both circumstances, this may be accomplished by completing an "AUP" and "Responsible Use Acknowledgement" (RUA) forms.

TERMS AND CONDITIONS

These are examples of inappropriate activity on the BVSD network, but BVSD reserves the right to take immediate action regarding activities 1) that create security and/or safety issues for the BVSD network, Users, schools, network or computer resources; 2) that expend BVSD resources on content it determines lacks legitimate educational content/purpose; or 3) other activities as determined by BVSD as inappropriate.

1. Violating any state or federal law or municipal ordinance, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information or copyrighted materials.
2. Criminal activities that can be punished under law.
3. Selling or purchasing illegal items or substances.
4. Obtaining and/or using anonymous email sites, spamming, spreading viruses.
5. Causing harm to others or damage to their property.
6. Using profane, abusive, or impolite language; threatening, harassing, or making

- damaging or false statements about others or accessing, transmitting, or downloading offensive, harassing, or disparaging materials.
7. Deleting, copying, modifying, or forging other Users' names, emails, files or data, disguising one's identity, impersonating other users, or sending anonymous email.
 8. Damaging computer equipment, files, data or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance.
 9. Using any BVSD computer/mobile devices to pursue "hacking," internal or external to BVSD, or attempting to access information protected by privacy laws.
 10. Accessing, transmitting or downloading large files, including "chain letters" or any type of "pyramid schemes."
 11. Using web sites, email, networks, or other technology for political uses or personal gain.
 12. BVSD internet and intranet property must not be used for personal benefit.
 13. Users must not intentionally access, create, store or transmit material that may be deemed to be offensive, indecent, obscene, intimidating, or hostile; or that harasses, insults or attacks others.
 14. Advertising, promoting non-BVSD sites or commercial efforts and events
 15. **Users** must adhere to all copyright laws.
 16. Users are not permitted to use the network for non-academic related bandwidth intensive activities such as network games or transmission of large audio/video files or serving as a host for such activities.

CYBERSAFETY AND CYBERBULLYING

All Users

Despite every effort for supervision and filtering, all Users and Students' parents/guardians are advised that access to the network may include the potential for access to content inappropriate for school-aged students. Every User must take responsibility for his or her use of the network and make every effort to avoid those types of content. Every User must report security or network problems to a teacher, administrator, or system administrator.

Personal Safety

In using the network and Internet, Users should not reveal personal information such as home address or telephone number.

Confidentiality of User Information

Personally identifiable information concerning students may not be disclosed or

used in any way on the Internet without the permission of a parent or guardian. Users should never give out private or confidential information about themselves or others on the Internet.

Active Restriction Measures

BVSD will utilize filtering software or other technologies to prevent Users from accessing visual depictions that are (1) obscene, (2) pornographic, or (3) harmful to minors. Attempts to circumvent or 'get around' the content filter is strictly prohibited, and will be considered a violation of this policy. BVSD will also monitor the online activities of Users through direct observation and/or other technological means.

EMAIL

BVSD's email is an educational communication tool that is to be used for educational purposes only. Users are obliged to use it in a responsible, effective and lawful manner. Although by nature email may seem to be less formal than other written communications, the same laws apply.

- BVSD email service is to be used primarily for educational purposes. Uses that interfere with the normal business activities are strictly forbidden.
- Users shall not use email for any for-profit business activities, operating a business for personal gain, or soliciting money for religious or political causes.
- Users shall not use email for solicitation or to transmit or request material that could potentially embarrass BVSD or for which BVSD could be held liable. In particular, users are forbidden from creating, downloading, or transmitting emails that contain offensive or disruptive materials concerning sexual orientation, gender, race, age, political or religious beliefs, disability or national origin, or includes material that is obscene, pornographic, or is in any way threatening, or that is racially or sexually harassing. Receipts of email containing such materials should be reported immediately to the user's supervisor. Sending an email containing such materials can cause disciplinary action.
- Users shall not use email to send or receive commercial software or other material to circumvent licensing agreements.
- Users shall not email to provide unauthorized access to private or confidential information.
- Users shall not use email to provide access to public information without following the existing rules and procedures of BVSD for dissemination.
- Users should report any incidents of email abuse to administration and/or technology personnel.

INTERACTIVE WEB 2.0 TOOLS

Technology provides an abundance of opportunities for Users to utilize interactive tools and sites on public websites that benefit learning, communication, and social interaction.

Users may be held accountable for the use of and information posted on these sites if it detrimentally affects the welfare of individual users or the governance, climate, or effectiveness of the school(s). From time to time, teachers may recommend and

use public interactive sites that, to the best of their knowledge, are legitimate and safe. As the site is “public” and the teacher, school, and BVSD is not in control of it, all Users must use their discretion when accessing information, storing, and displaying work on the site. All terms and conditions provisions in this AUP also apply to User-owned devices utilizing the BVSD network.

STUDENT USE OF INTERACTIVE WEB 2.0 TOOLS

Online communication is critical to the students’ learning of 21st Century skills, and tools such as blogging, podcasting, and chatting offer an authentic, real-world vehicle for student expression. Student safety is the primary responsibility of teachers.

Therefore, teachers need to ensure the use of Google Documents, classroom blogs, student email, podcast projects, email chat features, or other Web interactive tools follow all established Internet safety guidelines including:

- The use of Docs, BVSD Moodle, blogs, podcasts or other web 2.0 tools is considered an extension of the classroom. Therefore, any speech that is considered inappropriate in the classroom is also inappropriate in all uses of blogs, podcasts, or other web 2.0 tools. This includes—but is not limited to—profanity, racist, sexist, or discriminatory remarks.
- **Students** using Docs, BVSD Moodle, blogs, podcasts or other web tools are expected to act safely by keeping ALL personal information out of their posts.
- Students should NEVER post personal information on the web (including, but not limited to, last names, personal details such as address or phone numbers, or photographs).
- **Students** should NEVER, under any circumstances, agree to meet someone they have met over the Internet.
- Any personal blog a student creates in class is directly linked to the class blog which is typically linked to the student profile and therefore must follow these blogging guidelines. In addition to following the information above about not sharing too much personal information (in the profile or in any posts/ comments made), students need to realize that anywhere they use the blog login it links back to the class blog. Therefore, anywhere that login is used (posting to a separate personal blog, commenting on someone else’s blog, etc.), the account should be treated the same as a school blog and should follow these guidelines.
- **Students** should never link to web sites from their blog or blog comments without reading the entire article to make sure it is appropriate for a school setting.
- **Students** using such tools agree to not share their user name or password with anyone besides their teachers and parents and treat Web posting spaces as classroom spaces. Speech that is inappropriate for class is also inappropriate for a blog.

- **Students** who do not abide by these terms and conditions may lose their opportunity to take part in the project and/or be subject to consequences appropriate to misuse.

STUDENT USE OF MOBILE DEVICES

- School Administration and BVSD Technology staff may search the student's memory device if they feel school rules have been violated, which may include, but are not limited to, audio and video recording, photographs taken on school property that violate the privacy of others, or other issues regarding bullying, etc.
- **Students** may not use an audio recording device, video camera, or camera (or any device with one of these, e.g. cell phone, laptop, tablet, etc.) to record media or take photos during school unless they have permission from both a staff member and those whom they are recording.
- **These** rules apply to student-owned devices as well. A student-owned mobile device is a non-district supplied device used while at school or during school or district-sponsored activities. The students may use the student-owned mobile devices in class only with the teacher's expressed permission.

STUDENT SUPERVISION AND SECURITY

BVSD does provide content filtering controls for student access to the Internet using BVSD's network as well as reasonable adult supervision, but at times inappropriate, objectionable, and/or offensive material may circumvent the filter as well as the supervision and be viewed by students. Students are to report the occurrence to their teacher or the nearest supervisor. Students will be held accountable for any deliberate attempt to circumvent BVSD technology security and supervision. Students using mobile and cellular devices while at school, during school or district-sponsored activities are subject to the terms and conditions outlined in this document and are accountable for their use.

1:1 Technology Acceptable Use Policy

Student Use

I will be responsible for my Chromebook and take good care of it.

I will charge my Chromebook's battery every day before I bring it to school.

I will bring my Chromebook to school every day that I am in attendance.

I understand that sound must be muted unless earbuds are used or permission is obtained from my teacher.

I will know where my Chromebook is at all times and only use the Chromebook provided to me unless otherwise permitted by my teacher.

Basic Care and Handling

I will not loan out my Chromebook and cords to other individuals.

I will keep my Chromebook protected at all times.

I will keep food and liquids away from my Chromebook.

I will not use my Chromebook on the bus.

I will not deface my Chromebook in any way. This includes, but is not limited to, marking, painting, drawing, attaching non district approved stickers, etc.

I will not tamper with the hardware or software, disassemble any part of, or attempt any repairs of my Chromebook.

Student Expectations for Responsible Computing

- I will keep my login and password information private and only share it with my teacher, school officials, and parents/guardians.
- I will only use the login and password information provided to me, and will not attempt to login as any other person.
- I will use appropriate language in all digital products and communications.
- I will not give my name, address, phone number, school, or my teachers'/parents' names, addresses, or phone numbers to anyone online.
- I will not fill out any form or sign up for anything online that asks me for any information about my school, my family, or myself without first asking permission from my teachers/parents/guardians.
- I will not use any articles, stories, or other works I find online and pretend it is my own.
- I will not make use of materials or attempt to locate materials that are inappropriate in a school setting, or that may offend others.
- I will only locate and use school appropriate content in my digital work.
- I will not use screensavers, backgrounds, and/or pictures with offensive language and/or materials.
- I understand that my Chromebook is subject to inspection at any time without notice and remains the property of the Blacklick Valley School District.
- I will follow the expectations outlined in Blacklick Valley AUP.
- I agree to return my Chromebook and all of its peripherals in good working condition.

I understand that any violation of this agreement may result in the suspension or loss

of my Chromebook and school network privileges. Additionally, I may face disciplinary action for such violations up to and including suspension or expulsion.

I agree and accept the terms of this agreement.

Student Signature _____ **Date** _____

Parent / Guardian Agreement

- I acknowledge that I will be responsible for any damages to the Chromebook. *Optional insurance is available.* Incidents that occur at school involving multiple parties will be investigated by district administration.
- I acknowledge that my child and I are to follow the expectations outlined in the Board Policy, and associated board regulations, and that a violation of these guidelines could result in the student facing disciplinary action.
- I will be responsible for monitoring my child's use of the Internet when he/she is not at school, and that my child's use of the school network and device may be monitored for compliance with school policies and applicable laws.
- I acknowledge that fraudulent reporting of theft will be turned over to the police and insurance company to prosecute.
- I acknowledge that my child must return the Chromebook and all of its peripherals in good working condition. I understand that if the Chromebook is lost or damaged I must inform the school immediately and I will be responsible for costs of repair or replacement. I will call 814-749-9211 for pricing.
- I acknowledge that my child will have access to web-based tools, digital resources, and applications that support curricular objectives, and that these online services may collect, use, and disclose personal information (such as student names and email addresses), but only for the use and benefit of the school for the purpose of student learning. In accordance with Board policies and regulations, students will be strongly discouraged from providing any other personal information, and I will instruct my child not to provide any other personal information. I will contact my child's teacher and/or school if I need additional information about the applications and online services that are used for learning in my child's classes.
- Inconsideration of the privileges and opportunities afforded by the use of Blacklick Valley School District technology resources, I hereby release the district and its employees from any and all claims of any nature arising from my child's use or inability to use these resources, including but not limited to claims that may arise from unauthorized use of a device.
- I also understand that it is impossible for Blacklick Valley School District to restrict access to all controversial materials and I will not hold the District responsible for material accessed with a district Chromebook.

I agree and accept the terms of this agreement.

Parent Signature _____ **Date** _____

