

**Midland Borough School District
Student Handbook (rev 5/08)**

Student Acknowledgement

I have received a copy of the 2008-2009 student handbook and I have reviewed it with my teacher.

Student Signature _____ Date _____

Student Name (Print) _____

Homeroom Teacher _____

Parent Acknowledgement

Parent Signature _____

Parent Name (Print) _____

In-School Photography (rev 5/08)

I (DO) (DO NOT) give permission for my child to be photographed in school related events. (please circle one and sign)

Parent Signature _____

Parent Name (Print) _____

Please sign and date this form and immediately return it to your child's homeroom teacher.

Thank you for your assistance in this manner.

**173 Seventh Street, Midland, PA 15059
Telephone: 724-643-8650 Fax: 724-643-4887
"Home of the Leopards"**

**MIDLAND ELEMENTARY/MIDDLE SCHOOL
2008-2009 STUDENT HANDBOOK (rev. 5/08)**



FROM THE SUPERINTENDENT

This handbook has been prepared for you, the parent, for the purpose of acquainting you with the operating procedures of the Midland Elementary/Middle School.

We, the entire Midland Borough School District family, welcome you and your child to our school.

This handbook is designed to answer most of the questions that you might have in the operation of the school. However, if you are not certain of a particular procedure or have a question or concern, please feel free to call the administration office at (724) 643-8650.

Thank you.

**MIDLAND BOROUGH SCHOOL DISTRICT
MISSION STATEMENT**

The mission of the Midland Borough School District is to provide an academic environment in which our children may reflect upon their heritage and prepare themselves for both the challenges of the 21st Century and their future success.

ADMISSION TO KINDERGARTEN

1. Children entering full-time kindergarten for the school term must reach their fifth birthday by the first day of school.
2. A birth certificate, as proof of age, must be furnished at the time of enrollment along with the child's Social Security card **and immunization records from a physician or the local health department.**
3. **Immunization Regulations:**

Kindergarten & First Grade:

3 Polio
4 DTP with one after age 4
3 Hepatitis B
2 MMR
Varivax or MD statement of have had chicken pox

Grades 2-5:

3 Polio
4 DTP with one after age 4
3 Hepatitis B
2 MMR

Grades 7/8:

3 Polio
3 DTP
2MMR
3 Hepatitis
Varivax or MD statement of having had chicken pox

Screenings

The following screenings are required by Pennsylvania School Health Law. They will be done by the school nurse.

Height/Weight: All grades

Vision: All grades

Hearing: Kindergarten
Grades 1,2,3
Grade 7
All special education students

Scoliosis: Grades 6,7,8

Dental and Physical exams may be done by the family doctor. Pennsylvania School Law requires students be scheduled for the exams at school of a completed form is not received from the family doctor/dentist by the scheduled school screenings. Results of screenings within the previous 12 months will be accepted.

Physical Exam: Kindergarten/Grade6
Done in April

Dental Exam: Kindergarten/Grade 3/Grade7
Schedule for October

Sports physicals will be done prior to the start of training.
Physicals for Special Olympics will be done in April.



MEDICATIONS POLICY

Any student who is required to take medication during the school day must comply with these school regulations:

- Written orders from a physician should detail the name of the drug, the dose, the time, and the reason the medication is needed.
- Written permission must be received from the parent.
- All medications are to be brought to school in a container appropriately labeled by a pharmacy.
- Nonprescription or over-the-counter drugs should not be requested for dispensing unless absolutely necessary. If the need exists, the above procedures should be followed.
- **Due to students with Latex allergies, balloons are not permitted in the building.**

FREE HEALTH CARE BENEFITS FOR CHILDREN UNDER 17

For more information, you can call the Caring Foundation for Children at 412-544-1693 or Aetna U.S. Healthcare at 1-800-822-CHIP. Call today if your child is currently without healthcare coverage.



VISITATION PROCEDURES

You are welcome to visit our school. Your interest in your child's work will let him/her know that you are concerned about his/her progress. In order to make your visitation pleasant and to prevent disruption of class work, kindly observe the following rules:

- a. **All visitors must check in** at the office to receive a visitor's pass (sticker).
- b. Students will be called to the office to be signed out by a parent/guardian.
- c. **Do not** attempt to carry on a conversation with a teacher when they have a classroom of students present; it is not fair to the students receiving instruction.
- d. Parents are not allowed to visit classrooms when school is in session unless it has been cleared through the office.
- e. Never discuss pupil problems in the presence of your child. Instead, arrange a conference period with the teacher during his/her planning period.
- f. Please call for an appointment to talk to a teacher if a problem occurs. Our teachers welcome the opportunity to talk to parents.



ARRIVAL /DEPARTURE TIMES AND SCHOOL HOURS

I. Middle School Students

Doors open at 7:30 AM for students in grades 4-8. Breakfast will be served from 7:30 AM to 7:58 AM. Students will report to homeroom at 7:58 AM sharp! The tardy bell will also ring at 7:58 AM. The middle school students will eat lunch at 11:00 AM. Middle School students will be dismissed at the end of day at 2:30 PM.

II. Elementary School Students

Doors open at 8:00 AM for elementary students and they should report directly to their classroom. Classroom teachers will supervise breakfast and direct students where to sit and when to line up. Breakfast will be served from 8:00-8:35 AM. Lunch will be served at 11:37 AM to 12:12 PM for Kindergarten and 1st grade, 11:47 AM to 12:22 PM for grades 2 and 3. Walkers will be dismissed at the end of the day 3:00 PM and students will be loaded onto busses. Elementary students will be seated on the bus behind the preschool and kindergarten students.

III. Pre-Kindergarten (K-4)

Parents are directed to contact the district office and the pre-kindergarten instructor for times regarding arrival/departure times and school hours.

V. Early Dismissals

- a. Pupils must have a written note from a parent/guardian in order to be dismissed from school early or if they are going home any way except their normal route.
- b. Pupils will not be released early unless a parent/guardian comes to the office to pick them up and sign them out.
- c. Telephone calls will not be accepted for early dismissal requests.
- d. Early dismissals cut into valuable class time and are discouraged except for emergency reasons. Parents who request an excessive number of early dismissals will be asked to show proof of emergency. Students who repeatedly miss an 8th period class, or part of a class, are bound to fall behind.
- e. We will not accept phone calls requesting that your child be sent some place other than home at dismissal time. You must send a note with the child in the morning or have someone drop the note off in the office. Anyone can make a telephone call and say they are a parent. We have no way to verify that it is an actual parent on the phone. There will be NO EXCEPTIONS to this rule.

AFTER-SCHOOL PROGRAMS

After-school programs will be scheduled for grades 1-8, Monday through Thursday beginning in September with a special bus run leaving the school at 3:30 P.M. sharp and 4:00 PM sharp! This bus will make the following stops: Eleventh St., Swimming Pool, Hillcrest, Fourth St., Spring Lane, Midcrest Homes, and Midland Heights Homes. The bus will not run on Fridays.



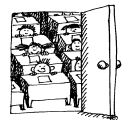
MORNING LATCHKEY PROGRAM

Children of working parents or parents enrolled in college or training programs may have their children report to the morning latchkey program at 7:35 A.M. Preschool and kindergarten may report directly to their teachers. Grades 1-4 will be directed the appropriate latch-key room.

ABSENCES (rev 6/1/08)

COMPULSORY ATTENDANCE & TRUANCY ELIMINATION PLAN

(as adopted from the revised 24 P.S. 13 – 1327 PA Purdon’s Statutes)



It is important that information be shared with parents about the consequences and penalties associated with violation of state law and school board attendance requirements. At the same time school personnel who are designated to inform parents of truant behavior will work with parents as equal partners to address the reason a child is not attending school.

Compulsory school age refers to the period of a child’s life from the time the child enters school no later than 8 years of age, until the age of 17 or graduation. It is mandatory for all children under these guidelines having a legal residence in Pennsylvania to attend a day school as described by the Standards of the State Board of Education.

(absences cont.)

Parents or guardians of any child who is absent or tardy are required to provide a written excuse to the school stating the reason for the absence or tardiness. Failure to provide the excuse within three (3) school days of each absence or truancy will be permanently counted as **unlawful (unexcused)**. A maximum of ten (10) days of **lawful** absences verified by parent or guardian notification may be permitted during the school year. **All absences** beyond ten (10) days will require an excuse from a physician to be considered **lawful**.

PA Law permits absences to be **excusable (lawful)** when a student is prevented from attending for mental, physical, or other urgent reasons. The school may consider illness, family emergency, death of a family member, medical or dental appointments, authorized school activities and educational travel with prior approval as the only **lawful absences** permitted.

Students who miss **ten (10) consecutive** school days by Pa Law shall be dropped from the active membership roll unless the school is provided with evidence the excuse is legal or the school is pursuing prosecution.

The school will not wait until a child has missed an excessive number of days and will exhaust all efforts to work together with the parent/guardian to address the truancy of a student up to the point that the student has obtained three unlawful absences.

Three unexcused absences – a notice of the unlawful absence is sent – offer of assistance

Fourth unexcused absence – a second notice of unlawful absence is sent – offer of assistance

Fifth unexcused absence –

1. official and final notice of child's unlawful absence is sent;
2. with information concerning penalties for the violation of compulsory attendance law;
3. and parent/guardian will contact the school to coordinate a school/family conference to discuss the cause of the child's truancy to develop a mutually agreed upon Truancy Elimination Plan (TEP).

NOTE: Three (3) school days after notice for fifth unexcused absence is sent, the student or parent/guardian who violates the law shall be liable without further notice.

Subsequent unexcused absences (at any point throughout the rest of the school year) –

1. if a TEP exists with parent/guardian – one more official notice will be sent home to inform the parent/guardian that the child has violated the TEP;
2. if there is no signed TEP, an official notice will be sent home after 3 school days passed since the parent/guardian received the official notice of the fifth unexcused absence to inform the parent/guardian that a private criminal complaint will be immediately sent to the magistrate district justice. After these steps are exhausted the school will not be obligated to inform parents in writing of absences but may continue to call to inform of additional unexcused absences or tardies.

TARDINESS

Students must make every effort to arrive at school on time so as not to disrupt the instructional day. Following are consequences for tardiness during the school year.

Three tardies – official notice of unlawful tardies sent to parents

4th to 6th tardies – 2nd notice sent – offer of assistance - student serves 1 hr detention

7th tardies –

1. official and final notice of child's unlawful tardiness is sent;
2. with information concerning penalties for the violation of compulsory attendance law;

3. and parent/guardian will contact the school to coordinate a school/family to discuss the cause of the child's truancy to develop a mutually agreed upon Truancy Elimination Plan.

Subsequent unexcused tardies (at any point throughout the rest of the school year)

1. if a TEP exists with parent/guardian – one more official notice will be sent home to inform the parent/guardian that the child has violated the TEP;

2. if there is no signed TEP, an official notice will be sent home after 3 school days passed since the parent/guardian received the official notice of the 7th tardy to inform the parent/guardian that a private criminal complaint will be immediately sent to the magistrate district justice. After these steps are exhausted the school will not be obligated to inform parents in writing of tardies but may continue to call to inform of additional unexcused absences or tardies.

Habitually truant -The student is considered habitually truant after the above actions are taken. If a child continues to be truant after the above actions are taken the school district will file complaints with the magisterial district citing the child's continued truancy on a weekly basis.

After these steps are exhausted the school will not be obligated to inform parents in writing of absences but may continue to call to inform of additional unexcused absences or tardies.

General services are defined as services to prevent the potential for harm to a child. Under Title 55 Pa Code, Chapter 3490.223, children who are habitually and without justification truant from school while under the above guidelines are subject to an assessment to determine if there is a need for general protective services.



GRADING AND REPORT CARDS

In order to keep parents informed as to the progress of their children, report cards will be issued shortly after the close of each nine-week grading period. The report card is only one of the tools used to measure the progress of your child. Review the report card – this is when you should discuss your child’s progress or lack of progress with him/her. You may also contact your child’s teacher(s) to discuss techniques to improve your child’s performance.

Monthly parent conference times are provided in the school calendar and the parent or teacher may schedule conferences.

The following grade scale is in effect at Midland Elementary/Middle School:

90-100	A
80-89	B
70-79	C
65-69	D
Below 65	F (Failing)

If you have any questions or concerns about your child’s progress in school, you are encouraged to contact his/her teacher(s) as soon as possible.

***Report cards should be taken home, reviewed with parent(s) and sent back signed by a parent on the next school day.**



HIGH HONORS AND HONOR GRADES

A student receives “High Honors” for attaining a grade point average of 3.50 or higher and “Honors” for an average of 3.00-3.49.



FIRE DRILLS

The school authorities in cooperation with the local fire department conduct fire drills periodically. A card is placed in each room giving instructions as to how to exit the building. Walk briskly, do not run, push or crowd. It is important to remain quiet so you may hear instructions from your teacher while exiting the building.

LOCKER USE

Individual lockers are the property of Midland Borough School District and are not to be considered the property of the individual student. Lockers are loaned to students for their use for one year only and are not to be considered personal property for which a student has privacy rights. Lockers are changed each year. *Students are fully responsible for the security of his/her assigned locker and are cautioned to insure that it is locked at all time. Students should not give their lock combinations for their lockers to other students.* (rev 5/08)

SCHOOL PROPERTY

All students are responsible for the proper care of all books, supplies, computers, and furniture issued to them by the school. Students who disfigure property, or do damage to school property or equipment, will be required to pay for the damage done or replace the item. **An incomplete grade will be issued to the student at the end of the year and they will be retained until restitution has been made.**



TEXTBOOKS

Students are issued textbooks each year with the understanding that the student will take the best possible care of the textbook. The student must pay for any books that are lost or damaged before subsequent report cards will be issued. **Students are reminded to keep books covered at all times.** All books are to be kept in lockers when not needed or in use.

HALL PASSES / LOITERING (rev 5/08)

Students are not permitted in the halls during class periods unless a teacher accompanies them or they have a hall pass or their student planner with them appropriately signed for their presence in the hallway. Students are to report immediately to their assigned classrooms. No loitering in lavatories or hallways etc.

RESTROOMS (rev 5/08)

Students may use the restrooms before & after school and with the permission of a classroom teacher and a hall pass or signed student planner.



VANDALISM

Our school and school equipment are public property. Willfully damaging or destroying this property is cause for immediate suspension and possible expulsion.

PERSONAL BELONGINGS/MONEY

Large sums of money and expensive items should be left at home. If it is necessary to bring a large sum of money to school, give it to your teacher or the main office to place in the safe until the end of the day. The school cannot provide reimbursement for the lost and stolen property.



I. Radios, CD's, Tape/CD Players, Headphones and Laser Pointers/Pens

Radios, CD players, tape players, headphones, matches, cigarette lighters and laser pointers/pens are not permitted in the school. Not only do they disturb classes, but they are often lost or stolen. Radios and any other items that interfere with classroom instruction will be confiscated and the student's parent may be called to reclaim the item at the end of the day. Laser pens, matches and cigarette lighters will be confiscated and given to the superintendent.

II. Telephones, Pagers/Beepers

Pennsylvania State Law, Act 103, prohibits the possession of telephones, pagers, or beepers within school grounds, at school-sponsored events, and on other vehicles provided by the school district. Telephones and pagers/beepers found in violation of Act 103 will be confiscated and the parents will be notified of the student's suspension from school. The item will be confiscated and turned over to the superintendent.



CAFETERIA SERVICES

Midland School District's cafeteria provides breakfast and lunch for students. A fixed menu with an option is provided for those students who receive a lunch, and a menu is sent home at the beginning of each month. Students who opt to bring their lunch from home may purchase milk, fruit drinks, and snacks in the cafeteria. Students are not allowed to have any food or drinks in the classroom.

The school district provides free and reduced lunch prices for those students who are eligible under federal guidelines based upon a family's financial situation. This application for the Free and Reduced Price Lunch Program is distributed at the beginning of the new school term. If forms are needed at any time during the school year, they may be obtained at the office. If your financial situation changes at any time, please contact the school.

Students not receiving free lunches are expected to pay for their meals. Repeated failures to provide payment will result in a written letter to parents concerning the current status.



STANDARDIZED TESTING

The primary purpose of the standardized testing program in the Midland School District is to provide a source of objective data to be used along with other types of factual information to assist in assessment of a pupil's individual mental ability and improve student achievement commensurate with student abilities. The program will also assist in assignment/referral to remediation programs or special education, improvement of curriculum, instructional practices, and changes in instructional materials. All test results are held strictly confidential. You are invited to discuss testing questions or concerns with your child's classroom instructor.

Kindergarten, Grades 1 and 2 will take Terra Nova Assessments. Grades 3 thru 8 take the Pa System of School Assessments (PSSA) in reading and mathematics while Grades 5 and 8 will respond to a writing prompt.

EMERGENCIES

You must provide the school with a telephone number of a person usually available during school hours in the event of an emergency. We must be able to contact a responsible adult in this event. Please notify the office if there is any change of information. The school will keep your phone number confidential. Only upon your permission will it be distributed.

It is absolutely necessary that our records on your child(ren) be kept current. If you move within our district, please notify the office of your new address change.



SNOW DELAYS AND CANCELLATIONS

If extreme weather conditions occur, parents and students should listen to the following radio and television stations for information concerning closings and delays:

1020 AM – KDKA Radio
Channel 11 – WPXI TV

Please note that the decision to close or delay school is an independent decision by the school administrator in each school district. As a result, one or more schools may be closed in Beaver County while others remain open.



SPORTS AND ACTIVITIES PARTICIPATION

Students participating in sports events, practices or other extracurricular activities **must be in school the FULL day** of the contest, practice, or activity in order to participate, unless excused by the superintendent or principal. **Student athletes may not compete if they demonstrate poor performance in grades, attendance, tardiness, or behavior.**

SPECIAL EDUCATION

The special education department is specifically designed instruction to meet the needs of exceptional students who are identified through the Multidisciplinary Evaluation (MDE) process. The Beaver Valley Intermediate Unit or an approved private school may provide directly by the district or on a contractual basis services. The scope of the student's individualized education program can range from supplemental services such as the adaptation of instructional methodology and materials in a district-based regular education class to a full-time placement in an approved private school. Midland School District provides the following special education classes:

Life Skills Support, Learning Support, Speech, Language Support and Gifted Support.

*Occupational and physical therapy is also provided in the building for eligible students.



SERVICES FOR PROTECTED HANDICAPPED STUDENTS

In compliance with state and Federal law, Midland School District will provide each protected handicapped student, without discrimination or cost to the student or family, those related aids, services, or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a protected handicapped student, the child must be of school age with a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the school program.

For more information about the evaluation procedures and provision of services to protected handicapped students, contact the school psychologist at (724) 643-8650.

SERVICES FOR SCHOOL AGE EXCEPTIONAL CHILDREN

Midland School District provides a free, appropriate, public education to exceptional students according to state and Federal laws. To qualify as an exceptional student, the child must meet eligibility criteria for a physical or mental disability set forth in the Pennsylvania State Standards.

Midland engages in identification procedures to ensure that all students receive an appropriate educational program, at no cost to the parents and in compliance with the state and Federal law.

Various screening activities are conducted to identify students who may be eligible for special education programs and services. These include: review of group based data (cumulative records, enrollment records, health records, report cards, ability and achievement test scores), hearing, vision, physical and speech/language screening.

When screening results suggest that a student might be exceptional, the district seeks parental consent to conduct a multidisciplinary evaluation. Parents who suspect that their child is exceptional may request a multidisciplinary evaluation at any time through a written request to the superintendent or principal.

Services designed to meet the needs of exceptional students include annual development of an Individualized Education Program (IEP), biannual multidisciplinary re-evaluation, support intervention in the regular classroom, supplemental intervention in the regular classroom or in a special education resource program, placement in a part-time or full-time special education class outside of the regular school. The extent and location of such services are determined by the IEP team and are based on the student's identified needs and abilities, age, and level of intensity of the specific intervention.

Parents are invited and encouraged to participate with school personnel in their child's evaluation and the development of their child's IEP.

Additional information is available by contacting the school psychologist at (724) 643-8650.



STUDENT ASSISTANCE PROGRAM

The Student Assistance Program (SAP) is a state mandated program encompassing prevention, intervention, and monitoring. The prevention aspect helps students learn to deal with life stresses that affect school performance. The intervention aspect reaches students who may be “At Risk” as identified by observable behaviors that may include: academic difficulty, absenteeism, lack of coping skills, inappropriate behavior, alcohol and other drugs, and violations of school policy. The monitoring helps the student to maintain the balance needed for his/her academic success. The Student Assistance Team is composed of specially trained and concerned professional staff members including the prevention specialist, the school psychologist, the school nurse, two teachers, and the superintendent.

D. A. R. E. PROGRAM

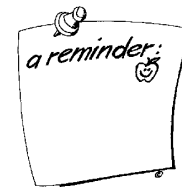
Drug Abuse Resistance Education (D.A.R.E.) is offered to the fifth grade students through the Beaver County Sheriff’s Office. This seventeen-week program will help students recognize and resist the pressures that may influence them to experiment with alcohol, tobacco, marijuana, inhalants, and other drugs. They also learn that violence hurts everyone. In order to complete the program, the students are expected to:

- Complete their D.A.R.E. student workbook.
- Have good attendance.
- Demonstrate proper/good behavior during class.
- Keep their bodies free from drugs.



ASSEMBLIES

Several assemblies will be scheduled throughout the school year. During assemblies we have invited guests to our schools; therefore, we should display our best behavior. Be seated quickly, talk quietly, and when a person approaches the front center of our multipurpose room to introduce our guests, BE QUIET immediately.



STUDENT CONDUCT CODE

I. Rights and Responsibilities

Students may attend the Midland Borough Schools under the guidance of state law as recorded in the 1993-1994 PA School Laws revision and with full benefits of constitutional protection of these rights as citizens. They therefore can act, speak, and behave as young citizens within the scope of these statutes. These statutes provide the guidance for student expectations. **With rights come responsibilities.** Each student must be accountable and responsible for his/her actions.

II. Conduct Code

A set of guidelines has been developed to ensure your rights and the rights of your classmates. It becomes your responsibility to follow these guidelines:

1. **Disruption of School:** A student shall not, by use of violence, force, coercion or threat, cause disruption or obstruction to the carrying on of a normal school day. Students will not advocate or entice others to cause disruption of the education process. Students shall not cause a disruption with gestures, signs, or note passing.
2. **Damage and/or Theft of Property:** A student shall not cause or attempt damage and/or theft to school or private property.
3. **Assault:** A student shall not act or behave in such a way as could cause, or threaten to cause physical injury to another person.
4. **Dangerous Weapons and Instruments:** A student shall not possess, handle, transmit, or conceal any object which might be considered a weapon or instrument of violence capable of harming another person.
5. **Tobacco/Controlled Substances:** Students shall comply with the no smoking policy. A student shall not possess, use, sell, transmit, conceal, or be under the influence of narcotics, alcoholic beverages or drugs.
6. **Insubordination/Disrespect:** A student shall not disregard or refuse to obey reasonable directives given by school personnel. This includes eye rolling, back talking, physical gestures, turning backs on adults, etc.
7. **Frightening, Degrading, or Disgraceful Acts:** A student shall not engage in any act that frightens, degrades, or disgraces other persons by written, verbal, physical, or gestured means.
8. **Profanity and/or Obscene Language:** A student shall not use profanity or obscene language when on school grounds. This includes written, verbal, gestures, signs, pictures, publications, and/or electronically generated text or graphics.
9. **Inappropriate Dress:** A student shall not dress or appear in a fashion deemed inappropriate in accordance with district policies. (See Dress Code Policy)
10. **Truancy/Tardiness/Absence without Permission:** All students shall conform to the Pennsylvania School Code. All deviations are subject to a magistrate hearing or parental fine as outlined previously.
11. **Extortion/Harassment/Bullying/Intimidation.** Depending upon the severity of the case, harassment or bullying a student for the purpose of obtaining money or other advantages of which results in intimidation will not be tolerated and will result in immediate disciplinary action. Use of words like: hate, kill, hit list, kill list, etc. will not be tolerated and immediate corrective action will be taken. (5/08)

III. Scope

The above guidelines of conduct apply to all students attending the Midland Borough Schools. They apply to all activities and during that portion of the school day when transportation is provided to and from school.

(conduct code cont.)

We could stop at this point and end the discussion on discipline if all students would conform to the code; but, we would like the students to follow these six (6) behaviors which will be standard in every classroom:

- 1. Follow directions at all times.**
- 2. Complete all assignments.**
- 3. Do not leave classroom without permission**
- 4. Keep hands, feet, and objects to oneself.**
- 5. Work independently.**
- 6. Speak honestly and truthfully with all school personnel.**

A disregard for any of the six listed behaviors will constitute a Level I Offense. All Level I Offenses are handled exclusively by the classroom teacher. The teacher has an unlimited amount of corrective actions that can be employed to insure that the six behaviors are followed. After-school detentions are only one of the possibilities. Other consequences may include loss of privileges such as field trips, assemblies, activities, etc.

A violation of the Student Conduct Code is considered a Level II Offense. Level II Offenses are very serious and will require corrective action by the principal. The penalties for **Level II Offenses** are **Written Disciplinary Referrals** and are very restrictive and severe.

The corrective actions are as follows:

- Suspension 1-3 days for first offense.
- Suspension 3-5 days for second offense
- Suspension 5-10 days for third offense
- Suspension for remainder of the semester.
- Suspension for the remainder of the year.
- In some cases, expulsion could apply.



We will not continue to suspend a student for offense after offense; we will lean toward suspension for the remainder of the semester after the third offense or consider Alternative Education Placement as another option.

DETENTIONS (rev 5/08)

Detention refers to the assignment of additional in-school time for a student to serve after the normal instructional day. The general requirements for detention are promptness, no talking and constructive studying. Specific guidelines are posted in the teacher's classroom. Detentions will be assigned at the discretion of a classroom teacher for minor disciplinary incidents and class tardiness. These detentions may be served in the teacher's classroom or in a room designated specifically for that purpose. **Failure to attend an assigned detention will result in a referral to the office and assignment of additional detention, suspension, or alternative placement at the discretion of the Principal.**



STUDENT BUS/VAN RULES

Monitors are assigned to the busses for the protection and safety of the children. Students are requested to respect authority and abide by the following rules:

1. Arrive at your assigned bus/van stop five minutes before pick-up time.
2. Ride **ONLY** the bus you have been assigned unless proper permission has been obtained from the superintendent.
3. While waiting for the bus, stay a safe distance from the roadway. Shoving, tripping, fighting, snowball throwing, etc. are strictly prohibited.
4. Enter and leave the bus in an orderly manner, **DO NOT** push or shove others.
Remain seated until the bus comes to a complete stop at the school or at your bus stop.
5. Do not distract the driver's attention from driving. Any talking must be done quietly so the driver can concentrate and hear warning sounds.
6. **Always** sit facing forward and **DO NOT** kneel on seats.
7. Preschool through 4th grade sit towards the front of the bus, while 5th through 8th sit in the rear of the bus.
8. Eating, drinking, smoking, playing with matches, and fighting while on the bus are not permitted.
9. Throwing objects inside or out of the bus is not permitted.
10. Ask the driver for permission to open windows. You must keep hands and head inside the bus at all times. You are responsible to close your window before exiting the bus.

Choosing to disobey these rules may result in bus suspension or other disciplinary action. The school district will support any bus company actions as a result of incident. If your child is assigned detention or denied bus privileges, you will need to arrange transportation for your child. After-school detention is held once per week and a notice will be sent home informing you of the date and time. (rev 5/08)

***ATTENTION: Preschool and Kindergarten Parents:**

Someone must be at the assigned bus/van stop to place your child(ren) on the bus/van and to greet them as they come off at the end of the day. This includes half days and early dismissals. Every parent must supply a list of individuals who may pick up their child and these individuals must agree to act as a parent substitute.

The bus/van driver will only stop once at each assigned stop per run before continuing on with the rest of the route. If there is no one at the assigned stop to greet your child(ren), then they will be taken back to Midland Elementary/Middle School and be taken to the office at the end of the run.

Any changes to the assigned bus/van stop for your child(ren) must be in writing and sent to the school office. This includes directions for half days and early dismissals.

SEXUAL HARASSMENT

It is the intent of the Midland School District to maintain a learning environment that is free from sexual harassment. It is the express policy of the district that sexual harassment of any form against any student or staff member will not be tolerated. For the purposes of this policy, sexual harassment is defined as any verbal, written, visual, or physical act(s) of a sexual nature that are offensive, intimidating, unwelcome, or that could reasonably be taken as objectionable by another individual.

TOBACCO PRODUCTS POLICY

Smoking in school will be an automatic 3-day suspension. Also, the fire department will be called and will issue a citation for smoking in school. The first offense results in a \$50 fine, and the second offense results in a \$100 fine. The possession of tobacco products in school is also prohibited and will result in a 1-3 day suspension extension.



DRUG AND ALCOHOL POLICY

Midland School District recognizes the need for effective drug and alcohol education for its students. The district also recognizes the need for a disciplinary policy for those individuals who use and/or abuse drugs. Concern for the individual as well as for the health of the entire school community is addressed in this policy.

No student shall possess, personally use, or furnish to others any amount of drugs while in or upon school-owned property, during any school-sponsored activity, on or off school property, and while using school provided transportation to or from school or school-sponsored activities. Also, no student shall report to school or to any school function while under the influence of any drug, including marijuana, alcohol, or any other drug that has been consumed elsewhere.

Should a student violate any of these prohibitions, the following will occur:

1. The superintendent shall confiscate any evidence.
2. A temporary suspension will be issued.
3. The parents/guardians of the student shall be notified and required to meet with the superintendent.
4. The student shall then be suspended for **10 days**. At the discretion of the administration, the suspension may be in-school or out-of-school.
5. School officials, on a need-to-know basis, will be notified of the suspension.
6. If, in the judgment of the administration, law enforcement authorities need to be notified of the violation, appropriate officials will be notified by the administration. In that event, all information and evidence pertaining to the violation will be turned over to appropriate authorities with whom school personnel shall cooperate.
7. The board of school directors may, after a proper hearing, expel the student.

WEAPONS POLICY

Students are not permitted to carry firearms/weapons on school grounds, at school-sponsored activities, and on busses or other vehicles provided by the school district under any circumstances. Any student bringing firearms/weapons to school shall immediately be suspended for **10 days** pending a disciplinary hearing. Parents/guardians will be notified of this suspension. The weapon will be turned over to the Midland Police Department and a determination will be made regarding criminal charges, the superintendent's office will be notified and a disciplinary hearing for expulsion shall be arranged.

Firearms/weapons shall be defined as, but not restricted to, those items identified under the Pennsylvania Criminal Code. Examples of such firearms/weapons shall include guns of any type of facsimile, knives, razors, or cutting instruments, pipes, clubs, brass knuckles, electronic shocking devices or any other implement for the infliction of serious bodily injury that serves no common lawful purpose. Inappropriate use of mace will also be considered under this provision.

FIELD TRIPS



Field trips are held in preschool through eighth grade. Field trips are planned in accordance with the curriculum and lessons are designed to enhance the educational experience. Field trips are a means to expand our students' awareness of community and surrounding areas.

Students will not be permitted to attend field trips if they demonstrate poor performance in grades, attendance or behavior. Permission slips will be distributed and must be returned on the deadline date in order to attend.

Field trips are classified as district sponsored and classroom sponsored. The administration will determine criteria for attending district sponsored field trips. Classroom teachers determine the criteria for their field trips. The administration will support the classroom teacher for field trip decisions.

Field trips are a privilege, not a right. Students are awarded field trips for passing grades, good attendance, and proper behavior.



DRESS CODE (rev 5/08)

The Midland School District reserves the right to establish dress and grooming guidelines that are within the parameters of generally accepted community standards. Standards are required to show proper attention to personal cleanliness. Fashions and fads that constitute a health or safety hazard to oneself or others will not be permitted.

Student dress and personal appearance must be of each character so as not to disrupt or distract from the educational environment of the school. Any form of dress or appearance so determined is prohibited. Students who are in violation of the dress code must immediately change into alternative clothing provided by the school or parent to correct the violation. If it not feasible to correct the violation the student must be sent home. The school's dress code:

(dress code – continued)

1. Requires that shorts and skirts reach the tip of the middle finger when the hands are fully extended to the side. Slits in skirts and dresses must be an appropriate length. Shorts, capris, and floods are permitted August thru October and April thru June. Use common sense for extreme temperatures and weather.
2. Any emerging trend, which is not addressed below, will be evaluated by the administration based upon the following guidelines.
3. Requires the wearing of shoes. Slippers, tongs, strap sandals, and open-toed shoes, which do not offer sanitary or safety protection, shall be prohibited.
4. Prohibits the wearing of apparel that may constitute a threat to the health, safety or welfare of others. This includes wallet chains, belts (made of chain), etc.
5. Prohibits the wearing of key chains that consist of a long strap around the neck. The key chain must be in the student's pocket for safety reasons.
6. Requires that shirts/blouses/trousers be properly buttoned in accord with the design. Wearing of see-through material must be worn with shirts, shorts or skirt underneath.
7. Prohibits slogans or sayings written across sensitive areas of the body or written/pictorial graphics that draw attention to sensitive areas of the body (chest, buttocks, pelvis, etc.).
8. Prohibits the wearing of spandex clothing, biking pants, boxer shorts, or exercise clothing. Sweat suit clothing is permitted.
9. Prohibits canes or cane-like items unless approved by the school nurse.
10. Prohibits the wearing of tank tops, crop tops, mesh clothing, or bare midriff attire
11. Prohibits the wearing of hats, sweat bands, head gear, and sunglasses in the building.
12. Prohibits the display of slogans or advertising of alcohol, tobacco products, or drug paraphernalia on clothing which by their controversial or obscene nature disrupt the educational setting or are sexual in nature and/or offensive to any ethnic group.
13. Prohibits the wearing of bandannas or handkerchiefs on heads, around necks, hanging out of the pocket or tied to any body part. Any clothing identified as gang related is strictly prohibited.
14. Prohibits the wearing of torn and/or ripped clothing.
15. Requires that pants and shorts be worn to the waist and that pants be of a length, unrolled, which do not touch the floor.
16. Prohibits the wearing of oversized clothing which shall include pants, t-shirts, shirts, coats, and jackets.
17. Requires that coats, jackets, or garments designed for protection from outside elements shall not be worn in the building during the school day.
18. Prohibits the wearing to school of dyed or sprayed hair of an unnatural color or improper hair adornments, i.e., spikes.
19. Prohibits the exposure of the piercing of any body parts except the ears.

FORGERY AND PROVIDING FALSE INFORMATION (rev 5/08)

Falsifying information includes altering or forging teacher signatures, parental excuses and making or conspiring to make false telephone calls. Hall pass forgery is included here.

OBLIGATIONS AND DEBTS (rev 05/08)

Students are responsible for all obligations and debts that may accumulate during the school year. Examples of such obligations may include but are not limited to failure to pay for a lost or damaged book; damage to school property; and failure to submit money owed for club fund raisers. Students with outstanding debts will have their report cards and/or diplomas withheld and will not be able to attend school related field trips until all financial obligations to the school district are satisfied K4 thru 8th grade.

GRATUITOUS KEEP

An Affidavit of Gratuitous Keep is required of all students whose parents do not live in the Midland school District.

A child's home life has a great deal to do with his/her success in school. Parents/guardians may find the following suggestions helpful in achieving a successful day for your child:

- Insist upon adequate rest for your child.
- Talk over your child's problems and interests.
- Provide enrichment for your child in the form of reading opportunities, trips, conversations, recreation, and other family planned activities.
- Make your child responsible for tasks at home.
- Encourage your child to assist in keeping his/her school building and classroom neat.
- Designate a place in the home to study or complete homework assignments.
- Require that your child come home immediately after school.
- Read Aloud To Your Child. "The single most important activity for building the knowledge required for success in reading is reading aloud to children." – Becoming a Nation of Readers.