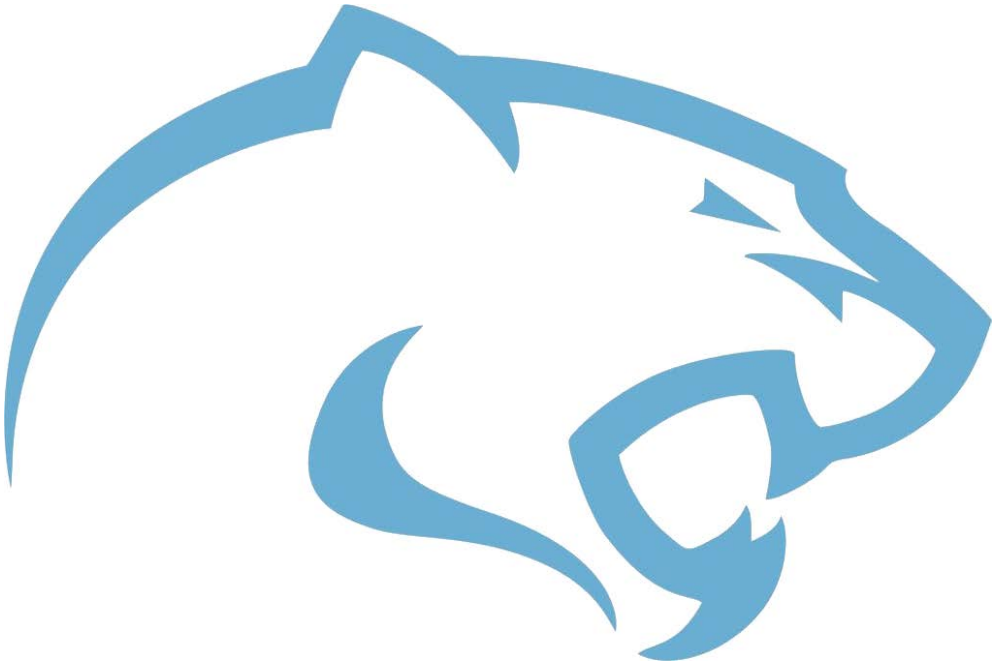
PENN CAMBRIA HIGH SCHOOL



STUDENT HANDBOOK 2026-2027

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Introduction

This student handbook is meant to provide general information to students and parents. It is our wish to provide you with this information so that you know in advance that we recognize and respect the value of each student who attends this high school. We feel it is important to provide information and guidance, so expectations are clear, and every student has an equal opportunity to achieve success.

This handbook is <u>not</u> meant to be an exhaustive list of all district policies and procedures; instead, it is meant to serve as a guide for parents and students. District policy numbers are given in parenthesis in each section applicable for your reference. A complete description of all Penn Cambria School District approved policies are available in the principal's office for anyone to review provided proper notice is given.

We hope that you enjoy the 2026-2027 school year at Penn Cambria High School!

Mr. Benjamin Watt
Principal

Mr. Dane Harrold
Principal

GENERAL INFORMATION

Mission Statement

The Penn Cambria School District will prepare productive citizens in a safe and positive environment that promotes excellence in academics, career skills, the arts, and athletics.

Contact Information

Penn Cambria High School
Phone Number: (814) 886-8188
Fax Number: (814) 884-3977
Mr. Benjamin Watt, Principal
Mr. Dane Harrold, Principal
Mrs. Bridget Michina, School Counselor Grades 8, 10, & 12
Ms. Nancy Fochler, School Counselor Grades 7, 9, & 11
Ms. Kate Little, Athletic Director

District Website

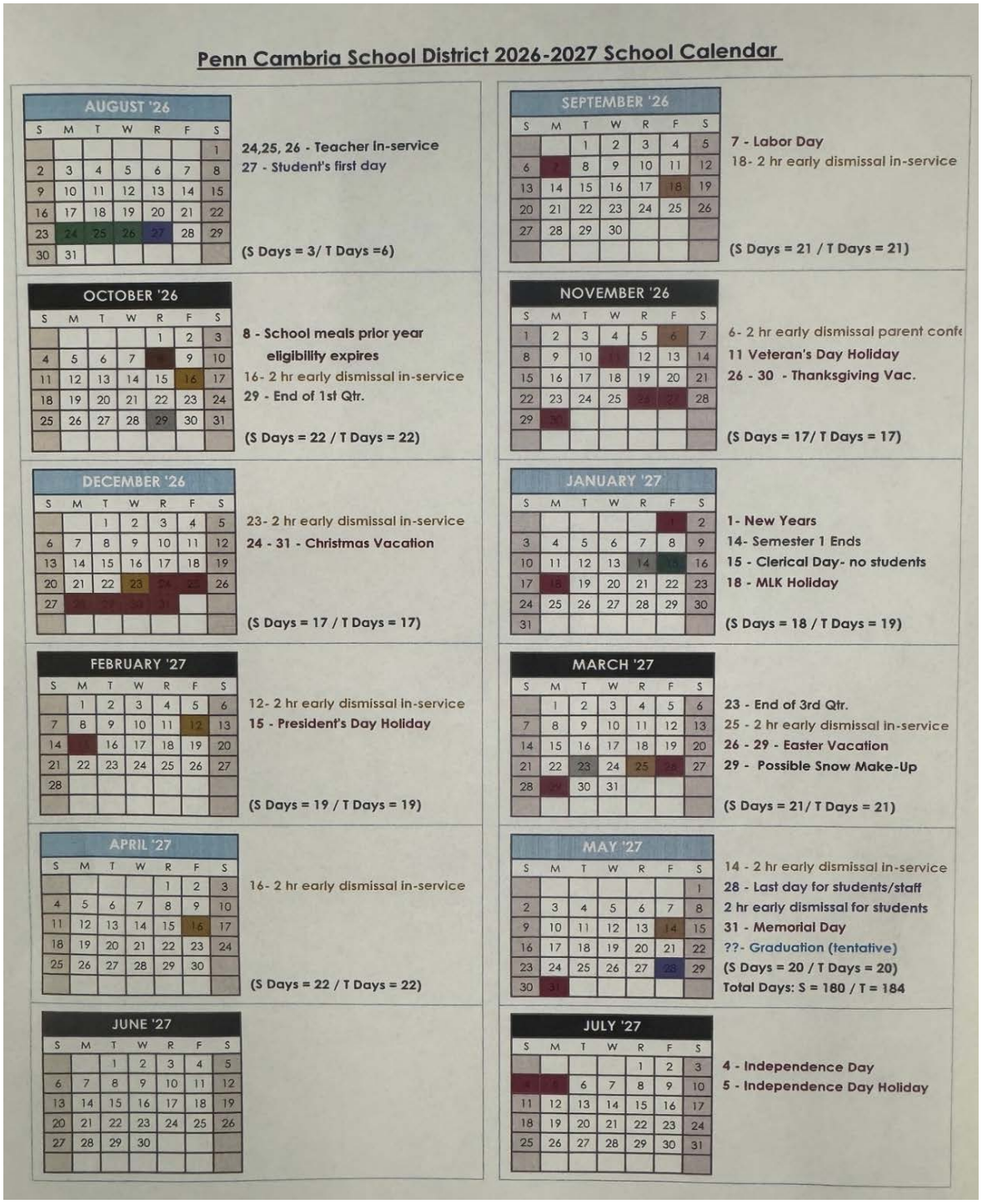
Updated school calendars, Board of Education meeting minutes, announcements, links, forms, and other district information can be found on the district website http://www.pcam.org

Delays or Cancellations

If delays or cancellations should occur due to weather or emergency, announcements will be sent to the following local media for public distribution:

WTAJ-TV Altoona	WJAC-TV Johnstown	WWCP-TV Johnstown
WPSX-TV State College	WKYE FM 96.5	WHPA FM 93.5
WFGY FM 98.1	WWGE AM1400	WBXQ FM 94.3
WALY FM103.9	WVAM AM1430	WOKW FM 102.9

Penn Cambria School District 2026-2027 School Calendar



AUGUST '26

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

24,25, 26 - Teacher In-service
27 - Student's first day

(S Days = 3/ T Days =6)

SEPTEMBER '26

S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

7 - Labor Day
18- 2 hr early dismissal in-service

(S Days = 21 / T Days = 21)

OCTOBER '26

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

8 - School meals prior year eligibility expires
16- 2 hr early dismissal in-service
29 - End of 1st Qtr.

(S Days = 22 / T Days = 22)

NOVEMBER '26

S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

6- 2 hr early dismissal parent confe
11 Veteran's Day Holiday
26 - 30 - Thanksgiving Vac.

(S Days = 17/ T Days = 17)

DECEMBER '26

S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

23- 2 hr early dismissal in-service
24 - 31 - Christmas Vacation

(S Days = 17 / T Days = 17)

JANUARY '27

S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1- New Years
14- Semester 1 Ends
15 - Clerical Day- no students
18 - MLK Holiday

(S Days = 18 / T Days = 19)

FEBRUARY '27

S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

12- 2 hr early dismissal in-service
15 - President's Day Holiday

(S Days = 19 / T Days = 19)

MARCH '27

S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

23 - End of 3rd Qtr.
25 - 2 hr early dismissal in-service
26 - 29 - Easter Vacation
29 - Possible Snow Make-Up

(S Days = 21/ T Days = 21)

APRIL '27

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

16- 2 hr early dismissal in-service

(S Days = 22 / T Days = 22)

MAY '27

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

14 - 2 hr early dismissal in-service
28 - Last day for students/staff
2 hr early dismissal for students
31 - Memorial Day
??- Graduation (tentative)
(S Days = 20 / T Days = 20)
Total Days: S = 180 / T = 184

JUNE '27

S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY '27

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

4 - Independence Day
5 - Independence Day Holiday

2026-2027 High School Parent-Teacher Conference Schedule

August 24, 2026	Back to School Night (grades 7 Only)	4:00-7:00
August 25, 2026	Back to School Night (grades 8-12)	4:00-7:00
November 5, 2026	Parent/Teacher Conferences	4:00-7:00
January 21, 2027	Parent/Teacher Conferences	4:00-7:00

High School Bell Schedules

Normal Bell Schedule

Period	Start	End
Homeroom (in homeroom by 7:30)	7:25	7:35
Period 1 (7th Grade Advisory)	7:39	8:21
Period 2	8:25	9:07
Period 3	9:11	9:54
Period 4	9:58	10:41
Period 5	10:45	11:28
Period 6 Grade 7 & 8	11:32	12:15
Period 7 (8th Grade Advisory)	12:19	1:02
Period 8	1:06	1:48
Period 9	1:52	2:34

AM Vo-Tech - (Pd 1-4)
PM Vo-Tech - (Pd 6-9)

Early Dismissal Schedule

Period	Start	End
Homeroom (in homeroom by 7:30)	7:25	7:35
Period 1	7:39	8:04
Period 2	8:08	8:33
Period 3	8:37	9:02
Period 4	9:06	9:31
Period 8	9:35	10:00
Period 9	10:04	10:29
Period 6	10:33	11:11
Period 5	11:15	11:53
Period 7	11:57	12:35

AM Vo-Tech will return at 10:45

Homeroom

Students must be in homeroom by 7:30 am. Students are responsible for reporting to homeroom on time. Students who are reporting to another room, for **any** reason (ex. make-up work, tutoring, library), must first report to their homeroom teacher every day and receive a written pass to the other area. Students who do not check in with their homeroom teacher to gain permission may be marked tardy for that day.

Tardy Policy

Tardy is defined as not in homeroom when the bell rings at 7:30 AM. It is especially important that every student reports to homeroom **BEFORE** reporting to another room in the morning (ex. to take a test, make-up work, etc.) to avoid being marked tardy. Asking another student to tell the teacher is not a valid excuse and you may be marked tardy. Tardy to school will accumulate throughout the school year. Excessive tardies may result in the district filing with the magistrate. After 8:30 AM, a student will be considered half -day absent.

1st – Warning	6th – 2 Detentions
2nd – Warning	7th – 1 Day Suspension & loss of driving privileges for the 9 weeks
3rd – Lunch Detention	8th – 1 Day Suspension & parent meeting
4th - Detention	9th – 1 Day Suspension & file with magistrate
5th - Detention	

Security

While we encourage parental and community involvement, for security purposes, all visitors must gain entrance to the school through the front doors and report directly to the office to obtain a visitor pass. Students are **NOT** permitted to open any doors to allow anyone access to the building. All visitors will have to enter through the main entrance of the school building. The administrators will conduct random searches with metal detectors throughout the school year. Penn Cambria School District continues to employ a school police officer. This officer will be present in all Penn Cambria School District buildings.

Terroristic Threats (Board Policy 218.2)

When an administrator has evidence that a student has made a terroristic threat or committed a terroristic act, the following guidelines shall be applied:

1. The building principal shall immediately suspend the student.[3]
2. The building principal shall promptly report the incident to the Superintendent.
3. Based on further investigation, the Superintendent shall report the student to law enforcement officials.
4. The building principal may inform any person directly referenced or affected by a terroristic threat.
5. The Superintendent shall recommend expulsion of the student to the Board.

- If a student is expelled for making terroristic threats or committing terroristic acts, the Board may require, prior to readmission, that the student provide competent and credible evidence that the student does not pose a risk of harm to others.
- If a student is expelled for making terroristic threats or committing terroristic acts, upon return to school the student shall be subject to random searches.
- In the case of students with disabilities, the district will take all steps necessary to comply with the Individuals with Disabilities Education Act and follow Board policy.
- In the case of a legitimate threat, the superintendent would make the School Connects call District wide to every parent. The threat and response will be explained to each of the parents/guardians.
- In the case of a rumored threat that is investigated at the building level and found to be false, the building principal will make a School Connects call to review that the threat was investigated and found to be rumored and false. The building principal will also complete an

announcement or multiple announcements to the students with the same information.

Threat Assessment Team

According to PA Public School Code, Article XIII-E, Threat Assessment refers to a fact-based process for the assessment of and intervention with students whose behaviors may indicate a threat to the safety of the student, other students, school employees, school facilities, the community, or others.

The established PCSD Threat Assessment Team is immediately notified and subsequently follows the Threat Assessment procedures to assess and intervene with the student(s) to determine the level of threat. The goal of this process is to ensure the safety of the school community, and to ensure that the student presenting the threat receives assistance through a range of strategies established in the school and in the community.

ACADEMICS

Admiral Peary Area Vocational Technical School

The basic principle underlying vocational-technical education is to provide graduates with a marketable skill for entry level employment or prepare them for post-secondary education. Penn Cambria provides vocational-technical education as part of Admiral Peary Vo-Tech.

Attendance: All Vo-Tech students must check in to PCHS before getting on the bus to go to Vo-Tech. Failure to check in will result in a tardy or half day absence.

More specific information about programs offered at Admiral Peary can be found at http://www.admiralpeary.tec.pa.us.

Graduation Requirements (Grades 9-12) (Board Policy 217)

Graduation Requirements (subject to change based on PDE regulations)

- Completion of a minimum of twenty-six (26) credits as outlined below. All students will be required to complete at least 1 credit in Personal Finance to be counted as either an elective or Math credit.
- Successfully meet criteria to satisfy a Pennsylvania Graduation Pathway. The five pathways to graduation are: Keystone Proficiency, Keystone Composite Score, Career & Technical Education (CTE) Concentrator, Alternative Assessment or Evidence-Based.

Credits Required for Graduation Class of 2027 & Beyond:

Vocational Students	Courses	Non-Vocational Students
4 Total	ENGLISH	4 Total
4 Total	MATH	5 Total
3 Total	SCIENCE	4 Total
3 Total	SOCIAL STUDIES	4 Total
1 Total	ARTS/HUMANITIES	3 Total
1 Total	COMPUTER SCI.	1 Total
1.5 Total	PHYS/ED HEALTH	1.5 Total
0.5 Total	ELECTIVES	3.5 Total
8 Total	VOCATIONAL	---------
26 Total Credits		**26 Total Credits**

Promotion/Transfer/Retention (Board Policy 215)

(***Grades 9-10-11-12)*** Credit Recovery

Promotion to Grade 10: Satisfactory completion of 6.5 credits
Promotion to Grade 11: Satisfactory completion of 13 credits
Promotion to Grade 12: Satisfactory completion of 19.5 credits Graduation:

Please see Graduation Requirements (Policy #217) Credit Recovery is an option that allows students who have participated in a course and been unsuccessful in earning course credit the opportunity to work on mastering particular skills or content as an alternative to repeating the entire course during the regular school year. Credit recovery coursework, either through Penn Cambria or through outside credit recovery providers, assumes a level of course learning that is already established based on initial course attempt and focuses on remediation of skills or content.

To be eligible for credit recovery a Penn Cambria student must meet the following criteria:

• Original course final grade of minimum 55%
• Attendance – Year Course: No more than 20 unexcused absences, Semester Course: No more than 10 unexcused absences

Students who do not meet credit recovery criteria must repeat the course during the school year. Credit Recovery may be offered for a fee from Penn Cambria School District or through approved outside providers. Students must obtain building principal approval to confirm that an outside credit recovery provider will be accepted prior to enrolling in a credit recovery program outside of the district. The district will not be responsible for any fees or charges incurred through the enrollment in credit recovery programs whether approved or unapproved.

(Grades 7-8) Students who fail one, two, or three core subjects may be eligible to participate in tutoring, remediation, and/or approved summer school for promotion if the following criteria are met.

• The student has original course grades of a minimum of 55% or equivalent in all core courses.
• The student has no more than 20 unexcused absences for the school year (or prorated equivalent).

Students who fail all four core subjects, those that do not meet the criteria above, and those that do not successfully complete remediation or Summer School will be considered for retention unless it is determined that there is no possibility that retention will benefit the student. Data including, but not limited to, standardized testing, classroom assessments, progress monitoring, teacher observations, and attendance data will be considered in making this determination. The retention determination is based upon a meeting of teachers, school counselor, principal, and Director of Special Education. Parents/Guardians provide input and shall be fully informed throughout the process. Students will be retained a maximum of one time in grades 7-8.

Grading

Student report cards will not be issued every nine weeks. Grades are available on FOCUS. Report cards will NOT be sent home but updated live. Parents may access student grades online at any time using the FOCUS app. Deficiency notices will be sent as needed throughout the semester.

Penn Cambria High School uses the following grade scale:

93-100% = A	**70-77% = D**
85-92% = B	**Below 70% = F**
78-84% = C	

FOCUS Grade Book

Parents and students at PCHS may access student grades online and check assignment/homework completion from any computer with an Internet connection. A link to FOCUS Grade Book is provided on the district website. Students will login with their Office 365 Credentials. Parents will find directions on how to create an account on the district website.

Grade Weighting (Board Policy 214 2002**)**

All core subjects offered at PCHS that are approved by an institution of higher education for college credit will be weighted with a 1.1 value toward GPA.

Dual-Enrollment Courses Weighted at 1.10 GPA – Offered with dual credit options for students:

The following courses are offered with dual credit option allowing students to elect to enroll in a local university in order to obtain both college credit and PCHS credit. Student are not required to dual enroll in order to take these courses.

Calculus (Mt. Aloysius College)	Spanish III & IV (St. Francis University)
Honors US History II (Mt. Aloysius College)	Biology II (Mt. Aloysius College)
Anatomy & Physiology I (Mt. Aloysius College)	Honors English 12 (Mt. Aloysius College)
European History (Mt. Aloysius College)	Honors Physics (St. Francis University)
Chemistry II (Mt. Aloysius College)	Trig/Pre-Calculus (St. Francis University)

***Please contact your child's guidance counselor for more information on dual enrollment courses.*

All core subjects offered at PCHS, which are rated honors level courses because of rigor and depth of study, will be weighted with a 1.05 value toward GPA.

Honors Level Courses Weighted at 1.05 GPA:

Honors English 9	Honors Algebra I	Honors Earth & Environment	Honors World History
Honors English 10	Honors Geometry	Honors Biology I	Honors US History I
Honors English 11	Honors Algebra II	Honors Chemistry I	Honors Govern./Econ.

Honor Roll Guidelines

Honor Roll – 85% or higher in all courses.
High Honor Roll – 93% or higher in all courses

Keystone Exams

Keystone exams are state end-of-course exams for high school students in Pennsylvania. Students taking Biology I, English 10, and Algebra I will be taking the Keystone exams this year. These tests are important both to the students and to the district. Students must obtain a mark of proficiency or meet an alternate Keystone Graduation Pathway as a graduation requirement.

Pennsylvania System of School Assessment (PSSA)

All students in Grades 7-8 will take the Pennsylvania System Of School Assessment tests for reading and math in the Spring. Grade 8 students will also take the Science PSSA's in the Spring. These tests are especially important both to the students and to the district.

Honesty in Academic Work (Cheating and Plagiarism)

Cheating and plagiarism are serious academic offenses punishable under the disciplinary code, which may also result in a loss of credit for work in question.
Cheating includes copying other's work or improperly gaining access to answers or questions.
Plagiarism includes copying AND/OR paraphrasing from sources without giving appropriate credit. "Cutting and pasting" from electronic sources is plagiarism. Teachers may request an electronic version of student work to be checked using plagiarism detection software. This software not only checks online sources but also checks student papers against each other and against papers submitted by students in previous years.

1st Offense = 1-Day Suspension + Zero on assignment
2nd Offense = 3-Day Suspension + Zero on assignment
3rd Offense = 5-Day Suspension + Zero on assignment

ATTENDANCE

District Attendance Policy (Board Policy 204)

We believe that the educational learning process involves presentation, questioning, discussion, and interaction. The Penn Cambria School District recognizes the important relationship between attendance and learning.

If a student is absent, parents are required to submit a written explanation for the legal absence <u>within three school days</u> of the child's return to school. Failure to provide this may result in the absence being declared unexcused or illegal. A written explanation does not in itself qualify the absence as excused. The absence must be for legal reasons according to the law.

Absences for the following reasons are **EXCUSED**:

Personal illness
Death in immediate family
Impassable roads
Quarantine
Appearance in court
Pre-approved Educational trips
Observance of religious holiday
Emergency permits due to physical or mental handicap
Exceptionally urgent reasons approved by the principal or designee

** Note: A doctor's excuse will be required for each absence exceeding three (3) consecutive days. This excuse should be presented on the day the student returns to school.*

Absence for the following reasons are **UNEXCUSED**:

Absence for such reasons as skiing, hunting, fishing, visiting out of town, overslept, missed the bus, working at home, etc.
Absence because of illegal employment
Truancy

**Pupils whose absences are unexcused or illegal may NOT be permitted to make up work for credit. Pupils are expected to make up the work for no credit since that work will be required for report periods and final exams.*

Unlawful absences will be reported to the appropriate authorities as required by Compulsory School Law.

The school will take the following actions regarding student attendance.

- At or after the *5th day* of a student's cumulative absence (excused or unexcused), a letter of concern will be sent to parent/guardian.
- At or after the *10th day* of a student's cumulative absence, a letter will be sent home where an administrator may require a doctor's excuse (medical verification) for each subsequent absence. The parent and child shall receive written notification of this requirement. If a medical excuse is not provided, the absence will be considered illegal (under the age of 17) or unexcused (over the age of 17).
- At or after 3 days of illegal/unexcused absences, a letter will be sent home stating that any further illegal/unexcused absences may result in being cited with the District Magistrate (student under age 17) and/or with probation.

Illegal/unexcused absences will result in a deduction of 1/45 of the grade for each unexcused absence.

Under 18 years of age:

- 3 illegal days = Illegal Day Notice (Letter Sent Home)
- More than 6 illegal Days = File with District Magistrate
- 6 illegal days is considered habitually truant. A School Attendance Improvement Plan meeting will be required, and an Attendance Improvement Plan will be developed.
- 1/45 of the grade reduced for each unexcused absence.
- 8 Unexcused days = May Lose driving privileges for the nine weeks
- 10 unexcused days = Vo-tech may be revoked

Over 18 years of age:

- 3 Unexcused days = Warning (Letter Sent Home)
- 4 Unexcused days = 1 lunch detention
- 5 Unexcused days = 1 Detention
- 6 Unexcused days = 2 Detentions
- 7 Unexcused days = 1-Day Suspension + Parent Meeting
- 8 Unexcused days = May Lose driving privileges for the nine weeks
- 1/45 of the grade reduced for each unexcused absence
- 10 Unexcused days = Vo-tech may be revoked

Early Dismissal / Excusal (Board Policy 204)

Students may be dismissed early for extenuating reasons provided they bring in a written request from their parents and/or guardians to the office prior to the beginning of the school day. Any student dismissed early in excess of (42 minutes) shall be considered absent for ½ day.

Make-Up Work (Board Policy 204)

Any time a student is legally absent from school or class, he/she must make up all assigned work. The student must contact his/her teachers within TWO school days after his/her absence to schedule the necessary make-up work. If contact is not made within two school days, all missed work will be considered as zero (0) for grade purposes.

Educational Trips (Policy #204)

Requests for educational tours and trips will be considered as excused absences if prior approval is requested and granted by the respective principal and the duration and frequency do not interfere with the student's educational progress.

Non-school-sponsored educational tours or trips that constitute reasonable cause for absence from school, if the following conditions are met:

a. A parent/guardian submits a written request prior to the absence to the school principal.
b. The student's participation has been approved by the Superintendent or designee.
c. The adult directing and supervising the tour or trip is acceptable to the person in parental relation and the Superintendent.

Any educational trip for which prior approval is NOT obtained may be considered unexcused or unlawful. All make-up work must be completed within a period of time equal to the length of the approved trip, commencing with the first school day after the completion of the trip. If a student has already accumulated the following number of absences, he/she may be refused permission for excused family trips.

As per board policy, students are permitted up to, and not to exceed, ten (10) cumulative days for educational trips per school year. Days missed due to a trip will be counted toward the thirty (30) day and fifteen (15) day attendance rule.

College visits/tours will be limited to 2 per school year. Students will need to bring proper documentation from the university/college for the absence to be excused.

STUDENT INFORMATION AND RESPONSIBLITIES

Student Records Information (Board Policy 216)

Penn Cambria High School follows the guidelines set by the Family Educational Rights and Privacy Act (FERPA) with regard to student records. This law requires that the district, with certain exceptions, obtain parental written consent prior to the disclosure of personally identifiable information from a child's education records.

However, the district may disclose "directory information" without written consent, unless a parent or guardian has advised the district to the contrary. Examples of directory information include but are not limited to the following: a playbill or program showing your student's role in a performance, an annual yearbook, the honor roll, a graduation program, a newspaper listing, a sports activity sheet.

Federal laws require that the district provide military recruiters, upon request, with names, addresses, and telephone listings, unless parents have advised the district in writing that they do not want their student's information disclosed without their prior written consent.

If a parent does not want the Penn Cambria School District to disclose directory information without your prior written consent, you must notify the High School Principal in writing by **Monday, September 7, 2026**. Your written notification will be kept on file for one year.

Student Accident Insurance (Board Policy 211)

Parents will have the opportunity to purchase insurance coverage for injuries resulting from accidents sustained by students. An independent insurance company, not the school district, will handle student accident insurance.

Dress Code (Board Policy 221)

Student dress and grooming are the responsibility of the student and parents, unless there is a safety or health hazard, a hindrance to the educational processes, or a case of obscenity. Enforcement of the Penn Cambria High School Dress Code will be the responsibility of the administration and/or professional staff. Clothing should be neat and appropriate for school in all cases. Articles of clothing, which are questionable in the minds of parents, will undoubtedly be inappropriate. The Penn Cambria High School administration reserves the right to ban dress that may be considered inappropriate and is not specifically addressed in this handbook. The rule of common sense is clean, neat, and decent. This dress code applies while in school and at all school activities, including activities at other schools.

PENN CAMBRIA HIGH SCHOOL DRESS CODE GUIDELINES

- Shirts must always cover the midriff**.** Shirts must reach the waistband of pants whether sitting or standing.
- Halter, tube tops, spaghetti strap shirts are NOT permitted. The tops must be wide enough to cover bra straps. NO tank tops, "Muscle shirts," etc.
- Pants for all students must fit at the waist so that your underwear does not show when the student is sitting or standing.
- Jackets and coats worn in the building must be unbuttoned or always unzipped.
- Pocket chains or spiked jewelry are not permitted; this includes spiked earrings.
- Clothing displaying tobacco, alcohol, or drug affiliation is not permitted.
- Clothing displaying sexually inappropriate material (including double meaning) is not permitted.
- Hats/dew rags should not be worn at any time in the school building.
- Clothing depicting violence-guns, knives, etc. is not permitted.
- No hoods may be worn in the building. Hooded sweatshirts may only be worn if the hood is not used or worn in the building.
- Painting your face or using excessive makeup is not permitted.
- All areas of the body from the legs through the top of the upper torso are required to be covered throughout the school day with material that is not see-through. Undergarments are not to be visible.

Electronic Devices / Cell Phones (Board Policy 237)

Electronic Devices shall include devices that can take photographs, record, play or edit audio or video data; store, transmit or receive calls, messages, text, data, or images; operate online applications, or provide wireless, unfiltered connection to the internet. While *the school encourages students to leave all such devices at home*, if they are brought to school, they must be **POWERED OFF** and kept **OUT OF SIGHT.** At **NO TIME** will PCHS accept responsibility for lost, broken, or stolen electronic devices!

Guidelines for the acceptable use of such devices follow:

During the School Day:

Students MAY be permitted to use cell phones during their lunch period but cannot video or take pictures at any time.

- Electronic devices MUST remain stored out of sight and powered off**.**
  - If the device is used without permission of the teacher or supervisor and/or in a way that disrupts education process, the student shall forfeit the device to the teacher or supervisor. The

teacher or supervisor will make a written disciplinary referral and give the device to the principal.

- *1st Offense* – Device will be kept in the office and given back to the student at the end of the school day.
  2nd Offense – Device will be kept in the office and given back to the student at the end of the day PLUS one day of detention.
  3rd Offense – A parent / guardian must retrieve the electronic device PLUS disciplinary action shall be taken in a progressive manner up to and including suspension.
  4th Offense – A parent/guardian must retrieve the electronic device. A letter will be signed by the student, parent, and principal stating that the student is prohibited from bringing an electronic device to school for 1 year from the date of the offense. Should the contract be violated, there will be a referral to the superintendent.

Sexual Content in text messages (Sexting)

Individuals who send text messages with sexual content, such as images of themselves or others in various stages of undress, may be subject to criminal prosecution. Students in Pennsylvania have recently faced felony child pornography charges for the possession and distribution of nude cell phone images of themselves and/or others. Images containing sexual content, including various stages of nudity, of an individual under the age of 18 meet the legal definition of child pornography, the possession of which constitutes a felony.

Any student in possession of text messages with sexual content on school grounds will be subject to disciplinary procedures as appropriate, up to and including expulsion where appropriate. Students participating in the taking or distribution of text messages with sexual content risk felony prosecution in addition to any District imposed penalties. *District officials recommend that any student who receives this type of image deletes it immediately from their electronic device.*

Such offenses that occur on school property or during school sponsored activities also violate the district's Student Code of Conduct and District Policy. The following actions, at a minimum, will be taken by the administration:

- Students found in possession of such photographs or videos will be subject to a 3-day suspension from school.
- Students found in possession of such photographs or video, who have also distributed the same will be subject to a 10-day suspension from school.
- Cell phones found in violation of the Student Code of Conduct will be confiscated, and all inappropriate images will be destroyed.

Hall Passes

Students out of class for **ANY** reason must have used the electronic hall pass system to sign out of the classroom. Students are only permitted to go to the area to which they signed out to go and should only be excused from class for a reasonable amount of time to travel from place to place. Students found in an area for which they did not sign out are guilty of a pass violation (see discipline code).

Textbooks / Materials (Board Policy 224)

Students are responsible for any textbooks, equipment, and materials supplied to them. Students must reimburse the district for the replacement cost of lost items.

Signs, Poster, and Distribution of Pamphlets (Board Policy 220)

Students may not hang any signs, posters, distribute any pamphlets or flyers, or create any displays on school property without the permission of the principal. The principal has the right to reject any materials that might interrupt the education process or intrude upon the rights of others.

Food and Drink

Open containers of food and/or drink are **NOT** permitted in the hallways or in lockers. Classroom teachers have authority over possession/consumption of food or drink inside their classrooms and will clearly communicate their expectations to students. Students who violate individual classroom rules will be subject to disciplinary action. An exception to this is food/drink that is purchased via the Breakfast Grab and Go Cart.

Field Trips

Students must obtain written parental permission to participate in school-sponsored field trips. Students will be responsible for following the same rules and will be subject to the same discipline as it applies during the regular school day. Students who have accumulated 20 or more days of absence during the school year may not be permitted to attend school-sponsored field trips**.** If a student has been suspended five (5) or more days of school, he/she may not be permitted to participate in school sponsored field trips.

Social Events / Class Trips

Students attending class trips and school social events are responsible for following the same rules and will be subject to the same discipline as applies during the regular school program. Students who have accumulated 20 or more days of absence during the school year may not be permitted to attend school-sponsored social events/class trips**.** If a student has been suspended five (5) or more days of school, he/she may not be permitted to participate in school sponsored events/trips.

HEALTH INFORMATION

Wellness Policy

Penn Cambria School District recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development, and readiness to learn. We are committed to providing a school environment that promotes student wellness. The Wellness Policy and information about how to participate on the Wellness Committee can be found on the district website under the Wellness link.

Health Measurements

All students in grades K-12 under Pennsylvania School Law, section 1402 (a) (3) of the Public-School code, requires each child to be measured for height and weight with body mass index (BMI) for the age percentile being calculated. This is done individually, and the results are confidential. If you have any questions regarding this or any other school health issue, please call the school nurse at 814-886-8188.

Nursing Office

The Nurse's Office is located next to the main office in the High School. Students who are sick or injured during the school day will report to the Nurse's Office with a pass signed by a teacher or staff member. Students must sign in and out of the Nurse's Office every time they visit the nurse. ***Students may not leave school due to illness, without first reporting to the school nurse or office. The school nurse must be the one who calls home. A student cannot use their cell phone to call home because they are ill. Students being dismissed without consent from the nurse will receive an unexcused absence and a cell phone violation.***

Medical Emergency Form (Board Policy 209.1)

At the opening of every school year, each student will be given a "Medical Emergency Card" to be completed and returned to the school as soon as possible. This form could provide life-saving information in case of an emergency. Disciplinary action may be taken if students do not return the Medical Emergency Card in a timely manner.

Medication (Board Policy 210)

When the use of medication is necessary during school hours, the following procedure is required. The medication must be taken immediately to the nurse's office at the beginning of the school day. A maximum of 30 days of medication may be brought to school by the student. Failure to report medication to the school nurse will result in suspension from school.

All medications, whether over the counter, prescription or herbal, must have written instructions from a physician to be administered by the school nurse. In addition, a parent signature must be provided.

When the school nurse or health room aide is not at the school, students may not obtain over-the-counter medications in the school office.

Asthma Inhalers (Board Policy 210.1)

A student shall be permitted to possess asthma inhalers and epinephrine injectors and self-administer asthma and epinephrine medication with physician and parent authorization. A written request from the parent/guardian with an order from the physician must be on file along with an asthma care plan or emergency care plan. The parent/guardian must acknowledge that the district is relieved of all responsibility for the benefits or consequences of the medication. The student must report to the nurse that an asthma inhaler was used and report directly to the nurse after self-administering epinephrine medication.

Health Examinations (Board Policy 209.1)

In compliance with the School Code, Penn Cambria requires students to submit health and dental examinations to protect the students and the school community.

All students in grades K – 12 have a vision screening every school year. A hearing screening is conducted in grades K, 1, 2, 3, 7, & 11 along with all ungraded classrooms.

Students in 11th grade are required to have a comprehensive physical examination on file with the school. *At the end of 10th grade, every student will receive a Family Physician's Examination form, to be completed before the start of school.* Any physical completed for sports, camps, driver's permits, college pre-admissions, etc. may be accepted when completed within the appropriate time frame by a medical health care provider (not an athletic trainer or chiropractor). If a private physical exam is not received by spring, school physicals will be completed by our school physician.

STUDENT SERVICES

Student Drivers / Parking (Board Policy 223)

After receiving approval as described below, students have the privilege of driving to school. Student drivers must submit a *permission form* signed by their parent/guardian to the principal's office. Student drivers must show evidence of a *valid Pennsylvania driver's license* and *no-fault insurance coverage*. All vehicles must be registered in the principal's office to include *make, model and license number*.

Additional Parking Information:

Student parking for approved student drivers is available in front of the school for seniors in designated areas based on a first-come, first-serve basis. Students must fill out an application for a parking pass and pay a $10.00 non-refundable deposit. Student drivers are encouraged to back their cars into the spaces to allow for safer exit at dismissal. Additional student parking is also available in the overflow parking lot near the football field. Students parking in the overflow lot will not be dismissed from the lot until 2:45 PM to alleviate traffic issues. On school grounds, **BUSES ALWAYS HAVE THE RIGHT OF WAY!!!** Be courteous and safe!

Student driving privileges may be suspended or revoked for reckless driving, failure to follow the above policy, and being late continuously to school. Students will not receive their deposit back if their pass is revoked. Non-registered vehicles or those parked in areas not designated for student parking will be towed at the owner's expense.

Students are not permitted to drive to Vo-Tech without pre-approval from the high school principal and the director of Vo-Tech. This permit is for the driver only. He/She is not permitted to transport passengers!

Bus Services and Conduct (Board Policy 810)

Misconduct on school buses is dangerous, so regulations have been established for the safety of all. Students who violate them may be denied bus service. The bus driver is in charge of the bus and the students. Misconduct will be reported to an administrator.

Students are only allowed to get on or off the bus at the bus stop authorized for that student. To get off at another stop, a note signed by a parent or guardian must be turned into the high school office in the morning to obtain approval from the principal & the bus company. Students approved will receive a bus pass for that day to give to the bus driver.

Food Services

Penn Cambria Food Services provides both breakfast and lunch for students and staff daily. The cost of breakfast is $1.30 for students. The cost of lunch is $2.10 for students. Parents/guardians may choose to deposit money into a student account with the cafeteria so that students do not have to carry money with them to school. Parents may also check student food service accounts online by going to the district website.

Free and reduced-price lunch applications are available on our website www.pcam.org. Families that are eligible should apply for this program!

Guidance Services

Penn Cambria School Counselors are available to offer assistance and guidance to students to encourage educational and personal growth. The PCHS School Counselors are available to assist with planning for post-high school employment and/or education. The Guidance Suite offers students career counseling materials, study tips, standardized testing information, post-secondary education and training information, course selection guidelines, and information on topics affecting student well-being such as dealing with divorce, substance abuse, dating, bullying, making healthy decisions, and smoking. Students are encouraged to see their counselors for information and assistance when needed. Parents should contact the school counselors whenever they have questions or concerns.

Student Assistance Program (SAP)

Penn Cambria High School has a Student Assistance Team. The purpose of this confidential team is to identify students who are experiencing difficulty which is interfering with student achievement. SAP provides beneficial information and referrals to appropriate school and outside services. Such difficulties may be the result of attendance issues, behavior, substance abuse, depression, traumatic events, bullying, or any other issues that interfere with success in school. The purpose of SAP is to help students and parents receive appropriate services. It is NOT a disciplinary program, nor does it serve to punish students in any way.

Library Media Center

The high school library media center is well equipped to provide students with necessary materials and research tools to support course offerings and encourage literacy.

All library materials checked out by students become the responsibility of that student. The fine for overdue materials is 10 cents per school day. Students who fail to return materials due to loss or theft will be charged a replacement cost.

Lockers

Lockers are provided for student convenience but are owned solely by Penn Cambria School District. Each student will be assigned a locker to use for storage of school materials. Students should exercise caution when placing valuable items inside lockers as the school assumes no responsibility for items lost or stolen from lockers. Students may use their own lock, provided they turn in a spare key or combination to the office. Students are responsible for cleaning out their lockers before the last day of school.

Computers / Network Use (Board Policy 815)

All students and their parents/guardians must read and sign an Acceptable Use Policy to be granted access to high school computers and the district network. Please read this document carefully and return the signed signature page to the students homeroom teacher. Students may ONLY login to the computer network using their OWN username. It is equally important that students always remember to LOGOUT before leaving the computer to prevent others from gaining access to their account.

In general, *computers and Internet access are intended for educational purposes!* Therefore, social networking sites, gaming web sites, and social blog sites not related to the educational objectives of the school are prohibited! Examples of such sites include but are not limited to chat rooms, X, Instagram, Facebook, and game sites.

Also, students must respect copyright laws and intellectual property rights of others. "Cutting and pasting" information from online sources is plagiarism and equates to cheating.

Students are given storage space on the district server (H: drive) on which they may store schoolwork, papers, and projects. This server is accessible from any computer in the school building.

The school reserves the right to inspect any user's computer, computer records, or computer files at any time. Students violating the Acceptable Use Policy may be subject to loss of computer privileges and disciplinary action.

Working Permit

Students who are 14 -17 years of age and find employment may contact the high school office to apply for a workers permit.

A parent or guardian must pick up the application in the high school office. Students must present either a birth certificate, baptismal certificate, driver's license, or other acceptable legal document showing date of birth. The form requires information from the parent, the school, the employer, and a physical examination by a physician.

School Dances

Members of Penn Cambria High School grades 9-12 and Middle School grades 7&8 are eligible to attend, if not prohibited by disciplinary action. Students must be in attendance for a full school day before a dance. In grades 9-12 and 7-8, students accumulating 10 or more absences per semester may be refused permission to attend a dance. A student may also be refused permission to attend if they have 5 or more suspensions. No guests over the age of 21 may be permitted to attend a dance. **Please note: Dances have grade-level restrictions.**

Under no circumstances are students in grades 7&8 permitted at any high school dance, nor are any high school students permitted at middle school dances.

Junior / Senior Prom (Board Policy 231)

Members of the Penn Cambria High School junior and senior classes are eligible to attend, if not prohibited by disciplinary action. Students must be in attendance for a full school day before the prom. Students who have accumulated 20 or more days of absence during the school year may not be permitted to attend the prom. If a student has been suspended five (5) or more days of school, he/she may not be permitted to attend the prom.

Students in grades 9 & 10 may be permitted to attend as guests if invited by a member of the junior or senior class. Guests must be registered with the high school by his/her date at least TWO weeks prior to the day of the prom. The district reserves the right to restrict attendance of any non-student. All guests must have prior approval of the High School principal, and NO guest may be 21 years of age or older.

2026-2027 Annual Public Notice of Special Education Services and Programs Services for Gifted Students and Services for Protected Handicapped Students

It is the responsibility of the Pennsylvania Department of Education to ensure that all children with disabilities residing in the Commonwealth, including children with disabilities attending private schools, regardless of the severity of their disabilities, and who are in need of special education and related services, are identified, located, and evaluated. This responsibility is required by a federal law called the Individuals with Disabilities Education Act Amendments of 2004 (IDEA '04).

The IDEA '04 requires each state educational agency to publish a notice to parents, in newspapers or other media, before any major identification, location, or evaluation activity. The IDEA '04 requires this notice to contain certain information. Another federal law, the Family Educational Rights and Privacy Act of 1974 (FERPA), which protects confidentiality, requires educational agencies to notify parents annually of the confidentiality rights (FERPA regulations have been amended 9 times). Pennsylvania special education regulations require each school district to fulfill the IDEA '04 notice requirement by providing an annual public notice. To comply with the above requirements, following is the annual public notice for the Penn Cambria School District.

School districts are required by IDEA 04 to provide free appropriate public education to children with disabilities who need special education and related services. (Note: The duty to identify, locate, evaluate, and provide special education services to school-age individuals incarcerated in local correctional institutions rests with the school district within whose boundaries such an institution is located.) School age children who need special education and related services are identified as children with disabilities. These students have been identified as being in need of specially designed instruction and have one or more of the following physical or intellectual disabilities:

Autism
Emotional disturbance
Deafness
Hearing impairment
Specific learning disability
Intellectual disability
Multiple Disabilities
Other health impairments
Orthopedic Impairment due to chronic or acute health problems
Speech and language impairment
Visual impairment including blindness
Deaf-blindness
Traumatic Brain Injury
Developmental Delay

<u>Early Intervention</u>

The IDEA ‘04 requires the provision of a free appropriate public education to children with disabilities between 3 years of age and the school district's age of beginners. In Pennsylvania, a child between 3 years of age and the school district's age of beginners who has a developmental delay or one or more of the physical or intellectual disabilities listed above may be identified as an "eligible young child."
Eligible young children are afforded the rights of school age children with disabilities, including screening, evaluation, individualized education program planning, and provision of appropriate programs and services.

Potential signs of developmental delay and other risk factors that could indicate disabilities and the possibility that a child is an eligible young child could include: **By the age of 3**: not saying many words; not using 2 or 3

word phrases and sentences; not walking; awkward gait (walking); drooling; not able to answer "who" or "what" questions; not using utensil to feed self; **By the age of 4 (all of the above included)**: not toilet trained; difficulty with directional words (in, on, under, out); not playing with other children; not able to draw a circle, cross or imitate a vertical line; not able to understand the child's speech most of the time; difficulty following simple two-step directions (pick up the paper and put it in the garbage); **By the age of 5 (all of the above included)**: unable to answer "where" questions; unable to recall details from a story; not drawing a person with at least 6 parts; immature speech patterns (me instead of I); not able to hop forward with one foot without support; **Other warning signs-at any age**: Little or no eye contact; over/under sensitivities to pain, light, noise; hand flapping; no awareness of space-always bumping into other people or things; awkward hand or foot positioning; won't touch or eat certain textures; child no longer can do things he/she used to do; developed normally, then stopped; echoes what is said; plays with toys inappropriately (watches wheels spin on the car but doesn't play with the car).

The Pennsylvania Department of Education is responsible for providing programs and services to eligible young children under Act 212 of 1990, the Early Intervention Services System Act. Intermediate Unit 8 provides programs and services to eligible young children on behalf of the Pennsylvania Department of Education. For more information, contact the IU8 Preschool Office at (800) 228-7900.

Screening

Intermediate Unit 8 and Penn Cambria School District have established and implemented procedures to locate, identify, and evaluate students and young children suspected of being exceptional. These procedures include screening activities which include but are not limited to: review of group-based data (cumulative records, enrollment records, health records, and report cards); hearing screening (at a minimum of kindergarten, special ungraded classes, first, second, third, seventh, and eleventh grades); vision screening (every grade level); motor screening; and speech and language screening. In schools which have a Pre-Referral, Child-Study, Early Intervening or Instructional Support Team, the above screening activities may lead to consideration by the teams to move to the next level of screening activities.

Intermediate Unit 8 and each school district have an established annual schedule to conduct screening activities. The screenings are conducted at specific times during the school year in designated school buildings and community sites. Screening may also be conducted in the student's home school unless other arrangements are necessary. **Parents, guardians or surrogate parents may contact their local school district or Intermediate Unit 8 contact person if they wish to learn more, have questions, believe their child may need to be identified or to obtain specific information about the times and locations of screening activities**. The contact person is listed at the end of this notice.
Except as indicated above or otherwise announced publicly, screening activities take place in an ongoing fashion throughout the school year. Each educational agency has a system for annually evaluating the effectiveness of its screening process.

Evaluation

When screening indicates that a student may be a child with a disability, the school district will seek parental consent to conduct an evaluation. Evaluation means procedures used in the determination of whether a child has a disability and the nature and extent of the special education and related services that the child needs. The term means procedures used selectively with an individual child and does not mean basic tests administered to or procedures used with all children.

This evaluation is conducted by a multidisciplinary team (MDT) that includes the parents and a group of qualified professionals. The process must be conducted in accordance with specific timelines and must include

protection-in-evaluation procedures. For example, tests and procedures used as part of the evaluation may not be racially or culturally biased.

The evaluation process results in a written evaluation report. This report specifies a student's eligibility for special education based on the presence of a disability and the need for specially designed instruction. The evaluation report also makes recommendations for educational programming. Once parental consent for evaluation is obtained, the school district has timelines and procedures specified by law which it must follow.

Parents who think their child is exceptional may request that the school district conduct an evaluation. This request should be made in writing to the contact person in the accompanying list. If a parent makes an oral request for an evaluation, the school district shall provide the parent with a form for that purpose. Pre-Referral, Child-Study, Early Intervening, or Instructional Support Team activities do not serve as a bar to the right of a parent to request, (at any time, including prior to or during the conduct of instructional support activities, an evaluation.)

Parents also have the right to obtain an independent educational evaluation. The school district must provide parents, on request, information about where an independent educational evaluation may be obtained. Under certain circumstances, such an independent educational evaluation may be obtained at public expense.

Educational Placement

The IEP team develops a written education plan called an IEP. The IEP is based on the results of the evaluation. Required members include at least one regular education teacher of the child (if the child is, or may be, participating in the regular education environment), at least one special education teacher, or where appropriate, at least one special education provider, a local educational agency, the child, whenever appropriate, or beginning at age 14. Parents may agree, in writing, to excuse a team member or members.

An IEP describes a student's current educational levels, goals, objectives (when required), and the individualized programs and services that the student will receive. IEP's are reviewed on an annual basis. The IEP team will make decisions about the type of services, the level of intervention, and the location of intervention. Types of services include:

1. Autistic Support
2. Blind and Visually Impaired Support
3. Deaf and Hard of Hearing Support
4. Emotional Support
5. Learning Support
6. Life Skills Support
7. Multiple Disabilities Support
8. Physical Support
9. Speech and Language Support

Level of support options include:

* Itinerant – Special Education supports and services provided by special education personnel for 20% or less of the school day.
* Supplemental – Special Education supports and services provided by Special Education personnel for more than 20% but less than 80% of the school day.

Full-time - Special Education supports and services provided by Special Education personnel for 80% or more of the school day.

Placement must be made in the least restrictive environment in which the students' needs can be met with special education and related services. All students with disabilities must be educated to the maximum extent appropriate with children who are not disabled.

Services for Protected Handicapped Students

Students who are not eligible to receive special education programs and services may qualify as "protected handicapped" students and therefore be protected by other federal and state laws intended to prevent discrimination. The school district must ensure that "protected handicapped" students have equal opportunity to participate in the school program and extracurricular activities to the maximum extent appropriate for each individual student. In compliance with state and federal law, the school district will provide to each protected handicapped student without discrimination or cost to the student or family, those related aids, services or accommodations 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 intellectual disability that substantially limits or prohibits participation in or access to an aspect of the school program.

These services and protections for "protected handicapped" students may be distinct from those applicable to exceptional or thought-to-be exceptional students. The school district or the parent may initiate an evaluation if they believe a student, is a protected handicapped student. For further information on the evaluation procedures and provision of services to protected handicapped students, parents should contact the Special Education Contact listed at the end of this notice.

Services for Mentally Gifted Students

While Mentally Gifted is not included under the IDEA 2004, the Pennsylvania State Board of Education's regulations as set forth in Chapter 16, Special Education for Gifted Students, provide that gifted students are considered to be children with exceptionalities and are in need of specially designed instruction. Penn Cambria School District will conduct public awareness activities to inform the public of gifted education services and programs and the manner by which to request these services and programs throughout the school year. These awareness activities should be designed to reach all parents of students living within the Penn Cambria School District via the local newspapers, student handbooks, and on the school district website.

Screening

Penn Cambria School District conducts an annual search for students that may potentially be gifted. This search is conducted yearly, however at any time teachers from grades K through 12 may make a request to have a student screened or evaluated for gifted eligibility. At any time throughout the school year, a parent may also request in writing to the special education director for a child to be evaluated to determine eligibility as a mentally gifted student. A parent may only request to have the child evaluated one time per school term. The school district shall determine the students' needs through a screening and evaluation process which meets the requirements of Chapter 16.

Gifted Multidisciplinary Evaluation

For students who are potentially mentally gifted students, the district will take the following steps:

1. Conduct the Gifted Multidisciplinary Evaluation
2. Compile a Gifted Written Report
3. Convene a Gifted Individualized Education team meeting to determine whether the student is gifted; and,

4. Develop a Gifted Individualized Education program if the student is determined to be a mentally gifted student.

Program Model

Penn Cambria School District implements an inclusive model for Gifted Education across all grade levels. Please contact the special education director if you need additional information about evaluation and programming for mentally gifted students.

Confidentiality

Each school district protects the confidentiality of personally identifiable information in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA) and other applicable federal and state laws, policies, and regulations.

Education records mean those records that are directly related to the student, including computer media and videotape, which are maintained by an educational agency or by a party acting for the agency. Educational agency, for purposes of this notice, means the local school district and/or the Intermediate Unit 8. For all students, the educational agency maintains education records that include but are not limited to:

· Personally identifiable information - confidential information that includes, but is not limited to, the student's name, name of parents and other family members, the address of the student or student's family, and personal information or personal characteristics which would make the student's identity easily traceable.

· Directory information - information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is **not limited** to, the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age certain rights with respect to the student's education records. They are:

1. Parents have the right to inspect and review a child's education record. The educational agency will comply with a request to inspect and review education records without unnecessary delay and before any meeting regarding an IEP or any due process hearing, but in no case more than 45 days after the request has been made. Requests should be submitted in writing, indicating the records the parents wish to inspect, to the school principal or other appropriate school official. Parents have the right to a response from the educational agency to reasonable requests for explanations and interpretations of the records. Parents have the right to request copies of the records. While the educational agency cannot charge a fee to search for or to retrieve information, it may charge a copying fee as long as it does not effectively prevent the parents from exercising their right to inspect and review the records. Parents have the right to appoint a representative to inspect and review their child's records. If any education record contains information on more than one child, parents have the right only to inspect and review the information relating to their child.

2. If parents think information in an education record is inaccurate, misleading, or violates the privacy or other rights of their child, they may request amendment of the record. Requests should be in writing and clearly identify the part of the record they want to change and specify why it is inaccurate or misleading. The educational agency will decide whether or not to amend the record and will notify the parents in writing of its decision. If the educational agency refuses to amend a record, it will notify the parents of their right to a hearing to challenge the disputed information. Additional information regarding the hearing procedures will be provided to the parents or students when notified of the right to a hearing.

3. “Destruction” of information means physical destruction or removal of personal identifiers, so the information is no longer personally identifiable.

Whenever information is no longer needed to provide educational services to a child or six (6) years after graduation, the information in their education record will be destroyed by the educational agency if there is not a current request to inspect and review or a request for copies. However, a permanent record of a former student’s name, telephone number, grades, achievement, attendance, classes attended, grade level completed, year completed, Evaluation/Re-evaluation Reports, last three (3) IEP’s, and last Notice of Recommended Educational Placement may be maintained in an electronic form without time limitation.

Information no longer needed to provide educational services must be destroyed if requested by a parent. However, a permanent record of a student’s name, address, phone number, grades, attendance, classes attended, grade level completed, year completed may be maintained in an electronic form without time limitation.

4. The educational agency will provide, upon request, a listing of the types and locations of education records maintained, the school officials responsible for these records, and the school personnel authorized to see personally identifiable information. Such personnel receive training and instruction regarding confidentiality. The educational agency keeps a record of parties obtaining access to education records, including the name of the party, the date access was given, and the purpose for which the party is authorized to use the records.

5. Parents have the right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. "Consent" means: the parent(s) have been fully informed regarding the activity requiring consent, in their native language or other mode of communication; they understand and agree in writing to the activity; and they understand that consent is voluntary and may be revoked at any time. Information may be disclosed without consent to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); person or company with whom the educational agency has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Directory information may be released without parent consent unless the parent has exercised their right to opt out of disclosure of directory information. Parents have the right to refuse to let an agency designate any or all of the above information as directory information.

Upon request, the educational agency discloses education records (including disciplinary records) without consent to officials of another school district in which a student seeks or intends to enroll.
6. Parents have a right to file a complaint with the U.S. Department of Education concerning alleged failures by an educational agency to comply with the requirements of FERPA. Complaints may be filed with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605.

6. NDAA of 2002 also requires districts to give military recruiters the same access to secondary school students as provided to postsecondary institutions or to prospective employers; and provide students’ names, addresses, and telephone listings to military recruiters, when requested, unless a parent has opted out of providing such information.

Mode of Communication

The content of this notice has been written in straightforward, simple language. If a person does not understand any of this notice, he or she should contact the school district or Intermediate Unit 8 and request an explanation.

The educational agency will arrange for an interpreter for parents with limited English proficiency. If a parent is deaf or blind or has no written language, the educational agency will arrange for communication of this notice in the mode normally used by the parent (e.g., sign language, Braille, or oral communication).

Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes, and certain physical exams. These include the right to:

 Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)—

1. Political affiliations or beliefs of the student or student's parent.
2. Mental or psychological problems of the student or student's family.
3. Sex behavior or attitudes.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of others with whom respondents have close family relationships.
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers.
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income other than as required by law to determine program eligibility.

 Receive notice and an opportunity to opt a student out of—

1. Any other protected information survey, regardless of funding.
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

 Inspect, upon request and before administration or use—

1. Protected information surveys of students.
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who has graduated from high school, or is 18 years old, or an emancipated minor under State law, or has reached the age of majority in Pennsylvania.

The educational agency will develop and adopt policies regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The educational agency will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The educational agency will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or

survey. The educational agency will make this notification to parents at the beginning of the school year if the educational agency has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and provide an opportunity to opt their child out of such activities and surveys. Parents will also be provided with an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination, or screening as described above.

A parent may file a written complaint alleging that the rights described in this notice were not provided:

Pennsylvania Department of Education
Bureau of Special Education
Division of Compliance
333 Market Street
Harrisburg, PA 17126-0333

SPECIAL EDUCATION CONTACT:
Mrs. Carrie Conrad, Special Ed Director
Penn Cambria School District
205 6th Street
Cresson, PA 16630
814-886-4785

Penn Cambria School District
Public Notice
Education Rights of Children and Youth that are Homeless

This public notice provides information about the rights of children, youths, and unaccompanied youth that are homeless to attend a public school or public charter school. An unaccompanied youth is a youth that does not live with a parent or guardian. This notice includes information to help you know if you or someone you know is considered homeless and is eligible for services from our school district. Children or youths that are homeless have rights that include the right to attend public schools. If you need assistance understanding this letter or need an interpreter, please tell us and we will assist you.

Our school district actively enrolls and provides services for children and youth that are homeless. If you are homeless or know of a child, youth, or unaccompanied youth that may be homeless, please contact the person listed here for help.

District Liaison: Jeanette Black, Homeless Liaison **Phone: (814) 886-8121**
District Address: 201 6th Street Cresson, PA 16630

• *Who is "homeless"?* Children or youth (including children of migrant workers) who lack a fixed, regular, and adequate night-time residence are homeless. Fixed means the home is connected to the ground and is not easy to move. Regular means a place where the child sleeps every night. Adequate means the home meets modern standards of living. Children who share someone else's housing because they lost theirs or because they cannot afford their own housing are homeless. Children and youths who are homeless may be living in: motels, hotels, trailer parks (this does not refer to a mobile home (trailer) park, this refers to a type of camping ground for fifth wheel camper trailers or other types of movable campers), camping grounds because they do not have an adequate home, emergency, or transitional shelters, or are abandoned in hospitals.

Children and youth who are homeless may have a place they usually sleep in that is public or private place not meant to be a regular place for people to sleep. They may also be living in: cars, parks, public spaces, abandoned buildings, substandard housing (housing that does not meet modern standards of living), bus or train stations, or other similar settings.

If you are not sure, please contact the person listed on this notice.

• *What are the education rights of children and youth that are homeless*? Our schools provide the same educational services to all students without regard to their living situation. Children and youth who are homeless also have rights that include: o Based on what is best for the child or youth, the child or youth can continue to attend the "school of origin" or be immediately enrolled in any public school where the student now lives. This includes any school that students who are not homeless attend that is in the area where the child or youth now lives.

o Being given services without delay, such as transportation and meal programs

o Other appropriate services and programs, such as programs for: gifted children, children with disabilities, English learners, career and technical education, and preschool.

o Help in school through the district's federally funded Title I program. A student that is homeless can receive Title I services even if the student is not attending a Title I funded school.

o School activities for parents or guardians.

o Participation in athletics, fine arts, or other extra-curricular activities.

o Being treated the same as students who are not homeless by school personnel.

• *What is the "school of origin?"* 'School of origin' means the school the child or youth attended before becoming homeless or the school the child or youth last attended, including a preschool. When the child or youth completes the final grade level of a school of origin, then 'school of origin' means the school the child or youth would attend at the next grade level. The district must consider what is best for the child or youth when deciding about which school the student will attend. Placement at the school of origin must be a choice unless doing so is not what is best for the student or is against the wishes of the parent, guardian, or unaccompanied youth.

• *What if there is a disagreement about school placement?* If the district places a student in a school that is not the school of origin or a school requested by the parent, guardian, or unaccompanied youth, then the parent, guardian, or unaccompanied youth may appeal (ask to change) the placement decision. The student will be immediately enrolled in the school that the student or parent asked for while an appeal is being considered. The district homeless liaison listed on this notice will provide information and assistance to appeal a placement decision.

No Child or Youth Should Be Denied Access to a Free and Appropriate Public Education

STUDENT DISCIPLINE

Discipline Policy (Board Policy 218)

The Penn Cambria School District affirms that education cannot proceed without good discipline, fairly and consistently applied.

Teacher aides deserve the same respect as teachers. Insubordination and disrespect to any staff member will be dealt with in the same manner as insubordination towards a teacher.

Summary of Code of Student Conduct – See Policy 218 for complete code

Level ONE

Misbehavior on the part of the student impedes orderly classroom procedures or interferes with the school's orderly operation.

Examples of Offenses (*similar offenses not listed will be dealt with similarly)*

- Pass Violation
- Profanity
- Disrespect
- Dress Code
- Displays of Affection
- Non-compliance with school/class rules
- Cell Phone

Level ONE Discipline *(Detention, at the discretion of the administrator, may be substituted for suspensions)*

1st offense – Reprimand / 1 detention
2nd offense – 3 consecutive detentions
3rd offense – Suspension / parent contact

Level TWO

Infractions that tend to disrupt the learning climate because of their seriousness or whose educational consequences are serious enough to require corrective action.

Examples of Offenses (*similar offenses not listed will be dealt with similarly. Detention, at the discretion of the administrator, may be substituted for suspension)*

Offenses	First Offense	Second Offense	Third Offense	Fourth Offense
Class cutting (10 minutes or more)	Suspension / parent contact/ no credit for work missed/ no make-up work	Suspension / no credit for work missed/ no make-up work	Suspension / no credit for work missed/ no make-up work	Suspension / Failure for course and re-assignment to course
Defiant insubordination	Administrative judgment	Administrative judgment	Administrative judgment	Administrative judgment
-Class misconduct -Lavatory lookout or loitering in lavatory	3 detentions	Suspension	Suspension	Suspension / Refer to Superintendent

Parking lot and vehicular violation	Suspension / parent contact	Suspension / parent contact	Suspension / parent contact	Suspension / Refer to Superintendent
Simple bus violation	Warning / parent contact	Denial of bus privilege for 5 days	Loss of bus riding privilege / Administrative judgment	Refer to Superintendent
Fighting	Suspension / Parent Contact / Appropriate legal action	Suspension / Parent Contact / Appropriate legal action / Refer to Superintendent	Suspension / Parent Contact/ Appropriate legal action / Refer to Superintendent	Suspension / Parent Contact/ Appropriate legal action / Refer to Superintendent

Level THREE

Act which results in violence to property or to another person which poses a direct threat to the safety of others in the school.

Examples of Offenses (*similar offenses not listed will be dealt with similarly. Detention, at the discretion of the administrator, may be substituted for suspension)*

Offenses	First Offense
• Repeated Level II misconduct • Extortion • Bomb threat • Possession/use/transfer of a dangerous weapon • Possession/use/transfer of explosive or incendiary devices • Assault/battery • Major vandalism • Theft/possession/sale of stolen property • Arson • False fire alarm • Furnishing/selling/possession/use of unauthorized substances	Refer to Superintendent

After-School Detention Guidelines

Failure to abide by the following rules will result in the reassigning of the detention for another date.

- Students must report to the PCHS office by 2:40 pm. No students will be admitted late.
- Detention will be from 2:40-3:30 pm.
- No food, no music, no drinks, no magazines, no cell phones, no talking, no sleeping (or putting head down).
- Students MUST bring work with them or a book to read.
- If a student does not have work to do, he/she will be required to repeat the detention.

- It is the student's responsibility to inform his/her parents of the date of detention.
- Failing to attend detention will result in receiving another consequence which could include Lunch Detention or suspension if it becomes continuous.

In-School Suspension Guidelines

- Students MUST report to the office by 7:30AM.
- An administrator will walk student(s) to the suspension room.
- Absolutely no talking.
- Students will not leave the classroom by themselves for any reason.
- The teacher who is monitoring ISS will walk the students to the restroom.
- The teacher who is monitoring ISS will walk the students to the cafeteria to get their food and then return to the ISS room to eat.
- The teacher who monitors ISS will assign seats to each student.
- No food, No drinks, No cell phones, No music, and No sleeping (including putting head down).
- Students must bring work to do or a book to read.
- Teachers will be notified if a student in their class is in ISS. They will bring work to the room at their convenience.
- When in ISS or OSS, the student cannot participate in sports/extra-curricular activities or attend sporting events/extra-curricular event for the days suspended.

Tobacco Policy (Board Policy 218 & 222)

The school district prohibits students from possessing and using tobacco, including any unlighted or lighted cigarette, cigar, pipe, smokeless tobacco, or e-cigarette/vape pen, at any time in a school building, on a school bus, or on school property. The school district will prosecute any student who violates this policy. A student convicted shall be cited plus court costs.

In addition, violators will be subject to the following:

1st offense – One day suspension from school plus citation
2nd offense – Three-day suspension from school plus citation
3rd offense – Referral to school board for expulsion plus citation

Drug and Alcohol Policy (Board Policy 227)

Any student who possesses, uses, dispenses, or sells *controlled drugs, look-alikes or alcoholic beverages* while under the jurisdiction of the school shall be suspended immediately pending an informal hearing with the student and parent/guardian at which time a plan of action will be developed to deal with the student's problem. The police and other proper authorities will be notified. A student committing a second offense shall be considered for expulsion.

Specific information concerning discipline is as follows:

- Possession of drug paraphernalia on school grounds-
  3 days Out of School Suspension
- Possession, use or under the influence of drugs,

mood altering substances or alcohol.

1st Offense – Student cooperates with investigation - Up **to 5 days** of out of school suspension and suspension from any/all extra-curricular activities for **30 school days** (not calendar days).
Note: *Length of suspension can be mitigated by a cooperative response to SAP recommendations.*
1st Offense- Student refuses to cooperate with investigation – Up to 10 days out of school suspension and suspension from any/all extra-curricular activities for **60 school days** (not calendar days).
Note: *Length of suspension can be mitigated by a cooperative response to SAP recommendations.*

2nd Offense – 5 days of out of school suspension and formal **expulsion hearing** before the Board of Education

- Distribution of a drug, mood-altering substance, or alcohol on school grounds at any time

  Up to 10 days out of school suspension and formal **expulsion hearing** before the Board of Directors

Hazing (Board Policy 247)

Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student for the purpose of initiation or membership in any organization. Hazing is FORBIDDEN by district policy! Incidents of hazing should be reported to the principal or guidance counselors.

Harassment (Board Policy 218 & 247)

It is the policy of PCHS to maintain a learning environment that is free from unlawful harassment for both students and staff. Harassment is a serious offense and will NOT be tolerated! Special attention is called to the prohibition of sexual harassment. Examples of sexual harassment might include but are not limited to: sexual flirtations, advances, touching or propositions, verbal abuse of a sexual nature, graphic or suggestive comments about an individual's dress or body, sexually degrading words to describe an individual, jokes, innuendoes, references to sexual activity or any conduct that has the effect of unreasonably interfering with the educational process or creates an intimidating, hostile or offensive educational environment. Harassment should be reported immediately to a principal, guidance counselor, or another adult.

Nondiscrimination/Sexual Harassment (Policy 103)

The district is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, services, employment, athletics, and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the district and is prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.
The district does not discriminate in any manner, including Title IX sexual harassment, in any district education program or activity.

Penn Cambria School District Title IX Coordinator:
Mr. Justin Wheeler, Principal
Penn Cambria Middle School 401 Division St., Gallitzin, PA 16641
814-886-4181 x3000
wheelejx@pcam.org

Bullying/Cyber Bullying (Board Policy 249)

It is the policy of PCHS to provide a safe, positive learning environment for district students. PCHS recognizes 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, PCHS prohibits all forms of 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 that is severe, persistent, or pervasive and has the effect of doing any of the following:

1.) Substantial interference with a student's education
2.) Creation of a threatening environment
3.) Substantial disruption of the orderly operation of the school

Bullying, as defined in Board Policy 249, includes Cyber Bullying. Students are encouraged to report all bullying incidents immediately to the building principal or assistant principal. Complaints of bullying will be investigated promptly, and corrective action will be taken when allegations are verified with the confidentiality of all parties being maintained.

School Searches (Board Policy 226)

Locker Searches

All lockers are the property of the school district. As such, students have no reasonable expectation of privacy in their lockers.
School authorities may search a specific student's locker if they have reasonable suspicion that a student has violated a rule or guideline and seize any illegal materials. When a student's locker is being searched, the student shall be notified and given the opportunity to be present *UNLESS* school authorities have reasonable suspicion that the locker contains materials which may threaten the safety and welfare of others or where there is a reasonable likelihood that the evidence will be removed or destroyed.

Student Property or Possessions

School authorities can conduct searches of student property (including vehicles parked on PC property) when there is a reasonable suspicion that the student is in possession of an item or substance that is prohibited by school regulations, threatens school routine, or poses a threat to the safety and welfare of other students.

Person Searches

When school authorities have reasonable suspicion that a student has on his/her person materials that pose a threat to the health, safety, and welfare of students in the school, a search may be conducted.

In such cases, school authorities may conduct a pocket search of a student's person in which a student will be asked to empty his /her pockets or shoes in the presence of a second witnessing school official *AND/OR* a pat-down search of a student may be done by a school official of the same sex in the presence of a second witnessing school official.

Weapons (Board Policy 218.1)

Weapons and replicas of weapons are FORBIDDEN on school premises, including school grounds and vehicles used for official school purposes. Weapons shall include, but not be limited to, firearms, knives, metal knuckles, straight razors, explosives, noxious or irritating gases, poisons, drugs or other items fashioned with the intent to harm, threaten or harass students or members of the school community.

Any loaded or unloaded firearm or dangerous weapon on school property is subject to seizure, forfeiture, and further legal action.

A student who violates this policy will be disciplined, up to and including expulsion. Students may be prosecuted under the law.

Terroristic Threats / Acts (Board Policy 218.2)

Students are prohibited from communicating terroristic threats (including bomb threats) or committing terroristic acts directed at any student, employee, Board member, community member, or school building. Students communicating such threats or committing such acts will be immediately suspended. The Superintendent shall notify law enforcement officials and recommend the appropriate discipline, including expulsion, to the school board.

EXTRA CURRICULAR ACTIVITIES

Extra-Curricular Offerings (Board Policies 122 & 123)

Penn Cambria offers a wide range of extracurricular activities for the benefit of students. A list of activities, clubs, and organizations is below. This list is subject to change.

Students must maintain academic eligibility in order to be active participants in these activities. This eligibility shall be reported on a weekly basis.

- Any student reported failing 2 or more full-credit subjects will be ineligible to practice or perform the following week (Monday through Sunday).
- If a student's work in the immediately preceding grading period does not meet the 2-full credit subject rule, the student will be ineligible for the **first 15 school days** of the next grading period.

A student who has been absent for a total of 15 or more days during a semester shall not be eligible to participate in any extracurricular activities until he/she has been in attendance for a total of 60 school days following the 15th day of absence.

A student who is absent for a full day from school is NOT eligible for practice or performance on that day. Also, if the absence occurs on a Friday, the student will be declared ineligible on Saturday or Sunday. A student must be at school by 8:45AM to be eligible to participate in an extra-curricular activity that day.

Extracurricular Activities offered might include the following:

Clay Target Club
Forensics
Jr. / Sr. Prom
Marching Band
Musicals
National Honor Society
Pink Panthers
Reading Competition
Scholastic Quiz Team
SADD
Select Ensemble
Student Council

Athletics

Interscholastic athletics provides a wealth of opportunities and experiences, which assist students in personal growth**.** Student athletes are bound not only by school regulations (*see Extra-Curricular guidelines above*), but also by the regulations of the PIAA.

- Students must meet eligibility requirements as defined by the PIAA regarding attendance and academic achievement to participate.
- Students must also be examined and approved for athletics by a licensed physician.
- Parent/guardian consent must be given to participate.
- Students and parents must read, sign, and abide by the school's anti-hazing policy.

Penn Cambria High School offers the following Athletic activities:

Football	Cheerleading	Soccer	Cross-Country	Golf	Swimming
Volleyball	Basketball	Wrestling	Track & Field	Baseball	Softball

To be eligible to participate in an athletic event, the student athlete must be signed in at the PCHS office by 8:45AM or they will NOT be permitted to participate in the athletic activity that day.

Student Drop-Off and Pick-Up Procedures
2026-2027

Drop-Off (Students must be in homeroom by 7:30 AM) & Pick-Up (Dismissal begins at 2:34 PM)

1. All Parent & Student vehicles MUST enter PCHS from 4th Street
2. Students should be dropped off at the side ("R" Door) of the school.
3. All traffic should exit one way onto 6th St.

****Note all traffic flows one-way, and there is NO PARENT DROP OFF OR PICK UP before or after school in front of the building****

ATTENDANCE OVERVIEW

Penn Cambria High School recognizes the important relationship between attendance and learning. Attendance is required by all students enrolled in the district during the days and hours that school is in session. Therefore, below you will find essential information regarding attendance at Penn Cambria High School.

- If a student is absent, parents are required to submit a written explanation for the legal absence within **THREE (3) school days** of the child's return to school. Failure to provide this may result in the absence being declared unexcused/illegal.
- Students will receive a grade reduction of 1/45 for each illegal absence.
- Any student dismissed early or arriving late to school in excess of 42 minutes shall be considered absent for a ½ day.
- Any time a student is legally absent from school or class, he/she must make up all assigned work. The student must contact his/her teachers within TWO school days after his/her absence to schedule the necessary make-up work. If contact is not made within two school days, all missed work will be considered as zero (0) for grade purposes.
- Tardy is defined as not in homeroom when the bell rings at 7:30 AM.
- Students must be in attendance for a full school day before the prom or any other extra-curricular activity to attend/participate.
- Students who have accumulated 20 or more days of absence during the school year may not be permitted to attend the prom, field trip, or any other extra-curricular activity.
- To be eligible to participate in an athletic event, the student athlete must be signed in at the PCHS office by 8:45AM (Per PIAA) or they will NOT be permitted to participate in the athletic activity that day.
- If a student is absent 15 or more days in a semester, they will not be eligible to participate in any extra-curricular activities until he/she has been in attendance for a total of 60 school days following the 15th day of absence.
- After 6 days of illegal absences an Attendance Improvement Plan is required, and a meeting must be scheduled.