

PANTHER VALLEY ELEMENTARY SCHOOL GOAL

The goal of the Panther Valley Elementary School is to create a climate for learning which stimulates and prepares students to be constructive citizens in our diverse society.

The learning style of each student is the top priority of our staff. The focus of our educational program is to develop each student to his/her maximum potential with the intent to raise curiosity and creativity. It is our District responsibility to assist our students to gain fundamental knowledge that will be the base for further development to become independent thinkers. Our goal is to empower all students to be lifelong learners and responsible citizens.

Superintendent's Principal's Message

Dear Students, Parents, Guardians, and Staff,

Greetings! On behalf of the Board of School Directors and the Administrative Team I would like to introduce you to the Panther Valley School District Student-Parent Handbook. We strive to create a positive and purposeful environment for the students of Panther Valley. This handbook is a guide to the policies and procedures that our Administrative Team utilizes throughout the District. Our goal is to address all issues and concerns fairly and consistently based on the policies and procedures established by the Board of School Directors.

Education and discipline are a shared responsibility between the students, parents, teachers, and administrators. Please read the handbook and maintain it for your future reference. It is not all inclusive, but covers a majority of the concerns students and parents routinely have. We look forward to a successful school year and exciting opportunities that a fresh start always brings.

Yours in Education,

Rosemary Poremba
Acting Superintendent

ALMA MATER

Alma Mater, listen Mother,
As we sing thy praises grand!
O noble queen of Panther Valley
Fairest high school in the land.
Thy sons and daughters stand together
Pledging all our love forever
Loyal we will always be.
O dearest Panther Valley High School
Mother
Hail, all hail to thee!

Thy black and white and golden
banner,
Proudly waves on high thy name
As we thy children fondly gather
E're to tell the world thy fame
To all bring honor to thy glory
Dedicated we will be
O dearest Panther Valley High School
Mother
Hail, all hail to thee!

SCHOOL COLORS

Black, Gold, and White

MASCOT

Panther

Panther Valley School District is an equal opportunity educational institution. The district does not discriminate on the basis of race, religion, age, color, national origin, sex, age, handicap, or limited English proficiency in its activities, programs, or employment practices as required under Title VI, Title IX, and Section 504, and the Americans with Disabilities Act of 1990.

Special needs students may qualify for special educational/employment services and equipment modifications. These services will assist students in successfully completing their educational programs and in participating in school activities.

For information regarding civil rights or grievance procedures, and special services for special needs students, contact Rosemary Poremba, Acting Superintendent and Coordinator of Title IX, Title VI, Section 504, and the Americans with Disabilities Act of 1990 at the Panther Valley School District Office, located at Box 40, Rt. 209, Lansford, PA 18232 (570) 645-4248.

Pay particular attention to the sections dealing with bus regulations, taking medication in school and our attendance policy.

Complete the last three (3) pages of this handbook, detach and return the slips with your child as soon as possible. It is our way of knowing that the handbook was received by you.

PANTHER VALLEY ELEMENTARY----- STUDENT HANDBOOK

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(Revised 8/20/07) PANTHER VALLEY 2007-2008 School Calendar

AUGUST '07

S	M	T	W	Th	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	

22 New Tchr Meetings
30, 31 In Service
Teacher Days - 2

FEBRUARY '08

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

15,18 President's Holiday
Student Days - 19
Teacher Days- 19

SEPTEMBER '07

S	M	T	W	Th	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						

3 Labor Day Holiday
4 Student's First Day
19 Act 80 Day
Student Days - 19
Teacher Days- 19

MARCH '08

S	M	T	W	Th	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 Act 80 Day
19 ½ Day
20,21,24 Spring Holiday
Student Days - 18
Teacher Days- 18

OCTOBER '07

S	M	T	W	Th	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 Teacher In-Service (County-Wide)
Student Days - 22
Teacher Days- 23

APRIL '08

S	M	T	W	Th	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			

Student Days - 22
Teacher Days- 22

NOVEMBER '07

S	M	T	W	Th	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	

7,8,9 Parent/Teacher Conferences - ½ Days
21 ½ Day
22,23,26 Thanksgiving Holiday
Student Days - 19
Teacher Days- 19

MAY '08

S	M	T	W	Th	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

2 Act 80 Day
26 Memorial Day
Student Days - 21
Teacher Days- 21

DECEMBER '07

S	M	T	W	Th	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					

21 ½ Day
24-31 Winter Holiday
Student Days - 15
Teacher Days- 15

JUNE '08

S	M	T	W	Th	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					

10 Teacher & Student Last Day
Student Days - 7
Teacher Days- 7

JANUARY '08

S	M	T	W	Th	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 Winter Holiday
21 Martin L. King Jr. Holiday
Student Days - 21
Teacher Days- 21

	Teacher	Student
August	2	0
Sept.	19	19
Oct.	23	22
Nov.	19	19
Dec.	15	15
Jan.	21	21
Feb.	19	19
March	18	18
April	22	22
May	21	21
June	7	7
Total Days:		Students- 183
		Teachers- 186

TENTATIVE DATES FOR EARLY DISMISSAL

FOR HOLIDAYS

Students dismiss:

High School 12:00 / Middle School 12:30 / Elementary School 1:00.

Lunch Served / No Breakfast.

November 21, 2007

December 21, 2007

March 19, 2008

FOR PARENT-TEACHER CONFERENCES

High School 12:00 / Middle School 12:30 / Elementary School 1:00.

Lunch Served / No Breakfast.

November 7, 8, & 9, 2007

EMERGENCY / UNSCHEDULED EARLY DISMISSALS

Please plan ahead and make arrangements so your child will know exactly what to do if school must dismiss early unexpectedly. "Unexpectedly" refers not only to weather situations which may be noticeable and therefore alert you to turn to the media but also for any health reason – water shut off, etc. – prompting immediate reaction by the school to handle the situation. **HAVE A PLAN & MAKE CERTAIN YOUR CHILD IS AWARE OF WHAT TO DO & WHERE TO GO WHICH MAY DIFFER FROM THEIR REGULAR SCHEDULE IF AN EMERGENCY SITUATION ARISES.**

Emergency dismissals are announced on the following radio and television stations: WLSH, WMGH, WKRZ, WNEP Channel 16, WYOU-22, WBRE-28, WFMZ-69, and BRCTV-13. The district "Alert Now" system is also in effect. Please be sure the office has your current telephone number to be included in the program.

SCHOOL ADDRESS

The Elementary School Address is: Panther Valley Elementary School
1 N. Mermon Avenue
Nesquehoning, PA 18240

Phone #: 570-669-9411

Fax #: 570-669-6043

www.panthervalley.org

REPORT CARD INFORMATION

The school year is divided into four marking periods.

POTENTIAL FAILURE NOTIFICATION

First Period - October 2, 2007
Second Period - January 2, 2008
Third Period - February 27, 2008
Fourth Period - May 6, 2008

END OF NINE WEEK MARKING PERIOD

First Period - October 30, 2007
Second Period - January 15, 2008
Third Period - March 26, 2008
Fourth Period - June 3, 2008

A teacher may still place a failure or incomplete grade on a student's report card without the potential failure notification if the student suddenly changed his/her classroom study behavior.

GRADES

Kindergarten students will receive report cards in January and June.

The Panther Valley School District will use a computer system called Powerschool to produce report cards, schedules, and attendance records.

Students in the elementary school in grades 1st through 5th may be administered a combination of numerical or letter grades.

93 – 100	Superior
83 - 92	Above Average
73 - 82	Average
65 - 72	Below Average
50 - 64	Unsatisfactory/Failing

or

A (93-100)	Superior	E (93-100)	Excellent
B (83-92)	Above Average	S (73-92)	Satisfactory
C (73-82)	Average	N (65-72)	Needs Improvement
D (65-72)	Below Average	U (0-64)	Unsatisfactory
F (64 & below)	Unsatisfactory/Failing	I	Incomplete
		W	Withdrew

The subjects of art, music, handwriting, physical education, health, instrumental music, remedial reading in grades 1 and 2, language (grade 1), science (grades 1, 2 & 3), and social studies (grades 1, 2 & 3) will receive letter grades of E, S, N, U, I, or W.

The subjects of reading in grades 1 & 2 will receive letter grades of A, B, C, D & F.

In grades Pre 1st, 1st, 2nd, and 3rd a checklist for reading will be administered with the report card.

Standardized Student Assessment

The students at the elementary school take the PSSA in third and fifth grades. The PSSA tests assess reading and math. These tests help us determine how well your child is learning at a certain grade level. All results are sent home with a letter from the principal.

The PSSA scoring indicators are Advanced, Proficient, Basic and Below Basic. Advanced denotes superior academic performance, proficient reflects satisfactory academic performance, basic reflects marginal academic performance and below basic reflects inadequate academic performance.

In the times of high stake testing, it is the responsibility of the parent to play an active role in your child's education. A few daily activities to do with your child would be: discuss your child's academic performance with him/her, encourage your child to ask questions and participate in class, show interest in your child's homework and communicate with your child's teacher. If you value education then your child will value it also.

ENGLISH AS A SECOND LANGUAGE

Chapter 4 ESOL (effective January 16, 1999)

Every school district shall provide a program for each student whose dominant language is not English for the purpose of facilitating the student's achievement of English proficiency and the academic standards under School Code 4.12.

ESL students will participate in the regular content classes to the level of their English proficiency. Adaptations and modifications will be made by the mainstream teacher with consultation or direction by the ESL teacher. The ESL teacher will provide pull out services as warranted by time and building constraints.

You, Your Child and Homework

If a child takes karate, horseback riding or guitar lessons, it is expected that the child will practice those skills at some daily interval between lessons. Without that practice, progress will be slow. Lessons become supervised practice sessions with little time available for new learning resulting in poor return on investment (the dollars spent on the instructor).

The above sounds alarmingly like homework! Among families that value education and require their children to accomplish their school assignments, you will find higher levels of achievement. The better readers come from families that model that activity of reading and require it from the children. Parental attitude is everything.

Over the last several years, families appear to be under increasing stress when it comes to time management. Parents' demanding work schedules and the heavy load of activities that children are involved in are straining many families' time resources. The Board of Education, administration and teachers of Panther Valley recommend that homework not be viewed as an intrusion but as an investment in your child's future success. The same energy and pride that is invested in sinking a basket, crossing a goal-line or vanquishing an opponent must be expended to insure your child's academic success.

The Board of Education has adopted a policy that requires that homework assignments complement school instruction; develop student responsibility, good study habits and organizational skills. In addition, the Board wants homework to provide practice to reinforce skills taught by the teacher, broaden a child's scope of interest; provide parent and child interaction and allow parents to see the results of a child's day at school.

Title I Program

Dear Parent/Guardian,

The Title I program in the Panther Valley Elementary is school-wide, which allows us to offer students who are experiencing difficulty at various times throughout the year additional instruction in reading or math. Every year all the students in kindergarten through fifth grade are given a Developmental Reading Assessment in the spring. This assessment aids us in determining if your child is making adequate yearly progress. If throughout the year your child does exhibit difficulty in reading, the regular classroom teacher can refer your child to receive additional help in a smaller group setting with a highly qualified teacher. The movement from large group to small group depends on your child's ability to master the concept that was determined to be insufficient. Likewise all students in first through fifth grade are assessed in math in the spring to determine adequate yearly progress.

The Title I staff consists of five teachers. Of the five, two teachers have a Masters of Education degree with a Reading Specialist certification, one teacher has a Reading Recovery certification, and two teachers are currently enrolled in a Masters of Education program with a Reading Specialist certification. All teachers in the elementary school meet the state and federal requirement of being highly qualified, which means they have completed all coursework and state testing to hold a certificate to teach in an elementary school.

If you have any questions or concerns about the Title I program please call 669-9411. You may leave your name and number and we will return your call as soon as possible.

Thank you for your cooperation.

Yours truly,
Title I Staff
Mrs. Blazosky
Mr. Dillon
Mrs. Koch
Ms. Tout
Mrs. Walker

STANDARD PROCEDURE FOR DETENTION AND SUSPENSION

DETENTION – The detention room will be open after school from 3:30 to 4:30 on designated days in the Elementary School. When a detention has been assigned, it must be served on the day for which it is assigned. Students who miss detention will be reassessed and reassigned detention make-up and be given additional detentions for missing assigned one. If a student misses a make-up detention for a reason other than illness, the events will be reassessed with an in-school suspension as a disciplinary action. Parents are responsible to pick-up their child by the front door at 4:30 p.m. if the child is a walker or if you choose to drive the child home. Otherwise, your child will be bussed home. It would be in your child's best interest to be at home.

ALLOW YOUR CHILDREN TO FACE THE CONSEQUENCES OF THEIR ACTIONS. Please do not call the school to reschedule and/or reassign. Enough time is scheduling is given for any arrangements to be made if necessary. Parental cooperation is vital to the enforcement of our discipline policy which should be as important to you as it is to us. Thank you for working with us to bring about a positive educational climate.

IN-SCHOOL SUSPENSION – When it becomes necessary to suspend a student for an infraction of school regulations, each student suspension will be considered on its own merits. An in-school suspension will be granted when it is deemed in the best interest of the student. The goal of the administration is to have most of the student exclusions from school take the form of in-school suspension.

An in-school suspension will enable the student to remain in school and continue his studies, but in a different setting. The suspended student will be assigned to an in-school suspension area which will be supervised by members of the staff.

A student on an in-school suspension will be restricted to the area all day.

After completion of the in-school suspension, the student will be readmitted. If the administrator deems necessary, a parent conference will be held before readmitting the student.

OUT-OF-SCHOOL SUSPENSION – A student under an out-of-school suspension is returned temporarily to his home and placed in the custody of his parent(s) or guardians(s). During the period of suspension the student is required to spend the hours of the school day, 9:00 a.m. to 3:30 p.m. for elementary students, on the home premises. The student is also barred from involvement in any school sponsored activity, either as a participant or a spectator. Furthermore, the student must remain away from the school grounds throughout the duration of the suspension. The cooperation of the parents is requested in the enforcement of this policy.

The student must make up all work missed and have completed given assignments. After completion of the suspension, the student will be readmitted after a conference with the student, parent(s) or guardian(s) and the principal.

FIELD TRIP PERMISSION SLIP

Dear Parents / Guardians:

There will be times during the 2007-2008 school year when classes will leave the school premises for field study. These study trips will be in the walking vicinity of the school.

The classes will be properly supervised by teachers.

Pupils who go on such activities must have written permission from parents/guardians.

Your signature on this form will be your consent for _____
Student's Name

to go with the class.

Thank you for your cooperation.

Parent/Guardian Signature: _____ Date: _____

ACCEPTABLE USE OF INTERNET

Please return this form to your homeroom teacher in the Panther Valley Elementary School.

=====

As the parent/guardian of _____ or as an employee of the Panther Valley School District, I have read the school district policy governing access to the Internet through school resources and agree with its terms. I understand that this access is being provided for educational purposes only. I understand that Panther Valley School District cannot restrict access to all controversial and inappropriate materials and I will not hold it responsible for materials acquired on the network. I also accept full responsibility for supervision of my child if the network is accessed from home. I hereby give permission to issue an account for my child.

Parent/Guardian or Employee (please print) _____

Signature _____ Date _____

PANTHER VALLEY ELEMENTARY STUDENT HANDBOOK
2007-2008 Parent Sign-Off

I have received and read the Student Handbook and understand its contents.

Parent/Guardian Signature

Date

Student's Name

Grade

Teacher

NOTICE OF ASBESTOS MANAGEMENT PLAN

The Asbestos Management Plan of the Panther Valley School District is on file and available for inspection at the Business Office located at Box 40, Route 209, Lansford, PA 18232. It is available during normal business hours (9:00 – 3:00) without cost or restrictions for inspections by parents, teachers, and other school personnel. There will be a charge of twenty-five cents per page to make copies of the plan. The district has also completed the required Periodic Surveillances and the Three Year Re-inspections of all building in the district in total compliance with the federal and state mandates.

STATEMENT OF NONDISCRIMINATION

The Panther Valley School District does not discriminate on the basis of race, color, national origin, sex, age or handicap in the administration of any of its educational programs, activities, or with respect to admission or employment. Inquires may be directed to the Superintendent of Schools,
P. O. Box 40, Lansford, PA 18232, 570-645-4248.

NO WRITTEN CODE COULD COVER ALL POSSIBLE CONTINCENCIES. THIS HANDBOOK IS MEANT ONLY AS A GUIDELINE AND MAY BE AUGMENTED OR ADAPTED BY THE PRINCIPAL WHEN IN HIS/HER JUDGMENT THE SITUATION MERITS IT.

ELEMENTARY DAILY TIME SCHEDULE

8:35	Busses/Students Arrive
8:35 – 9:15	Team Meetings
8:45	Breakfast/Homeroom
8:50 - 9:10	Art, Music, Phys. Ed., Library teachers should be in the hall to monitor students returning from breakfast
8:58	A.M. Kindergarten Begins
9:05 - 9:15	Teachers are to be in their homeroom: attendance, lunch count, etc.
9:15	Classes Begin (Gr. 1-5)
10:55 – 11:25	LUNCH – All 1 st Grades
11:30 – 12:00	LUNCH – All 2 nd Grades
11:35	A.M. Kindergarten Dismisses
12:00 – 12:30	LUNCH – All 3 rd Grades
12:30 – 1:00	LUNCH – All 4 th Grades
12:45	P.M. Kindergarten Begins
1:00 – 1:30	LUNCH – All 5 th Grades
3:20	Homeroom/Dismissal Preparation
3:22	P.M. Kindergarten Dismisses
3:27	Dismissal (Gr.1-5) – Walkers/Busses
3:35	Teacher's End of Day

LUNCH SCHEDULE – REGULAR

For 1:00 Dismissal

10:55 – 11:25	Grade 1	10:25 – 10:55
11:30 – 12:00	Grade 2	10:55 – 11:25
12:00 – 12:30	Grade 3	11:25 – 11:55
12:30 – 1:00	Grade 4	11:55 – 12:25
1:00 – 1:30	Grade 5	12:25 – 12:55

On 2 hour delayed start days, breakfast will not be served and Lunches will run 15 minutes later than regular schedule times.

MEDICAL EMERGENCY OR ILLNESS IN SCHOOL

The welfare of your child is the first consideration of school authorities. When in the case of serious medical emergency or illness and the school is unable to contact a parent, guardian or authorized physician immediately, the school may call an ambulance or make whatever arrangements seem necessary without involving the school in any financial obligation. In case of a less serious emergency, the school will contact the parents at home or at work at once.

It is your responsibility to make arrangements for proper care in case your child should meet with an accident or become too ill to remain in school at a time when you are away from home. Please assist us by:

- 1) Providing transportation home or to the doctor's office if necessary.
- 2) Designating a neighbor or relative to care for your child in their home until you can be reached.
- 3) Arranging for a person to care for your child when parents or guardians work or are routinely away from home when it is necessary for the school to send the child home due to illness.
- 4) Filling out ALL ITEMS on the emergency card and returning it promptly to your child's teacher.

RULES FOR TAKING REQUIRED MEDICATION IN SCHOOL

The State Board of Nurse Examiners has ruled that it is not within the permissible scope of nursing practice for a school nurse to administer medications, including patent medicines, to school children without specific orders from a licensed physician or dentist.

In accordance with this ruling, the school nurse in the Panther Valley School District will administer medications to students during school hours under the following conditions:

1. A district form completed by the physician or dentist specifying name of medication, dosage, and time it is to be given **MUST** accompany the medication. These forms are available from the school nurse. A copy of this form is also included in this handbook.
2. The medication should be in properly labeled container with student's name, name of medication and time to be given during school hours.
3. A written consent form **MUST BE** signed by the parent/guardian. The medication is to be brought to the nurse's office.

All of the above requirements must be met or the medication will not be administered.

SCHOOL ATTENDANCE AND ABSENCE

Regular attendance is essential to success in school. Attendance records are a very important part of a student's permanent record which is kept in the office files. Business and industry examine carefully the school records of applicants for employment. Those with records of excessive absences are considered undependable and poor prospects for employment.

The elementary office will attempt to telephone the home of students on the first day of any absences not previously excused. This call is to verify that the child is safe-at-home. The student is still obligated to submit an absentee note upon return to school.

EXCUSED ABSENCES

The compulsory attendance law requires a child of compulsory school age to be in attendance at school, unless absent for an approved reason, and charges the parent of the child with the responsibility for such attendance. Compulsory school age refers to the period of a child's life from the time the child enters school as a beginner, which shall be no later than at the age of eight years, until the age of seventeen, or until graduation from a regularly accredited senior high school, whichever occurs first.

The following reasons as found in the Chapter 11, Pupil Attendance of the Regulations of the State Board of Education of Pennsylvania, are the only reasons for an approved temporary absence from school:

1. RELIGIOUS HOLIDAYS AND RELIGIOUS INSTRUCTION

- a) Upon written parental request, and in accordance with the policies of the district's Board of School Directors, pupil may be excused from school for religious holidays observed by bona fide religious groups.
- b) Upon written parental request, a pupil shall be excused from school in order to attend classes for religious instruction under Section 1546 of the Public School Code of 1949 (24 P.S. S15-1546). The excuse shall be limited to a total of not more than thirty-six (36) hours per school year.
- c) A pupil's absence from school for religious holidays or for religious instruction shall be recorded as an excused absence. There shall be no penalty attached to an absence for religious holidays or instruction. No student who has been excused from school because of a major religious holiday will be deprived of any awards.

2. HEALTH CARE (Also see Excusal for Appointments)

A pupil may be excused during school hours for the purposes of obtaining non-school professional health care under the following circumstances:

- a) The health services are rendered by state licensed practitioners.
- b) There has been established reasonable cooperation between the school authorities and the practitioners in providing services to school children outside school hours.
- c) The time of necessary absence from school involves a minimum of interference with schoolwork.

3. ILLNESS OR URGENT REASONS

Every principal may, upon receipt of satisfactory evidence of mental, physical or other urgent reasons, excuse a child for non-attendance during a temporary period, but the term "urgent reasons" shall be strictly construed and shall not permit irregular attendance. Failure to submit a note will result in a student being given an illegal day (absence will be marked unexcused/unlawful).

The following may be construed as being among "urgent reasons":

- a) Death in the family
- b) Impassable road
- c) Quarantine when verified by a public health service or a licensed physician

- d) Unusual emergency affecting a given student
Note: When a student, for disciplinary reasons, has been denied bus privileges, lack of transportation is not a legal excuse.
- e) Educational travel must be approved in advance by the Superintendent. **Such travel may not exceed more than five consecutive school days, nor occur during the first two and last two weeks of the school year.**

Students are to bring a written excuse signed by their parent/guardian immediately following any and all absences.

4. EXCUSAL FOR APPOINTMENTS OR ILLNESS

1. Excusal for Appointments:

- a) If for some reason you must remove your child from school during the day, please indicate your intent by sending a notice to the classroom teacher. The child will be dismissed through the office and not from the classroom. Please adhere to this practice for the safety and welfare of your children. Parents/Guardians are required to sign the appropriate ledger in the elementary building.
- b) No teacher may grant a pupil permission to leave the building before regular dismissal unless it is cleared by the principal.
- c) Doctor and dentist appointments properly verified will be acceptable reasons for granting permission to leave the building.
- d) Each appointment slip must be signed by the doctor, dentist or proper authority and returned to the office as soon as possible after the appointment.

2. Excusal for Illness

- a) Pupils who become ill during the school day should see the nurse. If the nurse is unavailable, go directly to the elementary office. Parents/guardians must be contacted by phone before a student can be excused.
- b) All parents must submit an emergency telephone number to the school in the event that the parents cannot be reached.
- c) Following ten absences, parents will be informed that absence is excessive and a doctor's note – the original -will be required for future absences. (Letter #1).
 - 1) 2nd Notice – Absences without doctor's notes can be accumulated to 3 illegal days. (Letter #2).
 - 2) Then any additional absence is a citation.
- d) Absences without receipt of a satisfactory excuse signed by a parent/guardian or doctor immediately following any and all absences will be illegal (Official Notice of Absence to Parents). If the child is illegal after three days or more without lawful excuse the parent/guardian will be charged before the magistrate.
- e) Excessive absence is a valid reason for a student to fail a marking period.
- f) A student with excessive absence may be denied participation in school-related functions including, but not limited to, assemblies, field trips and/or special programs. A parent-counselor-principal conference will be scheduled to discuss retention due to excessive absence.
- g) When absence is excessive, the following measures may be taken:
 - Illegal absence notification, including levying of fines
 - Conference with parents, principal and guidance counselor
 - After school counseling/tutoring
 - Referral to appropriate Child Advocacy Agency
- h) If a student has excessive absences and it is determined that no extenuating circumstances exist then the student may be retained in the same grade for the following school year.

3. Regulations Concerning Communicable Diseases

- a) The period of time a child should remain out of school is at the discretion of the physician. It is suggested the child remain home until the danger of a secondary infection (ear infection, respiratory complications, etc.) is past.
- b) The following communicable diseases are those which warrant remaining out of school for a prescribed period of time: Measles, German Measles (Rubella), chicken pox, mumps, whooping cough, scarlet fever and aids.

4. Presence of Lice/Nits

- a) Should the school nurse determine that a student has lice and/or nits, parents will be contacted and the student will be sent home. Upon returning to school, the student must report to the nurse to be checked and to show proof of treatment. If the condition still exists, the student will be sent home.
- b) Should this condition continue to occur, the parent/guardian will be obliged to personally return the child to school to have the nurse check the condition of the student. If the condition has not cleared, the student will be sent home with the parent.
- c) Excessive absence for this reason will be considered illegal.

ARRIVAL IN SCHOOL

Walkers: Arrival on school property at the Elementary Center should not be before 8:45 a.m. Students in Kindergarten through grade 2 should report to the cafeteria; students in third through fifth report to the multi-purpose room.

The school shall not be accountable or responsible for any child arriving at school before the stated time.

In compliance with this regulation, P.M. Kindergarten students should not arrive before 12:30 p.m. (fifteen minutes prior to the starting time of 12:45).

NON-IMMUNIZED CHILDREN

No child may be admitted to or permitted to attend the public schools unless the child has received immunizations required by the Department of Health at 28 PA Code Chapter 23 Subchapter C (relating to immunization) or has received from the school district Superintendent a medical or religious exemption from immunization under 28 PA Code S23.84 (relating to exemption for immunization).

A child who has not received all doses of the required immunizations or who has not been exempted from immunization but who has received at least one dose of each of the required immunizations, may be provisionally admitted and attend public school for a period of up to eight (8) months. Provisional admission or continued attendance shall be conditioned upon the parent/guardian's submission to the superintendent of a plan for the pupil's completion of the required immunization doses. The plan shall be reviewed by the school district at least every sixty (60) calendar days. If after eight (8) months the child has not received all doses of the required immunizations, the child thereafter may not be further admitted to or be permitted to attend the public schools until all doses have been received.

No school age child may be admitted to or permitted to attend a private, nonpublic, special education or vocational school unless the immunization, exemption or provisional admission requirements of the Department of Health at 28 PA Code Chapter 23, Subchapter C have been met.

TARDINESS

Tardiness to School

Unless you are in your homeroom or seated at breakfast by 9:00 a.m. you will be considered late to school. If you arrive late, report directly to the office and a completed tardy slip will be given to you.

Students will be allowed one tardy to school per semester. Beginning with the second tardy in each semester, students will receive the following:

- a. Second offense through third offense will result in one-hour detention plus a parent conference.
- b. Fourth offense will result in two one-hour detentions at the elementary and a loss of recess at the elementary school for the semester or a minimum of nine weeks.
- c. Fifth offense will result in four one-hour detentions and a loss of recess at the elementary school for the remainder of the school year.
- d. Sixth offense will result in a one day in-school suspension and two parental conferences, a pre-suspension conference and a re-entry conference.
- e. Seventh offense will result in two days of in-school suspension.
- f. Eighth offense will result in three days of in-school suspension.
- g. Further offenses will result in out-of-school suspension at the discretion of the principal, the truant officer or any designated school official.

If you arrive late to school, report to the office for a late pass and admittance to class.

Arrival Time	9:00 a.m. – 11:09 a.m.	Tardy
Arrival Time	11:10 a.m. – 12:35 p.m.	½ Day A.M. Absent
Departure Time	11:10 a.m. – 12:35 p.m.	½ Day P.M. Absent
Arrival Time	12:36 p.m. – 2:00 p.m.	½ Day A.M. Absent
Departure Time	12:36 p.m. – 2:00 p.m.	½ Day P.M. Absent
Arrival Time	2:01 p.m. – 3:20 p.m.	Absent Full Day

Only excuses received from a doctor, dentist or a parent in relation to a religious holiday will be considered a legal tardiness to school. Students who report to school after that time without an “acceptable excuse” will be considered inexcusably absent for a half-day.

SCHOOL DRESS AND GROOMING

The Panther Valley School District is of the opinion that proper grooming and dress is related to healthy school attitudes and the best environment for learning and that good grooming and dress are the responsibility of both the parent and the student. Therefore, student dress should always be in good taste. Proper attire is to be worn by all students. We recognize the need on the part of the student to exercise maturity and judgment in this matter.

Nonetheless, our school is also involved in this responsibility. We, therefore, offer these guidelines in a helpful way. We also are strongly interested in the health, safety and well being of all students. Under state guidelines, schools have the responsibility to take action against improper dress which:

1. Is disruptive to the school program.
2. Is a health hazard.
3. Is damaging to school property, equipment or reputation.
4. Is obviously or blatantly indecent or distracting.

Our guidelines indicate that all clothing and accessories be clean, neat and in good taste. Attire should not be extreme to the extent that it focuses attention on the wearer. The following is a list of inappropriate articles of clothing and accessories which are expressly forbidden. This list is not inclusive and the sole discretion rests with the district to make a determination on a case by case basis.

1. Clothing and accessories which indicate indecent or disruptive suggestions or which indicate, promote or suggest drugs, alcohol, tobacco or the distributors of such or which are offensive, obscene or immoral, or which are sexually suggestive; or which promote statements which are derogatory to any racial, ethnic or religious group; or which contain double meanings, advocate violent acts or are gang related.
2. Shoes with metal cleats, shower shoes, flip flops, thongs and footwear that leaves marks on or damages floors.
3. Spandex clothing, pants with protruding rivets or studs, pants which drag on the floor (pants, shorts and skirts must be kept secured at the natural waist, underwear must be concealed), baggy shorts, running shorts, short shorts. Clothing such as skirts, dresses, shorts and similar types of clothing are to be no shorter than mid-thigh (as a general rule, the article of clothing must be longer than fingertip length when the arms are fully extended to the sides).
4. Clothing which is physically revealing or snug fitting (excessively exposes or defines the anatomy); which is see through (including mesh shirts and articles of clothing with holes and rips); sleeveless clothing, dresses with "spaghetti straps", low cut or midriff shirts which expose the chest or stomach area; underwear worn as outerwear. Gym clothes should be worn only in gym class and will not be permitted in academic classes.
5. Clothing with dangerous attachments and accessories such as: wrist, ankle, neck bands and belts with spikes or studs; handcuffs; heavy or thick chains; waist or wallet chains; or similar fad items that have little or no dress utility for a public school. There is special concern with jewelry or other adornments (including body piercing) that could pose a danger to self or others in crowded halls and rooms or in the course of class activities.
6. Students are to remove their coats and head coverings (hats, bandannas, headbands, etc.) once they enter the building and place same in their lockers for the remainder of the day. Students are not allowed to carry or wear these items during the school day.
7. Sunglasses except with prior administration permission and required medical verification.
8. Clothing which is exceedingly dirty or which emits odor and/or could spread disease or which could be damaging to the clothing or property of others who use the same facility.
9. Tattoos, if offensive, must be concealed during school hours and school activities.

Various instructional departments in the school (e.g. Science, Technology Education, Physical Education, Family and Consumer Science, etc.) may institute specific dress code guidelines for demonstration and hands-on activities to ensure student safety during these experiences.

These guidelines are established to ensure that clothing and attire worn by students do not constitute a health and/or safety hazard, or promote a disruptive influence upon the educational process. Any matters not specifically stated in a code are subject to administrative review and regulation. School officials reserve the right to individually review student dress and if found unacceptable to quietly and privately settle the problem. Students who do not comply with the dress code will be subject to disciplinary action such as in-school suspension.

In making these guidelines, we have given the opportunity to the individual in conjunction with the parents to use good judgment. The Panther Valley Board of Education, through its administrators, reserves the right to make reasonable consideration to health, sanitation and safety of the pupils of our school and it has the responsibility to ensure the fair and consistent application of the dress code throughout the Panther Valley School District.

DISCIPLINARY ACTION SCHEDULE FOR ELEMENTARY STUDENTS

Level I – This is misbehavior, which interferes with orderly classroom or school procedures and operations. These misbehaviors are to be handled by the individual in immediate authority, and can be referred to the Disciplinarian or Principal if excessive.

Examples:

1. Inappropriate/loud behavior in hallways or cafeteria
2. Classroom misconduct, such as verbal outbursts, not following classroom rules
3. Cheating
4. Unprepared for class
5. Gum chewing
6. Failure to do school/home work
7. Loitering / such as roaming the halls, prolonged lavatory stays
8. Intentional littering
9. Consuming or distributing food or beverages outside of the cafeteria
10. Inappropriate dress – obscene or dangerous

Level I Disciplinary Options

1. Talked to the student about the behavior
2. Notification of parents
3. Verbal reprimand
4. Isolation within the classroom
5. Special assignment
6. Loss of privileges – recess, chorus, art club, assemblies
7. Teacher/parent/guidance counselor meeting

NOTE: More than one option can be used, depending on the situation

Level II – This is misbehavior, which disrupts the learning climate of the school. The Disciplinarian or Principal usually handles these misbehaviors.

Examples:

1. Disrespect to an adult / Insubordination
2. Fighting
3. Obscene gestures / notes
4. Injury to other students (physical or emotional)
5. Defacing / Destruction / Damage to school property
6. Leaving school without permission
7. Late to school
8. Throwing objects / snowballs
9. Forged notes
10. Class cutting

Level II Disciplinary Options

1. Notification of parents
2. Loss of privileges
3. Assigned detention
4. In-school suspension
5. Out-of-school suspension
6. Notification of police

NOTE: More than one option can be used and the options are not listed in a progressive manner. The option depends on the situation.

Level III – This refers to acts of violence, which result in injury to another person or damage to school property. It can pose a threat to the safety of others in the school and disrupt the educational climate.

Examples:

1. Theft of school property
2. Physical assault
3. Controlled substance abuse (drugs, alcohol and tobacco)
4. Harassment (sexual/racial)
5. Weapons violation
6. Bomb threats / terroristic threats
7. Arson
8. Misuse of computer / Internet / District software

Level III Disciplinary Options

1. Notification of parents
2. Mandatory disciplinary action as stipulated by the Panther Valley School District policy

Dear Parents/Guardians,

Throughout the school year, your child may have the opportunity to have his/her picture taken for local newspapers. Also, yearly Panther Valley Elementary school students have the opportunity to participate in video projects which may be broadcast on Channel 13 or other local cable television.

Parental permission for photos and video taping projects is needed before publication. Please fill out the bottom portion of this letter and return it to the school as soon as possible.

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Please detach and return.

Student's Name _____ Homeroom _____

_____ I DO give permission to have my child photographed for the newspaper or videotaped for cable television.

_____ I DO NOT give permission to have my child photographed for the newspaper or videotaped for cable television.

Signature of Parent/Guardian: _____ Date _____