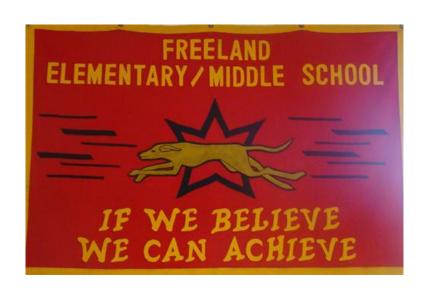
Hazleton Area School District

Freeland Elementary/ Middle School



Student Handbook 2022-23

Freeland Elementary/ Middle School

400 Alvin Street Freeland, PA 18224

Phone: 459-3221 Ext. 21500

Fax: (570) 636-1043

Website Address: www.hasdk12.org

Mission Statement

The mission of the Hazleton Area School District is to educate all students to become self-directed, life-long learners and responsible, contributing members of society.

Principal

Mr. Jay Lagowy Ext. 21505

Guidance Counselor

Mrs. Holly Drumn Ext. 21516

Secretarial Staff

Mrs. Kathy Regula 570-459-3221 ext 21500 Mrs. Jessica Sick 570-459-3221 ext 21500

Assistant Principal

Mrs. Susan Platek Ext. 21501

School Nurse

Mrs. Susan Stefanick Ext. 21591

School Mission Statement

The mission of the Freeland Elementary/Middle School is to enhance student learning by focusing all aspects of the school environment on the intellectual, social, emotional and physical development of students.

NON-DISCRIMINATION POLICY

The Hazleton Area School District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities and provides equal access to all designated youth groups per the Boy Scouts Act. Inquiries regarding the non-discrimination policies may be directed to the Title IX Coordinator at (570) 459-3221 ext. 81566 or the Section 504 Coordinator at or (570) 459-3111 ext. 3156 at 1515 West 23rd Street, Hazle Township, PA 18202.

Freeland Elementary/ Middle School Faculty

Aiello, Jeanette
Angeli, Jennifer
Barletta, Alexis
Betterly, Emily
Bianco, Tara
Bogansky, Chad
Beiler, Keang
Chapin, Jeremy
Cipriano, Alyssa
Corrado, Ann Marie
Davis, Melissa
Daniels, Denise
Debalko, Nathan
Delese, Carmen
Drumn, Dean
Drumn, Holly
Everdale, Pam
Faustner, Stacey
Fornataro, Lindsey
Forte, Neil
Fox, Michael
Frantz, Melinda
Gasper, Lisa A
Gennaro, Terri
Gera, LeeAnn
Greenish, Kelly
Hartz, Colleen
Hartz, Mary Lynn
Hunsinger, Toni
Higgs, Sara
Jadush, Becket
Kasarda, Jessica
Kimmel, Ashley

Lapchak, Amy
Lizbinski, Gabrielle
Locher, Angela
Marinock, Renee
Masias, Tara
Meckes, Nicole
Mencer, Jane
Metz, Lauren
Metallo, Kerrin
Murphy, Kathleen
Obrien, Ronnie
Osadchy, Stacy
Parise, Christopher
Pavlick, Kathryn
Pavlik, Deanna
Prokipchak, Heather
Pursell, Lori
Racho, Carol
Racho, Cindy
Rehill, Jared
Rush, Amy
Saullo, Nick
Sanzi, Katie
Scintilla, Sarah
Seamon, Helene
Segedy, Keith
Senape, Tara
Smith, Regina
Smolinsky, Jason
Sones, Brian
Staruch, Michele
Stefanick, Brittany
Stefanick, Susan
Willams, John
Yori, Mackenzie



HAZLETON AREA SCHOOL DISTRICT



2022 - 2023 CALENDAR

	AUGUST 2022					SE	PTE/	MBE	R 202	22	OCTOBER 2022				N	NOVEMBER 2022				
	М	т	w	Т	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
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	22	23	24	25	26	19	20	21	22	23	24	25	26	27	28	21	22	23	24	25
	29	30	31			26	27	28	29	30	31					28	29	30		
	DECEMBER 2022				JANUARY 2023					FEBRUARY 2023					MARCH 2023					
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
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	5	6	7	8	9	9	10	11	12	13	6	7	8	9	10	6	7	8	9	10
	12	13	14	15	16	16	17	18	19	20	13	14	15	16	17	13	14	15	16	17
	19	20	21	22	23	23	24	25	26	27	20	21	22	23	24	20	21	22	23	24
	26	27	28	29	30	30	31				27	28				27	28	29	30	31
		APRIL 2023			MAY 2023					JUNE 2023					School Closed					
	M	T	W	Т	F	M	T	w	Т	F	M	T	w	Т	F		Act 80	Day		
	3	4	5	6	7	1	2	3	4	5				1	2		Virtual	Day		
	10	11	12	13	14	8	9	10	11	12	5	6	7	8	91		Eines 0	are De	6 5	
	17	18	19	20	21	15	16	17	18	19	12	13	14	15	16	~				tudents
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Apr.		7 - 10)	- :	Spring Br	eak					June	9		Enc	of 4th Q	uarter				
May		29		-	Memorial	Day					EAD	V DIS	MISSA	I TIM	IFS					
June		9		_	Last Day	for Stude	nts &	Teache	ers		11.	0 AM			y of Science	es (STFN	1)			
June						10:45 AM - High School & Career Center 11:15 AM - Middle Schools 12:00 PM - Elementary Schools PSSA (Grades 3 - 8) April 24-28, 2023 (English / Lang, Art														
		<u> </u>	ADU/	· ION	Ligure 7, 7	acernate o	ate jui	10)			P55A (Grac	ies 3	- 8)	April 24	4-28, 2	023 (E	nglish	1/La	ng. Art

May 1 - May 12, 2023 (Math) KEYSTONE Dec. 5-16, 2022; Jan. 4-18 & May 15-26, 2023

May 1 - May 12, 2023 (Science)

NON-DISCRIMINATION POLICY

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ELEMENTARY SCHOOL SCHEDULE

EVENT/PERIOD	TIME (S)	SUBJECT	TEACHER
Teacher Sign In	8:10 AM		
Teacher Staff	8:10 – 8:40 AM		
Development			
Breakfast	8:30 – 9:00 AM		
Elementary Students	8:45 AM		
Enter	Students need to be in		
	Homeroom at 9:00 AM		
Homeroom	9:00 - 9:10		
1 st Period	9:12 - 9:52		
2 nd Period	9:54 - 10:34		
3 rd Period	10:36 - 11:16		
4 th Period	K (Lunch)		
	11:18 – 11:58		
5 th Period	LUNCH-B (5-6)		
	12:00 - 12:30		
	K-4		
	12:00-12:40		
6 th Period	5-6		
	12:32 - 1:12		
	LUNCH-C (3/4))		
	12:42 - 1:12		
	K-4		
	12:42-1:22		
7 th Period	3-6		
	1:14 - 1:54		
	LUNCH-D (1,2)		
	1:24 – 1:54		
8 th Period	1:56 - 2:36		
9 th Period	2:38 - 3:18		
Student Dismissal	3:20 – 3:40 PM		
Teacher Dismissal	3:40 PM		

^{*}NOTE: Students are not allowed to enter the building before 8:30 AM.

MIDDLE SCHOOL SCHEDULE

EVENT/PERIOD	TIME (S)	SUBJECT	TEACHER
Teacher Sign In	7:20 AM		
Teacher Staff Development	7:20 – 7:50 AM		
Breakfast	7:30 – 7:50 AM		
Middle School Students Enter	8:00 AM Students need to be in Homeroom at 8:05 AM	8:05 AM – Late Bell	
Homeroom	7:52 – 7:57	Announcements	
1 st Period	7:58 – 8:49		
2 nd Period	8:51 – 9:42		
3 rd Period	9:44 – 10:35		
4 th Period	10:38 – 11:08	LUNCH	
5 th Lunch A	11:11 – 12:02		
6 th Period	12:05 – 12:56		
7 th Period	12:59 – 1:51		
8 th Period	1:54 – 2:45		
Student Dismissal	2:45 PM		
Teacher Dismissal	2:50 PM		

^{*} Please be sure to mark Specials by Quarter

Arrival/Dismissal from School

All students are to enter the building from the front entrance. If a student arrives to school after the start of homeroom, she/he must report to the main office. Likewise, all students will be dismissed from the front of the building.

~When picking up children, parents MUST provide valid current photo identification. Only parents/guardians or those listed on the Emergency Cards will be permitted to pick up students.

Student Absence Reporting

REPORTING AN ABSENCE

(1) A parent/guardian needs to call the Freeland Elementary/ Middle School when a student will not be attending school. (Call daily). (2) Parents/Guardians need to call between the hours of 4:00 PM to 8:00 AM, 459-3221, Ext. 21500. **LEAVE A VOICE MAIL**. No phone calls from students will be accepted. At this time when leaving a message, request homework, if desired. (3) Student is to bring legal excuses (doctor, dental, court, or funeral) the day he/she returns from absence(s). **All doctor's notes are to be brought to the office within 3 days of the student's**

return. (PLEASE BE AWARE OF THE NEW ATTENDANCE POLICY ADOPTED BY THE STATE OF PENNSYLVANIA—IT IS POSTED ON THE DISTRICT WEBPAGE)

TARDINESS

Elementary School

Students are to enter the school no earlier than 8:30 AM for breakfast or for homeroom, and they are to be in their homeroom by 9:00 AM. Students entering the building after 9:00 AM will be recorded as being tardy. Detention as a disciplinary action will be utilized if tardiness continues. Parents are responsible for transportation from detention.

Middle School

Students are to enter the school no earlier than 7:30 AM for breakfast and 7:55 AM for homeroom. **ALL** students are to be in their homeroom by 8:00 AM. Students entering the building after 8:05 AM are recorded as being tardy. For secondary students, any student late for school or class will have that late logged by an administrator for the first offense of each marking period/quarter. Subsequent late arrivals (2nd, 3rd and 4th offenses) will result in after school detention being assigned. A student who is late five (5) times in any quarter will be suspended and each subsequent late arrival will result in additional disciplinary consequences.

PROCEDURE FOR EXCUSAL FROM SCHOOL

~ Every effort should be made to make all appointments during non-school time. However, the occasion may arise when it is necessary to obtain an excuse during the school day. Arrangements for such excuses (dental, doctor, etc.) must be made with the office with a written request.

~NO DISMISSAL OF STUDENTS AFTER 2:15PM WILL BE ALLOWED.

~ Students leaving school for appointments should report to school with an excuse from home, go to the appointment, and return to school after the appointment with a doctor's excuse.

- ~Parents who wish to have their child(ren) excused from school for non-school district sponsored education tours or trips must submit a letter with detailed information at least two weeks prior to the first day of the trip.
- ~Students may not leave the building at any time during the school day without first securing permission from the office or the school nurse. Any student with permission must first sign out in the main office and upon returning must sign back in. Any student not following the procedure will be considered truant.

FREELAND ELEMENTARY/MIDDLE SCHOOL WEBPAGE



www.hasdk12.org/Page/1314

Using the website address shown above you can access a variety of important information about our school and specific school functions. For example, you can find Important Announcements, a Calendar of events, Students of the Month, Current Events and School Performance Data. The website is also accessible by locating Freeland Elementary/Middle School on the "Select a School" navigation bar on the School District Main website.

HOMEWORK

During an absence, students are required to make-up missed assignments by notifying a friend or if absence is for three consecutive days or more, parents are to contact the office and assignments will be collected for parental pick-up.

<u>Elementary School</u> – The policy for elementary school homework is to be determined by the individual teacher. Request homework, when reporting child absent, by 8:00 AM. Elementary Homework may be picked up after 3:40PM, until 4:00PM only.

<u>Middle School</u> - The policy for middle school homework is to be determined by the individual teams. Additionally, Middle School teachers place homework on their individual class websites.

SCHOOL CLOSING OR DELAYS

In the event of severe weather, which necessitates the closing or delay of the start of school, announcements will be made at an early hour (starting at approx. 6:00 AM.) and repeated several times. If possible, the announcements will be made the night before. The announcements will be issued to the following stations: WNEP TV-16, WYOU TV – 22, WBRE TV-28. Also, the HASD website will list closings or delays.

PHONE CALLS

Please make every effort to let your child know where she/he is to go after school. Notes should be sent whenever possible. In order for us to take the best care of your child(ren), we request that you keep all non-emergency calls to a minimum.

CHANGE OF ADDRESS OR PHONE NUMBER

If you have a change of address and/or phone number at any time, notify the main office immediately by sending a note. You must personally provide 3 proofs of change of address to the Child Accounting Office at the HASD Administration Building (i.e.: billing statement, Internal Revenue statement, voter registration card, property tax bill, state ID card, vehicle registration, utility statement, W2 form, property deed, driver's license, insurance statement,

current pay stub, bank statement). We need to have current phone numbers and addresses at all times.

CAFETERIA

CAFETERIA RULES

- 1. All students will walk quietly to and from the cafeteria.
- 2. Remain seated until called to the serving line.
- 3. No shouting, throwing items, or physical contact.
- 4. Demonstrate respect to all staff members.

STUDENT WELLNESS

The Hazleton Area School District recognizes that student wellness and proper nutrition are related to student's physical well-being, growth, and development, and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.

WORKING PAPERS

A Birth Certificate must be brought to the office to receive working papers. A parent is required to come in personally to sign the application or have the application notarized to receive the working papers. A job must already be lined up in order to receive the papers. Student must be 14 years of age to obtain working papers. If students are 16 years or older, they must go to the Hazleton Area High School office.

GRADING

The grading system consists of forty-five day marking periods. Grading procedures will be listed on each teacher's website. Questions beyond that should be directed to the building principal.

REPORT CARDS

Reports of student's progress are issued every nine weeks. Parents are asked to review the progress reports and to consult with the guidance department if they wish to set up a conference with teachers.

ALL REPORT CARDS ARE ONLINE UNDER YOUR CHILD'S SKYWARD ACCOUNT

Skyward: Parents are able to check their student's progress regularly using their user name and password for Skyward via the Internet. If you have any questions regarding how to access your account, please contact the main office.

TEXTBOOKS

Textbooks are loaned to students for their use during the school year and are to be kept clean and handled carefully.

FIRE /RESTRICTED MOVEMENT DRILLS

The fire drills/restricted movement drills at regular intervals are required by law and are important precautions. It is essential that when the first signal is given, everyone obeys promptly and clears the building as quickly as possible by the route posted above the door in each room. Students are to remain outside the building until a signal is given to return inside. Anyone tampering with the fire alarm system will be prosecuted through the police. Since these drills are very serious in nature, students will be disciplined according to school policy if they display any inappropriate behaviors while taking part in these drills.

DANCES AND EXTRACURRICULAR ACTIVITIES

Students who attend a dance or other extracurricular function are not allowed to leave and reenter the function. Once a student leaves the site of the activity, she/he will not be allowed to return. NO STUDENT will be admitted to a dance without having the required dance contract signed by a parent/guardian and the student. Students who are under suspension or absent the day of the dance/extracurricular activity cannot attend or participate in that function.

SCHOOL WIDE POSITIVE BEHAVIOR INTERVENTION SUPPORT AT FREELAND ELEMENTARY/MIDDLE SCHOOL

P ROUD TO BE ME R ESPECT FOR OTHERS I WILL BE READY D O THE SAFE THING E VERYONE SHOWS PRIDE

POSITIVE BEHAVIOR

Effective discipline is fundamental to a strong educational program. We consider the most effective discipline to be self-disciplined. Setting limits within which students are free to make choices helps children to develop and exercise self-discipline. The Freeland Elementary/Middle School staff believes in developing pro-social skills to create an atmosphere that emphasizes appropriate behavior.

The students at Freeland Elementary/Middle School share with the administration and faculty the responsibility of creating an atmosphere that is conducive to education and guards the safety of all students. Students learn social skills in the same way they learn academic skills: instruction, guided practice, application, and evaluation. The academic and social goal is the same – to

become an independent, responsible, contributing adult. In order to accomplish this goal, the Pro-Social Skills Program (P. R.I. D. E.) has been implemented at Freeland Elementary/Middle School.

1. I WILL USE KIND WORDS AND ACTIONS

- A. In the classroom
- B. In the hall
- C. In the cafeteria
- D. In all Special classes and Recess
- E. For substitute teachers/aides/guests in school

2. I WILL BE PREPARED FOR CLASS

- A. Books
- B. Notebooks
- C. Homework
- D. Pens/pencils
- E. Sit in the listening position
- F. Feet flat on the floor
- G. Raise hand
- H. Be attentive
- I. Anything else required for class

3. I WILL COOPERATE WITH OTHERS

- A. Always use appropriate language and behavior
- B. Hall behavior

ASSIGNMENT TO DETENTION

Detention will be held from 2:55 to 3:25 PM for middle school and 3:20 to 3:50 PM for elementary school. Students are to report to the assigned room for detention with at least one of their textbooks. A detention accountability sheet will be completed. Parents are responsible for their child's transportation. The school does not provide transportation for detained students. All detentions are to be served within a reasonable time frame.

METAL DETECTORS OPERATION

There will be two (2) metal detectors set up for screening randomly in the main entrance lobby, prior to school starting. All students will enter school through the main entrance. If your child(ren) bring a "juice box", "pouch" or thermos to school, please place it in their backpack in order to expedite this process. (This process will be done randomly)

The Board recognizes that the educational environment of the schools is an important factor in the student's ability to learn and a teacher to teach. Weapons and drugs in the schools, on school grounds and in the surrounding communities are a danger to that environment and learning has suffered as a result. Through this policy, it is the hope and desire of the Board to foster a proper educational environment for all students and to help promote the safety and welfare of students, staff and visitors, by authorizing Security Operations to conduct metal detector screenings of anyone entering the HASD buildings daily.

Searches are conducted for district's purposes and not for the primary purpose of gathering evidence or instituting criminal proceedings; however, if a weapon and/or illegal item(s) are found, the appropriate law enforcement authorities shall be notified and the student or adult with a weapon and/or illegal item(s) shall face the penalties set forth in the Board policies and State laws.

In conjunction with using the metal detectors, school personnel may inspect the contents of any backpack, book bag, purse, or parcel for the limited purpose of determining whether a weapon is concealed therein, in accordance with Board policy.

MCKINNEY-VENTO HOMELESS ASSISTANCE ACT:

The Education for Homeless Children and Youth (EHCY) program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.) (McKinney-Vento Act). The McKinney-Vento Act was originally authorized in 1987 and most recently reauthorized in December 2015 by the Every Student Succeeds Act (ESSA).1 The McKinney-Vento Act is designed to address the challenges that homeless children and youths have faced in enrolling, attending, and succeeding in school. Under the McKinney-Vento Act, educational agencies must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youths. Homeless children and youths must have access to the educational and related services that they need to enable them to meet the same challenging State academic standards to which all students are held.

In addition, homeless students may not be separated from the mainstream school environment. Local Educational Agencies are required to review and undertake steps to revise laws, regulations, practices, or policies that may act as barriers to the identification, enrollment, attendance, or success in school of homeless children and youths. The law indicates that the LEA liaison shall ensure that all homeless children, youth and families are identified through coordinated activities with other entities. DEFINITION OF HOMELESS (MCKINNEY-VENTO ACT SEC. 725(2); 42 U.S.C 11435(2)): CHILDREN WHO LACK A FIXED, REGULAR, AND ADEQUATE NIGHT TIME RESIDENCE: "Doubled up" - Sharing the housing of others due to the loss of housing, economic hardship, or similar reasons. Living in motels, hotels, trailer parks, camping grounds, due to lack of adequate alternative accommodations. Living in emergency or transitional shelters. Living in a public or private place not designed for humans to live. Migratory children living in above circumstances Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings Unaccompanied Youth - Children or youth who meets the definition of homeless and not in the physical custody of a parent or guardian.

Residency and Educational Rights: Students who are in temporary, inadequate and homeless living situations have the following rights: Immediate enrollment in the school they last attended or the school in whose attendance area they are currently staying even if they do not have all of the documents normally required at the time of enrollment; Access to free meals and textbooks, Title I and other educational programs and other comparable services including transportation; Attendance in the same classes and activities that students in other living situations also participate in without fear of being separated or treated differently due to their housing situations. When a student is identified as being McKinney-Vento eligible, staff will: Assist with enrollment, monitor school attendance and arrange transportation (preK-8 students) Provide

school supplies and other school related materials as needed Advocate for and support students and families through school and home visits Set clear expectations for student behavior, attendance and academic performance Assist students/families access with community services Assist students/families with access to tutoring, special education, and English language learner resources Assist students so they can participate in sports, field trips, and school activities regardless of their ability to pay or to provide their own transportation. For additional information, contact LEA Homeless Liaison at (570) 459-3221 ext. 81527