At Heights Terrace,

We will not judge anyone by the color of their skin or language that they speak, but by the content of their character.

En Heights Terrace,

Nosotros no juzgaremos a ninguna persona por el color de su piel o el lenguaje que habla, pero por el contenido de su carácter.
Nursing Services

• School Nurse: Mrs. Sherry Daughtry

• Policies and Procedures
Guidance Services

- School Counselor: Mrs. Lee
- Policies and Procedures
ENTRANCE PROCEDURES
BUS STUDENTS
Students who take the bus to and from school will enter and exit the building when the bus arrives and leaves the school.

WALKERS / PARENT PICK UP OF STUDENTS **EATING BREAKFAST GRADES K-6**
Students should arrive at the school no earlier than 8:25 and no later than 8:50. Parents are reminded that the late bell rings at 8:50. Students who want to eat breakfast MUST arrive before 8:50.

WALKERS / PARENT PICK UP OF STUDENTS **NOT EATING BREAKFAST GRADES K-6**
Students should arrive at the school no earlier than 8:40 and no later than 8:50. Doors open for those not eating breakfast at 8:45. Parents are reminded that the late bell rings at 8:50.

DISMISSAL PROCEDURES
BUS STUDENTS –
Bus students are dismissed to their bus when it arrives at the school.

**KINDERGARTEN and 2nd GRADE WALKERS AND PARENT PICK UP – 3:08**
Kindergarten and 2nd grade students are dismissed directly from their classroom door. Parents should wait outside of their child’s classroom door. Parents should be timely and have proper ID until the teacher knows who you are. If the kindergarten or 2nd grade student has an older sibling, they will be called to the kindergarten room and be dismissed through the classroom door.

**1st GRADE WALKERS AND PARENT PICK UP – 3:12**
1st Grade Students are dismissed through Exit B. Older siblings are paged to the 1st grade student’s class where they will both exit from EXIT B.

**3rd and 6th GRADE WALKERS AND PARENT PICK UP 3:14**
3rd grade and 6th walkers and parent pick-ups are dismissed from EXIT B.

**4th and 5th GRADE WALKERS AND PARENT PICK UP 3:16**
4th and 5th walkers and parent pick-ups are dismissed from the MAIN ENTRANCE.
**CONTACT LIST**

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone- 570-459-3221 ext. 24500</th>
<th>Email- <a href="mailto:latellap@hasdk12.org">latellap@hasdk12.org</a></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Main Office</strong></td>
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<tr>
<td><strong>Security Office</strong></td>
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<td></td>
</tr>
<tr>
<td><strong>Phil Latella- Principal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone- 570-459-3221 ext. 24505</td>
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<td></td>
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<tr>
<td><strong>Kevin Schadder- Assistant Principal</strong></td>
<td></td>
<td></td>
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<tr>
<td>Phone- 570-459-3221 ext. 24501</td>
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<td></td>
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<tr>
<td>Email- <a href="mailto:schaddeker@hasdk12.org">schaddeker@hasdk12.org</a></td>
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<tr>
<td><strong>Ruth Gonzalez- Bilingual Liaison</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone- 570-459-3221 ext. 24502</td>
<td></td>
<td></td>
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<tr>
<td>Email- <a href="mailto:gonzalezr@hasdk12.org">gonzalezr@hasdk12.org</a></td>
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<td></td>
</tr>
<tr>
<td><strong>Sherry Daugherty- Nurse</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone- 570-459-3221 ext. 24591</td>
<td></td>
<td></td>
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<tr>
<td>Email- <a href="mailto:daughertyd@hasdk12.org">daughertyd@hasdk12.org</a></td>
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<tr>
<td><strong>Chelsea Malloy- Counselor</strong></td>
<td></td>
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</tr>
<tr>
<td>Phone- 570-459-3221 ext. 24516</td>
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<td></td>
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<tr>
<td>Email- <a href="mailto:malloyc2@hasdk12.org">malloyc2@hasdk12.org</a></td>
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**Lista de Contactos**

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School Supplies Needed

1st - 3rd Grade

Cloth pencil cases
Pencils
Erasers
3 notebooks
Highlighter
1 small box of crayons

4th - 6th Grade Heights-Terrace Elementary
2023-2024 Supply List

Homeroom:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>School item</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Clear or mesh backpack (district policy)</td>
</tr>
<tr>
<td>1</td>
<td>One inch 3-ring binder (only this size, no zipper binders)</td>
</tr>
<tr>
<td>1</td>
<td>12-pack of colored pencils only</td>
</tr>
<tr>
<td>1</td>
<td>24-pack of sharpened pencils with erasers</td>
</tr>
<tr>
<td>1</td>
<td>Box of tissues</td>
</tr>
<tr>
<td>1</td>
<td>Folder with holes</td>
</tr>
<tr>
<td>1</td>
<td>Set of headphones (no Airpods or large Beats/gaming headphones)</td>
</tr>
</tbody>
</table>

English Language Arts:

<table>
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<tr>
<th>Quantity</th>
<th>School item</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>three subject notebook OR three single subject notebooks</td>
</tr>
<tr>
<td>1</td>
<td>Folder with holes</td>
</tr>
<tr>
<td>1</td>
<td>Silent reading book of your choice!</td>
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</tbody>
</table>

Mathematics:

<table>
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<tr>
<th>Quantity</th>
<th>School item</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Composition notebooks (no spirals)</td>
</tr>
<tr>
<td>1</td>
<td>Pack of wide-ruled loose-leaf paper (also called filler paper)</td>
</tr>
<tr>
<td>1</td>
<td>Folder with holes</td>
</tr>
</tbody>
</table>

Science/Social Studies:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>School item</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Two-subject notebook OR two single subject notebooks</td>
</tr>
<tr>
<td>2</td>
<td>Folders with holes</td>
</tr>
<tr>
<td>1</td>
<td>Multi-pack of highlighters</td>
</tr>
</tbody>
</table>

Optional: bottle of hand sanitizer and sanitizing wipes
Electronic Device Policy #237

>Use of electronic devices (ex. Cell phones/ music listening devices)---NOT ALLOWED during the school day ---device will be confiscated /held in office

>6th Grade- Students will hand their phones to the homeroom teacher who will lock them in a secure box. Students will receive their phones back at the end of the day. HTEMS reserves the right to do this is all grades if the situation warrants

>Progressive discipline will be enforced if electronic devices and/or behaviors disrupt the educational environment
SCHOOL COMPUTER INSURANCE / SEGURO DE COMPUTADORES ESCOLARES

SCHOOL DEVICE COVERAGE

Now offering PayPal Credit & Venmo

Hazleton Area School District

Protect Your School Device!
Covering Accidental Damage, Loss and Theft.

Unlimited Claims, Full Transferability, with No Deductibles and No Hidden Fees!

Accidental Damage
Cracked Screen
Liquid Submersion
Fire
Flood
Loss/Theft

Sign Up Online Now at https://schooldevicecoverage.com/

Student Device Insurance Coverage Range September 6, 2023 to June 30, 2024

<table>
<thead>
<tr>
<th>Device</th>
<th>Cost of insurance Without Charge</th>
<th>Replacement cost without insurance</th>
<th>Cost of insurance With Charge</th>
<th>Replacement cost with charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>HP, Lenovo Chromebook</td>
<td>$21.00</td>
<td>$250.00-$300.00</td>
<td>$26.00</td>
<td>$250.00-$300.00</td>
</tr>
<tr>
<td></td>
<td>Unlimited Claims, 0 Deductibles</td>
<td>Replacement Cost</td>
<td>Unlimited Claims, 0 Deductibles</td>
<td>Replacement Cost</td>
</tr>
</tbody>
</table>

*Does not cover accessories, unless specified. In order to take advantage of this opportunity, coverage must be purchased within 30 days of receiving your device. Credit card payments are subject to a 4% processing fee. **Coverage excludes known damage/losses which are present at the time of purchase.

Lenovo 100e Chromebook 2nd Gen AST
Model Name: 82CD
Input: 16V 3A
Mfg Date: 2020/12/17
S/N: MP1WZHT0
MTM: 82CD0000US
Manufactured for Lenovo
Made in China
MO: MPNXB0C14006 Factory ID: PRC4
COMMUNICATION

- Skyward (Email and Phone Calls)
- Remind (Text Messaging Service)
Skyward gives parents the ability to see their child's grades, attendance records, receive communication from the school, emergency procedures, and more. Now more than ever it is critical that the school is able to communicate with parents in a safe, secure, and immediate manner. There are going to be times when we NEED you to know something immediately:

Examples:
• A bus breaks down and will not be arriving on time
• An unexpected weather event that forces the school to close
• A mechanical function that requires the school to close
• Any unforeseen emergency where parents need to be alerted immediately

Delivery has failed to these recipients or groups:

The recipient's mailbox is full and can't accept messages now. Please try resending your message later, or contact the recipient directly.
HOW TO ACCESS SKYWARD

1. Go to http://www.hasdk12.org/ (Primero vaya al http://www.hasdk12.org/) Then click the “Skyward” logo (Después haga un click en el logo del programa “Skyward”)

2. Login to skyward with your username and password (Inicie la sesión del programa “skyward” usando las credenciales que se les dieron.)
3. Change your password. (must be at least 6 characters long.) (En su primer inicio de sesión se le pedirá establecer una contraseña nueva. Su nueva contraseña debe ser al menos 6 caracteres de largo.

4. Click the **My Account button** to change your email and phone numbers. Please do this as your phone number changes. Once in Skyward you can see your child’s attendance, grades, test scores and more. (Haga clic en el botón “My Account” o “Mi cuenta” para cambiar su correo electrónico y números de teléfono. Por favor haz esto cada vez que su número de teléfono cambie. Una vez en Skyward, puede ver la asistencia de su hijo, las calificaciones, los puntajes de las pruebas y más.)
ALL PARENTS WILL RECEIVE THEIR USERNAME AND PASSWORD

- Student Name (Nombre) «F» «L» » Grade «Gr» » Homeroom «hr»
- Parent or Guardian’s Name Nombre del Padre o Guadian
- YOUR SKYWARD USERNAME (SU NOMBRE DE USUARIO DE SKYWARD) «user»
- YOUR SKYWARD PASSWORD (SU CONTRASEÑA DE SKYWARD) «pass»

HOW TO ACCESS SKYWARD
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Please review this information for accuracy and return as soon as possible.
Correct contact information is critical. If we don’t have correct contact information we will not be able to contact you in an emergency.

El documento que le enviamos adjunto con este note es un documento muy importantes para nosotros, por favor verifique su informacion si esta correcta. Telefono, direccion etc. Si no esta correcto por favor de actualizar su informacion y enviarla a la escuela lo mas pronto posible.

✓ Student «First» «Last» Grade «Gr» Homeroom «HR»

✓ Our records show that you live at: (direccion) «Address»

✓ Telephone #1 (telefono #1) «Phone1» ✓ Telephone #2 (telefono #2) «Phone2»

✓ Telephone #3 (telefono #3) «Phone3»

✓ Contact Name #1 «Parent1» Contact Name #2 «Parent2»

Email Address «Email»

SIGN AND RETURN (Firmar y Regresar)

___ THE INFORMATION IS ALL CORRECT (LA INFORMACION ES CORRECTA)

___ I HAVE MADE THE FOLLOWING CHANGES (HICE ALGUNOS CAMBIOS)

Parents Signature ________________________________

My Correct Address is (Mi direccion correcto)

______________________________________________

Correct Primary Phone is (telefono #1 correcto) ________________________________

Correct Secondary Phone is (telefono #2 correcto) ________________________________

| Additional Emergency Phone Numbers we may call ________________________________

Un numero de emergencia adicional para llamar ________________________________
Elementary Bell Schedule

**IMPORTANT PHONE CALLS WILL NOT BE ACCEPTED TO CHANGE A CHILD’S DISMISSAL PROCEDURE**

**Disregard #**

**Dismissal Form**

Child’s Name ____________________ Grade _______ Homeroom Teacher ____________________

___ My child has my permission to walk home from school without an adult. I will assume full responsibility for this decision. I understand it is not the responsibility of the school for any accident, injury or other harm that may come to my child. **Please understand the school does not recommend this option and highly discourages you doing so.**

___ My child will be picked up after school by a responsible adult or older sibling. **In matters surrounding custody, it is strongly advised that only adults who have parent permission should come to the school to pick up the child. In matters involving child custody, it is strongly advised that parents or caretakers arrive at the school early to prevent any possible problems.**

___ **If eligible for transportation, my child will ride the bus home. I understand that the school will always put my child on the bus UNLESS I write a note stating differently. Phone calls will NOT be honored; you must provide a signed and dated note to change your child’s dismissal option. This is for your child’s safety.**

Parent’s Signature _______________________________
Lateness to School

- Elementary School Students need to be in HR/ Pd. 1 by 9:00
  - Breakfast in the cafeteria from 8:25 - 8:50

- Excessive lates will result in after-school detentions or possibly suspension from school

Parents must call for absences and late arrivals (570) 459-3221 ext. 24500

- Los estudiantes de escuela primaria deben estar en HR/Pd. 1 a las 9:00
  - Desayuno en cafetería de 8:25 - 8:55
- Tardanzas excesivas resultarán en detenciones después de la escuela o posiblemente suspensión de la escuela

Los padres deben llamar por ausencias y llegadas tarde al (570) 459-3221 ext. 24500
Students Eligible for Bussing

**IMPORTANT**
Tell your child to get off at the correct bus stop! Please tell them they should not stop at a friend's house before coming home!

**¡IMPORTANTE**
Dígale a su hijo que baje en la parada de autobús correcta! ¡Por favor dígalos que no deben parar en la casa de un amigo antes de volver a casa!
BUS CARDS

No Bus

08/07/2023
Dear Parent/Guardian:

Your son/daughter Chloe Abreu Geronimo attending Heights-Terrace Elementary/Mid has recently been scheduled for busing. His/Her transportation schedule is

PICK UP
Time: 9:00 am
Location: Address NOT eligible for Busing to Heights-Terrace E

DROP OFF
Time: 3:35 pm
Location: Address NOT eligible for Busing to/from HTS-TERR/

Be at Bus Stop 10 Minutes Early.

Thank you
Hazleton Area School District

---

BUS 14 AM and PM
Sometimes the busses are different. A veces los autobuses son diferentes.

---

08/07/2023
Dear Parent/Guardian:

Your son/daughter Taim Abdulrahman attending Heights-Terrace Elementary/Mid has recently been scheduled for busing. His/Her transportation schedule is

PICK UP
Time: 8:21 am
Location: HAZL - DONS & FERRARA

DROP OFF
Time: 3:48 pm
Location: HAZL - DONS & FERRARA

Be at Bus Stop 10 Minutes Early.

Thank you
Hazleton Area School District
BACK PACK

50B

Child's Name ___________ Grade _______

Lunch Card Number

This child attends the
HEIGHTS TERRACE ELEMENTARY/MIDDLE SCHOOL

In an emergency call the following numbers:
(570) 459-3221 ext. 24500 –school
(570) 459-3221 ext. 3134- transportation
(570) 459-3221 ext. 3133- transportation

Parent Pick-Up

Child's Name ___________ Grade _______

Lunch Card Number

This child attends the
HEIGHTS TERRACE ELEMENTARY/MIDDLE SCHOOL

In an emergency call the following numbers:
(570) 459-3221 ext. 24500 –school
(570) 459-3221 ext. 3134- transportation
(570) 459-3221 ext. 3133- transportation
Prior to entering kindergarten your child will have a more rewarding school experience if they are exposed to:
Antes de empezar kindergarten, su hijo va tener éxito en la escuela si practican lo siguiente:

The Letters Of The Alphabet
Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq
Rr Ss Tt Uu Vv Ww Xx Yy Zz

The 8 Basic Colors
Blue Azul
Red Rojo
Orange Anaranjado
Yellow Amarillo
Green Verde
Purple Púrpura
Brown Marrón
Black Negro

The Ability To Say The Following:
- Your child’s first and last name
- Your child’s address and telephone number
- Your child’s birthday

La Habilidad A Decir Lo Siguiente:
- Su primer nombre y apellido
- Su dirección y nombre de teléfono
- Su fecha de nacimiento

The Numbers From 1-10

Recognize Basic Shapes
Triangle Triángulo
Circle Círculo
Square Cuadrado

User log in

Filpo Gomez, Naylee

User: TESTNAY000
Password: 123456
Homeroom: 147
PTA

• Betsy Durso is the PTA President
  - Discuss issues, share ideas, concerns, fundraising to provide building improvements, curriculum based programs, and social events
  - Provides opportunities to meet other parents and teachers
  - Memberships- PLEASE JOIN!
Positive Behavior Support at Heights Terrace Elementary Middle School

HAWK PRIDE produces the following outcomes:

- A school-wide positive behavior program that teaches pride, respect, safety, and responsibility
- Increased engaged learning time for students
- Unity in our school community

Apoyo al Comportamiento Positivo en Escuela Primaria/ Secundaria Heights Terrace

HAWK PRIDE produce los siguientes resultados:

- Un programa de comportamiento positivo en toda la escuela que enseña orgullo, respeto, seguridad y responsabilidad
- Mayor tiempo de aprendizaje comprometido para los estudiantes
- Unidad en nuestra comunidad escolar
P R O U D to be me
(Liking and Caring about yourself)
R E S P E C T for others
(Treating others how I want to be treated)
I will be READY
(Having what I need, being on time)
D o the SAFE thing
(Free from danger, harm or injury)
E veryone can LEARN!

P R O U D to be me
(Orgulloso de ser yo)
R E S P E C T for others
(Respeto por los demás)
I will be READY
(Estaré listo)
D o the SAFE thing
(Haz lo más seguro)
E veryone can LEARN!
(itodos pueden aprender!)
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</table>
**STAR STUDENTS**

- Misses 3 or less homework assignments per month
- Has 0 suspensions, bus write-up’s or office referrals a month
- Receives 3 or less behavior yield cards or warnings from ANY teacher
- Listens to and is respectful of others everywhere and always
- Completes classwork in a timely manner and according to their ability
- Keeps materials and work space neat and orderly
- Shows PRIDE in the Bathroom / Halls / Cafeteria
- Showing PRIDE means always telling the truth

---

- No entrega 3 o menos tareas al mes
- Tiene cero suspensiones o referidos a la oficina al mes.
- Reciba 3 o menos carta de conducta de cualquier maestro
- Escuche y sea respetuoso del otro donde sea y siempre.
- Completa el trabajo de la clase en un tiempo oportuno y de acuerdo a su habilidad.
- Mantiene los materiales y el lugar de trabajo limpio y ordenado.
- Mostrar PRIDE significa decir siempre la verdad.
Parents,
As we begin a new school year, our supply of extra underwear, socks, and clothing is very low. As you know, children, especially in the younger grades, have accidents and require an immediate change of clothing.
If you would be willing, please consider donating a new package of children's underwear or socks. If you have any used sweatpants, tee shirts, or other clothing in good condition, please consider donating them to the school so we can keep our littles dry.

Padres,
A medida que comenzamos un nuevo año escolar, nuestro suministro de ropa interior, calcetines y ropa extra es muy bajo. Como usted sabe, los niños, especialmente en los grados más pequeños, tienen accidentes y requieren un cambio de ropa inmediato.
Si está dispuesto, considere donar un nuevo paquete de ropa interior o calcetines para niños. Si tiene pantalones deportivos, camisetas u otra ropa usada en buenas condiciones, considere donarlos a la escuela para que podamos Puede mantener a nuestros pequeños secos.
Attendance Policy #204

- It is the responsibility for a family to provide a written excuse for absence.
- The Attendance Team will meet to create an attendance plan for three unexcused absences.
- More than six unexcused absences will be considered as truant and be submitted to a local judge.

- Es responsabilidad de la familia proporcionar una excusa por escrito para la ausencia.
- El Equipo de Asistencia se reunirá para crear un plan de asistencia para tres ausencias injustificadas.
- Más de seis ausencias injustificadas se considerarán como ausencias injustificadas y se someterán a un juez local.
HASD DRESS CODE ADOPTED 8-11-2022

All clothing must be appropriately sized for the student, that is, clothing must be no more than one (1) regular size larger than the student actually measures. Extra-wide, extra-full, extra-long, baggy or sagging pants and shorts are not acceptable. Jeans are permitted as long as there are no holes in them. If jeans have holes, you must wear some undergarment, no skin should be showing.

Toda la ropa debe tener el tamaño adecuado para el estudiante, es decir, la ropa no debe ser más de una (1) talla regular más grande de lo que el estudiante realmente mide. Los pantalones y bermudas extra-anchos, extra llenos, extra largos, holgados o caídos no son aceptables. Los jeans están permitidos siempre y cuando no haya agujeros en ellos. Si los jeans tienen agujeros, debe usar algo de ropa interior, no debe mostrarse la piel.

Only clear or mesh backpacks are permitted in K-8 school buildings, in accordance with school guidelines.

Solo se permiten mochilas transparentes o de malla en los edificios escolares K-8, de acuerdo con las pautas escolares.

Articles of Noncompliance - Artículos de Incumplimiento

1. No hoodies/jackets during school hours / No hay sudaderas con capucha / chaquetas durante el horario escolar
2. No holes in jeans/clothing that exposes skin/ Crop Tops / Sin agujeros en los jeans / ropa que exponga la piel / Tops cortos
3. No underwear showing – pants must be around waist/ No se muestra ropa interior: los pantalones deben estar alrededor de la cintura
4. No sliders, crocs, platform shoes/ Sin deslizadores, crocs, zapatos de plataforma

Discipline Guidelines

The following discipline guidelines apply to student in all grades K through 12:

1. First Offense - At the direction of the principal, the student shall be retained in the office until the student/parent/guardian provides a proper change of clothing, not to exceed one (1) day. If a parent/guardian is unable to provide a change of clothing, the school will issue something in compliance, when extra clothing is available. Primera ofensa – Bajo la orden del director, el estudiante será retenido en la oficina hasta que el estudiante / padre / tutor proporcione un cambio de ropa adecuado, que no exceda un (1) día. Si un padre/tutor no puede proporcionar un cambio de ropa, la escuela emitirá algo en cumplimiento, cuando haya ropa adicional disponible.


3. Third Offense - This and all subsequent violations shall result in loss of privileges and/or out-of-school suspension.[4] Tercera ofensa: esta y todas las violaciones posteriores resultarán en la pérdida de privilegios y / o suspensión fuera de la escuela.[4]
OK

Non-Compliant
Lateness to School

- Elementary School Students need to be in HR/ Pd. 1 by 9:05
  - Breakfast in cafeteria from 8:30 – 8:55

- Excessive lates will result in after-school detentions or possibly suspension from school

Parents must call for absences and late arrivals (570) 459-3221 ext. 24500
THANK YOU FOR ATTENDING!

Questions?

HASD WEB SITE: www.hasdk12.org/heights

- Important District/school information -Información importante del distrito/escuela
- Skyward to check students' progress -Hacia el cielo para comprobar el progreso de los estudiantes
- Come to school and be on time -Ven a la escuela y sé puntual.
SCHOOL STARTS
Tuesday, September 5th