

Hazleton Area School District
McAdoo-Kelayres
Elementary/Middle School



Student Handbook
2022-2023

McAdoo-Kelayres Elementary/Middle School
15 Kelayres Road
McAdoo, PA 18237

Phone: 459-3221 Ext. 25500

Fax: (570) 929-1581

Website Address: www.hasd.k12.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

Frank Walton
Ext. 25505

Assistant Principal

Keith Schifano
Ext. 25501

Guidance Counselor

Christina Fedorko
Ext. 25516

School Nurse

Margaret Notaro
Ext. 25591

Secretarial Staff

LuAnn Kolbush Ext. 25500
Kelly Deshisky Ext. 25500

Security

Cindy Dziak
Ext. 25593

Bi-Lingual Community Liaison

Deya Perez
Ext.25506

School Mission Statement

NON-DISCRIMINATION POLICY

It is the policy of the Hazleton Area School District not to discriminate on the basis of race, sex, color, national origin, or handicap in its educational programs, activities, or employment policies, as required by Title IX of the Educational Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973. Inquiries regarding compliance may be directed to: **Kathy Brogan, Title IX Coordinator, (570) 459-3221 Ext. 81539.**

Elementary School Teachers

Kindergarten Teachers:

Alicia Albright

Gabby Pavlick

Karen Vino

2nd Grade Teachers:

Christina Kurtz

Nancy Barber

Samantha Despirito

MicKayla Nowak

4th Grade Teachers:

Stephen Lucas

Laura Giranda

Shelby Snyder

6th Grade Teachers:

Stephanie Makowiec

Brandon Hinkle

Tanya Burke

ELD Teachers:

Debra Marchetti

Regina Ercolani-PM

Interventionists:

Regina Ercolani-AM

Michele LaBuda

Jackie Steber

Speech:

Heather Cerulla

1st Grade Teachers:

Judine Lazar

Margaret Quigley

Melissa Kania

Alexandra Rentz

3rd Grade Teachers:

Michael Herbinko

Karen Pugh

Nicole Dunnigan

Jenna Greco

5th Grade Teachers:

Colleen Denicola

Janet Sniscak

Sherry Sernak

Special Teachers:

Robert Kotansky 4th Health

Linda Shuliga 5th Comp. Lab

Lindsey Bower Art

Sandra Hoppey Music

Josh Wenner Gym

Special Education:

Melissa Wartman

Melanie Hunsicker

McKayla Hess

Donna Anthony

Allison Kerstetter

Brandon Pugh

Middle School Teachers

| | |
|---------------------|--|
| Michelle Leitner | Reading/Geography |
| Maribeth Lawrence | Language Arts |
| Kathy Bet | Math |
| Kaitlyn Herling | Science/ Language Arts |
| Kimberly Zalenski | Math |
| Jennifer Cassarella | Special Education |
| Stacy Gelgot | Library Skills |
| Joshua Sorber | Health-Gym |
| Jessica Shafer | Music |
| Aimee Fetterman | Science |
| Kim Valentine | ELD |
| Lindsey Bower | Q2, 2&3 period Art |
| Clayton Brown | Social Studies |
| Cassidy Shults | Social Studies |
| Renee Chirico | Career Applications and Computer Science |



HAZLETON AREA SCHOOL DISTRICT



2022 - 2023 CALENDAR



| | | | |
|------|---------|---|--|
| Sep. | 1 | - | Act 80 Day |
| Sep. | 2 | - | School Closed |
| Sep. | 5 | - | Labor Day |
| Sep. | 6 | - | First Day For Students |
| Oct. | 10 | - | Columbus Day |
| Nov. | 10 | - | Early Dismissal for Students Only |
| Nov. | 11 | - | Veterans' Day |
| Nov. | 23 | - | Early Dismissal for Students & Teachers |
| Nov. | 24 - 28 | - | Thanksgiving Holiday |
| Dec. | 23 | - | Early Dismissal for Students & Teachers |
| Dec. | 24 - 31 | - | Winter Break |
| Jan. | 2 | - | Winter Break |
| Jan. | 16 | - | Martin Luther King Jr. Day |
| Jan. | 26 - 27 | - | Act 80 Days |
| Feb. | 17 | - | Early Dismissal for Students Only |
| Feb. | 20 | - | Presidents' Day |
| Mar. | 17 | - | Act 80 Day |
| Apr. | 7 - 10 | - | Spring Break |
| May | 29 | - | Memorial Day |
| June | 9 | - | Last Day for Students & Teachers |
| June | 12 | - | This day will be made up by teachers through attendance at: MEET THE TEACHER NIGHT (Sept. 26 El./Mid.) (Sept. 27 HAHS, HACC & STEM) |
| | | - | OPEN HOUSE (Mar. 30 El./Mid.) |
| | | - | GRADUATION (June 9; Alternate date June 10) |

NUMBER OF SCHOOL DAYS (ORIGINAL CALENDAR)

| | STUDENTS | TEACHERS |
|----------------|------------|------------|
| August | 0 | 0 |
| September | 19 | 20 |
| October | 20 | 20 |
| November | 18 | 18 |
| December | 17 | 17 |
| January | 18 | 20 |
| February | 19 | 19 |
| March | 22 | 23 |
| April | 18 | 18 |
| May | 22 | 22 |
| June | 7 | 7 |
| Totals: | 180 | 184 |

- November 8 - End of 1st Quarter
- January 25 - End of 2nd Quarter
- April 4 - End of 3rd Quarter
- June 9 - End of 4th Quarter

EARLY DISMISSAL TIMES

- 10:30 AM - Academy of Sciences (STEM)
- 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.)
 May 1 - May 12, 2023 (Science)
 May 1 - May 12, 2023 (Math)

KEYSTONE Dec. 5-16, 2022; Jan. 4-18 & May 15-26, 2023

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 and 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. 81546 or the Section 504 Coordinator at (570) 459-3111 Ext. 3156 at 1515 West 23rd Street, Hazle Township, PA. 18202.

Board Approved 10/27/2022

2 hour Delay Schedule

| Middle School | | | Elementary | |
|------------------------------|--------------|--|--|-------------|
| Clock in | 9:15 | | Clock in | 10:15 |
| Staff Development | 9:15-9:45 | | Staff Development | 10:15-10:45 |
| Students enter | 9:30 | | Students Enter | 10:30 |
| Late Bell | 10:00 | | Late Bell | 11:00 |
| Homeroom | 9:55-10:03 | | Homeroom | 10:50-11:05 |
| 1 | 10:03-10:36 | | 1 | 11:05-11:30 |
| 2 | 10:36-11:09 | | 2 | 11:30-11:55 |
| Lunch | 11:10- 11:40 | | Lunch (5 period) 5th & 6th Grade/ Autistic | 11:57-12:27 |
| 3 | 11:42- 12:15 | | Lunch (6 th period) Kg, 3rd & 4th Grade | 12:30-1:00 |
| 4 | 12:18-12:51 | | Lunch (7 th period) 1st and 2nd Grade/ | 1:05-1:35 |
| 6 | 12:55-1:28 | | 3 | 1:35-2:00 |
| 7 | 1:32-2:05 | | 4 | 2:00-2:25 |
| 8 | 2:07-2:40 | | 8 | 2:25-2:50 |
| Dismissal Students | 2:40 | | 9 | 2:50-3:15 |
| Clock Out | 2:45 | | Dismissal Students | 3:20-3:40 |
| | | | Dismissal Teachers | 3:45 |
| Grab and Go Breakfast | | | | |
| No Mustang Time! | | | | |

McAdoo Kelayres Elementary Middle School

2022-2023 School Year

Bell Schedule

| Middle School | |
|-------------------|--------------|
| Teacher Sign In | 7:15 |
| Staff Development | 7:15- 7:45 |
| Homeroom | 7:52-8:00 |
| 1st Period | 8:02-8:48 |
| 2nd Period | 8:50-9:36 |
| 3rd Period | 9:38- 10:24 |
| 4th Period | 10:26- 11:12 |
| Lunch | 11:15- 11:45 |
| 6th Period | 11:48- 12:34 |
| 7th Period | 12:36-1:22 |
| 8th Period | 1:24- 2:10 |
| Mustang Time | 2:10- 2:35 |
| Student Dismissal | 2:35-2:40 |
| Teacher Dismissal | 2:45 |

| 5th/6th Grade | |
|-------------------|--------------|
| Teacher Sign In | 8:15 |
| Staff Development | 8:15- 8:45 |
| Homeroom | 8:52- 9:05 |
| 1st Period | 9:05- 9:42 |
| 2nd Period | 9:43- 10:20 |
| Mustang Time | 10:20- 10:50 |
| 3rd Period | 10:51- 11:28 |
| 4th Period | 11:29- 12:06 |
| 5th Period | 12:07- 12:46 |
| 6th Period | 12:47- 1:24 |
| 7th Period | 1:25-2:02 |
| 8th Period | 2:02-2:38 |
| 9th Period | 2:38- 3:15 |
| Student Dismissal | 3:20-3:40 |
| Teacher Dismissal | 3:45 |

| |
|--|
| Lunch- 5th & 6th Grade; Autistic Support- 12:10- 12:40 |
| Lunch- 3rd & 4th Grade; Kindergarten- 12:50- 1:20 |
| Lunch- 1st and 2nd Grade- 1:30- 2:00 |



SNOW DELAYS AND CANCELLATIONS

In the event the weather is bad, school may be cancelled or delayed. In the past school has been cancelled or delayed for snow, ice, and very cold temperatures. **PLEASE** follow information regarding delays and cancellations.

On a Two-Hour Delay, the school doors open at 9:45 a.m. for middle school students and 10:45 a.m. for elementary students. Please do not send your child early. This is unsafe and the school cannot be held responsible for parents who do not adhere to the policy. There is NO breakfast on 2 hour delay days.

If the weather is bad, **PLEASE** watch channel 16, 22, or any local channel for the latest on school closings. You can also visit our web site to see if there is a delay or cancellation. www.hasdk12.org

If we are to have a **FID or Virtual Day**- Please check your child(s) teachers' TEAMS page for work that needs to be completed. Your child(s) has until 3PM that day to complete the attendance assignment that the homeroom teacher has posted, if the attendance assignment is not completed that day, your child will be marked absent.

METAL DETECTORS

All persons and packages entering this facility are subject to be searched. Students should refrain from bringing anything metal into the school. Such as metal lunch boxes, belts, metal utensils, and scissors (will be confiscated-requiring parent pickup) etc. as this will hinder the process.

If your child has a metal lunch box it must be carried in separately not in clear backpack. NO travel cups/containers or open bottles such as Gatorade, water, etc. allowed. Cups and containers will require parent pickup and open bottles will be thrown away. They must come in the building sealed.

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 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. 25500. LEAVE A VOICE MAIL. No phone calls from students will be accepted. At this time when leaving a message, request homework, if desired. Please check your child(s) teachers' TEAMS page (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

Elementary School Students are to enter the school no earlier than 8:30 AM for breakfast or for homeroom by 8:45. Students entering the building after 9:05 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

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 8:05 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.
- 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 children 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.
- If you must pick up your child(ren) prior to the end of school, please schedule to do this by 2:15 PM. There is too much activity in the office at dismissal time. If you know you will need to pick up after 2:15PM, have your child(ren) dismissed as a walker. Please send note to homeroom teacher. If it is an emergency, please come to the office.

Hazleton Area School District's New Dress Code Policy:

Dress Code

The Board has adopted this school Dress Code for all grades K through 12. The Dress Code shall be strictly enforced pursuant to discipline guidelines.

All students shall attend school each day in accordance to the Dress Code.

The Board or the approved dress code committee must approve all changes to this Dress Code.

Embroidery/Monogramming with Hazleton Area School District, HAHS Band, or HAHS Cheerleader or other respective school logo is optional, as sanctioned by the dress code committee.

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.

Clothing may be purchased at any store/vendor as long as clothing conforms to this Dress Code.

Shorts as described in this policy, are permitted to be worn from the beginning of the school year until October 1 of that year. In the spring, shorts may be worn starting April 20 until the end of the school year.

Shirts may be worn outside the pants, but the bottom of the shirt cannot extend past the middle of the pants pocket, and dress shirts must be tucked inside the pants. If the shirt exceeds acceptable length, it must be tucked inside the pants. Jeans are permitted as long as there are no holes in them.

Only clear or mesh backpacks are permitted in K-8 school buildings, in accordance with school guidelines. Backpacks are not permitted in 9-12 buildings.

Closed shoes or sneakers with socks/stockings must be worn.

Articles of Noncompliance

This list is only a guide and **not** complete, as other items may not be listed:

1. No cargo pants.
2. No baggy/skateboard pants.
3. No denim tops or look-alike denim/corduroy stretch pants.
4. Medical-type scrubs or pajama pants will not be allowed.
5. No spandex stretch or legging pants except for medical reasons or if a dress is over top of the described pants
6. No mini/micro skirts (no more than three (3) inches above the knee).

7. No hats, caps, headbands, or bandanas.
8. No bare midriff or low cut, scoop neck tops.
9. No tank tops, tube tops, halter tops, or sleeveless shirts.
10. No off-the-shoulder garments.
11. No sheer clothing.
12. No chains, dog collars or spike bracelets/necklaces.
13. No clothing or article deemed sexually suggestive or condoning violence, drug/alcohol/tobacco use, suicide or vulgar language.
14. No dresses, shorts, skirts, or skorts that are more than three (3) inches above the knee.
15. No display of any undergarments.
16. No camouflage clothing.
17. No open-toed shoes or "flip flops" are permitted.
18. No Hoodies

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.
2. **Second** Offense – The student shall receive in-school suspension.[4]
3. **Third** Offense – This and all subsequent violations shall result in loss of privileges and/or out-of-school suspension.[4]

Classes missed because of noncompliance with the Dress Code shall be governed by the attendance policy.[5]

When possible, the school shall attempt to provide a student who is wearing a noncompliant top with a top that is in compliance. Discipline shall still apply.

Hazleton Area School District Attendance Policy

Attendance shall be required of all students enrolled in district schools during the days and hours that school is in session, except that a principal or teacher may excuse a student for temporary absences upon receipt of satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance.[3][7][9][10][11][12]

The Board considers the following conditions to constitute reasonable cause for absence from school:

1. Illness.[12] (Medical Note required after three (3) days)
2. Quarantine. (Medical note required to be excused and to return to school)
3. Family emergency. (Approval of Building Administration)
4. Recovery from accident. (Medical note required to be excused and to return to school)
5. Required court attendance. (Note from Court)
6. Death in family. (Parent Note and Obituary/Mass Card)
7. Family educational travel, with prior approval. (Superintendent approval ONLY)
8. Educational tours and trips, with prior approval.[13] (Superintendent approval ONLY)

A maximum of ten (10) days of cumulative absences verified by written parental notification shall be permitted during a school year. Parent/Guardian signature is required on written notification. All absences beyond these ten (10) cumulative days shall require a legal excuse (see numbers 1 – 8 above).

All absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within five (5) days upon return to school. It is the parent's/guardian's responsibility to supply the excuse note. Students who are unable to attend school due to leaving the country, state, or boundaries of the school district will be marked absent. The only exception being when the student is/was educated by another educational entity, in which case the student will be/has been withdrawn from the Hazleton Area School District and enrolled in another verifiable educational entity.

The Board shall report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Board shall issue notice to those parents/guardians who fail to comply with the requirements of compulsory attendance that such infractions will be prosecuted according to law.[7][14][15]

Attendance need not always be within school buildings. A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving Hazleton Area School District approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction.[3][11][16][17][18][19][20][21]

Upon written request by a parent/guardian, an absence for observance of a student's religion on a day approved by the Board as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday.[22]

The Board shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must

inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction.[22][23]

The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.[6][9]

The Board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearances for the student, family emergencies, and other urgent reasons.[11][12]

The Board shall excuse the following students from the requirements of attendance at district schools, upon request and with the required approval:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.[9][10][24]
2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.[3][25]
3. Students attending college who are also enrolled part-time in district schools.[26]
4. Students attending a home education program in accordance with law.[27][28]
5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.[3]
6. Students fifteen (15) years of age, and fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.[10]
7. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.[10][17]

The Board may excuse the following students from the requirements of attendance at district schools:

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.[3][16][19]
2. Homebound children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist and approval of the Secretary of Education.[24]
3. Students enrolled in special schools conducted by the Luzerne Intermediate Unit No. 18 or the Department of Education.[3]

In the case of a student with disabilities, where the absence is caused by or directly related to the student's disability, attendance regulations/grading shall be addressed by an IEP Team or Section 504 Team.[29][30]
Educational Tours/Trips

The Board may excuse a student from school attendance to participate in an educational tour or trip not sponsored by the district if the following conditions are met:[13]

1. The parent/guardian submits a written request for excusal **prior to the absence.**

2. The student's participation has been approved by the Superintendent or designee.
3. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.

Absences due to an educational tour or trip may not exceed ten (10) cumulative days within the school year.

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's attendance policy by publishing such policy in the student handbook, parent newsletters, district/school web site and other efficient methods.[6]

The Superintendent or designee shall develop administrative regulations for the attendance of students which:

1. Ensure a school session that conforms with requirements of state law and regulations.[31][32][33][34][42][43]
2. Govern the keeping of attendance records in accordance with law.[36][37]
3. Distribute annually to staff, students, and parents/guardians Board policies and school rules and regulations governing student attendance, absences and excusals.[6]
4. Impose on truant students appropriate incremental disciplinary measures for infractions of school rules, but no penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences.[14][15][38][39][40]
5. Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests.
6. Ensure that students legally absent have an opportunity to make up work.
7. Issue written notice to any parent/guardian who fails to comply with the compulsory attendance law, within three (3) days of any proceeding brought under that law. Such notice shall inform the parent/guardian of the date(s) the absence occurred; that the absence was unexcused and in violation of law; that the parent/guardian is being notified and informed of his/her liability under law for the absence of the student; and that further violations during the school term will be prosecuted without notice.[14][15]

Student Absence Reporting

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. Please check your child(s) Teachers' TEAMS page for assignments as well.

Elementary School – the policy for elementary school homework is to be determined by the individual teacher. Request homework when reporting child absent, by 8:00 AM.

Middle School - the policy for middle school homework is to be determined by the individual teams. Call by 8:00 AM with locker number and combination.

PHONE CALLS

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

CHANGE OF ADDRESS OR PHONE NUMBER

MUST BE DONE AT CENTRAL ADMINISTRATION

If you have a change of address and/or phone number at any time, notify the main office immediately by providing, 3 proofs of address and phone number change (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

This year the Hazleton Area School District will be implementing a new program available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP). What does this mean for you and your children attending the District schools? Great news! All enrolled students of the Hazleton Area School District are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the school year. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit a meal application. Students will be able to purchase an additional meal at a charge of \$2.00 if they so desire. Smart Snacks will also be available for purchase (grades 3-8 only). All students will be required to use their student number or finger scan at the point of sale to identify that they have received a meal. This will be done for accountability purposes. If we can be of any further assistance, please contact us at 570-459-3111 ext. 3178 or email: farleyb@hasdk12.org or yeselskim@hasdk12.org

If you would still like to allow your child to purchase 2nd meals or smart snacks the Hazleton Area School District is excited to offer MySchoolBucks! This online payment service provides a quick and easy way to add money to your students cafeteria account using a credit/debit card or electronic check. You can also view recent purchases, check balances, and set-up low balance alerts for FREE!

MySchoolBucks provides:

Convenience – Available 24/7 on the web or with the Mobile App for your iPhone, Android, or Windows phone!

Efficiency – Make payments for all your students, even if they attend different schools within the district.

Eliminate the need for your students to take money to school.

Control – Set low balance alerts, view account activity, recurring/automatic payments & more!

Flexibility – Make payments using credit/debit cards and electronic checks.

Security – MySchoolBucks adheres to the highest security standards, including PCI and CISP.

Enrollment is easy!

1. Go to www.MySchoolBucks.com and register for a free account.
2. You will receive a confirmation email with a link to activate your account.
3. Add students using their school name and student ID.
4. Make a payment to your students' accounts with your credit/debit card or electronic check. A program fee may apply. You will have the opportunity to review any fees and cancel if you choose, before you are charged.

If you have any questions, contact MySchoolBucks directly:

parentsupport@myschoolbucks.com

1-855-832-5226

Visit myschoolbucks.com and click on Help/FAQ's

Have a smartphone? Get MySchoolBucks Mobile App

Fresh Fruit and Vegetables Program:

The school provides a chance for your child(ren) to learn and try new and different fresh fruits and vegetables. Three times a week. Teachers are provided a monthly calendar and worksheets/ fun facts about the fruits and/or vegetables. The children then discuss what they like or do not like about each. The information is then collected, which then helps guide what fruits and/or vegetables will be sent the following month.

Food Allergies/Special Dietary Needs

If your child has a food allergy or special dietary need, please notify foodservice and your school nurse immediately. All special diets must be documented with a note from a Physician. These notes need to be updated for the current school year. Once a note is on file we will be able to provide substitutions to meet your child's dietary needs. As stated by USDA in the new ruling, school districts will no longer be permitted to substitute juice or water for the milk included with the school lunch for those students that are not considered to have a disability. This would include students with milk intolerance, non life-threatening allergy and any other non-disabling medical condition. The district is permitted to provide a substitute beverage that is nutritionally equivalent to cow's milk. The HASD will be offering lactose free milk in the cafeteria. Please contact the cafeteria manager at your child's school or the foodservice office, at (570) 459-3111 ext. 3178 if you would prefer – soy milk for your child. Please keep in mind, your child is not required to take milk with their lunch. Your district provides an "offer-versus-serve" program which only requires that 3 of the 5 meal components (food groups) are taken. The 5 components offered daily include: Protein, Grains, Fruit, Vegetable and Milk. Again, your child can decline the milk and take at least 3 of the other meal components to have a complete lunch. As a reminder, please complete and return your Multi- Child Meal Benefit Application for free or reduced priced breakfast and lunch as early as possible.

Parents / Guardians are responsible for payment of all meals until notification is received that your child qualifies for free or reduced price meals. Please contact the food service office at (570) 459-3111 ext. 3190 or email the food service office at farleyb@hasdk12.org ; yeselskim@hasdk12.org for any questions or concerns.

Identimetric Finger Scan System

This year, our school is implementing a biometric finger scanning identification program in an effort to provide security for your child's cafeteria account, eliminate clerical errors and provide students an easy way to identify themselves when entering the school and using the cafeteria.

What is Biometric Identification?

Biometric identification is automated methods of identifying a person based upon physical or behavioral characteristics. Our school has selected identiMetrics biometric finger scanning identification software because it is fast, accurate, cost-effective and non-intrusive.

How does finger scanning identification work?

Using a finger scanner, the software scans the fingerprint to create and store individual templates of unique points that identify each student. When the student returns, the software again scans the finger and looks for a match in the database. When a match is found, the student is identified!

What about my child's privacy?

The software scans the finger for identification. It does not store a copy of the fingerprints. Instead, the software creates a template of the unique fingerprint characteristics. These templates are stored in the school's database with the same high level of security of all of your child's records. When your child graduates or is no longer enrolled in the school system, the templates are deleted. At no time is a fingerprint image stored. No fingerprints can be recreated or delivered to any agency - governmental or otherwise.

If you feel you would like to opt out of having your child finger scanned, they can still go through the lunch line by giving the cashier the student ID number that is assigned to them. You will need to send in written notification that you would like to opt out, otherwise all children will be scanned.

Thanks for being involved!

It is important to us that your child's experience in school is educational and rewarding. We hope you will find this new way of identifying your child to be safe, easy, accurate and efficient. If you have any questions, please do not hesitate to ask.

For more information go to www.identimetrics.net.

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 username and password for Skyward via the Internet. If you have any questions regarding how to access your account, please contact the main office.

Report cards (K-2) / Report card receipts (3rd through 8th) are to be returned to the homeroom teacher on the school day following the distribution of report cards. If the student does not hand in the report card or receipt within a week following the distribution, detention will be assigned.

Deficiency Notices: Students with an average of 75 or below as of the middle of a marking period will be sent via postal mail notification of a possible failure for the marking period.

TEXTBOOKS

Textbooks are loaned to students for their use during the school year and are to be kept clean and handled carefully. When books are distributed, the classroom teacher notes the condition of the book and the students sign agreeing to that condition. Any questions regarding the condition of the book must be resolved at that time. Students will be responsible to pay for books not personally returned on the last day of school in the condition in which it was issued. Students who damage books will be charged \$10.00; students who lose their book or damage it beyond usage will be charged \$20.00, unless the book is new that current year. If so, the charge will be the current price for a new book.

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 re-enter the function. Once a student leaves the site of the activity, s/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.

Detention

Will be assigned by administration:

Middle School 2:45-3:15

Elementary 3:20-4:10

Difference Between Flu and COVID-19

Influenza (Flu) and COVID-19 are both contagious respiratory illnesses, but they are caused by different viruses. COVID-19 is caused by infection with a coronavirus named SARS-CoV-2, and flu is caused by infection with influenza viruses. You cannot tell the difference between flu and COVID-19 by symptoms alone because some of the symptoms are the same. Some PCR tests can differentiate between flu and COVID-19 at the same time. If one of these tests is not available, many [testing locations](#) provide flu and COVID-19 tests separately. Talk to a healthcare provider about getting tested for both flu and COVID-19 if you have symptoms.

**ATTENDANCE AT SCHOOL:
SHOULD MY CHILD BE IN SCHOOL WITH THIS ILLNESS?**

The following illnesses are the reason to keep your child at home.

1. **RASH** – usually sign of a viral illness. It also may be a reaction to a medication/chemical. If your child's rash is associated with a fever. Contact your doctor.
2. **FEVER** – any temperature 100 degrees or higher need to stay at home. Your child should be fever free for 24 hours before coming back to school.
3. **STOMACHACHE, VOMITING, AND DIARRHEA** – Your child should be kept home until symptoms are resolved for approximately 12 hours and the child is able to keep down food and liquid.
4. **COLD, SORE THROAT, AND COUGH** – If cold and cough symptoms are associated with a fever or they do not readily improve, keep your child home and contact your doctor. Your child **MAY ATTEND SCHOOL** IF there is no fever.
5. **RED EYES** – When the white part of the eye appears red and produces a yellow or green crusty discharge: Call your doctor should these symptom persist. Your child may have conjunctivitis, a common condition which may be a contagious infection. Your child may need an ointment and may attend school after 2 hours of treatment. Remember to wash your hands frequently.

ANY QUESTIONS YOU MAY CONTACT YOUR SCHOOL NURSE.

School Immunization Requirements

- The state of Pennsylvania requires **ALL** students to be immunized against certain diseases, a certain number of times, in a specific sequence
- Written proof of immunization including month, day and year is needed to enter school.
- The only **exceptions** to the school laws for immunization are **medical reasons and religious beliefs**. If a student is exempt from immunizations, he/she may be removed from school during a disease outbreak
- Below are the required school immunizations

Children in **ALL** grades (K-12) need the following vaccines:

- 4 doses of tetanus, diphtheria, and acellular pertussis* (1 dose on or after the 4th birthday)
- 4 doses of polio** (4th dose on or after 4th birthday and at least 6 months after previous dose.)
- 2 doses of measles, mumps, rubella (Usually given as MMR)
- 3 doses of hepatitis B

- 2 doses of varicella (chickenpox) or evidence of immunity

Children ENTERING 7TH GRADE need additional vaccines:

-1 dose of tetanus, diphtheria, acellular pertussis (**Tdap**) **on the first day of 7th grade.**

-1 dose of meningococcal conjugate vaccine (**MCV**) **on the first day of 7th grade.**

**Usually given as DTP or DTaP or DT or TD*

*** A fourth dose is not necessary if the third dose was administered at age 4 years or older and at least 6 months after previous dose.*

Symptoms of COVID-19-
from <https://www.cdc.gov/coronavirus/>

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms.

Possible symptoms include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. Symptoms may change with new COVID-19 variants and can vary depending on vaccination status. CDC will continue to update this list as we learn more about COVID-19. [Older adults](#) and people who have underlying [medical conditions](#) like heart or lung disease or diabetes are at higher risk for getting very sick from COVID-19.

Feeling Sick?

If you are experiencing any of these symptoms, consider the following options:

- [Get tested for COVID-19](#)
- If you have already tested positive for COVID-19, learn more about CDC's [isolation guidance](#)

When to Seek Emergency Medical Attention

Look for emergency warning signs* for COVID 19:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone

If someone is showing any of these signs, call 911 or call ahead to your local emergency facility. Notify the operator that you are seeking care for someone who has or may have COVID-19.

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you. **This information was found on <https://www.cdc.gov/coronavirus/>**

Isolate and take precautions if you have or suspect you have COVID-19

ISOLATION



Stay home and away from others

Wear a high-quality mask if you must be around others

Start counting days

Day 0 is the day your symptoms started

If you never had symptoms, day 0 is the day you took a COVID-19 test



Watch for emergency warning signs, like trouble breathing

Seek help if they develop

AFTER ISOLATION

Until at least day 11, avoid being around people who are more likely to get very sick

Wear a high-quality mask when around others indoors



Removing your mask

After ending isolation, wear your mask through day 10

OR

Take 2 antigen tests, 48 hours apart

If both tests are negative, you may remove your mask sooner than day 10



ENDING ISOLATION

Isolate to day 6 or later, if you

- never had symptoms or symptoms are improving, and



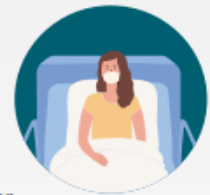
- are fever-free for 24 hours without the use of fever-reducing medication

Continue to isolate if your fever persists or other symptoms have not improved

Isolate through day 10, if you experienced moderate illness, like shortness of breath or difficulty breathing

Isolate through day 10 and talk with a healthcare provider before you end isolation, if you

- were hospitalized, or
- have a weakened immune system



Become A Super Student!

School Wide Positive Behavior Plan

Spirit- Show your school spirit and follow the Mustang way! When an adult starts talking get quiet. Respect yourself first and everyone around you. When you enter the hallway get quiet. Be your “super” self everywhere and always.

Unique- Do your own thing! Worry about your work! Like the things you like, read the things you want. Dress in school appropriate clothing that you like. Be your own person. Always try your best to do what you know is right.

Passionate- Study hard and put your best effort into the work you do in class. Try your best every day! Complete your classwork in a timely manner. Stay focused while on the computer.

Empathetic- Be kind to others. Talk to the kid that no one talks to. Sit with someone new in class, on the bus, or at lunch. Help someone pick up their books. Ask your classmates how they’re doing and if they’re ok! Get to know the kids around you and do your best to listen.

Respectful- Respect yourself first. Wear appropriate clothing to school. Talk to everyone around you the way you would like to be spoken to. Think about the attitude you are bringing into school; is it positive or negative? Try your best to be positive each day.

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