

# Hazleton Area School District

## Arthur Street Elementary School



# Student Handbook

## 2023 -2024

### Arthur Street Elementary School

424 East 9<sup>th</sup> Street

Hazleton, PA 18201

**Phone:** 459-3221 Ext. 29500

**Fax:** (570) 454-0357

**Website Address:** [www.hasd.k12.org/arthur](http://www.hasd.k12.org/arthur)



## 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.*

# General Number (570) 459-3221

### Principal

Dr. Jeanne Conahan  
Ext. 29505

### Assistant Principal

Dr. Mark DeLese  
Ext. 29501

### Guidance Counselor

Desiree Sharkey  
Ext. 29516

### School Nurse

Kristen Matyas  
Ext. 29591 29591

### Secretarial Staff

Tracey Grohol  
Ext. 29500

### Security

Aiden Gregory  
Ext. 29592

### Office Aide

Linda Gregory  
Ext. 29500



## School Mission Statement

*At Arthur Street our philosophy is one of inclusion, acceptance, respect and tolerance. We believe all students are entitled to a quality education in an atmosphere that promotes self-discovery. The tone and climate of our school is upbeat and positive. At Arthur Street, we embrace parent involvement and welcome parents to be an active partner with us as we strive to help all children maximize their potential !*

## 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.*

## Drills

In an attempt to ensure the safety of your child, Arthur Street will be conducting various safety drills throughout the school year. These safety drills include evacuation drills to address fires, bomb threats, intruders and chemical spills. The drills are designed to prepare the faculty, staff, and student body in the unfortunate event that something should happen at Arthur Street. If you have any questions or concerns, please feel free to contact the school at 459-3221 Ext. 29500.



# HAZLETON AREA SCHOOL DISTRICT



## 2023 - 2024 CALENDAR

### AUGUST 2023

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### SEPTEMBER 2023

M	T	W	T	F
				1
4	✓	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### OCTOBER 2023

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

### NOVEMBER 2023

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

### DECEMBER 2023

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### JANUARY 2024

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### FEBRUARY 2024

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

### MARCH 2024

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### APRIL 2024

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

### MAY 2024

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### JUNE 2024

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- School Closed
- Act 80 Day
- Virtual Day
- ✓ First & Last Day for Students
- ▲ Last Day for Teachers
- Early Dismissal

Aug.	31	-	Act 80 Day
Sep.	4	-	Labor Day
Sep.	5	-	First Day For Students
Oct.	9	-	Columbus Day
Nov.	10	-	Veterans' Day
Nov.	22	-	Early Dismissal for Students & Teachers
Nov.	23 - 27	-	Thanksgiving Holiday
Dec.	22	-	Early Dismissal for Students & Teachers
Dec.	24 - 31	-	Winter Break
Jan.	1	-	Winter Break
Jan.	15	-	Martin Luther King Jr. Day
Jan.	25 - 26	-	Act 80 Days
Feb.	19	-	Presidents' Day
Mar.	28	-	Act 80 Day
Mar.	29	-	Spring Break
Apr.	1	-	Spring Break
May	27	-	Memorial Day
June	7	-	Last Day for Students & Teachers
June	10	-	This day will be made up by teachers through attendance at: <b>MEET THE TEACHER NIGHT</b> (Sept. 25 El./Mid.) (Sept. 26 HAHS, HAAC & STEM) <b>OPEN HOUSE</b> (Mar. 21 El./Mid.) <b>GRADUATION</b> (June 7)

### NUMBER OF SCHOOL DAYS (ORIGINAL CALENDAR)

	STUDENTS	TEACHERS
August	0	1
September	19	19
October	21	21
November	18	18
December	16	16
January	19	21
February	20	20
March	19	20
April	21	21
May	22	22
June	5	5
<b>Totals:</b>	<b>180</b>	<b>184</b>

- November 7 - End of 1st Quarter ●
- January 24 - End of 2nd Quarter ●
- April 3 - End of 3rd Quarter ●
- June 7 - 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 22-26, 2024 (English / Lang. Art.)  
April 29 - May 3, 2024 (Science)  
April 29 - May 3, 2024 (Math)

KEYSTONE Dec. 4-15, 2023; Jan. 3-17 & May 13-24, 2024

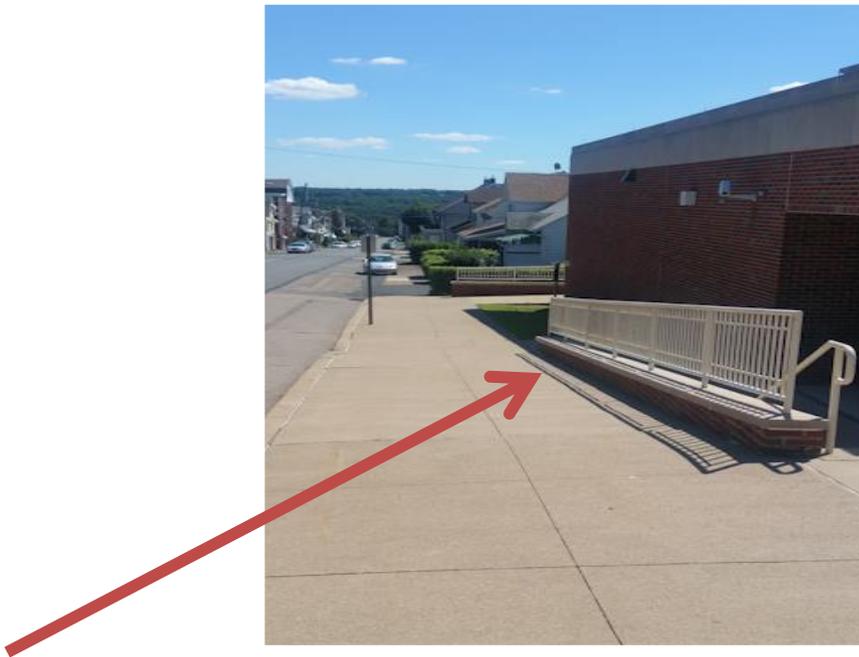
## Student Arrival Procedure

- All Grades Enter Through Main Entrance Only.
- ➡ Breakfast is served beginning at 8:30 A.M. ELEMENTARY

Walkers should arrive no earlier than 8:45 a.m. and no later than 9:00 a.m. Enter using the main entrance. After 9:10 a.m. children are considered late and will be marked tardy.

## Parent Pick-Up Procedure

- Parent Pick-Up: Walkers are dismissed at **3:15PM** from the Arthur Street **GYM** and **SIDE DOOR** entrance shown below. Please wait outside for your child. Please do not park in the No Parking zone. All parents must get out of their cars and walk to the gym entrance on Arthur Street side of the building to meet your children.



## Dismissal Procedure for Students

Students assigned to a **bus** must ride that bus home unless a note indicating that the student is to be picked up is signed by the parent and submitted to the homeroom teacher.

Parents **must** come to the main door and sign students out of the building any time a student needs to be excused early. **Parents must go to the window at the main door. Office personnel will meet parents at the door with the sign-out sheet.**

To avoid confusion in the office at the end of the day, unless previously arranged or in an emergency, no student will be dismissed after 2:45. Parents will pick up students at the regular time.



# Our Faculty



## Teaching Staff

Last	First	Grade	Room #
Arlotto	Marisa	K	200
Werner	Jacklyn	K	201
Klish	Heidi	K	204
Belak	Dara	K	205
Bereznak	Nicole	K	206
Evancho	Sarah	K	207
Marino	Dana	1	307
Rood	McKenzie	1	409
Graham	Lynne	1	309
Sterenchock	Crystal	1	308
Stauffer	Samantha	1	300
Yurek	Lisa	1	306
Ator	Mary Ann	2	408
Watro	Angela	2	410
Clement	Lisa	2	400
Zimmerman	Lori	2	405
Evancho	Jessica	2	401
Gliem	Donald	2	411
Smith	Jennifer	Learning Support	206
Capozzelli	Maria	ESL	Library
Rupert	Sarissa	ESL	Library
Cunniff	Hope	Art	205
Piccatti-Fanny	Charissa	Music	Auditorium
Skibitsky	Wendy	K-2	Gym

## Bell Schedule

**Note:** All teachers must be at their classroom doors by 8:45 to monitor students entering their classrooms.  
**At no time should students be lined up in the hallways.**

<b>REGULAR SCHEDULE</b>	
➡ <b>Teacher's Day:</b> 8:10-3:40   ➡ <b>Student's Day:</b> 8:45-3:40	
<b>PERIOD</b>	<b>TIME</b>
<b>1</b>	9:05-9:45
<b>2</b>	9:45-10:25
<b>3</b>	10:25-11:05
<b>4th</b>	11:05-11:45 * <b>1<sup>st</sup> Grade (11:10 – 11:45) *</b>
<b>5<sup>th</sup></b>	11:45-12:25 * <b>2<sup>nd</sup> Grade (11:55 – 12:25) *</b>
<b>6</b>	12:30-1:05 * <b>Kindergarten (12:35 – 1:05) *</b>
<b>7</b>	1:10-1:50
<b>8</b>	1:50-2:30
<b>9</b>	2:30-3:10
☞ * Travel time included above * ☞	

<b>Two Hour Delay</b>	
<b>PERIOD</b>	<b>TIME</b>
<b>HR</b>	10:45 – 11:05
<b>1<sup>st</sup> Per.</b>	11:05 -11:25
<b>2<sup>nd</sup> Per.</b>	11:25 – 11:45
<b>3<sup>rd</sup> Per. LUNCH 1st Grade</b>	11:45-12:15
<b>4<sup>th</sup> Per. LUNCH 2<sup>nd</sup> Grade</b>	12:20-12:50
<b>5<sup>th</sup> Per. LUNCH Kindergarten</b>	12:55-1:25
<b>6<sup>th</sup> Per.</b>	1:25 - 1:50
<b>7<sup>th</sup> Per.</b>	1:50 – 2:15
<b>8<sup>th</sup> Per.</b>	2:15 - 2:35
<b>9<sup>th</sup> Per.</b>	2:35 – 2:55

### EARLY DISMISSAL LUNCH SCHEDULE

*(please be flexible on an early dismissal. If you can get your class out early, it would facilitate dismissal)*

⊕ **Kindergarten 10:25-10:50**

⊕ **1<sup>st</sup> Grade 10:55-11:20**   ⊕ **2<sup>nd</sup> Grade 11:25-11:50**

### EARLY DISMISSAL HOURS

Elementary (K -2) 12:30 PM

## 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. Parents are asked to please check the school web site for up-to-the-minute information regarding delays and cancellations.**

On a Two-Hour Delay, the school doors open at 10:30 **Please do not send your child early!** Students who arrive early must return home. This is unsafe and the school cannot be held responsible for parents who do not adhere to the policy.

If the weather is bad or very cold, **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](http://www.hasdk12.org)

***PLEASE DO NOT CALL THE SCHOOL TO ASK IF THERE IS A DELAY  
we need to keep the phone lines open for emergencies***

## 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.

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. Variations of this list will be addressed by the building level administrator or designee.

1. No hoodies/jackets during school hours.
2. No holes in jeans/clothing that exposes skin.
3. No underwear showing – pants must be around waist.
4. No sliders/slides, Crocs (or look-a-likes), platform shoes.

### Discipline Guidelines

The following discipline guidelines apply to students 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.

#### Legal

1. 24 P.S. 1317.3
2. 22 PA Code 12.11
3. Pol. 325
4. Pol. 233
5. Pol. 204