

# **Hazleton Area School District**

**Hazleton Area High School**

**Hazleton Area Career Center**

**Hazleton Area Academy of Sciences**



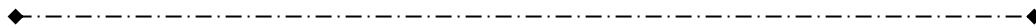
## **Student Handbook**

### **2017 -2018**

**Hazleton Area School District**  
**Superintendent of Schools**

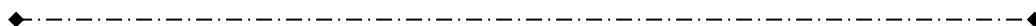
**Mr. Brian Uplinger**

(570) 459-3111



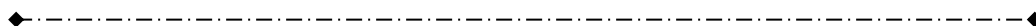
**Hazleton Area High School / Academy of Sciences**  
**Principal**

**Mr. Rocco Petrone**



**Hazleton Area Career Center**  
**Principal**

**Mrs. Lori Herman**



**Hazleton Area High School Campus**

1601 W. 23<sup>rd</sup> Street

Hazle Township, PA 18202

Phone: (570) 459-3221

Ext. 81500 (HAHS) / 82500 (HACC) / 88500 (HAAS)

Website Address: [www.hasdk12.org](http://www.hasdk12.org)

## Assistant Principals

**Laura Barletta** (12<sup>th</sup> Grade)  
Ext. 81503

**Susan Salvaterra** (9<sup>th</sup> Grade)  
Ext. 81502

**Robert Ritz** (11<sup>th</sup> Grade)  
Ext. 81504

**Marie Ernst** (HAAS)  
Ext. 88501

**Anthony Conston** (10<sup>th</sup> Grade)  
Ext. 81501

**Michael Pozzessere** (HACC)  
Ext. 82506

### *Hazleton Area Arts & Humanities (HAAH) Academy:*

**Susan Salvaterra**  
Ext. 81502

## Secretarial Staff

**Samantha Neaman** (HAHS)  
Ext. 81500

**Christine Kacyon** (12<sup>th</sup> Grade)  
Ext. 81511

**Carmie Case** (HACC)  
Ext. 82500

**Annette Sedon** (11<sup>th</sup> Grade)  
Ext. 81508

**Vanessa Barletta** (HAAS)  
Ext. 88500

**Nellie Daniels** (10<sup>th</sup> Grade)  
Ext. 81506

**Lydia Latella** (HAHS Guidance)  
Ext. 81516

**Olivia Gregory** (9<sup>th</sup> Grade)  
Ext. 81507

## Guidance Counselors

### HAHS Building

**Megan Davis** Ext. 81519

**John Samoyedny** Ext. 81517

**Angela Turse** Ext. 81522

### Academy of Sciences Building (HAAS)

**Stephanie Hopkins** Ext. 88516

### Career Center (HACC)

**Olga Papa** Ext. 82516

**Lisa Stetz** Ext. 82545

**Randy Teter** Ext. 82517

## School Health Services

**Terese Gentilesco** (HAHS) 459-3221 Ext. 81591

**Lisa Curran** (HACC) 459-3221 Ext. 82591

**Mary Grace McGuire** (HAAS) 459-3221 Ext. 88591

# **WELCOME**

The administration and faculty wish each and every student an enjoyable and successful school year. Students and teachers working together will ensure both a positive and a productive experience at HAHS. A positive attitude leads to academic excellence.

## **Hazleton Area School District 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.

## **Hazleton Area High School/Career Center Mission Statement**

Through a dynamic partnership of educators, learners, and community members, Hazleton Area High School students will develop the skills necessary to become life-long learners in a culturally diverse community. Individuals will be challenged to develop self-responsibility and to reach their highest potential in a safe and supportive environment using technology in a comprehensive curriculum.

## **Hazleton Area Academy of Sciences Mission Statement**

The Mission of the Hazleton Area Academy of Sciences is to provide a rigorous curriculum with a focus on Science, Technology, Engineering, and Mathematics. A diverse team of students, educators, and the community will engage in real-world, project-based activities to develop a creative and collaborative learning environment to solve problems, and use technology as a tool for discovery, cooperation, and communication.

## **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: Cathy Brogan, Title IX Coordinator, (570) 459-3221, Ext. 81539.

## **ALMA MATER**

Stand together one and all  
Pride and Honor Heed our Call  
Silver Crimson Colors raise our Alma Mater Praise  
Loyal Friendships can be found  
Rich traditions will abound  
*Raise our voices loud and clear for Alma Mater Dear*



## **SCHOOL SONG**

Onward Cougars, Onward Cougars  
Fight on for our fame  
With our colors flying  
We will proudly shout our name  
Go Cougars!  
Onward Cougars, Onward Cougars  
Fight with our might  
Go Cougars  
Go Fight, Win  
For the Red, Silver, White



# HAZLETON AREA SCHOOL DISTRICT



## 2017 - 2018 CALENDAR

Revised 4/27/2017

AUGUST 2017					SEPTEMBER 2017					OCTOBER 2017					NOVEMBER 2017				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	1	2	3	4					1	2	3	4	5	6			1	2	3
7	8	9	10	11	4	5	6	7	8	9	10	11	12	13	6	7	8	9	10
14	15	16	17	18	11	12	13	14	15	16	17	18	19	20	13	14	15	16	17
21	22	23	24	25	18	19	20	21	22	23	24	25	26	27	20	21	22	23	24
✓ 28	29	30	31	25	26	27	28	29	30	31	27	28	29	30					

DECEMBER 2017					JANUARY 2018					FEBRUARY 2018					MARCH 2018					
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
				1	1	2	3	4	5				1	2				1	2	
4	5	6	7	8	8	9	10	11	12	5	6	7	8	9	5	6	7	8	9	
11	12	13	14	15	15	16	17	18	19	12	13	14	15	16	12	13	14	15	16	
18	19	20	21	22	22	23	24	25	26	19	20	21	22	23	19	20	21	22	23	
25	26	27	28	29	29	30	31	26	27	28	26	27	28	29	30					

APRIL 2018					MAY 2018					JUNE 2018				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
2	3	4	5	6		1	2	3	4					1
9	10	11	12	13	7	8	9	10	11	4	5	6	7	8
16	17	18	19	20	14	15	16	17	18	11	12	13	14	15
23	24	25	26	27	21	22	23	24	25	18	19	20	21	22
30	28	29	30	31	25	26	27	28	29	25	26	27	28	29

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

Aug.	24	–	Act 80 Day
Aug.	25	–	Inservice Day
Aug.	28	–	First Day For Students
Sep.	4	–	Labor Day
Oct.	9	–	Columbus Day
Nov.	10	–	Veterans' Day
Nov.	23 - 27	–	Thanksgiving Holiday
Dec.	22 - 29	–	Winter Break
Jan.	1	–	Winter Break
Jan.	15	–	Martin Luther King Jr. Day
Jan.	22	–	Act 80 Day
Jan.	23	–	Inservice Day
Feb.	16	–	Act 80 Day
Feb.	19	–	Presidents' Day
Mar.	27 - 30	–	Spring Break
	27 - 29	–	Snow Make-Up Days (#1, #2 & #3)
Apr.	2	–	Spring Break
May	11	–	Act 80 Day
May	28	–	Memorial Day
June	8	–	Last Day for Students & Teachers
June	11	–	This day will be made up by teachers through attendance at Open House (Nov. 13 - EJ/Mid.), (Nov. 14 HAHS & HACC) (Nov. 15 HAAS), Gallery Night, May 14 for all grades and schools

### NUMBER OF SCHOOL DAYS (ORIGINAL CALENDAR)

	STUDENTS	TEACHERS
August	4	6
September	20	20
October	21	21
November	18	18
December	15	15
January	19	21
February	18	19
March	18	18
April	20	20
May	21	22
June	6	7
<b>Totals:</b>	<b>180</b>	<b>187</b>

October 31	–	End of 1st Quarter
January 19	–	End of 2nd Quarter
March 26	–	End of 3rd Quarter
June 8	–	End of 4th Quarter

- EARLY DISMISSAL TIMES**
- 11:30 AM - High School
  - 11:50 AM - Middle Schools
  - 12:30 PM - Elementary Schools

**PSSA (Grades 3 - 8) - April 9-13, 2018 (English / Lang. Art.)**  
**April 16-20, 2018 (Mathematics)**  
**April 23-27, 2018 (Science)**

**KEYSTONE - Jan. 8-19 & May 14-25, 2018**

### NON-DISCRIMINATION POLICY

The Hazleton Area School District does not discriminate on the basis of race, color, national origin, sex, disability, or sex in its programs and activities and provides equal access to all designated youth groups over the Bar 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 (570) 459-3111 Ext. 3156 at 1515 West 23rd Street, Hazle Township, PA 18202.



**HAZLETON AREA HIGH SCHOOL/  
HAZLETON AREA CAREER CENTER**



**2017 - 2018  
BELL SCHEDULE**

<b>Period</b> H.R./1 - 2  7:43 - 9:16	<b>Lunch</b> 3 9:21 10:06	4 10:08 10:38	5 10:40 11:25	6 - 7  11:30 - 1:00	8 - 9  1:05 - 2:35
	<div style="border-top: 1px solid black; width: 100%;"></div> <b>SPLIT BLOCK</b>				

<b>Period</b> H.R./1 - 2  7:43 - 9:16	3 - 4  9:21 - 10:51	<b>Lunch</b> 5  10:55 - 11:25	6 - 7  11:30 - 1:00	8 - 9  1:05 - 2:35
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<b>Period</b> H.R./1 - 2  7:43 - 9:16	3 - 4  9:21 - 10:51	5 10:56 11:41	<b>Lunch</b> 6 11:43 12:13	7 12:15 1:00	8 - 9  1:05 - 2:35
		<div style="border-top: 1px solid black; width: 100%;"></div> <b>SPLIT BLOCK</b>			

<b>Period</b> H.R./1 - 2  7:43 - 9:16	3 - 4  9:21 - 10:51	5 - 6  10:56 - 12:26	<b>Lunch</b> 7  12:30 - 1:00	8 - 9  1:05 - 2:35
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**HAZLETON AREA HIGH SCHOOL/  
HAZLETON AREA CAREER CENTER**



**2017 - 2018  
2 HOUR DELAY**

<b>Period</b> H.R./1 - 2  9:43 - 10:45	<b>3</b>  10:50 11:20	<b>Lunch</b> 4  11:22 11:52 SPLIT BLOCK	<b>5</b>  11:55 12:25	<b>6 - 7</b>  12:30 - 1:30	<b>8 - 9</b>  1:35 - 2:35
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<b>Period</b> H.R./1 - 2  9:43 - 10:45	<b>3 - 4</b>  10:50 - 11:50	<b>Lunch</b> 5  11:55 - 12:25	<b>6 - 7</b>  12:30 - 1:30	<b>8 - 9</b>  1:35 - 2:35
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<b>Period</b> H.R./1 - 2  9:43 - 10:45	<b>3 - 4</b>  10:50 - 11:50	<b>5</b>  11:55 12:25	<b>Lunch</b> 6  12:27 12:57 SPLIT BLOCK	<b>7</b>  1:00 1:30	<b>8 - 9</b>  1:35 - 2:35
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<b>Period</b> H.R./1 - 2  9:43 - 10:45	<b>3 - 4</b>  10:50 - 11:50	<b>5 - 6</b>  11:55 - 12:55	<b>Lunch</b> 7  1:00 - 1:30	<b>8 - 9</b>  1:35 - 2:35
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# HAZLETON AREA ACADEMY OF SCIENCES

## 2017 - 2018 BELL SCHEDULE

<b>Period</b> 1 - 2	<b>3</b>	<b>Lunch</b> 4	<b>5</b>	<b>6 - 7</b>	<b>8 - 9</b>
7:45 - 9:13	9:15 9:59	10:00 10:30	10:31 11:15	11:17 - 12:45	12:47 - 2:15
	<div style="border-top: 1px solid black; width: 100%;"></div> <div style="text-align: center;">SPLIT BLOCK</div>				

<b>Period</b> 1 - 2	<b>3 - 4</b>	<b>Lunch</b> 5	<b>6 - 7</b>	<b>8 - 9</b>
7:45 - 9:13	9:15 - 10:43	10:45 - 11:15	11:17 - 12:45	12:47 - 2:15

<b>Period</b> 1 - 2	<b>3 - 4</b>	<b>5</b>	<b>Lunch</b> 6	<b>7</b>	<b>8 - 9</b>
7:45 - 9:13	9:15- 10:43	10:45 11:29	11:30 12:00	12:01 12:45	12:47 - 2:15
		<div style="border-top: 1px solid black; width: 100%;"></div> <div style="text-align: center;">SPLIT BLOCK</div>			

<b>Period</b> 1 - 2	<b>3 - 4</b>	<b>5 - 6</b>	<b>Lunch</b> 7	<b>8 - 9</b>
7:45 - 9:13	9:15 - 10:43	10:45 - 12:13	12:15 - 12:45	12:47 - 2:15

# HAZLETON AREA ACADEMY OF SCIENCES

## 2017 - 2018 2 HOUR DELAY

<b>Period</b> 1 - 2	<b>Lunch</b>				
9:45 - 10:37	3	4	5	6 - 7	8 - 9
	10:39	11:10	11:41	12:13 - 1:13	1:15 - 2:15
	11:09	11:40	12:11		
	SPLIT BLOCK				

<b>Period</b> 1-2		<b>Lunch</b>			
9:45 - 10:37	3 - 4	5	6 - 7	8 - 9	
	10:39 - 11:39	11:41 -12:11	12:13 - 1:13	1:15 - 2:15	

<b>Period</b> 1 - 2		<b>Lunch</b>			
9:45 - 10:37	3 - 4	5	6	7	8 - 9
	10:39- 11:39	11:41	12:12	12:43	1:15 - 2:15
		12:11	12:42	1:13	
		SPLIT BLOCK			

<b>Period</b> 1 - 2			<b>Lunch</b>		
9:45 - 10:37	3 - 4	5 - 6	7	8 - 9	
	10:39 - 11:39	11:41 - 12:41	12:43 - 1:13	1:15 - 2:15	

## **Dress Code**

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference.

The Board has the authority to impose limitations on students' dress in school. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices disrupt the educational program of the schools or constitute a health or safety hazard.

The Board shall require students to wear standard dress, as stipulated in Board policy.

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities, or other situations where special attire may be required to ensure the health or safety of the student.

## **Delegation of Responsibility**

The building principal or designee shall be responsible to monitor student dress and grooming, and to enforce Board policy and school rules governing student dress and grooming.

The Superintendent or designee shall ensure that all rules implementing this policy impose only the minimum necessary restrictions on the exercise of the student's taste and individuality.

Exceptions to the Dress Code may be made by the Superintendent for medical or religious reasons.

Staff members shall be instructed to demonstrate, by example, positive attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.

## **DRESS AND GROOMING**

The Board has adopted this school Dress Code for all grades K through 12th grade. The Dress Code shall be strictly enforced pursuant to discipline guidelines. All students shall attend school each day in accordance with 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.

District monogramming/embroidery and logos which are a part of a brand name that reflects the shirt's manufacturer and are located in the upper, left corner of the top are acceptable.

Both vertical and horizontal stripes are allowed on tops. Clothing may be purchased at any store/vendor as long as clothing conforms to this Dress Code.

Polo 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 polo shirt exceeds acceptable length, it must be tucked inside the pants. Only clear backpacks are allowed in school buildings, in accordance with school guidelines.

## **Acceptable Items of Clothing**

### ***Tops (Any Solid Color):***

1. Dresses are permitted (no more than three (3) inches above the knee).
2. Golf-style shirt, long or short sleeve.
3. Dress blouse with collar for girls.
4. Oxford-style button-down shirt (must be tucked in).
5. Turtleneck/Mock turtleneck (no longer than middle of pants pocket).
6. Sweater/Vest (no longer than middle of pants pocket).
7. Crewneck sweatshirt (must be school-sanctioned/approved by the school).  
All button-down shirts must be buttoned, except for the top two (2) buttons, and tucked in.

### ***Bottoms:***

Acceptable colors include black, blue, gray, navy blue, white, and khaki.

1. Dress long pants – with no more than two (2) front pockets and two (2) rear pockets.
2. Dress shorts (no more than three (3) inches above the knee).
3. Skirt/Skort for girls (no more than three (3) inches above the knee).
4. Capri pants for girls.  
Closed shoes or sneakers with socks/stockings must be worn.

**The following 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 (of any color) tops or bottoms or look-alike denim/corduroy stretch pants.
4. No hooded sweatshirts unless they are school-issued or possess the school logo and are appropriately sized.
5. Medical-type scrubs will not be allowed.
6. Both cotton and velvet-type sweatpants will not be allowed.
7. No spandex pants except for medical reasons.
8. No mini/micro skirts (no more than three (3) inches above the knee).
9. No hats, caps, headbands, or bandanas.
10. No bare midriff or low cut, scoop neck tops.
11. No tank tops, tube tops, halter tops, or sleeveless shirts.
12. No tee-shirts.
13. No off-the-shoulder garments.
14. No sheer clothing.
15. No chains, dog collars or spike bracelets/necklaces.
16. No clothing or article deemed sexually suggestive or condoning violence, drug/alcohol/tobacco use, suicide or vulgar language.
17. No dresses, shorts, skirts, or skorts that are more than three (3) inches above the knee.
18. No display of any undergarments.
19. No camouflage clothing.

## **DRESS CODE DISCIPLINE GUIDELINES:**

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

### **School Policy 221**

#### **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.

#### **3. Third Offense –**

This and all subsequent violations shall result in loss of privileges and/or out-of-school suspension.

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

## **ATTENDANCE PROCEDURES:**

### **REPORTING AN ABSENCE:**

1. A parent/guardian needs to call the **Hazleton Area High School / Career Center/ Academy of Sciences** when a student will not be attending school.
2. Parents/Guardians need to call prior to 8:00 AM on the date of the absence, 459-3221, (Extension of the Grade Level Office). **LEAVE A VOICEMAIL.** No phone calls from students will be accepted.
3. Student is to bring legal excuses (doctor, dental, court, funeral, etc.) the day he/she returns from absence(s). **All doctor's notes must be brought to the grade-level office within 3 days of the student's return.**

### **TARDINESS:**

Improving student achievement is the number one priority on the HAHS campus. Regular attendance, punctuality and zero disruptions have all been proven to result in higher achievement. Therefore, tardiness will not be tolerated on the HAHS campus. Any student who is late to any class, including first period, will be seen by the grade level administrator and appropriate discipline will be issued. This may include detention, in-school suspension, or out-of-school Suspension depending on frequency of tardiness.

### **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 grade level office or the school nurse. Any student with permission must first sign out in the grade-level office, and upon returning, must sign back in. Any student not following the procedure will be considered truant.



## **HOMEWORK:**

During an absence, students are required to make-up any and all missed assignments. If the absence is for three consecutive days or more, parents are to contact the grade-level office and assignments will be collected for parental pick-up.

## **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.

## **CHANGE OF ADDRESS:**

If you have a change of address at any time, three (3) proofs of address must be presented to the **Child Accounting Office** located at HASD Administration Building, (570) 459-3111 – Ext. 3153, (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:**

As per Hazleton Area School District policy, **all students** are eligible for a free breakfast and lunch. (No application required.) Breakfast will not be served on 2-hour delay day.

### ***CAFETERIA RULES***

1. All students will walk quietly to and from the cafeteria.
2. No shouting, throwing items, or physical contact.
3. 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.

## **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 and GRADING SYSTEM:**

Reports of student's progress are issued every nine weeks. Parents are asked to review the progress reports in Skyward and to consult with the guidance department if they wish to set up a conference with teachers. Students will be issued report cards in homeroom.

### **Report cards will be marked as follows:**

(A) 93 - 100	Excellent	credit	pass
(B) 85 - 92	Good	credit	pass
(C) 77 - 84	Average	credit	pass
(D) 70 - 76	Below Average	credit	pass
(E) Below 70	Failing	no credit	fail

Students in A.P. and Honors courses will receive bonus points to be used in calculating their average. Bonus points are earned as follows:

**A.P. courses: Grade for course = 1.05 / Honors courses: Grade for course = 1.02**

## **HONOR ROLL DETERMINATION:**

*Highest Honors – Average of 97 or above / 1<sup>st</sup> Honors – Average of 93 to 96 / 2<sup>nd</sup> Honors – Average of 85 to 92*

**Note:** A grade of less than 85 in any one class would exclude the student from achieving the Honor Roll. Bonus points (multiplier for AP/Honors) **will NOT be used in calculating honor roll determination**. Bonus points **WILL**, however, be used in calculating GPA and class rank.

**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.

**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 either the guidance office or the grade level office.

## **GRADUATION REQUIREMENTS:**

- **English** – All students must schedule and pass English 1, 2, 3 and 4.
- **Social Studies** – All students must schedule and earn a minimum of 4.0 credits from American Studies I/Civics, American Studies II, US History 2 and United States Government or Economics.
- **Mathematics** – All students must schedule and earn 4.0 credits in mathematics.
- **Science** – All students must schedule and earn a minimum of 4.0 credits in science.
- **Foreign Language** – College preparatory students are encouraged to schedule a foreign language course each year and earn a minimum of 2.0 credits.
- **Other Requirements** – All students must schedule physical education and earn a minimum of 2.0 credits in health/physical education.

**Total credits needed for graduation: 26**

## **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.

## **GUIDANCE COUNSELORS:**

- Guidance services are available to all students during the school year. These services include academic counseling career counseling, and advice about financial aid. School counselors are also involved with testing and evaluations, agency referrals, scheduling, parent-teacher conferences and maintenance of school records and transcripts.
- Parents can contact the guidance department with any concerns relating to their child's educational development. **Parents can contact extension 81516.**

## **GUIDANCE COUNSELING SERVICES:**

**FINANCIAL AID PRESENTATIONS:** Early in December, a night is devoted to Financial Aid for any students wishing to pursue higher education.

**COLLEGE NIGHT:** Early in October, approximately 70 institutions provide information at an evening presentation. This workshop is open to PARENTS AND STUDENTS.

### **SCHOLARSHIPS:**

- There are many sources of scholarship aid: corporations, colleges, parents' place of employment and the ROTC (Army, Navy, Air Force, Marines, etc.).
- There are also many local scholarships. Please read the school newspaper column, listen to the school announcements, and/or visit the Guidance Office for important details.
- Another venue for scholarship information is the CASHE Program available in the Guidance Office. Please obtain an application from your counselor.
- Be reminded that researching for scholarships is an ongoing process throughout the school year.

## **WORKING PAPERS:**

Either a **birth certificate** or a **passport** must be brought to the attendance/home school visitor office to receive working papers. A parent/guardian is recommended to come in personally to sign the application. If unable to do so, the student must still have it signed by a parent/guardian. Students must be at least 14 years of age to obtain working papers.

## **SCHOOL NURSE:**

CERTIFIED school nurses are here to assist students as health providers. They conduct all mandated screening tests and make referrals when necessary, schedule physical exams, maintain a health record for each and every student, notify teachers of students with health problems, make special arrangements as needed for handicapped students or others with special problems, work under order of the physicians to care for ill or injured students and serve as a resource person for students.

According to existing Pennsylvania legislation, Hazleton Area High School personnel are responsible for referring persons with symptoms suggestive of a contagious disease to the school nurse. School personnel should be on the alert for the following symptoms: unusual skin eruptions (impetigo, ringworm, staph infection) fever, soreness of the throat, head-lice, nits, pink eye, chicken pox, scarlet fever (scarlatina). Measles, German measles, whooping cough and mumps have practically been eradicated by various immunization programs. However, symptoms of these illnesses will receive scrutiny from school personnel. Please refer to the district website (<https://www.hasdk12.org>) for specific information regarding **New Immunization Laws** which can be found under Health Services Department link.

**Except in emergency cases, a student should report to his/her assigned class prior to going to the nurse's office. A hall pass MUST be issued by the classroom teacher.**

## **SAP (STUDENT ASSISTANCE PROGRAM):**

A student assistance program (SAP) is available for all HAHS/HACC/HAAS students. This program is designed to assist students in a number of ways:

1. Identify the high risk student who is having problems in school due to alcohol, drug use, depression, mental health problems or other serious concerns relating to the school community.
2. Intervene and/or refer these students for appropriate help. Once a student has been referred to the SAP team, specially trained individuals will determine if that student needs help. Confidential referrals may be made by parents, students, faculty or other concerned individuals.

## **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.

## **EXTRACURRICULAR ACTIVITIES:**

Students involved in extracurricular activities are not allowed to leave and re-enter the school building. Once a student leaves the site of the activity, he/she will not be allowed to return.

## **ATHLETICS:**

### **Fall Sports**

Cheerleading  
Cross Country  
Field Hockey  
Freshman Football  
Golf  
JV Football  
Soccer  
Tennis  
Varsity Football  
Volleyball  
Water Polo

### **Winter Sports**

Basketball  
Bowling  
Freshman Basketball  
Swimming  
Wrestling

### **Spring Sports**

Baseball  
Freshman Baseball  
Lacrosse  
Softball  
Tennis  
Track & Field  
Volleyball

## **EXTRACURRICULAR CLUBS:**

Anime Club	French Nat'l Honor Society	Psychology Club
Athena Club	German Nat'l Honor Society	SADD
Book Club	History Club	School Newspaper
Chess Club	HOSA (HACC)	Science Club
Chorus	Hunting & Fishing Club	Ski Club
Dance Club	I Work Out (HAAS)	Skills USA (HACC)
Drama Club	Intl. Heritage Youth Club	Spanish Nat'l Honor Society
E4E (LGBTQ)	Junior Academy of Science	Spirit Club
Ecology Club	Junior State of America	Sport Shooting
FBLA	Key Club	Stage Crew
Fine Arts Club	Mock Trial	Student Council
Foreign Language Org.	National Honor Society	Yearbook

## **RULES AND REGULATIONS GOVERNING VARSITY AND JUNIOR VARSITY SPORTS:**

A student code of conduct for athletes and a policy regarding substance abuse is available through the Athletic Office.

### **ATHLETIC TEAM INJURIES:**

- Injuries resulting while a student is participating in district sponsored activities are covered under the liability insurance policy of the District with UCR coverage. Notice of these claims must be given within six months of the injury or accident. Prior to submission of any claim, the student's personal insurance coverage must deny liability. The claim is then referenced to the district carrier.
- Other injuries which are accidental or caused by the student are also reimbursable to the extent of the athletic medical and hospitalization insurance policy coverage paid by the district.

### **THE SCHOOL DISTRICT IS NOT LIABLE FOR EXPENSES WHICH EXCEED THE LIMITS OF THE POLICY**

- Parents or guardians of pupils injured should also report injuries to their own medical hospitalization insurance company to assure maximum reimbursement. Parents are responsible for any costs beyond the limits of the policy governing athletic injuries.
- **Reporting injuries:** Athletes **must** report all injuries to their coaches at the time at which they occur. Any injuries which require medical attention must be reported to the Athletic Director in the athletic office on the next day following an accident, at which time a claim form will be completed. Claim forms must be signed by parents and returned to the Athletic Director. **Failure to follow this procedure may jeopardize coverage by the school insurance carrier.**

## **BACKPACKS/GYM BAGS:**

*All students may be asked to pass through a metal detector upon entering the high school campus buildings.*

Backpacks and other large bags are not allowed in the classrooms, in the hallways and/or in the cafeteria. Clear backpacks may be brought to school, but they must be stored in the locker prior to the beginning of first period and retrieved **ONLY** at the time of dismissal. Gym clothes should be carried in a clear plastic bag or in a clear vinyl pack.

**Student athletes in possession of athletic bags must enter the school building through the gymnasium entrance doors. After passing through the metal detector, all athletic bags must be placed into the designated receptacles located in the main gymnasium lobby prior to the beginning of first period. Career Center students must adhere to the procedures set into place pertaining to athletic bags and equipment.**

## **PARKING/DRIVING POLICY:**

Student parking may be limited and is assigned on a first-come, first-serve basis. Student and faculty parking lots will be assigned, and **students are NOT to park in any lot designated for faculty.** A student's car may be towed if parked illegally or if it does not have a permit. Students' cars are not to be moved until the end of the school day. Any student observed not following safe driving procedures will have their parking privileges revoked. **Parking permits may be obtained at the high school security office.**

## **SMOKING AND USE OF TOBACCO:**

The use of tobacco by any students in any form is not permitted during the school day. Any tobacco products will be confiscated and the student will be taken to the main security office.

**Pennsylvania state law requires magistrate hearings and fines imposed for students caught using tobacco products.**



## **ELECTRONIC DEVICES:**

The use of electronic devices, cell phones and any and all types of music listening devices in particular, is prohibited between 7:15 a.m. and 2:40 p.m. Any device, either SEEN or HEARD, will be confiscated and taken to the grade level office.

**The school is not responsible for any device not picked up within ten (10) days.**

## **HASD CELL PHONE / ELECTRONIC DEVICE PROCEDURES:**

**(BASED UPON BOARD POLICY 237 – ELECTRONIC DEVICES)**

- 1<sup>st</sup> Incident - **Warning** (return to student at the end of the school day)
- 2<sup>nd</sup> Incident - Confiscate and parents **MUST** pick phone up from the building administrator
- 3<sup>rd</sup> Incident - Confiscate for **one day** and parents **MUST** pick phone up
- 4<sup>th</sup> Incident - Confiscate for **one week** and parents **MUST** pick phone up
- 5<sup>th</sup> Incident - Confiscate for **one month** and parents **MUST** pick phone up
- 6<sup>th</sup> Incident - Confiscate for the **remainder of the school year** and parents **MUST** pick phone up last day of school.