

Changes to Handbooks
2017-2018

Elementary

Pg. 2 - Plum commUNITY Pledge

Added new page from Diversity Committee

Plum CommUNITY Pledge

As a member of the Plum Borough School Community, I pledge in both my words and actions . . .

to work together to build pride, positivity and unity in my school and community;

to foster a safe, welcoming, non-intimidating atmosphere and a sense of belonging for all students, staff and community members;

to enhance the value of education by respecting how all cultures solve problems in positive ways;

to accept my role in supporting a high quality, student-centered learning environment;

to foster a sense of equity in school experiences and opportunities to enable success for all;

to listen to the views, ideas, thoughts and beliefs of others with tolerance, empathy and respect;

to acknowledge, honor and celebrate the similarities and differences in others;

to share my knowledge about culture and the contributions made by diverse members of our society;

to report behaviors that are discriminatory, biased or culturally insensitive;

AND, to be kind, caring and unbiased in my words and actions.

Item

2017-2018 Update/Change

Pg. 6 - Attendance

Updated specifics of new PA Truancy Law

Item

2017-2018 Update/Change

Pg. 17 - Food Service

Update of elementary lunch cost to \$2.45

MEAL PRICES

Breakfast	\$ 1.25
Lunch	\$ 2.45
Milk	\$.60

Item 2017-2018 Update/Change

Pg. 21-24 - Health Services

Updated immunizations, exams, administering meds

HEALTH SERVICES

[Board Policy 209](#)

Health services are available in every building, staffed by healthcare professionals. These individuals provide first aid care, administer prescribed medication to a student in accordance with the written directions of a licensed prescriber, and monitor the health, safety and immunization status of all of our students.

In compliance with the Pennsylvania School Health Code, the Plum Borough School District mandates the following schedule of examinations:

Physical Examination	Form Link	- Grades K, 6 and 11
Dental Examination	Form Link	- Grades K, 3 and 7
Vision Screening		- Annually, All Grades
Hearing Screening		- Grades K, 1, 2, 3, 7 and 11
Scoliosis Screening		- Grades 6 and 7
Height, Weight and Body Mass Index		- Annually, all grades

School Nurses perform the mandated exams as above, except for the Physical and Dental Exams.

However, Physical, Dental, and Scoliosis examinations may be done by your own health care provider or by the School Doctor/Dentist. Families are encouraged to establish a relationship with a private health care provider to assure continuity of treatment that is not possible in school exams.

This is a lesson, which if learned, will pay dividends in adult life. Private exam forms will be sent home with students, or can be downloaded from the links above and the district website under Departments, then Nursing Services. The forms can be completed based on any exam done within one year of the beginning of the grade in which they are due, or by January 15th of the current school year in which they are due.

Preference forms will be sent to determine if a private exam will be submitted, or if a school exam is desired. Failure to return the signed preference form implies consent for a school exam. Any parent who chooses to have a private exam, but does not submit the completed form by January 15th of the year in which the exam is due, also gives implied consent for a school exam to be done. Mandated School Exams are held in the Nurse's Office, and will be completed any time after January 15th of the school year. A parent/guardian who wishes to attend the exam with his/her child may select that option on the preference form, and they will be notified of the date & time of the examination.

Students may be exempted from any of the above examinations or screenings if it is contrary to the parent's religious beliefs and the parent submits written notification to the school nurse. A student who presents a statement signed by the parent/guardian that a medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that the student presents a substantial menace to the health of others.

ADMINISTERING MEDICATIONS TO STUDENTS

[Board Policy 210](#)

Pennsylvania State Law governs the administration of all medications, including over-the-counter medications. The law forbids a nurse to administer any medication without a physician's or dentist's written order and signed permission by the parent or guardian. The Plum Borough School District recognizes that when students' health needs make it necessary for medication to be taken during school hours, certain procedures must be followed.

Obtain from your School Nurse or Download from the District Website:

1. ["Authorization for Medication to be Given at School" form.](#)
2. **Written Order from a Licensed Prescriber** - Prescription medications, over-the-counter medications, nutritional supplements, or herbal supplements will not be administered without providing the school with a written order from a licensed prescriber. The pharmacy label does not suffice as this written order.
3. **Written Parent Permission** - The school must be supplied with written parent or guardian permission in order to have any medications given at school.

**** If the order is for an Inhaler or Epinephrine Injector parent must also complete and submit the corresponding forms: [Board Policy 210.1](#)**

- | | |
|--|---|
| ✓ Self-Administration of Asthma Inhalers | ✓ Self-Administration of Epinephrine Injector |
| ✓ Student Asthma Action Plan | ✓ Information for Student w/Severe Allergy |

4. **Types of Medications Given at School** - Only essential prescribed medications will be given at school. Pre-planning will permit most medications to be administered at home. Self-medication by students is not permitted. Exceptions will be made for emergency medication such as an asthma inhaler or epinephrine injector. The licensed prescriber must designate in the order on file that the student is qualified and able to carry & self-administer the medication. Another exception is for students who must wear an insulin pump, where the medication is contained inside the device.
5. **Prescription Medications** - For prescription medications required at school, please request that your pharmacist supply a separate, properly labeled, pharmacy medication bottle with a **safety cap**.
6. **Over-the-Counter Medications** - Medications must be in the manufacturer's original packaging, and labeled by the parent with the student's name.
7. **Persons Administering Medications** - Medications may be administered by the nurse, if the guidelines above are met. Otherwise a parent or other adult designated by the parent such as a grandparent, etc. may come into the school to give a necessary medication until such time that an order can be obtained.
8. **Transporting Medications** - Students should not carry medications to or from school. A responsible adult should bring medications to and pick up medication from the health room. Any medication not picked up by the end of the last day of school will be discarded unless alternate arrangements have been made with the school nurse.
9. **Yearly Medication Order** - For those medications that extend from one school year to the next, a new order from the licensed prescriber and new parent permission must be provided for each school year.
10. **Noncompliance with the Above Policy** - Noncompliance will result in the medication not being given at school.

IMMUNIZATIONS

[Board Policy 203](#)

PENNSYLVANIA LAW REQUIRES THAT your child be excluded from starting school if he or she does not have at least one dose of every required vaccine. **ALSO WITHIN 5 DAYS OF STARTING SCHOOL**, the school must be provided with proof that your child has received all “Required Vaccines.” If further doses of needed vaccine(s) are not medically appropriate during the first 5 days of school, then on or before the fifth day, you must submit a medical plan, signed by your healthcare provider, listing dates the remaining doses will be given.

For more info go to www.dontwaitvaccinate.pa.gov

All Students in Grades K-12 need:

- 4 doses of DTaP, DTP, DT, or Td - diphtheria/tetanus/acellular pertussis (1 dose on or after the 4th birthday)
- 4 doses of polio (4th dose on or after the 4th birthday and at least 6 months after previous dose given)
- 2 doses of MMR - measles/mumps/rubella
- 3 doses of Hepatitis B
- 2 doses of Varicella - chickenpox (or evidence of immunity through a written statement from physician/designee indicating month and year of disease or serologic proof of immunity)

All Students in Grades 7-12 also need:

- 1 dose of DTaP - diphtheria/tetanus/acellular pertussis (to enter 7th grade)
- 2 doses of MCV - meningococcal conjugate vaccine
 - 1st dose to enter 7th grade (11-15 years old)
 - 2nd dose to enter 12th grade (on or after the 16th birthday)

The State of Pennsylvania in cooperation with the Center for Disease Control has made chickenpox a mandatory reportable disease. Therefore, if your child develops chickenpox, please notify the school nurse, who will report the case to the Allegheny County Department of Health. Health Department personnel will then contact the parent to collect the required information.

Also, anyone requesting a medical or religious exemption from the above requirements must also contact the school nurse. Non-compliance with the vaccination regulations may result in your child being excluded from attending school as per the ACHD and the Pennsylvania Department of Health regulations.

<u>Item</u>	<u>2017-2018 Update/Change</u>
-------------	--------------------------------

Pg. 26 - Support for Students

Addition of acronym “MTSS” to RTII

SUPPORT FOR STRUGGLING LEARNERS

Multi-Tiered System of Support (MTSS) / Response to Intervention and Instruction (RTII)

What is MTSS - RtII?

MTSS - RtII is a comprehensive, multi-tiered approach to identifying and assisting struggling learners (either academic or behavioral). This approach is implemented across all grade levels for all students and its major purpose is to identify and address students experiencing learning or behavioral difficulties and prevent failure. RtII also assists in improving student achievement.

What are the core characteristics of RtII?

- All students receive high quality research-based instruction in the general education standards aligned system.
- All students are screened to determine academic and behavioral status against grade level benchmarks.
- All staff (general education teachers, special education teachers, Title I, ESL) assume an active role in student's assessment and instruction in the standards-aligned system.
- Continuous monitoring of student performance and use of this data is used to determine intervention effectiveness and drive instructional adjustments, and to identify/measure progress toward instructional and grade level goals.
- Student progress is benchmarked throughout the year to determine level or progress toward monitoring and assessing the fidelity of intervention implementation.
- Students receive increasingly intense levels of targeted scientifically, research-based interventions dependent on student needs.
- Parents are informed of their child's needs and progress at regular intervals.

Item

2017-2018 Update/Change

Pg. 32 - Report Cards

Addition of "Kindergarten Standards Report Card"

REPORTING STUDENT PROGRESS

Student grades are reported at the end of every nine-week period for grades 1-6, and at the end of the 2nd, 3rd and 4th grading periods for kindergarteners. With the exception of Kindergarten, of whom uses a standards report card, grades are reported as percentages with 100-90% being an "A", 89-80% being a "B", 79-70% being a "C", 69-60% being a "D", and anything less than 60% being an "F".

OBlock

Same updates as Elementary and HS: Addition of Pledge; Truancy; Attendance; Immunization

High School

- Updated A.P. classes offered.
- Updated test dates (keystones, SAT/ACT)

- Updated attendance: letters and policy
- Included Equity Pledge
- Graduation Project removed
- Updated enrollment #'s and post-grad plans.

Attendance:

Absences will be marked as unexcused, or unlawful, until the school receives a note from the parent/guardian. If the note is not received within three (3) school days of the student's return after an absence, then the absence will be permanently marked as **unexcused**.

If a student is ill for more than three (3) consecutive days, then the student is to submit a doctor's note in order for the absences to be deemed excused.

When a student accrues three (3) unexcused absences, written notification will be mailed to the parent/guardian that includes a description of the consequences that will follow if student continues to be truant.

If a student reaches four (4) unexcused absences, the district will contact the parent/guardian for an attendance improvement conference and they will be required to meet with school officials to discuss truancy elimination strategies for their child.

Once a student reaches 6 unexcused days, the student is considered "Habitually Truant". At this point the district may take one or all of the following actions:

- Referral to a school or community-based attendance program,
- Referral to the county children and youth agency (CYS) for services as a dependent child under the Juvenile Act.
- Truancy Charges may be filed with the local district magistrate

When a student accrues three (3) unexcused absences, the parent/guardian will be required to meet with school officials to discuss truancy elimination strategies for their child. **If the student reaches four (4) unexcused absences then both the parent/guardian and student will face truancy charges filed with the local district magistrate.**

17 and Older

Students 17 and older will be required to adhere to the same excuse procedures as stated above. Because compulsory school age ends once a student reaches the age of 17, students 17 and older will be subject to different consequences for excessive absences.

State law and district policy require students to attend school. All absences from school are deemed unexcused until a note from the parent/guardian is submitted to the school. **Excuses must be submitted to school within three (3) school days of a student's return after an absence. Parents/Guardians can write a note to excuse a child from school for up to 10 absences. Any absence beyond 10 days will require a note from a doctor excusing the child from school.**

Students will be subject to progressive discipline for unexcused absences. The first five (5) unexcused absences will result in a lunch detention. Additional offenses of five (5) unexcused absences throughout the year will result in progressive discipline.

The school will be proactive and will work with students and families to ensure that students attend school. The school district will notify the parent/guardian of their child's absences initially via PLUM CONNECT. Students who accumulate (3) unexcused absences will also receive written notification. Should a student continue to accumulate unlawful/unexcused absences after the written notice, the parent/guardian and

student will be required to meet with an administrator for an attendance improvement conference to establish a truancy prevention plan. Any unexcused absence beyond three (3) days may be referred to the District Magistrate.

Evacuation and Fire Drill Instructions

The State Fire and Panic Act requires all schools to conduct evacuation drills in the interest of public safety. These drills are conducted at random in accordance with this state act. When the fire alarm sounds, all work should stop immediately. Students will follow the instructions for the room they are in at the time of the drill. Actual fire conditions shall prevail and students are to leave the building dressed as they are without stopping to get clothing from lockers. No person is to remain in the building during an **fire drill evacuation**.

Ticket Prices

Varsity Football:

- Home Games: Student tickets will only be sold in the cafeteria on Thursdays and Fridays during lunch periods. Cost is \$3.00. The pre-game sale ends at 12:47 p.m. on Friday. Only \$5.00 General Admission and \$3.00 Elementary Student Tickets will be sold at the gate.
- Away Games: Tickets will be sold in the cafeteria during lunch periods and in the athletic office until 3:00 on Fridays

Varsity Basketball, Varsity Wrestling, Varsity Soccer, Swimming, **Varsity Lacrosse** and Varsity Volleyball:

- Home Games/Matches: Tickets will be sold at the door only. Cost is Adults \$5.00 and Students \$3.00.
- Away Games/Matches: Particulars announced over the PA system.

There is no admission charge for any other athletic event.

Junior/Senior Prom

Freshmen and sophomores are currently not eligible to attend, as well as students who have not met the academic requirements to be considered an 11th grader but may be of junior age. Students who have acquired more than 15 unexcused absences for the year at the time of prom ticket sales will be denied the opportunity to ~~purchase tickets~~. **attend prom**.

Student Pictures

Yearbook pictures for grades 9, 10, and 11 will be taken during the third week of September by Interstate Studios. ~~Viglione Photography, Inc.~~ **Inter state Studio** is the official photographer for senior yearbook pictures. In order to appear in the high school yearbook, seniors need to be photographed at **by Inter state Studio**.

Viglione Photography Studios,
5150 RALPH LANE, MURRYSVILLE, PA 15668,
~~724-387-2092, www.viglionephotography.com~~

Interstate Studio
Gordon Barrey
gbarrey@inter-state.com
(814) 933-6659