2026 - 2027 Student Handbook
Jim Thorpe Area High School
Home of the Olympians!

Mission

As a unified community, the mission of the Jim Thorpe Area School District is to pursue educational and personal excellence by graduating responsible, curious, and productive citizens empowered with the necessary skills to become contributing members of a diverse society.

Vision

The Jim Thorpe Area School District community will embrace learning and encourage a lifelong quest for knowledge while being cognizant of the holistic needs of all students. We are committed to creating a diverse and inclusive environment where the talents and uniqueness of each individual are valued. As critical thinkers, our members will achieve their personal best as contributing citizens of our global community.

Jim Thorpe Area High School Alma Mater

Music: Joseph Buglio
Lyrics: Mary Marzen

Hail to Jim Thorpe, so dear, faithful, and true.
Proudly her colors wave, red, white, and blue.
Tho' we be far away on distant shores
Hail to Jim Thorpe we'll sing – faithful and true.

When at the close of day, all gather 'round.
Comes once again a joy, fellowship profound.
Tunefully raise we now, our chorus strong.
Hail to Jim Thorpe so dear, forever abound.

Learning Today, Leading Tomorrow!

Welcome to a new and exciting academic year at Jim Thorpe Area High School. Whether you are returning or joining us for the first time, we are thrilled to have you as part of our Olympian Community. Our motto describes what we want for you and for our staff; **Learning Today, Leading Tomorrow.**

This handbook is designed to help you navigate your high school experience. It contains important information about our policies, procedures, and expectations to support your success. We encourage you to familiarize yourself with this handbook and to refer to it throughout the year. Understanding how our school operates helps you to make the best choices as you grow socially, physically, and academically during this school year.

As the year progresses, policies may change based on need. Should an adjustment be required, the Administration and Jim Thorpe Area School District Board of Education will inform you of any changes to help our school run smoothly and efficiently.

At Jim Thorpe Area High School, we are committed to providing you a safe, inclusive and enriching environment where every student reaches their full potential. We believe in your dreams and are here to help you achieve them. Your teachers and staff are here to support you in every step of your journey

As we embark on this new journey together let's strive for excellence, open ourselves to new opportunities, and make the most of this school year. I want you to ask questions and push yourself beyond your comfort level. High school is a time for discovery, and the deepest learning happens when we step out of our comfort zone.

We look forward to celebrating your achievements and sharing in this memorable school year. Together, we will create a vibrant and dynamic community of learners who will realize success. Wishing you a fantastic school year.

Sincerely,

Ryan C. DeLong
Principal

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JIM THORPE AREA SCHOOL DISTRICT
2026-2027 SCHOOL CALENDAR

12-13 – New Teacher Orientation
21 & 24 - Teacher In-Service
24 - Meet the Teacher (PK/LB)
25 - First Day for Students

Student Days – 5
Teacher Days – 7

AUGUST

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

SEPTEMBER

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

4- Early Dismissal
7 – Labor Day
(Schools Closed)
10 - Meet the Teacher (HS)
23 - Teacher In-Service
(Schools Closed)

Student Days – 20
Teacher Days – 21

9 - Early Dismissal
(Teacher In-Service)
12 – Columbus Day
- Teacher In-Service
(Schools Closed)
27 - Early Dismissal
(Teacher In-Service)

Student Days – 21
Teacher Days – 22

OCTOBER

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

October 29
End of Marking Period 1

NOVEMBER

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

11-12 - Parent Conferences
11-13 - Early Dismissals
25 - Thanksgiving Holiday
(Early Dismissal)
26–30 Thanksgiving Holiday
(Schools Closed)

Student Days – 18
Teacher Days – 18

21–31 - Winter Break
(Schools Closed)

Student Days – 14
Teacher Days – 14

DECEMBER

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

JANUARY

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

1 – Winter Break
(Schools Closed)
14 - Early Dismissal
(Teacher In-Service)
18 - M.L. King Jr. Day
(Schools Closed)

January20
End of Marking Period 2

Student Days - 19
Teacher Days – 19

18- Snow Make-Up Day

4 - Parent Conferences
4-5 - Early Dismissal
15 - President's Holiday
25 - Early Dismissal
(Teacher In-Service)

Student Days – 19
Teacher Days – 19

15- Snow Make-Up Day

FEBRUARY

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH

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

10 - Teacher In-Service
(Schools Closed)
24-29 - Spring Break
(Schools Closed)

Student Days – 18
Teacher Days –19

24 & 25 - Snow Make-Up Days

13 - Early Dismissal
(Teacher In-Service)

Student Days – 22
Teacher Days – 22

APRIL

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

April 1
End of Marking Period 3

MAY

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

14 - Early Dismissal
(Teacher In-Service)
28 - Early Dismissal
31 – Memorial Day
(Schools Closed)

Student Days – 20
Teacher Days – 20

2-4 - Early Dismissal
4 - Tentative Graduation
4 - Tentative Students' Last Day
7 – Teacher In-Service

Student Days - 4
Teacher Days – 5

JUNE

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

Snow/Emergency Make-up Days
1 - January 18
2 - February 15
3 - March 24
4 - March 25 (½ day)

If needed, extend the school year beyond June 4, 2027 (Last Day for Students).

Parent/Guardian Involvement

Parents/guardians guide and influence their children so much more than friends, teachers, and social media. They lay the foundation to inspire and empower their children to develop positive learning habits. This support and guidance has the long term benefit for their child(ren) to enjoy social, economic, and family success.

How do parents support their students as learners?

1. Create the conditions that promote regular attendance and comply with attendance procedures.
2. If work is missed, it should be made up promptly and completely.
3. Teach the child respect for the law, authority, the rights of others, and for private and public property.
4. Work with the school in carrying out recommendations made in the best interests of the child, including discipline.
5. Talk with the child about school activities; show an active interest in class assignments and academic progress.
6. Provide for a dedicated home study time and space with a charging station for the iPads.
7. When you're told there is no homework, consider the following:
    a. Reviewing - class notes, mathematical processes, grammar usage, spelling.
    b. Research - science or other long-term projects that have been assigned.
    c. Read and share magazines, newspapers, and books chosen for enjoyment.
8. Outside social functions and after school work are encouraged, but not if they conflict with maximum achievement and success in school.
9. Create family agreements for the use of the cell phone, computer or TV.
10. Build good sleeping habits with teenagers' busy schedules. Teenagers require nine hours of sleep per night and this can be challenging.
11. Spend daily, dedicated time talking about your student's day.

Your interest and support at home are important to your child and greatly appreciated.

JTAHS ONLINE TOOLS

PowerSchool - Online Grading

PowerSchool is a web-based student information system, providing real time access to data using a web browser (Safari, Firefox, Google) on any computer platform. It is used to manage student enrollment, attendance, grading and reporting (local, state and federal reports).

There are three components:

• PowerSchool Admin: Administrative area where daily work and all information is entered. Access is restricted to essential administrative personnel.

• PowerSchool Teacher: A teacher area providing web-based access to their classes, student information, announcements, staff directory and limited grading ability.

• PowerSchool Public (Parent and Student): An area providing web-based access to a student's class information, attendance and grades, as well as announcements and e-mail notifications.

- All access is secured through a unique username and login password. In addition, there are access levels that have been enabled for the various users, providing security where necessary and mandated by state and federal law.
- Parents will be assigned a unique login username and password, and a letter will be sent home explaining the parental access capabilities and how to access it. Students will also be assigned a unique username and password, and training will be provided to them at an appropriate time.
- When a request for a forgotten login is received, a new login and password will be generated. We will not give out logins or passwords verbally over the phone.

Schoology

Schoology is a learning management system (LMS) that allows teachers and students to connect, communicate, and share easily with classmates and the instructor. It gives students and teachers a way to assess, turn in assignments, analyze data, discuss lessons and topics, and remind students of pending deadlines or important topics. Schoology is available online and also offered as a mobile app. https://www.schoology.com

School Cafe

School Cafe is a touchless system the school district is utilizing to make payments and buying lunch easier without cash transactions. This system allows funds to be added to cafeteria accounts online at www.schoolcafe.com/jtasd (please note a $2.25 convenience fee with this option) or a written check payable to JTASD Cafeteria Fund. Please note the student's name and student's lunch number on the check. This system allows you to check cafeteria balances and purchases, receive low balance alerts, and set up automatic payments. If you have further questions please contact Rebecca Farina at the Jim Thorpe Area High School at (570) 325-3663 ext. 5144.

Safe2Say Something Reporting System

In 2018, the General Assembly passed Act 44 mandating the establishment and use of the "Safe2SaySomething" (S2SS) Anonymous Reporting System by every Pennsylvania school entity. S2SS is a life-saving and life-changing school safety program that teaches students, educators and administrators how (1) to recognize the signs and signals of individuals who may be at risk of hurting themselves or others and (2) to anonymously report this information through the S2SS app, website or 24/7Crisis Center Hotline.

S2SS works through five easy steps:

1. A tip is submitted via mobile app, website or by calling the PA-based 24/7 Crisis Center.
2. The tip is then triaged by the crisis center to gather enough information to act on it.
3. The tip is then delivered to the impacted school and, as needed, local law enforcement.

4. The school and, as needed, local law enforcement assess and intervene with the at-risk individual.
5. The school then closes out the tip and reports actions taken as a record for their school.

You will submit your tip using:

a. mobile app (found on apple and android devices)
b. 24/7 hotline to the crisis center at **844-saf2say** (844-723-2729)
c. Or use the Safe2Say website at **safe2sayPA.org**
** Tips can be sent 24/7/365 …. when you use the app, phone or website you simply associate yourself with your school (you will be prompted) and you are ready to submit a tip within seconds.

Pupil-Teacher-Parent Conferences

At no time should you be in doubt of your child's progress in school. PowerSchool provides weekly updates to your child's progress throughout the school year. Additionally, you will be periodically notified of your child's progress through report cards and progress reports. Carefully examine the report card at the end of the marking period. Notice if there are any failures or near failures and the reasons given for these. If you still have questions about failing grades, or feel that there has been a misunderstanding, please call the school for an appointment with either the teacher, counselor, or principal. Remember, grades are earned by the pupil, not given by the teacher.

Students who wish to talk with a teacher about any problem should request a conference at a time convenient to both during the day. If possible, an administrator or guidance counselor may be present for the meeting.

2026-2027 Bell Schedule

2026-2027 Jim Thorpe Area High School Bell Schedule

Monday - Friday Bell Schedule					
Teacher Duty	7:20-7:40	**Teacher Duty**	7:20-7:40	**Teacher Duty**	7:20-7:40
Homeroom	7:40-7:50	Homeroom	7:40-7:50	Homeroom	7:40-7:50
Period 1-2	7:54-8:36	Period 1-2	7:54-8:36	Period 1-2	7:54-8:36
Period 3-4	8:40-9:22	Period 3-4	8:40-9:22	Period 3-4	8:40-9:22
Period 5-6	9:26-10:08	Period 5-6	9:26-10:08	Period 5-6	9:26-10:08
Period 7-8	10:12-10:54	Period 7-8	10:12-10:54	Period 7-8	10:12-10:54
Lunch 9 A	**10:54-11:24**	Period 9-10	10:58-11:40	Period 9-10	10:58-11:40
Period 10-11	11:28-12:10	**Lunch 11 B**	**11:40-12:10**	Period 11-12	11:44-12:26
Period 12-13	12:14-12:56	Period 12-13	12:14-12:56	**Lunch 13 C**	**12:26-12:56**
Period 14-15	1:00-1:42	Period 14-15	1:00-1:42	Period 14-15	1:00-1:42
PODS	1:46-2:22	1:46-2:22	1:46-2:22	1:46-2:22	1:46-2:22

STUDENT LIFE

Student Responsibilities

School Policies

Dance Policy

Student Dismissal Procedures

Parking Permits

Classroom - Make up Work

Courtesy/Etiquette

Lockers and Valuables

Searches & Search Policy

Lunch Program

Guidelines for Being a Successful Student

Adapted from the recommended guidelines for student rights and responsibilities for the State of Pennsylvania. Student responsibilities include regular school attendance, conscientious effort in classroom work, and conformance to school rules and regulations. Most of all, students share with the administration, faculty and staff the responsibility to develop a safe environment that is conducive to wholesome learning and living with each member of the Jim Thorpe Area High School family.

No student has the right to interfere with the education of his fellow students. It is the responsibility of each student to respect the rights of all who are involved in the educational process. Students should express their ideas and opinions in a respectful manner so as not to offend or slander others.

The student's responsibilities are to:

1. Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them.
2. Be willing to volunteer information in disciplinary cases and cooperate with school staff, should they have knowledge in relation to such cases.
3. Dress and groom themselves so as to meet fair standards of safety and health and common standards of decency.
4. Assume that until a rule is waived, altered or repealed, it is in full effect.
5. Assist the school staff in running a safe school for all students enrolled therein.
6. Be aware of and comply with state and local laws.
7. Exercise proper care when using public facilities and equipment.
8. Attend school daily, except when excused, and be on time for all classes and other school functions.
9. Make all necessary arrangements for making up work when absent from school.
10. Pursue and attempt to complete the course of study prescribed by state and local authorities.
11. Avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language.
12. Follow verbal directions given by adults in charge of the area, activity or event.

The previous list of students' rights and responsibilities is required by the State Board of Education to be communicated to you. Please make yourself aware of your responsibility and duty, for it is only under your compliance to these obligations that the privileges or rights of students are granted - both by law and for the natural efficient operation of a complex institution.

When the rights of others to learn are infracted, or the orderly operation of the school is disrupted, it becomes necessary to deal with the problem-causing individual. It is for this purpose that the enclosed discipline policy, accomplished in conjunction with the representatives of the school family, has been affected. It is designed to provide you with all the due process of law which requires that you be informed and that the result process is fair.

STUDENT RIGHTS AND RESPONSIBILITIES

How many times have you said or have you heard someone say, "THAT'S MY RIGHT"? How often have you thought about your RESPONSIBILITY to maintain that right? Too often it is taken for granted that a "right" is something for which one must do nothing. Fortunately, those "rights" are privileges which are earned by the responsibility to uphold the rules and regulations designed to provide an orderly and wholesome atmosphere for the welfare of all students.

All Students Have The Right To Learn,
The Right To Feel Safe In School,
The Right To Be Respected,
The Right To Hear And Be Heard.

STUDENT PRIVILEGES

There are some scheduled and unscheduled student activities that students are allowed to select and participate in as a matter of personal choice. These activities are defined as privileges, and, as such, may be withdrawn as a result of certain disciplinary procedures. The following is a list of some of the privileges:

1. Attendance at assemblies
2. Attendance at extracurricular activities
3. Participation in extracurricular events
4. Use of school transportation
5. Parking on school property
6. Early dismissal **(seniors only) during PODs when in good standing***

GUIDES FOR LEARNING

1. Learn what the teacher expects of you as a student.
2. Pay attention to what is being said and done in the class.
3. Be responsible for making up any work missed as the result of being tardy or absent from class.
4. Use a three-ringed notebook, setting aside a separate section for each subject.
5. Take notes and participate in class discussion.
6. Review back notes and assignments.
7. Ask the teacher for help when it is needed.
8. Correct all errors on returned homework assignments and quiz papers; keep all work returned by the teacher.
9. Try to study at the same time each day.
10. Try to use as many senses as possible when trying to learn something (read it, write it, say it).

HOMEWORK HINTS

1. Make a study schedule & follow it.
2. Study in one particular place that is quiet and well-lit.
3. Plan study periods, at school and at home, so that all needed materials are at hand.
4. Make an accurate record of each assignment and be certain it is understood.
5. Prepare each lesson daily. Begin preparation of long-term assignments immediately after they have been assigned.
6. Hand in assignments on time.

COMPUTER AND INTERNET USE

In order to use the school-issued device, students must abide by the acceptable use policy, which can be found in the section of the handbook titled computer and internet usage. **Failure to do so can result in loss of computer and/or internet privileges, as well as appropriate disciplinary action.** Students will be assigned a user name and password which is not to be shared or used by anyone else. **Students may only utilize their own student account information. If a student is found utilizing another student's account information, disciplinary action will be taken.** If appropriate, students will be assigned a school email address. This is the only allowable e-mail address that may be used in school unless otherwise authorized.Students are reminded that the use of the Internet is for educational purposes only and not entertainment. Any use of the computers or the Internet for purposes that do not fit within the missions of the district is a violation of policy.

PHOTOGRAPHY, VIDEO, OR AUDIO RECORDINGS

Any device used to take a picture, video or audio recording may not be used on school property in order to maintain student privacy unless given permission by school administration. **If caught using an electronic device, the device will be confiscated and the contents reviewed with the parents. Appropriate discipline will follow see discipline glossary.**

MAKE-UP WORK

A student who has been legally absent from school will be permitted to make up all homework and class work. **It is the student's responsibility to contact the teacher for scheduling make-up work.** The student will have the same amount of days as the length of their absence to make up the work.

FIELD TRIPS AND ACTIVITY TRIPS

The Board of Education of the Jim Thorpe Area School District recognizes the educational value of field trips and activity trips. Students who are participating in any trip are expected to conform to all school policies. Students who fail to act accordingly may have this privilege revoked. **To be eligible for a field trip or activity trip, a student must be passing a minimum of four credits and maintain good attendance; without truancies, 8 or more unexcused absences, or an accumulation of 20 or more absences.**

DANCE POLICY

All high school dances are for Jim Thorpe Area High School students and their guests. Students attending the Carbon County Technical Institute (CCTI), the Olympian Learning Connection (OLC) and other schools attended by Jim Thorpe Area High School students may participate. These students must complete a ***dance agreement form.*** *This provides our school with current information, health concerns, and a clear discipline record.*

Students are required to present their student ID upon entering the dance. Students who leave the dance early **may not** return. All school rules apply and are in effect. Anyone suspected of being under the influence of alcohol or drugs will not be admitted to the activity and appropriate school discipline will be applied.

The following students will be admitted to dances: High School Dances, grades 9-12 only; Junior High Dances, grades 7-8 only; Elementary Dances, grades 1-6 only. Sexually suggestive (grinding) dancing is prohibited. Any individual who has been put out of a dance will have their case reviewed by the school administrator to determine the student's eligibility to attend future school activities. In the event that these guidelines are not followed, the sponsoring agency may be prohibited from using any district buildings for at least 60 days. Guests from outside the Jim Thorpe Area High School are permitted at the homecoming dance, winter semi formal, as well as the prom.

Guests from outside the Jim Thorpe Area High School are permitted at the homecoming dance, winter semiformal, as well as the prom. Guests must be pre-approved by the principal/designee *through the completion of the* ***dance agreement form.*** **Host students may bring only one guest per event.** Student guests must secure a **dance agreement** form from the main office and get it signed by the guest's principal/designee at least one week before the event. Guests must be in grade nine (9) or above and not to exceed twenty (20) years of age. Any guest not on the pre-approved list will not be permitted into the dance.

PROM POLICY

Students wishing to attend Prom must not have fifteen demerits **(15)** or higher by the time prom tickets are sold. They ***must not have more than 10 UNEXCUSED ABSENCES OR 10 UNEXCUSED LATES for the school year. All outstanding detentions and suspensions must be served prior to attending the Prom.***

**NOTE: Absence notes will not be accepted after 3 days upon return from the absence unless they are from a doctor.

NOTE: Students who are identified as experiencing attendance barriers will have the opportunity to participate in the A.C.E. Program *"Attendance Counts Every day"* to counter truancy challenges. This will be offered to the student at the Student Attendance Improvement Plan (SAIP). Students will then have the opportunity to attend Prom upon successful completion of the A.C.E. Program. It is noted that students must also be in good standing with merits as well to attend the Prom each school year and **must complete the program prior to Prom ticket sales. If you continue to accrue unexcused absences after the purchase of Prom ticket sales and/or have not completed the A.C.E. Program, you will become Prom ineligible, your Prom ticket will be revoked and you will receive a refund by administration.**

PROM DISMISSAL

All students who are attending the prom will be dismissed at 10:30 A.M. on the day of the Prom with a note from a parent prior to Prom day. Please make all of your appointments after this time. Leaving school for appointments prior to 10:30 A.M. will result in an unexcused absence. An unexcused absence on the day of the prom will result in not being permitted into the prom.

STUDENT DISMISSAL PRECAUTIONS

The Board of Directors seeks to safeguard students by requiring procedures for excusing students from attendance at school. The building principals are directed to develop and implement administrative procedures for dismissing students, subject to the approval of the Superintendent. It is understood that procedures may vary from school to school due to the differing ages of the students.

Students will be released only to parents, legal guardians, or other persons who are specifically authorized in writing by parents/guardians to pick up the student. A photo ID must be shown to school personnel before the student will be dismissed to the individual. If the building principal/ designee has reason to question the authenticity of any written or verbal communication regarding the release of a student, the parents/guardians shall be contacted for confirmation. The building principal/designee has the authority to deny the release of students to unauthorized or unknown persons. Students who drive to school must present a note from a parent/guardian authorizing them to leave school at any time during the school day and must sign out at the school office. A custodial parent/guardian who wishes the school to comply with provisions of a court order to restrict access to a child is responsible for providing a certified copy of such order to the school. In addition, administrative procedures concerning student dismissal shall incorporate the following components:

A. A procedure for dismissing students in the event of an emergency during the school day;
B. A procedure for dismissing students for illness and other reasons prior to the end of the school day;
C. A procedure for confirming the identity of parents/guardians and others authorized to pick up students prior to releasing students.

LEAVING THE SCHOOL BUILDING AND GROUNDS

Upon arrival on school property by bus, car or foot, students must enter the high school. Students are to remain inside the school building for the duration of the school day. Permission to leave school property may be granted only by the school principal. If a student leaves early without permission, it will be deemed as inappropriate behavior. Once a student leaves school grounds and is not involved in a sport activity they are not permitted to use school transportation for that day.

Upon dismissal, students will exit the building by 2:30 PM. All students that are involved in an extra- curricular activity are not permitted to stay in the building unless there is a coach or club advisor present to provide supervision.

PARKING PERMITS

All students who wish to drive to school must get a parking permit from the main office. In order to acquire a parking permit you must provide the office with a copy of your driver's license and insurance card and have the appropriate form filled out and signed by a parent/guardian. A $5 fee will be enforced for all lost or destroyed parking permits.

All permits must be displayed on the rear-view mirror of the car. Cars may be searched if there is a reasonable suspicion that contents in the vehicle constitute a threat to health, safety or welfare of the student(s) and/or occupants of the school grounds.

WORKING PAPERS

All students between the ages of 14 and 17 are required by Pennsylvania School Law to secure an Employment certificate, known as "**Working Papers,"** before they may begin to work. Students, who have reached 18, by state law, do not need working papers. Working papers are issued in the high school office.

The steps for obtaining working papers are as follows:

1. Parents or guardians must obtain an application from the high school office.
2. The parent must complete and sign the portions of the application form where indicated.
3. Upon the receipt of the completed application form and proof of age (birth certificate, baptismal certificate or passport), the student must sign the application in the presence of the issuing officer and the formal working papers will be issued.

PERFUMES, BODY SPRAYS AND MOUTHWASH

Students should avoid excessive use of perfumes and body sprays in the school building since other students may be sensitive to these scents and experience a negative reaction. **Mouthwash should not be brought to school.**

SUBSTITUTE TEACHERS

Substitute teachers are to be recognized as having the same authority as regular members of the faculty. They are invested with the same powers to make assignments and to award grades indicating their judgment of the success of students in completing the assignments. Be Polite, Helpful, and Considerate to the substitute! **Students who are removed from the classroom by a substitute teacher will be disciplined according to policy.**

VISITORS

All visitors must report to the office and register as they enter and leave the building. To enter any of the District's buildings beyond the office, you will need a valid state or federal issued ID such as a state issued driver's license or a military ID card. This system scans a visitor's ID and cross references it with a national sex offender database. If the scan is negative, a temporary sticker 12ID is issued. If the scan returns positive, no photo ID is printed and access to the building is denied. Visitors must display their visitor's pass at all times. Passes must be returned to the office before the visitor leaves. Visitors must enter and leave the building by the main entrance. Violators of this policy will be prosecuted for trespassing.

COURTESY

Courtesy is a "required course" for all students at Jim Thorpe Area High School. Each student is expected to show respect for both his/her teachers, paraprofessionals, custodians, secretaries, administrators and fellow students. This may be done in many ways such as saying: **"Please"; "Thank you"; "Excuse me"**; always knocking before entering a room where the door is closed; and refraining from laughing at another's mistake. An essential for success in life is good will toward others. Remember: Courtesy is contagious! The prime reason students attend school is to get an education. The Jim Thorpe Area High School faculty and staff work hard towards providing all of our students with a quality education. It is expected that our students work toward this goal. **At no time will willful disobedience be tolerated.**

CLASSROOM ETIQUETTE

All students must follow the following procedures:

- Students must be in class and seated by the time the late bell rings.
- Come prepared to work with books, paper, pencils, etc.
- Work quietly on assignments.
- Present passes to other rooms/areas to the teacher at the beginning of the period.
- Not ask to leave the classroom during a class except in emergencies.
- Understanding the bell does not excuse the students; the teacher does. Students remain in their seats until the teacher dismisses them.
- Students will not be excused from classrooms to return to lockers for forgotten books, materials, etc.
- Students will have assigned seats to be used at all times.
- Students are not permitted to lean back on chairs or have feet on desks or chairs.
- Neither rudeness, nor disrespect in any fashion to teachers or fellow students will be tolerated.
- Students will not be permitted to sit on the heaters and window sills.
- Students are expected to follow the written and verbal directions of the adult in charge.
- Willful disobedience will not be tolerated.

ASSEMBLY ETIQUETTE

All students should:

1. Walk to and from the assembly in an orderly manner
2. Refrain from whistling, yelling, booing, talking, and other impolite verbal comments that are signs of disrespect. They show very poor manners and will not be tolerated.
3. Applaud at proper times.

4. Display proper conduct in assemblies. Students displaying improper conduct will be escorted from the assembly and be subject to disciplinary action.
5. There will be a study hall available for students who may not attend the assembly. Students who choose not to attend voluntary assemblies will report to the study hall with work to do. This will be a quiet study hall.

CONCERT/PRESENTATION ETIQUETTE

The Jim Thorpe Music Department strives to teach all students the rules of proper concert etiquette. We ask the adults also to observe these rules in order to set a good example for the students, assist in the educational process, and provide everyone with a positive concert experience.

Members of the audience should observe the following guidelines:

1. Out of respect for the performers, do not talk while anyone is performing.
2. Remain seated during the musical selection. Any necessary movement should occur between pieces.
3. Please do not distract the performers in any way. Please, no flash pictures during the performance.
4. Applause is appreciated at the end of a selection. Refrain from yelling or whistling.

LOCKERS

Each student will be assigned a locker for his or her use. **Students may not share lockers.** It is each student's responsibility to see that the assigned locker is kept locked and in order at all times. **It should be noted that lockers are school, not personal property and are subject to periodic, unannounced searches for reasons of safety and sanitation (See search section below).**

The School District is not responsible for any item taken from students' lockers and strongly advises all students to keep their lockers locked.

All lockers, desks, and storage spaces are, and shall remain, the property of the school district. As such, students have no expectation of privacy.

Student backpacks should be in their locker at all times and not removed until dismissal. Students should not place backpacks in classrooms or hallways. Any backpack that is unattended will be confiscated and subject to search by school administration.

All students should be aware that because school property (including lockers, desks, and storage spaces) is subject to search at any time, there is no reasonable expectation of privacy in school lockers, desks, or storage spaces. Accordingly, students shall not expect privacy regarding the items placed in school lockers, desks and/or storage spaces. School officials or their authorized agents may conduct random, periodic, or sweeping inspections or searches of all lockers, desks, and/or storage spaces without regard to any individualized suspicion. ***Decals, stickers or tape are not to be used on the inside or outside of lockers. Lockers must be cleaned and emptied upon leaving for the school year, or report cards and/or diplomas will not be issued.***

SEARCHES

The Jim Thorpe Area School District is committed to maintaining a safe, secure, and orderly educational environment. School officials reserve the right to conduct random searches of school property, student belongings and vehicles parked on school property when there is reasonable suspicion that the search will reveal evidence of a violation of law, School Board policy or school rules. Lockers, desks, and other school-issued property remain the property of the school district and may be inspected at any time. Searches will be reasonable in scope and conducted in a manner that respects the student's privacy while addressing the legitimate interests of school safety and discipline.

Random searches may include the use of trained detection dogs or other lawful screening methods as permitted by Board policy and state law. Students are expected to cooperate with school officials during any authorized search. Refusal to comply with a lawful search or interference with the search process may result in disciplinary action.

Searches will be conducted in a manner that respects student privacy while ensuring the safety and well-being of the entire school community. Any prohibited or illegal items discovered during a search may be confiscated and may result in disciplinary action, notification of parents/guardians, and/or referral to law enforcement when appropriate.

VALUABLES

Do not leave money or other valuables in your locker. **Avoid bringing large sums of money or valuables to school; but, if it is necessary for you to do so, you do so at your own risk.** The Jim Thorpe Area School District is not responsible for any item lost or stolen from lockers.

SCHOOL-ISSUED ELECTRONIC DEVICES, BOOKS AND EQUIPMENT

Through the use of public tax money, the school district provides school-issued electronic devices, textbooks and other instructional materials for all students. When a student accepts these materials, they also accept the responsibility of properly caring for them and maintaining them.
Therefore, all misused, abused, damaged, or lost school-issued electronic devices, textbooks and other materials must be paid for and replaced immediately. These fines will be determined by the staff and paid in the office. **Students not paying their fines will not receive their report card or diploma until all debts are satisfied. Marking period report cards will be held until the marking period debts are satisfied.**

LOST & FOUND

All lost and found articles (except money and other valuable items) will be deposited in a box in the office. Important items, such as money, jewelry, and textbooks should be given to the secretary in the office. If you lose something, check with the office staff. All items found will only be held for 2 weeks.

LUNCH PROGRAM

The lunch program is an important part of our educational system. It teaches students to recognize a well-balanced meal and gives them a great deal of nutrition to fuel through a full day of learning.

CAFETERIA

Because of the amount of time provided for lunch, students are not permitted to leave the school grounds. Lunch period is a closed period; no lunches may be brought in from a nearby store or eating establishment. School breakfast and lunch for the 2026-2027 school year are free to all students through the US Department of Agriculture's Community Eligibility Provision. Each student will be provided one breakfast and one lunch. ***Students that still want to pack a lunch may do so and also still participate in the free school lunch program.*** We offer fresh fruits (apple, banana, orange, etc.), fresh veggies (baby carrots or tossed salad for example) and a choice of milk for students to take as they go through the serving lines. These items, along with the packed items, will help complete their lunch at no cost to you. **Even though breakfast and lunch are free at no cost to the students every day, the students MUST enter their lunch number every time they enter the line. Students are only permitted to utilize their own student account number.**

Are al a carte items included? Students who want to purchase an extra entree, one of our snack options, or just milk, must pay for them. School Cafe is a touch-less system the school district is utilizing to make payments and buying lunch easier without cash transactions. This system allows funds to be added to cafeteria accounts online at www.schoolcafe.com/jtasd (please note a $2.25 convenience fee with this option) or a written check payable to JTASD Cafeteria Fund. Please note the student's name and student's lunch number on the check. This system allows you to check cafeteria balances and purchases, receive low balance alerts, and set up automatic payments. If you have further questions please contact Rebecca Farina at the Jim Thorpe Area High School at (570) 325-3663 ext 5144

CAFETERIA PRICES for purchases beyond the free Breakfast and Free Lunch.

Regular Price/Breakfast $1.25 *Lunch $2.60*

COMMONS/LUNCHTIME RULES

- Proper manners and conduct will be maintained at all times.
- Tables will be called by the lunch proctors for students to get their lunch, to remove their garbage, and to return their trays. Students will be dismissed from the tables by the lunchroom teachers only.
- Students will be permitted to go to the office.
- Students will not be permitted to leave the cafeteria without written permission.
- Cutting in line will not be permitted.

FOOD AND DRINK

All food and drink must be consumed in the cafeteria, with the exception of breakfast and second chance breakfast which may be eaten in either the cafeteria or the attendance period. There should be no food or drinks near district-issued technology devices.

FOOD TAMPERING

The deliberate tampering with food is prohibited. If a student is caught tampering with food he or she will receive appropriate discipline.

LIBRARY

Students may use the library for independent research, signing out books and individual study if prior arrangements have been made with a teacher or staff member to accompany the student.

TELEPHONE

Parents should not text or place calls to their child during the school day. Students may not use their cell phones to text or make personal phone calls during the school day.

Permission must be secured by the student from the lunchroom proctor or classroom teacher in order to use the telephone in the main office. The telephone is provided for emergency calls only. Students should avoid having phone calls come for them in the main office, except in the case of an emergency. No student will be called out of class for a phone call unless it is of an emergency nature. **Important messages will be taken and delivered to the student by office personnel.**

STUDENT HEALTH

Health Services

Medicine

Homebound Instruction

Accidents in School

Physical Examinations

HEALTH SERVICE

Students who become ill during the day ***shall secure a pass from their teacher and report to the nurse.*** If the nurse is not in the building, the office staff will administer emergency care. When a student is ill and has the need of lavatory facilities, the student must use the facilities of the nurse's office. Students who are ill may not leave the building without the nurse's permission; they must be signed out by a parent or emergency contact unless other arrangements are agreed upon between the nurse and parent, such as permission to drive.

EMERGENCY INFORMATION FORMS

Emergency information forms are given to students on the first day of school. These forms must be completed by the parents, signed and returned to the student's homeroom teacher immediately. Changes in telephone numbers, physical mailing addresses, employment phone numbers and employment addresses should be reported to the main office. ***Due to the extreme need to have these returned promptly, the administration will start to assign detention to students after two weeks if the forms are not returned.***

MEDICINE

1. If a student must take medication during the school day, the parent must complete and sign an "authorization for medication during school hours" form found on the school website under Jim Thorpe Area High School, then go to health services and health documents or you can get a copy in the high school nurse's office.
2. Any medication to be given in school must be accompanied by the medication form and/or notes from the student, parent/guardian and physician.
3. All medication must be brought to the school by a parent/guardian in the original prescription container.
4. Parents must bring it directly to the nurse's office upon entering school.
5. Students are not permitted to possess any medications in school. If a student gets caught possessing medicine he/she will be disciplined accordingly.
6. Tylenol will be given to students only if a signed parental permission form is on file in the nurse's office.

HOMEBOUND INSTRUCTION

When school-age children cannot attend school due to illness or other urgent reasons, the school may provide homebound instruction. The program of homebound instruction provides education both for the child who is out of school for long periods of time, and for the child who is temporarily incapacitated and who cannot presently be transported to school. The homebound instruction program is designed to give full recognition to each child's specific needs. **Homebound instruction consists of 3-5 hours per week in the home setting.** ***Please complete the following steps for requesting homebound instruction:***

1. The parent should obtain a ***request for homebound instruction form*** from the high school main office or download the document from the school district website.
2. This form must be completed by the attending physician with the diagnosis, prognosis, and estimated length of time the student should remain at home.
3. The completed form must be returned to the high school main office for approval by the Board of Education. The need for homebound instruction will be reviewed every 3 months with the attending physician.

ACCIDENTS IN SCHOOL

All accidents which occur in school and while participating in extracurricular activities, whether serious or not, must be reported to the school nurse. If an incident report is deemed necessary and circumstances allow, the pertaining accident report questions will be completed by the individual and/or witness of the accident. This should be done prior to the student reporting to the school nurse. The athletic trainer, coaches and advisors will be responsible for filling out accident reports for their extracurricular activities. Copies of accident forms must be sent to the office.

PHYSICAL EXAMINATIONS (INTERSCHOLASTIC SPORTS)

All students who wish to participate in any Pennsylvania Interscholastic Athletic Association (PIAA) sport must have a physical examination before the start of each PIAA sports season. Times and places convenient for student athlete physicals will be communicated through coaches, alert messages, and social media. Physicals given by a student's personal physician at the physician's office are the responsibility of the student and the parent.

PHYSICAL EXAMINATIONS *(11th Grade Students)*

All juniors are required to have a physical examination. Physicals that are given in the high school are paid by the school district. Physicals given by a student's personal physician or a physician other than the school physician are not reimbursable by the school district. Physicals administered to juniors for interscholastic sports fulfill the requirement of physicals for juniors. Selected students in other grades may need a physical examination recorded in their health file.

MANDATED SCREENINGS

Each year, all students will have a height and weight recorded for their health record as well as a vision screening. Eleventh grade and selected other students will be given a hearing screening. Parents will be sent a corrective advice notice for failures of screening.

PARENT ILLNESS CONTACT

If a child is sick, the nurse will attempt to call home to contact the parent/guardian. Students who do not go to the nurse and use their cell phone to contact the parent/guardian when they are "sick" will be issued disciplinary action. The first offense will be a warning and the second offense will be a detention.

IMMUNIZATION REQUIREMENTS

For the 2026-2027 school year, Pennsylvania school immunization requirements include the following vaccines

4 doses of tetanus, diphtheria and acellular pertussis, (1 dose on or after 4th birthday)
4 doses of polio, (1 dose on or after the 4th birthday and six months after the last dose)
2 doses of measles, mumps, rubella (MMR)
3 doses of Hepatitis B
2 doses of varicella (chicken pox) vaccine
2 doses of meningococcal conjugate vaccine

Students attending 12th grade need two doses of meningococcal conjugate vaccine (MCV) by the first day of 12th grade. (If one dose was given at 16 years of age or older, that shall count as the twelfth-grade dose).

***First dose given 11-15 years of age; a second dose is required at age 16 or entry into 12th grade**
***If the first dose was given at 16 years of age or older, only one dose is required.**

ATTENDANCE

Excused Absence (Note Policy)

Unexcused Absence

Tardiness

Unexcused Tardies

Truancy

A.C.E. Program

Late for Class

Early Dismissal

Education Vacation

ATTENDANCE

Attendance shall be required of all students enrolled in the school during the days and hours that the school is in session, except that a principal or teacher may excuse a student for temporary absences when he/she receives satisfactory evidence of such mental, physical, or other urgent conditions which may reasonably cause the student's absence.

District-wide guidelines for attendance

- Students arriving after 7:45 AM but before 10:30 AM are considered tardy.
- Students arriving after 10:30 AM but before 12:30 PM are considered AM absence.
- Students arriving after 12:30 PM will be considered a full day absence.
- Students leaving before 12:30 PM will be considered a PM absence.

Students are considered late to school if not in their homeroom by 7:40 AM. Students arriving at homeroom after 7:40 AM will be marked late. Students entering the school building after 7:40 AM will be accounted for in the main office.

********Students arriving after 10:30 AM will be ineligible to participate in any extracurricular activity on that day unless there is documentation that is handed into the office showing their presence at an approved appointment. ********

ABSENCE

As soon as a student returns to school after any absence, he/she should return an excuse note, or doctor's statement to the office or by email to **hs_attendance@jtasd.org**. This excuse note is to be completed by a parent indicating the reason for the absence and is to be signed by the parent. It is to be returned **within THREE DAYS of the student's return to school** or the absence will be considered unexcused. If a student is out for three or more consecutive days, there **MUST** be a Doctor's certificate handed in, not a parent note, in order for the days to be excused. Once a student accrues **fifteen (15) days of absence**, a Doctor's certificate must be handed in for each day of absence thereafter, a parent's note will cause the days to be considered unexcused. **Administration has the option to call and verify doctor's notes.**

In case of truancy and/or forged excuses, the absence will be unexcused and the parent/guardian will be notified and the discipline policy will be enforced.

**** Students subjected to truancy fines can lose their driver's license for a period of time.**

**** Parents will receive calls from our messenger system to make you aware that your child is absent from school.**

Please note, under the Commonwealth of Pennsylvania law, a child who is habitually truant may not transfer, during the current school year, to a cyber charter school unless a judge determines that the transfer is in the best interest of the child.

UNLAWFUL ABSENCE

After three unlawful absences, the school authorities are required by law to notify the parent of such unlawful absences and to prosecute the parent or guardian. The State Department of Public Instruction has ruled:

Absences to be marked excused: (Abuse of these excuses will not be tolerated)

- Illness or quarantine
- Death in family
- Impassable roads or severely inclement weather
- Emergency at home
- Educational trips previously approved
- College interviews or visits previously approved
- Job interviews previously approved
- Medical or dental appointments
- Driver's license test by appointment with PENNDOT
- Participation in program previously approved
- Official religious holidays

PARENT NOTES

Students are allotted a total of ten (10) parent notes per school year to count towards their excused absences. Once the parent note limit has been reached, doctor's notes would need to be provided to excuse any absence moving forward for the student. You will be notified via letter in the mail when your child has reached the parent note limit for the school year.

FORGED NOTES

If a student is believed to have forged a parent note or signature, the note will become void. On the first offense, parents will be asked for verbal confirmation. If more than one offense occurs, parents will then have to physically come into the school and drop off a note or sign any needed paperwork.

Absences to be marked unexcused and/or unlawful:

- Absent through parental neglect
- Missed bus or car problems
- Overslept
- Hunting or fishing
- Shopping or visiting hairdresser
- Working (except in emergency)
- Truancy or playing hooky
- Unauthorized trip, vacation, or visit
- Forged parent/guardian notes.

TARDINESS

Students not in their first period by the designated time, on the official time schedule, will be considered tardy. Students who arrive after the official start of school are to report to the main office before going to class.

1. Students are to submit a signed excuse to the office from the parent or guardian for tardiness.
2. Students will be given an "Admit to Class" slip when tardiness occurs.

3. No student will be admitted to class without an "Admit to Class" slip. Students entering school after 10:30 a.m. will be considered absent for one-half day. Students who are chronically late for school will be refused admittance to their first period class.

UNEXCUSED LATES

Tardiness to school will be recorded as unexcused under the following circumstances:

1. If no excuse is submitted on the day of the tardy.
2. If the tardy excuse is not signed by a parent.
3. If the reason for being tardy is not indicated.
4. If the reason for tardiness is recognized as habitual (i.e., car problems, family emergencies, overslept, etc.).
5. ***Students will receive a 1.5 hour detention the third time they are tardy within a marking period.***
6. After 10 tardies, a doctor's certificate will be required for tardiness due to illness.
7. After leaving school 15 times due to illness, a doctor's certificate will be required for the absence to be excused.
8. If a forged note is handed to the attendance office in addition to appropriate disciplinary action.

TRUANCY

Truancy is an unexcused absence from school. Truancy is against the law; being truant from school is an unlawful absence. **The student will not have an opportunity to make-up class work or tests missed through truancy. A grade of zero will be given for class work and tests scheduled on the day of truancy.**Students and/or parents of students who are in violation of compulsory attendance laws will be prosecuted under Section 1326 (pertaining to students) and/or Section 1333 (pertaining to parents/guardians) of the Pennsylvania School Code. **Truancy elimination plans will be designed for students with habitual absences. The truancy officer will plan a meeting with parents to design the plan.**

A.C.E. Program

The A.C.E. Program is a restorative program designed to help high school students who have been identified as experiencing attendance barriers to build positive attendance habits and increase school engagement. Rather than focusing on punishment, the program identifies barriers to regular attendance and connects students with meaningful support and individualized goal setting. Students will learn to develop skills and accountability needed to improve attendance, stay connected to school, and achieve academic success. Every day in school is an opportunity to learn, grow, and prepare for the future—because every day counts. The A.C.E. Program will be offered to the identified students at the Student Attendance Improvement Plan (SAIP) Meeting. It is not mandatory to attend this program, however, highly recommended to best meet the attendance needs of the student. This program will run during PODs two times per week for three weeks in Rm. 311.

<u> If the student attends the A.C.E. Program and successfully completes it, the student may have the opportunities to:</u>**

- **Earn back eligibility for school events**, including prom, by demonstrating consistent attendance and positive engagement.
- **Show the court a commitment to improvement**, creating a positive record of effort, accountability, and school participation.

- **Reduce the likelihood of court fines and additional penalties** by working toward sustained attendance before legal consequences increase.
- **Receive continuances or additional time from the court** to continue demonstrating progress when appropriate.
- **Build positive relationships** with school staff who are committed to helping students succeed.
- **Increase academic success and stay on track for graduation** by attending school consistently.

CUTTING CLASS

Any student that skips their assigned class without permission from the teacher will be considered cutting class. **Any student that goes to the bathroom for a period when they are sick and not to the Nurse's Office is considered skipping class.** If a student cuts class, they will receive a three hour (3) detention for each class skipped. In addition, the student will get a zero for all missed work.

LATE FOR CLASS

Ample time is provided for students to get from one class to another. When a student is late for a class and does not have a late pass, the teacher will admit the student to class, but will record the name, date, and number of minutes late. When a student is late for the same class **three times** in a marking period, the teacher will fill out a disciplinary referral and submit it to the office and the student will receive a 1.5 hour detention. Continual lateness for class will result in more severe punishment as deemed necessary by the administration; see disciplinary glossary.

PERFECT ATTENDANCE

Perfect attendance is given to students who were not absent during any part of the school day. In order to be recognized for perfect attendance, a student must be on time each day and remain in school until dismissal. **Exceptions: college visits and school sponsored field trips.**

EDUCATIONAL TRAVEL

Vacations taken during the school year are discouraged for academic reasons. Absences for this reason will require prior approval by the principal. **An educational trip request form, obtained through office personnel must be completed and submitted to the principal at least one week in advance.** Teachers will not prepare assignments prior to a family trip. It is the responsibility of the parent and student to gather missed assignments upon return and contact the teacher for any other work.

Trips taken without prior approval will be documented as unexcused/unlawful absence. In these cases, assignments and make-up work are at the discretion of the teacher. Absence beyond the requested trip dates will also be regarded as unlawful. Our school calendar is provided so that parents may plan family vacations around scheduled school holidays. Students with poor grades and/or attendance records will not receive approval.

It should be noted that the student should NOT miss no more than five (5) school days for an educational trip. If a student misses more than the allotted days, the absences will be marked as unexcused.

SPECIAL EARLY DISMISSAL PERMIT

When a parent wishes to have a student dismissed from school before the regular time for special or urgent reasons, they should send a written request for such early dismissal. The request should be presented to the office ***immediately upon arriving at school in the morning.*** Upon return to school, proof of the appointment must be submitted. **This policy is also in effect for students 18 years of age or older.** If the parent requests the student to walk to the appointment, it must be on the written permission form.

Students must have a special excuse slip from the office before a teacher may permit them to be excused from class. The special excuse slip must be signed by the teacher whose class they will be leaving. This slip must be returned to the office before leaving the building. Any parent/guardian picking up their child must enter the main office and sign the dismissal slip.

LATE START - EARLY DISMISSAL POLICY (Seniors only)

If your schedule allows you to come to school late and/or leave before the end of the day, you are eligible for late arrival/early dismissal. Please read the following rules and regulations In order to be eligible you must get a form from the Guidance Office, complete the form and then return it to your guidance counselor as soon as possible. You may not begin the late arrival/early dismissal until the form is turned in and approved.

1. This privilege includes only seniors or students in exceptional circumstances **(have a job, internship, volunteer & provide proof).**
2. Students must be scheduled for 5 credits in the building in order to be eligible for late start/early dismissal.
3. Any student not having his/her own transportation to arrive at school late is ineligible.
4. Students are required to remain off school property until your assigned late arrival time unless they have a properly signed pass from the principal or a teacher.
5. It is assumed all required credits for graduation have been placed in the student's schedule. It is the student's responsibility to confer with their counselor to determine the necessary credit load for their senior year.
6. The principal or assistant principal retains the right to take this privilege away if due cause arises.
7. You must score proficient/advanced on the Keystone Literature and Algebra 1 exams.
8. The Jim Thorpe Area School District is not responsible for the safety or well-being of a student before arrival or once released from school grounds.
9. The privilege will be lost for any of the following reasons:

- Failing grade in any course
- More than four detentions
- Tardy more than six times in a semester
- No more than three days Out of School Suspensions (OSS)
- Having ten or more unexcused days of school

TRANSPORTATION

Transportation Guidelines

Student Responsibilities

Bus Discipline

TRANSPORTATION GUIDELINES

Don't lose your bus riding privileges.

The Jim Thorpe Area School District takes seriously its responsibility to provide safe transportation for students. Parents must reinforce with their children the need to obey rules. In view of the fact that the school bus is an extension of the classroom, the School Board of Directors shall require children to conduct themselves on the bus in a manner consistent with the established standards for classroom behavior. Failure to comply with any of the rules may result in the student being suspended from the bus for a period of time, depending on the seriousness of the problem. Continued refusal to comply may result in permanent loss of privileges.

Riding the school bus is a privilege and not a right. In the case of any bus suspension, parents are responsible for finding a way to transport their child. Absence from school due to bus suspension will be considered an unexcused absence.

VIDEO AND AUDIO TAPING ON BUSES

The Jim Thorpe Area School Board authorizes the use of video/audio cameras on any or all school buses contracted by the District to promote safety, to prevent vandalism, to monitor bus drivers, to identify disruptive students and to document the activity of riders during their transportation to and from school and school activities. Video and audio will be utilized by district administration to discipline disruptive passengers on the school bus.

DISTRICT SCHOOL BUS REGULATIONS

Students will be permitted only to ride their assigned bus and they must get off of the bus at their designated stop . Only in an emergency will a student be transported on another bus or from an alternate stop.

If your child, due to an emergency, needs to be transported to or from another bus stop, on a bus other than their regularly assigned bus, you must contact the school office in writing. **Telephone requests for transfer will not be accepted.** An authorized transfer slip will be issued from the office.

Drivers are not permitted to accept anything but the approved authorization form. ***Students who attempt to board buses without authorization will not be permitted to do so.*** Because many of our buses are at or near capacity in the number of students being transported, there may be times when we will not be able to honor a valid request. If this should occur, you will be notified by the school office.

STUDENT RESPONSIBILITIES AT THE BUS STOP

1. Students should report to the bus stop 10 minutes before the scheduled pick-up time.
2. Respect the rights of property owners in the area of the bus stop.
3. Form a single line when the bus is approaching. There will be no pushing, shoving, or horse playing at any time.
4. Parents are responsible for the behavior of their children before the bus arrives and when they depart. Once the child boards the bus, and only at that time, does he/she become the responsibility of the school district.
5. Students shall remain seated until the bus comes to a complete stop.
6. All students will be assigned a seat by the driver, and they will obey the seating instructions.

STUDENT RESPONSIBILITIES ON THE BUS AND VAN

1. All students being transported by the Jim Thorpe Area School District shall not:
2. Use or carry any kind of tobacco products, nor eat or drink on the bus or van.
3. Engage in scuffling, fighting, or creating a disturbance.
4. Use the emergency exit for any other purpose than an emergency.

5. Tamper with the bus/van or damage any equipment.
6. Regulate the windows without driver permission.
7. Extend any part of their bodies out the window.
8. Stand or walk while the bus/van is in motion.
9. Throw any objects on the bus/van or out the window.
10. Place books, gym bags, or other articles in the aisles or in front of the emergency door.
11. Use profane, foul, or abusive language.
12. Carry or use any potentially dangerous object including, but not limited to: knives, firearms, matches, lighters, fireworks, water guns, scissors, or any object that could be considered a weapon according to the school district weapons policy.
13. Skateboards are not permitted on the school bus or van.
14. Behave in any manner which would endanger the health, safety, or welfare of other students or the driver.

TRANSPORTATION DISCIPLINE PLAN

*****Every time a student violates a bus rule raises the chance the driver is distracted. Every time the driver is distracted raises the chance of an accident happening. Therefore, every time a student violates a bus rule, he or she directly raises the chance of the bus or van being in an accident!*****

PROGRESSIVE DISCIPLINE PLAN

The driver will issue students who choose to misbehave a bus or van discipline referral. The specific infraction will be listed. The report will then be turned over to the building principal or designee for disciplinary action. The discipline steps listed below are the ones normally followed to correct inappropriate behavior.
Note: If a student is suspended from the bus or van, his/her parents are required to provide his/her transportation to and from school during the entire period of suspension. Bus or van suspensions will build toward the student's suspension sequence. Students who are absent from school, as a result of the bus or van suspension will be considered illegally absent.

VIOLATION OF BUS/VAN RULES & REGULATIONS

For any behavior deemed inappropriate, distracting, or unsafe in a moving environment. Any bus suspension connected to an OSS infraction is to start at the completion of the OSS. Any absence related to a student not being bused into school will be considered unlawful.

The following actions will be taken:

First Offense

Written warning by the driver.

Second Offense

The driver will fill out and give a bus misconduct referral to the principal or designee. The driver may place the student in an assigned seat for a minimum of three (3) days up to the remainder of the year. Bus and van drivers have the authority to assign seats to any and all students for any length of time for any reason. The principal or designee, notifying the parent of the student's action(s) and will make parent contact. Disciplinary actions will follow. The student will receive one day (1) bus suspension; see disciplinary glossary for leveled offenses.

Third Offense

The driver will fill out and give a bus misconduct referral to the principal or designee. The principal or designee will notify the parent and conference with the student at school. Disciplinary actions will include bus/van suspension for three (3) days. Parents will be notified of all bus/van suspensions.

Fourth Offense

The driver will fill out and give a bus misconduct referral to the principal or designee. The principal or designee will notify the parent and conference with the student at school. Disciplinary actions will include bus/van suspension for five (5) days. Parents will be notified of all bus/van suspensions.

Fifth Offense

Disciplinary actions will include bus/van suspension for ten (10) days. A recommendation for the termination of bus/van-riding privileges may be made to the parent and school. Parents will be notified of all bus/van suspensions.

Note: *If a student is suspended from the bus, his/her parents are required to provide his/her transportation to and from school during the entire period of suspension. Bus suspensions will count toward the student's suspension sequence. Students who are absent from school as a result of the bus suspension will be considered illegally absent.

** The above policy does not in any way abrogate the right of the school district, the bus company, and/or the bus driver to charge for the cost of repairs, or to file civil or criminal charges before the appropriate legal authorities. **

ACADEMICS / COUNSELING

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Report Cards

Honor Roll Requirements

Credit Recovery (Summer School - Tutoring)

Dual Enrollment - ACE Program

Thorpe Assistance Team (TAP)

Transfer Policies

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Graduation Requirements

ACT 158

National Honor Society

Testing

Special Education Procedures

Equal Opportunity

FERPA

Programs for Special Needs Children

Child Find

Directory Information

McKinney-Vento Homeless Assistance Act

SCHOOL COUNSELING SERVICES

Counselors are available to meet with students and/or parents regarding behavioral, social and academic concerns. Appointments are strongly encouraged to make the most efficient use of your time and to ensure counselor availability.

PROMOTION AND RETENTION

In order to be promoted to the next grade as a full-time student, a student must successfully complete a minimum of six (6) full credits to become a sophomore, twelve (12) full credits to become a junior and eighteen (18) full credits to become a senior.

REPORT CARDS

The school year from August to June is divided into four quarters, each nine weeks in duration. Report cards will be emailed to parents/guardians for the first three marking periods. The fourth report card will be mailed to the parents at the close of the school term. We encourage parents to utilize Powerschool, Jim Thorpe Area School District's student information system, for the real time grades of your child. Assignments, quizzes, tests and grades may be viewed to assess your child's strengths and weaknesses in developing a plan for their success at Jim Thorpe Area High School. Progress reports can be mailed home if requested. If parents have any questions regarding grades or notations on either the progress report or the report card, please call or visit the school and consult the teacher or the principal.

PRINCIPAL'S LIST

A GPA Weighted Average greater than or equal to 93; At least 4 grades greater or equal to 93; No grade lower than 85.

HONOR ROLL

A GPA Weighted Average of 85; At least 2 grades greater than or equal to 93; No Grade lower than 85.

JTASD GRADING SCALE

A - 93-100%
B - 85 - 92%
C - 75 - 84%
D - 65 - 74%
F - 64% and below
I - Incomplete

SCHEDULE CHANGE PROCEDURES

Schedule changes can be requested during the first two weeks of the semester. Necessary schedule changes can be requested for students who have missing periods, the wrong course or require a course for graduation. In accordance with the high school's policy, schedule changes will not be made for lunchtime or teacher preferences. In addition, students wishing to drop a semester course (.5 credit) must do so within 10 days of the start of the course and students wishing to drop a full year course (1.0 credit) must do so within 24 days of the start of the course.

CREDIT RECOVERY and CREDIT AMENDMENT POLICY

Final Grade Requirements for eligibility:

60-69 – Automatically eligible for credit recovery
59 and below – Must retake the entire course

Definitions:

Credit Recovery- is for students that have failed a course and by meeting the eligibility requirements may recover the course credit through an approved recovery program by earning a passing grade of 70%.
60-69 – Automatically eligible for credit recovery

Credit Amendment- is for students who either were ineligible for credit recovery or need to earn course credit(s) to realign their credits to meet Jim Thorpe Area High School graduation requirements.
59 and below – Must retake the entire course

Credit Recovery/Amendment Guidelines:

Credit recovery courses will only be accepted through Pennsylvania Department of Education approved programs or through an approved private tutor.

Students must take a corresponding course and will receive a 70% if passed. The Jim Thorpe Area High School grading scale will be used to determine pass/fail for all recovery courses. If amending a credit, the grade earned is what will appear on the transcript.

If a student is ineligible for credit recovery and would like to make up the course during the summer, this can be done through:

- 120 hours of private tutoring
- E-Bridge Academy
- See school counselor for details

COLLEGE COURSES/DUAL ENROLLMENT CLASSES

Jim Thorpe students are allowed to take Lehigh Carbon Community College (Jim Thorpe Campus) dual enrollment courses while enrolled at JTAHS. These courses may be substituted for courses required for graduation. Depending upon the class, either adjunct professors from the colleges or JTASD staff will teach the different classes.

In addition, course(s) may be taken through other school programs (i.e. online course, college course) for enrichment/advancement purposes in our curriculum. A student wishing to take a course beyond what is offered at Jim Thorpe Area High School must be in good academic standing. Credits from an outside school will be accepted with prior approval from your school counselor/principal. Requests will be reviewed and approved on a case-by-case basis. An official transcript with a passing grade is required in order to issue high school credit.

JTAHS Accelerated College Experience (ACE)

Students who select this program will earn a General Studies AA degree which will prepare them to transfer to a 4 year college or university. Students are expected to carry 15 credits (5 courses) each semester beginning in their 11th grade year. These courses would take the place of their high school courses and count towards their graduation requirements. Students would not be expected to take high school courses, but it would be an available option. Students will receive 0.5 high school credit per course and 3.0 college credits per course.

Eligibility requirements:

- Must be entering into their Junior year and have a GPA of 93 or higher
- Must have less than 15 absences per year in 9th and 10th grade (exceptions may occur with Dr. notes)
- LCCC placement testing is required for Reading, Writing and Math

Cost: $165 per course - approximately $1,500 per semester with books.

TRANSFER STUDENT POLICY (Effective June 2016)

Students transferring to JTASD after the last day of classes effective as of June 2016 will no longer have their grades from previous high school(s) included in their JTASD cumulative GPA or count in their school ranking. Furthermore, effective since 2017, in order to qualify as Valedictorian or Salutatorian, a JTASD student must attend the Jim Thorpe Area High School for a minimum of two (2) years.

TRANSFERS OR WITHDRAWALS

Students moving from the area should report this information to the office a few days in advance of the time leaving. The name of the new school to be attended should also be reported at this time. The health and dental records, grades, and permanent record information will be mailed to the new school after all materials are returned and debts are paid.

TRANSCRIPT REQUEST THROUGH PARCHMENT.COM

Parchment is a secure website that allows for students to request and track their transcripts being sent to colleges/universities and other college affiliated programs such as the NCAA and the Common Application. Students must create an account before their senior year using the registration codes that are emailed by the school counselors. Students will be able to request their transcripts be sent to the schools they have applied to once they create an account. Jim Thorpe Area High School DOES NOT charge current students to send their transcripts. If you are asked at any time to pay a fee when requesting transcripts through Parchment, please cancel the destination and fill out a paper request.

MINIMUM REQUIREMENTS FOR GRADUATION

The minimum requirements for graduation for Jim Thorpe Area High School students in the Classes of 2027, 2028, 2029, and 2030 will need successful completion of twenty-five units of credit in grades 9-12. The course requirements, in accordance with Pennsylvania State Standards for regular education students, are as follows:

Class of 2027, 2028, 2029, 2030	
English	4
Social Studies	4
Mathematics	4
Science	4
Electives	3.5
Physical Education	1.5
Health	1
World Language	1
Computer Science	1
Career Readiness	0.5
PA Dept. of Ed.	0.5
Personal Finance	0.5
Keystone Requirement	
Total	**25.5 credits**

NOTE: Students who transfer into Jim Thorpe Area High School from another school may be eligible for an exception to the above requirements. The principal is the sole determiner of any exceptions and these exceptions will be made only after the principal receives an official transcript from the former school.

ACT 158

In response to the pandemic, Act 136 of 2020 (Act 136) further amended Section 121 to delay implementation of Act 158 by one year, making statewide graduation requirements first effective with the graduating class of 2023.

All students 21 years of age or younger legally entitled to attend a commonwealth public school and enrolled in school entities as defined are subject to Pennsylvania graduation requirements. Special considerations are provided for students in specific situations; however, no students are exempted.

NATIONAL HONOR SOCIETY

Membership in the Jim Thorpe Area High School Chapter of the National Honor Society is an honor bestowed upon deserving students by the faculty and shall be based on the criteria of scholarship, leadership, character, and service. Selection occurs in the first semester of the school year, in which eligible juniors and seniors are candidates for selection. The minimum GPA is 93.00. GPA is determined for that year of eligibility at the end of the first marking period.

Any student selected for membership in the JTAHS Chapter of the NHS must maintain the minimum GPA standard with which they were selected, as well as maintaining the standards of leadership, character and service upon which they were selected and any obligations which the chapter's By-laws require. Currently, members are required to complete 16 individual and 4 group hours of service activities each year. While not specifically required, members are expected to complete 4 individual hours each marking period.

- NHS member grades are reviewed quarterly.
- One demerit will be issued for each failing grade.
- The accumulation of three demerits may result in dismissal from NHS.

TESTING

A testing program is conducted by the school counseling department to help assess students' abilities and measure achievements. Jim Thorpe Area High School administers the PSAT and various AP examinations. SAT's are not administered at the Jim Thorpe Area High School, however applications and information on where to take them may be obtained from the guidance office. In addition, eleventh and twelfth grade students may take the Armed Services Vocational Aptitude Battery Test (ASVAB). Consult with your school counselor to help you interpret the results of any tests.

KEYSTONE EXAMS

The Keystone Exams are one component of Pennsylvania's new system of high school graduation requirements that replaced the eleventh grade PSSA's. Keystone Exams will help school districts guide students toward meeting state standards. The Keystone Exams are end-of-course assessments designed to assess proficiency in the subject areas of Algebra I, Literature, and Biology.

CARBON CAREER and TECHNICAL INSTITUTE

Selection for vocational-technical courses begins in ninth grade. Each student desiring to apply to CCTI for tenth grade will be given the opportunity. In order to be eligible to enroll in the Career and Technical Institute, students must have sophomore status. Four of the six credits must be in English, social studies, science and math. Days of absence may not exceed twenty (20) days.

EXTRA-CURRICULAR OFFERINGS

- Band
- Chorus
- Chess Club
- School Yearbook
- School Production
- Student Council
- Honor Guard
- Color Guard
- Cheerleading
- Spanish Club
- Mock Trial Team
- Literary Magazine - Flame
- History Club
- Canteen
- Stage Crew
- Powerlifting/Weight Training
- Gaming CLub
- Envirothon
- PA Junior Academy of Science
- Canteen
- Prom Committee
- Scholastic Scrimmage

SPECIAL EDUCATION

Identification Procedures

The Jim Thorpe Area School District believes that every child should be given an educational program that will permit him/her to be as independent as possible and to be a contributing member of adult society. Teachers and parents who feel a child is exceptional and in need of a special program can request an evaluation. A parent request should be submitted in writing to the guidance counselor, principal, or school psychologist. Evaluations are completed throughout the year in every school in the district. If the child is found to be exceptional and eligible, an individual educational plan based on the child's needs is developed by a team which includes professional staff and parents.

Services and Programs

The Jim Thorpe Area School District operates Learning Support Classes in every building for children whose primary need is support in the academic areas of reading and math. The district also operates other special education programs, which include life skills, emotional support, speech and language support. Additionally, specialized programs in approved private settings for exceptional students are available when deemed appropriate. Carbon-Lehigh Intermediate Unit #21, in cooperation with the school district, provides support for hearing, blind or visually impaired, multi-handicapped, autistic, physical support, and preschool classes.

Confidentiality

Confidentiality is maintained on all personally identifiable information regarding students. Parents have the right to see and/or obtain a copy of their child's records. Information on these policies, procedures, and programs is available from the guidance counselor.

EQUAL RIGHTS & OPPORTUNITIES

To comply with federal laws (including Title IX of the Education Amendments of 1972), Section 504 of the Rehabilitation Act of 1973 and the amendments of 1974, state laws and state Department of Education regulations

concerning equal rights and opportunities, and to assure those within the Jim Thorpe Area School District, the district declares itself to be an Equal Opportunities Agency.

As an Equal Rights and Opportunities Agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, sex, age or non- relevant handicaps and disabilities as defined by law. The Jim Thorpe Area School District's commitment to nondiscrimination extends to students, prospective employees, and the community.

For information regarding civil rights or grievance procedures, contact Mr. Brian Off, Section 504 Coordinator at the Jim Thorpe Area District at (570) 325-3906. Mr. Brian Off may be contacted regarding services, activities, and facilities that are accessible and usable for handicapped persons.In order to report a Title IX, Sexual Harassment complaint or knowledge of an incident, please contact Mrs. Paula Fulks, Title IX Coordinator at the Jim Thorpe Area School District at (570) 325-2904 or via email at paula.fulks@jtasd.org. Title IX forms for reporting an incident can be found on the school district website.

NOTICE OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY STUDENTS IN THE JIM THORPE AREA SCHOOL DISTRICT

Family Educational Rights and Privacy Act (FERPA), gives parents and students over eighteen years of age ("eligible students") certain rights with respect to the student's educational records. They are:

1. The right to inspect and review the student's education records within 45 days of the date the district receives a request for access. Parents or eligible students should submit to the school principal or other appropriate school official a written request that identifies the records they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records which the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the Jim Thorpe Area School District to amend a record they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding their request for the amendment. Information regarding the hearing procedures will be provided to the parent or eligible student with this notification.

3. The right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the district has contracted to perform a specific task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing his or her task.

A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. (Optional) Upon request, the district discloses educational records without consent to officials of another school district in which a student intends to enroll.

4. The right to file a complaint with the United States Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

    Family Policy Compliance Office
    U.S. Department of Education
    400 Maryland Avenue, SW
    Washington, D.C. 20202-4605

PROGRAMS FOR ELIGIBLE OR PROTECTED STUDENTS WITH SPECIAL NEEDS

The Jim Thorpe Area School District, either directly or through various other educational agencies, including Carbon Lehigh Intermediate Unit #21 provides Special Education services that may be required by children with special needs.

In compliance with state and federal law, notice is hereby given by the Jim Thorpe Area School District that it conducts identification activities as a part of its school program for the purpose of identifying students who may be in need of special education and related services (eligible students). If your child is identified by the district as possibly in need of such services, you will be notified of applicable procedures.

Individualized services and programs are available for children who are determined to need specially designed instruction due to the following conditions:

1. Autism/Pervasive Developmental Disorder
2. Blindness or Visual Impairment
3. Deafness
4. Developmental Delay
5. Mentally Gifted
6. Intellectual Disability (Mental Retardation)
7. Multi-handicapped
8. Neurological Impairment
9. Other Health Impairments
10. Physical Disability
11. Serious Emotional Disturbance
12. Specific learning Disability
13. Speech and Language Impairment
14. Traumatic Brain Injury

If you believe that your school-age child may be in need of special education services and related programs, you may request screening and evaluation at any time, whether or not your child is enrolled in the district's public school program. Requests for evaluation and screening are to be made in writing to the building principal or Mrs. Fawn Meli, Director of Special Education, 1100 Center Street, Jim Thorpe, PA 18229, 570-325-3691.

Preschool Children With Special Needs (Age 3 to School Age)

Parents who have questions regarding their child's seeing, hearing, learning, talking, moving about, manipulating objects, understanding, showing emotions, getting along with others, playing with toys, taking care of himself/herself should contact Carbon Lehigh Intermediate Unit #21, that offers Project Connect, a preschool program for children with special needs. CLIU #21 can provide information, screening, evaluation, programs, therapy, parent support, and referral to community agencies

at no cost to the parent. For further information, phone CLIU #21 at (610) 799-4111 or {800) 223-4821, or the Jim Thorpe Area School District.

Protected Special Needs Students

In compliance with state and federal law, the Jim Thorpe Area School District will provide to each protected handicapped student without discrimination or cost to the student or family, those related aids, services or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a protected handicapped student, the child must be school age with a physical or mental disability, which substantially limits or prohibits participation in or access to an aspect of the school program. These services and protections for "protected handicapped students" are distinct from those applicable to all eligible or exceptional students enrolled (or seeking enrollment) in special education programs.

For further information on the rights of parents and children, provision of services, evaluation and screening (including purpose, time and location), and rights to due process procedures, you may contact, in writing, the Special Education Director or any building principal.

Confidentiality: All information gathered about your child is subject to the confidentiality provisions contained in federal and state law. The district has policies and procedures in effect governing the collection, maintenance, destruction and disclosure to third parties of this information. For information about these policies and procedures, as well as rights of confidentiality and access to educational records, you may contact, in writing, the Special Education Director or any building principal.

CHILD FIND

The school district engages in numerous public awareness activities to alert residents about procedures for accessing special education programs. Public awareness activities are included in the district calendar, the district newsletter, and the newspaper. In addition, flyers and brochures are given to each of the non-public schools within Jim Thorpe Area School District borders.

ACCOMMODATION FOR THE DISABLED

All district schools provide accessibility for the disabled. Parents of a disabled child should contact the Director of Special Education, Mrs. Fawn Meli at 570-325-3691 for inquiries regarding appropriate placement of their child. Disabled adults who wish to visit or utilize school facilities should contact the appropriate Building Principal for information. General questions regarding the accessibility of school facilities for disabled persons should be directed to the Office of the Superintendent, at 570-325-3691.

DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Jim Thorpe Area School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Jim Thorpe Area School District, may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Jim Thorpe Area School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs;
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the Jim Thorpe Area School District, that they do not want their student's information disclosed without their prior written consent.

If you do not want Jim Thorpe Area School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by the end of the second week of school. Jim Thorpe Area School District, has designated the following information as directory information: [Note: The Jim Thorpe Area School District may, but does not have to, include all the information listed below.]

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Dates of attendance
- The most recent educational agency or institution attended
- Photograph
- Date and place of birth
- Major field of study
- Grade level
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot be used for this purpose.)

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 re- authorized 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 NIGHTTIME 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 meet 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 our Homeless Liaison - Denise Smale at (570) -732-3912.

ATHLETICS

Interscholastic Sports

Eligibility Rules

Academic & Curricular Requirements

Code of Conduct - Spectator

Athletic Code of Conduct

INTERSCHOLASTIC SPORTS

Students of the senior high school have the opportunity to experience competition in the following varsity sports: Girl's Volleyball, Boy's and Girl's Cross Country, Football, Girl's and Boy's Basketball, Wrestling, Softball, Baseball, Golf, Girl's and Boy's Tennis, Girl's and Boy's Track and Girl's and Boy's Soccer.

ATHLETIC ELIGIBILITY RULES

For a student to compete in interscholastic athletics he/she must fulfill all the regulations and requirements set forth by PIAA.

A student who participates in interscholastic athletics at a school which is a member of the Pennsylvania Interscholastic Athletic Association, Inc. (P.I.A.A.) must adhere to the P.I.A.A., eligibility rules for student athletes. If you fail to comply with the P.I.A.A. rules, you will lose your eligibility to represent your school in interscholastic athletics. If you participate while ineligible, your school or team will be penalized. It is, therefore, important for you to be aware of the requirements to which you are subject.

The information contained here, highlights and summarizes the major eligibility requirements you must meet in order to participate in interscholastic athletics. It does not list every rule or every detail. Unless otherwise indicated, each requirement applies to grades 7 through 12, inclusive.

The principal of your school is responsible for certifying the eligibility of all students representing your school in interscholastic athletics. If you have any questions concerning your athletic eligibility, either present or future, you should see your school principal, who has a complete copy of all the P.I.A.A. eligibility rules. Your principal may also obtain from the appropriate P.I.A.A. District Committee a formal ruling as to your athletic eligibility.

AGE

You may not have reached your 19th birthday by June 30 immediately preceding the school year (15th birthday where interscholastic competition limited to grades 7 and 8; 16th birthday where limited to grades 7 through 9).

ATTENDANCE (Applies to both PIAA and non-PIAA sanctioned extracurricular activities)

1. In order for a student to be eligible to participate in any extracurricular activity, they must have arrived at school by 10:30 AM on the day of the activity.
2. You must be regularly enrolled in your school and in full-time attendance there.
3. You are eligible only at the school at which you are enrolled.
4. If you are absent from school during a semester for a total of 20 or more school days, you will lose your eligibility until you have been in attendance for a total of 60 school days following your 20th day of absence.

CONSENT OF PARENT OR GUARDIAN

You are eligible only if there is on file with the principal of your school, before you begin practice, an official P.I.A.A. certificate signed by your parent or guardian consenting to your participation in the particular sport involved.

PRE-PARTICIPATION PHYSICAL EVALUATION

You are eligible only if you have participated in a pre-participation physical evaluation performed by a licensed physician of medicine or osteopathic medicine, a physician assistant certified, a certified registered nurse practitioner, or a school nurse practitioner before each sports season's first practice day of that school year. Before each subsequent sports season's first practice day of that same school year, you must be reevaluated or certified that your condition is satisfactory before you commence to practice for the sport.Wrestlers must also obtain from the physician, physician assistant certified, registered nurse practitioner, or school nurse practitioner, prior to the first practice day, a certification of the minimum weight classification at which they may wrestle for the entire season. In all cases, the medical examiner must have signed the P.I.A.A. Medical Examiner's Certificate.

ACADEMIC AND CURRICULAR REQUIREMENTS (Applies to both PIAA and non-PIAA sanctioned extracurricular activities)

1. You must pursue a curriculum defined and approved by your principal as a full-time curriculum.
2. You must be passing at least four full-credit subjects or the equivalent as of each Friday during a grading period. If you fail to meet this requirement, you will lose your eligibility from the following Sunday through Saturday immediately following the next Friday.
3. You must have passed at least four full-credit subjects or the equivalent during the previous grading period, except that eligibility for the first grading period is based on your final grades for the preceding school year. If you fail to meet this requirement; you will lose your eligibility for at least 15 school days of the next grading period. The suspension will start on the day that report cards are issued.
4. Students must make up any work missed when dismissed early for an event. You are responsible for all work. If work is not made up or you are failing that class, you may be required to remain in class and miss events that require early dismissal.

CONDUCT AT ATHLETIC EVENTS

- Remember that you are at a contest to support and cheer for your team and enjoy the competition; not to intimidate or ridicule the other team and its fans.
- A ticket is a privilege to observe the contest, not a license to verbally assault others and be generally obnoxious.
- Show respect for the opposing players, coaches and spectators.
- Disrespectful or derogatory cheers, chants, songs, gestures and the use of profanity are unacceptable.
- Respect the integrity and judgment of the contest officials. Criticizing officials in any way will not be tolerated.
- Use only those cheers that support and uplift the teams involved.
- Be a positive role model through your own actions and by censuring those around you whose behavior is unbecoming.

Any student who engages in unacceptable behavior is subject to ejection from the game and further disciplinary action by school administration, as well as the student will be banned from future athletic events. Athletic contests are school-sponsored events so appropriate school conduct does apply.

STUDENT SEATING AT ATHLETIC EVENTS

Fall Sports (Volleyball)

Students must sit in the sections of the big bleachers behind the home team.

Winter sports (Basketball, Wrestling)

Students must sit in the sections of the big bleachers behind the home team.

SPORTS AWARDS

Letters - The first time an athlete meets the requirements for a letter he/she shall receive the appropriate chenille letter for the level of competition. When athletes again meet the requirements after receiving their varsity letter, they will then receive a letterman pin. Blanket Awards - an athlete will receive a blanket when he/she receives 30 athletic points and must receive one varsity letter.

EQUIPMENT

All equipment purchased by the Jim Thorpe Area School District is property of the district. All equipment must be returned. Athletes will be billed for any missing equipment with a 50% surcharge should the equipment not be returned or paid for in its entirety. The athlete will not be eligible to participate in other sports until the bill is paid or equipment is returned.

ATHLETIC CODE OF CONDUCT

Please read carefully!

Because athletics is considered an extension of the school day/program, the Jim Thorpe Area School District **Athletic Code of Conduct** applies to all **athletes** while participating in any and all phases of the athletic program, before, during, and after school hours, while in competition or practice, and all activities associated thereof.

Athletes are considered ambassadors of goodwill and are expected to demonstrate exemplary behavior on and off the court or field. It is expected that **athletes** will carry the tradition of Jim Thorpe Area School District with pride and dignity. Athletics is a privilege and thus is governed by rules and regulations of the Athletic Code of Conduct.

Any violation of rules/regulations of the school disciplinary code, the Pennsylvania Crimes Code, or the athletic code, will result in disciplinary action. Those rules include, but are not limited to, the following:

A. Illegal/unauthorized substances

Any athlete who is found possessing and/or using illegal or unauthorized substances (such as alcohol, tobacco, or marijuana) will be removed from that team for the balance of that sport's season to include at ***least 30 calendar days. Should the incident occur at the end of one season, the remaining suspension will be applied to the next season of participation. This includes practice and games.***

Illegal/unauthorized substances -Second offense-

Suspended for the balance of the school year to include at least the next sports season and review by the Athletic Committee. Consistency, fairness, and the extent of the **discipline** shall be reviewed by the Athletic Committee and recommendation made to the Athletic Director.

B. Suspension

Any athlete who is suspended from school (in-school, out of school) while participating on an athletic team, will not be allowed to play in any scheduled contests during the suspension. Suspensions begin and end with the regular school day. A two-day suspension, for example, issued during the day on Tuesday, begins at the end of the school day on Tuesday and ends at the beginning of the school day on Friday.

C. Attendance

1. In order for a student to be eligible to participate in any extracurricular activity, they must have arrived at school within two and one-half hours of the scheduled start time for school that day.

2. If you are absent from school during a semester for a total of 20 or more school days, you will lose your eligibility until you have been in attendance for a total of 60 school days following your 20th day of absence.

D. Sportsmanship

The excessive display of temper, loss of self-control, use of obscene language or gestures will result in the athlete being removed from the contest by the coach, and may result in a suspension from the next interscholastic game. A subsequent offense may result in a referral to the Athletic Committee for disposition, and may result in suspension.

E. Theft

Any student/athlete who is found stealing will be removed from the team for the balance of that sport's season to include at *least 30 calendar days. Should the incident occur at the end of one season, the remaining suspension will be applied to the next season of participation. This includes all practices and games.*

Stealing-Second offense

Suspended for the balance of the school year to include at least the next sport's season and review by the Athletic Committee.

F. Transportation

Any athlete participating in a school-sponsored team must accompany that team to and from the event on school approved modes of transportation. Exceptions to this may be made only with prior notification with a parent note and approval by the Athletic Director. Only that player's parents may transport the player.

G. Participation

Generally, athletes are not encouraged to participate in more than one sport at any given time. There are occasions when an athlete genuinely would like to change sports during a particular season. This may be done only if the following requirements are met:

1. The change must occur before the first contest of the season of both sports involved.
2. The change must be approved by both head coaches.
3. The change must be approved by the Athletic Director.

H. Equipment

All equipment purchased by the Jim Thorpe Area School District is property of the district. All equipment must be returned. Athletes will be billed for any missing equipment. The athlete will not be eligible to participate in other sports until the bill is paid or equipment is returned.

I. Individual Team Rules

Individual teams may have rules specific to the sport and athletes in those sports will be provided with a copy.

Team rules will be on file in the Athletic Director's Office. Violation of team rules will result in discipline by

individual coaches.

Jim Thorpe Area High School

Project OLE (Olympian Learn Environment)

One-to-One Computer Initiative

Philosophy

Our primary mission for the Olympian One-to-One initiative is to transform teaching, learning, and assessment at Jim Thorpe Area High School. We believe that technology rich classrooms, when facilitated by properly prepared teachers, are the vehicles to achieve this goal.

Our goals are:

1. To "level the playing field" allowing equal access to technology for all our student population.
2. To increase academic rigor, better prepare students for post-secondary success.
3. To increase student engagement in our classrooms through the meaningful integration of technology in the daily curriculum.
4. To differentiate instruction in the classroom using technology to facilitate the classroom structure and when applicable instruction.

One specific technological tool that we want to be readily accessible to students at both home and school is an Apple computer. This document provides the necessary guidelines for our students to use the district-issued device as a powerful educational tool for the 21st century.

District-Issued Device Guidelines

The district-issued device and case are the property of the Jim Thorpe Area School District. The district-issued device will be assigned to high school students who are enrolled on a full-time basis and must be returned to the Jim Thorpe Area School District at the conclusion of each school year. The district-issued device must be returned to its original working condition. Damage not covered under insurance will be the responsibility of the student and/or parent.

The district-issued devices are educational tools and are to be used only in that capacity. The Jim Thorpe Area School District's Acceptable Use Policy binds students using the district-issued device, regardless of location of usage. The policy is available through the school district web site (http://www.jimthorpesd.org.) The use of the district-issued device, is a privilege that can be revoked upon violation of the Acceptable Use Policy. Inappropriate use or neglect of a district-issued device, its case, the Internet, or any other installed software will result in the loss

of use of the district-issued device. Loss of the student district-issued device will not change classroom expectations and assignment completion.

Internet, Software, and E-mail Guidelines

The School Board Policy No. 815: Acceptable Use of Electronic Resources must be followed at all times. Students should have no expectation of privacy as related to the district-issued device and can expect teachers, technical support staff and administrators to conduct spot checks of their Internet history, logs and other records of usage. Inappropriate Web activity or email use may result in loss of district-issued device privileges. If a student "accidentally" links to an inappropriate website, he/she should close the site, note the time and date of the incident and report it to the teacher. Students may not install or run software that has not been approved by administration.

All students will be issued a filtered district Gmail account along with a corresponding Google Drive account. Gmail email is to be used for school/academic purposes only and must be used in accordance with the School Board Policy No. 815: Acceptable Use of Electronic Resources. The district email is set up for school-related activities and should never be used for personal or business communication. The district-provided email account is not private and can be reviewed by building and district administration as well as school district and vendor support. Messages that are blocked by the content filter will be reviewed throughout the school day. Any non-academic email that is blocked by the content filter may be deleted and may not be delivered to the recipient.

General Rules

1. Students who forget to bring their district-issued device to school will not be provided with a loaner.
2. Students will carry their district-issued device throughout the school day. Students are responsible for the district-issued device at all times. The district-issued device is not to be left unattended, whether in or out of the case or in or out of a backpack. The district-issued device must be carried in the provided protective sleeve, or approved case, at all times. Do not carry the district-issued device with the screen open.
3. Students are not authorized to use other student's district-issued devices. In addition, students are not permitted to allow others to access their district-issued device, including family members.
4. Students may not use the district-issued device on the bus, van, bathrooms or locker room facilities at any time.
5. If a student is unable to carry and supervise his/her district-issued device, the device is to be locked in the individual student's assigned locker. It is the student's responsibility to notify the high school office if his/her school locker is not working properly.
6. Students involved in after school activities should keep their district-issued device locked in the individual student's regularly assigned locker if possible, or an assigned athletic locker.
7. Students must keep their passwords confidential.
8. Students are responsible for regularly backing up school documents on their Google Drive. Students are expected to keep all of their school files in their Google Drive. Failure to back up documents does not constitute an excuse for not turning work in on time.
9. Headphones are prohibited in class unless a faculty member grants permission.
10. Obscene language and/or inappropriate materials, including screensavers, desktop backgrounds and/or pictures are strictly prohibited. Inappropriate use of the district-issued device camera is also strictly prohibited.
11. Students must follow all copyright laws. Familiarize yourself with School Board Policy No. 814- Copyright Material.
12. Downloading unauthorized games, applications or software by students is not permitted.
13. Downloading purchased music or music from a purchased CD is permitted (i.e. songs purchased online). Any personal information or material on the district-issued device is the sole responsibility of the student and should not interfere with district-issued device usage or schoolwork.

14. All software will be licensed, approved and installed by a District Computer Technician

General Operating Guidelines

1. The district-issued device must remain in the case when not in use.
2. The district-issued device must remain free of any writing, drawing, stickers, decals or labels that are not the property of the District.
3. Do not remove school identification or name tags on the district-issued device or case.
4. Close the district-issued device gently, push from the top center of the cover.
5. Do not place anything on the keyboard before closing the lid (i.e. pen, pencil, disks).
6. When closing and storing the district-issued device in the sleeve, put the computer in sleep mode or turn it off to prevent overheating.
7. Be sure to familiarize yourself with the Charger Care, and district-issued device Care Guide documents.
8. Do not eat or drink while using your district-issued device computer. Students prone to spills may wish to invest in a keyboard cover.
9. When using USB storage devices or connecting the power cord to the district-issued device, carefully remove and attach these devices.

Charging Guidelines

1. Enter school each day with a fully charged district-issued device. Students will have the opportunity throughout the day to charge their district-issued device in a few specific classrooms.
2. Failure to charge the district-issued device is equivalent to not being prepared for class.

Personal Data Storage Guidelines:

1. Work locally on your district-issued device and backup important school data (projects, papers, etc.) regularly to your Google Drive account. Responsibility to back up data is the student's responsibility and does not constitute an excuse for missed assignments.
2. There is no expectation of privacy for data stored on District equipment or the Jim Thorpe Area School District student Google Drive account.
3. Back-up important data from your district-issued device before turning it over for repairs or at the end of the school year or when requested by a school official. All data will be erased from the district-issued device at the end of the school year.
4. Flash drives may be used as an external storage solution but should not be considered a replacement for Google Drive storage. The District will not provide individual flash drives to students.

Internet Usage Guidelines:

1. Do not visit inappropriate websites or click on questionable links.
2. The use of proxies to bypass District filtering is not acceptable and violates School Board Policy No. 815: Acceptable Use Electronic Resources.
3. Use social networking sites appropriately. Keep the following in mind:
4. Be polite and courteous. Offensive language should be left out of social network posts and comments.

5. Do not post photographs or information that could embarrass you, your family or your friends. Once posted online, information is hard if not impossible to erase.
6. Do not post personal information such as address, cell phone number, class schedules or daily activities.
7. Potential employers, colleges and universities, graduate programs and scholarship committees search the Internet and social networking sites to screen applicants.

Cleaning Guidelines

1. Do NOT use water or other cleaning solutions on the district-issued device.
2. Clean dirty screens with an anti-static cloth. Do not use tissues, paper towels or any other kinds of material that will scratch the screen.
3. Students should bring their district-issued device to the building technician for proper cleaning.

Support Guidelines

1. Students are responsible for reporting any technical issues affecting the performance of the district-issued device to a member of the technical staff or administration. This needs to occur in a timely manner to ensure loaner availability.
2. Students with a technical issue should request assistance from the building computer technician by emailing techsupport@jtasd.org
3. Students should not attempt any repairs on the device themselves. All repairs are to be initiated by the building computer technician.

The District does not routinely monitor the District network for violations of school rules or District policies and is limited in its ability to monitor district-issued device computers for cyber bullying and other behavior violations. If students have reason to believe another student is using the District network or district-issued devices in a manner that violates School Board Policy No. 815 Acceptable Use of Electronic Resources, please contact the principal or assistant principal.

Acceptable Use Policy (AUP)

The JTASD is pleased to be able to offer access to the district technology that provides the necessary programs required by classes and the district network which provides access to electronic mail (e-mail), student data storage, and the internet. **To gain access to these resources, students and parents must sign the AUP** and pay the $25.00 insurance fee.

Consequences for Violation of the AUP

Below are sample consequences unique to violations of the AUP. Depending on the severity of the incident, other consequences may apply as described in the student handbook. The following examples of violations and consequences can be altered case by case based on circumstances. The school administrator and/or superintendent may deviate from the following examples, if necessary:

Technology Related Behavior Violations Consequences	Consequences
Level 1: Violations Failure to bring the district-issued device to school. Email, texting, gaming, internet surfing, without	**Level 1 Consequences** **Offense 1:** Written Warning **Offense 2:** 1.5 hour detention (1 demerit) **Offense 3:** 3 hour Detention (2 demerits)

teacher's permission or related to school activities	**Offense 4**: Insubordination (3 demerits)
Level 2: Violations Modifying the district's browser settings or other techniques to avoid being blocked from inappropriate sites or to conceal inappropriate internet activity. Attempting to defeat or bypass the district's internet filter or security settings. Unauthorized downloading/installing of Apps that are not found in the school self-service application found on student laptops. Neglectful handling of computer such as leaving unattended in hallways, lunch room, locker rooms, etc. Sending/Forwarding assignment to another student to use as their own and/or copy. * Cheating, copying, assignment, plagiarism	**Level 2: Consequences** **1st offense:** 3 hour detention **2nd offense:** 1 day OSS and restricted computer use for 3 days where student must check out and check in their computer device. Take home privileges are lost for the 3-day period. **3rd offense:** 2 days OSS and restricted computer use for 5 days. Take home privileges are lost for two weeks (10 days). **Final offense:** 3 OSS, and loss of any computer take home privileges. Follow policy in student handbook on cheating and plagiarism.
Level 3: Violations Using an account belonging to another student or staff member Cyber Bullying Using racist or derogatory terms and threats Illegal activities	**Level 3: Consequences** **See disciplinary glossary below for consequences under those categories***

Cyber Bullying/Harassment

"Cyber bullying involves the use of information and communication technologies such as e-mail, cell phone instant messaging, defamatory personal Websites, and defamatory online personal polling Websites, to support deliberate and hostile behavior by an individual or group that is intended to harm others." -Bill Belsey, President of Bullying.org.

Cyber bullying is all forms of harassment over the Internet or other forms of electronic communications, including cell phones. Students and staff will refrain from using communication devices or District property to harass or stalk another. JTASD's computer network and the Internet, whether accessed at school or away from school, during or after school hours, may not be used for the purpose of cyber bullying. All forms of cyberbullying are unacceptable and viewed as a violation of this policy and the District's acceptable computer use policy and procedures. In addition, Pennsylvania Act 26 considers cyber bullying a misdemeanor of the third degree.

Students and community members, who believe they have been the victims of such misuses of technology, as described in this policy, should not erase the offending material from the system. A copy of the material should be brought to the attention of a principal or teacher.The administration shall fully investigate all reports of cyber bullying.

In situations in which cyber bullying originated from a non-school computer, but brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the education process so that it markedly interrupts or severely impedes the day-to-day operation of a school. In addition, such conduct must also violate a school policy. Such conduct includes, but is not limited to, threats, or making a threat off of school grounds, to harm a member of the school staff or a student.

Malicious use of the District's computer system to develop programs or to institute practices that harass other users to gain unauthorized access to any entity on the system and/or damage to the components of an entity on the network is prohibited.

Disciplinary action may include, but is not limited to, the loss of computer privileges, suspension, or expulsion for verified perpetrators of cyberbullying. Discipline for cyberbullying will be handled on a case by case basis. In addition, when any kind of threat is communicated or when a hate crime is committed, it shall be reported to local law officials.

STUDENT CODE OF CONDUCT

Student Discipline

Merits & Demerits

Community Service

Detention Policy

Suspension Policy

Expulsion

Bullying and Cyberbullying

Cell Phone/Electronic Devices

Dress Code

Student Harassment - Disorderly Conduct

Drug and Alcohol Policy

Smoking

Vandalism

Weapons Policy

Office Forms

Progressive Discipline

Cheating/Plagiarism

STUDENT DISCIPLINE

The Board of Directors of the Jim Thorpe Area School District recognizes the need for a safe and orderly environment that stimulates learning and the educational process. It is the desire of the Board to have such an atmosphere in the classrooms, schools, fields, buses, and other places, and at all events in which students of this district are involved.

The Board shall require each student of this district to adhere to the rules and regulations declared by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. The rules govern student conduct in school and during the time spent in travel to and from school.

Such rules shall require that students:

1. ***Conform to reasonable standards of socially acceptable behavior.***
2. ***Respect the rights and property of others.***
3. ***Preserve the degree of order necessary to the educational program in which they are engaged.***
4. ***Obey constituted authority and responded to those who hold that authority.***
5. ***Keep your hands, feet, and possessions to yourself.***

Merits & Demerits Policy

Purpose

The purpose of the Merits and Demerits system is to promote positive behavior and personal responsibility among students. It encourages a safe, respectful, and productive school environment by recognizing good conduct and addressing rule violations fairly and consistently.

Merits

Definition:

Merits are rewards or recognitions given to students for showing positive behavior, good character, or outstanding effort. Merits can be earned to bring a student back into good standing with the prom policy, class trips, and other activities within the school.

- Merits can be earned in two ways **after the infraction** has occurred:
    - A student can earn 2 merits in a week if **all** criteria are met by the end of the school day on Friday (short weeks count):
        - No unexcused absences & no unexcused lates during the week.
        - No discipline infractions during the week.
        - No failing grades during the week.
            - Example: Student has 40 Demerits and is not prom eligible
                - Student goes 7 weeks meeting above criteria and earns 28 Merits
                - Student is left with 12 Demerits and is now prom eligible
    - Community service hours
        - The hours can be done at the school, local businesses, shelters, parks, community centers, and etc. All community service needs to be approved by the principal or assistant principal.
            - 1 community service hour = 2 Merits
                - Example: Not prom eligible because person has 20 Demerits
                - Person works 10 community hours and receive 20 merits
                - Person now has 10 Demerits but now is prom eligible

****Note: community service hours for Merits are separate from Act 158 PA graduation requirements****

Demerits

Definition:

Demerits are formal notices given to students who break school rules or display inappropriate behavior. All demerits are attached to the disciplinary glossary.

This system is designed to help students grow into responsible, respectful, and successful individuals. We encourage students to take pride in their behavior and make positive choices every day.

DETENTION POLICY

Detention will be held on Saturdays from 8:00 am to 11:00 am. Detention time slots will vary depending on the disciplinary action taken by school administration. This detention will be a quiet study period. Students are responsible for bringing work to be completed during their scheduled detention.

The student is required to make transportation arrangements to and from the Jim Thorpe Area High School in advance of the detention date. All school rules of the Jim Thorpe Area High School remain in effect during detention. Students should bring written and reading assignments sufficient for the time allotted. **If a student misses a scheduled detention it will be reassigned for the next detention date and be a detention cut.**

****Failure to report to detention will result in disciplinary action in accordance with the disciplinary glossary attached in this student handbook.****

Emergencies will be handled on an individual basis. Any illness must be accompanied by a doctor's note in order to be excused. Missing detention because of work will not be an acceptable excuse.

Any rescheduling of Saturday detentions **MUST BE** approved by school administration no later than 12:00 (noon) the Friday before the detention is held.

SUSPENSION

Suspension is defined as: The student or students under suspension will spend a designated period of time at home or in-school with loss of all school privileges. Students who earn suspension are viewed as disruptive and, as disruptive students, will be referred to the proper authorities.

Any student suspended from school will not be allowed to participate in any extra-curricular activities or attend any school events after being notified of suspension. Students who have been suspended will have a number of days equal to the days that they were suspended to complete any make up work.

***see Prom Policy.**

EXPULSION

If the Superintendent of Schools deems the discipline offense of great magnitude, he/she may refer the student in front of the Board of Education for expulsion. If a student is expelled by the Board, it will mean complete permanent exclusion from any and all schools in the Jim Thorpe Area School District.

END OF THE YEAR DISCIPLINE POLICY

Students will have the opportunity to make up detentions up until the last scheduled day of detention. If the detentions are not made up, it will result in one (1) day out-of-school suspension.

Seniors, who have detentions or suspensions not made up by the date of graduation will not be allowed to participate in graduation ceremonies. The diploma will be forwarded to the student when the detention and suspension obligations are met.

BULLYING/CYBERBULLING

The Jim Thorpe Area School District Board of Education (Policy 249) is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

Cyberbullying includes postings on apps such as Instagram, Facebook, Snapchat, etc. It also includes email and texting.

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantial interference with a student's education.
2. Creation of a threatening environment.
3. Substantial disruption of the orderly operation of the school.

CELL PHONES/NON-DISTRICT ISSUED ELECTRONIC DEVICES

Cell phones provide us with convenient communications, learning, as well as a way to increase safety. As with every advancement, there is an unexpected consequence. Text messaging, photographs, videos, and social media capabilities increase the misuse of cell phones. Harassment, threats, coordinated mischief, and distractions have increased through the misuse of cell phones.

Cell phones are to be kept out of sight by being placed in a locker or in a pocket between 7:40 AM and 2:22 PM.

Students who abuse this policy will face consequences by school administration. Refer to ***Non-District Issued Electronic Device Possession*** in the disciplinary glossary.

Earbuds, AirPods, Smart watches, music devices or other non-district issued electronic devices, or any such device are not permitted and should be out of sight from 7:40AM – 2:22 PM. **Students should keep the devices in their lockers.**

In case of an emergency, students may ask permission to go to the office where they can use their phone or a school provided phone. This policy begins at the start of the 7:40 bell and ends with the dismissal bell.

Parents may not call or text message their child during regular school hours. For important messages, parents should call the main office and the message will be delivered to the student by office personnel.

Many times, parents and guardians state that their child needs their cell phone in case there is a critical emergency at school. Should a student use a cell phone during an emergency, they risk revealing their location to an intruder and it may put themselves or their classmates in danger. During an emergency, talking is not allowed in the classroom. This rule is enforced so that the room appears vacant and an intruder will move on.

Exceptions to the above prohibition will be allowed as necessary at the discretion of the principal or assistant principal.
**If a student refuses to give their non-district issued device, the student will be disciplined as insubordination. (See insubordination in the disciplinary glossary for consequences)

Students are responsible for all personal property and the District will not be held responsible for lost or stolen items.

SCHOOL DRESS CODE

The Jim Thorpe Area School District is of the opinion that proper grooming and dress relates to healthy school attitudes and the best learning environment. Good grooming and dress are the responsibility of both the parent and the student. Proper attire is to be worn by all students; therefore, student dress should always be in good taste and appropriate for the business of learning. Jim Thorpe Area School District's concern for the health, safety, and well-being of all students extends to student dress. We, therefore, offer these guidelines in a helpful way. Under State guidelines, schools have the responsibility to take action against improper dress which:

1. Is disruptive to the school program.
2. Is a health hazard.
3. Is damaging to school property, equipment, or reputation.
4. Is obviously or blatantly indecent or distracting.

Our guidelines indicate that all clothing and accessories be clean, neat, in good taste, and age appropriate. Attire should not be extreme to the extent that it focuses attention on the wearer. The following is a list of inappropriate articles of clothing and accessories that are expressly forbidden. This list is not inclusive and the sole discretion rests with the district to make a determination on a case by case basis.

Headwear

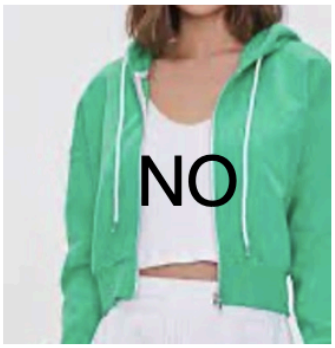
1. Hats, bandanas, bonnets and dew rags must be removed upon entering the building.
2. Bandanas may **not** be worn as headbands.
3. Headbands are to be worn behind the ear to hold back hair and not along the forehead.
4. Sunglasses are not permitted to be worn inside the school building, unless required by an attending physician.
5. ***Personal grooming devices must be stored in your locker or purse.***

Tops/Shirts/Blouses/Sweatshirts/Sweaters (Upper body wear)

1. All tops should be appropriately sized.
2. It is preferred that all shirts will be tucked in. However, any shirt not tucked in should not extend more than 12 inches from the natural waist of the child.
3. Only the top two (2) buttons can be worn unbuttoned, and if buttons of the shirt do not begin at the base of the neck, then all buttons must be secured.
4. All shirts must have sleeves that cover the shoulders and not be seen through.

5. **Bare midriffs and low-cut tops are prohibited.** When sitting and leaning forward, midriffs and underwear should not be visible. After raising your arms, if your bare midriff is not visible, the top's length is appropriate for school.
6. Artwork on clothing will not be obscene, sexual, drug/alcohol, or gang related.
7. Cleavage should not be showing.
8. Hooded tops are permitted but the hood must stay down. If the hood is on the head it will be a violation of the dress code unless covered by an approved top.











Pants/Skirts/Shorts

Pants, skirts and shorts must be worn around the natural waistline and not expose the midriff or underwear. Use this simple test: Sit in a chair and lean forward. Underwear or an exposed backside should not be visible.

All clothing must be appropriately sized for the student; that is, they must be no more than one regular size larger or smaller than the student actually measures. Skirts and shorts **must** extend to roughly no more than three inches above the knee. Slits, tears, frays, holes and excessive adornments are not permitted. There should be no words on the backside of the student's pants on the buttocks area. **There are no pajama pants to be worn during school hours, unless on incentive days.**







NO







Footwear

Sneakers or shoes must be worn at all times. **No backless shoes may be worn.** Footwear with wheels is not permitted in school. If footwear is designed to have laces, the laces must be in the footwear. **Slippers, slides, crocs and flip flops are not acceptable footwear.**



NO



NO



Piercings

Accessories/jewelry worn in piercing, may be worn in the ears. Flat nose studs (non-protruding) may be worn in the nose but all other forms of piercings are not permitted on the nose. Accessories/jewelry in all other pierced areas such as brow, tongue, **should not be disruptive**. **Spike earrings are not permitted.**

Miscellaneous

Chains, studs, or other exposed metal that can cause personal injury or damage to school property are not permitted. Outer wear must be placed in lockers. **Purses, pocketbooks, wristlets, or any other type of handbags are not permitted to be carried into the classroom or around the school building and grounds during school hours.** Students are not permitted to wear wallet chains of any length (if found they may be confiscated by administration). There are to be no blankets carried around the building. All outdoor wear (including jackets, gloves and scarves) should be left in the student's locker until dismissal.

Any item of clothing or jewelry that displays hate messages or is intended to harass, threaten, intimidate or demean an individual or group of individuals because of sex, color, race, religion, disability, national origin or sexual orientation and which, in the judgment of the administration, has substantial risk of creating a disruption to the learning environment and/or school operation will not be tolerated.

Teachers in physical education, laboratory and shop settings may impose additional guidelines for purposes of safety (e.g. prohibiting loose fitting garments, coats, jewelry and sandals.)





NO





NO



NO

Discipline Consequences of Dress Code

Parents must be mindful that dress, which may be distractive or disruptive to the learning process, will not be tolerated. **Any student not following the dress code will remain in the main office until they are compliant with the dress code policy.** Any student violating this dress code will be considered insubordinate and dealt with according to the ***Dress Code Violation*** in the disciplinary glossary.

School administrators have the final responsibility for interpretation and enforcement. School administrators may give permission for students to dress outside the parameters of the dress code guidelines on planned occasions. Examples may include, but are not limited to Spirit Days, Picture Day, Incentive Days, etc.

HARASSMENT, BULLYING, DISORDERLY CONDUCT, CRIMINAL MISCHIEF, & CRIMINAL TRESPASS

The definitions of these offenses can be found on the following pages and within the disciplinary glossary, as well as the consequences of each with leveled offenses.

While the student's Rights and Responsibilities addresses discipline measures concerning student behavior, there are those situations where severe discipline problems involving harassment, criminal mischief, criminal trespass, disorderly conduct, and related offenses will be handled under the Pennsylvania Crimes Code, Title 81, Chapter 55, Sections 2709, 3304, and 5503, as well as other appropriate sections.

A decision on the involvement of the Jim Thorpe Area School District in the preferring of charges of harassment, sexual harassment, terroristic threats disorderly conduct, criminal mischief, or criminal trespass is to

be made by the administration. The person who witnesses the incident will not be the person bringing the charges. However, all school personnel who are involved in any way will give their full support and the person who witnesses the incident will appear at the hearing.

Charges of harassment, disorderly conduct, criminal mischief, and criminal trespass may be brought against a student or any other individual whether on school property, at school-related functions, or on school buses.

The Jim Thorpe Area School District will utilize the Pennsylvania Criminal Code and Criminal Procedure through the local magistrate court system for infractions of the Jim Thorpe Area School District discipline policies when, in the opinion of the administration, this is the most effective procedure to remedy a problem, correct an unacceptable behavior or to recover costs incurred as a result of the policies. The initiation and continuation of criminal proceedings may take place in addition to disciplinary procedure and actions warranted by the Jim Thorpe Area School District Policy on Students Rights and Responsibilities. These procedures are applicable to problems involving students and/or visitors in the school buildings or on school grounds, students on buses, persons other than students who attempt to use school transportation improperly, and students attending school related functions.

CHARGES THAT MAY BE PROCESSED THROUGH LOCAL MAGISTRATES

The following charges shall be considered as being proper for such disciplinary procedures. These follow with definitions taken from the "Pennsylvania Criminal Code and Criminal Procedures," better known as the Pennsylvania Crimes Code. While they do not represent the only offenses reportable, they provide a guide for the categories of offenses that may occur within the school setting.

I. **DISORDERLY CONDUCT** - SECTION 5503

Offense defines - A person is guilty of disorderly conduct if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof he/she:

1. engages in fighting or threatening, or in violent or tumultuous behavior; **Fighting** - Parent notification, and **refer to the disciplinary glossary for consequences of each with leveled offenses.**

Incidents will be processed through the magistrate and the student(s) involved will be appropriately cited by the local police department. An alternative educational placement or expulsion may be an option after a violent incident.

2. makes unreasonable noise;
3. **uses obscene language, or makes obscene gesture;** or
4. creates a hazardous or physically offensive condition by any act which serves no legitimate purpose of the actor.

b. Grading - An offense under this section is a misdemeanor of the third degree if the intent of the actor is to cause substantial harm or serious inconvenience, or if he/ she persists in disorderly conduct after reasonable warning or request to desist. Otherwise, disorderly conduct is a summary offense.

c. Definition - As used in this section the word "public" means affecting or likely to affect persons in a place to which the public or a substantial group has access; among the places included are highways, transport facilities, schools, prisons, apartment houses, places of business or amusement, any neighborhood, or any premises which are open to the public.

II. **HARASSMENT (SEXUAL)/TERRORISTIC THREATS** - SECTION 2709

** **refer to the disciplinary glossary for consequences of each with leveled offenses** **

A person commits a summary offense when, with intent to harass, annoy or alarm another person:

1. he/she strikes, shoves, kicks, or otherwise subjects him to physical contact or attempts or threatens to do the same; or
2. he/she follows a person in or about a public place or places; or

3. he/she engages in a course of conduct or repeatedly commits acts which alarm or seriously annoy such other persons and which serve no legitimate purpose.
4. he/she attempts to make a physical, verbal, or written threat to a person(s)safety that is considered severe in nature.
5. he/she makes an unwanted sexual advance, requests for sexual favors, and other verbal or physical contact of a sexual nature.

III. **CRIMINAL TRESPASS** - SECTION 3503

** **refer to the disciplinary glossary for consequences of each with leveled offenses ****

a. Buildings and occupied structures.

1. a person commits an offense if, knowing that he/she is not licensed or privileged to do so, he/she:
(i) breaks into any building or occupied structure or separately secured or occupied portion thereof.
(ii) enters, gains entry by subterfuge or surreptitiously remains in any building or occupied structure or separately secured or occupied portion thereof.
2. an offense under paragraph (ii) is a felony of the third degree, and an offense under paragraph 1 (i) is a felony of the second degree.
3. as used in this subsection:"breaks into" is defined: To gain entry by force, breaking, intimidation, unauthorized opening of locks, or through an opening not designed for human access.

IV. **Aggravated Assault** - Title 18 PA CS Chapter 27118 PA, CS 2702 aggravated assault.

1. attempts to cause or intentionally or knowingly causes bodily injury to a teaching staff member, school board member, other employee, or student of any elementary or secondary publicly - funded educational institution, and elementary or secondary private school licensed by the department of education or any elementary or secondary parochial school while acting in the scope of his or her employment or because of his or her employment relationship to the school. An offense under (5) is a felony of the second degree.

UNAUTHORIZED USE OF ELECTRONIC DEVICES FOR VIDEO OR STILL RECORDING

Unauthorized use of video or still photography is prohibited and may result in confiscation of device and/or suspension. Cell phones and personal devices may not be used to record images or voice recordings of faculty, staff, or other students for personal use or inclusion on any internet or other media sites.

** **refer to the disciplinary glossary for consequences of each with leveled offenses ****

CONTROLLED SUBSTANCES, ALCOHOLIC BEVERAGES & STIMULANT DRUGS

A student will not knowingly buy, sell, possess, use, or transmit any controlled substance, including any narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, alcoholic beverages, steroids, drug paraphernalia, prescription medication, look - alike drugs, inhalants or intoxicants of any kind:

1. on any Jim Thorpe Area School District grounds during and immediately before or immediately after school hours; or
2. on any Jim Thorpe Area School District grounds at any time when the district school is being used for a school function or by any school group; or
3. off of Jim Thorpe Area School District grounds at a school approved activity, function, or event;or
4. on a Jim Thorpe Area School District approved bus.

PROPER USE DEFINED:

A. Drugs are to be administered only by the school nurse to a person who has the prescribed medicine and his/her name must be on the prescription.

B. Only the daily prescribed doses may be permitted at the school during any one day with the approval of the principal and school nurse. The privileged confidentiality between students and guidance counselors, school nurses, school psychologists, home and school visitors, and clerical workers shall be respected and non-confidential communication made to any such employee shall be required to be revealed without the consent of the student or his/her parent unless the best interests of the student can be served only by doing so.

A due process hearing will be conducted by the Superintendent of the school district

for students found to be in violation of the drug abuse policy.

<u>Following such hearing, the following sanctions for violations may be imposed by the superintendent:</u>

1. Students found guilty of a FIRST offense for BUYING, USING, OR POSSESSING a controlled substance will receive a ten (10) day suspension and will be excluded from participation in any extra-curricular activities for a period of not less than nine (9) weeks nor more than the remainder of the school year. In some instances, a change of educational placement or expulsion may be deemed necessary by the Superintendent.
2. Students found guilty of a FIRST offense for SELLING OR TRANSMITTING A CONTROLLED SUBSTANCE or found guilty of a SECOND offense for BUYING, USING, OR POSSESSING a controlled substance, may be subject to a suspension for the remainder of the school year, as well as exclusion from all extra-curricular activities for the remainder of the school year.

* ***In all cases of discipline involving drugs, alcohol, and/or other controlled substances, the police department will be informed.****

CONTROLLED SUBSTANCES, ALCOHOLIC BEVERAGES, & STIMULANT DRUGS COUNSELING

As part of the discipline, the student must be assessed by the Carbon, Monroe, and Pike Counties' Drug and Alcohol Council. Furthermore, the student must comply with the recommendation made by the Drug and Alcohol Council. If a student fails to comply with the recommendation, then the student will be referred to the Superintendent for further disciplinary action.

REASONABLE SUSPICION/TESTING

If based on the student's behavior, medical symptoms, vital signs or other observable factors, or if the building principal has reasonable suspicion that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a Breathalyzer test.

POSSESSION AND/OR USE OF TOBACCO OR VAPE PRODUCTS

Pennsylvania law prohibits students from possessing or using tobacco, smoking material or a vaping device in a **school building, a school bus, or on school property.** School districts are granted the authority to initiate prosecution for any such offense. Upon conviction, a student will be found guilty of a summary offense and subject to a fine of up to $50 plus court costs. Fines collected will benefit the student's school district. "Tobacco" is defined as a lighted or unlighted cigarette, cigar, pipe or lighted smoking product and smokeless tobacco in any form **including electronic cigarettes, vapor devices. This includes all varieties of vaping material and nicotine powder such as Zyn.**

It shall be the policy of the Board of Education of the Jim Thorpe Area School District that smoking and/or vaping will not be permitted on school grounds during school hours or at extra-curricular activities.

** **refer to the disciplinary glossary for consequences of each with leveled offenses under *Possession, Use, or Sale of Tobacco or Other Nicotine/Drug Delivery Service* **

*** Any student found in possession of tobacco products will participate in counseling for smoking cessation.**

Any student found possessing a cigarette lighter will receive a 3 Day Out-of-School suspension per the disciplinary glossary under: *Prohibited Item of a Dangerous Nature

CARE OF SCHOOL PROPERTY/VANDALISM

The Board charges each student in the schools of this district with the responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use.

Students who willfully cause damage to school property shall be subject to disciplinary measures. Students and others who damage or deface school property may be prosecuted and punished under law. Parents and guardians of students shall be held accountable for student actions.

The Board may report to the appropriate juvenile authorities any student whose damage of school property has been serious or chronic in nature.

Each student is expected to assume responsibility for the care of all school property. A pupil vandalizing school property must also pay for damages or make satisfactory arrangements before being readmitted to school. All acts of vandalism causing $50 damage or more will be reported to the local police for criminal action. ** **refer to the disciplinary glossary under: *Vandalism* for consequences ****

FALSE FIRE ALARMS, BOMB SCARES, AND/OR POSSESSION OF DANGEROUS CHEMICALS

In such cases, items will be confiscated, the parent will be notified, the student will be required to pay for damages, a ten day out of school suspension will be enforced, authorities will be notified and the student may be referred to the Board of Education for further action.

POSSESSION OF WEAPONS PURPOSE

PURPOSE

The School Board has made a strong and determined effort to maintain its schools as safe and secure places where students and staff can pursue the educational endeavors our students deserve. The School Board is committed to providing the Jim Thorpe Area public schools with the means to maintain a safe climate for all students, staff, and visitors.

AUTHORITY

Pennsylvania Crimes Code, 18 Pa. C.S.A. Section 912 makes it a misdemeanor of the first degree to possess any weapon in the buildings, on the grounds of, or in any conveyance providing transportation to or from any elementary or secondary publicly-funded educational institution. The Public School Code 24 P.S. Section 5-510 grants school boards the authority to issue rules and regulations regarding the conduct of students attending school in the district.

DEFINITION

Any object readily capable of lethal use or capable of directly or indirectly inflicting bodily injury and possessed, transferred, or handled under circumstances not manifestly appropriate for lawful uses which said object may have.

For purposes of this Policy, the term weapon includes, but is not limited to: any knife including a Bowie knife, Dirk knife, lock-blade knife, hunting knife or any other similar knife, razor, ice pick, any explosive device of any kind.

WEAPONS - including firecrackers, tear gas canisters, smoke bombs, or chains, loaded cane, sword cane, loaded or unloaded firearms, including pellet guns, BB guns, airsoft guns, and any implements capable of directly or indirectly inflicting bodily injury or other object that can reasonably be considered to be a dangerous instrument. Look alike weapons can seriously disrupt school by terrifying classmates and staff, prompting false alarms that result in evacuations and or lockdowns of school and prompt rumors, fear and confusion in the community. Possession of such products will result in serious discipline. Parent and student cooperation will ensure the security of our school.

POLICY

No person shall possess, handle, or transmit in any school district building, on its grounds, or on any school bus or other transportation vehicle, or at any school activity, event or function, including sports activities held on or off school district premises. A person shall be deemed to be in possession of a weapon if such a weapon is located on his or her person, or in an instrumentality of such person, including, but not limited to: locker, desk, or transportation.

Any person violating this policy, in addition to being subject to other civil or criminal penalties, shall be subject to having the weapon in his or her possession immediately seized.

Any person discovered to have any weapon or other item in violation of this policy in his/ her possession, or threatens to use a weapon on another person shall not be permitted to remain in the school district building, on its school premises, on its transportation, or at any school activity, event, or function held on or off school district premises.

DELEGATION OF RESPONSIBILITY

Any person discovering possession, handling or transfer of weapon, or a threat to use a weapon, shall immediately notify the principal or designee of the apparent violation. The principal shall immediately conduct an investigation, including interviewing witnesses and obtaining written statements and compiling anecdotal records substantiating or refuting the claim. In the case of a violation by a student or students, the principal shall immediately notify the superintendent, the parents of all students involved and the police; in the case of a non-student, the principal shall immediately notify the police.

POSSESSION OF WEAPONS - DISCIPLINE PROCEDURES

** **refer to the disciplinary glossary under: *Possession of A Weapon* for consequences ****

Exception- Possession of a gun will warrant an immediate suspension from school with a referral to the Board of Education for an expulsion hearing.

THEFT

Any student caught taking somebody else's property during school hours or during a school related function will be immediately suspended. ** **refer to the disciplinary glossary under: *Theft* for consequences ****

GAMBLING and CARDS

Gambling in any form is strictly forbidden on school property. Playing cards, unless specifically authorized by a teacher, are prohibited in the high school. ** **refer to the disciplinary glossary under: *Gambling* for leveled consequences ****

TOYS/SQUISHIES/FIDGETS/NEE-DOHS

Any item of such nature should remain at home and not at school, unless stated in a student's 504 or IEP to best support the student in the academic setting to remain on task without distraction. Possession of such items will warrant a warning and then confiscation of the items followed by disciplinary action if warranted.

USE OF VIDEO/AUDIO CAMERAS FOR DISCIPLINARY PURPOSES

The Jim Thorpe Area School District utilizes surveillance cameras in the school building and on school grounds. Footage from these cameras may be used in disciplinary proceedings. **The Jim Thorpe Area School District authorizes the use of video/audio cameras on any or all school buses contracted by the District to promote safety, to prevent vandalism, to monitor bus drivers, to identify disruptive students and to document the activity of riders during their transportation to and from school and school activities. Video and audio will be utilized by district administration to discipline disruptive passengers on the school bus.**

COUNSELING SERVICES

The Jim Thorpe Area High School may require a student to attend counseling services such as anger management in order to gain skills necessary to cope with daily struggles.

OFFICE FORMS

Throughout the course of the school year, important forms are sent home to be filled out and returned immediately back to the school office. ***Due to the extreme need to have these returned promptly, the administration will start to assign detention to students after two weeks if the forms are not returned.***

School Wide Positive Behavior Intervention Support SWPBIS

School Wide Positive Behavior Intervention Support is currently being implemented within the district. Our mission at the high school is represented with the acronym TORCH: Teamwork, Organization, Responsibility, Choices, and Honor. SWPBIS is being implemented to show students and staff the importance of these traits. To

help encourage our positive traits, we offer incentives throughout the school year that are earned by students. The following criteria is our focus for student engagement in incentive activities for the quarter:

- **Must not have no more than 3 unexcused absences or tardies**
- **Must not have any grades below a 70%**
- **Must not have any OSS**
- **Must not have any assigned/attended 3-hour detentions**

CHEATING/PLAGIARISM

To align with the District's mission that all students will learn to be responsible, contributing citizens, students will be expected to develop and maintain a sense of academic integrity. That is, students will be expected to do and to submit their own work, not copy the work of others and submit it as their own. Instances of cheating/plagiarism will be dealt with by classroom teachers and school administration. ** **refer to the disciplinary glossary under: *Cheating* for leveled consequences ****

JIM THORPE AREA HIGH SCHOOL -GLOSSARY OF DISCIPLINARY INFRACTIONS/ACTION

Glossary of Disciplinary Infractions	Disciplinary Action/Demerits -- (See accompanying footnote page for Level 1* Action Tier along with additional disciplinary action steps – Grades 9-12)
Abuse of Pass/Loitering - A person not arriving and/or returning from a designated location in a timely fashion or one making purposeless stops, veering off course from a destination or errand.	Grades 9-12: 1.5 hour detention *(1 Demerit)* ***(teacher assigned)***
Aggravated Assault on Staff/Student - An unlawful attack by one person upon another in which the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe lacerations, or loss of consciousness. This also includes assault with disease (as in cases when the offender is aware that he/she is infected with a deadly disease) by biting, spitting, etc.	Grades 9-12: 10 Day OSS (*40 Demerits)* ***Police Reportable***
Aggravated Indecent Assault - Refer to associated Crimes Code Citation for specific details -- §3125 Aggravated Indecent Assault.	Grades 9-12: 10 Day OSS (*40 Demerits)* ***Police Reportable***
All Other Forms of Harassment/Intimidation - Repeatedly commits acts with intent to harass, annoy or alarm another person.	Grades 9-12: 5 Day OSS *(20 Demerits)*
Arson - The unlawful and intentional damage or attempt to damage any real or personal property by fire or incendiary device. Setting a fire (by match, lighter, fireworks, firecrackers, trash can fires, Molotov cocktails, or any other incendiary device) providing aid, counsel or pay toward the same. This category does not include a simple act of lighting a match.	Grades 9-12: 10 Day OSS (*40 Demerits)* ***Police Reportable***
Bomb Threat - A person who communicates, either directly or indirectly, a bomb threat to: (1) commit any crime of violence with intent to terrorize another; (2) cause evacuation of a building, place of assembly or facility of public transportation; or (3) otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience. The term “communicates” means, conveys in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.	Grades 9-12: 10 Day OSS (*40 Demerits)* ***Police Reportable***

Brazen Insubordination - Bold, shameless and continual defiance of authority; refusal to obey orders. **<u>**Any student who refuses a search will be disciplined for brazen insubordination.**</u>**	Grades 9-12: 1st Offense – 3 Day OSS *(12 Demerits)* 2nd Offense – 5 Day OSS (*20 Demerits)*
Bullying - By law, "bullying" shall mean an intentional electronic, written, verbal or physical act, or a series of acts: (1) directed at another student or students; (2) which occurs in a school setting; (3) that is severe, persistent or pervasive; and (4) that has the effect of doing any of the following: (i.) substantially interfering with a student's education; (ii.) creating a threatening environment; or (iii.) substantially disrupting the orderly operation of the school; and "school setting" shall mean in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school. The behavior can be either overt or covert in nature utilizing various methods of communication. The term bullying should not be used when there is a mutual confrontation between two students or groups of students. Behavior is clearly bullying when: (1) there is intent to harm – the perpetrator appears to find pleasure in taunting and continues even when the target's distress is obvious. Mutual "teasing" should not be confused with bullying behavior and (2) there is intensity and duration – the taunting continues over a period of time, and is not welcomed by the target.	Grades 9-12: 5 Day OSS *(20 Demerits)* ***Police Reportable***
Burglary - The unlawful entry into a building or other structure with the intent to commit a felony or theft. It is not necessary that force be used in gaining entry, neither is it necessary that property loss occur. Attempts to unlawfully enter a structure without expressed permission are also counted in this category.	Grades 9-12: 5 Day OSS *(20 Demerits)* ***Police Reportable***
Cheating - Obtaining or attempting to obtain, or aiding another to obtain credit for work, or any improvement in evaluation of performance, by any dishonest or deceptive means.	Grades 9-12: 1st Offense – 0% grade – 3 hour detention *(2 Demerits)* 2nd Offense – 0% grade – 1 Day OSS *(5 Demerits)*
Class Cut - Absent oneself from a class or other, mandatory event. A student that is 10 minutes or more late to the class.	Grades 9-12: 3 hour detention *(2 Demerits)* + 0% for all assessments that day
Classroom Disruption - Is generally regarded as a behavior a reasonable person would view as being likely to substantially or repeatedly interfere with the conduct of a class.	Grades 9-12: 1.5 hour detention *(1 Demerit)* ***(teacher assigned)***

Criminal Trespass - Intentionally entering or remaining unlawfully on school property, without authorization such as buildings and occupied structures. A person commits an offense if, knowing that he/she is not licensed or privileged to do so, he/she: (i) breaks into any building or occupied structure or separately secured or occupied portion thereof. (ii) enters, gains entry by subterfuge or surreptitiously remains in any building or occupied structure or separately secured or occupied portion thereof. An offense under paragraph (ii) is a felony of the third degree, and an offense under paragraph 1 (i) is a felony of the second degree. As used in this subsection:"breaks into" is defined: To gain entry by force, breaking, intimidation, unauthorized opening of locks, or through an opening not designed for human access.	Grades 9-12: 5 Day OSS *(20 Demerits)* ***Police Reportable***
Cyberbullying (Level 3 Consequence of the District Acceptable Use Policy)– By law, "bullying" shall mean an intentional electronic, written, or a series of acts: (1) directed at another student or students; (2) which occurs in a school setting; (3) that is severe, persistent or pervasive; and (4) that has the effect of doing any of the following: (i.) substantially interfering with a student's education; (ii.) creating a threatening environment; or (iii.) substantially disrupting the orderly operation of the school; and "school setting" shall mean in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school. The behavior can be either overt or covert in nature utilizing various methods of communication. For example, the term cyberbullying is being used to describe bullying behavior which occurs on the Internet or via Social Media.	Grades 9-12: 5 Day OSS *(20 Demerits)* ***Police Reportable***
Cyber Harassment of a Child – Actions that harass, annoy or alarm, the person engages in a continuing course of conduct by electronic means directly to a child or by publication through an electronic social media service, use of school issued technology and/or has a proven nexus to school.	Grades 9-12: 5 Day OSS *(20 Demerits)* ***Police Reportable***
Detention Cut - Not reporting to assigned after-school detention nor securing prior permission to reschedule.	Grades 9-12: 1st Offense – warning/reschedule 2nd Offense – 3 hour detention *(2 Demerit)* 3rd Offense – 1 Day OSS *(4 Demerits)*
Dishonesty – Characterized by lack of truth, honesty, or trustworthiness.	Grades 9-12: 3 hour detention *(2 Demerits)*

Disobedience - Not following the direction of school officials or someone in authority.	Grades 9-12: 1st Offense- 1.5 hour detention 2nd Offense- 3 hour detention *(2 Demerits)* 3rd Offense - 1 Day OSS *(4 Demerits)*
Disorderly Conduct - Intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, he/she: (1) engages in fighting or threatening, or in violent or tumultuous behavior; (2) makes unreasonable noise; (3) uses obscene language, or makes an obscene gesture; or (4) creates a hazardous or physically offensive condition by any act which serves no legitimate purpose of the actor.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Display/Public Affection - Acts of physical intimacy such as kissing in the view of others.	Grades 9-12: 1.5 hour detention *(1 Demerit)* ***(teacher can assign)***
Disrespect to Staff/Students- Acting rude, impolite, and lacking courtesy to a staff member or student.	Grades 9-12: 3 Day OSS *(12 Demerits)*
Dress Code Violation - A student found to be in violation of **Policy #221** will be removed from class and sent to the office. The student will be issued a written warning and given the opportunity to change from non-compliant clothing into compliant clothing. If the student does not have compliant clothing to change into, the parent will be contacted to bring such clothing for the student. A student may change from non-compliant clothing to compliant clothing provided by the school, when available. If the parent cannot be contacted and/or is unable to bring such clothing, the student may be removed from class for the remainder of the day for offensive items Violations in excess of the 5th offense in any one school year will also carry the infraction of "Brazen Insubordination" and shall be issued disciplinary consequences.	Grades 9-12: 1st offense: change 2nd offense: change 1.5 hour detention *(1 Demerit)* 3rd offense: change 3 hour detention *(2 Demerits)* 4th offense: change & 1 Day OSS *(4 Demerits)* **Refusal to change will result in Insubordination** 1 Days OSS *(4 Demerits)*
Encourage/Instigate Fight - Prompting, provoking, influencing, and/or triggering a fight.	Grades 9-12: 2 Day OSS *(8 Demerits)*
Extortion - The gaining of property or money by any kind of force, or threat of 1) violence; 2) property damage; 3) harm to reputation; or 4) unfavorable action.	Grades 9-12: 5 Day OSS *(20 Demerits)*

Failure to Comply with Detention Rules - Failure to adhere to the detention rules, arriving late without an approved excuse, leaving early, or refusing to comply with detention procedures and rules will be considered a disciplinary violation.	1st offense: warning 2nd offense: 1.5 hour detention *(1 demerits)* 3rd offense: 3 hour detention *(2 demerits)* 4th offense: insubordination *(4 demerits)*
Failure to Comply with District-Issued Device Policy- i.e.: failure to bring the district-issued device to school, emailing, texting, gaming, internet surfing, without teacher's permission or related to school activities.	Grades 9-12: Offense 1: warning Offense 2: 1.5 hour detention (1 demerit) Offense 3: 3 hour Detention (2 demerits) Offense 4: Insubordination (3 demerits)
Failure to Disperse Upon Official Order - Refusing or failing to disperse when ordered to do so by School Police, School Staff/Officials engaged in enforcing or executing the law.	Grades 9-12: 5 Day OSS *(20 Demerits)*
False Fire Alarm - Triggering a false fire alarm is a serious offense that endangers the safety of others by causing unnecessary panic, disrupting operations, and potentially delaying response to actual emergencies. This behavior is strictly prohibited and subject to disciplinary action, including suspension, restitution for emergency services, and possible legal consequences. We expect all individuals to uphold a culture of safety and responsibility.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Fighting (Mutual Altercation) - A student confrontation with another student in which the altercation is mutual, requiring physical restraint or resulting in injury or property damage. Mutual participation in a fight involving physical violence, where there is no one main offender and no major injury. This does not include verbal confrontations, physical aggression or other minor altercations.	Grades 9-12: 5 Day OSS/Citation *(20 Demerits)* ***Police Reportable*** *Peer mediation upon return to school*
Forgery - Falsely making, completing, signing or altering a written document.	Grades 9-12: 3 hour detention *(2 Demerits)*
Gambling - The activity or practice of playing at a game of chance for money or other stakes.	Grades 9-12: 1st offense 3 hour detention *(2 Demerits)* 2nd offense 1 Day OSS *(4 Demerits)* 3rd offense 5 Day OSS *(20 Demerits)*

Gang Membership Activities - The use of hand signals, written or oral comments, stances, stares, graffiti or the presence or use of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute indicates or implies membership or affiliation with a gang , whether real or implied, and/or which has, through past experience in the District, been shown to be a danger to the school environment, its staff and students, and to substantially disrupt the District's educational programs.	Grades 9-12: 10 Day OSS *(40 Demerits)*
Gang Membership Claimed for the Purpose of Intimidation - Claiming association with a group of three (3) or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts or acts in violation of school rules, which has an identifiable name or identifiable sign or symbol, and whose members individually or collectively engage in, or have engaged in a pattern of criminal gang activity or activity relating to the violation of school rules.	Grades 9-12: 10 Day OSS *(40 Demerits)*
Gang Policy Violation - Using hand signals, written or oral comments, stances, stares, graffiti or the presence or use of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute indicates or implies membership or affiliation which means any ongoing organization, association, or group of three (3) or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts or acts in violation of school rules, whether real or implied, which threaten the safety or well-being of persons or property, which substantially disrupt, or are likely to substantially disrupt, the school environment and the educational process, or which substantially interfere with, or are likely to substantially interfere with the rights of other students.	Grades 9-12: 5 Day OSS *(20 Demerits)*
Homicide (Murder or Manslaughter): Occurs when a person intentionally, knowingly, recklessly, or negligently causes the death of a human being. Homicide is classified as murder, voluntary manslaughter, or involuntary manslaughter.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Improper Handling of District-Issued Device - The neglectful handling of a district-issued device such as leaving unattended in hallways, lunch room, locker rooms, on a school bus or van etc.	Grades 9-12: 1st offense: warning 2nd offense: 1.5 hour detention (1 demerit) 3rd offense: 3 hour detention (2 demerits) 4th offense: insubordination (see insubordination below for consequence*) 5th offense: student will have their take home privileges revoked*

Inappropriate Article - Items not directly associated with the educational program and reasonably necessary for the student's participation in the school program shall NOT to be brought to school or to any school activity or program.	Grades 9-12: 1.5 hour detention *(1 Demerit)*
Inappropriate Conduct - Engaging in behavior that a reasonable and sensible person would not do, thereby violating the Code of Student Conduct, including but not limited to inappropriate care of school property, inappropriate expression/action, and/or profanity, including in hallways and cafeteria.	Grades 9-12: 3 hour detention *(2 Demerits)*
Indecent Assault - Refer to associated Crimes Code Citation for specific details -- §3126 Indecent Assault.	Grades 9-12 – 10 Day OSS *(40 Demerits)* ***Police Reportable***
Indecent Exposure - A person that exposes his or her genitals in any public place or in any place where there are present other persons under circumstances in which he or she knows or should know that this conduct is likely to offend, affront or alarm.	Grades 9-12 – 10 Day OSS *(40 Demerits)* ***Police Reportable***
Insubordination – Continued refusal to comply with school rules and regulations or refusal to obey directions or instructions of school personnel.	Grades 9-12: 1st Offense 1 Day OSS *(4 Demerits)* 2nd Offense 2 Days OSS *(8 Demerits)* 3rd Offense – Brazen Insubordination 3 Day OSS *(12 Demerits)*
Involuntary Deviate Sexual Intercourse - Refer to associated Crimes Code Citation for specific details §3123 Involuntary Deviate Sexual Intercourse.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Inappropriate Use of District-Issued Device - Modifying the district's browser settings or other techniques to avoid being blocked from inappropriate sites or to conceal inappropriate internet activity, attempting to defeat or bypass the district's internet filter or security settings, and/or unauthorized downloading/installing of Apps that are not found in the school self-service application found on student laptops.	Grades 9-12: 1st offense: 3 hour detention (2 demerits) 2nd offense: 1 day OSS and restricted computer use for 3 days where student must check out and check in their computer device. Take home privileges are lost for the 3-day period. 3rd offense: 2 days OSS and restricted computer use for 5 days. Take home privileges are lost for two weeks (10 days). Final offense: 3 OSS, and loss of any computer take home privileges.
Kidnapping/Interference with Custody of Child - The removal, restraining or confinement of an individual by another through force, threat, or deception or (if person is under 14 years) without consent of a parent, guardian or school. Kidnapping/abduction includes hostage taking.	Grades 9-12 – 10 Day OSS *(40 Demerits)* ***Police Reportable***

Minor Altercation - An incident which involves a single offender who commits a minor violent act against another individual and the other individual does not respond and the incident does not elevate to a more severe type of incident such as a fight or assault (e.g., "Student A" strikes "Student B" resulting in little injury and "Student B" does not retaliate).	Grades 9-12: 3 Day OSS *(20 Demerits)*
Non-District Issued Electronic Device Possession- any electronic device (ie. cell phone, iPads, chromebooks, computers, earbuds, air pods, gaming consoles/systems) visibly seen by staff and/or administration on school grounds/property during the hours of 7:40 am to 2:22 pm.	Grades 9-12: 1st Offense- Warning & confiscation of device for one full school day (which may entail two days depending on time of confiscation) 2nd Offense- 1.5 hour detention & confiscation of device along with parent pickup *(1 Demerits)* 3rd Offense- 3 hour detention & confiscation of device along with parent pickup *(2 Demerits)* 4th Offense: 1 Day OSS *(4 Demerits)* 5th Offense Brazen Insubordination: 1st Offense – 3 Day OSS *(12 Demerits)* ****Refusal to relinquish non-district school device, it will be disciplined as insubordination** (See insubordination above)**
Obscene & Other Sexual Materials and Performance - A motion picture show or other presentation or performance which, in whole or in part, depicts nudity, sexual conduct, or sadomasochistic abuse on any district-issued or personal device.any	Grades 9-12: 3 Day OSS *(12 Demerits)*
Open Lewdness - Any lewd act which he/she knows is likely to be observed by others who would be affronted or alarmed.	Grades 9-12: 5 Day OSS *(20 Demerits)*
Physical Aggression/Altercation –Any physical act intended to cause harm to another person or a group of people.	Grades 9-12: 3 Day OSS *(12 Demerits)*
Plagiarism - The practice of taking someone else's work or ideas and passing them off as one's own.	Grades 9-12: 1 Offense 3 hour detention 0% on assignment *(2 Demerits)* 2 Offense 1 Day OSS 0% on assignment *(4 Demerits)*
Positive Behavior/Merit Earned - Any exemplary act of community or school service hours, evidenced by the written recommendation of the administration or faculty, for which a student makes proper application.	Grades 9-12: See Demerits and Merits Policy for details.
Possession of Alcohol - Any alcohol or malt beverage. Examples include, but are not limited to, beer, wine, and liquor.	Grades 9-12: 10 Day OSS *(40 Demerits)*

Includes: ***Possession of Alcohol*** ***Using/Sale/Distribution or Acting Under the Influence of Alcohol***	***Police Reportable***
Possession of a Controlled Substance - *Any drug listed in the Controlled Substance, Drug, Device and Cosmetic Act or the Comprehensive Drug Abuse Prevention and Control Act or PA Drug Device and Cosmetic Act, as a controlled substance, chemical abused substance or medication for which a prescription is required under law and/or any substance which is intended to alter mood. Examples include but are not limited to, marijuana, hashish, chemical solvents, glue, "look alike" substances, and any capsule or pill not registered with the school nurse, annotated within the student's health record and then given in accordance with the District's Policy for the administration of medication to students in school.* ***Includes:*** ***Possession of a Controlled Substance; Using/Sale/Distribution or Acting Under the Influence of a Controlled Substance***	Grades 9-12: 10 Day OSS (40 Demerits) ***Police Reportable***
Possession of Dangerous Chemicals- Possession, use, or attempted use of dangerous, toxic, or hazardous chemicals on school grounds or during school-sponsored events is strictly prohibited. This includes any substance that could pose a threat to the safety or health of students, staff, or the school community.	Grades 9-12: 10 Day OSS (40 Demerits) ***Police Reportable***
Possession of Grinds, Coffee Pouches and/or Other Stimulants- Possession, use, or attempted use of grinds and/or other stimulants while on school property and/or during school hours. This includes school buses and vans.	1st offense - 1.5 hour detention (2 Demerits) 2nd offense - 3 hour detention (4 demerits) 3rd offense - 1 day OSS (6 Demerits) 4th offense - Brazen Insubordination 3 Days OSS (12 Demerits)
Possession of A Weapon - *Possesses a weapon in the buildings of, on the grounds of, or in any conveyance providing transportation to and from any elementary or secondary publicly-funded educational institution. A weapon is defined as: Any firearm or explosive device; force-impacting device; knife or sharp-edged or sharp-pointed utensil, device or tool; or any article, instrument or substance which can or is likely to produce death or great bodily harm.* ***Includes, but are not limited to Possession of:***	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***

BB/Pellet Gun Rifle/Shotgun Knife, Handgun ***Cutting Instrument (Razor, box cutter, etc.) Other Firearm or Weapon Replica Explosive (Bomb, Missile, etc.) Other Weapon***	
Possession, Use or Sale of OTC/THC Product - *Includes THC and all other naturally produced cannabinol* *derivatives, whether produced directly or indirectly by extraction, including, delta-7 THC, delta-8 THC, delta-9 THC or any structural, optical or geometric isomers of tetrahydrocannabinol, cannabis flower, concentrate and cannabis-infused edible and nonedible products.*	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Possession, Use, or Sale of Tobacco or Other Nicotine/Drug Delivery Service - Tobacco includes a lighted or unlighted cigarette, cigar, pipe, or other smoking/vaping product or materials; and smokeless tobacco in any form (snuff, chewing tobacco, Zyn, etc.). Drug Paraphernalia – Any utensil or item which, in the school's reasonable judgment, is commonly associated with the use of drugs, alcohol or mood-altering substances. Examples include, but are not limited to, roach clips, pipes, and bowls.	Grades 9-12: 1st Offense - 3 hour detention + completion of vape packet *** (failure to complete the vape cessation packet at the assigned detention will result in a police referral)** *(2 Demerits)* 2nd offense - 1 Day OSS + police referral *(4 Demerits)* 3rd offense - 3 Day OSS + police referral *(12 Demerits)* 4th offense - **Brazen insubordination + police referral**
Prohibited Item of a Dangerous Nature - Items, devices, materials which are considered hazards to the safety of other or which could interfere with the educational process are prohibited in school. Items not directly associated with the educational program and reasonably necessary for the student's participation in the school program shall NOT to be brought to school or to any school activity or program.	Grades 9-12: 3 Day OSS *(12 Demerits)*
Propelling a Projectile - A fired, thrown, or otherwise propelled object.	Grades 9-12: 3 hour detention *(2 Demerits)*
Racial/Ethnic Intimidation - Students commit the offense (verbally, physically or online) of ethnic intimidation toward the actual or perceived race, color, religion, national origin, ancestry, mental or physical disability, sexual orientation, gender or gender identity of another individual or group of individuals.	Grades 9-12: 5 Day OSS *(20 Demerits)*
Rioting - Taking part in a violent public disturbance.	Grades 9-12 5 Day OSS *(20 Demerits)*

Robbery - The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Sexual Assault - Refer to associated Crimes Code Citation for specific details -- §3124.1 Sexual Assault.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Sexual Harassment-Title IX - Discrimination against a student based on the student's submission or rejection of sexual advances and/or requests or creating an atmosphere of harassment based on sexual issues/activity. The unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communication of a sexual nature, and any other gender based harassment which has the purpose or effect to interfere with the individual performance, work environment, or participation in school sponsored activities, or creates an intimidating, hostile, or offensive educational environment.	Grades 9-12: 5 Day OSS *(20 Demerits)* ***Police Reportable***
Sexual Activity – Students engaging in sexual activity on school grounds, in school vehicles or any activity sponsored, supervised, or sanctioned by the school district.	Grades 9-12 10 Day OSS *(40 Demerits)*
Simple Assault on Staff/Student - The unlawful physical attack by one student upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Stalking - A person engages in a course of conduct or repeatedly commits acts towards another person, including following the person without proper authority, with the intent to place such person in reasonable fear of bodily injury or to cause substantial emotional distress.	Grades 9-12: 5 Day OSS *(20 Demerits)*
Statutory Sexual Assault - Refer to associated Crimes Code Citation for specific details -- §3122.1 Statutory Sexual Assault.	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Terroristic Threat (excluding bomb threat) - A person communicates a threat to: (1) commit any crime of violence with intent to terrorize another; (2) cause evacuation of a building, place of assembly or facility of public transportation; or (3) otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***

or inconvenience. The term "communicates" means, conveys in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.	
Theft - A person unlawfully takes, or exercises unlawful control over, property of another with intent to deprive them thereof.	Grades 9-12: 3 Day OSS *(12 Demerits)* *If the value of the item(s) stolen is under $10. 5 Day OSS *(20 Demerits)* * If the value of the item(s) stolen is over $10 & ***Police Reportable.***
Threatening School Staff/Student - To unlawfully place another person in fear of bodily harm through verbal threats or intimidation (physical, verbal, written, or electronic (e.g., internet) threat or intimidation) without displaying a weapon or subjecting the person to actual physical attack; stalking (i.e., secretly or stealthily pursuing another, spying on or watching another person, with or without the intent to harm, frighten, or coerce) should be included. **** A THREAT ASSESSMENT MUST ALSO BE COMPLETED IN ADDITION TO THE DISCIPLINARY ACTION ****	Grades 9-12: 10 Day OSS *(40 Demerits)* ***Police Reportable***
Unauthorized Solicitation - Any request or appeal, either oral or written, or any endeavor to obtain, seek or plead for funds, property, financial assistance or other thing of value, including the promise or grant of any money or property of any kind or value.	Grades 9-12: 1 Day OSS *(4 Demerits)*
Unexcused Late to Class - Arriving after the bell to class without a pass from the previous teacher.	Grades 9-12: For every 3 unexcused tardies/lates, you will receive the following: *1st offense* - 1.5 hour detention *2nd offense* - 1.5 hour detention *3rd offense* - 3 hour Detention *(2 Demerits)* *4th offense* - 1 Day OSS *(2 Demerits)* *** Reset every Quarter of the school year ***
Unexcused Late to School - Arriving after the start of the school day.	Grades 9-12:

** **Please see PROM Policy** **	for every 3 unexcused tardies/lates, you will receive the following: *1st offense* - 1.5 hour detention *2nd offense* - 1.5 hour detention *3rd offense* - 3 hour detention *(2 Demerits)* *4th offense* - 1 Day OSS *(2 Demerits)* * **Reset every Quarter of the school year** *
Unlawful Restraint - When one person knowingly and intentionally restrains another person without that person's consent and without legal justification.	Grades 9-12: 3 Day OSS *(12 Demerits)*
Unprepared For Class - Not having the proper instructional materials including but not limited to: books, supplies, and/or charged district-issued devices needed so as to participate fully in class.	Grades 9-12: *1st offense*- 1 Documented Warning *2nd offense*- 1.5 hour detention *(teacher assigned Detention)* *3rd offense*- 3 hour detention *(teacher assigned Detention)*
Vandalism - The unlawful desecration of a building or other structure with the intent to commit damage.	Grades 9-12: 3 Day OSS/Restitution *(12 Demerits)*
Verbal Aggression/Altercation - Any verbal act intended to cause harm to another person or a group of people.	Grades 9-12: 1 Day OSS (*4 Demerits)*
Violation of Audio & Video Recording on School Property and School District Buses/Vehicles – Electronic devices that have the capability to record audio and/or video being used by students in violation of applicable law and **Board Policy #220;** including the misuse of devices that negatively impacts other people, or defames their reputation to include inappropriate recording and/or the posting of staff and students within the school environment.	Grades 9-12: 1st Offense – 5 Day OSS *(20 Demerits)* 2nd Offense – 10 Day OSS *(40 Demerits)*
Violation of Student Expression/Dissemination of Non-School Materials - Publicly disseminating non-school materials on school property or at school sponsored events, including, but not limited to, affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites, through other school district-owned technology and the like without receiving prior permission from the building Principal in violation of **Board Policy #220**.	Grades 9-12 – 1 Day OSS *(5 Demerits)*
Violation of Bus/Van Rules & Regulations – Any behavior deemed inappropriate, distracting, or unsafe in a moving environment. Any bus suspension connected to an OSS infraction is to start at the completion of the OSS. Any absence related to a student not being bused into school will be	Grades 9-12: 1st Offense – written warning 2nd Offense – 1 Day bus suspension & a change in seat

considered unlawful.	3rd Offense – 3 Day bus suspension 4th Offense – 5 Day bus suspension 5th Offense – 10 Day bus suspension & recommendation for the termination of bus/van privileges.

**** PLEASE NOTE:** Disciplinary actions assigned to students with disabilities may vary based upon their specific IEP as per 22.PA. CODE CHAPTERS 14.143, 711.61 and IDEA 2004. **

Additional Disciplinary Action Steps for Grades 9-12:

- Detention at the secondary level shall be on Saturday mornings from **8:00 am-9:30 am and 8:00 am-11:00 am.** Transportation is **NOT** provided to students. It is the students responsibility to have transportation to and from the school.
    - If not in attendance it will be considered a cut. Please see "**Detention Cut**" in the glossary for disciplinary action.
- Bus suspension shall be in addition to any disciplinary action taken if the incident occurred on a school bus or school vehicle.
- Students who receive any type of suspension will be prohibited from attending and/or participating in activities both during and after school for the duration of the suspension. No student, during the time of an Out of School Suspension will be permitted on school grounds.
- As per The Pennsylvania Public School Code: 22 Pa. Code § 12.6 in regards to suspension of a student, if the suspension is for more than three consecutive school days, an informal hearing will be offered to the student and his/her parent/guardian.
- For all offenses governed by the provisions of The Pennsylvania Public School Code, Article XIX-C, Disruptive Student Programs and/or the Pennsylvania Safe Schools and Possession of Weapons Act 26 of 1995, as amended the following actions shall apply:
    - Ten-day external suspension
    - Assignment to an alternative educational setting
    - Police referral/action for all unlawful offenses
    - Expulsion.

PLEASE NOTE: ANY STUDENT GRADES 9-12 WHO RECEIVES 40 DEMERITS IN A SCHOOL YEAR MAY BE EXCLUDED FROM SOCIAL EVENTS SUCH AS PROM AND CLASS TRIPS.

SIGNATURE PAGE

Dear Parent(s)/Guardians(s) & Students:

The 2026-2027 Jim Thorpe Area High School Student Handbook has been reviewed with your child(ren) during their class meetings with administration, as well as during PODs. We have also provided extra time for your student(s) to review the handbook on their own. You can find the digital copy on our JTAHS website at: (add link here). Your child(ren) will sign off that they have had the Jim Thorpe Area High School Code of Student Conduct reviewed with them and that they acknowledge the rules and handbook of the 2026-2027 school year during PODS.