Hempfield Middle Schools

STUDENT HANDBOOK

2013-2014

Centerville Middle School

865 Centerville Road
Lancaster, PA 17601
(717) 898-5580

Mr. James Dague- Principal
Mr. Douglas Dandridge - Assistant Principal

Landisville Middle School

340 Mumma Drive
Landisville, PA 17538
(717) 898-5607

Mr. Tab Musser – Principal

www.hempfieldsd.org

This STUDENT HANDBOOK belongs to…

Name _____

Grade _____ Homeroom _____

My Schedule

Period	Class	Elective Rotation	
FLEX/HR	1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____	**Q1** **Odd**	
Period 1		**Q1** **Even**	
Period 2		**Q2** **Odd**	
Period 3/Lunch		**Q2** **Even**	
Period 3/Lunch/Period 4		**Q3** **Odd**	
Lunch/Period 4		**Q3** **Even**	
Period 5		**Q4** **Odd**	
Period 6		**Q4** **Even**	

STUDENT HANDBOOK

CENTERVILLE MIDDLE SCHOOL

Telephone: (717) 898-5580

LANDISVILLE MIDDLE SCHOOL

Telephone: (717) 898-5607

HEMPFIELD SCHOOL DISTRICT

LANDISVILLE, PENNSYLVANIA

School Colors: Red and Black

School Nickname: Black Knights

MISSION STATEMENT

The mission of the Hempfield School District community is to provide rigorous, relevant, responsive, and safe educational opportunities for students to become lifelong learners and contributing citizens in a diverse, global society.

HEMPFIELD SCHOOL DISTRICT

PERSONNEL

Board of School Directors

Bill Jimenez.....President
Loren Good ..... Vice President
Mary Lynne Kniley* .....Secretary
Kathy C. Miller* .....Recording Secretary
Ruth A. Bernhardt* ..... Treasurer

Craig Feister
Daniel K. Forry
Diane Gerlach
Jim Maurer
Bill Otto
Bob Sauders
Chris Smiley

**Non-Board Member*

DISTRICT ADMINISTRATIVE PERSONNEL

Dr. Brenda J. Becker.....Superintendent
Dr. Christopher S. Adams..... Assistant Superintendent
Mr. Daniel L. Forry ...Director of Enterprise and Operations
Mrs. Mary Lynne Kniley.... .....Director of Finance
Dr. Ruth Crawford.....Director of Student Services

CMS FACULTY

Mrs. Susan Allen	Tech. Specialist
Mrs. Jennifer Axe	English
Mr. Kevin Blackhurst	Health & P.E.
Mr. Marc Bolesky	Social Studies
Mrs. Madeline Bonholtzer	Reading
Mrs. Jaime Brown	Art
Mrs. Lacie Burk	French
Mrs. Amanda Deck	Librarian
Mrs. Cynthia Green	English
Mrs. Patrice Hazlett	Gifted
Mrs. Lori Huber	Reading
Mrs. Kelly Hutchinson	Spanish
Mr. Anthony Jannotta	German
Mrs. Jennifer Karkoska	Mathematics
Mrs. Cristin Kramer	English
Mrs. Ashley Kreider	Health & P.E.
Mrs. Joann Langione	Science
Ms. Dale Leed	Special Education
Mrs. Stacy Marten	Mathematics
Mr. David Martin	Science
Mr. Colin McCaskey	Band
Ms. Jennifer Meyer	Orchestra
Mrs. Karen Minnich	Science
Mr. Keith Nagley	Social Studies
Mr. Eric Narkiewicz	Health & P.E.
Mr. Corey Nikolaus	Special Education
Mr. Kyle Oster	Technology Education
Mr. Parrish Petry	Mathematics
Mrs. Anne Marcarelli	English
Mrs. Jennifer Porman	School Nurse
Mr. Joe Richardson	Comp. Applications
Mrs. Deb Risser	ESL
Mrs. Xiomara Rodriguez	Reading
Mrs. Kathleen Sholl	Science
Ms. Susan Smith	Special Education
Mr. David Stauffer	Guidance
Ms. Erin Stewart	Music and Chorus
Mrs. Kristina Strohm	Psychologist
Mrs. Kasey Tobias	Guidance
Mrs. Susan Travis	Mathematics
Mrs. Amy Waddington	Special Education
Mr. Matthew Wagaman	Mathematics
Mrs. Michele Waltz	Social Studies
Mrs. Patricia Webb	Family & Consumer Science
Mrs. Laura Wentland	English

LMS FACULTY

Mrs. Susan Allen	Tech. Specialist
Mrs. Diane Anderson	English
Mr. Thomas Balmer	Technology Education
Mr. Frank Barton	Social Studies
Mr. Edward Brown	ESL
Mrs. Lacie Burk	French
Mrs. Annette Cook	Mathematics
Mr. Carmen DeMaria	Special Education
Mr. Scott Feifer	English
Mrs. Donna Garrison	Reading
Mr. Lenny Groft	Mathematics
Mr. Daniel Herr	Mathematics
Mrs. Laura Hite	Health & P.E.
Mr. Anthony Jannotta	German
Mr. Ryan Jones	Security Officer
Mr. Paul Juba	Social Studies
Mrs. Whitney Kortze	Special Education
Mrs. Susan Kress	Family & Consumer Science
Mrs. Amy Kressley	Special Education
Mrs. Beth Lavender	Orchestra
Mrs. Christine LeFevre	English
Mrs. Rebekah Lutz	Science
Ms. Vicky Martin	Special Education
Mr. Colin McCaskey	Music and Band
Mr. Brian McDermott	Health & P.E.
Mrs. Laura Moser	Special Education
Mrs. Kristen Peifer	Science
Mrs. Kimberly Petrosky	English
Mrs. Jennifer Porman	Nurse
Mrs. Laura Rakoczy	Special Education
Mr. Daniel Relin	Health & P. E.
Mrs. Lois Roderick	Reading
Mr. Stephen Sharp	Guidance
Mrs. Karen Shenk	Science
Mrs. Tamara Silvis	Spanish
Ms. Amy Smith	Art
Ms. Erin Stewart	Chorus
Mrs. Brenda Stout	Reading
Mr. Wes Swanson	Social Studies
Mrs. Heather Szmerda	Science
Mrs. Karen Topper	Librarian
Mr. Shane VanAulen	Social Studies
Mr. Clint Willman	Computer Apps.

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Important Dates

CMS DATES

August
15 Student Tours (10AM – 11AM)
20 Student Tours (10AM – 11AM)
26 First Day of School

September
9 Student Picture Day
13-17 Book Fair
17 Back to School Night (7PM – 9PM)

October
3 Magazine Campaign begins
4 Harvest Dance (7PM – 9PM)
11 Combined Middle School & HS Marching Band – HHS Stadium (6:30 PM)
17 Magazine Campaign ends
23 Picture Retake Day

November
8 Middle School Play @ CMS (7PM)
9 Middle School Play @ CMS (7PM)

December
5 Holiday Concert (7PM)
13 Holiday Dance (7PM – 9PM)

LMS DATES

August
15 Student Tours (10AM – 11AM)
20 Student Tours (10AM – 11AM)
26 First Day of School

September
11 Student Picture Day
16-20 Book Fair
19 Back to School Night (7PM – 9PM)

October
3 Magazine Campaign begins
11 Combined Middle School & HS Marching Band – HHS Stadium (6:30 PM)
17 Magazine Campaign ends
21 Picture Retake Day
25 Parent Council Dance (7PM – 9PM)

November
8 Middle School Play @ CMS (7PM)
9 Middle School Play @ CMS (7PM)

December
4 Holiday Concert (7:30 PM)
13 Holiday Dance (7PM – 9PM)

CMS DATES

January
13 Combined concert at HHS
22 Hempfield School District Spelling Bee @ CMS (6:30 PM)
24 Science Fair (6PM – 9PM)
25 Science Fair (2PM – 4PM)
27 Hempfield School District Spelling Bee (snow date)
31 Science Fair (snow date)

February
1 Science Fair (snow date)
7 Valentine's Dance (7PM – 9PM)

March
14 Middle School Musical @ CMS (7PM)
15 Middle School Musical @ CMS (7PM)
17-28 PSSA Math & Reading
31 PSSA Writing (Grade 8)

April
1-4 PSSA Writing (Grade 8)
2 Grade 6 Parent Night (6:30 PM)
11 Grade 8 Dance – CMS & LMS @ HHS
28 Mountville 6th Grade Tour (9AM)
28-30 PSSA Science
29 Rohrerstown 6th Grade Tour (9AM)
30 CES 6th Grade Tour (9AM)

May
1 East Petersburg 6th Grade Tour (9AM)
1-2 PSSA Science
8 Fine Arts Night
14 Combined Middle School Choral Concert @ HHS PAC (7:30 PM)
15 Combined Middle School Instrumental Concert @ CMS (7:30 PM)

June
5 Tentative Last Student Day
6-11 Tentative Snow Make-up Days

LMS DATES

January
13 Combined concert at HHS
22 Hempfield School District Spelling Bee @ CMS (6:30 PM)
24 Science Fair (6PM – 9PM)
25 Science Fair (2PM – 4PM)
27 Hempfield School District Spelling Bee (snow date)
31 Science Fair (snow date)

February
1 Science Fair (snow date)
7 Valentine's Dance (7PM – 9PM)

March
14 Middle School Musical @ CMS (7PM)
15 Middle School Musical @ CMS (7PM)
17-28 PSSA Math & Reading
31 PSSA Writing (Grade 8)

April
1-4 PSSA Writing (Grade 8)
2 Grade 6 Parent Night (7PM)
11 Grade 8 Dance – CMS & LMS @ HHS
28-30 PSSA Science

May
1-2 PSSA Science
8 Fine Arts Night (6:00 PM)
14 MS Combined Choral Concert @ HHS PAC (7:30 PM)
15 Combined Middle School Instrumental Concert @ CMS (7:30 PM)
16 Career Shadow Day (Grade 8)
16 Outdoor School (Grade 7)

June
5 Tentative Last Student Day
6-11 Tentative Snow Make-up Days

2013-2014 CMS Class Officers

President ..... Trinity Sumrall
Vice President ..... Joel Pletcher
Secretary ..... Amy Lukawski
Treasurer..... Lauren Nissly

2013-2014 LMS Class Officers

President ..... Austin Glass
Vice President ..... Brianna Mumma
Secretary ..... Brenton Wenger
Treasurer..... Brady Lausch

Welcome to Middle School!

Dear Parents:

Communication between school and home is an important responsibility that we share. As your child's primary teacher, you are very important to the success of their educational experience. This student handbook has been designed to assist your child in managing and tracking responsibilities and progress this school year.

We ask that you review this book on a regular basis with your child throughout the year. Our expectations at both Hempfield Middle Schools require that every student keep his/her handbook with them throughout the year. Students who lose this handbook will be expected to purchase a new one. Because we share a common goal, the education of youth, it is important that we support each other's efforts on behalf of our students. Your support of this handbook and its appropriate use will ultimately be in the best interest of our students and serve to reinforce the school's efforts. Please take a few minutes to explore this handbook that will provide your child with an excellent start to the 2013-2014 school year!

Dear Students:

We are looking forward to an exciting and rewarding educational experience for you this school year. To help you be successful this year, we are providing you with this Student Handbook / Planner. It provides you with the opportunity to organize your time and track your progress throughout the year on a daily basis.

Your teachers will help you in becoming an organized and responsible school citizen. Everyone should be successful in middle school. Students who are successful usually attend school regularly, are prepared and ready to learn in the classroom, and complete their homework. At both middle schools, we believe that problems can be overcome by preparation and organization. Your teachers

are prepared to discuss the use of the agenda with you and to help you use it to make the most of your school year.

Emergency Closings
Hempfield School District closings, due to inclement weather, will be broadcast on the following area radio, television stations, and Internet site:

WGAL-TV Channel 8	WHP-TV
WHTM-TV Channel 27	WRKZ-FM 106.7
WSBA-AM 910/FM 103	WHP-AM 580
WLPA/WROZ-FM 101.3	WITF FM
WLAN-AM 1390/FM 97	WIOV-FM 105
WDAC-FM 94.5	WJTL-FM 90.3

http://www.wgal.com/
School closing information will be broadcast as early as possible depending upon weather conditions.

ATTENDANCE POLICIES

According to Pennsylvania School Code, a student has the responsibility to attend school regularly. The Hempfield School District (Policy #204*) requires that all school-aged pupils enrolled in the district attend school regularly within the laws of the state. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session* (Pennsylvania School Code). This responsibility is shared with the parents who are liable for attendance until the student attains the age of 17 years.

We believe that regular attendance is a requirement for success in middle school, and we encourage students and their parents to work together to ensure responsible attendance throughout the year.

1. According to the student rights and responsibilities section described in this handbook, the first responsibility that each student is expected to assume is regular school attendance. Any student who fails to meet this important responsibility makes it more difficult to achieve success in school. Truancy from school is a violation of the state attendance laws.

2. Students arriving after 11:00 a.m. will be considered absent 1/2 day a.m.; students leaving prior to 11:00 a.m. will be considered absent 1/2 day p.m.

3. Following 7 days of absence (excused or unexcused), a letter will be sent to the parents confirming the days absent. If there is no improvement in the attendance, a letter shall be sent to the parent requiring a medical excuse for all future absences after 10 absences. Failure to present a medical excuse will result in an illegal absence if the student is less than seventeen years of age. In certain cases, a medical excuse will be required without the letter of confirmation.

4. The fact that a parent has sent a written explanation to the school does not excuse the absence. An absence becomes excused only when the administration has classified the reason for the absence as such. Under no circumstances is a student permitted to sign a parent's name.

5. Students who are absent from school may not attend school functions on the day of an absence. Such activities include dances, athletic practices, and sporting and musical events.

Absence - Excused
At the beginning of the school year, each student is provided with a book of ten excuse blanks. These excuses are to be used for all absences, early dismissals, and tardies.

Students are required to submit a properly filled out excuse form within three days following an absence. Failure to do so will result in time missed being counted illegal. Detention could be assigned for failure to bring properly filled out excuse forms to school. Students using all of their excuse forms should secure additional forms in the office. Absences are classified as excused due to the student's personal illness, death of a family member, court summons, physical incapacity, observance of religious holidays, or trips with parents that have been prearranged with the administration.

Anticipated Absences
In cases where parents schedule vacations during the school year and the student has no alternative but to accompany his parents, the student should secure a Pre-Approved Absence Form from the office at least one week in advance of their planned departure. The form must be completed and returned to the office prior to going on the trip.

Unexcused Absences/Truancy
The parents of students under 17 years of age accumulating three unlawful absences shall be sent a letter notifying them of the unlawful absences. Parents will be prosecuted for subsequent unlawful student absences according to the Compulsory School Attendance Laws of the Commonwealth of Pennsylvania. Family recreational outings, such as hunting or fishing trips on which students are accompanied by a parent or guardian, are considered excused absences; with school administrative approval PRIOR TO THE TRIP.

Act 29 - Truancy
Act 29 of 1995 extensively revises provisions for truancy. The law raises to $300 the fine for truancy placed on parents and requires them to pay court costs or be sentenced to complete a parenting education program. Both the truant child and parents must appear at a hearing by the district justice. If the parents show that they took reasonable steps to ensure the attendance of the child, they will not be convicted of a summary offense. If the parents are not convicted and the child continues to be truant, the child can be fined up to $300 or be assigned to an adjudication alternative program.

Act 29 also suspends driving privileges for 90 days from truant juveniles for a first offense and six months for a second offense. Juveniles who are unlicensed are prohibited from applying for a learner's permit for 90 days (first offense) or six months (second offense) after their 16th birthday.

Early Dismissals
Requests for early dismissals should be only for the following reasons: medical appointments or appointments which could not be scheduled before or after school hours.

A regular excuse form should be used to request an early dismissal. They are to be given to the office upon arrival to school. WHEN LEAVING SCHOOL EARLY, THE STUDENT MUST REPORT TO THE OFFICE AND SIGN OUT; UPON RETURNING TO SCHOOL, THE STUDENT MUST REPORT TO THE OFFICE AND SIGN IN. An appointment card from the doctor or dentist must be returned to the office upon return. If the student is unable to return to school the same day, he/she must return the appointment card to the office prior to the beginning of the next school day.

Tardiness
All students arriving late to school must report to the office with an excuse to be admitted to class or homeroom. When a student has accumulated three tardies to a class (including homeroom) or to school, one detention will be assigned. Subsequent tardiness will result in an additional detention for the 4th and 5th tardy. Two detentions will be assigned for the 6th tardy. Excessive tardiness could result in in-school suspension.

Transfers and School Withdrawals
Parents must notify the principal or the guidance counselor before withdrawing a student from school.

Before withdrawing from school, a student must report to the guidance office for a form, which must be signed by each teacher when the student returns his/her books and materials. After signatures are obtained, the student returns the form to the guidance office and a transfer card will be issued to the withdrawing student, which is to be presented to the new school. A release form will also be issued to the student that must be signed by the parent. This form gives the school permission to send the student's records to the new school.

Change of Status
Parents are asked to notify the school immediately should there be any changes in:

- home address
- home or business telephone number
- emergency contact person

If parents are going on a trip without taking their child, a limited power of attorney is advisable and should be left with the guardian. This will enable prompt attention for accident or medical problems without complications.

Employment of Students and School Attendance
I. Students are required to attend school until they become seventeen (17) years of age.

II. Students under eighteen (18) years of age must have an employment certificate or a permit to engage in allowable types of work. Application for such permits or certificates must be made by the student who seeks employment; the permit or certificate is issued to the student.

III. Emergency Permits or Exemption Permits may be obtained for farm work or for domestic service in a parent's home by students who are fifteen (15) years of age or older. These permits allow the students to quit school during the period of employment. Parents must show evidence of an emergency in their home that requires their child to quit school for work.

IV. Vacation Employment Certificates may be obtained by students who are fourteen (14) years old or older. These certificates permit work that does not interfere with school attendance.

V. Conditions regulating work under these certificates and permits are contained in the Child Labor Laws of Pennsylvania.

VI. Work permits for students living in the Hempfield School District are issued at Hempfield High School.

VII. Students must present birth certificates when applying for working permits. School officials are required by law to see each applicant's birth certificate before issuing a working permit

The primary purpose of schools is to provide maximum opportunity through which students can achieve their greatest learning potential, each according to his or her own ability. It is therefore necessary that teachers evaluate student achievement, report pupil progress to both the student and parent, and recognize proficiency levels through the following: (1) a program of pupil and parent conferences, (2) interim progress reports, (3) the issuance of report cards, (4) the honor roll system, (5) final exams.

CONFERENCES

Teachers welcome the opportunity to meet with students and/or parents to review progress in conferences as described below.

A. Pupils**:** Pupil-teacher conferences are arranged during a pupil's directed flex time and before or after classes, and conducted in conference facilities available in the school guidance suite.

B. Parents: Parent-teacher conferences are arranged at a time that is convenient for both the parent and the teacher. Counselors may arrange a Parent Conference initiated by a classroom teacher. Parental requests for a parent-teacher conference may be arranged by the guidance counselor(s), the teacher, or the principal(s). The student's guidance counselor or principal could be available to attend parent-teacher conferences.

Interim Progress Reports

Teachers prepare reports of commendation and unsatisfactory progress as further described.

Interim progress reports may commend a student for outstanding achievement or progress, or may indicate their low achievement in a course and suggest ways to improve. Midway through each marking period, and at such other times as a staff member may deem appropriate, interim progress reports will be posted on the parent portal in accordance with the following guidelines:

A. An interim progress report could be completed for students who have demonstrated exceptional achievement in class.

B. An interim progress report could be completed for students who have shown marked improvement since the last parent contact.

C. An interim progress report should be completed for students who the teacher feels are not working up to ability.

D. An interim progress report must be completed for students who are failing or are in danger of failure for the report period.

Report Cards

Report cards are issued quarterly during the academic school year. The report cards will be posted to the parent portal at the conclusion of each marking period. Instructions for opting out of electronic delivery will be sent home at the start of each school year. For more details, please contact your building's office.

A space is provided on the report card for teachers to report the student's scholastic grade and to record comments about the student's attitude, conduct, and effort. The school administration continues to report school absences on each report card.

Scholastics Grades

Report period scholastic grades represent the teacher's assessment of a pupil's level of achievement in completion of course requirements based upon: (1) tested mastery of course content, (2) class participation, and (3) study assignments.

A -- Outstanding achievement in completion of course requirements.

B -- High achievement in completion of course requirements.

C -- Satisfactory achievement in completion of course requirements.

D --Minimal achievement in completion of course requirements.
F-- Failure to achieve minimal course requirements. No credit earned.
I -- Incomplete -- course requirements not met because of excused student absence. (The teacher will establish a reasonable number of days in which the student is expected to complete course requirements, and is required to issue a grade change, based upon the work completed, on or before a date to be determined by the principal for each quarterly report period.)
M --Medical Excuse -- course requirements waived because of medical reasons.

The following information is provided to other schools upon request relative to the numerical equivalency of grades:

A-- 90 -100%	D -- 60 - 69%
B-- 80 - 89%	F -- 59% and below
C-- 70 - 79%	

The final grade for a full year course is computed by the teacher. Letter grade of "I" is never reported as final grade for a course.

Honor Roll
The middle school program of reporting pupil progress recognizes high scholastic achievement through an honor roll system as described below.

To attain one of the Honor Rolls, a student must have the listed minimum grade point average:
Superior .....3.76 - 4.0
Distinguished 3.51-3.75
Honors 3.25-3.5

The method of determining the Honor Roll for
Hempfield Middle Schools is based on a system of quality points. Each grade has the following quality point value:

A = 4.00 points	A- = 4.00 points	B+= 3.67 points
B = 3.33 points	B- = 3.00 points	C+= 2.67 points
C = 2.33 points	C- = 2.00 points	D+= 1.67 points
D = 1.33 point	D- = 1.00 points	F =0.00 points

Honor Roll status is granted to students who achieve the minimum grade point average listed for all courses. There can be no grades of "D" "F", or "I". Middle school courses have a credit value that is determined by the number of times a course meets in a six-day cycle.

Final Exams
Final exams include material taught over the entire year and are required for all courses in the departments of English, Mathematics, Social Studies, Science, Foreign Language and Health. They are departmentally designed by classroom teachers of the course and submitted to the principal and department chairman for review and approval. Classroom teachers administer final exams during the regular instructional period in the final days of the fourth reporting period according to a schedule published by the principal. The grade earned on the final exam is included as a unit test grade in the fourth marking period.

Promotion / Retention
Students in the middle school must pass four of the five academic courses (English, social studies, math, science, reading or foreign language) to be eligible for promotion.

A student failing two major courses or one major course and two or more other courses will be recommended for retention review by the student's counselor, team leader, and principal.

It is highly recommended that a student attend summer school to make up major courses failed. The student will then be able to continue the normal progression to the next grade with his/her class.

Records Policy - Parental Notification
The Hempfield School District Records Policy allows a student's school records to be forwarded to another school, Intermediate Unit, or State educational agency either with parental permission or without such permission if the student is enrolled in another educational setting and is no longer a student in the Hempfield Schools.

Parents are hereby notified that necessary student records will be forwarded to the school where the child is enrolled upon request of the receiving school. Parents have the right to examine student records and be given a copy if desired. Written parental permission to forward records will be obtained whenever possible.

Achievement Tests
Hempfield School District administers the Pennsylvania System of School Assessment (PSSA) to all students in grades 3 through 8. The tests administered to both grade 7 and 8 students will measure academic achievement in areas related to mathematics and reading. Eighth grade students will also take a PSSA science and writing Test during the school year.

Testing
The classroom teacher assesses a student's academic progress in many ways, including class participation, reading and written assignments, long-term projects, as well as quizzes, tests, and examinations.

Quizzes are frequently unannounced and generally pertain to recent learning. Following major study units, teachers announce test dates and may review learning over a period of two or three weeks. Examinations are always announced in advance and may include learning over an entire marking period, semester, or year. Additionally, district and national testing programs are administered. Dates for these examinations are announced in advance and are placed on the school calendar.

Students should make every effort to be in attendance on days when tests or examinations are scheduled.

Summer School Program
Hempfield School District's Summer School Program provides opportunities for students to enrich their understanding of basic learning skills, to acquire additional knowledge, and to achieve their fullest academic potential as a result of summer class experience.

Students in grades 8-11 may enroll in advance credit courses thus enabling them to accelerate or to elect other courses during the regular school term. Students in grades 7-12 have an opportunity to take remedial (make-up) courses for subjects previously failed or to correct deficiencies. Due to the comprehensive nature of summer school courses, students must attend all classes. One class absence will be allowed for illness upon receipt of a written doctor's excuse.

STUDENT ACTIVITES

Student activities at Hempfield Middle Schools provide opportunities for students to engage in special interests in addition to curricular experiences.

Interscholastic Sports
An interscholastic program will be offered to students in the following sports:

- Soccer
- Basketball - Boys
- Basketball - Girls
- Cross Country
- Field Hockey
- Lacrosse
- Track
- Wrestling

Eligibility Extracurricular Activities policy 122
Because participation in extracurricular activities is a privilege, the school administration, together with the advisors, shall determine requirements for eligibility for participation in extracurricular activities.

District Activity Fees
Implementation of a fee structure will assist the district with its efforts to continue to provide a robust offering of athletic, fine arts, and educational enhancement opportunities for all students. A fee will be charged to students participating on any district athletic team, all extracurricular music and dramatic performance activities, and clubs such as Chess Club, Odyssey of the Mind, Quiz Bowl, and Math Counts. Fees do not apply to groups that perform specific services for school or community populations. Accommodations will be made for students/families experiencing economic hardships.

It is important to note that this is not a participation fee that guarantees any playing time or level of participation; it is a payment required of all rostered in a sport or activity. Parents will be invoiced after rosters and cast lists have been finalized and submitted to the administration by coaches, directors, and activity advisors. Students who quit activities after rosters/lists are finalized will still be subject to payment of the fee.

Activity Fees may be paid online. Please see the district website for the specific fee structure and payment options.

Academic Eligibility
A student must meet basic academic requirements to be eligible to participate in extracurricular activities. To be eligible to participate in an extracurricular activity, a student must be in attendance for the entire class during periods 4, 5 and 6 on the day of the activity.

Middle School Band
The group performs in the annual Band Concert and is designed to prepare the students for the transition from elementary school to the senior high school band. Students of advanced instrumental classes gain valuable ensemble experience.

Middle School Chorus
This course is open to all students in grade 7 and 8. Members of chorus participate in the Holiday Concert and the Spring Choral Concert.

Middle School Orchestra
Middle School string players are the backbone of the orchestra, augmented by the leading woodwind, brass, and percussion players from the Band. The Orchestra performs in the Holiday and Spring Concerts

Student Council
A student council is organized to stimulate cooperation between the students and faculty, to promote school spirit by greater participation in school activities, and to help to develop better citizens for the future.

Student Publications
Students have the opportunity to participate in the publication of three student publications.

Expressions is the creative writing magazine issued at the end of the school year.

The *Memory Book* is issued at the end of the school year. This book contains the pictures of all the students and candid pictures of middle school activities.

The *Middle Pages* is a newspaper published throughout the school year. This newspaper contains interviews, student items, and middle school activities.

STUDENT CONDUCT

Philosophy

The Hempfield School District believes that one of its goals is to prepare students for responsible citizenship in our society. Each individual must learn to work with and share the rights and responsibilities of good citizenship with other individuals. The development of self-discipline and acceptance of individual responsibility is one of the important goals of education.

It is the responsibility of the school, home, and community to provide an atmosphere of purpose and concern for education and the well being of every person in the school environment. This environment should be a positive one, characterized by mutual respect for the worth and dignity of each person. This atmosphere would ensure opportunity for teachers and students to grow and achieve their mutual goals.

An effective discipline code in a district is directly related to the total educational program. We believe it is the responsibility of the school authorities to maintain and support a thorough and effective system of education while recognizing the personal rights, freedoms, and responsibilities of all students. Discipline penalties increase upon repeat occurrences.

Goals

1. To guarantee the rights of all students and staff by providing a discipline code that establishes rules and regulations prohibiting speech or action that is disruptive to the work of the school.

2. To guarantee the rights of each individual through fair and reasonable treatment of violators of the discipline code.

3. To teach self-discipline by clearly communicating to students their rights and responsibilities as outlined in the discipline code.

4. To respect the rights and personal dignity of all students and staff by providing a discipline code that will ensure a safe school environment.

5. To protect and maintain school property.

6. To refer students to counselors and other services within and/or outside the school as necessary.

7. To comply with state and local laws.

8. To ensure all students the right to complete the course of study prescribed by state and local school authorities.

Purpose

In order to promote the achievement of these goals, the faculty and staff believe that certain rules, regulations and procedures must be established to develop and maintain the proper environment in which the educational process can take place. As a result, all persons involved in the educational program of the District will recognize their rights and responsibilities and conduct themselves accordingly.

Details on regulations, processes, and policies are delineated in this handbook and the School Board Policies. Students, parents, teachers, and administrators should be knowledgeable of this information in assuming their shared responsibilities for developing the atmosphere needed for the education and wellbeing of each person in the school.

Student Rights

Students have legal rights as persons and citizens. These rights include the right to due process, the right to an education, the right to express their opinions, and the right to be free from discrimination. They also have human rights as persons and participants in the educational community. These rights include the right to be treated with dignity by other members of the school community and the right to contribute to the educational program.

Student Responsibilities

1. Student responsibilities include regular school attendance, conscientious effort in classroom work, regularly completed homework, and conformance to all school rules and regulations. Students share with the administration and faculty a responsibility to develop a climate conducive to wholesome learning and living.

2. No student has the right to interfere with the education of other students. Students should respect the rights of teachers, students, administrators and all others involved in the educational process.

3. Students are expected to express their ideas and opinions in a respectful manner so as not to offend or slander others.

4. It is also the responsibility of students to:

a. Be aware of rules and regulations for student behavior and conduct themselves in accord with them.
b. Be willing to volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.
c. Dress and groom themselves so as to meet fair standards of safety and health, and so as not to cause disruption to the educational process.
d. Assume that until a rule is waived, altered, or repealed it is in full effect.
e. Assist the school staff in operating a safe school for all persons.
f. Be aware of and comply with state and local laws.
g. Exercise proper care when using school facilities and equipment.
h. Attend school daily, except when excused, and be on time at all classes and other school functions.
i. Make all necessary arrangements for making up work when absent from school.
j. Pursue and attempt to complete satisfactorily the course of study prescribed by state and local authorities.
k. Avoid inaccuracies in school newspapers or publications and indecent or obscene language.

Bullying

As defined in HSD School Board Policy 249, bullying/cyber bullying is an intentional electronic, written, verbal, or physical act (or a series of acts) directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent, or pervasive and has the effect of doing any of the following:

- Substantially interferes with a student's education.
- Creates a threatening environment.
- Substantially disrupts the orderly operation of the school.

Bullying includes **cyber bullying**, which refers to an intentional act (or acts) committed via the use of e-mail, text/instant messaging, chat rooms, pagers, cell phones, or other form of information technology and which produces the results defined above. **School setting** is defined as in the school, on school grounds, in school vehicles, at designated school bus stops, or at any activity sponsored, supervised, or sanctioned by the school.

A student who violates the bullying policy will be subject to consequences which may include, but are not limited to: 1) counseling within the school, may include a referral to SAP, 2) parental conference, 3) loss of school privileges, 4) transfer to another school building, 5) transfer to another classroom or school bus, 6) exclusion from school-sponsored activities, 7) detention, 8) suspension, 9) expulsion, 10) counseling/therapy outside of school, and/or 11) referral to law enforcement officials.

Please note: If a student is determined to have knowingly filed a false report accusing another student of bullying behavior, the student will be subject to disciplinary consequences that may include, but are not limited to, the consequences listed above.

Dating Violence

As defined in HSD School Board Policy #252: Dating Violence is behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.

Relational Aggression includes conscious and passive aggressive behaviors in which harm is caused through damage to relationships or social status within a group rather than by means of actual or threatened physical violence

Complaint Procedure

When a student believes that s/he has been subject to dating violence or relational aggression, the student, and/or knowledgeable peer is encouraged to promptly report the incident, orally or in writing, to the principal, counselor, or classroom teacher.

A student who violates the dating violence policy will be subject to consequences which may include, but are not limited to: 1) counseling within the school, may include a referral to SAP, 2) parental conference, 3) loss of school privileges, 4) transfer to another school building, 5) transfer to another classroom or school bus, 6) exclusion from school-sponsored activities, 7) detention, 8) suspension, 9) expulsion, 10) counseling/therapy outside of school, and/or 11) referral to law enforcement officials.

DISCIPLINARY EXCLUSION FROM SCHOOL

Suspensions from School

Suspension, which is a function of the school administrator, and expulsion, which is a function of the board of school directors, are serious disciplinary sanctions that may be imposed against students under procedures conforming to due process of law.

Suspensions from school may be affected by temporary suspension, full suspension, or expulsion in accordance with school board policies, procedures, and guidelines as summarized in this handbook.

Suspensions may be either in-school or out-of-school. The administration will determine which type of suspension is given. This decision will be made in the best interest of the student as well as the entire student body. Students who violate the policies of the in-school improvement program will be

summarily suspended out of school for a minimum of 1 school day and a maximum of 5 school days. The balance of the in-school improvement will be served upon his/her return to school.

Temporary Suspension (1-3 days)
An administrator may temporarily suspend a student if there exists reasonable cause to believe that:

- The physical safety of the student or others is substantially endangered by the conduct of the student.
- The student has caused substantial disruption of classroom instruction or maintenance of good order in the school, on the school grounds, going to or from school, or at any school related activity.
- The student harasses or otherwise attempts to intimidate/bully another student or staff member.
- The student has violated a school policy that may subject the student to full suspension or expulsion but required parental conference or hearing has not been held.
- The student has violated other school policies set forth in this handbook or otherwise published such as the policies regarding tardiness and absence.

Temporary suspension shall mean exclusion from regularly scheduled classes for a period of up to three school days and other activities and privileges, by the principal, without a hearing. A parent conference may be required before the student is readmitted to school. The suspension may be in school or out of school at the discretion of an administrator.

No student may receive a temporary suspension unless the student has been informed of the reasons for the suspension and has been given an opportunity to respond before the suspension becomes effective.

Full Suspension (4-10 days)
An administrator may impose a full suspension for a student who, while on school grounds, during a school activity off school grounds, traveling to or from school, or at a bus stop:

- Causes or attempts to cause damage to school property or steals or attempts to steal school property or knowingly receives stolen property.
- Causes or attempts to cause damage to private property or steals or attempts to steal private property or knowingly receives stolen property.
- Causes or attempts to cause physical injury to another person except in self-defense.
- Makes an aggressive threat to harm another student or a staff member.
- Possesses, or transmits any firearm, knife, explosive, or other dangerous object of no reasonable use to the student at school.
- Uses or copies the academic work of another and presents it as his/her work without proper attribution.
- Defies the valid authority of supervisor, teachers, or administrators.
- Conducts himself or herself in a manner that is disruptive to the educational environment of the school.
- Violates other policies, rules and regulations set forth in this handbook or otherwise published by the school.

A full suspension shall mean exclusion from regularly scheduled classes for up to 10 school days. Parents must be granted a conference prior to the student's reinstatement in regular classes.

Exclusion from Participation in After School Activities
Students who have been suspended or placed in the In-School Improvement Room will not be allowed to attend or participate in a scheduled school activity during the suspension period. This activity will be determined by the administration. Repeat offenders will lose privileges of attending or participating in school activities for the balance of the school year.

The Hempfield Board of School Directors is hopeful that parents/guardians will assist the schools through continued cooperation and support of the policies, regulations and guidelines as presented in the preceding summarization of student rights and responsibilities.

Expulsion

The principal may recommend expulsion for a student if the student violates a provision of the full suspension section of this policy in such a manner that removal from school is necessary to protect the physical safety of others or to prevent substantial interference with the rights of others to pursue an education. Expulsion shall mean exclusion from school for a period exceeding ten school days and may include permanent exclusion from the school rolls. All expulsions require a prior formal hearing and the right of the student to be represented by counsel.

DETENTION

Teacher/Team Detention

Students may be assigned a teacher/team detention by one of their teachers as a disciplinary or academic measure. The student will serve detention under the direct supervision of a teacher not to exceed the time of an Administrative detention.

Administrative Detention

Detention is a disciplinary measure assigned for infractions of school rules and regulations. The length of time a student is placed in this program will be determined by the Administration.

1. Detention is held after school Tuesday - Thursday 2:40p.m. until 3:30p.m. under the supervision of a staff member.
2. Students assigned detention will be notified one day in advance. **The student is responsible for his/her transportation home.**
3. Students assigned detention are required to complete a reflective behavior packet specific to the infraction during this time. If cooperation is not possible among students, parents, and the administration, the school will then be forced to use suspension as a disciplinary measure.
4. Students who are assigned detention but do not report may be suspended and a parent conference required. Additional detention time will be assigned.
5. f students miss an assigned detention session because of absence from school or the closing of school, they should reschedule their detention immediately upon returning to school.
6. Students may be removed from detention for disciplinary reasons.

In-School Suspension

The in-school suspension program is a restricted classroom experience for students who have committed violations of the school rules. The student will complete all class assignments given by teachers and:

- Student cell phones will not be permitted. Cell phones will be secured and will be returned at the end of the school day.
- Will not attend or participate in any extracurricular activities (including athletics) during in-school suspension.
- Will make up any missed days upon his/her return to school.

In-school suspension may be reduced or increased as a result of behavior during the suspension. The last day of an in-school suspension assignment ends at midnight of the last assigned day. Other rules will be explained to the student on the first day of in-school suspension.

Bomb Threats / Threats of Violence / False Fire Alarms

Any student who furnishes false information to any other student, a teacher, administrator, or other employee of the school district concerning the placement or setting of a bomb, acts of violence or sets off a fire alarm, knowing the same to be false, shall be subject to expulsion and referral to the appropriate authorities. (HSD School Board Policy #218.2: Terroristic Threats/Acts)

Cheating/Plagiarism

Cheating occurs when a student takes another person's thoughts, writing or work and submits this work as his/her own. Examples of cheating include:

- Citing published works (including Internet sites) without acknowledging and giving credit to the author or source (this is plagiarism).
- Copying another student's answers on a test.
- Using written answers prepared before the test without teacher permission.
- Passing answers to other students on a test in progress or that has been taken previously.
- Talking during a test without permission.
- Stealing tests or using tests stolen by another individual.
- Copying another student's homework with or without their consent.
- Making work available for someone else to copy and claim as his or her own.
- Changing answers on work being corrected without permission.

The penalty for cheating will result in administrative disciplinary action and an alternate form of assessment for the examination, research paper, homework, or other type of evaluation involved in the incident. Additionally, the teacher will notify the parent regarding the incident and will file a report with the principal. A second incident will merit more severe consequences and a parent conference.

Cutting Class

Students who deliberately cut school or class will result in disciplinary action, which may include detention or in-school suspension to make up the time not in class. Students who continue to violate these rules will be suspended. A parent conference may also be required.

Dress Code

The interpretation of proper dress resides with administration (HSD School Board Policy #221: Dress and Grooming). Hair and clothing styles are restricted only as they would disrupt the educational process or present a health or safety hazard. Clothing is expected to be clean and in good repair. Students may be required to wear certain types of clothing while participating in physical education classes, certain lab situations, or extracurricular activities.

All shirts/blouses/tops must cover the torso (cleavage should not be visible) and must also touch the top of the pants/skirts/shorts when the student is seated or standing. Skin exposed above mid-thigh is not appropriate. Pants are to be worn at the waist with no exposure of undergarments.

Violation of the dress code will result in disciplinary action. **The following are examples of apparel which are NOT considered appropriate:**

- Clothing that promotes, encourages, suggests or depicts any form of drugs, cigarettes, alcohol, cult, satanic activity or related to weapons and violence.
- Clothing that is suggestive, revealing, obscene, or contains any sexual innuendo, vulgar language or implied meaning.

- Muscle shirts, low-cut tops, tank tops (including spaghetti straps), halter-tops, mesh tops, and tube tops, or any other shirts that are deemed too tight.
- Shorts, skirts, or dresses that are not longer than mid-thigh. This applies to sports and extracurricular uniforms/teams (if administration deems these to be appropriate for school).
- Clothing with metal spikes; jewelry which could be used as a weapon, i.e., large or numerous chain necklaces/bracelets, dog chains, wallet chains, and/or rings which adjoin several fingers.
- Hats, hoods, bandannas or other head coverings (except for religious observance) must be removed at the start of the school day prior to homeroom. Head coverings must be stored in student lockers and may not be carried throughout the school day.
- Sunglasses (except prescription).
- Students are prohibited from wearing large, oversized jackets, trench coats, and overcoats of a similar nature during school hours. Students wearing above items should store them in their lockers upon arrival at school.
- Gang apparel, colors, symbols, and other identification items are strictly prohibited. This includes the display of wrist and neck beads, bandannas and other gang affiliated items.
- Pants, jeans, shorts with holes above mid-thigh.

Drugs and Alcohol

As per School Board Policy 227 (227.1), the use or possession of drugs, drug paraphernalia, "look alike drugs," or alcohol on school property, school buses, while participating in or attending a school-related activity or while traveling to or from school or being under the influence of drugs, alcohol, or intoxicant of any kind on school property, school buses, while participating in or attending a school-related activity or while traveling to or from school is considered to be a serious offense which will warrant a full suspension (10 days), referral to the SAP, notification of parents, notification of police, and an administrative hearing. A second offense will warrant a full suspension (10 days), referral to the SAP, notification of parents and police and a recommendation will be made for expulsion.

Students who sell or distribute alcohol or any type of "drug" or lookalike drug whatsoever will be given a full suspension (10 days). Parents and police will be notified, and a recommendation for expulsion will be made to the district administration.

Substance Abuse While Participating in Extracurricular Activities

Hempfield School District provides students the opportunity to participate in many athletic programs and other extracurricular activities. Participation in such activities is a privilege and not a right.

In an attempt to protect the health and well-being of our students, and the integrity of activities, Hempfield School District has established regulations to discourage substance use. Parents and educators must instruct young people about abuse, discipline those who choose to use prohibited substances, and emphasize training and practice rather than the use of chemicals to improve performance.

A student who comes in contact with drugs or alcohol use should leave that location IMMEDIATELY to avoid temptation and eliminate suspicion.

Any student who possesses, uses, or distributes drugs or alcohol will be suspended from all extracurricular activities and will be referred immediately to the student assistance team for review. The student assistance teams are composed of school personnel with special training in adolescent chemical dependency, intervention, and aftercare. The teams have established school-wide intervention procedures for referring "at risk" students who demonstrate problems with

drugs/alcohol. Intervention procedures include identification of students, collection and review of pertinent data, referral for assessment and evaluation, and participation in support programs.

If a violation of this policy occurs, the period of ineligibility from extra/cocurricular activities shall start from the date a confirming test result is given to the administration. If a period of ineligibility has not elapsed as of the last day of the school year (or the last day of an activity or team season that extends beyond the school year), the remaining period of ineligibility shall commence with the first day of school in the fall, except it shall commence with the first day of August practice or an activity that starts before the first day of school. The duration of a student's period of ineligibility shall be as follows: 1st offense, where the violation is determined through means other than the student's admission, and the student fails to complete both a SAP Team substance abuse assessment and a voluntary 10-hour school service project - the student is ineligible for sixty (60) calendar days. 1st offense, where either (1) the violation is determined through means other than the student's admission, but the student completes both a SAP Team substance abuse assessment and a voluntary 10-hour school service project, or (2) the student admits to the violation, but the student does not complete both a SAP Team substance abuse assessment and a voluntary 10-hour school service project - the student is ineligible for forty (40) calendar days. 1st offense, where the student admits to the violation and the student completes both a SAP Team substance abuse assessment and a voluntary 10-hour school service project – student is ineligible for twenty (20) calendar days. All 2nd offenses – student is ineligible for participation in any extra/cocurricular activity for one (1) calendar year. All 3rd offenses – student is ineligible for participation in any extra/cocurricular activity for the duration of his/her Hempfield School District career.

Electronic Devices

Personal electronic devices (headphones, music/video players and cell phones) are not permitted to be used during the regular school day (warning bell - dismissal), unless directed by a teacher. In the classroom, electronic devices may only be used at the teacher's discretion. For test security purposes, teachers are permitted to collect electronic devices prior to assessments.

There should be no cell phone conversations during the regular school day. Any student needing to make a phone call should utilize a phone in the school office.

Students who violate this policy will be referred for disciplinary action.

1st Offense – Student will receive a warning.
2nd Offense – Student will be assigned administrative detention.
3rd Offense – Considered insubordination, the purposeful act of repeatedly disobeying authority. This offense may result in in-school suspension or out-of-school suspension.

Any student who is using an electronic device in an unacceptable manner may have his/her device confiscated and searched. **Unapproved picture taking, video taping, or messaging, etc, may result in a search of the electronic device and disciplinary action**.

The school will not assume responsibility for the recovery of student electronic devices that are lost, stolen, damaged or confiscated.

Explosive Devices/Smoke Bombs

Exploding firecrackers are against the laws of the Commonwealth of Pennsylvania and possession is against school rules. They are a particular hazard in the school setting because of the potential fire and personal injury that can be caused.

Forgery

Any student who signs the name of an administrator, staff member or parent or alters the information on a pass or excuse will warrant a temporary suspension for a first offense and a full suspension for all subsequent offenses.

Fighting and Aggravated Assault

A person is guilty of aggravated assault if he/she: attempts to cause or causes bodily injury to a teaching staff member, school board member, other employee or student. A student involved in fighting will also be given a **full suspension**. Police will be notified and prosecution will be sought. Parents will also be notified.

Harassment (Sexual, Ethnic, Racial, Religious, etc.)

Harassment includes any unwelcome attention shown in the school setting that has a negative impact on the victim's work or environment. In particular, sexual harassment as defined in the Hempfield School District Policy #248 includes, but is not limited to:

- unwelcomed sexual advances
- requests for sexual favors
- other verbal or physical conduct of a sexual nature.

Any student who wishes to lodge a harassment complaint should contact the principal or guidance counselor immediately following the alleged incident. All harassment complaints will be thoroughly investigated. The right of confidentiality of all parties will be respected consistent with the ability to investigate the allegation of misconduct.

Incidents of harassment can be very serious offenses and a substantiated charge against a student could result in a range of disciplinary responses including, but not limited to, detention, suspension, a recommendation for expulsion, and/or police involvement. The filing of false accusations of sexual or other forms of harassment is also a very serious offense and could result in suspension or recommendation for expulsion.

Insubordination

Any student who willfully disobeys the reasonable direction of any principal, teacher, or other member of the Hempfield staff will be assigned detention time or a temporary suspension and a parent conference. Subsequent offenses may warrant a full suspension and a parent conference.

Pornographic Materials

Possession and/or use of pornographic materials on buses or school property is strictly prohibited. Disciplinary action may be taken. This includes sexting or any improper use of an electronic device.

Public Display of Affection

Public displays of affection by students are not acceptable in an educational environment. These displays include, but are not limited to, kissing or other forms of prolonged physical contact. Disciplinary action may be taken.

Smoking - Act 145

In accordance with the HSD School Board Policy #222: Tobacco Use, smoking or use of tobacco in any form (snuff/chewing tobacco) or possessing smoking paraphernalia (cigarettes, e-cigarettes, lighters, matches, pipes, etc.) on school property, school buses and at any school-sponsored activity is prohibited. Any student seen in the vicinity of school property in possession of tobacco products

or paraphernalia can be subjected to a search once on school property. These items may be confiscated and parents will be notified. A first offense may result in a temporary suspension; a subsequent offense will result in a full suspension.

Act 145 of 1996 was signed into law by Governor Ridge on December 4, 1996 and defines possession or use of tobacco products or smokeless tobacco by a student in a school building, a school bus or on school property owned by, leased by or under the control of a school district as a summary offense. The Hempfield School District is required to initiate prosecution and a student may be sentenced to pay a fine plus court costs or to be assigned to an adjudication alternative.

Theft

Any student guilty of stealing property belonging to the school, staff member or another student may result in a suspension of up to ten days. Violations of local, state and federal laws will be reported to the appropriate legal authorities.

Report all theft immediately to the teacher in charge and to the office. Complete the theft report form that may be obtained in the office. The School District cannot be responsible for loss or theft of any personal items and will not replace or reimburse students for lost or stolen items.

Threats

Any student who threatens (personal, verbal, written, electronic) to do bodily harm to a member of the teaching staff, school board member, other employee of the school district, or student, may be given a ten (10) day out-of-school suspension. Police will be notified and prosecution will be sought if warranted. Parents will also be notified.

Vandalism

When an offense involves defacement of school property, the parents will be notified, restitution will be sought in the form of money and/or services, and the police may be contacted. Disciplinary actions may be assigned as well.

Weapons

Hempfield School District is committed to providing a safe environment for students and staff. To that end, students are prohibited from possession of a weapon on school property, school buses, while traveling to or from school, or while attending any school-related activity.

Weapons shall include, but not be limited to, firearms, knives, explosives and any other instruments capable of inflicting bodily harm or represented as such.

Possession of a weapon is a misdemeanor of the first degree (Section 912 of PA Crimes Code). Violators will receive a full suspension and will be recommended for expulsion for a minimum of one (1) calendar year. Parents and police will be notified and prosecution to the fullest extent of the law will be sought.

LOCKERS / SEARCHES

Each student will be assigned a locker with a combination lock. Students are not to tamper with, prop, jam or otherwise interfere with the operation of the locker. Also, stickers are prohibited from being placed on lockers. No locker sharing unless assigned by building administration. Students who do so may lose locker privileges and disciplinary action may result.

STUDENTS ARE RESPONSIBLE TO KEEP THEIR LOCKERS LOCKED AND ORGANIZED.

Students may go to their lockers after 7:30 a.m. and between periods, as well as after their last period class. Lateness to class, lunch, or homeroom, as a result of going to a locker, is unacceptable.

Lockers, gym lockers, band instrument cases and other publicly accessible locations are the property of the school and are subject to search without additional prior notice. As such, students shall have no expectation of privacy in their lockers. School officials may search student lockers if the building principal or his designee has a reasonable belief that a student's locker contains an article which is in violation of federal, state or local law, school policies or regulations, or for sanitary/housekeeping reasons. These searches may include the use of canine units.

No student may use a locker to store a substance or object which is prohibited by law or district regulations, or which constitutes a threat to health, safety or welfare of the occupants of the school building or the building itself. Any illegal materials found as a result of a search may be used as evidence against the student in disciplinary, juvenile or criminal proceedings.

The search of a student's person and personal property will be permitted when there is a reasonable belief that the student has on his or her person items in violation of federal, state, or local laws. If a search requires a pat-down, the search shall be conducted by a designated school official of the same sex in the presence of another school staff member.

VIOLATION OF PENAL LAWS

Any pupil of the Hempfield School District alleged to have violated any penal law of the United States of America or of the Commonwealth of Pennsylvania in school district buildings, on school district grounds, in school vehicles, while en route to or from school or school events, or at school-sponsored activities at home or away, will be subject to disciplinary action. Such penal laws shall include but shall not be limited to the Controlled Substance Drug Device and Cosmetic Act, the Liquor Code and the Crimes Code. Violations of local, state or federal laws will be reported to the appropriate legal authorities and will also warrant suspension.

Corporal Punishment
State law prohibits corporal punishment - namely physically punishing a student.

However, staff members and administrators may use reasonable force:

a. to quell a disturbance
b. to obtain possession of weapons or other dangerous objects
c. for the purpose of self-defense
d. for protection of person or property

PUPIL SERVICES

GUIDANCE SERVICES

Hempfield middle schools provide a complete professional guidance program through the services of guidance counselors. The guidance offices are located near the main office. Students should feel free to visit these offices when you are in need of counseling. The guidance services of the school are available to every student. Counseling has one major aim and that is to assist each pupil to make grown-up and useful adjustments to his surroundings. Counseling provides a service through which

students may be helped in recognizing and comparing the many factors upon which a final and intelligent action depends.

Appointments may be made with a counselor during a student's homeroom period or FLEX period, as well as before and after school. Parents and guardians are encouraged to use the guidance services. Our middle schools are concerned about meeting the needs of all members of our diverse student population. Conferences are held with students and parents as needed to determine the proper placement within the academic program and any special needs based on individual interest areas.

Child Abuse Reporting Policy

The Pennsylvania Child Protective Service Law (C.P.S.L.) requires school personnel to report situations where they have reason to suspect that a child may be a victim of child abuse. These reports will be made to the Lancaster County Children and Youth Agency. The Law also directs schools to cooperate with the Children and Youth Agency, which is charged with protecting children and conducting the investigation. It is the policy of the Hempfield School District to comply with the C.P.S.L. to its fullest extent.

Parent Conferences With Teachers

The school invites parents to arrange conferences with their child's teacher(s) and/or guidance counselor by contacting the guidance office: **CMS 898-5578 – LMS 898-5631**

Student Assistance Program

Student Assistance is a program to identify high-risk students who are experiencing school problems due to alcohol or drug use, depression or other mental health problems.

The student assistance team is composed of administrators, counselors, school nurse, and classroom teachers. Referrals can be made to the team by students, staff, parents, or community members as well as by self-referrals. After collecting and reviewing pertinent data, the team can intervene and help the student by referring them to a school guidance counselor, other school support services, and/or a community agency assessor.

Although the primary responsibility of schools is to educate students, it is known that students cannot learn if they are under the influence of mood-altering chemicals or if they are suffering from varying degrees of depression. Therefore, the Hempfield School District has implemented the Student Assistance Program.

HEALTH SERVICES

During the school year, a student may be required to submit to certain examinations such as vision, hearing, dental, scoliosis, and weight and height checks. Students routinely come to the health suite by appointment during FLEX or designated classes.

If a student becomes ill during school hours, the student must request a pass from his teacher to report to the nurse. If the nurse is not available, the student should report to the office. Teachers will report this illness to the office immediately. The nurse will sign an excuse before the student returns to class.

Students will not be permitted to leave school because of illness unless a parent or guardian can be contacted. If a parent or guardian cannot be reached, every attempt will be made to contact the person(s) listed on the student emergency card on file in the health room. The student will remain at school if no one can be notified of illness.

Parents and students are encouraged to call or visit the school nurses for the purpose of discussing any problem pertaining to health.

Medications

Medication for relief of minor pain is available in the health rooms; therefore it is not necessary that students carry any medication with them during the school day. **Medication** shall include all controlled substances and medicines prescribed by a physician and any over-the-counter medicines.

OTC drugs may include orally taken pills, liquids, or dissolving agents; creams and ointments absorbed through the skin; nasal inhalants; suppositories, drops or liquids that are dispensed through eyes, ears, nose, throat, or rectum.

Any student who is required to take prescribed medication during school hours should follow the Hempfield School District Medication Procedure guidelines. Only medication in a properly labeled container and a directive from the physician is to be brought to school. This medication is to be placed in the school nurse's office and kept there until the dosage is completed. It will be the responsibility of the student to report to the health room at the designated time to take the medication.

Students who are caught in possession of medication, or other controlled substance, prescribed or otherwise will be considered in violation of HSD School Board Policy #210: Use of Medications, and are subject to disciplinary action, which may include suspension from school or expulsion.

Accidents

All accidents and injuries occurring during the school day must be reported to the nurse or to the office if the nurse is not immediately available.

Insurance

The school has arrangements with a reputable insurance company from which parents can secure a school accident insurance policy on their child for a nominal cost.

SPECIAL EDUCATION SERVICES

Parents who wish to have their child tested for special needs must make written request. Requests should go to the Director of Special Services, Hempfield School District, 200 Church Street, Landisville, PA 17538.

ENGLISH AS A SECOND LANGUAGE (ESL)

ESL instructors work with students who have limited English proficiency. Areas of support include listening, speaking, reading, writing, and socializing. All students new to our schools will complete a Home Language Survey. Those students who are eligible for language instruction will begin to receive support from our English As a Second Language instructors within 30 days of the beginning of the school year. Parents of a Limited English Proficient student identified for participation will be notified of:

- The reason for the identification of their child.
- The child's level of proficiency, how such level was assessed, and the status of the child's academic achievement.
- The methods of instruction used in the ESL programs.

- How the ESL program will meet the educational strengths and needs of their child. How the program will help their child meet standards for achievement and grade promotion and graduation.
- Specific exit requirements of the program.

Parents of Limited Language Proficient students are encouraged to become involved in their child's educational program by attending scheduled conferences, communicating with the teachers and building principals, attending ESL Parent Meetings, and by being active in the school's Parent Teacher Organization. Questions regarding the ESL Program should first be directed to the child's ESL instructor, Building Principal, or Dr. Christopher S. Adams, Assistant Superintendent at (717) 898-5561.

GENERAL INFORMATION

Arrival and Departure

All students must be in their homerooms at 7:37 a.m. Students not in their homeroom by 7:37 are considered tardy to school. Attendance is checked and reported to the office after homeroom period in the morning. Teachers check class attendance at the beginning of each class period and report any absent student whose name does not appear on the regular daily absentee list.

All students should leave the premises after school unless under the direct supervision of a faculty member. If a student is to meet with a teacher after school, he should take his books, coat, etc. with him so that he may leave the building directly upon conclusion of this meeting.

Assemblies

Assemblies are an extension of the classroom and all school rules apply. Assemblies will be held at regularly scheduled times. Students should proceed to the auditorium as quickly and quietly as possible and sit in assigned areas (for attendance). Courtesy must be shown at all times for persons on stage. Students should properly show their appreciation of the performance (no whistling, talking, etc.). Students must remain quiet and attentive during the assembly.

Backpacks

Because of our concern for the safety of students and staff, backpacks may not be used during the school day to carry books to classes. They may be used to bring books and school supplies to and from home. **Backpacks are to be kept in lockers during the school day**.

Bell Signal

Signals will sound in all classrooms, corridors, auditorium, cafeteria, and gymnasium at the conclusion of each class period. Students are expected to report directly to their next class, and only stop at the restroom or locker when necessary. A student entering after class has begun is considered tardy unless she/he possesses a hall pass or signed planner.

Bringing Valuables to School

Schools are public buildings and public buildings are sometimes difficult to secure. Students bringing valuables to school, such as jewelry, money and bicycles should not leave them in an unsecured location. Students should not share lockers or give out their combinations to a friend. **If there is anything of value that the student brings to school, the student is responsible for its security.** The school discourages students from bringing large sums of money, jewelry, or any item of significant value.

Bus Transportation
Buses will stop in the designated loading areas. All bus students will board at these points.

The bus drivers are in absolute control and have full responsibility for maintaining safe conditions on the buses. Students must abide by their rules and regulations concerning conduct on the buses. Cameras may be placed on a school bus to monitor behavior. **The use of bus transportation to and from school is a privilege, not a right.** If the conduct of a student while riding a bus is such that it jeopardizes the safety of others or is otherwise obnoxious or undesirable, this privilege may be denied**.** Obey these rules -- they are for your protection -- show concern and respect for your fellow students, and make the bus ride pleasant and safe.

Due to the large number of students transported to and from school, bus passes for permission to ride a bus other than the assigned bus will be issued for **emergency purposes only. All students must ride the bus to which they have been assigned. Special requests need to be made to Dan Forry (dan_forry@hempfieldsd.org). Alternative stops due to custody arrangements, childcare, etc. will not be permitted.**

Cafeteria Services
As an integral part of the total school program, full cafeteria services are provided for the student body. Menus are carefully planned so that students may be served well-balanced meals. Students may purchase a hot meal, select items from the a la carte menu, or bring a lunch.

Cafeteria Rules
Students must eat lunch in the cafeteria unless otherwise instructed. Students carrying their lunches may purchase milk immediately. Students may not change seats during lunch periods. Students should keep their voices at normal conversational level. Tables, chairs, and floor must be cleaned before dismissal. The staff member on duty will dismiss students. In consideration to those in classes, students who are leaving the cafeteria are to be quiet when going to their lockers.
Any student who causes a disruption in the cafeteria may be required to eat in an area assigned by the administration or teacher on duty.

Dances
The student council sponsors dances during the school year. Students must be enrolled in the school that is hosting the dance in order to attend. A Student Identification Card is required for admittance to dances. Dances are scheduled from 7:00 - 9:00 P.M. If a student is absent on the day of a dance, he/she may not attend the dance. Dances are a privilege, not a right.

Displaying/Distributions of Materials
Students may not display or distribute any materials that have not been pre-approved by the school principal.

Electronic Surveillance
Staff, students and parents/guardians should be aware that school buses and public areas on school property have surveillance cameras monitoring activities in these locations. The cameras record sound and video images. Camera recordings are reviewed by school officials for discipline and security purposes, and may be provided to the police or used in school disciplinary proceedings. Individuals should understand that their actions and words while in these areas will be recorded and that they should have no expectation of privacy in these areas.

Emergency Drills
The purpose of emergency evacuation drills is to practice orderly departure from the building. Drills will be held regularly. Each teacher will lead their students out of the building according to a set

plan that will be posted in each room. Students should move quickly and quietly, but very orderly. Each group will stay together. After each drill, everyone will return to the building as quickly as possible.

Emergencey Situations

The Hempfield School District has plans in effect for major emergency situations. The district believes that the reactions of people in emergencies depend largely upon their training. Our school staff has been trained and drills are held regularly to make certain that students understand proper emergency procedures. Cooperation is asked in any emergency:

- Please do not telephone the school. Telephone lines will be needed for emergency communications.
- Please do not drive to school. Streets/roads should be as free from traffic as possible for emergency vehicles.
- Listen to the radio or TV Channel 8, WGAL, for information and instructions for transporting students during or after an emergency.
- Check the school district website: www.hempfieldsd.org for information regarding district emergencies, closings, etc.

Flag Salute & Pledge of Allegiance

The Hempfield Board of School Directors believes it is the responsibility of all citizens to show proper respect for our country and its flag. Therefore, the school district requires the Pledge of Allegiance and Flag Salute ceremony be conducted daily.

Students who choose to refrain from such participation shall respect the rights of others who do participate in the ceremony by standing and remaining respectfully silent

Fund Raising

All fund raising projects that involve school personnel, students and/or school facilities must receive prior approval from the school principal.

Gymnasium

No student is allowed in the gymnasium unless an instructor is present. All activities in this area will be under the strict regulation of the physical education department. The physical education instructors will establish shower room regulations and arrange a system for lockers and use of the area. A system for protection of valuables will be established. Students should mark their names on gym shoes, uniforms, and towels. Valuables are not to be left in gym lockers. To be excused from Physical Education, a student must present a doctor's note to the instructor. The note will be forwarded to the school nurse.

Hall Passes

Students who need to leave a classroom, FLEX, or cafeteria for any reason must have an official hall pass with them.

Halls/Stairways

Students must keep to the right at all times when moving through the halls and stairways. Running is not permitted. Students **must use the most direct route in going to class.**

Internet

Students in the Hempfield School District will have the opportunity to explore the educational merit of the Internet through classroom activities and individual research. Parents or Guardians who wish to prohibit their child from utilizing the Internet should inform the building principal in writing on an annual basis.

Responsible Use Policy for Technology

By Logging into the computers or district held technology, the student agrees to abide by the Hempfield School Districts responsible use policy set forth by the school board. For more information, see www.hempfieldsd.org/rup or talk with an administrator.

Items From Home

If a student is expecting a parent to deliver an item to school, it is their responsibility to check at the office between classes. Students will not be called out of class to claim articles brought to the office.

Lost and Found

All lost or found articles should be reported or brought to the office and may be claimed by the owners.

Lost Books/Obligations

Students who fail to return books or school issued property, or students who fail to pay financial responsibilities, will be issued a financial obligation. Students who fail to return books or school issued property, or students who fail to pay financial responsibilities, will not be eligible to participate in end of the year social events. Obligations are carried year to year.

Media Center

The Media Center provides students with access to a wealth of both physical and online resources every day from 7:30am until at least 3:10pm. Not only does the library serve as a depository of information but as a center of instruction for the proper access and use of information. This is a place where students can explore subjects of interest and/or need through various multi-media formats. The library staff welcomes you and encourages all students to make the best use of what the library has to offer.

The physical library encompasses over 14,000 items in book, periodical, videocassette, audiocassette, DVD, and other multimedia formats. Follett's Destiny Software serves as the district's index to all resources in both the physical and virtual worlds. The virtual library includes access to over 7 district supported subscription databases. Each individual database offers hundreds of thousands of reliable articles that support and enrich the school's curriculum. The library is a participating member of Access Pennsylvania, which provides access to an additional 46 subscription databases in the Commonwealth's Power Library. Links to all virtual resources are made available via the Destiny homepage. Access directions follow this paragraph. Booklets with @home and @school access instructions are distributed to all students at the beginning of the school year. All students are strongly encouraged to take these booklets home and place them in the vicinity of their home computers with Internet access. The physical and virtual worlds provide students with the resources they will need throughout the school year.

To access the Destiny Homepage:

- Go to: http://destiny.hempfieldsd.org
- Click on: Centerville Middle School or Landisville Middle School

The librarian provides instructional support to both students and teachers. The librarian teaches a defined and tested set of research skills including instruction on proper acknowledgement of resources used. The bibliographic format of the Hempfield School District is the Modern Language Format of Bibliographic Citation (MLA). In addition to direct instruction, the librarian maintains numerous online resources that support the research process, provide easy access to recommended resources, and help with proper citing of materials used. Links to these pages are found on the above referenced Destiny Homepage. Middle school students learn most of their information access and usage skills in the library in instructional classes.

Detailed circulation procedures and guidelines are found on the Library Website. All students must come to the library with a library related purpose. The above referenced Destiny Homepage provides links to most of the Library's Webpages. Fines for overdue materials are charged due to the

negative impact of non-returned materials on the other students needing to use these resources as well. Bi-Weekly fine and overdue notices are sent to students via their homeroom teachers. Students are responsible for the materials they borrow.

I am the library.
I am neither the walls nor the shelves,
Not even the books that stand in rows.
I am the wisdom of the universe,
Captured and arranged for you.

Pest Management Policy

The Hempfield School District uses an Integrated Pest Management (IPM) approach for managing insects, rodents, and weeds. When pesticide applications are scheduled in school buildings and on school grounds, the district shall provide notification in accordance with the law. Parents / Guardians of students may request prior notification of specific pesticide applications by notifying the school building in writing.

Student I.D. Cards

All students receive individual identification cards that include the student picture, grade and school issued identification number. A $5.00 replacement fee will be charged for lost I.D. cards.

The student identification card will be required for checking out materials in the library. Cafeteria lunches may be prepaid to the Hempfield Cafeteria Account and the I.D. card used as a debit card at the cash register.

The card is NOT transferable and should not be given to other students. Use of another student's I.D. card (with or without permission) is prohibited. Violators will be punished under the forgery policy.

Team Approach

The term "team" refers to a group of teachers coordinated by a designated member of that team, who teach the same students during the school year. Within each team there is a teacher from language arts, social studies, mathematics, science and reading (Gr. 7). All teachers within a team meet in weekly conferences. The Team Approach uses teachers from different subject areas and focuses their attention and efforts upon the individual student rather than course content. This type of organization creates a guidance-minded, child-centered school congruent with the philosophy of the middle school. A line of communication among teachers enabling them to work cooperatively for the benefit of their students is the highlight of this approach.

Textbooks

Textbooks and equipment used by students are property of the school and must be kept in good condition. Each text is numbered prior to being issued to a student. All school materials must be returned. Lost or damaged books and equipment will be charged to the student subject to its original price and condition.

Visitors

All visitors must report to the office immediately upon entering the building to sign in and receive a visitor's badge. The school policy is to accept only those visitors who have official school business at the middle schools. Visitors are expected to leave promptly when their business is completed. Students wishing to bring a guest to school must obtain approval from the administration. Prior to approval, a written note signed by the parent/guardian of both students, giving permission for the visit must be provided. Student visitors are expected to observe all school rules and regulations. Visitors not registered may be charged with trespassing. No visitors will be permitted during scheduled examinations or the beginning and end of the school year.

Student Records/FERPA

The Hempfield School District believes in the principle of individual rights of privacy and has adopted a Student Records Policy to ensure those rights.

Permanent records include only the minimum data necessary to identify the student, his/her school attendance, standardized test scores, academic progress, and participation in school affairs. Supplementary records are also maintained, including a health record and verified information of significance to the school. These records are destroyed when no longer significant to the pupil's education. All supplementary records are destroyed when the student graduates or reaches 18 years of age. The permanent record is kept on file for 100 years.

The Family Educational Rights and privacy Act (FERPA) is a Federal Law that protects the privacy of student educational records. According to FERPA, parents or eligible students (students who are 18 years or older) have the right to inspect and review their child's records or their own records within 45 days after the school receives a written request. Additionally, parents or eligible students have the right to request corrections to school records, which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, non-school persons must have written permission from the parent or eligible student in order to be given access to information from a student's educational record. However, FERPA does allow schools to disclose records, without consent, to the following parties or under the following conditions:

- School officials with legitimate educational interest; a school official is a person employed by the school or an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement court personnel), a person serving on the School Board, a person or company with whom the school has contact to perform a special task (such as an attorney, auditor, medical consultant or therapist.) Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant
- To specific Pennsylvania State law.

Under the Federal Family Educational Rights and Privacy Act (FERPA), the District must release directory information; student names, addresses, and telephone listings, when requested. Additionally, under the Federal No Child Left Behind Act and the National Defense Authorization Act, the District must release directory information, student names, addresses, and telephone listings to military recruiters for recruiting purposes and college scholarships offered by the military upon request. If parents do not wish this directory information to be released, they must notify the building principal in writing regarding their wishes, no later than October 2, 2012.

Finally, parents have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

Protection of Pupil Rights Amendment (PPRA) Notice of Consent/Opt-Out for Specific Activities

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires Hempfield School District to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis or evaluation that concerns one or more of the following areas ("protected information surveys"):

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers,
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes ("marketing surveys"), and certain physical exams and screenings.

Parents will be notified of activities requiring parental notice and consent or opt-out at least two (2) weeks prior to the event. At that time, they may provide consent or have their child opt-out of the activity.

Parents Right to Inspection

No Child Left Behind provides parents with the right to inspect surveys by third parties before such surveys are distributed to students, including measures to protect student privacy when surveys ask for certain sensitive information; information regarding the administration of physical examinations and/or the screening of students, collection, disclosure or use of personal information from students for the purpose of marketing or selling that information; and the right to inspect any instrument used to collect such personal information.

Instructional Materials

During any given school year, the staff utilizes a variety of instructional materials in order to meet the needs of all students. We take pride in our selection of the highest quality materials for all of our instructional programs. Parents have the right and are welcomed to review any of these materials, excluding tests and/or other academic assessments. If parents would like to review materials, they simply need to make an appointment with the building principal, who will make the materials available and who also will be available to answer questions if needed.
School Board Policy 235 (Pol 105.1)

Highly Qualified Teacher

Under the Federal No Child Left Behind Law-NCLB, school districts are required to notify parents that they may request the following information regarding the professional qualifications of their child's classroom teacher:

- Whether the teacher has met State qualifications and licensing criteria for the grade level and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualifications or licensing criteria have been waived.
- The baccalaureate degree majors of the teacher and/or other graduate certifications or degrees held by the teacher and the fields of discipline of the certifications or degrees.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If parents would like to receive any of the information listed above, they need to contact their child's building principal. Please note that 100% of our teachers; including Title I teachers, regular classroom teachers, special education teachers, special area teachers, and paraprofessionals are properly certified and meet the requirements of this law.

This summary of parental notification rights satisfies the NCLB's requirement of annual notice to parents. For additional information about parental rights and School District policies adopted in response to the NCLB, please contact Dr. Christopher S. Adams, Assistant Superintendent (717) 898-5561.

BELL SCHEDULES

Period		Regular	2-Hour Delay	Early Dismissal
HR/Flex	Start	7:37	9:37	7:37
	End	8:27	10:09	8:06
Period 1	Start	8:31	10:13	8:10
	End	9:23	10:48	8:46
Period 2	Start	9:27	10:52	8:50
	End	10:19	11:27	9:26
Period A	Start	10:23	11:31	9:30
	End	10:53	12:01	10:00
Period 3	Start	10:57	12:05	10:04
	End	11:15	12:06	10:06
Period B	Start	11:19	12:10	10:10
	End	11:49	12:40	10:40
Period 4	Start	11:53	12:44	10:44
	End	12:11	12:45	10:46
Period C	Start	12:15	12:49	10:50
	End	12:45	1:19	11:20
Period 5	Start	12:49	1:23	11:24
	End	1:41	1:58	12:00
Period 6	Start	1:45	2:02	12:04
	End	2:37	2:37	12:40

Much information pertaining to student activities, school events and announcements may be found on the district web site (www.hempfieldsd.org).

"The Hempfield School District, an equal opportunity employer, will not discriminate in employment, educational programs or activities, based on race, color, religion, national origin, sex, age, ancestry or physical handicap. Inquiries should be directed to: Dr. Christopher S. Adams, Compliance Officer, Hempfield School District, 200 Church Street, Landisville, PA 17538."

STUDENT NOTES