

Walter Miller Elementary School



We Build Futures

2023-2024

Neshaminy School District

*10 Cobalt Ridge Drive South * Levittown, PA 19057 * 215-809-6360*

Mission Statement:

The Neshaminy community builds futures by empowering each child
to become a productive citizen and a lifelong learner.

Troy Bodolus, Principal

Mrs. Aimee Jarrett, Secretary

Mrs. Yvonne Usewicz, Clerk Typist

Mrs. Cindy Connolly, School Counselor

Mrs. Janette Aguilar, School Nurse

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AMERICANS WITH DISABILITIES ACT OF 1990

Neshaminy School District is required by law to comply with the Americans with Disabilities Act of 1990. For information about accessible facilities and reasonable accommodations available to disabled individuals attending District activities or programs, please contact the office of Pupil Services, (215-809-6588). Please contact the office at least 72 hours prior to any District activity or program so that all necessary arrangements can be made to accommodate disabled individuals.

ARRIVAL AND DISMISSAL

Our Morning Car Rider Arrival Line and our Afternoon Car Rider Dismissal Line are both located on the blacktop. Please help us to maintain our “safe and joyful” learning environment by following these procedures:

- Leave time in the morning to wait PATIENTLY in the Car Rider Line.
- Do not get out of your car to say goodbye to your child or to hand him/her any items.
- Be respectful of others.
- Encourage your child to take the bus if the district provides transportation for your child.
- Please do not attempt to conference with a teacher during the Arrival or Dismissal.
- If you need to meet with a teacher, please contact the office and schedule an appointment.
- When exiting the blacktop in the afternoon, please remain in your assigned lane.
- Please follow the directions of the staff members assigned to support Arrival and Dismissal.
- Please do not park in the parking lot and then walk to the blacktop to pick up your child.

DISMISSAL

If you are picking your child up, and your child is not expecting you, please report to the office. We will call your child’s classroom and let him/her know you are here. Parents/guardians are not permitted to go directly to the classroom. Students will be released only to those individuals whose names are listed in HACol. Please bring your Driver’s License for identification. If for any reason, someone will pick up your child other than who is listed in HACol, YOU must send a dated note to the office of this change. There is a sign-out book that must be signed by anyone taking a child out of the school prior to dismissal time.

WALKERS

Students termed as “walkers” are the children that, because of the distance to school, walk to school rather than ride the bus. Walkers may not take the bus unless they have a note from a doctor stating they cannot physically walk to school. The school doors open for children to enter the building at 8:50 a.m. Walkers are NOT to arrive at school before this time and should not be walking through private property without the owner’s permission. Students must go directly home when dismissed at the end of the school day (not play on the playground) in order to cross the street while the crossing guards are on duty.

BICYCLES

Students may ride their bike to school. Bikes need to be secured by a lock to ensure they are not stolen. The school cannot be responsible for bicycles that are damaged, lost or stolen. Skateboards, scooters, rollerblades and heeies may not be brought to school.

Attendance (Policy 204 Reference)

All students who are of the compulsory school age, meaning no later than age six (6) until age eighteen (18) need to attend school in the district boundaries they live in. Neshaminy School District recognizes that attendance is an important factor in the educational success of all students. Therefore, the district expects and requires students to maintain a good attendance record and be in school during the days and hours that school is in session, except in cases where a student absence is temporary and may be excused by authorized district staff in accordance with applicable attendance laws and regulations.

However, the district also recognizes it is sometimes necessary for students to be absent from school. The procedures and regulations listed in this handbook are limited to the space which is available. We are governed by laws of the State of Pennsylvania pertaining to the School Code of Pennsylvania, and even though all the laws related to school attendance are not listed, students, parents and guardians are still accountable to review the policy in regard to student attendance. Please refer to the following School Board Policy [SchoolBoardPolicy204](#) to help guide you through the district's attendance policy and practices.

The following definitions may assist you in understanding school attendance regulations:

- Absence—Absence is the nonattendance of a student on those days and half days when school is in session. ***PARENTS MAY BE NOTIFIED BY THE SCHOOL OF A STUDENT ABSENCE VIA PHONE CALL, EMAIL AND OR TEXT MESSAGE, THE DAY OF THE ABSENCE OCCURRENCE.**
- All student absences marked unexcused until an excuse note is submitted to the district school.
 - **Excused Absence**—Excused absence includes the absence of a student for any of the following reasons: illness, quarantine, death of an immediate family member, medical or dental appointments, authorized school activities, exceptionally urgent reasons, required court attendance, religious holidays observed by bona fide religious groups, religious instruction up to 36 hours per school year, as per the Pennsylvania School Code.
 - In the case of an excused absence, you are granted the privilege of making up any work or tests missed. However, the responsibility to make arrangements with teachers for make-up work is solely the students. If you anticipate an absence for a legal purpose, you should have approval prior to the date of the absence to be able to make up any work missed.
 - **Unexcused Absence**—Unexcused absence is the absence of a student for one of the following reasons: absence through parental neglect, illegal activity, or truancy.
 - **Unlawful Absence**— Unexcused absence is unlawful absence for all students of compulsory school age. Unlawful absences are coded as unexcused.
- Athletics / Activities If you are absent from school, you are not permitted to participate in sports, music activities, or other after-school functions taking place on the day of absence.
- Lateness—Lateness is a student absence any time after the start of the school day session begins.

- When a student of compulsory age has three days, or the equivalent, of unexcused absence, an Official Notice of Child's Illegal Absence letter (Truancy) is sent via certified mail and return receipt requested by the Attendance Officer explaining that their child has exhausted the number of days of unlawful absences that the Public Code permits.
- The fifth unexcused absence will result in the immediate notification of a SECOND OFFENSE, to the attendance officer who may refer the case for administrative action and/or to the magisterial district judge.
- Once the district has notified the student and their family of the Truant behavior, the district may/will coordinate a school/family conference to discuss the cause of the child's habitual absences/truancy and develop a mutually agreed upon Student Absence Improvement Plan (SAIP) to improve/resolve the absence/truant behavior. As a result of the Student Absence Improvement Plan a doctor's note may be required for all additional student absences
- At any time after the initial contact to the student and family the local justice will then proceed to take appropriate legal action against the parents/guardians and/or the student for violation of the public-School Code regarding compulsory school attendance. Failure to comply with the provisions of the Public-School Code regarding compulsory attendance is a summary offense.
- Please be aware that any accumulation of unexcused absences as a result of multiple family trips in one school year could result in a hearing before the District Justice and a possible fine.

BIRTHDAYS AND CLASSROOM CELEBRATIONS

Due to food allergies, parents may send in non-edible items (pencils, stickers, books, etc.) for classroom birthday celebrations, provided that the parents coordinate these celebrations with the teacher in advance. A party in a bag with items sent from home for your child is often the chosen option to celebrate birthdays, etc.. For other classroom celebrations, please strictly adhere to the information sent home by your child's teacher to protect the safety of our students. Cupcakes, pretzels, candy, or any edible items, cannot be distributed to students in our school unless prior approved by the teacher.

No homemade food is permitted.

BREAKFAST/LUNCH PROGRAM

The district recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The district will provide students with adequate space and time to eat meals during the school day. The food service program shall be operated in compliance with all applicable state and federal laws and regulations, as well as federal guidelines established by the Child Nutrition Division of the United States Department of Agriculture (USDA). The district shall ensure that, in the operation of the food service program, no student, staff member, or other individual shall be discriminated against on the basis of race, color, national origin, age, sex or disability. The price charged to students shall be established annually by the district in compliance with state and federal laws. You can learn more about our program here: <https://www.neshaminy.org/domain/18>

FREE & REDUCED PRICE MEALS

You can apply online for Free or Reduced Price Meals at: <https://www.neshaminy.org/Page/27732>

If you do not have a computer, or it is not working properly, you can apply at your local library, school or come to the Food Services office. Your child has a thirty-minute lunch period every day. Cafeteria Aides supervise the students in the cafeteria. Our goal is to make the cafeteria a "Safe and Joyful" place

for your child. The last five minutes of the lunch period is used so that students can return their trays, throw out their trash, and line up to be dismissed. Please discuss this procedure with your child. In order to maintain a safe environment for all our students, we are unable to permit parents, relatives, and friends to be present in the cafeteria during lunch periods. If you would like to have lunch with your child on a special occasion or for any reason, please feel free to sign your child out at lunch.

CAFETERIA

Your child has a thirty-minute lunch period every day. Students may take longer if necessary. Cafeteria Aides supervise the students in the cafeteria. Our goal is to make the cafeteria a “Safe and Joyful” place for your child. The last five minutes of the lunch period is a “Quiet Time” so that students can return their trays, throw out their trash, and line up to be dismissed. Please discuss this procedure with your child.

We expect our students to “Be Respectful” to all adults at Walter Miller Elementary School. This includes our Cafeteria Aides, Nutrition Staff, and Custodial Staff.

In order to maintain a safe environment for all our students, we are unable to permit parents, relatives, and friends to be present in the cafeteria during the lunch periods. If you would like to have lunch with your child on a special occasion or for any reason, please feel free to sign your child out at lunch. We request that you please return your child to the school in time for afternoon classes. Thank you for your cooperation with this matter.

Transportation

The Board shall provide transportation for resident students in grades kindergarten through 12 to the district’s public schools and charter, regional charter and nonpublic schools located in the district or within the district’s transportation boundary or other placements as required by law or agreements. Transportation of students to/from their school building is a privilege and not a right; students may be removed from their bus for a period of time based on disciplinary/safety concerns. The district’s transportation boundary is a distance not exceeding ten (10) miles by the nearest public highway outside the school district’s border. The Board shall provide transportation for students living within the prescribed limits (1.25 miles for Elementary School Students) or when walking conditions to the school are found to be hazardous crossroads as labeled by the Department of Transportation. The Board will recognize one address of a parent/guardian or caregiver of the student(s) for transportation purposes, when the school catchment area differs between parent/guardian or caregiver for students residing in multiple residencies within the district.

Bus students are to ride their assigned bus both to and from school. They are to board the bus at the Assigned stop that corresponds with the home address. They are to get off at the same stop as they got on when coming to school. The district will only transport to and from the child’s registered and corresponding bus stop. Children **may not** take the bus in order to visit friends, go to Scouts, go to piano lessons, etc., without the permission of the principal. **Requests of this nature must be in writing and signed by the principal.**

In order to ensure that everyone can arrive at school safely, students are expected to make appropriate behavior choices on the bus. Repeated infractions of the bus rules may necessitate denial of bus privileges. The bus driver will familiarize your child with the bus rules. Bus stops are where children go to line up for their bus, not a place to go in the morning to play tag, ball, hopscotch, jumping rope, etc. Please speak with your child about the proper behavior at a bus stop and on the bus.

CELLPHONES

We permit students to have cellphones in school. However, there are specific guidelines that your child must follow:

- Students must turn off their cell phones when they arrive at school.
- Phones are not to be visible during normal school hours (backpack, etc.).

Students in violation of these guidelines will have their phones confiscated and returned at the end of the day. A second offense will result in confiscation, and a parent must pick up the phone. For the protection and avoidance of electronic devices being lost/stolen we recommend that students do not bring any type of electronic device to school. Our teachers are not responsible for lost or stolen cell phones, iPads, computers, SMART Watches, or other electronic devices.

CROSSING GUARDS

For the safety of our students who walk to and from school, please have your child cross the street with the crossing guard located at the flag pole in the front of the school building on Cobalt Ridge Dr. S.

CURRICULUM

The Neshaminy community builds futures by empowering each child to become a productive citizen and a lifelong learner.

The Neshaminy School District Strategic Plan notes that student academic success is a function of:

- “What is taught?”
- “How is it taught?”
- “How is it measured?”

Student Social/Emotional Success is a function of the same. A twenty-first century education goes well beyond Reading, Writing and Arithmetic. Neshaminy School District guarantees that all students have access to a high-quality curriculum and instruction. To access the Neshaminy School District Curriculum, click on the link below.

<https://sites.google.com/neshaminy.org/neshaminycurriculum>

STUDENT DISCIPLINE

The Neshaminy School District believes that student behavior/conduct is closely related to student learning. Maintaining appropriate standards of discipline in the school district is essential to the establishment of a proper educational environment. The Neshaminy School District shall establish fair, reasonable, and nondiscriminatory rules and regulations regarding the conduct of all students in the school district during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities. The Student Discipline Policies govern student discipline, and students shall not be subject to disciplinary action because of race, sex, color, gender, religion, sexual orientation, national origin, or handicap/disability. All students must adhere to Board policies and the rules noted within their respective classrooms/building. Any disciplinary measures handed down to a student will be in accordance with School Board Policy. Below is a list of some of the Policies (but not all) that are directly related to students in regard to possible disciplinary issues. You are asked to review these policies with your child.

Student Discipline <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=CCCR4P6C31B8>

Weapons <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=AKVS4A709EB0>

Terroristic Threats <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=AKVS4B709EB2>
Dress Code <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=AKVS4F709EB7>
Tobacco <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=CGVLQ6564A81>
School Property <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=CAYRE76D9642>
Searches <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=AKVS4K709EBE>
Controlled Substances <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=BH9PDG641D18>
Suspension/Expulsion <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=C7XRQ6E53E1>
Electronic Devices <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=AYP35N700D4B>
Hazing <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=BXLJ2G4B0F8B>
Harassment/Sexual Harassment
<http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=B52JWT4D9ACD>
Bullying/Cyber Bullying <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=BXLJ2U4B1EF1>
Transportation <http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=AZVLKK56C451>

BULLYING/CYBERBULLYING

On November 23, 2021, the Neshaminy Board of School Directors approved Policy 249 - Bullying/Cyberbullying. The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students. Please refer to Policy 249- Bullying/Cyberbullying for more detailed information.

<http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=BXLJ2U4B1EF1>

We have posted our Student Discipline Plan at the end of this handbook. Please review this plan with your child so that we can maintain a “safe and joyful” environment at our school. Additional information regarding the District’s School Discipline Policy can be found at:

<http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=C7XRN26D5C12>

Dear Parent(s)/Guardian(s):

In order to ensure that parents, students, and staff members can create and maintain a “Safe, Joyful, and Challenging” learning community at Walter Miller Elementary School, the Discipline Plan below will be in effect at our school.

Our teachers use the following strategies to teach students how to make appropriate behavior choices:

- The Morning Meeting
- Responsive Classroom Program
- The PBIS Program

Our teachers ensure that students understand our expectations for behavior in all school environments (classroom, cafeteria, hall, playground, bus, etc.). If a student makes an inappropriate behavior choice, the teacher reviews the behavioral expectation with the student. If the student continues to make inappropriate behavior choices, the teacher may refer the student to an administrator for an additional disciplinary consequence.

Please review the Walter Miller Discipline Plan below and the NESHAMINY DISCIPLINE POLICY. If you

have any additional questions about our behavioral expectations for your child at Walter Miller, please contact your child's teacher, or me.

Sincerely,
Troy Bodolus
Principal

WALTER MILLER DISCIPLINE PLAN

Our mission is to empower "each child to become a productive citizen and lifelong learner." We teach our students our behavioral expectations. We supervise and monitor their behavioral choices throughout the day. When students make inappropriate or unsafe behavioral choices, we help them to learn how to make better choices in the future. We expect our students to:

- Be Respectful
- Be Responsible
- Be Safe

When students make inappropriate or unsafe behavior choices that disrupt our learning environment, our teachers, staff, school counselors, and administrators work with students and parents to help our students to make better choices in the future. For example, we:

- Investigate the alleged misconduct
- Provide consequences to the student
- Contact the student's parent or guardian

Depending upon the results of the investigation, the severity of the misconduct, and the number of prior instances of misconduct by the student, we use the following strategies to help students to make appropriate and safe choices in the future:

- Warning
- Reteach the expected behavior/procedure
- Student/Teacher Conference
- Meeting with School Counselor
- Student/Administrator Conference
- Phone call to Parents
- Parent/Teacher Conference
- Loss of Recess Period(s)
- Loss of Cafeteria Privilege (student must eat lunch in a small group setting)
- Parent/Administrator/Teacher/Student Conference
- Assigned Seat in the classroom, cafeteria or on the Bus
- Loss of Bus Privilege
- Time Spent in the Office
- Loss of Music, PE, Art, or Library Privilege
- In-school Suspension (ISS)
- Out of School Suspension (OSS)
- Police Contact

The disciplinary actions listed above are not all inclusive and are at the discretion of the principal. For a severe breach of discipline, that could result in a Policy Violation, please refer to District Policy #218.

<http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=C7XRN26D5C12>

SCHOOLWIDE POSITIVE BEHAVIOR SUPPORTS AND INTERVENTIONS (SWPBIS)

This program helps us to create a positive school environment so that all students can experience success. The goal of the SWPBIS program is to teach students how to make appropriate behavior choices. If a student experiences challenges with making appropriate behavior choices, the SWPBIS program has a process to help students learn how to manage their behavior. Teachers design behavioral interventions for students who need additional support with making appropriate behavior choices. A student who is struggling can receive additional lessons regarding our behavioral expectations. In addition, teachers create individual incentive plans to address a student's specific behavior. Additional staff members such as our school counselors or behavioral therapists can provide small group or individual instruction on coping skills, decision-making, and thinking before making a choice. Research has shown that this program can decrease the number of Discipline Referrals and increase student learning outcomes. At Walter Miller, we expect our students to be "Respectful, Responsible, and Safe."

ELEMENTARY STUDENT ASSISTANCE PROGRAM (E.S.A.P.)

The ESAP team functions to evaluate the academic, behavioral and social/emotional concerns that teachers may have regarding students. The goal of the ESAP team is to remove barriers to learning, and to promote and support personal/social development through a systematic process involving prevention, intervention and follow-up services. The ESAP team meets regularly to discuss, evaluate and program for our students. Additional information regarding our E.S.A.P. program can be found here: <https://www.neshaminy.org/Page/26833>

EMERGENCY DISMISSAL

School closures due to anticipated conditions (weather or other circumstances) will be announced with as much notice as possible. In the event school must close early for some unexpected/unforeseen reason, the closing will be announced on the District Website and school webpages, text message, phone calls, and email. Neshaminy School District employs the use of the Blackboard system to contact families at listed phone numbers in the event of an emergency. We can never anticipate when an emergency will arise, but it is essential that your child understands where he/she must go in case no one is at home, and we are forced to close schools. Please make sure that your child knows where to go in case of an emergency and what to do if he/she arrives home from the bus stop and no one is home.

INCLEMENT WEATHER PROCEDURES

In the event of inclement weather, one of three conditions will exist and any decision will apply to all Neshaminy Schools:

1. Schools will be in session and begin at regular time.
2. TWO HOUR DELAY-Schools will start two hours later than usual. Students should report to their bus stops two hours later than usual and wait for at least 30 minutes for the bus to arrive. School will be dismissed at the regular time unless notification is given of an early closing.
3. NO SCHOOL. Students should not report to school.

We ask that you be ready for school closing or early dismissal and that you cooperate with the school in the following ways:

- Please do not contact the school office as we need the lines to make outside calls.

- Inclement weather information can be found on our website (<https://www.neshaminy.org/domain/2377>) the District Facebook and Twitter accounts, on local TV stations and their websites, and will be delivered via email blast, robocalls, the Neshaminy app and text alerts.
- Please prepare your child with an early dismissal plan and where they should go.

FERPA (Family Educational Rights and Privacy Act)

Under the Family Education Rights and Privacy Act parents have the right to inspect their student’s educational records, to seek amendment to educational records that are misleading, inaccurate, or violate the student’s privacy; to consent to disclosures of personally identifiable information of a student; and to file a complaint with the U.S. Department of Education concerning failures by the school to meet said regulations. Request to inspect records must be submitted to the building principal in writing. Complaints regarding FERPA infractions should be submitted, in writing to the building principal.

As part of the school district’s annual notification under FERPA, we designate for this school year the following types of categories of information as “directory information.” Directory information means information contained in the educational records of a student, which is not considered harmful or an invasion of privacy is disclosed, so that it may be disclosed without prior parental consent. The school district’s list of directory information includes: the student’s name, address, telephone listing, electronic mail address, photograph, date and place of birth, officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent education agency or institution attended. Examples of how the school district may disclose directory information include releasing to the newspaper, or other news sources, information about students who have been named to the honor roll, National Honor Society or valedictorian, or who participate in any student clubs, activities or sports. These examples are for illustration only and are not an exclusive list of the manner in which directory information may be disclosed.

This notice provides you as a parent or eligible student with an opportunity to object in writing to any or all of those types of information that the school district has designated as directory information. You have the right to refuse to permit release by notifying the school district in writing that you do not want any or all of those types of information to be designated as directory information for your child or yourself.

Please submit any refusal with the types of information you wish removed from the list of directory information and mail your objections on or before, October 1 to your school’s principal. If no written refusal is received, the school district may disclose directory information without your prior consent. It should also be noted that upon request, the district discloses educational records without consent to officials of another school district in which a student seeks to enroll.

HOME ACCESS CENTER

Parents can access attendance data, transportation information, student schedules, and student Progress Reports through our district’s Home Access Center (HAC). Parents/guardians can access the Home Access Center here:

<https://hac.neshaminy.org/HomeAccess/Account/LogOn?ReturnUrl=%2fHomeAccess%2f>

If you have lost or misplaced your HAC Login or Password, please contact the office at (215) 809-6360.

HOMEWORK

The purpose of homework assignments should be to help student master skills; encourage new learning; assist student understanding and comprehension; development of responsibility and independence and acquaint parents/guardians with what their child is learning in the classroom. Students are responsible for completing homework assignments as directed. The homework shall complement classroom instruction and be planned and evaluated with respect to its purpose, appropriateness, and completion time, while the demand of homework in relationship to the students' personal time shall be consistent with the best interests of the students regarding other valuable experiences to be gained outside of school.

For additional information regarding our District's Homework Policy, please review this website:

<http://go.boarddocs.com/pa/nesh/Board.nsf/goto?open&id=AYP35A700D39>

PROGRESS REPORTS K-4

The goal is to improve communication and understanding of progress in a way that is more student-centered and aligned with current evidence-based practices. We regularly assess students aligned with the academic state standards. Progress Reports for students in K-4 are as follows:

- Reporting periods will be reported in trimesters (3 times per year).
- Performance indicators will be specific to standards aligned to the Pennsylvania Core State Standards (PCSS) in each subject for each grade.
- Academic Performance Level for Standards Achievement indicators will change from the current number system to a letter-based set as follows:
 - E – Exceeds Standards/Expectation
 - M – Meets Standards/Expectation
 - A – Approaching the Standard/Expectation
 - I – Improvement Needed
 - NA – Not assessed this marking period

Mandated Reporting of Child Abuse or Neglect

§ 42.42. Suspected child abuse—mandated reporting requirements.

(a) General rule. Under 23 Pa.C.S. § 6311 (relating to persons required to report suspected child abuse), licensees who, in the course of employment, occupation or practice of their profession, come into contact with children shall report or cause a report to be made to the Department of Public Welfare when they have reasonable cause to suspect on the basis of their professional or other training or experience, that a child coming before them in their professional or official capacity is a victim of child abuse.

(b) Staff members of public or private agencies, institutions and facilities. Licensees who are staff members of a medical or other public or private institution, school, facility or agency, and who, in the course of their employment, occupation or practice of their profession, come into contact with children shall immediately notify the person in charge of the institution, school facility or agency or the designated agent of the person in charge when they have reasonable cause to suspect on the basis of their professional or other training or experience, that a child coming before them in their professional or official capacity is a victim of child abuse.

NO CHILD LEFT BEHIND ACT

Section 1061 of the “No Child Left Behind Act” affords parents and emancipated minors certain rights. These rights include:

1. The right to preview “protected information” student surveys and the right to opt a student out taking such a survey.
2. The right to receive notice and to opt a student out of receiving any non-emergency, invasive physical examination not required by law.
3. The right to preview student data collection surveys for marketing purposes and to opt a student out of taking such a survey.
4. The right to inspect instructional and assessment materials used as part of a school district’s educational curriculum.

(It should be noted that the Neshaminy School District does not authorize use of such student surveys, does not authorize collection of student data for marketing purposes, and does not authorize any student medical examinations unless required by law.)

NURSE

- Health and Safety protocols related to the pandemic are continuously in flux. Please refer to District communications regarding our current protocols.
- Our nurse and our health aide are available for medical services. If your child is ill, please DO NOT send him/her to school.
- Children must be fever-free for at least 24 hours before returning to school.
- The School Nurse is available only for accidents or illnesses occurring in school. We cannot treat injuries that were received at home.
- All medications shall be administered in the building health suite by the Certified School Nurse, or in the absence of the Certified School Nurse by other licensed school health staff (RN, LPN), except as otherwise noted.
- In the event of an emergency, a district employee may administer medication when they believe, in good faith, that a student needs emergency care.
- The School Nurse shall collaborate with parents/guardians, district administration, faculty and staff to develop an individualized healthcare plan to best meet the needs of individual students. For additional information regarding our School Nursing Services, Immunization Records, and Medication Policies, please view these websites:

<https://www.neshaminy.org/domain/25>

<https://www.neshaminy.org/Page/273>

<https://www.neshaminy.org/Page/274>

RECESS

Children need fresh air and exercise every day. We provide our students with a recess period every day. Please ensure that your child is dressed properly for the weather conditions. Because children do need fresh air and exercise, your child will go outside for recess every day (weather permitting).

SPECIAL EDUCATION SERVICES

Neshaminy School District provides special education and related services to resident children with disabilities who are ages three through twenty-one. Under the federal Individuals with Disabilities

Education Act, or IDEA,” children qualify for special education and related services if they have one or more of the following disabilities and, as a result, need specially designed instructions:

- Autism
- Deaf-Blindness
- Deafness
- Emotional Disturbance
- Hearing Impairment
- Mental Retardation
- Multiple Disabilities
- Orthopedic Impairment
- Other Health Impairment
- Specific Learning disability
- Speech and Language Impairment
- Traumatic Brain Injury
- Visual Impairment Including Blindness

The legal definitions of these disabilities, which the public school are required to apply under the IDEA, may differ from those used in medical or clinical practice. The legal definitions, moreover, could apply to children with disabilities that have very different medical or clinical disorders. A child with attention deficit hyperactivity disorder, for example, could qualify for special education and related services as a child with “other health impairments,” “serious emotional disturbance,” or “specific learning disabilities” if the child meets the eligibility criteria under one or more of these disability categories and if the child needs special education and related services as a result. If you suspect that your child may be in need of services, please contact your school’s Guidance Counselor.

Section 504 Notice

Under Section 504 of the Federal Rehabilitation Act of 1973, and under the Federal Americans with Disabilities Act, some school age children with disabilities who do not meet the eligibility criteria outlined might nevertheless be eligible for special protections and for adaptation and accommodations in instruction, facilities, and activities. Children are entitled to such protections, adaptations, and accommodations if they have a mental or physical disability that substantially limits or prohibits participation in or access to an aspect of the school program. Please contact your school’s Guidance Counselor for further information. Additional information regarding our District’s Special Education Programs can be found here: <https://www.neshaminy.org/domain/2643>

TITLE I INFORMATION

Qualifications of Title I Staff - The No Child Left Behind Act allows parents of children at Title I schools to ask certain information about their child’s classroom teachers. This information includes:

- Whether the PA Department of Education has licensed the teacher for the grades and subject he or she teaches
- Whether the PA Department of Education has decided that the teacher can teach in a classroom without being licensed
- The teacher’s college major; whether the teacher has any advanced degrees, and if so, the subject of the degree
- The qualifications of any instructional aide who provides services to your child

- If you would like to receive any of this information, please contact Neshaminy School District, Human Resources Office, at 215-809-6606.

VISITORS

While we encourage parents and guardians to be actively involved in their child's education, visitors do not have automatic or immediate access to any school area or to any school personnel. Upon entering the building, all visitors must register at the Security Kiosk System in the Lobby Area.

- Registration will require your license to be scanned into a criminal database.
- Once you have scanned your license you must report to the Main Office for a Visitor's Pass
- If you are signing in late students, dropping off items you will leave them in the Main Office area and exit the building.
- Parent meetings, etc. will require you to sign in and obtain a visitor's pass; the Pass must be always worn in a prominent place while in the building. At the conclusion of the visit, please return to the office, sign out and return the pass.

We value the health, safety, and welfare of our students, therefore at no time should parents or visitors enter the school building and go directly to their child's classroom or any other area of the building. To protect our students, all staff members will be required to ask anyone they see in the building for the visitor's badge. Staff members will respectfully direct any person without a badge to the front office. No person shall visit or audit a classroom or other activity, nor shall any person remain on school premises without the approval of the principal or their designee. After 8:55 a.m., no visitors may interrupt the instructional process by taking a teacher's attention away from the students while classes are in session.

VOLUNTEERS

One who voluntarily provides a service to the school district without compensation. The building principal authorizes the selection and use of parents/guardians, community members, and others, as volunteers to assist and supplement regular school district staff. Under no circumstances shall a volunteer be considered an employee of the district. A volunteer shall receive no wages or other valuable consideration for the performance of volunteer services. The volunteer position is not a right, but a privilege that is conferred by the Board. Any such volunteer position may be eliminated at any time for any reason or no reason.

All volunteers will be required to register on the new App-Garden and complete the following:

- Read the Volunteer Letter and School Board Volunteer Policy.
- Print, read, and sign the Volunteer Affirmation.
- Read and fill out the Act 24 Arrest/Conviction Report and Certification Form.
- Apply for the PA State Police Criminal Record Check (Act 34) 31
- Complete the Volunteer Affidavit OR apply for your Federal Criminal History (Based on questions asked).

Additional information regarding our Volunteer Program can be found here:

<https://www.neshaminy.org/domain/2376>