



**\*\*\* Fall 2006-2007 Parent Policy Issue \*\*\***

**Message From The Superintendent**

Welcome to the new school year! I hope you had a great summer with plenty of fun and relaxation and time for family and friends.

There is always a lot going on during the summer to get ready for the new school year and this summer was certainly no exception. I appreciate all the hard work that our staff did through the hottest days of the year. I am also pleased to report that the roofing projects at the North and South Elementary Buildings are completed and that the new roof at the Junior-Senior High School is on schedule for completion on August 25.

As we start the school year, my goal is for every student in the Purchase Line School District to experience success. This doesn't mean you have to be the smartest, fastest, or the best. It does mean that you have to be in school, work hard, and *do your best*. It also means that you have to accept responsibility and make good choices. To help you be successful, I know that our teachers and staff will be doing their best.

To our parents—the research is clear. Parent involvement in education does make a difference for students of all ages. Make school a priority by asking your students about their day, meeting their teachers, and helping with homework. Let your students know that you think school is important and that you care about their success. If at any time you have questions about your students' progress or well-being, please call, email, or come to see us.

I want to close by reminding you that this is an important issue of The Liner. I encourage you to take

time to read and familiarize yourself with the various district policies. If you have any questions, please call the district or building administrative offices.

We look forward to the new school year. By working together, ALL Purchase Line students can experience success, and we can fully expect to have a great 2006-07 school year.

Richard C. Makin  
Superintendent

**Index**

	Page
Pest Management . . . . .	2
Internet Dangers & Cyber Stalking . . . . .	2
Annual Alumni & Community Dinner Dance . . . . .	3
School Cancellation Procedures . . . . .	4
Free/Reduced Lunch Applications Can Be Done Online . . . . .	4
Children's Advisory Commission . . . . .	4
Early Dismissal/Tardiness Procedures Reviewed . . . . .	4
PL Parent Involvement Policy . . . . .	5
Parents' Right To Know . . . . .	8
September - December Calendars . . . . .	Inserts
Student Achievement & Aptitude Tests . . . . .	9
Pupil Records . . . . .	10
Student Medical Insurance . . . . .	10
What Is SAP? . . . . .	11
Help Your Teenager Strive For Perfect Attendance . . . . .	11
Listen To Your Teen & Make This A Better Year . . . . .	11
Student Parking And Driving Regulations . . . . .	12
Medication Policy Reviewed . . . . .	12
Annual Public Notice of Special Education Services and Programs . . . . .	13
District Bus Rules And Regulations . . . . .	16
National School Breakfast/Lunch Program . . . . .	17



**Welcome students and faculty!**

## Pest Management



The Purchase Line School District uses an Integrated Pest Management (IPM) approach for managing insects, rodents, and weeds. Our goal is to protect every student from pesticide exposure by using an IPM approach to pest management. Our IPM approach focuses on making the school building and grounds an unfavorable habitat for these pests by removing food and water sources and eliminating their hiding and breeding places. From time to time, it may be necessary to use chemicals to manage a pest problem. Chemicals will only be used when necessary, and will not be routinely applied. When chemicals are used, the school will try to use the least toxic products when possible. Applications will be made only when unauthorized persons do not have access to the area(s) being treated. Notices will be posted in these areas 72 hours prior to application and for two days following the application.

Parents or guardians of students enrolled in the school may request prior notification of specific pesticide applications made at the school. To receive notification, you must be placed on the school's notification registry. If you would like to be placed on this registry, please notify the IPM coordinator in writing. Please note that because it is updated annually, parents must submit a letter to the school every year if they wish to be placed on this registry. Include your name, address, telephone number, your child/children(s) name, and the school they attend.

If a chemical application must be made to control an emergency pest problem, notice will be provided by telephone to any parent or guardian who has requested such notification in writing. Exemptions to this notification include disinfectants and antimicrobial products, self-containerized baits placed in areas not accessible to students, and gel type baits placed in cracks, crevices, or voids. Each year the district will prepare a new notification registry. If you have any questions, please contact Mr. Fred Julock, IPM Coordinator, at (724) 254-4312 Ext. 4029.

\* \* \* \*



# A MUST for All Parents

## Internet Dangers & Cyber Stalking

### *What Every Parent Needs to Know*



**September 7, 2006**

**6:30 pm**

**Purchase Line High School Auditorium**

**Speaker**

**Rob Doperak**

**IUP Police Department & expert in cyber stalking**

**Admission is FREE**

Sponsored by Indiana District Attorney's Office, Purchase Line High School, SAP

*Mark your calendar*

# PURCHASE LINE 7<sup>TH</sup> ANNUAL ALUMNI & COMMUNITY DINNER/DANCE HOMECOMING WEEKEND 2006

Recognition of our Alumni Hall of Fame Inductee

Dorothy Prushnok Rairigh  
Montgomery Township High School Class of 1947  
Saturday, September 23<sup>rd</sup>, 2006

4:45 pm – 6:45 pm "Buffet Dinner" in the cafeteria  
7:00 pm "Hall of Fame Induction" in the auditorium  
"Alumni Dance" with lots of prizes in the gymnasium

Reserve your ticket by Sept. 9<sup>th</sup>  
by contacting Lori Limrick at (724) 254-9463  
or any PL Red Dragon Foundation Trustee

**COST IS \$10 PER PERSON**  
All Tickets Sold in Advance

If you wish to reserve tickets for pickup at the door, complete the form  
below and mail it in with your payment by Sept. 9<sup>th</sup>, 2006 to:

Purchase Line Red Dragon Foundation  
P.O. Box 95  
Commodore, PA 15729

------(cut here)-----

Please list the names of those attending (*include maiden name if married*)

Name: \_\_\_\_\_ School & Year Graduated: \_\_\_\_\_  
Name: \_\_\_\_\_ School & Year Graduated: \_\_\_\_\_

Yes, you may purchase extra tickets without listing the names above.

**Total Number Attending:** \_\_\_\_\_ **@\$10.00 each = Total Payment of :\$** \_\_\_\_\_

*Make all checks payable to "PL Red Dragon Foundation"*

## Fairy Tales Shared At Author's Tea

Students at Purchase Line South Elementary School were involved in a cooperative project. Mrs. Rickard's 2<sup>nd</sup> Grade reading class authored and illustrated fairy tales. The books were then shared with Mrs. Lieb's Kindergarten class at an Author's Tea. As a culminating activity, Ms. Misurda, Title I Reading teacher, directed 2<sup>nd</sup> graders to assist Kindergarteners with a 4-square writing about their favorite fairy tale character. Participants were rewarded with cookies and punch. Honored guests were School Superintendent, Dr. Makin and Elementary principal, Mrs. Ayers.



Pictured above are Dr. Makin, Chaney J. Pugh and Autumn Sinclair.

## School Cancellation Procedures



During inclement weather and throughout the winter months, we ask that you tune your radio each morning to WDAD/U-92 (Indiana), WPXZ (Punxsutawney), WCPA/WQYX (Clearfield), KDKA (Pittsburgh), WFGY/WFBG (Altoona), WKYE (Johnstown), WCCS (Indiana), WOKW (Clearfield), or your television to WJAC (Channel 6 - Johnstown), WTAE (Channel 4 - Pittsburgh), WTAJ (Channel 10 - Altoona), or WPXI (Channel 11 - Pittsburgh), for news of cancellations or delays. Cancellations and delays are also posted on the ARIN Intermediate Unit website at [www.iu28.org](http://www.iu28.org). We normally make our calls to the radio/TV stations prior to 6:00 am or shortly thereafter. We also remind you that a two-hour delay does not necessarily mean we will have school that day. Therefore, we ask you to stay tuned for updates throughout that morning. When we are in a delay situation, the decision to cancel school and notification to the stations will be made prior to 7:45 a.m. Hearing no announcements of cancellations shortly thereafter, students will report to their bus stops two hours later than the regularly scheduled time.

## Free and Reduced Lunch Applications May Be Done Online

For the first time, families that have children attending a public school district can apply for free or reduced price school meals through the National School Lunch Program online using the Internet! This can be done using COMPASS. COMPASS allows Pennsylvanians to apply for social service programs, such as Food Stamps (FS), Temporary Assistance for Needy Families (TANF), Energy Assistance, Children's Health Insurance Program (CHIP), etc., online. Families can use COMPASS to apply for free or reduced price school meals only, or they can apply for other services at the same time (FS, TANF, etc.).

Since your child attends *Purchase Line School District*, which is a public school district, you can apply for free or reduced price school meals online by going to the COMPASS website at [www.compass.state.pa.us](http://www.compass.state.pa.us) or you can continue to use the paper "Household Meal Benefit Application" if you prefer. If you apply for free or reduced price school meals through COMPASS, you **do not** need to submit a paper application.

If you have any questions please contact 724-254-4312 ext 4037.

### **NOTE!**

The **Children's Advisory Commission of Indiana County** can keep you up-to-date with information on the activities that are happening for children, youth and families in Indiana County.

Log on to: [www.IndianaCountyCAC.com](http://www.IndianaCountyCAC.com)

Click on "Safe & Positive Activities"  
To find out more!

## Early Dismissal/Tardiness Procedures Reviewed

For the safety of your children, the school must be aware of who is picking them up for an early dismissal or after-school pick up.

Your children will only be dismissed from the school office. Parents/guardians must come to the office for them.

Early dismissal notes should include student's name, homeroom, how they are leaving, with whom and at what time. Early dismissals for other than medical, or other urgent reasons, are to be discouraged. Dismissals for such reasons as getting head starts on weekends or evening shopping trips are to be avoided. An early dismissal note will serve as an excuse. Also, any student coming in late or tardy to school must have a note from parents with the reasons. If a written excuse is not provided on the date of tardiness, the time tardy will be considered unexcused.

# PURCHASE LINE SCHOOL DISTRICT

## District Wide Parent Involvement Policy

### PART I. GENERAL EXPECTATIONS OF THE PARENT INVOLVEMENT POLICY

The Purchase Line School District agrees to implement the following statutory requirements:

- Purchase Line School District will put into operation programs, activities, and procedures for the involvement of parents in all of our schools (Purchase Line Junior-Senior High School, Purchase Line North Elementary School, and Purchase Line South Elementary School). Each of our three schools operates programs with Title I, Part A funds, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities, and procedures will be operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, Purchase Line School District will work with its three schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Purchase Line School District will incorporate this district-wide parental policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, Purchase Line School District and its three schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including information and school reports required under section 1111 of the ESEA in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the Purchase Line School District plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, Purchase Line will submit any parent comments with the plan when the district submits the plan to the State Department of Education.
- Purchase Line School District will involve the parents of children served in Title I, Part A, schools, which includes pupils in all three schools in the district, in decisions about how the one percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than ninety-five percent of the one percent reserved goes directly to the schools.
- Purchase Line School District will be governed by the following statutory definition of parental involvement, and expects that our Title I schools will carry out programs, activities, and procedures in accordance with this definition: *Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring –*
  - that parents play an integral role in assisting their child's learning;*
  - that parents are encouraged to be actively involved in their child's education at school;*
  - that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
  - the carrying out of other activities, such as those described in section 1118 of the ESEA.**Resource information is available to parents of children in the Commonwealth of Pennsylvania. Contact your child's school to learn more.*

### PART II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The Purchase Line School District will take the following actions to involve parents in the joint development of its district-wide parental involvement plan under section 1112 of the ESEA:
  - The district holds an annual parent meeting.
  - The district will form a parent advisory council comprised of parents from each of the district's three schools.
2. The Purchase Line School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
  - The district will request regular parental feedback from parents related to parent involvement activities and the academic program. This information will be collected in the form of surveys and data will be made available to staff and parent advisory council members for purposes of program improvement.
3. The Purchase Line School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student achievement and school performance:
  - Administrators in the Purchase Line School District will budget appropriate funds for reasonable parent involvement activities.
  - All constituents of the district, including parents, board members, faculty, and staff, as well as students,

## **(Purchase Line School District, Parent Involvement Policy, cont.)**

will be asked to support parent involvement activities.

- Schools within the district will openly welcome parents as partners in learning through formal and informal parent involvement activities.

4. The Purchase Line School District will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:

- Head Start, Even Start, District Pre-school Program, ARIN IU-28 Pre-school Program, Indiana County Children's Services.

5. The Purchase Line School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary, (and with the involvement of parents) its parental involvement policies.

The school district uses a parent survey that is sent to parents in the spring of each year. Results from the survey are tabulated, studied, and shared with administration and staff. Parents see changes brought about by survey results reflected in programs as soon as the next school term. The District Office of Federal Programs distributes the survey on behalf of all parents of elementary students and junior-senior high school Title I students. Parent input is vital. Oftentimes parent survey results enlighten staff with ideas and suggestions not otherwise considered.

A. The Purchase Line School District will build the schools' and parents' capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement through the following activities specifically described below:

The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children provided by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

- The State's academic content standards,
- The State's student academic achievement standards,
- The State and local academic assessments including alternate assessments,
- The requirements of Part A,
- How to monitor their child's progress, and
- How to work with educators:

Parents receive a Title I newsletter published by the school district.

Parent/teacher conferences are convened throughout the year.

A district student assessment schedule is published annually in the district newsletter, The Liner, which is mailed to every household in the school district.

Parents of grade three students met with teachers for state assessment information.

School district assessment data is published on the district website.

Teachers work collaboratively with elementary PTA groups to make presentations at PTA meetings.

Faculty is continually apprised of training opportunities within the district and Intermediate Unit and well as opportunities outside the school system.

A link to Academic Standards is featured for parents on the district website.

Faculty is consistently provided with resource materials and technology to complement training and professional development opportunities

B. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

- Hosting Open House evenings at each of our three schools for parents and community members to meet teachers and visit classrooms.
- Offering parents e-mail addresses and direct telephone lines with voice mail capability to all professional staff
- Offering parents of kindergarten pupils regular monthly meetings with their child's teacher and providing these parents with instructional supplies to assist students at home.
- Offering parents of elementary children the opportunity to attend a Family Game Night, where certified teachers and administrators work with parents and students on math and reading concepts.
- Offering all parents LetterGrade, a secured Internet-based grade reporting system. This system can be accessed by parents twenty-four hours a day, seven days a week, from any location and allows regular contact with student progress.

## **(Purchase Line School District, Parent Involvement Policy, cont.)**

- Information is made available to all parents through the district website.
- All parents and pupils receive written student handbooks.

C. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contribution of parents, and in how to implement and coordinate parent programs and build ties between parents and school, by:

- Administrative team meetings
- Title I staff meetings
- Parent advisory council meetings
- Parent Teacher Association meetings

D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

- Parent Resource Centers provided by the guidance offices of each school.
- Instructional materials provided for at home student use.
- Evening Open Houses at each school for parents and community member hosted by the school district.
- Title I newsletters provided to all Title I parents.
- Coordination with Head Start and other pre-school programs to transition students to district Kindergarten programs.
- Welcome community groups, like county Human Services and Boy/Girls Scouts of America, and Evergreen Boys & Girls Club, to share information with parents through materials sent home with students or through guidance department referrals or by providing space to share information at Open House events.

E. The school district will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative format upon request, and to the extent practical, in a language the parents can understand:

- The district has an approved ESL program, which stands ready to assist any ESL families.
- The district has available through the ESL program a translation service, which can be accessed quickly if the need arises.
- Face-to-face and telephone meetings with parents are encouraged.
- Open House evenings are well publicized.
- Annual Title I meeting is advertised in the newspaper and in district publications.
- Individual invitations are mailed to parents and community members for the Parent Advisory Council.
- The district newsletter is mailed to every household in the district, regardless of whether children from the household attend our schools.

## **PART III. DISCRETIONARY DISTRICT-WIDE PARENTAL INVOLVEMENT**

The Purchase Line School District, under section 1118(e) of the Elementary and Secondary Education Act, exercises its right to include parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training by:

- The Act 48 committee, which is approved by the Pennsylvania Department of Education, includes parents and community representatives, as well as school staff. The purpose of this committee is to plan and approve professional development activities for professional staff.
- Requiring Title I teachers to write and carry out Parent Involvement Plans with all of their students and other teachers. These plans are monitored by staff and evaluated for effectiveness.
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs to enable parents to participate in school-related meetings and training sessions. For example: Parents of kindergarten students participate in monthly training with their child's teacher; Parents of grade three students participate in training to assist in preparing students of the Pennsylvania System of Student Assessment; Title I parent participation in state-wide conferences.
- In order to maximize parental involvement and participation in their children's education, offering school meetings at a variety of times, or conducting in-home conferences between teachers and other educators who work directly with participating children, with parents who are unable to attend those conferences at school.

## **(Purchase Line School District, Parent Involvement Policy, cont.)**

- Adopting district-wide parent involvement policies and compacts at the school level through the parent advisory council.
- Adopting a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs, as well as other district programs. This group meets at least annually to review allocations and existing programs, as well as to review annual Title I parent survey results and suggest changes and improvements to Federally Funded programs, including Title I program, throughout the district.
- Supporting appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

## **PART IV. ADOPTION**

The district-wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by minutes from the December, 2005, Parent Advisory Council meeting, which was held December 6, 2005.

This policy was adopted by the Purchase Line School District on 12/06/05 and will be in effect immediately and until changed or revoked by the Parent Advisory Council. The district will distribute this policy to all parents of Title I, Part A children on or before December 31, 2006.

## **Parents' Right To Know**

The No Child Left Behind Act requires that this notification be made available to parents at the beginning of the school year. Parents have the right to request information regarding the professional qualifications of their child's teacher(s).

Parents are entitled, upon written request, to the following information regarding their child's teacher:

- Whether a teacher has met State qualifications for licensure in the grade level(s) and subject area(s) in which they teach.
- The level of state certification – Emergency, Instructional I, Instructional II or Bridge level certification.
- The college degree(s), certification(s) and content area(s) of the degree(s) and certification(s) of their child's teacher(s).

A parent may also make written request for the qualifications of the paraprofessional (teacher's aide) that works with their child. These requests should be made to the building principal where that student attends.

## **SERVICE FOR OUR PARENTS**

Parent Website: [www.PAgrow.com](http://www.PAgrow.com)

The Pennsylvania Department of Education is providing an on-line service for parents and families for understanding and improving the math and reading achievement for all children. This on-line service is directed toward better understanding and better results with the PSSA Assessment that occur each spring.

The parent website is [www.PAgrow.com](http://www.PAgrow.com) and is available through home and public library computers. It is updated as assessment information is modified. This website contains materials and strategies for elementary, middle and high school level students. It also contains information regarding the development of the assessments and practice materials. PAgrow.com also provides links to other educational resources for improvement of student achievement.

The Purchase Line School District is encouraging all families to use this website to provide awareness and an additional advantage for students in the PSSA Assessment process.

# September 2006

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3	4 No School - Labor Day	5 JVJF - Northern Cambria - H - 6:00 pm 7th/8th Football - Northern Cambria H - 4:00 pm GV - Ligonier Valley - A - 6:00 pm JHGB - Ligonier Valley - A - 4:00 pm Josten Ring Order - A, B, C Lunches and 3:30 - 6:00 pm - Cafeteria	6	7 JHF - Northern Cambria - A - 6:00 pm GV - Laurel Valley - A - 6:00 pm JHGB - Laurel Valley - A - 4:00 pm Internet Stalking - 6:30 pm - Auditorium North PTA - 6:30 pm	8 Activity Pd - A Clubs	9 VF - Laurel Valley - A - 1:00 pm
10	11 GV - Homer Center - H - 6:30 pm JHGB - Homer Center - H - 4:00 pm	12 7th/8th Football - Moshannon Valley - H - 4:00 pm GV - Northern Cambria - A - 6:00 pm JHGB - Northern Cambria A - 4:00 pm	13 JHF - Laurel Valley - A - 4:00 pm JHGB - Harmony - H - 4:00 pm	14 ACT 80 Day - 12:24 pm Dismissal GV - Blairsville - H - 6:30 pm JHGB - Blairsville - H - 4:00 pm Elem. Dismissal - 1:35 pm	15 No School - Cookport Fair VF - Ligonier Valley - H - 7:00 pm	16
17	18 JVJF - Ligonier Valley - A - 4:00 pm Student Council Balloon Launch Sale - Sept. 18-22 Pep Club Hoagie Sale - Sept. 18-25 - Delivery - Sept. 28 South Elem. School Pictures	19 7th/8th Football - Marion Center - A - 4:00 pm GV - United - A - 6:00 pm JHGB - United - A - 4:00 pm North Elem. School Pictures "Meet The Teacher Night" - North & South Elem. - 6:00 - 8:00 pm	20 JHF - Ligonier Valley - H - 6:00 pm PLAN Pd. - 7:50 am	21 JHGB - Saltsburg - A - 4:00 pm South PTA - 7:00 pm	22 Pep Rally/Balloon Launch VF - Blairsville - H - Homecoming - 7:00 pm Senior Class Homecoming Dance - Gym	23 Red Dragon Foundation Dinner/Dance
24	25 JVJF - Blairsville - A - 4:00 pm	26 7th/8th Football - A - 4:00 pm GV - Penns Manor - H - 6:30 pm JHGB - Penns Manor - H - 4:00 pm	27 JHF - Blairsville - H - 6:00 pm	28 Faculty/Staff - School Pictures - 7:00 am Students - School Pictures 7:50 am - Auditorium GV - Marion Center - A - 6:30 pm JHGB - Marion Center - A - 4:00 pm	29 Activity Pd - B Clubs VF - United - A - 7:00 pm	30

# October 2006

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1	2 JVF - United - H - 6:00 pm 9th Grade Candy Sale - Oct. 2 - Oct. 13	3 IUP Career Fair - Juniors and Seniors 7th/8th Football - Penns Manor - A - 1:00 pm GV - Ligonier Valley - H - 6:30 pm JHGB - Ligonier Valley - H - 4:00 pm	4 PLAN Pd - 7:50 am JHGB - Harmony - A - 4:00 pm	5 JHF - United - A - 6:00 pm GV - Laurel Valley - H - 6:30 pm JHGB - Laurel Valley - H - 4:00 pm North PTA - 6:30 pm	6 VF - Penns Manor - A - 7:00 pm Activity Pd - A Clubs Science Club - Adopt A Highway - 12:22 pm	7	
8	9 No School - Staff Development JVF - Penns Manor - H - 6:00 pm 7th/8th Football - Clearfield - A - 4:00 pm	10 GV - Homer Center - A - 6:30 pm JHGB - Homer Center - A - 4:00 pm	11 JHF - Penns Manor - A - 6:00 pm End of 1st Grading Pd	12 GV - Northern Cambria - H - 6:30 pm JHGB - Northern Cambria - H - 4:00 pm	13 Activity Pd - B Clubs Academic Kickoff (Open House) - 4:30 pm - 6:30 pm VF - Homer Center - H - 7:00 pm	14 Junior Class Dinner - Cafeteria - 4:00 pm - 7:00 pm	
15	16 JVF - Homer Center - A - 6:00 pm GV - Blairsville - A - 6:00 pm JHGB - Blairsville - A - 4:00 pm	17 Band/FBLA Citrus Sale - October 17 - 25 7th/8th Football - Marion Center - H - 4:00 pm GV - United - H - 6:30 pm JHGB - United - H - 4:00 pm South PTA - 7:00 pm	18 PSAT - Grade 11 JHF - Homer Center - H - 6:00 pm JHGB - Harmony - H - 4:00 pm	19 JHGB - Saltsburg - H - 4:00 pm	20 Activity Pd - A Clubs VF - Marion Center - H - Senior Night - 7:00 pm Student Council Dance - 9:00 - 11:00 pm	21 Marching Band Banquet - Cafeteria - 7:00 pm	
22	23 JVF - Marion Center - A - 4:00 pm GV - Penns Manor - A - 6:00 pm	24 PA Assessment System - Science - Retest - Grade 12 - Oct 24, 25, 26 JHGB - Penns Manor - A - 4:00 pm	25 Testing - Grade 12 JHF - Marion Center - H - 6:00 pm	26 Testing - Grade 12 GV - Marion Center - H - Senior Night - 6:30 pm JHGB - Marion Center - H - 4:00 pm	27 Activity Pd - B Clubs Student Council Spirit "Clothing Sale" - Oct. 27 - Nov. 3 VF - Saltsburg - A - 7:00 pm	28 Cheering Competition at Northern Cambria - 7:00 pm	
29	30	31 PLAN Pd. - 7:50 am Senior Class - Announcements - 10:08 am Fall Fest Activities - North & South - 2:30 pm					

# November 2006

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Boys/Girls Basketball Physicals - 9:15 am Student Council Food Drive - Nov. 1-9	2 North PTA - 6:30 pm	3 Activity Pd - A Clubs	4
5	6	7 Senior Class Announcements - Pick up orders - A, B, & C Lunches	8	9 Act 80 Day - 12:24 pm Dismissal Elem. Dismissal - 1:35 pm	10 No School	11 Veterans' Day
12	13 Senior Class Hoagie Sale Nov. 13-22 - Delivery - Nov. 29	14	15 PLAN Pd. - 7:50 am	16	17 Activity Pd - B Clubs & Senior Class Volleyball Game - Sr. vs faculty Student Council Dance - 7:30 pm - 10:30 pm	18
19	20	21 Bloodmobile - 10:30 am - 4:30 pm - Gym South PTA - 7:00 pm	22 One hour early dismissal	23 No School - Thanksgiving	24 No School	25 SADD Christmas Ball - Novosel Center - 6:00 - 10:00 pm
26	27 No School - Deer Season	28 Make-A-Wish - Nov. 28- Dec. 15 End of 2nd Grading Pd	29	30 High School Play - 7:30 pm		

# December 2006

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Activity Pd - A Clubs/ Pep Rally VGB - Portage - A - TBA VBB - Kittanning - A - TBA HS Play - 7:30 pm	2 VGB - Portage - A TBA VBB - Kittanning - A - TBA FBLA - Santa Workshop - Cafeteria - 1:00 - 3:00 pm
3	4	5 VGB - Ligonier Valley - H - 6:30 pm JHBB - Harmony - A - 4:00 pm North PTA - 4:00 pm	6 VBB - Ligonier Valley - A - 6:00 pm JHBB - Ligonier Valley - A - 4:00 pm	7 Grade 7/8 Candy Sale - Dec. 7-20 VGB - Laurel Valley - H - 6:30 pm VBB - Harmony - A - 6:30 pm Elem. Band/Choral Concert - 7:30 pm - Auditorium	8 Activity Pd - B Clubs VBB - Laurel Valley - A - 6:00 pm JHBB - Laurel Valley - A - 4:00 pm	9
10	11 Donut Auction - 7:50 am JHBB - Harmony - H - 4:00 pm	12 PLAN Pd. - 7:50 am VGB - Homer Center - A - 6:30 pm	13 VBB - Homer Center - H - 6:30 pm JHBB - Homer Center - H - 4:00 pm	14 VGB - Northern Cambria - H - 6:30 pm Band/Choral Concert - 8:30 am Band/Choral Concert - 7:30 pm	15 Activity Pd - A Clubs VBB - Northern Cambria - A - 6:00 pm JHBB - Northern Cambria - A - 4:00 pm	16
17	18	19 VGB - Blairsville - A - 6:00 pm	20 VBB - Blairsville - H - 6:30 pm JHBB - Blairsville - H - 4:00 pm	21 One hour early dismissal Elem. Winter Celebration - 1:30 pm	22 No School - Christmas Vacation	23
24	25 No School	26 No School	27 No School VBB - Lions' Club Tournament - H - 6:30 pm	28 No School VBB - Lions' Club Tournament - H - 6:30 pm	29 No School VGB - Penns Manor Tournament - A - TBA	30 VGB - Penns Manor Tournament - A - TBA
31						

# Student Achievement And Aptitude Tests

In accordance with the recommendations of the Superintendent of Schools, the Principals, and the Guidance Personnel, the Board of Education has approved a district-wide testing program designed to provide information concerning the proficiency of all children in the district on standardized tests of academic achievement and aptitude.

The results of these tests provide a continuing record of each child's academic progress in comparison with national norms. They are also an invaluable aid to your child's teacher and counselor in diagnosing individual strengths and weaknesses in order to provide more effective individualized instruction during the coming school year, the following tests will be administered. They are listed according to grade and your child will be given those tests in his/her grade.

<u>Grade</u>	<u>Name of Test</u>	<u>Purpose</u>
K - 6	Title I Assessments . . . . .	Performance/Curriculum Based Assessment to assess basic reading, mathematics, and writing skills
K - 6	Vision, Hearing Speech Screenings when needed	
Grade 2	Terra Nova with In View . . . . .	Provides achievement and aptitude data
Grade 3-6	PA Assessment System . . . . .	Measures knowledge in reading and math
Grade 5	PA Assessment System . . . . .	Measures writing skills
Grade 7	PA Assessment System . . . . .	Measures the level of knowledge in math, reading and writing
Grade 8	PA Assessment System . . . . .	Measures the level of knowledge in math, reading and writing
Grade 9	Terra Nova . . . . .	Indicates what the student has learned in content and skill areas of the school curriculum
Grade 10	Terra Nova . . . . .	Indicates what the student has learned in content and skill areas of the school curriculum
Grade 11	PSAT ( Preliminary Scholastic . . . . . Aptitude Test)	Measures verbal and mathematical abilities; provides a preview of Scholastic Aptitude Test
Grade 11	ASVAB (Armed Services . . . . . Vocational Aptitude Battery)	Measures an individual's aptitude in the following areas: verbal reasoning, math, electronics, mechanical, administrative and clerical
Grade 11	PA Assessment System . . . . .	Measures the level of knowledge and skill in math, reading and writing
Grade 12	PA Assessment System . . . . .	Re-test (math, reading and writing)
Grade 12	ASVAB (Armed Services . . . . . Vocational Aptitude Battery)	Measures an individual's aptitude in the following areas: verbal reasoning, math, electronics, mechanical, administrative and clerical



Your child's scores on these tests will be reviewed and maintained in their school record as long as they attend school in this system. When transferring to another school system, necessary records are forwarded upon request. Should you wish to examine your child's record file at any time, you may arrange to do so by making an appointment with the principal's office.

## Pupil Records

This is reproduced to assist parents in understanding Purchase Line School District policies regarding the collection of pupil information. Please save this for future reference.

Staff members of the Purchase Line School District respect the privacy and confidentiality of pupil records. Written policies that describe procedures for the collection of pupil information, the ways in which the information is stored, and the approaches for sharing the information are available upon request in the building office. Every Purchase Line School District employee on the special education staff has participated in a meeting to gain a full understanding of these policies.

### *WHAT RECORDS ARE KEPT?*

Teacher records: These may include pupil worksheets, workbooks, results of informal testing, and other information of short-term importance.

Supplementary records: These may include parental consent forms, reports of all formal assessments, results of multidisciplinary team meetings, reports from outside agencies, verified teacher reports, the most recent IEP, and request for release of information or file review.

### *CAN RECORDS BE RELEASED OUTSIDE THE I.U.?*

Parents must give written permission detailing the specific information to be released in order for pupil records to be shared with outside agencies. Written parental consent for release of exceptional pupil records is not necessary if a request is made by: authorized representatives of the Comptroller General of the United States, Commissioners of Education, or the Director of the National Institute of Education; state or local officials as required by state laws or when the health, safety or welfare of the child is in danger; and/or EDUCATIONAL agencies who are providing or will be providing educational services for the child.

### *HOW LONG IS INFORMATION KEPT?*

Records are maintained in the Purchase Line School District office until the pupil reaches the age of 21. At that time they are filed in the local school district to be maintained, destroyed or made available to the pupil who now controls his/her own records in accord with district policy.

### *HOW CAN A PARENT SEE RECORDS?*

A parent may review or receive copies of existing records by making a request to the building office. (See address below.) A small fee may be charged for copies of records.

### *CAN A PARENT CHALLENGE RECORDS?*

Any parent may challenge information in a child's record by writing a letter describing the specific information which is objectionable. The letter should be addressed to the building principal. A letter will be sent to the parent in response to the request outlining the procedures to be used to correct the disagreement.

### *FOR MORE INFORMATION*

If there are other questions about pupil records, please contact the high school or elementary offices at 16559 Route 286 Hwy E, PO Box 374, Commodore, PA 15729 at (724) 254-4312 or 5995 Fire Tower Rd., Mahaffey, PA 15757 at (814) 845-7600.

## ***Student Medical Insurance***

Parents are being advised that the Purchase Line School District does not carry medical insurance on students but does provide a voluntary primary excess group insurance plan which parents may purchase. **FAMILIES WITH LIMITED OR NO MAJOR MEDICAL INSURANCE SHOULD SERIOUSLY CONSIDER THE PURCHASE OF THIS IMPORTANT COVERAGE.** Brochures are sent home the first day of school, and the enrollment period ends September 22, 2006. Application and check or money order (**DO NOT SEND CASH**) should be returned to your child's homeroom teacher if you wish to enroll. If you are enrolling more than one child, use separate application, envelope and separate check or money order.

The school district will continue to carry "\$100 Excess Coverage" on all students participating in the interscholastic athletic program, marching band, and cheerleaders. A letter to the parent describing the accident policy is given to each student participant on the first day of official practice.

If you have any questions or would like additional information concerning these policies, please contact First Commonwealth Insurance Agency at 1-877-367-3242.

## What Is SAP?

SAP (The Student Assistance Program) is a systematic process designed to improve the quality of education by providing help to students troubled by physical health, emotional health, or drugs, alcohol, and suicide.

Student Assistance Programs in Pennsylvania generally use a team approach. The "Core Team" of the program consists of: a school counselor, at least two classroom teachers, a building administrator, a central office administrator, a school nurse, psychologist, or home visitor, and ad-hoc members from community mental health and drug/alcohol agencies. This group of designated staff members identify these behaviors and then either handle the problem in school or refer to an outside agency.

A comprehensive Student Assistance Program addresses the needs of at least six target groups: chemically dependent students, drug/alcohol abusers, recovering students, non-users (need prevention/education), students with problems not relating to drug/alcohol usage (pregnancy, depression, eating disorders, suicide, etc.), students affected by another's abuse or dependency. The core team performs six basic functions: early identification of students within the target groups, gathering of information to determine appropriate form of help needed, assessment of situation for severity of problem, intervention with the student to get needed help, follow-up on referral within the school or to outside agency, support and aftercare with student.

A referral can be made by a parent, teacher, peer or a member of the community, and the referral form can be picked up in the counseling office or from a team member.

### SAP is ...

- \* help for students who are having problems which are affecting school performance
- \* the first step to identify problems
- \* devoted to helping students be the best they can be

### EARLY WARNING SIGNALS:

- \* decline in school performance
- \* absenteeism
- \* chronic lateness
- \* sleeping in class
- \* change in friends
- \* change in appearance
- \* personality changes
- \* emotional problems
- \* erratic behavior

### WHAT YOU SHOULD DO ...

#### Step in ...

- \* when you think a problem is becoming serious
- \* when a situation concerns or troubles you
- \* before school performance is seriously affected.

#### Don't ...

- \* delay - tell your concerns to the core team
- \* diagnose the problem - let the core team help
- \* accept excuses for inexcusable behavior

### Remember...

\*The student assistance program is a cooperative effort - your support is critical to its success.

### PL Core Team Members:

Miss Cicon	Mr. McCombie
Mrs. Davidson	Mr. Ninosky
Mrs. Hardesty	Mr. Pearce
Mrs. Huffman	Mr. Price
Mrs. Lambie	Mr. Rainey
Miss Manni	

\* \* \* \* \*

## Help Your Teenager Strive For Perfect Attendance!

Research shows that the single most important factor contributing to student achievement is school attendance. A student who is absent from school may be able to copy missed notes, complete missed worksheets and receive help after school. However, other important aspects of the lessons are lost forever. Absent students miss out on discussions, questions raised, explanations and much more. Students fall behind and sometimes never recover. What a student missed in one class session is needed as a foundation for what he will learn in the next session. Here are some proven ways to support good school attendance:

- Talk with your teen about the importance of attending school regularly.
- Avoid scheduling family trips or doctor appointments during school hours.
- Make sure your teen eats healthy foods and gets enough sleep and exercise.
- Don't accept excuses for why your teen "must" miss or be late for school.
- Discuss what happened at school each day.
- Support school rules and consequences for skipping classes and being tardy.
- Provide incentives for improving school attendance and promptness.

## Listen To Your Teen And Make This A Better School Year

Good communication can help your teen off to a good start this school year. The secret is careful listening. If you really listen, your teen will talk about what they feel is important.

**Be attentive.** Stop what you are doing as soon as you can. Give your child full attention. Your body language says a lot.

**Encourage talk.** Eye contact, a nod and a one-word response indicate understanding. Sometimes rephrasing what your child has said keeps the conversation flowing.

**Listen with respect.** Don't treat your teenager like a child. Show your teen as much courtesy as you would your adult friends.

# Student Parking And Driving Regulations



Students driving to school accept great responsibilities. At the top of this list is to make appropriate judgments to assure their safety and the safety of all passengers, pedestrians and the general public. The following guidelines have been established regarding student drivers:

1. All automobiles parked on the school grounds must be registered with the school. The cost of \$10 will be required for each parking permit. The cost for parking permits is non-refundable at the conclusion of the school year. The parking permit is required to be displayed on the interior rear view mirror when parked on school property.
2. Parking is strictly limited to the student parking spaces in the upper parking lot.
3. All students must be licensed and covered by insurance. The school is not responsible for the automobile or its contents.
4. There is to be no loitering in the parking lot or visitation of same without permission.
5. There will be no speeding, over 10 miles per hour, or any form or reckless driving on the school grounds.
6. Student vehicles may be subject to search if there is reasonable suspicion to believe that weapons, tobacco, drugs, alcohol, stolen property or other contraband might be present in that vehicle.
7. Parking regulations are strictly enforced. It is considered a privilege to park on school grounds. Fines, suspension of driving privileges, towing of vehicles, and/or suspension from school may occur when violations of these regulations occur.
8. Student drivers must sign each day in the driver's book and turn in their keys to the high school office. All student drivers must be signed in by 7:30 a.m.
9. Student drivers shall carry no other students as passengers unless their parents or guardians assume full responsibility and liability in case of an accident. Passenger permission slips must be on file in the high school office.
10. Students using automobiles to come to school do not have the right to leave school premises at any time during school hours except with proper authorization of the principal.
11. Tardiness and absence from school as a result of breakdowns, weather conditions, problems arising from the use of private transportation cannot be accepted as a legal excuse since the school district provides bus transportation for every student.
12. No student is permitted to use another student's automobile.
13. Large key chains or key chains that promote alcohol, drugs, tobacco, or sex will not be accepted.
14. Seniors who work or participate in after-school sports and other extra-curricular activities will have preference for parking spots, followed by juniors and then sophomores, who work or participate in after-school sports or other extra-curricular activities. Under no circumstances will ninth grade students be permitted to drive to school.
15. All obligations must be paid before parking permits will be issued.
16. Any student on the failure list at the end of a marking period will lose their driving privilege for thirty (30) days.

Violation of the parking rules and guidelines will result in the revoking of parking privileges and/or disciplinary action against the student for insubordination.

- A. First offense - loss of driving privileges for thirty (30) consecutive school days and disciplinary action for insubordination.
- B. Second offense - permanent loss of driving privileges and disciplinary action for insubordination.

## Medication Policy Reviewed

Whenever possible, medications should be given prior to or following school hours. However, there are instances when it is necessary for medication to be administered during school hours. This medication policy reflects the guidelines established by the Pennsylvania Department of Education, School Nurse Division, regulating the dispensing of prescription and non-prescription medicine by school personnel.

### Administration of Prescription Medicine During School Hours

In the nurse's office there are consent forms for long and short-term prescription medications that must be completed and signed by the physician and/or parent/guardian for the medication to be given during school hours.

Each medication brought to school must include the following information:

1. The student's name
2. Date
3. Prescribing physician
4. Dosage of medication
5. Specific times for medication to be given
6. Length of time medication is to be given
7. Medication must be in the original pharmacy-labeled bottle
8. Enough medication in bottle for one week only
9. Completed consent form returned to school nurse



Non-prescription medications that are available for dispensation to students in the nurse's office include the following:

1. Acetaminophen - (generic Tylenol, children's chewable tablets, liquid form and Jr. and adult strengths)
2. Antacids - Maalox, Tums, Mylanta liquid
3. Analgesics - Acetaminophen, Midol
4. Topical analgesics/antiseptics - Anbesol, Listerine and throat spray, cough drops, Bactine
5. Benedryl capsules - for allergy conditions. Phone permission from parent/guardian will be obtained prior to giving.

The consent to give the above medication is determined by the parent's signature on the back of the student's emergency card which is distributed at the beginning of each new school year.

Any non-prescription medication that is sent to school to be given at the request of the parent/guardian must be accompanied by a consent form with the following information:

1. Student's name
2. Date
3. Medication name and dosage
4. Specific time of administration
5. Length of time to be given
6. Parent/guardian signature
7. Original labeled bottle/container



### Documentation

All medication (prescription and non-prescription) will be stored in the nurse's office in a locked cupboard. Those students taking medication during school hours must do so in the nurse's office. Proper documentation will be done by the school nurse/health room aide.

If deemed necessary, the school nurse reserves the right to consult with the school doctor or prescribing physician concerning any medication a student is taking.

# Annual Public Notice of Special Education Services and Programs

## Services for School Age Children with Disabilities

It is the responsibility of the Pennsylvania Department of Education to insure that all children with disabilities residing in the Commonwealth (including children with disabilities attending private schools, regardless of the severity of their disabilities), and who are in need of special education or related services, are identified, located, and evaluated. This responsibility is required by a federal law called the Individuals With Disabilities Education Act Amendments of 2004 (IDEA '04).

Purchase Line School District provides a Free Appropriate Public Education (FAPE) to children with disabilities who need special education and related services. Pennsylvania has adopted state laws, which conform to IDEA and which school districts must follow. FAPE is provided to students who need specially designed instruction and have one or more of the following physical or mental disabilities.

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

### Early Intervention

The IDEA '04 also requires the provision of a Free Appropriate Public Education to children with disabilities between three years of age and the school district's age of beginners. In Pennsylvania, a child between three years of age and the school district's age of beginners who has a developmental delay or one or more of the physical or mental disabilities listed above may be identified as an "eligible young child."

Eligible young children are afforded the rights of school-age children with disabilities, including screening, evaluation, individualized education program planning, and provision of appropriate programs and services. The Pennsylvania Department of Education is responsible for providing programs and services to eligible young children under Act 212 of 1990, The Early Intervention Services System Act. The ARIN Intermediate Unit provides programs and services to eligible young children on behalf of the Pennsylvania Department of Education. For more information, contact Colleen McGinnis at (724-463-5300, ext. 216).

### Screening

Purchase Line School District has established and implemented procedures to locate, identify, and evaluate children suspected of having disabilities. These procedures involve screening activities which include but are not limited to: yearly review of group-based data (cumulative records, enrollment records, health records, and report cards); hearing screening (*in kindergarten, first, second, third, seventh, and eleventh grades and all learning support students*); vision screening (every grade level); motor screening; and, speech and language screening in first and third grades, and individually as referred. *The above screening activities may lead to consideration by the IST as another level of screening.*

Except as indicated above or otherwise announced publicly, screening activities take place in an on-going fashion throughout the school year. Screening is conducted in the child's home school unless other arrangements are necessary.

### Evaluation

When screening indicates that a child may be a child with a disability, the Purchase Line School District will seek parental consent to conduct an evaluation. "Evaluation" means procedures used in the determination of whether a child has a disability and the nature and extent of the special education and related services that the child needs. The term means procedures used selectively with an individual child and does not mean basic tests administered to or procedures used with all children.

In Pennsylvania, this evaluation is conducted by a group of qualified professionals and the parent. The group of qualified professionals shall include a certified school psychologist when evaluating a child for autism, emotional disturbance, mental retardation, multiple disabilities, other health impairments, specific learning disability, or traumatic brain injury. The evaluation process must be completed no later than sixty school days after the district receives written parental consent and must include protection-in-evaluation procedures. For example, tests and procedures used as part of the multidisciplinary evaluation process may not be racially or culturally biased. Upon completion of the administration of tests and other evaluation materials, a group of qualified professionals and the parent of the child will determine whether the child is a child with a disability and what the educational needs are of the child. Information obtained from a

(continued on next page)

variety of sources, including aptitude and achievement tests, parent input, teacher recommendations, physical condition, social or cultural background, and adaptive behavior will be documented and considered carefully. If a determination is made that a child has a disability and needs special education and related services an individualized education program (IEP) will be developed for the child.

### **Identification Activities**

Parents who think their child has a disability may request, at any time, that the school district conduct a multidisciplinary evaluation. This request should be made in writing to the building principal. If a parent makes an oral request for a multidisciplinary evaluation, the school district shall provide the parent with a form for that purpose.

Parents also have the right to obtain an independent educational evaluation if they disagree with the school district's evaluation. Purchase Line School District will provide to parents on request, information about where an independent educational evaluation may be obtained.

### **Educational Placement**

An Individualized Education Program (IEP) describes the child's present levels of educational performance, including how the child's disability affects involvement and progress in the general curriculum; a statement of measurable annual goals including benchmarks or short-term objectives, to enable the child to be involved and progress in the general curriculum; a statement of special education related services and supplementary services to be provided to the child; an explanation of the extent to which the child will not participate with nondisabled children in the regular class; any modifications in the administration of assessments; the projected date for beginning services and modification; and how progress toward annual goals will be measured. For each child with a disability beginning at age fourteen or younger, a statement of transition service needs will be included. For each child beginning at age sixteen, a statement of need for transition services for the student, including as appropriate, a statement of interagency responsibilities or needed linkages.

In determining student placement, consideration will be given to ensure that to the maximum extent appropriate, children with disabilities are educated with children who are nondisabled. Classes and services that involve removal of children with disabilities from the regular environment will occur only if the nature or severity of the disability is such that education in regular classes with the use of supplementary agent services cannot be achieved satisfactorily.

### **Services for Protected Handicapped Students**

Students who are not eligible to receive special education programs and services may qualify as protected handicapped students and, therefore, be protected by other federal and state laws intended to prevent discrimination. The school district must insure that protected handicapped students have equal opportunity to participate in the school program and extracurricular activities to the extent appropriate for each individual student.

In compliance with state and federal law, the school district will provide to each protected handicapped student without discrimination or cost to the student or family, those related aids, services or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the extent appropriate to the student's abilities. In order to qualify as a protected handicapped student, the child must be of school-age with a physical or mental disability which substantially limits or prohibits participation in or access to a major life activity as defined in Federal law.

These services and protections for "protected handicapped students" may be distinct from those applicable to disabled or thought-to-be disabled students. The school district or the parent may initiate an evaluation if they believe a student is a protected handicapped student.

For further information on the evaluation procedures and provision of services for protected handicapped students, parents should call the building principal. (Please note that this is a regular education services and not one required by IDEA or Chapter 14.)

### **Services for Students Who are Gifted**

Purchase Line School District utilizes a system to locate and identify all students within the district who are thought to be gifted and in need of specially designed instruction. For more information, please contact the building principal.

### **Confidentiality**

Each school district protects the confidentiality of personally identifiable information regarding children with disabilities, children thought to be disabled, protected handicapped students (if not protected by IDEA '04 or Pennsylvania's Special Education Regulations) and children who are gifted in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA) and other applicable federal and state laws, policies, and regulations.

"Education records" means those records that are directly related to the student, including on computer, through media, and on videotape, which are maintained by an educational agency or a party acting for the agency. "Educational Agency," for purposes of this notice means the local school district, and/or the ARIN Intermediate Unit. For all students,

*(continued on next page)*

(Annual Public Notice of Special Education Services and Programs, cont.)

the educational agency maintains education records which include but are not limited to:

- \* Personally Identifiable Information – Confidential information that includes, but is not limited to the student's name, name of parents and other family members, the address of the student or student's family, and personal information or personal characteristics which would make the student's identity easily traceable.
- \* Directory Information – Information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy, if disclosed. It includes, but is not limited to, the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most previous educational agency or institution attended.

The Family Education Rights and Privacy Act (FERPA) affords parents and students over 18 years of age, certain rights with respect to the students' education records. They are:

1. Parents have the right to inspect and review a child's education record without unnecessary delay and before any meeting regarding an IEP or due process hearing, but in no case more than 45 days after the request has been made. Requests should be submitted in writing (indicating the records the parents wish to inspect) to the school principal or other appropriate school official. Parents have the right to a response from the school district to a reasonable request for explanations and interpretations of the records. Parents have the right to request copies of the records. While the district cannot charge a fee to search for or to retrieve information, it may charge a copying fee as long as it does not effectively prevent the parents from exercising their right to inspect and review the records. Parents have the right to appoint a representative to inspect and review their child's records. If any education record contains information on more than one child, parents have the right only to inspect and review the information relating to their child.

2. If parents think information in an education record is inaccurate, misleading, or violates the privacy or other rights of their child, they may request amendment of the record. Requests should be made in writing and clearly identify the part of the record they want to have changed, and specify why it is inaccurate or misleading. The school district will decide whether or not to amend the record and will notify the parents in writing of its decision. If the school district refuses to amend a record, it will notify the parents of their right to a hearing to challenge the disputed information. Additional information regarding the hearing procedures will be provided to the parents or student (if 18 or older) when notified of the right to a hearing. The school district will inform parents when personally identifiable information is no longer needed to provide educational services to a child. Such information must be destroyed at the request of the parents. Parents have a right to receive a copy of the material to be destroyed. However, a permanent record of the student's name, address, and telephone number, his or her grades, attendance record, classes attended, grade level completed, and year completed may be maintained without time limitation. "Destruction" of records means physical destruction or removal of personal identifiers from information, so that the information is no longer personally identifiable. The school district will provide, upon request, a listing of the types and locations of education records maintained, the school officials responsible for these records, and the school personnel authorized to see personally identifiable information. Such personnel receive training and instruction regarding confidentiality. The school district keeps a record of parties obtaining access to education records, including the name of the party, the date access was given and the purpose for which the party is authorized to use the records.

3. Parents have the right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. "Consent" means: the parents have been fully informed regarding the activity requiring consent, in their native language or other mode of communication; they understand and agree in writing to the activities; and, they understand that the consent is voluntary and may be revoked at any time. Information may be disclosed without consent to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or, a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Directory information may be released without parent consent. Parents have the right to refuse to let an agency designate any or all of the above information as directory information. Upon request, the district discloses education records to officials of another school district, in which a student seeks or intends to enroll.

4. Parents have a right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. Complaints may be filed with the Family Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington D.C. 20202-4605.

**Mode of Communication**

If a person does not understand any of this notice, he or she should contact the school's guidance counselor and request an explanation. The school district will arrange for an interpreter for parents with limited English proficiency. If a parent is deaf or blind or has no written language, the school district will arrange for communication of this notice in the mode normally used by the parent (e.g., sign language, braille, or oral communication).

## District Bus Rules And Regulations Listed

The following rules and regulations apply to all students for whom transportation is provided by the Purchase Line School District.

The purpose of the following rules and regulations is to insure that the health, safety, welfare and education of every pupil is thoroughly protected and that the school district can continue to economically provide efficient, safe and adequate transportation.

The conduct of students riding buses shall be above reproach. Any breach of proper conduct by a student may be enforced by suspension of his/her transportation privileges.

The Purchase Line School District, its employees or its agents, shall not be held responsible in any way for a suspended student's safe transportation and continued attendance during the period of suspended bus privileges.

It shall be the Principal's responsibility and duty to inform all students under his jurisdiction of the following rules and regulations. In addition, it shall be the Principal's responsibility and duty to see that each rule and regulation is properly enforced in cooperation with the bus driver and Director of Transportation. Suspensions may be for one (1) to ten (10) school days or permanently, depending upon the seriousness of the offense.

The specific rules and regulations are as follows:

1. The driver is in charge of the pupils and the bus. Pupils must obey the driver.
2. Leave your house so that you are at the stop five minutes before the bus. Students must be at the bus stop on time. The bus will not wait for tardy students.
3. When you must walk along a roadway, always walk on the left side facing oncoming traffic.
4. Students must never stand on the highway to wait for the bus. Always wait off of the traveled portion of road. **NEVER ATTEMPT TO BOARD A MOVING BUS.**
5. Each student shall see that his conduct while waiting for the bus, on the bus, or getting off the bus is ladylike or gentlemanly.
6. If you must cross the highway at your bus stop, cross only in front of the bus after you are sure that traffic has stopped.
7. The driver will assign a seat to each student. Students must be seated immediately. Students will remain in their assigned seats except to get off at their respective stops. Two students in a seat must permit a third student to sit with them. No student is permitted to "save" a seat for another student. Remain seated until the bus has come to a full stop.
8. Outside of ordinary conversation, classroom conduct is to be observed on the bus.
9. Unnecessary conversation with the driver is prohibited. Do not talk loud, shout, sing or do anything to distract the driver.
10. Eating, drinking and chewing gum are not permitted on the bus. Students must not litter on the bus or throw litter from bus windows.
11. The use or possession of tobacco in any form is prohibited.
12. Matches or lighters are not permitted on a school bus.
13. Visible evidence of screw drivers, knives, water guns, water dispensing devices, radios, bean shooters, etc. is sufficient evidence to warrant the suspension of bus privileges.
14. Spitting is not permitted on or out of the windows of a school bus.
15. No vulgar language or vulgarity of any kind shall be used on the bus or at the bus stops.
16. Radios and tape players/recorders with external or built-in speakers are not permitted on the bus. Small individual "walkman" type cassette players are permitted and may be played as long as they are used for individual listening.
17. There shall be no grabbing or hiding of each other's hats or anything belonging to anyone else. Each person's property is his own and shall not be bothered by anyone else.
18. The bus driver shall decide when the windows shall be down or up and how far. Students will request permission from the driver to open a window. If you get permission to open a window, it is your responsibility to close it before leaving the bus.
19. You must keep all parts of your body inside the windows at all times.
20. Any damage to the bus will be reported to the driver immediately. Any student who causes any damage to a school bus while on or off the bus, intentionally or unintentionally, with or without malice aforethought, will pay for the cost of damage.
21. Intentional carrying of snow or ice into a bus and snowballing of buses is not permitted.
22. No student is permitted to open the emergency door except upon direction of the driver or in an emergency in which the driver is incapacitated.
23. You must have written consent from your parents and approval from the transportation or principal's office before you will be permitted to ride another bus or leave the bus at a stop other than your regular stop.
24. Any conduct deemed unacceptable and not specifically covered in the preceding regulations but which is determined by the bus driver and/or Principal or the Director of Transportation to be detrimental to the safe operation of the bus, may be cause for suspension of school bus privileges.
25. **PENALTY:** Those violating these rules will be reported to the proper school authorities who may deny students the privilege of riding the bus to and from school and school activities.
26. **LATE BUS - STUDENT SIGN-IN SHEET.** STUDENTS WHO ARRIVE ON A LATE BUS MUST SIGN IN AT THE HIGH SCHOOL OFFICE BEFORE GOING TO CLASS.
27. **STUDENTS ARE ADVISED TO LISTEN TO THEIR HOME RADIO DURING THE ICE AND SNOW SEASON. SCHOOL CANCELLATIONS/DELAYS WILL BE ANNOUNCED AS SOON AS POSSIBLE.**



**CAFETERIA OFFICE  
PURCHASE LINE SCHOOL DISTRICT  
16559 Route 286 Hwy E., PO Box 374  
Commodore, PA 15729**

Dear Parent/Guardian:

*Children need healthy meals to learn. The Purchase Line School District offers healthy meals every school day. Breakfast costs \$0.75; lunch costs \$1.50 for high school students and \$1.30 for elementary students. Your children may qualify for free meals or reduced price meals. Reduced price is \$0.30 for breakfast and \$0.40 for lunch.*

**1. Do I need to fill out an application for each child?** No. Complete the application to apply for free or reduced price meals. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. **Return the completed application to: Purchase Line School District, 16559 Route 286 Hwy E, PO Box 374, Commodore, Pa 15729.**

<b>FEDERAL INCOME CHART</b> For School Year 2006-2007			
Household size	Yearly	Monthly	Weekly
1	18,130	1,511	349
2	24,420	2,035	470
3	30,710	2,560	591
4	37,000	3,084	712
5	43,290	3,608	833
6	49,580	4,132	954
7	55,870	4,656	1,075
8	62,160	5,180	1,196
Each additional person:	+6,290	+525	+121

**2. Who can get free meals?** Children in households getting Food Stamps or TANF and most foster children can get free meals regardless of your income. Also, your children can get free meals if your household income is within the free limits on the Federal Income Guidelines.

**3. Can homeless, runaway and migrant children get free meals?** Please call Purchase Line School District to see if your child(ren) qualify, if you have not been informed that they will get free meals.

**4. Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Chart, shown on this application.

**5. Should I fill out an application if I got a letter this school year saying my children are approved for free or reduced price meals?** Please read the letter you got carefully and follow the instructions. Please call the school at 724-254-4312 Ext 4037 if you have questions.

**6. I get WIC. Can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an application.

**7. Will the information I give be checked?** Yes, we may ask you to send written proof.

**8. If I don't qualify now, may I apply later?** Yes. You may apply at any time during the school year if your household size goes up, income

goes down, or if you start getting Food Stamps, TANF or other benefits. If you lose your job, your children may be able to get free or reduced price meals.

**9. What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to: Dr. Richard Makin, Superintendent, Purchase Line School District, 16559 Route 286 Hwy E., PO Box 374, Commodore, PA 15729, Phone: 724-254-4312.

**10. May I apply if someone in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced price meals.

**11. Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends). You must include yourself and **all children who live with you.**

**12. What if my income is not always the same?** List the amount that you normally get. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 per month. If you normally get overtime, include it, but not if you get it only sometimes.

**13. We are in the military, do we include our housing allowance as income?** If your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. All other allowances must be included in your gross income.

If you have other questions or need help, call 724-254-4312 Ext 4037.



**Purchase Line School District**

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16559 Route 286 Hwy E  
PO Box 374  
Commodore, PA 15729-0374  
(724) 254-4312

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Purchase Line School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex, handicap, or age in its activities, programs, or employment practices in accordance with federal and state statutes and regulations. For information regarding civil rights, grievance procedures or services, activities, and facilities that are accessible to and usable by handicapped persons, contact Dr. Richard C. Makin, Superintendent/Title IX and Section 504 Compliance Officer.