

General McLane High School 2011-2012 School Year

Student Handbook

Introduction

Welcome to the 2011-2012 school year. A successful General McLane student is one who exhibits a positive, respectful attitude when dealing with others at school. You will be expected to treat fellow classmates and adults you encounter with the same courtesy that you would expect from others.

Let's make 2011-2012 an enjoyable and successful school year.

Sincerely,

Daniel V. Mennow,
Principal

Michael J. Cannata
Associate Principal

General McLane School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs or employment practices as required by Title VI, Title IX and Section 504. For information regarding civil rights or grievance procedures, contact Dr. Stephen Barrett, Title IX Coordinator, or Mr. Jeffrey A. Fox, CPA, Section 504 Coordinator, at the Dr. Therese T. Walter Education Center, 11771 Edinboro Road, Edinboro, PA 16412 (814) 273-1033. For information regarding services, activities and facilities that are accessible to and usable by handicapped persons, contact Mr. Jeffrey A. Fox, CPA.

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Academic Letter

The General McLane High School Academic Letter Program is designed to award excellence in academic performance by its students.

Students may accumulate points on a yearly basis, as outlined. For purposes of this award, the school year shall begin with the fourth term and end with the following year's third term.

<u>Points will be awarded as follows:</u>		
Principal's Honor Roll		2.5
Honor Roll		2.0
National Honor Society		2.0
Academic Challenge Team		1.5
School Sponsored Competitions		1.0
Non-Athletics Activities	(maximum 2.0/year)	.5

To earn this award, freshman must accumulate 8.0 points and all other students 10.5 points during the defined year

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Advisory Groups

Each General McLane High School student is assigned to an advisory group with a faculty advisor. Advisory groups will meet regularly during the school year. Effective with the class of 2005, each graduate of General McLane High School will satisfactorily complete an arts portfolio project as part of the senior arts and humanities class.

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Alma Mater

Beyond the lake's blue water, stands our alma mater;
Glorious to view, the red and white;
Love and honor praise to thee;
We will sing of faith and loyalty
Trust and courage guide thy days ahead
And we'll ne'er forget the Lancer;
Strive to win thee fame.
Hail to thee our Alma Mater
Ever onward guard thy name.

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Announcements

PA/Video announcements are important and students' attention to the announcements is mandatory. Announcements will be made during tutorial period. Every attempt will be made to limit the use of the PA system during the school day. Other announcements which are absolutely necessary will be made during the last few minutes of a class period. Announcements regarding messages and items in the office for students will be made between classes.

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Assemblies

At various times throughout the school year planned programs are offered to all students for educational purposes. Conduct in an assembly program is no different from good classroom conduct. Every performer in an assembly program deserves the attention, respect, and courtesy of every student. Students are not to engage in whistling, booing, or other behavior demeaning to the presenter.

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Bell Schedule 2011-2012

<u>Regular Schedule</u>	
1st Period	8:00- 9:25
2nd Period	9:30-10:55
Tutorial	10:55-11:15 (Announcements at 10:55)
3rd Period	
A Lunch	11:20-11:50--Lunch Excused at 11:45 (11:50-1:15)
B Lunch	12:00-12:35--Lunch Excused at 12:30 (12:35-1:15)
C Lunch	12:45-1:15--Lunch Excused at 1:15 (11:20-12:45)
<i>-----Bells will not ring during 3rd period-----</i>	
4th Period	1:20-2:45

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Beverage Policy

Students must be responsible for taking care of the facility as beverages are concerned. Students will be permitted to have water only outside the area of the dining room. The administration reserves the right to revoke this policy without notice.

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Cell Phones/Electronic Devices

The use of Electronic Devices (cell phones, games, music players, etc.) is limited to specific areas of the building at specific times of the day. The following rules must be followed concerning cell phones and electronic devices:

1. Cell phone/listening device use in classrooms is the purview of the teachers. If causing a distraction, teachers will handle them like any other classroom distraction.
2. The cafeteria is designated as an electronic use area during tutorial and lunch. Students will be permitted to use cell phones and listening devices in that room at that time. Students are NOT permitted to use electronic devices while purchasing lunch as it causes confusion in the checkout process.
3. Electronic devices ARE NOT to be used in hallways for reasons of safety and efficient passage.
4. Cell phones in the building must ALWAYS be on silent or vibrate.

With this policy, there are some additional responsibilities for both parents and students:

1. The General McLane School District understands that many parents communicate with their children via text messaging during school hours. We ask that you limit that communication to the time the student has tutorial and lunch.
2. If students choose to bring electronic devices to school, WE WILL NOT BE RESPONSIBLE FOR LOST OR STOLEN ITEMS. The investigation of thefts and lost electronics distracts us from our educational mission.
3. Students MAY NOT call parents and ask them to bring him or her home because he or she is sick. That is solely the domain of the school nurse who will call parents if, in her professional judgment, the student is too sick to be in school. Likewise, students may not call parents to discuss academic complications or disciplinary consequences, If it is determined that a student called or sent a parent a text message during an unauthorized time, the appropriate disciplinary consequence will be issued.

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Confidentiality

The following is a summary of rights and privileges concerning educational records:

- Right to have access to all educational records.
- Right to a hearing before a hearing examiner if the challenge is not satisfactory.
- Right to a copy of the records at a nominal fee.
- Right to be notified of the district policy regarding student records.
- Right to request amendment or destruction of data.
- Right to file complaints with the United States Department of Health, Education and Welfare.

Certain records are classified as "Directory". These records include, but are 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, the most recent previous educational agency or institution attended by the student, and other similar information.

Normally this information is released to the public in the form of news releases on students activities, honor rolls, athletic programs, clubs and other extracurricular activities. This data may be disclosed without consent. However, parents and eligible students have the right to have the directory file deleted.

NOTE: Parents/guardians have all these rights unless the student qualifies as an emancipated student and is not dependent on his/her parents for his/her subsistence. Students have only the right of access of educational records. Questions concerning student records should be referred to the building principal. The policy of the school board concerning student records may be examined at the Dr. Therese T. Walter Education Center in the office of the superintendent.

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Dances

Each school year student dances are sponsored by various activity groups. All dances must be approved by the administration and have faculty sponsorship. The following regulations for dances have been established:

- All school rules are in effect for dances.
- Students leaving the dance before the end will not be permitted to return.
- Dances at General McLane High School are intended to be for General McLane High School students only. High school age guests from other schools may be sponsored by a General McLane student and registered in the office.
- With the exception of the prom, all dances will end promptly at 11:00 p.m. or before.
- Students are not permitted to loiter in the parking lot during high school dances.

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Drug Free School Policy

The General McLane School Board supports a comprehensive prevention and intervention program to deal with the problems of substance abuse that face our students. Students receive information addressing the legal, social and health consequences of drugs and alcohol beginning in kindergarten and continuing through grade 12.

It is the Board's position that the unlawful possession, use, and/or distribution of illicit drugs or alcohol is both wrong and harmful. The possession, use, and/or distribution of drugs, alcohol, or both by students on school property, or at any school-sponsored activities is prohibited. The term "school property" includes any school building, a school bus or vehicle used to provide transportation to or from any school or school-sponsored event, school parking lot areas, and any school property owned by, leased by, or under the control of the General McLane School District. Compliance with these regulations is mandatory. It is also the Board's position that the presence of any student under the influence of alcohol, drugs, or both on school property, or at any school-sponsored activities, is prohibited. The term "school property" is defined above.

The Board has adopted Policy 227 on drug abuse which includes disciplinary sanctions up to and including expulsion and referral for prosecution. Complete copies of Policy 227 are available upon request in the main office.

Students found to be sharing alcohol or illegal drugs will be considered "distributing" under the policy and will be referred for consideration of an expulsion from the General McLane School District.

For purposes of this policy, "drugs" mean:

- all dangerous controlled substances prohibited by law.
- all "look alike" drugs.
- all alcoholic beverages.
- any drug paraphernalia.
- any prescription medication (except for those for which permission to use in school has been granted pursuant to Medication Procedure 227-R). In addition, any over-the-counter medication (except those for which permission to use in school has been granted pursuant to Medication Procedure 227-R) may be considered a drug under this policy.

The District Disciplinary Code regarding substance abuse has been developed with input from parents, teachers, and administrators, adopted by the Board, and is in compliance with local, state and federal law. A copy of the complete policy may be obtained by calling the Dr. Therese T. Walter Education Center at 814 273-1033 x 5.

Drug and alcohol counseling services are available for secondary students during the school day. After care programs for students who have been in treatment are also available. If you have any questions about these programs, please contact your child's guidance counselor or principal.

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Erie County Technical School

General McLane School District is a member of the Erie County Technical School Program. Students attending the Erie County Technical School divide their day equally between the General McLane High School and the Erie County Technical School. The purpose of vocational training is to develop skills that will enable the students to enter the world of work or to further their education by entering a college or a technical school at the completion of the course. The Erie County Technical School Program is open to students in grades 10, 11, and 12.

The following vocational areas are available at the Erie County Technical School:

Art & Design for Business	Electronics
Auto Body Repair	Facility Maintenance Technology
Automotive Technologies	Graphic Communications
Computer Information Systems	Health Assistant
Construction Trades	Metal Fabrication

Cosmetology	Tool & Die
Culinary Arts	Networking Technologies *
Drafting and Design	Plastics Technology
Early Childhood Education	Tourism/Hospitality. *
Electrical Engineering	* <i>seniors only</i>

Additional information regarding the ECTS curriculum may be found in the General McLane High School Programs of Study booklet. Also, any student attending the ECTS will receive an **informational handbook** with all details pertaining to ECTS. Please refer to the comprehensive handbook for information needed for ECTS Students.

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Food Services

The General McLane High School dining room is an attractive and accommodating place for students to relax and socialize while eating lunch each day. Students may choose the Class A hot lunch or the wide variety of menu selections from the a la carte lines. Students may also choose to carry lunch from home each day. It is expected that students behave in a mature, responsible manner.

Free and reduced-price lunches are available for eligible students. **Applications for approval for free and reduced-price lunches** will be distributed at the beginning of the school year.

General McLane School District is pleased to announce that the FSS POSitiveID System will be installed at the High School. This technology allows us to provide debit accounts for purchases, and increases the speed of food service to the students. This system enables you to pay in advance for meals and/or a la carte items and still have the option to pay cash on a daily basis. It will also provide you a way to monitor you child's eating habits

The FSS POSitiveID System will identify each student with a biometric finger-imaging device. The device converts the finger image into a numbered pattern that is then stored for future identification at the point-of-service. This system is NOT associated with fingerprints. It CANNOT be used to identify students by lifting fingerprints and comparing them with the digital finger image. The finger image is NOT stored in the computer. This is a positive identification system, only your child can access his/her account.

We urge you to take full advantage of this system by placing money into your child's account on a weekly, monthly, or annual basis. You choose the amount you want to deposit. Any money not spent by the end of school year will be available for your child's use the following year. In the case of a graduating senior, monies will be refunded at the end of the school year.

The following rules will be in effect in the dining room:

- Be on time, tardiness will result in after-school detention.
- Throwing of any objects or material (food) is strictly prohibited and will result in Saturday detention

- Students are to clean up their immediate area (table top, floor, etc.) and return trays.
- Students are to remain in their seats until dismissed by the teacher in charge.

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Fund Raising

Clubs, sports teams, and other groups are permitted by General McLane School District Policy to conduct fund raising. Groups must fill out a request for fund raising activity signed by the advisor and president of the organization. These requests must be approved by the high school administration prior to the beginning of the school year. Fund raising involving the sale of candy is limited to one per month.

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Grading

General McLane High School students will receive report cards at the end of each grading period and academic progress reports at the midpoint of each term. The dates for the 2011-2012 school year are:

Reports Cards

November 9, 2011
 January 27, 2012
 April 4, 2012
 4th term is mailed

Progress Reports

September 29, 2011
 December 8, 2011
 February 23, 2012
 May 3, 2012

A grade is a teacher's evaluation of a student's educational progress in a given course. Student grades will be recorded on report cards and progress reports as letters A, B, C, and F. Letter grades will be determined by the following percentage scale:

A	90-100
B	80-89
C	70-79
F	0-69

The minimum passing grade is 70%. A student with a grade average below 70% will not qualify for passing or earn course credit.

The current earned letter grade will be given for the grading period when assignments or tests have been missed because of an excused absence. If the teacher feels that the student deserves additional time, a maximum of two (2) weeks will be given to complete such classroom work. If the work is not completed within the designated time, the grade will be calculated using zero (0) credit for the work in question.

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Graduation Requirements

To be eligible for a diploma from General McLane High School, a student must complete the courses and credits outlined. Credits toward graduation are accumulated beginning with grade nine. A total of twenty-eight credits must be earned for graduation from General McLane High School. The following credit totals are standard for status in the classes listed:

Sophomores	6 credits
Juniors	12 credits
Seniors	20 credits

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Guidance Department

General McLane High School offers a program of guidance and counseling to all students in grades 9 through 12. Our guidance office is located in the main office complex. Students are encouraged to take advantage of all programs offered through our **Guidance Department**.

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Hall Behavior

The rules for movement of foot traffic throughout the building are very simple and reflect common courtesy. When proceeding through the building, keep to the right so the traffic moving in the opposite direction proceeds smoothly. All students are discouraged from loitering in the corridors or visiting students in other rooms.

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Hall Passes

In most cases, all students should be in class for the entire period. Anytime students leave the classroom, except at the conclusion of class or during the five minute passing time following announcements, the teacher is responsible for their whereabouts and students must sign out on the approved log. The issuance of a pass is not necessary when student's destination is restroom or drinking fountain. In all other cases, the teacher must issue a pass to the student.

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Harassment/Bullying

Harassment, including bullying, means an intentional electronic, written, verbal, sexual or physical series of acts:

- directed at another student or students;
- which occurs in a school setting and/or outside a school setting;
- that is severe, persistent or pervasive; and
- has the effect of doing any of the following:

Substantially interfering with a student's education;
Creating a threatening environment; or
Substantially disrupting the orderly operation of the school.

Examples include, but are not limited to, repeated words, gestures or conduct intended to annoy, frighten, alarm, intimidate, put down or provoke the person to whom such actions are directed.

Each student has the responsibility to appreciate and respect the individual differences and feelings of others.

- **Verbal Harassment**--Repeated words, including name calling, put downs, and threats intended to annoy, frighten, alarm, intimidate or provoke the person to whom they are directed.
- **Electronic Harassment**--Using technology (including cell phones, listening devices and all unnamed modern devices) to put down, threaten, provoke, or insult another student or person associated with the school.
- **Written Harassment**--Inappropriate notes including name calling, put downs, and threats intended to annoy frighten, alarm, intimidate or provoke the person to whom they are directed.
- **Sexual Harassment**--It is a violation of both school policy and federal laws to sexually harass another student or for you to be sexually harassed by anyone - student or adult. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors and other inappropriate verbal or physical conduct of a sexual nature. Sexual harassment may include, but is not limited to, the following:
 - Sexual comments, jokes, gestures or looks.
 - Showing, giving or leaving someone sexual pictures, photographs, illustrations, messages or notes.
 - Writing sexual messages/graffiti about a person on the bathroom walls, locker rooms, etc..
 - Spreading sexual rumors about a person.
 - Saying someone is gay or lesbian
 - Spying on someone as they dress or shower at school.
 - Flashing or “mooning” someone.
 - Touching, grabbing, or pinching someone in a sexual way.
 - Pulling at someone’s clothes in a sexual way.
 - Intentionally brushing against a person in a sexual way.
 - Pulling someone’s clothing off or down.
 - Blocking someone’s way or cornering them in a sexual way.
 - Forcing someone to do something sexual, including kissing.

Physical Harassment -- Pushing, poking, throwing objects, taking or hiding another person’s personal possessions, or spitting.

If you feel you are being harassed or bullied and need help, tell an adult that you trust. Any teacher, guidance counselor, nurse or principal will help you deal with the problem and get some help. It is important that you tell an adult.

Bullying/Cyberbullying Policy

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Hazing

Hazing is defined as any action or situation which demeans the worth or value of a student or recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removes property for the purpose of initiation or admission into any organization including sports teams of the General McLane School District. Participation in such activities is strictly prohibited and will result in serious disciplinary consequences, which include the possible removal from the organization or team. All complaints of hazing should be made immediately to the building administration.

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Honor Roll

At the conclusion of each marking period the honor roll is posted. To qualify for:

Principals' Honor Roll	a student must have all A's and no more than one B in a weighted course.
Honor roll	a student must have all A's and B's (meaning at least one A and no more than one C in a weighted course).

Students must be attempting four (4) credits to be eligible for the honor roll.

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Internet Use Policy

We are pleased to offer students of the General McLane School District access to the district computer network for electronic mail and the Internet.

Students are responsible for good behavior on the school computer networks just as they are in a classroom or a school hallway. General school rules for behavior and communication apply.

Within reason, freedom of speech and access to information will be honored. Students are prohibited from accessing inappropriate sites. A network filtering device is in place on all computers in the school district. During school, teachers of younger students will guide them toward appropriate materials.

Parents who do not give permission for your child to access the Internet during school hours, please contact the building principal in writing.

Acceptable Use Policy

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Inter-Scholastic Athletics

General McLane High School is a member of the Pennsylvania Inter-Scholastic Athletic Association and District 10. To be considered eligible for participation, a student must meet all of the eligibility requirements of the P.I.A.A. Student athletes are subject to the General McLane High School **Code of Conduct** for all sports. The code of conduct is included in the General McLane Sports Physical Packet and

requires student-athletes to be passing a minimum of three (3) credits to maintain eligibility.

A student must must complete the PIAA Comprehensive Initial **Pre-Participation Physical Packet** (CIPPE) before beginning practice for a sport. Students who complete the CIPPE will not need to have an additional physical evaluation to participate in other sports seasons during the school year. CIPPE forms may be obtained in the school office. The completed physical packet is due no later than:

Friday, August 5, 2011 (Fall Sports)
Friday, November 11, 2011 (Winter Sports)
Friday, February 24, 2012 (Spring Sports)

Students who are issued school athletic uniforms are responsible for returning them in clean condition at the end of the season to their respective coach.

Students and other spectators are expected to behave in a manner that is respectful of others at all General McLane athletic events both home and away. Unsportsmanlike behavior including abusive language and taunting will not be tolerated and will result in ejection from the contest and grounds and possible disciplinary action. We are proud to make sportsmanship a top priority!

The following sports are offered:

<u>Boys' Program</u>	<u>Girls' Program</u>	<u>Co-Educational</u>
Football	Basketball	Cross County
Wrestling	Volleyball	Golf
Basketball	Track & Field	Cheerleading
Track & Field	Softball	Tennis
Baseball	Soccer	
Soccer	Swimming	
Swimming		

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Laser Pointers

Laser Pointers are potentially dangerous and will be permanently confiscated if found in students' possession.

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Library Services

The General McLane Library/Media Center is a large attractive room which contains over 16,000 titles including periodicals, pamphlets, maps, video tapes, films and software. This center has state of the art computer hardware and software which not only aids in the management of this library, but allows students access to General McLane sources as well as those available through other services.

Students are encouraged to make full use of opportunities provided by our library.

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Lockers

School lockers -- are the property of the General McLane School District. Lockers are assigned to the students merely for the convenience of the students. At no time does the General McLane School District relinquish its ownership and control of the lockers. No drugs, alcohol, weapons, cigarettes, proceeds from criminal conduct, or any other contraband is to be kept in any school locker or other assigned storage area including desks, lab, gym or shop compartments.

As a condition of providing student lockers, the General McLane School District reserves the right to enter lockers at any time, for any reason, without notice, without student consent, and without a search warrant. The General McLane School District also reserves the right to conduct canine searches of lockers for the detection of drugs. Canine searches of lockers may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant.

Each student is assigned a locker for use during the school year. Students are not permitted to switch lockers or use another student's locker for any reason. Students are responsible for the condition and security of their lockers. Students must use a lock purchased at school (\$5.00). Use of any other lock or locking mechanisms is prohibited. Students who choose not to purchase a lock or who choose not to lock their lockers assume the responsibility for items stolen or damaged. Students are not permitted to decorate, write on, or deface lockers in any way.

All lockers assigned to students are offered subject to the terms and conditions of this paragraph as well as all rules, regulations, and policies of the General McLane School District related to alcohol, drugs, weapons, tobacco, and any other contraband.

Gym lockers -- are to be used by students in gym classes only during that class period. The contents of the locker are the responsibility of the student. Money or other valuables should not be left in school lockers, desks, or storage areas. Neither the school nor the General McLane School District is responsible for loss of property stored in your school locker or other storage compartments.

Please report any locker problems to the office immediately.

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Lost and Found

A lost and found is maintained in the main office. All articles which are found in school should be turned in at the office. Items are kept for thirty (30) days and then donated to charity.

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Medication Policy

Medication Procedure 227-R

- All medications are drugs and should be given **only** with supervision by parents.
- Those medications that cannot be given any other time can be brought to school and given by the nurse.

In accordance with PA state guidelines, medication should be given before and/or after school.

However, when this is not possible, prior to receiving medication at school, each student must provide the nurse with a Consent Form signed by the parent/guardian and Medication Order from a licensed prescriber. All medications must be in the original prescription bottle/container from the pharmacy.

- Students must register all medicines with the nurse.
This includes prescriptions as well as over the counter products.
- Any medications not registered with the nurse may be considered a violation of the Drug Abuse Policy 227 which includes disciplinary sanctions up to and including expulsion and referral for prosecution.

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National Honor Society

The National Honor Society is an organization that promotes appropriate recognition for 11th and 12th grade students who reflect outstanding accomplishments in the areas of academics, scholarships, character, leadership and service. Students must also have earned a grade point average of 3.3 or better to meet the scholarship requirement.

These students are then invited to submit an application for membership. A faculty committee reviews all applications and carefully selects those who they feel show positive accomplishments in the stated areas.

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Nurse's Office

The **nurse's office** is located in the main office complex. The main purpose of the nurse's office is to help students stay mentally and physically healthy so they can make the best possible use of educational opportunities. The nurse takes care of emergencies and also helps students who become ill during the school day. **Should it be necessary to go to the nurse's office during class time, students should ask for a hall pass and proceed directly to the nurse. Students are not permitted to contact their parents regarding illness prior to seeing the nurse.**

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Obligations

Students who owe the school money, lost books, detention time, library materials or other school property will not be permitted to participate in any school extracurricular activities or attend any school-sponsored functions, home or away, have tutorial privileges and, if applicable, will not be permitted to drive to school. These privileges will be immediately reinstated upon payment/return of the obligation.

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Privacy Act / Armed Forces Exclusion

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that General McLane School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, General McLane School District

may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the General McLane School District to include this type of information from your child's education records in certain school publications. Examples include:

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

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

If you do not want General McLane School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 15th.

General McLane School District has designated the following information as directory information:

Student's name	Grade level
Address	Date of birth
Telephone number	Parent's name

Written requests for exclusion should be addressed to:

Mr. Daniel V. Mennow, Principal
General McLane High School Office
11761 Edinboro Rd
Edinboro, PA 16412
Attn: Armed Forces exclusion

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Programs of Study

The Guidance Department of General McLane High School produces a document entitled **Programs of Study**. Information regarding academic offerings, grading, and other academic policies of General McLane High School are contained in this printed pamphlet. A copy of the Programs of Study is available on the school website at www.generalmcclane.org and in the Guidance Office.

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Release

Seniors may request to be released one period early provided that they:

1. are registered for all required graduation credits;
2. understand release is for fourth period only for a maximum of two (2) grading periods (nine weeks)
3. have the written permission of a parent or guardian: and,
4. have no owed obligations to the school.

Release period application forms are available from the Guidance Office. Students must submit their written requests for release periods before the end of the first week of school in the fall or before the start of the third nine weeks in January. Release will not be considered at any other time. This will only be considered for seniors and no credit may be granted for release time.

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School Resource Officer

The school resource officer is a full time Deputy Sheriff with the Erie County Sheriff's Department assigned to the General McLane School District in partnership with the County of Erie. The SRO's duties in the district include but are not limited to, law enforcement, Student Assistance Program, conflict resolution (peer mediation), safety education, bullying prevention and drug and alcohol awareness. His presence in the district enables a pro-active approach to problems in the school and community

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School Store

The General McLane High School school store, the "Pencil Box" is located opposite the dining room. The Pencil Box is open at various times throughout the school day for students' convenience. The school store offers a wide variety of items including school supplies and school apparel.

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Signs

Any club or activity wishing to advertise an event must have the sign approved by the administration. Signs will be hung by student apprentices from the main office.

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Smoking/Tobacco Products

The possession, use, and/or distribution of tobacco in any form by students or adults on school property or at any school-sponsored events is prohibited. The term "school property" includes any school building, a school bus or vehicle used to provide transportation to or from any school or school-sponsored event, school parking lot areas, and any school property owned by, leased by, or under the control of the General

McLane School District.

Under Pennsylvania law, the possession or use of tobacco products or smokeless tobacco by a student in a school building, a school bus, or on school property owned by, leased by, or under the control of a school district constitutes a summary offense. Any violation of this Pennsylvania law shall be punishable by a fine of not more than \$50.00 plus court costs. If you have any type of tobacco in violation of this law, you will be fined. The General McLane School District reserves the right to institute any other disciplinary action for violation of this policy in addition to referring the matter for criminal prosecution.

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Snow Days / ALERTNOW

In case of severe weather, snow, ice, etc., the official announcements for closings or delays may be heard over the local radio and television stations.

The safety and security of our students and staff is the top priority at the General McLane School District. To succeed in our efforts to keep our children safe we must make keeping you informed a focus. That is why the District currently uses the ALERTNOW Notification System. This system will allow us to send a telephone or email message to you providing information about emergencies or school events. We anticipate using this phoning system to alert you to school delays, cancellations, early dismissals or even school events of interest. The system will call up to three (3) numbers for each child giving you updates and information through a brief recorded message. Each number will be called each time the system is activated.

In the event of a late start, time should be calculated by adding the announced delay to the regular time. (For example, if the bus usually picks up your child at 7:20 a.m. for the school opening at 8:00 a.m., a two-hour late start would mean a bus pick up of 9:20 a.m. for the 10:00 a.m. start.) School may be dismissed early if a severe storm or emergency arises.

Because of the diversity of the district, decisions about closing (or not closing) are difficult. Parents should use their own discretion about sending their children to school during very inclement weather. If you choose to keep your child home due to weather conditions and school is in session, this will be an excused absence.

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Sportsmanship

Students and other spectators are expected to behave in a manner that is respectful of others at all General McLane athletic events both home and away. Unsportsmanlike behavior including abusive language and taunting will not be tolerated and will result in ejection from the contest and grounds and possible disciplinary action. We are proud to make sportsmanship a top priority!

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Staying After School

Students are not permitted to remain after school unless they are involved in a supervised activity.

Students staying after school should go directly to their designated activity area. Roaming in the building is not permitted.

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Student Activities

Student activities form an important part of the total school program. Students who are involved in school activities generally have a more positive self concept, do better academically and enjoy school more than students who are not involved.

General McLane High School sponsors a wide variety of activities. New activities can be organized whenever there is sufficient interest and an available sponsor. Students interested in starting a new activity should discuss the idea with the administration.

The following is a list of currently active organizations:

AV Club	Mr. Marszalek
Stage & Lighting Crew	Mr. Marszalek
Bands	Mr. Marszalek
Pep Club	Mr. Kennerknecht
Chemistry Olympiad	Mr. Wheeler
Choirs	Mr. Yates
Envirothon	Mrs. Yonko
French Club	Miss Fritchman
German Club	Mr. Way
Art Club	Mr. Snodgrass/Mrs. Hodas
Academic Challenge	Mr. Terella
National Honor Society	Mr. Woodward
Newspaper	Mrs. Lerch
Spanish Club	Mrs. Dill
Students for Christ	Mr. Hager
Yearbook	Mrs. Bremner
Student Council	Mr. Kane
Technology Engineering Challenge	Mr. Kieffer
Technology Student Association	Mr. Kieffer
JETS	Mr. Treusch
Chess Club	Mr. Treusch

Creek Connections Club	Mrs. Yonko
PJAS	Mrs. Yonko
SFAE	Mr. Wible/Mr. Delsandro
History Club	Mr. White/Mr. Wible
Link Crew	Mr. Wible/Mr. Delsandro
Key Club	Mr. Jenkins

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Student Attendance

Regular attendance is not only required by law but is necessary for success in all phases of school work. Tardiness and unnecessary absences will not be tolerated. The high school office routinely telephones the homes of absent students to function as a liaison between home and school and to verify student absence.

Absences

By law, the following absences/tardies are considered excused:

- Illness
- Death in the family
- Religious activities
- Court cases
- Impassable roads
- Unavoidable family emergencies

If an excuse is not submitted within three (3) school days after the child's return to school, the absence or tardy will be considered illegal (or unexcused for students seventeen or over). The submission of an excuse after three (3) days will not be accepted as removing the illegal (or unexcused) classification of the absence or tardy.

A letter will be sent to the parent/guardian of any student who misses in excess of five (5) days of school in any term. The letter will inform the parent/guardian of the attendance issue and will require a physician's excuse for any additional absence during the term in question. If a physician's excuse is not received, the absence will be considered illegal or unexcused for students seventeen or older. In addition, students who have been absent in excess of five (5) days in one term will forfeit all tutorial privileges and will not be permitted to attend field trips that extend beyond the individual class period for the balance of the term., Exceptions may be made for students with extenuating medical circumstances. An appeal procedure is in place through the high school student attendance committee.

Absences for reasons other than those listed previously will be considered unexcused. Students will not be permitted to make up tests or other class work for an unexcused/illegal absence or tardy.

Illegal Absences

If the student acquires three (3) illegal absences, a certified letter will be sent to the parent(s) advising that the first offense has occurred and that any additional illegal absences may result in the immediate filing of charges with the magistrate.

Tardies

Being on time to school and classes is a very important factor in overall student success.

If a student acquires tardies to school during a single term (nine week grading periods), the following procedure will be followed:

3rd tardy -	after school detention
4th tardy -	Saturday detention
5th or more tardy -	Saturday detention and/or the revocation of driving privileges, if applicable, for the balance of the term

Excusal During the School Day

Students may be excused from school during the school day for medical and other appointments that cannot be scheduled before or after school hours. Students need to present a written excuse signed by a parent/guardian to the school office at the beginning of the school day.

After-School Activities

Any student who is absent from school will not be permitted to participate in or attend any school functions or activities that day. Any student who is excused by the school during the school day due to illness, will not be permitted to participate in or attend any school functions or activities that day.

Educational Trips

Five (5) days per semester may be approved for an educational trip. A Request for Approval of **Educational Trip form** must be completed and approved in advance of the trip. Any work provided in advance of the trip must be turned in on the day of the student's return. Other work must be made up within three (3) days of the student's return. The request must be completed by a parent or guardian. After the fifth day of absence, the student will be marked illegally absent until such time that they return. If the student is 17 or over they will be withdrawn from school.

Assignments

Following an absence students are responsible to complete all make up class work, tests, quizzes, etc. Teachers may ask that students complete makeup work outside the regular class period.. For an absence of three (3) days or more, requests may be made to the school office.

Homebound Instruction

A physician's statement of incapacitation is required for homebound instruction. All applications must be verified by the principal and approved by the superintendent before a tutor will be assigned (Policy 117).

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Student Behavior Policy

The goal of the General McLane Student Behavior policy is to encourage students to make appropriate choices regarding their conduct in school. In order to achieve this goal a well defined set of behavioral limits, consequences and procedures must be established and understood by everyone involved with the school. The primary objective of a behavior policy is the reinforcement of positive behavior. Students must accept and acknowledge that they have a choice between appropriate and inappropriate behavior. When they choose to exceed the defined limits they must accept the disciplinary consequences of that

choice.

Disciplinary consequences are not punishments but the earned result of inappropriate behavior. The objective of any disciplinary action is the correction of unacceptable behavior.

The administration has the primary responsibility for establishing and enforcing school-wide behavioral limits and supporting the teachers in their efforts to maintain classroom discipline. Parents have the responsibility to be aware of the school's Behavior Code and to work with the school in reinforcing appropriate behavior. Communication between the school and the home must be open and supportive in both directions. Students have the responsibility to be familiar with the limits and consequences defined in the code and to behave in a positive manner.

The General McLane High School Student Behavior Code is in effect during the normal school day and at all extra-curricular activities involving General McLane High School.

Consequences

Consequences encountered must be appropriate and should increase in significance if the limit continues to be exceeded.

Classroom consequences should be defined in the teacher's Discipline Plan and must be consistent with the policies and procedures of the school-wide Behavior Code.

Warning

A warning will be given for most first-time, minor infractions.

Parent Contact

Parent contact should be by telephone whenever possible. All cases involving the assignment of a disciplinary consequence will be documented in writing to the parents. This communication should outline the inappropriate behavior, the consequences which will be encountered if the behavior continues, and the limits which are expected for future behavior.

Personal After-School Detention

A personal detention may be assigned by a teacher, with a minimum of twenty-four hours notice to the student's parents. Typically, personal detentions are assigned as consequences for minor classroom violations.

After-School Detention

After-school detentions are assigned by the administration for minor school-wide or classroom infractions. Detention is held on Tuesdays from 2:50-3:30 p.m. in Room 400. Parents are notified, in writing, at least twenty-four hours in advance. Transportation is the responsibility of the student or parent. Students may be assigned a maximum of three (3) after-school detentions during the school year. Students must complete the after-school detention "Plan for Change" during the detention.

Saturday Detention

Saturday detentions are assigned by the administration for more serious infractions of the Behavior Code. Detention is held on Saturday morning from 9:00 a.m. - Noon in Room 400. Parents are notified, in writing, at least twenty-four hours in advance. Transportation is the responsibility of the student or parent. Students may be assigned a maximum of five (5) Saturday detentions during the school year.

Suspension or Expulsion

Students may be excluded from school for a period of one to ten days by action of the principal. Out-of-school suspension will be considered in the most serious cases or when all other possible consequences

have failed to change the student's behavior or when detention assignments have reached the maximum level. All out-of-school suspension cases will be handled in compliance with the due process provisions of Chapter 12 of the Regulations of the State Board of Education of Pennsylvania, the Policy of the General McLane School District, and the procedural guidelines of this Behavior Code.

The following behaviors by students may lead to suspension and possible expulsion:

- Bringing on to school property or having in the pupil's possession dangerous or illegal weapons.
- Selling, using, possessing, or aiding in the procurement of alcoholic beverages, narcotics, or restricted drugs, or controlled substances, including but not limited to marijuana or any material purported to be such, and any other violation of the policy of the General McLane School District pertaining to the use and abuse of alcohol or drugs.
- Making a terroristic threat or committing a terroristic act.
- Engaging in violent actions threatening to the safety of pupils and school personnel. This includes loud statements which may possibly lead to disruption of the school.
- Overt insubordination to the clear directions of a school district employee.
- Committing immoral acts or gestures.
- Making salacious statements either verbally or in writing.
- Theft
- Destruction or defacing school property.
- Failure to be in an assigned area.
- Truancy
- Smoking or carrying smoking materials on school property or at school sponsored functions.
- Failing to comply with the requirements of, or failing to take advantage of, alternative education to which the student was assigned.
- Accumulation of disruptive offenses.
- Violation of the laws of the Commonwealth of Pennsylvania or the United States of America.

Specific School-Wide Limits and Consequences

The following is a list of limits and consequences which will be uniformly enforced in the school. This list does not address every possible situation, but concentrates on the most frequent inappropriate behaviors. The consequences specified in this list are minimum consequences. More serious consequences may be encountered if the student has repeatedly exhibited inappropriate behavior and/or the stated consequence has not been previously effective.

<u>LIMIT</u>	<u>CONSEQUENCE</u>
Use or possession of tobacco	<u>1st offense</u> - Saturday detention <u>Repeat offense</u> - Out-of-school suspension
Tobacco violations also carry with them civil penalties of a \$50.00 fine plus court costs.	
Fighting	Out-of-school suspension Police notification
Cutting Class	Saturday detention plus the loss of credit for work missed during the period

Harassment/Bullying	Any student who violates this policy will be subject to appropriate disciplinary action consistent with the Code of Student Conduct and applicable Board Policy, including Policy 233, which may include: Counseling within the school; parental conference; loss of school privileges; transfer to another school building, classroom, or bus; exclusion from school-sponsored activities; detention; suspension; expulsion; counseling/therapy outside of school; and/or referral to law enforcement officials.
Truancy (including leaving the school building without permission)	Saturday detention
Theft or possession of stolen property	1st offense - Saturday detention Repeat offense - Out-of-school suspension Police notification
Forgery of hall passes, excuses, etc.	Saturday detention
Cheating	1st offense - No credit for the assignment and notification of parent by the teacher Repeat offense - Same consequence as above plus Saturday detention
Tardiness to school	If a student acquires tardies to school during a single term (nine week grading period), the following procedure will be followed: 3rd tardy - after school detention 4th tardy - Saturday detention 5th or more tardy - Saturday detention and/or the revocation of driving privileges, if applicable, for the balance of the term.
Abusive, profane or threatening language in the presence of a teacher or staff member	Out-of-school suspension
Profanity and disrespectful behavior (not threatening or directed at a staff member)	After-school detention or Saturday detention
Failure to comply with clear directions of staff member	Saturday detention or out-of-school suspension
Fire equipment and safety violations (including the unlawful removal, discharge, or damage of a fire extinguisher or other fire	Out-of-school suspension and/or prosecution under any and all appropriate statutes

safety equipment,activating an evacuation alarm without just cause, or starting, helping to start or otherwise causing a fire)	
Public display of affection	After-school detention
Inappropriate behavior in the dining room (running, shouting, throwing food, etc.)	After-school detention or Saturday detention
Inappropriate hallway behavior (running, shoving, pushing, etc.)	After-school detention
Beverage violation	1st offense - Warning Repeat offense - After-school detention
Unauthorized access to or alteration of electronic data/information	1st offense - Saturday detention Repeat offense - Suspension
Unauthorized copying or theft of electronic data	1st offense - Saturday detention Repeat offense - Out-of-school suspension Police notification if appropriate
Unauthorized phone use	Saturday detention

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Student Council and Class Officers

Student Council Officers

President Makenzie O'Connor	Treasurer Colton Weaver
Vice President Jared Rumm	Secretary Kristina Flak

Class of 2012

President Alexandra Everhart	Treasurer Colton Weaver
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Vice President
Makenzie O'Connor

Secretary
Molly Streiff

Class of 2013

President
Brittney Hunt
Vice President
Matt Zewe

Treasurer
Aubriana Sweet
Secretary
Katie Clark

Class of 2014

President
Cody Hunt
Vice President
Ashley Mennow

Treasurer
Elizabeth Yonko
Secretary
Melissa Barry

Class of 2015

President
TBA
Vice President
TBA

Treasurer
TBA
Secretary
TBA

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Student Dress Code

The General McLane School District believes that student manner of dress has an impact upon the atmosphere and consequently the learning environment of its schools. It is the belief of the district that attire appropriate to the school environment serves to promote learning, minimize distractions and emphasize the seriousness of the learning process .

Specifically, students are expected to dress in a manner that adheres to the following guidelines:

- All shirts/tops/dresses must have sleeves. Clothing will completely cover the torso (from the shoulders to the hemline). Necklines and hemlines should reflect an appropriate environment for learning not a social setting.
- Clothing must be worn in such a way as to not expose undergarments
- Clothing cannot present a hazard to the health or safety of the student or to others in the school, materially interfere with school work, create disorder, or disrupt the educational program.
- Clothing and accessories should not cause excessive wear or damage to school property or cause blocked vision or restricted movement. Specifically prohibited are exposed chains and metal spikes.
- Students may be required or permitted to wear certain types of clothing while participating in physical education classes, shops, extra-curricular activities, or other situations where special attire may be required to insure the health or safety of the student.
- Hats and visors are prohibited before the time of dismissal.

- Any clothing of a sexual or violent nature or which promotes or advertises tobacco products, alcohol products or illegal drugs is also prohibited.

All matters related to student dress not covered by this policy, shall be left to the discretion of the administration.

Consequences

First Offense: Student is issued a warning and is required to change or wear a t-shirt provided.

Repeated Offense: Phone call to parent and after school detention.

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Student Driving

The use of an automobile to drive to school is a privilege, not a right. To be eligible to drive to school, a student agrees to meet all of the following regulations:

- All student drivers must park in the east parking lot only, directly behind the high school.
- All student drivers must register with the office and purchase a GM parking permit. Students must present a valid drivers license and vehicle registration for all vehicles to be driven to school. Permits for the 2011-2012 school year are \$30.00. Permits must be displayed (mirror) at all times.
- All students must abide by all of the rules, regulations, and conditions set forth on the front and reverse sides of the **Student Driving Permission form**, which include, but are not limited to, the following:
 - a. students must have parental permission to drive
 - b. student drivers are to exit after dismissal after all buses have departed
 - c. student drivers are to enter the building immediately upon arrival to school
 - d. student drivers must comply with the rules, regulations and policies of the General McLane School District including, but not limited to, those set forth in the Student/Parent Handbook
 - e. student drivers must comply with the rules, regulations, and policies of the General McLane School District pertaining to the possession, use, and distribution of alcohol, drugs, tobacco, and weapons
 - f. students issued permission to drive a vehicle to school are subject to the Vehicle Search Policy which is set forth on the reverse side of the Student Driving Permission form and which authorizes canine searches of vehicles for drugs and/or drug paraphernalia
- A student's driving privilege may be suspended by the administration for any of the following reasons:
 - g. failure to comply with the terms and conditions as set forth in the **Student Driving Permission form**
 - h. failure to comply with the **Student Driving Regulations**,
 - i. failure to comply with any and all rules, regulations, and policies of the General McLane School District, whether or not any vehicle was used in or part of any violation(s)
 - j. truancy or excessive absence from school
 - k. excessive tardiness to school (includes tardiness to or from the Erie County Vo-Tech School).

- l.** using an automobile to leave school without an excuse before the end of the school day or allowing another student to use your automobile during the day for such a purpose
 - m.** reckless or unsafe driving on school property
 - n.** owing the school any obligation -- books, library materials, money, detention time, etc., as outlined in the obligation section of the student handbook
 - o.** if, in the opinion of the administration, a student's driving privilege is interfering with his/her class attendance or academic performance or if the automobile is being used for purpose unacceptable to the school;
- **Student driving permission forms**, the **Vehicle Search Policy**, and the **Student Driving Regulations** are available in the main office.

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Student Information Forms

Each year a **Student Information Form** must be completed fully and submitted to the nurse's office at the high school. A preprinted information form is included with the student schedule that is mailed to parents prior to the opening of school. Parents should verify the information, make any corrections or changes, and return the form to the school.

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Student Insurance

The General McLane School District provides parents the opportunity to purchase insurance coverage, at no cost to the district, for injury resulting from accidents sustained by students in programs, school activities, and while traveling between home and school other than on a school bus. This coverage is made available at the beginning of the school year and enrollment is strictly voluntary.

Students engaging in any program of interscholastic athletics or related interscholastic activities must have provided their medical insurance information.

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Student Support Program

The General McLane High School Student Support Program is intended to find help for students who are experiencing problems which are interfering with their education. The Student Support Program works with a wide variety of problems including drugs and alcohol, depression, suicide, eating disorders, co-dependency issues and other family problems.

The Student Support Program does not counsel students or provide therapy. The role of the teachers involved in the program is to work with students and parents to find out what is causing inappropriate behavior and what professional resources are available to help solve the problem.

Referrals to the Student Support Program may come from any source: parents, students, teachers, administrators, law enforcement agencies, activity advisors, and coaches. To make a referral you may talk with any member of the Student Support Program core team or give any member a written note. Anyone

who is concerned about a student and has observed inappropriate behavior may make a referral. The person making the referral may request that his or her name not be revealed. For more information about the Student Support Program, see any SSP Core Team member or seek information in the guidance or main office.

Core Team Members include the GMHS administrators and faculty.

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Telephone Use

During school hours, students may request the use of an office telephone only for urgent reasons and with the permission of the assigned teacher. Students' use of cell phones is permitted during tutorial/lunch time in the cafeteria only.

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Telephone Messages

Unless an emergency exists, all messages for students will be announced during passing time between classes. Students may receive messages or items in the main office.

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Terroristic Threats/Acts

No student shall make a terroristic threat and/or commit a terroristic act.

For purposes of this policy, the term “terroristic threat” is defined as a threat to commit any crime of violence

- with the intent to terrorize another or to cause evacuation of a building, place of assembly, facility, or vehicle(s), or
- with the intent to cause serious public inconvenience, or
- if made in reckless disregard of the risk of causing such terror or inconvenience.

For purposes of this policy, “terroristic threat” includes, but is not limited to, bomb threats, false fire alarms, or any statements, comments, or remarks which fall within any one or more of the above categories and which pertain to harm directed against another person and/or property.

For purposes of this policy, the term “terroristic act” is any act against person or property involving danger or risk of harm to another person or property, or any act committed:

- with the intent to terrorize another person, or
- with the intent to cause evacuation of a building, place of assembly, facility, or vehicle(s), or
- with the intent to otherwise cause serious public inconvenience, or
- in reckless disregard of the risk of causing such terror or inconvenience.

The consequences for such threats or actions may include suspension or expulsion from school. This policy is based upon Policy 233 which has been adopted by the Board of the General McLane School District.

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Textbooks and School Property

Textbooks and other school property are issued to students each year. Students are held accountable for the condition of the books issued to them. Lost or damaged books are to be paid for by the student. The charge for lost books shall be the full replacement cost during the first year the book is used. Each year following, the cost shall be reduced by ten percent. Damaged books will be rebound if possible and the cost of rebinding charged to the student. If the book cannot be repaired, the lost book charge will be used.

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Transportation Services

The General McLane School District transports pupils to and from school each day. In addition to normal transportation, many students are transported on field trips and extra-curricular activities. The safety and welfare of all students being transported on district-operated buses is of vital concern. Drivers have the authority to assign seats, to insure the safety of the riders, and to provide an orderly atmosphere on the bus. Only authorized pupils are permitted to ride a bus. Disorderly conduct or persistent refusal to follow the district bus regulations or submit to the authority of the bus driver shall be sufficient reason for the pupil to be denied transportation. Misconduct on the school bus will be viewed as endangering the safety and welfare of others and will be treated seriously. Electronic monitoring is used to insure student safety.

Riding the school bus is a privilege which requires responsibility on the part of the riders. The following general rules are to be reviewed and followed at all times on General McLane School District buses.

- Students are to remain seated while the bus is moving.
- Loud talking and/or abusive language are unacceptable.
- Pushing, fighting or other unruly behavior will not be tolerated.
- Students are not to eat or drink on the buses. These practices can be unsafe and create problems with litter.
- Vandalism on the buses will require restitution by the student.
- The driver is in charge. Student respect to the school bus driver is expected at all times.

Failure to comply with directives issued by the bus driver will result in a Student Discipline Report being filed with the school principal. Any questions or concerns may be directed to the General McLane Service Center @ 273-1033 (ext 6900).

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Tutorial Period

The purpose of tutorial period is to offer needed assistance to students in academic areas. The following regulations will be in effect during tutorial.

- Students must sign in and sign out on the approved Sign- In/Sign-Out sheets during tutorial. Students must write all destinations if multiple destinations are intended.
- After the initial five minutes of tutorial following announcements, students must have a written pass to leave the classroom. Students in the hall without a pass after the initial five minutes time will be escorted into the nearest area supervised by a staff member and the student's tutorial privileges will be revoked.
- The classroom atmosphere during tutorial is to be designated by the teacher.
- The library is for quiet study and research.
- The dining room is for socializing during tutorial. The following schedule will be used:

Monday, Wednesday, Friday	Seniors and Juniors
Tuesday, Thursday	Sophomores and Freshmen

Students must report to their destination, with a pass, and remain with that teacher until the end of the tutorial period.

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Vandalism Policy

If any person shall willfully or maliciously break into, enter, deface, or write mark, or place any obscene or improper matter upon any building of the General McLane School District or other building used for school purposes, or shall deface, injure, damage, or destroy any school furniture, books, paper, maps, charts, apparatus, or other property contained in any school building, or shall injure, damage, or destroy any shade tree, shrubbery, fences, or any other property of any kind, upon any school grounds, or upon any school playground, such person shall be sentenced to pay a fine of not less than fifty dollars (\$50.00) and not more than one thousand dollars (\$1,000), or undergo an imprisonment in the county jail for a period of not exceeding six months, either or both, at the discretion of the court. In addition to any other penalty prescribed by this subsection, the court, upon conviction of a defendant for a violation of this subsection, may order the defendant to compensate the school district for damages sustained as a result of the defendant's unlawful conduct. (Section 777, PA Public School Code of 1959, as amended, P.L. No. 59)

Notice is also given that at a Regular Meeting of the General McLane School District Board of Education held June 17, 1981, it was unanimously resolved that the Board of Education intends to prosecute ALL PERSONS caught in the act of violating any of the provisions of the law stated above. Furthermore, School Administration shall be compelled and directed to bring such charges against all violators. The General McLane School District Board of Education will pay a reward of not less than ten dollars (\$10.00) and not more than one thousand dollars (\$1,000.00), at their discretion, for information leading to the arrest and conviction of any person or persons violating the above referenced provisions of law.

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Visa Club

The VISA (Very Impressive Student Attitude) Club is open to any General McLane High School student who maintains a 98% attendance rate and has no documented disciplinary infractions during the previous grading period. VISA Club members qualify for preferred parking passes, drawings for free tickets to various events including movies, professional sporting events and other incentives throughout the school year.

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Visitors

Visitors during the school day will be limited to future students, foreign students and alumni and must be approved by an administrator at least one day in advance of the planned visit. Teachers are to request to see any visitor's pass. All visitors must report to the office upon entry into the building and wear a visitor badge during their stay.

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Volunteers

General McLane High School encourages parents to become involved in the school program by volunteering their time during the school day and as chaperones during extracurricular events. The school district requires all volunteers to file Act 34, Act 151 and FBI clearances with the district prior to any one-to-one participation with the students. These applications may be obtained at any school office within the district.

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Weapons Policy

The possession, use, and/or distribution of a weapon on school property or at any school-sponsored activity is prohibited. The term "school property" includes any school building, a school bus or vehicle used to provide transportation to or from any school or school-sponsored event, school parking lot areas, and any school property owned by, leased by, or under the control of the General McLane School District. No student shall bring a weapon onto any school property or to any school-sponsored activity. The term "school property" is as defined above.

The term "weapon" shall include, but not be limited to, any knife, cutting instrument, cutting tool, nunchuk, firearm, shotgun, rifle, explosive device, explosive material, and any other tool, instrument, material, or implement capable of inflicting bodily injury.

All persons entering any school building may be required to submit to a metal detector scan, and a personal search, to ensure that weapons are not brought into the building. Bags and parcels also may be searched by means of metal detection devices, by hand, or otherwise. Refusal to cooperate with the search will result in the denial of entry and/or disciplinary action.

General McLane School District has adopted this weapons policy in accordance with **federal law**, specifically: (Public Law 103-382) and **state law** (Act 26 of 1995, Section 1317.2). Both laws leave little or no discretion to local Boards of Education. The federal and state laws provide as follows:

"...a school district shall...**expel**, for a period of no less than one year, any student who is determined to have brought a weapon onto any school property, any school-sponsored activity or any public conveyance providing transportation to a school or school-sponsored activity..."

If through a hearing it is determined that a student has violated the Pennsylvania or federal law, or both, expulsion for one year is mandated under the law.

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Website

For information regarding the General McLane School District and General McLane High School, contact

www.generalmclane.org

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Wellness

In an effort to promote student health, the General McLane School District has adopted a new wellness policy which complies with a three year phase in period of state and federal regulations. This policy encourages healthy choices of foods and beverages for all students by including foods high in fiber and low in fats and sugars such as fruits, vegetables and whole grain items, Healthy beverages include water, milk, 100% fruit juices and others. Food and beverage choices that will be avoided by this policy include high calorie foods and foods of minimal nutritional value. Beverages of high sugar content such as soda will not be permitted. The new policy will affect all foods available to students during the school day including breakfast and lunch menus, vending machines, the school store, fundraising activities and items provided for class parties and holiday celebrations, Adults are encouraged to set a positive example for students to model and show their support of this new policy. Physical exercise will also be promoted throughout the district as part of the overall wellness initiative. Efforts will be made at all levels to encourage positive life style choices while providing educational opportunities.

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Work Permits

Work permits are issued through the high school by the nurse. A parent or guardian must present a birth certificate or other acceptable proof of age at the time of application.

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Mission Statement: "Meeting students where they are to empower them to become all they are capable of being."

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ADMINISTRATION

Richard Scaletta, Superintendent

Daniel V. Mennow, Principal
Michael J. Cannata, Associate Principal
Patricia M. Crist, Special Programs

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Gary Astorino, Guidance Counselor	Monica Mook, Math
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Diane Bremner, English	Nancy Rogers, Business Ed.
Christine Capozzoli, Computer Science	Michelle Ruland, Emotional Support
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Chris Gilbert, Biology	Michael Smrekar, Health/PE
Luke Graham, Health/PE/DE	Raymond Snodgrass, Art
Megan Green, Spanish	Marla Stauffer, Health/PE
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Michael Merriam, Chemistry	Karen Yonko, Biology
	Ray Zimmerman, Social Studies

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Wendy Schau
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Tim Gruzosky
Leslie Bender-Hetz
Marcia Provencher
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Mary Morosky
Brenda Seth, Aide

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Harriet Gilbert
Debbie Lathrop
Lisa Myers
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