



WELCOME BACK

KANE AREA SCHOOL DISTRICT, 2026



Hello KASD Families!

A new school year is almost here, and we are excited to welcome everyone back! Throughout the summer, we have been preparing for a great year ahead - hiring new team members, refreshing our buildings, cleaning classrooms, preparing materials, fine-tuning procedures, and making sure everything is ready for our students. School begins on **Wednesday, August 26**, and we look forward to continuing our strong partnerships with our families and community to provide a positive, successful school year for all.

Jeanine Kloss

KASD Superintendent



@KASDWolves

ATTENDANCE

Thank you, KASD families, for making regular school attendance a priority! We are pleased to see attendance continue to improve across the district. Being at school each day helps students stay connected, build confidence, and make steady academic progress. We know that families can sometimes face challenges that make attendance difficult, and we are here to help. Please reach out to your school office if your family could benefit from support.

SUPPORTING STUDENT MENTAL HEALTH

KASD offers a variety of behavioral and mental health supports to help students thrive. Resources include school counselors, school social worker, Dickinson mental health clinicians, school-based counseling through The Guidance Center (TGC), Alcohol and Drug Abuse Services, IU9 behavioral support, and the Counslr app. We are also working with TGC to expand services for students in grades 3–8. Families are encouraged to contact their child's school to learn more or connect with available supports.

CURRICULUM

- K-5 Language Arts updates
- 6-8 Houghton-Mifflin-Harcourt: Into Literature
- HS Personal Finance credit requirement
- K-12 Styer-Fitzgerald Program for Functional Academics



FACILITIES

- MS Auditorium Lighting
- HS Auditorium Lighting & Renovation
- HS Vo-Ag Fresh Paint
- Athletic Complex LED Lighting

AUGUST

- 18-19 Kindergarten Orientation
- 19 6th grade Orientation
- 9th grade Orientation
- Back to School Celebration
- 26 First Day of School



SEPTEMBER

- 14 High School Open House
- 15 Middle School Open House
- 16 Elementary Open House

School Hours

Grades K-2 8:10 A.M. - 2:30 P.M.

Grades 3-5 8:10 A.M. - 2:50 P.M.

Grades 6-12 8:05 A.M. - 2:50 P.M.

Students are not permitted in school prior to 7:30 a.m.

REMINDEES

Do not use the front lot or bus circle for student drop off. Parking or dropping off on Hemlock Avenue is prohibited.

Call the school office if your child will be absent.

All student meals will be provided at no cost this school year. To provide funds for snacks, extras, or purchases of milk without lunch, access your student(s) School Café account at www.schoolcafe.com. For information about accessing this system, call Mrs. Hollingshead, Food Service Director at 837-9570 ext.1213.

To access the Parent Portal

<https://parent-csiu.eschooldata.com/KANE>

SAFETY

Reminders to support the safety and security of students, staff, and visitors:

- ALL exterior doors are locked at all times. Staff will be assigned to monitor two entry points at each building upon student arrival – parent drop-off and the main entrance.
- Officer Hartman of Kane PD is our full-time School Resource Officer.
- Raptor Visitor Management requires every visitor to present a valid photo ID.
- All classrooms have updated crisis manuals.
- Our PA system provides safety measures including connecting buildings for efficient communication (indoors and outdoors) in the event of an emergency.
- Threat assessment teams are available in every building.
- BARK and Go Guardian software will be used for tracking and alerting administrators to inappropriate student activity online.
- Safe2Say is available for anonymous reporting.
- Administrators, teachers, and staff participate in 3-hours of annual safety training



Kane Area School District

400 West Hemlock Avenue • Kane, Pennsylvania 16735 • (814)837-9570

To reduce the unnecessary printing of materials, the information packet that follows is located under the "News" section on our district webpage - www.kasd.net. Anyone wishing to have a printed copy of the packet should contact one of the school offices.

Kane Area Elementary School 837-7555
Kane Area Middle School 837-6030
Kane Area High School 837-6821

GENERAL PROVISIONS

The following provisions are set forth in laws of the Commonwealth of Pennsylvania and policies of the Kane Area School District. To provide a basis for understanding these rules, this summary is provided for parents and guardians. Detailed information is available in student handbooks, policies, and on the KASD website - www.kasd.net.

ADDRESS/TELEPHONE NUMBER CHANGE

Please advise the school district of any change in address, telephone number, e-mail address, or custodial guardianship, as soon as they become available, to maintain proper records for your child.

ADMISSION TO SCHOOL

Entitlement of Resident Children to Attend School - A school age child shall be entitled to attend school if the parents or guardian reside in the school district and if state law and district policy are observed.

School Age - School age is the period of a child's life from the earliest admission age to kindergarten, or when a child does not attend kindergarten, the earliest admission age as a beginner, which shall be no earlier than six (6) years, until the age of twenty-one (21) years. A beginner is any child who shall enter the lowest grade of an elementary school above kindergarten.

Admission to Kindergarten - Children shall be admitted to kindergarten provided they have reached the age of five (5) years on or before September 1.

Admission of Beginners - Children shall be admitted as beginners in elementary school providing, they have reached the age of six (6) years on or before September 1. The admission period shall be restricted to the first two weeks of the school year.

Compulsory School Age - School age refers to the period of a child's life from the time the child enters school as a beginner, which shall be no later than at the age of six (6) years until the age of eighteen (18), or graduation from the Kane Area High School, whichever occurs first.

Early Admission to Kindergarten - The Kane Area School Board may admit to kindergarten a child with a chronological age of four (4) years and six (6) months or more and a mental age of six (6)

years or more. In such a case, the parent must request and consent to early admission, the school psychologist must recommend, and the superintendent must approve. The early admission will be permitted during the first two weeks of a school term only.

Nothing in this policy shall be construed to require the Board of School Directors to admit any child to kindergarten whose chronological age is less than the district's established admission age for kindergarten, as of the district's admission period.

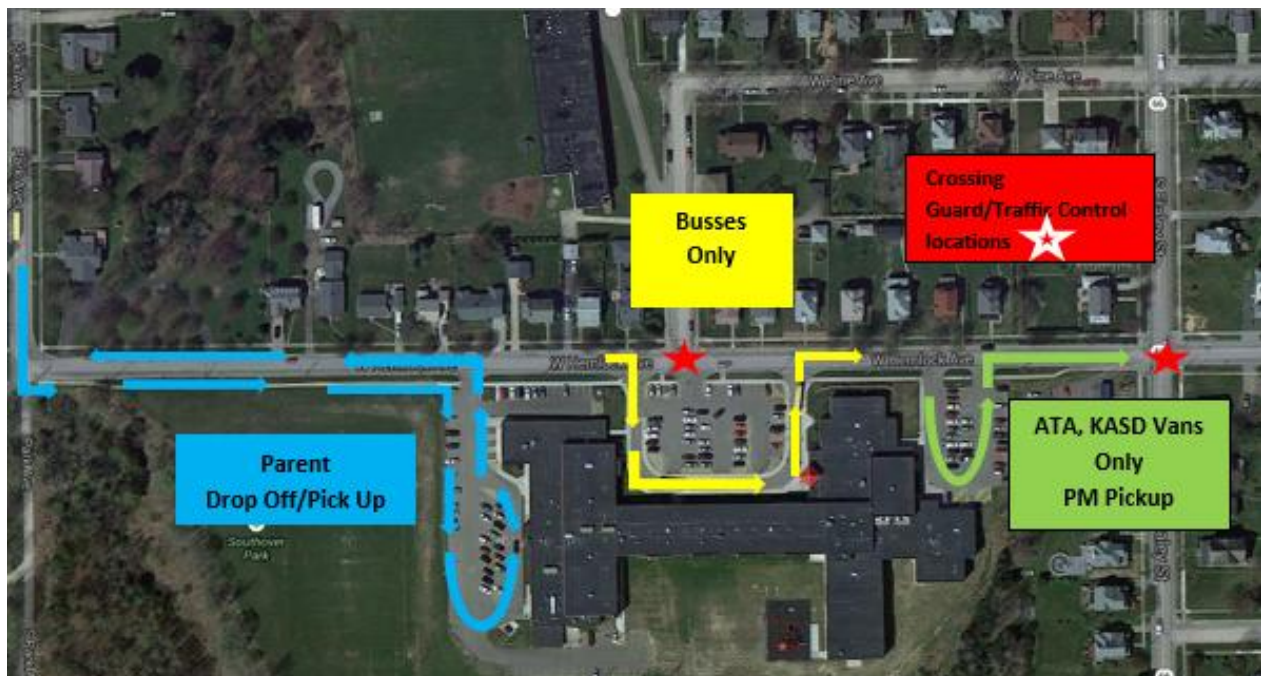
ARRIVAL AND DISMISSAL

High school parent drop-off and pick up will enter the school from the Route 321 entrance and leave the school through the back of the high school parking lot (yellow gate) onto Highland Road.

All elementary and middle school students that are being dropped off by parents must use the west parking lot by the football field and enter the school through the doors by the middle school gymnasium. Elementary students will be supervised by adults in the hallway as they walk to the elementary school. All doors will remain locked. Students should not arrive prior to 7:30 when they can be let into their buildings and supervised.

After school student pick up at the elementary middle school will remain the same. Please do not pick up your child on Hemlock Avenue as there is no parking allowed, and this is not a safe alternative.

*The main parking lot in front of the elementary - middle school is for visitors and employee parking only. This lot is not a location for picking up or dropping off in the morning before school begins, or in the afternoon at dismissal. Parents/visitors should only use the front lot if they are parking and entering the building for school business (meet with teacher, school conference, etc.) or to pick up a child for an early dismissal.



ASBESTOS

This notice is to inform you that the Kane Area School District has inspected each of its buildings for the presence of Asbestos Containing Building Materials (ACBM) in accordance with the Asbestos Hazard Emergency Response Act (AHERA) regulations. Periodic six-month surveillance as well as 3-year re-inspections are performed, and the results are kept with the Asbestos Management Plan.

The Asbestos Management Plan has been prepared in accordance with the AHERA regulations and is available for review at the District Office Bldg. located at 400 W. Hemlock Road, Kane, Pa. 16735. For more information, please contact the Facilities Manager – Todd Fitch at (814) 837-9570.

ATTENDANCE

There is a strong relationship established between student attendance and student achievement. To maximize student participation and parent awareness of student attendance, parents are asked to call the school when their child is going to be absent. If a child's parent or legal guardian does not call the school when their child is absent, a call to the primary number provided will be made to confirm the absence. It is still required by law that parents send a signed and written notice of the reason for their child's absence from school. This is necessary to ensure the district is following compulsory attendance laws. Absences shall be treated as unlawful/unexcused until the district receives a written excuse explaining the absence. Excuses must be received within three (3) days of the absence as this is the Pennsylvania School Code. ***A maximum of ten (10) days of cumulative lawful absences verified by written parental excuse shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.***

Excuses - Excused Absence: An excused absence is an absence from school of any enrolled student which is included in the listing of "temporary excused absences" below, AND which is supported by an appropriate written excuse from the legal parent or guardian or stepparent of the student. In order for any absence to be considered an excused absence, a written excuse signed by the student's legal parent or guardian, which states the reasonable cause for the absence, must be submitted to the appropriate principal or teacher within three (3) school days of the day on which the absence occurred, regardless of whether consecutive school days are missed or when the student returns to school. If a satisfactory excuse is not submitted within the specified timeframe, or is submitted but not approved, the absence will be deemed to be an illegal/unexcused absence. In an emergency, the principal may waive the three (3) day requirement.

Early Dismissal - When a parent wishes to have the child excused before the close of the school day, permission shall be secured from the principal. A note should be sent to the office in the morning requesting permission to be excused.

Students who are absent for more than ten days during a school year will be required to submit a doctor's certificate verifying an illness, along with an excuse note submitted by the parent/guardian. This certificate must be original, not a fax or copy, and must include the physician's signature. A warning letter will be sent to the parents by the principal when a student has been absent for eight days.

Attendance Beyond Compulsory Age - It is the feeling of the board and the high school administration that students who are beyond the compulsory attendance age, eighteen years or older, are best served if they are required to meet the same standards as the other students. Students beyond the compulsory attendance age who are excessively absent or fail to complete required high school assignments or refuse to abide by the rules established, may be excluded by the School Board, upon recommendation of the high school principal.

Excuse Children from School - Only a principal may excuse a child from school, and only upon written request from his/her parent or guardian. Written requests to be excused shall be kept on file. A parent has the right to take a child out of school even if the absence is marked as an illegal absence.

Guidelines

The following students shall be excused from the requirements of attendance at district schools, upon request and with the required approval:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.
2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.
3. Students attending college and enrolled part-time in district schools.
4. Students attending a home education program or private tutoring in accordance with law.
5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.
6. Students fifteen (15) years of age, and fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.
7. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.

Excused/Lawful Absence

For purposes of this policy, the following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.
2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.
3. Quarantine.
4. Family emergency.
5. Recovery from accident.
6. Required court attendance.
7. Death in family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.
9. Observance of a religious holiday observed by bona fide religious group, upon prior written parental request.
10. Non-school-sponsored educational tours or trips, if the following conditions are met:
 - a. The parent/guardian submits a written request for excusal prior to the absence.

- b. The student's participation has been approved by the Superintendent or designee.
 - c. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.
11. A college or postsecondary institution visits, with prior approval.
 12. Other urgent reasons. Urgent reasons shall be strictly construed and do not permit irregular attendance.

The district may limit the number and duration of non-school-sponsored educational tours or trips and college or post-secondary institution visits for which excused absences may be granted to a student during the school year.

Temporary Excusals

The following students may be temporarily excused from requirements of attendance at district schools:

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.
2. Students participating in a religious instruction program, if the following conditions are met:
 - a. The parent/guardian submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.
 - b. The student shall not miss more than thirty-six (36) hours per school year to attend classes for religious instruction.
 - c. Following each absence, the parent/guardian shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.
3. School age children who are unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.

Absence Due to Bad Weather

If parents write an excuse stating that a student was kept home due to bad weather (dangerous or impassable roads/sidewalks) the student's absence will be excused. For example, the school bus is unable to pick up students at the bus stop or the bus is running more than twenty (20) minutes late.

Absence Illegal/Unexcused - Students who are absent for non-acceptable reasons, i.e., shopping, hunting, unapproved trips, etc., will be classified as illegal or unexcused. If students accumulate more than three (3) illegal days a truancy elimination meeting will be scheduled with the parent /guardian. Any illegal day absences after the scheduled school attendance improvement conference may result in citations filed with the magistrate and fines levied against the parent and/or student. Students may not be able to make-up work missed due to illegal or unexcused absences. A written excuse still needs to be submitted within 3 days of the absence.

Excluding Children from Class

Only a principal may exclude a child from class. A teacher may request such exclusion, but it must be approved by the principal.

BULLYING/CYBERBULLYING - Policy 249

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students. **Bullying** means an intentional electronic, written, verbal or

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

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

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, program, classroom or bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Recommendation for counseling/therapy outside of school.
10. Referral to law enforcement officials.

CANCELLATIONS / DELAYED OPENINGS / EMERGENCY CLOSINGS

The policy of the Kane Area School District is to conduct school according to the school calendar whenever possible. There are occasions due to inclement weather or other conditions that require school to be cancelled, delayed or to close early.

Please note that the Kane Area School District also uses an emergency notification system for parents who have provided cell phone and email information to the school district. Those messages will be received promptly by text messaging and/or email. The phone or voice mail messaging system is not immediate; this is something that is out of our control.

A Remote Learning Day (RLD) may be used in place of a regular instructional day, but school buildings will be closed, and students will attend classes online. These days can be used for situations when school will not be in session due to severe weather or another emergency preventing use of the school buildings for a short period of time. Using an RLD is not a preference and will only be utilized when the situation and timing are appropriate and necessary. Weather emergencies unfold differently and with unpredictability making it difficult to have an established timeline for notification. The decision is made as quickly as possible to accommodate planning for employees and families. There may be times when elementary students will bring their devices home as a precautionary measure, but this will not be confirmation of an RLD being used. Additional details can be found on the "District Information" tab of our website.

Parents should have a plan in place for their child for school cancellations, delays or early closings. This plan should be reviewed with your child, so they know what to do and where they are to go if school is delayed or closes early.

CORPORAL PUNISHMENT

Reasonable force may still be used by teachers and school authorities under any of the following circumstances: (1) to quell a disturbance, (2) to obtain possession of weapons or other dangerous objects, (3) for the purpose of self-defense, and (4) for the protection of people or property.

DEPARTMENT OF HEALTH (DOH) GUIDELINES

The following guidelines were recently released by the DOH to keep elementary and secondary school students and staff healthy and flu-free. Individuals with the flu are contagious to others. Therefore, it is important to take the following steps to prevent spreading the virus to others.

- Stay home when sick to avoid spreading illness to others.
- Cough or sneeze into the bend of the elbow or a tissue and properly dispose of used tissues.
- Wash hands frequently and thoroughly with soap and warm water or use an alcohol-based hand sanitizer.
- Avoid touching eyes, nose, and mouth.
- Stay healthy: eat a balanced diet, drink plenty of water, and get proper rest and exercise.
- Seek care if you have an influenza-like illness.

These guidelines use a commonsense approach and are good health practices. For more information visit the following website: www.health.state.pa.us .

ELECTRONIC DEVICES - Policy 237

The KASD Electronic Use Policy 237 allows students to bring their own personal laptop, netbook, or E-reader to school. Currently, students can connect to KASD's wireless guest network and adhere to the acceptable use policy. Students would only be able to use or access their personal device with teacher approval and with the understanding that they bring their personal technology to school grounds at their own risk.

The policy related to cell phones remains the same. All types of cellular telephones are not permitted to be visible or used during the school day. This is not a change. Parents will be asked to sign and acknowledge awareness of this policy and return the form back to the school office. The district will not assume liability for stolen, lost or damaged personal property.

ENGLISH LANGUAGE LEARNERS

For students whose native language is not English and who meet the criteria as defined by the Pennsylvania Department of Education; KASD offers English as a Second Language (ESL). More information can be obtained by contacting Ms. Chelsey Murray, at 837-9570 ext. 1217.

FOOD SERVICES

The district has implemented a cafeteria food purchase system.

1. All Kane Area School District cafeterias will utilize the School Café system for purchases.
2. All students must be registered to participate in this program. Students will enter their student ID number to enter the system before purchasing their meals.
3. Parents may place money into their child's account weekly, monthly or annually. Payment may be made online or by cash or check.
4. Monthly, a balance notice will be sent to the parents. If the balance drops to zero or less, additional notices will be sent to the parents until payment is made.

Students must be registered to open an account. ALL schools will be participating in the CEP program for the 26-27 school year. All students will be eligible for free breakfast and lunch daily.

Milk Substitutions due to Dietary Restrictions

In August 2009, the USDA issued a memorandum to all schools regarding Milk Substitutions for Children with Medical or Special Dietary Needs (Non-Disability), which states that schools have the option to offer a nondairy milk substitute to a student with a medical or special dietary need OTHER than a disability. The final rule Fluid Milk Substitutions in the School Nutrition Programs (73 FR 52903, September 12, 2008) addresses the substitution of fluid milk for children whose non-disabling allergies, culture, religion or ethical beliefs preclude the consumption of cow's milk. The final rule sets nutrition standards for the nondairy milk substitutes that may be offered as part of the reimbursable meal.

To meet the dietary needs of our students, the Kane Area School District has chosen the option of offering a nondairy substitution to students who cannot consume cow's milk due to a non-disabling dietary need. A written request is required by a medical authority or parent/guardian. The school chooses whether to accommodate the student and selects the nondairy beverage in accordance with the final milk substitution rule. The written request from the medical authority or the parent/guardian must identify the student's medical or other special dietary need that prohibits the consumption of cow's milk. No other information is required. Milk substitution requests are granted on a case-by-case basis.

For students WITH disabilities, schools will continue to omit fluid milk and provide substitutions when directed by the Medical Statement from a licensed physician. A Special Dietary Needs form must be sent to the school nurse. Any questions may be directed to Jodie Hollingshead, Food Service Supervisor, at 837-9570, ext. 1213.

Direct Certification

The Child Nutrition and WIC Reauthorization Act of 2004 established a requirement that all schools that participate in the National School Lunch Program (NSLP) use Direct Certification by the 2008/2009 school year. Direct Certification is a process by which children who are receiving Food Stamps and/or Temporary Assistance for Needy Families (TANF), are automatically eligible for free or reduced-price meals, without the need for a household application. Direct Certification benefits families who receive Food Stamps or TANF because they are not burdened with completing a household application and may automatically qualify for other programs such as Summer EBT.

FUTURE READY INDEX

PDE has developed a "school report card" known as the Future Ready Index (FRI). The FRI will be released later this fall. Questions regarding the Future Ready Index should be directed to Mrs. Jeannine Kloss, Superintendent at 837-9570 ext. 1201.

HOMEBOUND INSTRUCTION

Homebound Instruction is a service provided to students who, by doctor's order, cannot attend regular classes for a period of not less than ten school days. The district will provide guided instruction by a certified professional for the core courses (language arts, mathematics, science and social studies) at a minimum. Additional information pertinent to these services, as well as due

process rights for parents/guardians can be obtained in the guidance office of the elementary, middle, and high schools.

HOMELESS STUDENTS

In accordance with the McKinney-Vento Homeless Education Assistance Improvement Act of 2001, the Kane Area School District will ensure that homeless children and youth have access to free, appropriate public education on an equal basis with other children. For further information on services that can be offered by Pennsylvania's "Education for Children and Youth Experiencing Homelessness Program", please contact the district's designated homeless liaison, Ms. Chelsey Murray at 837-9570 ext. 1217. Information is also available for review via the PA "Homeless Children's Initiative" link on the district web site – www.kasd.net.

IMMUNIZATION

This is to advise you that the Commonwealth of Pennsylvania has school immunization requirements. No child may be admitted to or permitted to attend public schools unless the child has received immunizations required by the Department of Health or is exempt for medical or religious reasons. For attendance in all grades, children need the following immunizations:

- 4 doses of Tetanus, diphtheria, and acellular pertussis
- 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given)
- 2 doses of measles, mumps, rubella
- 3 doses of hepatitis B
- 2 doses of varicella (chickenpox)

For attendance in Grade 12, students must have 1 dose of MCV on the first day of 12th grade. Please contact the school nurse with any questions regarding vaccinations.

INTEGRATED PEST MANAGEMENT

The Kane Area School District utilizes integrated pest management procedures to manage structural and landscape pests, and the toxic chemicals used for their control to alleviate pest problems with the least possible hazard to people, property, and the environment. Integrated Pest Management (IPM) is the coordinated use of pest and environmental information to design and implement pest control methods that are economically, environmentally, and socially sound. IPM promotes prevention over remediation and advocates integration of at least two (2) or more strategies to achieve long-term solutions.

If you would like to receive prior notice to applications of treatment at the school building for which your child/student attends, please contact the school building office and ask to be notified for the present school year.

MULTI TIERED SUPPORT SYSTEM (MTSS) PROGRAM

The goal of the MTSS program is to maximize individual student success in the regular classroom and to decrease the number of referrals and placements of students in special education. Any at-risk student experiencing academic, behavioral or social problems may be a candidate for MTSS program. There is an MTSS team in each school. MTSS is a problem-solving team approach based on collaboration and joint planning. The team membership includes the school counselor, school psychologist, referring classroom teacher, and the principal. Other teachers and outside agencies

may also be members of the team on an as needed basis. Both classroom teachers and parents may refer students to the MTSS program. There are three very general steps to the screening and intervention process:

1. Identification of the students' needs.
2. Determination of the strategies needed to assist the child by using a team approach.
3. Implementation of the intervention strategies through a continuum of services.

PARENTAL CONTACT

The purposes of the Kane Area School District, parental contact will be with the custodial parent(s) or guardian of the child as recorded on school admission documents. It is the responsibility of the parent or guardian to inform the school district and provide proof for our records of any legal requirement or change that restricts access to the child or his/her records by a non-custodial parent or guardian. Such changes shall be in writing to the appropriate building principal and will be included in the student file.

PHONE SYSTEM

The Kane Area School District has a voice mail system at the Kane Area Elementary, Middle and High Schools. The voice mail system allows you to leave a complete, confidential voice message for the person you called if their extension is busy, or the employee is unavailable.

The following telephone numbers are to be used to reach employees located in the noted building:

Kane Area Elementary School	837-7555
Kane Area Middle School	837-6030
Kane Area High School	837-6821
Kane Area Student Services	837-9570
Kane Area School District Offices	837-9570

PHYSICAL AND DENTAL EXAMINATION REQUIREMENTS

A physical examination for students in kindergarten and in grades 6 and 11 is required. If the school does not receive a report of an examination done by a private physician, the student will be scheduled to be examined by the school physician.

A dental examination for students in kindergarten and in grades 3 and 7 is required. If the school does not receive a report of an examination done by a private dentist, the student will be scheduled to be examined by the school dentist with consent from a parent or guardian.

Specific information regarding the monitoring of this requirement and the scheduling of necessary examinations will be sent from your school nurse.

PROGRAMS OF STUDY

Students entering grade nine must begin to select a curricular program of study which must be pursued to completion prior to graduation. The programs are categorized into two major preparatory themes: continued formal education or entry into the world of work. Although a student's general education continues through grade nine, some important decisions need to be made regarding the degree of academic involvement desired beyond that grade level.

The third curricular program of study Career and Technology relates to the world of work but can also prepare students for post-secondary education. KASD offers two career/technology opportunities. (a) KASD offers four exploration programs of which to choose: Agricultural Mechanics, Forestry, Family and Consumer Science, and Accounting Technology and (b) Certification programs at the Career and Technology Center (CTC) in Port Allegany.

CTC programs include welding, building trades, culinary arts, auto mechanics, heavy equipment, metal working, networking, health assistant, homeland security, and early childhood development. This is an every-other-day program whereby students enrolled are transported to the CTC. Most certifications require two or three years of commitment to attending the CTC. Due to the limited number of seats available at the CTC, students are selected to attend based on certain criteria. The vocational program of choice must be pursued to completion to ensure timely graduation and selected prior to the start of the sophomore year of high school. For further information concerning the programs of study offered by the KASD, please contact the guidance office at the High School at 837-6821 ext. 4204.

RELIGIOUS OBJECTIONS

Upon written parental request, submitted to the principal, pupils may be excused from instruction from those portions of science and health courses which conflict with the religious beliefs of the students. Alternative assignments may be given to offset the loss of this instruction.

SCHOOL TERM

Kane Area School District provides 180 days of instruction for students K-12. There is a designated parent conference time in November and Open Houses in September. Parents are an important part of the educational team, and we are hopeful that you can attend these events. Please see the school calendar for dates.

STUDENT ALCOHOL AND DRUG USE

The purpose of these guidelines is to protect the health, safety, and welfare of the students, faculty and staff, and to help insure the continuation of an orderly educational process. The guidelines have been prepared in four phases to address situations that necessitate differentiated action.

1. A situation wherein a student demonstrates unusual or bizarre behavior or exhibits abnormal vital signs such as incoherence, unconsciousness, and lack of stability shall be treated as an emergency.

1.1 Emergency medical procedures established by the school district shall be followed.

1.2 Any substance discovered on the emergency scene shall be turned over by the principal to medical personnel for identification and aid in treatment of the emergency.

1.3 A medical explanation of the cause of the emergency may be required before the student is returned to school.

II. A situation involving confirmed use of unlawful drugs or alcohol by a student shall be directed to the principal or his delegate. (Includes look-alike drugs.)

2.1 The principal shall conduct a thorough investigation. This investigation may include interrogation, confiscation of illegal drugs, alcoholic beverages, controlled substances or drug-related paraphernalia, a search of the student's locker, and if necessary, the utilization of police authorities.

2.2 The parents of students who have used or are in possession of illegal drugs, alcoholic beverages or controlled substances shall be notified and completely informed of the circumstances.

2.3 Discipline shall be determined by the principal.

III. A situation wherein there are reasonable suspicions that a student or other person is selling or dispensing drugs, alcoholic beverages or controlled substances on school property shall be directed to the principal or his delegate. (Includes look-alike drugs.)

3.1 A preliminary investigation shall be made by the principal or designee as discretely as possible.

3.2 If a principal's investigation confirms the suspicion that the student or non-student is dispensing or selling illegal drugs, controlled substances or alcoholic beverages on school property, the principal shall notify police authorities immediately and police shall continue the investigation.

IV. A situation wherein a student, either directly or indirectly, seeks drug or alcohol-related help from school personnel shall be reported to the principal or counselor.

4.1 The information shall be held in strictest confidence by all involved school personnel.

4.2 Referral on behalf of the student making a request shall be made by the principal or counselor shall be made to the Student Support System which has drug and alcohol counseling services available.

Tobacco possession (or look alike substances) and/or use by students on school grounds is a violation of the law. Students possessing or using tobacco products in school buildings or on school grounds will be referred to the District Magistrate for prosecution and if found guilty, may receive fines of up to \$50 plus court costs.

Detailed "standards of conduct" for all students and employees are available in the Principal's Office in the Board Policy Manual. Compliance with these standards is mandatory. NOTE: Discipline regulations pertinent to student violations are outlined in the Student Handbook.

STUDENT ASSISTANCE PROGRAM

As part of the collaborative problem-solving team process, all schools in the Kane Area School District operate a student assistance program (SAP). A student assistance program is designed to:

1. Identify high risk students who are having school problems which may be caused by alcohol or drug use, depression or other mental health problems (referrals come from students, teachers, and parents).
2. Intervene and refer these students to appropriate community services.

The student assistance program is an intervention program, not a treatment program. The student assistance program utilizes a systematic process by which school personnel can determine which students are having problems and refer them for help. The student assistance core team is a group of school and social agency personnel who are specifically trained to work with these students. Contact your School Counselor to make a referral or request additional information.

The following services can be reached directly:

Children & Youth Services
McKean County Courthouse
Smethport, PA 16749

(814) 778-5656 Ext. 350
or
(814) 887-5571 Ext. 350

CHILDLINE

1-800-932-0313

The Guidance Center

(814) 837-7171

106 S. Fraley Street, Kane, PA 16735

Mental Health Crisis Hotline

1-800-652-0562

Per the Drug Free Schools and Communities Act (FDSCA), a partial list of services follows:

Outpatient Counseling:

Alcohol & Drug Abuse Services, Inc. (satellite office) (814)837-7691
19 Field Street, Kane, PA 16735

The Guidance Center (satellite office) (814)837-8884
300 N. Fraley Street, Kane, PA 16735

Forest/Warren Dept. of Human Services (814)726-2100
Drug and Alcohol Program
285 Hospital Drive, North Warren, PA 16365

Deerfield Behavioral Health Dependency Center (814)723-5545
1003 Pennsylvania Avenue W., Warren, PA 16365

Inpatient Treatment:

Clarion Psychiatric Center (800)253-4906
2 Hospital Drive, Clarion, PA 16214

Maple Manor (814)642-9522
120 Chestnut Street, Port Allegany PA 16743

Bi-County Treatment Center, Inc. (814) 371-1522
319 Daly Street, DuBois, PA 15801

STUDENT BROADCASTING

Student videos, including daily announcements, student projects, select sports contests, and other school event videos, will be stored and shared within the schools, and will be added to the KASD TV station (Comcast channel 18). The TV station is also broadcast on the web site TV.KASD.net directly, or via the www.KASD.net web site. Select videos will be added to the High School YouTube Channel <https://www.youtube.com/c/KaneAreaHighSchool>.

STUDENT LOCKERS

One step to secure student property is to place locks on student lockers. Please note that lockers are school property and subject to inspection at any time by the principal or designee.

- a) The locker is to be used to store schoolbooks, supplies, coats, hats, and personal belongings needed.
- b) Locks are to be used to ensure the safety of belongings.
- c) Students in grades 6 - 8 will be issued locks by the office.
- d) Students in grades 9 - 12 will be assigned a combination which must be used to secure their personal belongings in their assigned school locker.
- e) Students are responsible for learning their combination and using it daily.
- f) The locker should be maintained so that materials and supplies needed are easily accessible.

- g) The school cannot be responsible for lost or stolen items. However, using the combination lock daily should reduce the risk of these issues.
- h) Students may decorate the inside of their locker with school appropriate items. These items can be magnetic or taped on and must be easily removable.
- i) Students can be charged with school vandalism for marking any school property with permanent markers or stickers.
- j) Students are responsible for keeping their locker clean during the time they use the locker and participating in designated locker clean outs.
- k) No items are to be put on the outside of lockers without approval of the building principal.
- l) Students are prohibited from bringing in or using their own personal locks unless written permission is secured from the office. The principal of the school will approve or disapprove the request based upon the unique needs to be addressed by the request. If the office approves the request, the student will be required to provide the office with the combination or key to the lock.
- m) The office will maintain locker combinations for each school and approved personal locks to use in the event the locker needs to be opened in an emergency.

STUDENT RIGHTS, RESPONSIBILITIES, AND DISCIPLINE

The mission of the Kane Area School District is to engage and empower all students in a safe, collaborative environment that fosters positive relationships and diverse pathways to success, preparing them to become future-ready citizens. To this end, the district believes that student conduct is closely related to learning. An effective educational program requires a safe and orderly school environment.

Student responsibilities

1. Student responsibilities include regular school attendance, conscientious effort in classroom work and homework, and conformance to school rules and regulations. Most of all, students are responsible for sharing with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.
2. No student has the right to interfere with the education of fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators and all others who are involved in the educational process.
3. Students should express their ideas and opinions in a respectful manner.
4. It is the responsibility of the students to conform to the following:
 - Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them. Students should assume that, until a rule is waived, altered or repealed in writing, it is in effect.
 - Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.
 - Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.
 - Assist the school staff in operating a safe school for the students enrolled therein.
 - Comply with Commonwealth and local laws.
 - Exercise proper care when using public facilities and equipment.
 - Attend school daily and be on time at all classes and other school functions.
 - Make up work when absent from school.
 - Pursue and attempt to complete satisfactorily the courses of study prescribed by local school authorities.

- Report accurately in student media.
- Do not use obscene language in student media or on school premises.

When students do not abide by school rules, consequences are assigned. The Board of Directors has adopted a Code of Student Conduct to govern student discipline which can be found in each school's student handbook. When students are assigned a disciplinary consequence, they are missing instruction in the classroom. This may become a vicious cycle resulting in the student not being able to achieve the highest level of success. Therefore, disciplinary consequences which take students out of the classroom do not enhance the mission of the school district or the student's achievement and we want to work together to avoid this. Serious or persistent infractions of the discipline code may warrant in-school suspension (ISS), Saturday morning detention, out-of-school suspension (OSS), and/or expulsion and will be assigned as per discipline policy.

Saturday detentions will continue to take place in the middle school library. From the day a student is assigned Saturday detention until the Saturday detention obligation is fulfilled, the student will lose extracurricular and activity privileges, i.e. participation in sports, and ALL school-related activities or attendance at events and activities as a spectator. Athletes will minimally lose 10% of participation in upcoming competitions. Also, the student assigned to Saturday detention may be placed on restriction during school hours until the Saturday detention is completed.

Saturday Detention Rules

- a. Detentions will be held in the Middle School Library.
- b. Students or parents will have to provide transportation to and from an assigned detention.
- c. Parents will be notified by phone and by mail of the date and time of their student's assigned Saturday detention.
- d. Detention is held on assigned Saturdays starting at 8:00 a.m. to 12:00 noon.
- e. The middle school library entrance will be open starting at 7:30 a.m. and will be locked at 8:00 a.m. No one will be permitted into the school after 8:00 a.m.
- f. If a student is late, the student will have to make up the detention on the next Saturday detention. The student's restrictions will continue until the Saturday detention obligation is fulfilled. (No extra-curricular activity, sports participation or spectating!)

When infractions are severe which would typically warrant OSS, parents may be called to pick up their child from school on the day of the infraction until such time that arrangements can be made for the student to serve the remainder of assigned OSS.

TESTING

In accordance with the recommendation of the Superintendent of Schools and the committee on testing, the Board of Education has approved a 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 and other norms. They are also an invaluable aid to your child's teacher in diagnosing individual strengths and weaknesses to provide individualized instruction. During this school year, the following tests may be administered to your child as part of this program:

Grade	Test/Assessment Name	Purpose	Timeframe
1-5	Monitoring Basic Skills Progress (Math Computation, Concepts & Applications)	Progress Monitoring	Throughout the Year
K-5	Kaufman Brief Intelligence Test	Individual basis pre-screening for enrichment, Gr. 2 - end of year for all Progress Monitoring	Throughout the Year
K-5	Dynamic Indicators of Basic Early Literacy Skills (DIBELS)	Progress Monitoring	Sept., Jan., Apr.
K-6	DST: Reading Receptive/Expressive Active Vocabulary	Individual Basis	Throughout the Year
K-6	Peabody Picture Book Vocabulary	Individual Basis	Throughout the Year
3-8	PA System of School Assessment - PSSA	All, unless eligible for PASA	Determined by PDE
8-11	Keystone Exams	Keystone Exams given at the end of the designated Keystone classes: Biology, Algebra, English Language Arts.	Determined by PDE
10-11	Preliminary Scholastic Aptitude Test (P.S.A.T.)/National Merit Scholarship Qualifying Test (Optional)	College Entrance Merit Scholarship	Sept. – June October
11-12	College Entrance Examination Board Achievement and Aptitude Tests (S.A.T.) (Optional)	College Entrance	Established by College Board
10	Armed Services Vocational Aptitude Battery	Interest and career aptitude assessment	November
3-5	Firefly and CDT (DRC)	Grades 3 to 5 - All Students	Quarterly as needed
3-11	IXL and Classroom Diagnostics	Measurement of progress for PA standard attainment	Quarterly as needed

Your child's scores will be maintained in school records as long as your child attends school here. Should your child transfer to another school system, his/her permanent record will be transferred to the new school system. Only legally authorized individuals and agencies will be permitted to inspect your child's record without written permission.

Occasionally, certain general information (name, address of student, picture of student, date and place of birth, names and addresses of parents, awards received, activities, etc.) may be released for educational purposes. Unless you notify the building principal in writing, it will be assumed that you do not object to this type of disclosure.

Should you wish to examine your child's record file or to read the Student Records Policy and Regulations, you may do so by making an appointment with the appropriate principal. Photocopies may be requested at a nominal fee.

TRANSPORTATION

The district has always been concerned about the safety of students as they travel on the buses. The bus contractors and bus drivers have always had the health and safety of students uppermost in their minds. To continue to provide efficient and safe transportation in accordance with the Pennsylvania Department of Education regulations, the district must assign individual students to a specific bus route and must guarantee a seat for each eligible student.

1. Students are permitted to ride assigned buses only to and from their residence and for extra-curricular school activities. Exceptions will be made for transportation to and from childcare and/or babysitter on the established bus route, if request is made in writing and if seats are available on the bus. Overloaded buses are not permitted to run.
2. Students will not be assigned to buses for non-school related activities.
3. Changes in childcare requiring a change in bus assignment (AM or PM) must be requested by the parent, in writing, to the school principal, for the protection of the student, parent, bus driver and the school district.
4. Emergency changes must also be submitted, in writing, to the principal.
5. Any student may be excluded from riding to and from school for periods of time for failure to follow rules established by the driver. If a student is excluded from riding the bus, they are excluded from riding all buses to and from school in the district during that period. Parents will be notified of disciplinary actions by the building principal.
6. Audio/video recordings may be taking place on your child's bus.
7. Each school bus has been equipped with a two-way communication system for emergencies and /or to immediately report bus incidents.

VIDEO SURVEILLANCE SYSTEMS

KASD has a Surveillance Policy. This policy notifies parents and students that audio/video cameras have been installed on all buses and on school property with the capacity for video and audio recording. These recordings may be used when and if an investigation is necessary due to an incident on the bus or on school property. Parents will be asked to sign and acknowledge awareness of this policy and return the form back to the school office.

PARENTAL NOTICES:

NOTICE OF RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) FOR ELEMENTARY AND SECONDARY STUDENTS IN THE KANE AREA SCHOOL DISTRICT

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

1. The right to inspect and review the student's education records within 45 days of the date the district receives a request for access. Parents or eligible students should submit to the school principal or other appropriate school official a written request that identifies the records they wish to inspect. The principal will make arrangements for access and notify the parents or eligible students of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible students believe is inaccurate or misleading. Parents or eligible students may ask the Kane Area School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal; clearly identify the part of the record they want to change and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding their request for the amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. Disclosure to school officials with legitimate educational interests is permitted. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a specific task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her task.

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

As per FERPA and Every Student Succeeds Act (ESSA) Legislation, directory information (name, address, telephone number) is made available to Military Recruiters and officials of institutions of higher learning upon request. Parents/guardians may request this information be withheld by third parties by notifying the building principal in writing of this request. The request must be made at least once in each building the student attends.

The right to file a complaint with the United States Department of Education concerning alleged failures by the district to comply with the requirement of FERPA. The name and address of the office that administers FERPA is Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington DC 20202-4605.

NOTIFICATION OF RIGHTS UNDER PPRA

The Protection of Pupil Right Amendment (PPRA) gives parents and students who are 18 or older or emancipated minors ("eligible student") certain rights regarding the school district's conduct of surveys, collection and use of information for marketing purposes, and conduct of certain physical exams. These include the right to:

1. Consent to federally funded surveys concerning "protected information". If the U.S. Department of Education funds a survey in whole or in part, a student's parents or an eligible student must consent in writing before the student may provide information relating to the following categories. A survey that concerns any of these points is called a "protected information survey."
 - a. Political affiliations
 - b. Mental or psychological problems of the student or student's family
 - c. Sexual behavior or attitudes
 - d. Illegal or anti-social, self-incrimination or demeaning behavior
 - e. Critical appraisals of student's family members
 - f. Privileged or similar relationships as recognized by law, i.e., attorneys, doctors, and ministers.
 - g. Religious practices, affiliations, or beliefs of the student or student's parents or
 - h. Income other than that is required by law to determine program eligibility.
2. Opt-out of certain surveys and exams. Parents and eligible students will receive notice of any of the following activities and will have the right to opt out of them:
 - a. Activities involving collection, disclosure, or use of personal information obtained from students for purposes of marketing, selling or otherwise distributing to others.
 - b. Any protected information survey, regardless of funding; and
 - c. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and scheduled by the school, and not necessary to protect the immediate health and safety of a student or of another student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law.
3. Inspect certain material. Parents and eligible students have the right to inspect the following, upon request, before the district administers or uses them:
 - a. Protected information surveys of students (including any instructional materials used in connection with the survey)
 - b. Documents used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 - c. Instructional materials are used as part of the educational curriculum.
4. Receive notification of district policy. The School District has developed a policy, in consultation with parents, regarding these rights, and has made arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The School District will directly notify parents and

eligible students, such as through the U.S. Mail or e-mail, of this policy at least annually at the start of each school year and after any substantive changes are made.

5. Report violations. Parents and eligible students who believe their rights have been violated may file a complaint with:

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

Kane Area School District is an equal opportunity educational institution and prohibits discrimination and harassment on the basis of race, color, religion, sex, national origin, age, disability or any other basis in any education program or activity that it operates, including enrollment and employment as required by Title VI, Title IX and Section 504.

Kane Area School District's full Title IX Notice of Discrimination, nondiscrimination policies, and grievance procedures are located at <https://www.kane.new.rschooltoday.com/page/4964>

Individuals may report concerns to the District's Title IX Coordinator at 400 West Hemlock Avenue, Kane, PA 16735-1696 (814-837-9570).