



OWLER

2009/2010

**bahs** //

81 Interstate Parkway  
Bradford, Pennsylvania  
814.362.3845

Bradford Area High School

PRIDE

## BRADFORD AREA SCHOOL DISTRICT

It is the belief of the Bradford Area School District that instruction shall occur in an environment that is conducive to learning because effective quality instruction requires orderly procedures and discipline. Responsible behavior by students, teachers, district personnel, parents and other visitors is essential to achieving this belief. The District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty, and integrity.

The District recognizes the need to clearly define expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline, when necessary, is administered promptly and fairly. Acting in the best interest of the community, the policies of the Bradford Area School District are to require the administrations, faculty, staff, students, parents, and guardians to adhere to and to comply with this Board of Education approved Code of Conduct. The intent of this handbook, as well as the enforcement of its rules, is to ensure the presence of a safe, friendly academic like atmosphere in which students and school personnel work cooperatively toward mutually recognized and accepted goals.

*This Book belongs to*

Student's name \_\_\_\_\_ Grade \_\_\_\_\_ Homeroom \_\_\_\_\_

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## Letter to Students

No society, community or school can operate without rules and regulations. Individuals differ in their ability to accept responsibility in using privileges as well as rights. One assumption that is made at BAHS is that the entire staff views you as young adults. This means that you are responsible for your actions, words, and behaviors while meeting your academic requirements. Since you are young adults, the school has the right in individual cases to revoke the privileges made available to you.

If you meet obligations both in and out of the classroom, you will have an enjoyable four years at BAHS. This means taking part in the athletic programs by being a participant or observer, participating in the established club program or developing new clubs, taking part in other student activities (prom, homecoming, winter carnival, etc.) and by being a total part of the student activities program.

Make every effort to be a good school citizen and to take advantage of the many opportunities presented to you. Be an active participant in your educational process and continue the very proud tradition at Bradford Area High School.



## **SCHOOL SPIRIT**

### **School Motto: Nihil Sine Labore**

Nothing is achieved without effort.

### **School Mascot: The Owls**

### **School Colors: Red and Black**

## **ALMA MATER**

Mid the hills of Pennsylvania  
Stands a school we love,  
Our devotion is as steadfast  
As the stars above.

Though we leave our Alma Mater  
Life's great work to find,  
Memories of friendship loyal  
Linger in our minds.

Chorus:

Bradford High colors, Red and Black  
May they float for aye;  
We'll remember Alma Mater  
Throughout life's long day.

## Phone Numbers / Contacts

Mr. Ken Coffman (Principal) ..... 362-3845 ..... Ext. 5024

Mrs. Gail Hermann (Assistant Principal) 362-3845 ..... Ext. 5331

Mr. David Ray (Assistant Principal) ..... 362-3845 ..... Ext. 5023

Attendance Office ..... 363-3845 ..... Ext. 5021

Guidance Office ..... 362-3845 ..... Ext. 5316

Nurse's Office ..... 362-3845 ..... Ext. 5022

Athletic Office ..... 362-3845 ..... Ext. 5332

Mr. Tim Walter (Athletic Director) ..... Ext. 5029

Superintendent's Office ..... 362-3841 ..... Ext. 2501

Mrs. Sandra Romanowski

Crisis Hotline ..... 362-4623

1-800-652-0562

# Student Code of Conduct

## Alcohol and Drugs

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Consumption, use or possession of alcohol or drugs in school or at any school-sponsored function, home or away, by any student (whether a spectator or member of an extracurricular or co-curricular group) is forbidden. Students in violation of this rule risk suspension from school, expulsion from their extracurricular group, as well as referral to the Board of Education and appropriate law enforcement agencies. Offenders may be referred to the Board of Education for expulsion from school.

## Assemblies

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Numerous programs from outside agencies and various student organizations are scheduled throughout the year. Homerooms have an assigned section in the auditorium and students must sit in their assigned seats. Attendance is mandatory and detention will be assigned to those who are illegally absent. **Proper behavior and respect for the performers is expected at all times.** Students will remain seated until dismissed by the homeroom teacher.

## Attendance

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Attendance at school on a regular basis is a responsibility of both parent and student. Regular attendance is important in order for students to participate in class activities and to be exposed to the full range of knowledge and experiences necessary to successfully meet course objectives.

In all instances of absence, a written excuse from the parent or guardian shall be required within THREE DAYS of return to school. If the excuse is not returned within three days, the absence is deemed illegal or unexcused. The Board considers the following conditions to constitute reasonable cause for absence from school:

- A. Illness or quarantine ( a doctor excuse may be required at the discretion of the building principal)
- B. Recovery from an accident
- C. Death in family
- D. Impassable roads
- E. Required court attendance
- F. An educational field trip (five day notice required)
- G. Family educational field trip (five day notice required, not to exceed 5 days per school year)
- H. Religious holidays
- I. Out of school suspensions
- J. Other reasons as approved by The Board

Students are advised that illegal absences will be dealt with in accordance with the Pennsylvania Public School Code, which provides for fines and court costs through the local District Magistrate's office. Under Act 29, Section 1333 P.S.C., for compulsory school age students, fines may be up to \$300.00 and require parent imprisonment, education, and/or student/parent community service. Students may also lose their driver license privileges.

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Students of compulsory school attendance age who have continued irregular school attendance will also be referred to the McKean County Office of Children and Youth Services.

Continued irregular school attendance by students may result in placement in alternative setting, suspension out of school, alternate education, TASK, or expulsion.

### **Truancy**

Whenever a student is legally absent from class, it is his or her responsibility to contact the instructor regarding any work missed. In the case of extended absence, students should contact their guidance counselor to request homework. In the case of unexcused or unlawful absence, a grade of zero may be recorded for any work missed including homework and tests. Some examples of unexcused and unlawful absence are: class cutting, late to class, illegal tardy to school, and illegal absence from school.

### **Excessive Absences**

After ten (10) days of absence by a student in any one school year, a warning letter will be sent to the parent or guardian. After fifteen (15) days, a medical excuse will be required for each successive absence. Failure to provide the medical excuse within three (3) days will result in the absence being deemed illegal or unexcused, depending upon the age of the student. The McKean County Office of Children and Youth Services will also be notified.

### **Tardiness**

Students who are late to homeroom or school should report to the attendance office for a pass. When a student has accumulated a total of three (3) tardies to school, that student will be notified by the office. On each of the fourth through ninth incident of being tardy the student will be assigned detention. If the student continues to be tardy past the ninth incident, the student may be assigned to Alternative Setting, suspended out of school, placed in alternate education, TASK, or expelled.

Excessive tardy time will be accumulated and may be recorded as illegal or unlawful time, depending upon the age of the student.

### **Tardiness to Class**

Students may not arrive tardy to class without a pass more than four (4) times in a semester. Classroom teachers will track and record tardiness to class. After the fourth illegal tardy to any class, the teacher may assign the student two hours detention to be served after school in the regular detention setting. Excessive tardy time will be accumulated and may be recorded as illegal or unlawful time, depending on the age of the student.

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## Bomb Threat

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In the event of the receipt of a bomb threat call, only those students whose parents have requested their excusal in a conference with the principal will be dismissed. **This conference must be initiated by the parent and should be done as soon as possible at the beginning of the school term.** All other students will follow the directions of the administration.

## Bulletins & Announcements

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The morning announcements are made by student announcers over the WOWL-TV system. Unauthorized announcements over the WOWL-TV system are prohibited. If you wish to have announcements made regarding school activities, the written announcements must be signed by a teacher or advisor and submitted to a secretary in the Main Office by 7:30 a.m. on the day they are to be read.

## Bullying

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The Bradford Area School District is committed to providing a safe and productive learning environment within its schools. Bullying of a student by another student is strictly prohibited on school property, in school buildings, on school buses. Bullying is also prohibited at sponsored events and/or activities whether occurring on or off school grounds.

Bullying behavior is a single or repeated negative act (passive or aggressive) that is intentional and involves a real or perceived imbalance of power or strength. Bullying can take many forms; all of which are unwanted and have harmful effects. Bullying behaviors (direct or indirect) include three forms: Physical, verbal/written, and emotional. Some examples of bullying are as follows, but are not limited to:

1. Physical - hitting, kicking, spitting, pushing, stealing and/or damaging personal belongings, sexual acts, and invasion of ones personal space in an aggressive manner.
2. Verbal/Written - taunting, malicious teasing, name-calling, threats, phone and internet bullying, and sexual remarks.
3. Emotional - spreading rumors, manipulating social relationships or environment, engaging in social exclusion, extortion, ridiculing, and intimidating.

Any student who believes that he/she is being subjected to bullying behavior, as well as any other person who has knowledge of or witnesses any possible occurrence of bullying, shall report the bullying to any staff member or building administrators. The administration shall investigate the complaint and take appropriate action that may include consequences for the student(s) who bully and/or appropriate forms of assistance (counseling) for students who have been bullied.

Consequences for students who bully others will be subject to disciplinary/intervention options that may include, but are not limited to: counseling, a parent conference, detention, suspension, or referral to law enforcement. In severe incidents a Disciplinary Team, consisting of the principal, assistant

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principal, guidance counselor, school psychologist, and/or superintendent, may be convened to discuss and determine appropriate consequences based on the nature of the incident. The Disciplinary Team will then meet with the student and parent to finalize appropriate disciplinary action/intervention.

The Board prohibits and retaliatory behavior directed against complainant, victims, witnesses, and/or other individuals who participate in the investigation of allegations of bullying.

## **Child Abuse**

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### **Employee Child Abuse**

The Board is concerned with the physical and mental well-being of pupils and directs that the district will cooperate in the identification and reporting of cases of child abuse in accordance with law. Mandatory Reporting laws state that anytime a child reports or has suspicious marks on them, school personnel must call the Child Abuse Hotline. Copies of the Districts' child abuse policies may be obtained from the building principal.

## **Code Blue**

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This means stay in your room and secure yourself in that room with students. No matter what—do not enter the hall or evacuate—even if a fire alarm has gone off. An administrator or police officer will provide teachers with updates and notification of the end of the Code Blue situation on a room by room basis.

## **Community Resources**

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The following community agencies visit our schools for intervention purposes: Alcohol and Drug Abuse Services, Inc.; Beacon Light Behavioral Health Systems; Bradford City Police Dept./D.A.R.E.; The Guidance Center; McKean County Care for Children; McKean County Children & Youth Services; McKean County Juvenile Probation; McKean County Victim's Resource Center; Pennsylvania Department of Health; and Project Rapport. (This list is not intended to be all inclusive.)

## **Dances/School Activity**

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Students currently attending BAHS are encouraged to participate in the school dances and activities. There are some dances and activities where administration will approve participation of students who are not enrolled at BAHS. The following rules will apply:

1. The BAHS student must submit a "Permission to Attend Dance/Activity" form, prior to the school-sponsored dance activity, for any non BHS student to accompany them.
2. If enrolled at another H.S., the "Permission Form" must be completed and signed by an administrator (Principal/Asst. Principal) from his/her home district.
3. A copy of picture identification must be attached to this form for a guest student to be eligible to attend the event.
4. Guest must be 20 years old or younger.

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## Discipline

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Administration will base discipline on the nature of the incident. Consequences range from detention, alternative setting, out of school suspension, alternative education, contact with law enforcement and/or expulsion.

Punishable offenses are as follows:

1. Cutting study hall and/or class
2. Possession of cell phones and all electronic devices
3. Wearing and head covering (to include, but not limited to bandanas, hats, hoods)
4. Theft
5. Destruction of private or school property
6. Violation of the school regulations on the use of tobacco
7. Insubordination
8. Misconduct in school, at school sponsored functions, or on a school bus.
9. Engaging in conduct contrary to the criminal code of ordinances of the community.
10. Possession, sale or use of drugs or alcohol on school property or at school sponsored functions.
11. Excessive unexcused absences or tardiness
12. Carrying a weapon, which can endanger the safety of other persons
13. Violation of the driving/parking regulations
14. Threatening or abusive language directed at any student, faculty member, administrator or staff person
15. Being outside of the building without authorization
16. Failure to attend assigned detention and/or alternative setting
17. Loitering in rest rooms without a pass
18. Littering in the cafeteria
19. Inappropriate language
20. Fighting
21. Bullying
22. Assault
23. Violation of Dress Guidelines
24. Inappropriate public displays of affection

## Disciplinary Actions

### Detention

Detention is held after school. After school detention starts promptly at 3:00 p.m. and ends at 5:00 p.m. Students are expected to be in detention when they are assigned. Only medical excuses signed by a doctor will be accepted for missing detention. If a student misses detention for unexcused reasons, the student will be assigned Saturday Detention, suspended out of school, placed in alternative education or expelled. At the end of the school year, seniors

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with outstanding detention hours will not be permitted to participate in graduation ceremonies. Other students owing detention hours or Alternative Setting days will be required to serve those at the beginning of the following school year.

### **Saturday Detention**

Saturday detention is held twice each month from 8 a.m. until 11 a.m. Students are expected to be in detention when they are assigned. If a student misses Saturday detention for unexcused reasons, the student will be suspended out of school, placed in Alternate Education or expelled. A parent conference will be required prior to the student's return to school. At the end of the school year, seniors with outstanding detention hours will not be permitted to participate in graduation ceremonies. Other students owing detention hours or Alternative Setting days will be required to serve those at the beginning of the following school year.

### **Alternative Setting**

Alternative Setting is used as a preliminary step before alternative education, or expulsion. It is up to the discretion of the Administration when a student will move from Alternative Setting to suspension, alternative education, and/or expulsion. If the Bradford Area School District does not have an Alternative Setting program, Out of School Suspension will be used in its place.

### **Out of School Suspension**

Out of School suspension is used as a preliminary step before alternative education, or expulsion. It is up to the discretion of the Administration when a student will move from Alternative Setting to suspension, alternative education, and/or expulsion. If the Bradford Area School District does not have an Alternative Setting program, Out of School Suspension will be used in its place.

### **Alternative Education**

Alternative Education placement is at the discretion of the Administration.

### **Expulsion**

Any recommendations for expulsion are at the discretion of the Administration. Once recommended, school board and State policy will be followed.

## **Dress Code**

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Each student's manner of dress should be acceptable to normal school activities. Garments imprinted with logos advertising items such as alcohol, drugs and cigarettes are not acceptable. Garments which contain offensive words, profanity, provocative pictures or sexual innuendos are not appropriate. Shorts and skirts are to be finger length when the student is standing

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with his or her arms down at the sides. Unacceptable shorts include: biker shorts, spandex shorts, short-shorts or boxer shorts, and any type of cut-off shorts. Halter tops, off the shoulder tops, spaghetti straps, or low cut tops are not appropriate clothing for school. Bare midriffs, backless tops, tube tops, or any clothing that reveals the abdominal area or undergarments also are not appropriate for school wear. Also prohibited are shoes that do not properly protect the feet and Heelies. Hats/Head Coverings/Bandanas & Hoods are not to be worn upon entry to the building. Before entering the doors the student MUST remove any head covering, the item shall remain off until the student exits the building.

This list is not exhaustive. In case of doubt in any matter pertaining to dress or appearance, the administration will make the final decision.

**Consequences for Offense:**

**First time:** the item is confiscated and a parent/guardian must pick up the item at the office. This offense is tracked in the student's file.

**Second time:** the item is confiscated and a parent/guardian must pick up the item at the office. The student receives two hours detention. This offense is tracked in the student's file.

**Third time:** The item is confiscated. A parent/guardian meeting MUST take place before picking up the item at the office. The student receives two hours Saturday detention. This offense is tracked in the student's file.

## Electronic Devices

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Students are not permitted to have cell phones or ANY electronic device(s) between 8:05 a.m.—2:45 p.m. The phone/electronic device(s) must be put away and turned off. Electronic Devices may include, but not limited to: cell phones, ipods, head sets, etc. If the phone/electronic device is seen, or heard or the student is playing with it whether visually or concealed, the following may be applied:

**Consequences for Offense:**

**First time:** the device is confiscated and a parent/guardian must pick up the device at the office. This offense is tracked in the student's file.

**Second time:** the device is confiscated and a parent/guardian must pick up the device at the office. This offense is tracked in the student's file. The student receives two hours detention.

**Third time:** the device is confiscated. Parent/Guardian meeting must take place before picking up the device at the office. This offense is tracked in the student's file. The student receives two hours SATURDAY detention.

## Equal Opportunity School District

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The Bradford Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and 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, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact Samuel Johnson, Human Resources Director at 150 Lorana Avenue, Bradford, PA 16701 (814) 362-3841.

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## Equal Rights & Opportunities

Any student who might feel aggrieved on the basis of some civil right (handicap, sex, race, etc.) must initiate and conclude an informal discussion with the principal within fifteen (15) calendar days after the alleged violation. If the informal discussion does not resolve the issue, the student shall complete a grievance form and submit it to the principal within the next five (5) calendar days. The grievance forms are available in the Main Office.

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## Exemption from Instruction

The Board adopts this policy to ensure that parents/guardians have the right to have their children excused from specific instruction that conflicts with their religious beliefs.

The rights granted by this policy are granted to parents/guardians of students enrolled in this district then the students are under the age of eighteen (18) and to the students themselves when the student is eighteen (18) or over.

The written request must contain a statement that the specific instruction described conflicts with the religious beliefs of the student or of the parents/guardians.

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## Extra-Curricular & Club Programs

Extra-curricular activities are designed to enrich the students, to provide them with a form of relaxation and to serve to “round out” their education. Students should feel free to investigate and pursue their interests through the club program. Formation and organization of programs, projects, and clubs should be processed through the Student Activities Office.

Students interested in joining an activity should contact the Student Activities Office for information. Announcements are made periodically for athletic teams.

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## Fire Drills/ Severe Weather

Students should follow the instructions of the classroom teacher in moving safely and rapidly from the building. It is essential for students to remain quiet, orderly, and with their assigned instructor at all times.

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## Free & Reduced Lunches

The receipt of food stamps or Temporary Assistance to Needy Families (TANF) automatically qualifies children for free school lunches and breakfast. Families who do not receive food stamps or TANF may qualify due to their income. Applications for free and reduced lunches may be picked up in the Attendance Office during regular school hours.

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## Freshmen

The freshman year is a crucial time for a students’ academic and social development. Our goal, at Bradford Area High School, is to assist all freshman students to be successful. We are aware that the transition from middle school to high school can be a challenging experience for many of our students. If you have any questions and/or concerns regarding your student(s) during their freshman year, please contact their guidance counselor and/or administration.

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## Freshman Seminar

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The Freshman Seminar is a .6 credit course designed to help 9th grade students make a successful transition between middle school and the high school. The course provides students with opportunities for academic enrichment and assistance, as well as the chance to improve organizational, study, and communication skills. In addition, part of the course is dedicated to preparation for college and career choices. Some of the topics covered include time management strategies, literacy and reading strategies, note taking and comprehension strategies, personal problem solving strategies, academic problem solving strategies, and technology literacy.

## Graduation Project

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In order to graduate from the Bradford Area School District, each student shall complete an individual project in a concentrated area of study. The purpose of the graduation project is to assure that the student is able to apply, analyze, synthesize, and evaluate information and communicate significant knowledge and understanding. It is the responsibility of each student to fulfill the requirements outlined in a document that will be given to each student at the beginning of the school year. Each student will be assigned a faculty advisor who will provide guidance and direction in the fulfillment of these responsibilities. Outside community resource persons may also guide and direct students. The graduation project must include career research, community/school service, and the production of a related creative work. The culminating product must include the following: oral presentation, research component, written component, and a visual/performance/media presentation.

## Graduation Requirements

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In order to receive a Bradford Area High School diploma, a student must meet the minimum requirements as established by the State of Pennsylvania and the Bradford Area School Board. The Board requires that each candidate for graduation shall have earned a total of 25.8 credits. Failed courses required for graduation will need to be repeated. The following page displays an outline of the required courses and units.

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|  |                   |
|--|-------------------|
| Phys. Ed. 9,10,11 & 12 (.4 units each) ..... | 1.6               |
| Health 12 .....                              | .6                |
| * English .....                              | 4                 |
| Social Studies .....                         | 4                 |
| Math .....                                   | 4                 |
| Science .....                                | 3                 |
| Graduation Project .....                     | (see above)       |
| Approved Electives .....                     | 8                 |
| Freshman Seminar .....                       | .6                |
| <b>Total Units for Graduation .....</b>      | <b>25.8 Units</b> |

\* Students and parents should pay particular attention to units earned in the English areas. All high school students must take a full year - 1 unit English course to meet their annual one credit requirement for graduation. Because the program is sequential in grades 9 and 10, a freshman that fails English this year cannot take both Freshmen and Sophomore English next year. Only juniors and seniors can “double up” in English courses, i.e., repeat a failed English course and simultaneously take the next level of English.

It is imperative that parents carefully monitor their student’s academic progress while he/she is attending Bradford Area High School. It is ultimately the student’s responsibility to ensure he/she has fulfilled all the requirements necessary for graduation. The Board requires that each candidate for graduation shall have successfully earned 25.8 credits as well as completed the graduation project. Students must also successfully complete the health and physical education programs. Those who have not completed the minimum requirements will not be permitted to participate in the graduation exercises. An exception may be made for prolonged illness or recovery from an accident during the spring term of the senior year. These cases will be handled individually in consultation with the counselor and the principal. The illness must be supported by a doctor’s statement, and all incomplete assignments needed to meet the minimum graduation requirements must be completed prior to receiving a diploma.

## Guidance

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Guidance services are available for every student in the school. These services include assistance with educational planning, interpretation of test scores, occupational information, career information, study skills, help with home, school, and/or social concerns, or any questions the student would like to discuss with the counselor. Seniors seeking to arrange released time for cooperative work agreements should contact Mr. Walter. Such arrangements will be limited by the overall master schedule.

## Health Services

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School health services are provided to promote wellness and prevent illness within the school setting. A healthy child is better able to perform in the classroom. The school nurse accomplishes this by screening, teaching, evaluating and monitoring health problems. Parents are encouraged to call the nurse at 362-3845, ext. 5022 with any concerns.

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## Illness/Injury

The nurse cannot diagnose an illness or injury. Care within the health room is limited to first aid services. Should your child become ill/injured during school hours the nurse will evaluate the complaint and notify you of any problem. It is extremely important that she have a phone number where a parent or another designated adult can be reached. If it is necessary for the child to leave school due to illness/injury, the parent is responsible for providing transportation.

Students should be kept home if they present any of the following symptoms during the night or in the morning prior to school:

- ◆ Rash or skin eruption anywhere on the body
- ◆ Fever
- ◆ Headache or body aches and pains associated with fever
- ◆ Diarrhea or vomiting

The above symptoms are forerunners of many different diseases. If the ailment is more serious, resting at home at the onset may help prevent complications. In any event, **keep the sick child home** and write a note of explanation to the teacher/office when the child returns to school. **Please do not send your sick child to school.**

However, it is important to realize that keeping a child home without a legitimate reason robs the child of very valuable time in the classroom. If the child has had repeated absences of three or more days you may be asked for a note from the physician stating the reason for the student's absence.

## Student Emergency Card

Every year a yellow or gold emergency card will be distributed for the parent/guardian(s) to complete. This information is needed to keep medical and contact information up to date.

## Medical Administration

No medication can be administered in school without written permission from the child's physician. This includes over the counter medication

In accordance with State and District Policy, in order to have medication administered in school the parent must provide:

- ◆ A completed "Authorization for Medication" form, signed by the doctor and the parent.
- ◆ Medication must be in a prescription bottle properly labeled by the pharmacy with the student's name, medication name, dosage, and frequency of administration.

**The medication should be brought to the school by an adult.**

If your child has a history or serious allergic reactions to bee stings, food allergies, etc., please ask your doctor for a prescription for appropriate medication (Benadryl, Epi-pen, etc.) to be kept in school for emergency situations.

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## **Possession/Use of Asthma Inhalers**

Students are permitted to possess asthma inhalers and to self-administer the prescribed medication used to treat asthma when such is parent-authorized.

## **Health Records**

The school nurse is responsible for keeping an up-to-date health record on your child. Please make her aware of any severe injury, illness, hospitalization or surgery. Your child's performance in school may be altered by illness or medication. Please make her aware of any physical condition, medication change, or serious injury (broken bone, concussion, etc.) that might affect your child's participation in the classroom.

## **Physical Education Restrictions**

If your child is unable to participate in gym class a written physician's excuse is required. The doctor should make recommendations for adaptive physical education.

## **Immunizations**

As directed by the Pennsylvania Secretary of Health, children with contagious diseases may be excluded from school until appropriate treatment has been administered and/or the physician certifies in writing that the child may return.

Each student must have the required immunizations as directed by the Pennsylvania Secretary of Health. Please send a copy of your child's immunization record and/or any booster immunization as they are received to the school nurse. You will be notified if your child is missing any required doses, and provisional enrollment status will be explained.

## **Required Screenings**

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### **Physical Exams**

Physical examinations are required by the State of Pennsylvania upon entry into school, 6th grade and 11th grade. A private examination conducted at the parent's expense will be accepted in lieu of the school examination. Specific information concerning physical examination will be provided at the necessary time.

Sports physicals are required by the Pennsylvania Interscholastic Athletic Association (PIAA) prior to beginning practice sessions for each sport. Students will be notified of specific dates and times for these physical examinations by school announcements, local media, and or written schedules available at school. Private examinations done within the specified time frame for each sport are also acceptable. If a scheduled examination is missed, the parent is responsible for having the exam completed by their family physician.

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## Hearing Screenings

Hearings screenings will be done on all children in grades K, 1, 2, 3, 7, 11 and special education classes.

## Vision/Height/Weight Screenings

These screenings will be done yearly in all grades.

## Scoliosis

Scoliosis screenings are required in grades 6 and 7.

## Dental

Dental health screening will be administered upon school entrance, grades K, 1, 2, 3, 4, 5, 6, 7, 8, and 10 by the school hygienist. Flouride treatments will be given in grade 2, with parental permission. Parental permission for the screening will be found on the yearly (yellow or gold) emergency information card.

A comprehensive dental health curriculum has been developed. Classroom instruction is given each year in the elementary classrooms as well as individual instruction during the screening.

**\* Note:** Parents will be notified of any abnormal findings from any of the above screenings. Appropriate follow-up and treatment is expected. Please forward your examiner's written report to the school nurse.

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## Homerooms & Grade Placement

Students entering the ninth grade are placed alphabetically in ninth grade homerooms. However, after ninth grade, their homeroom and grade placement is determined by the number of credits earned in all subjects, which also includes the courses of physical education and health. To be eligible for Grade 10, students must have completed successfully 5 credits; to be eligible for Grade 11, students must have successfully completed 12 credits; to be eligible for Grade 12, students must have successfully completed 17.8 credits. Grade placement will be determined in August following the completion of any summer school courses. A student will not be given twelfth (12) grade senior placement unless he/she has the possibility of meeting all the graduation requirements by June of that school year. Any unique situation that may effect the attainment of credits for senior status will be addressed by the principal and the student's assigned guidance counselor.

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## Honor Roll

At the end of each marking period an honor roll is compiled of those students having a cumulative average of 80% or above and no incomplete or failing grades. Those with a 95% average or above will be on the high honor roll.

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## Interscholastic Athletic Policy

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In addition to the District Student Conduct and Department Policy 218, athletic program participants are also governed by the Districts' Interscholastic Athletic Policy. Every student receives a copy before he/she participates in athletics. If you plan to participate in athletics, please read and familiarize yourself with the policy.

## Library

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The Bradford High School Library/Media Center is located on the third floor above the Main Office. The Library is open from 7:25 A.M. to 3:15 P.M. each school day. Materials available include books, periodicals, pamphlets, and videotapes. Computer research tools include electronic encyclopedias, periodical indexes, atlases, a career guidance program, electronic card catalogs, and Internet connections.

## Lockers

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Each student is assigned a locker in which to keep books, coats and other belongings.

You are not to share your locker with others and do not give anyone your combination.

The school assumes no responsibility for the safe-keeping of the contents of the locker. It is the student's responsibility to see that the locker is kept locked and in order at all times. Only those items that are necessary for school work are to be kept in the locker. Each student is responsible for what is in his/her locker. Valuables should not be left in lockers. Students may leave valuables in the Main Office for safekeeping and pick them up after school.

It is to be remembered that the lockers are the property of the School District.

Students should not assume any expectation of privacy. School District personnel, parents, police, drug & alcohol detection dogs, and anyone else the principal or his designee appoints may search a School District locker at any time and seize any illegal materials, bad food, and drug and alcohol paraphernalia.

Such materials may be used as evidence against the student in disciplinary and/or legal proceedings. Prior to a locker search, the student may be notified and given an opportunity to be present. However, where school authorities have a reasonable suspicion that the locker contains materials which pose a threat to the health, welfare and safety of students in the school, student lockers may be searched without prior warning.

Students must sign a sign-off sheet that they should not expect any privacy while using school district lockers before a locker will be assigned to them.

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## Lost & Found

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The lost and found department is located in the Main Office. Articles are kept for a maximum of two weeks.

## Lunch Period Rules

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Failure to follow these rules may result in lunch detention, after-school detention, in-school intervention, or suspension depending on the severity and/or number of offenses. **Other than assigned change times, no student is permitted in the halls without a pass signed by a teacher.**

1. Students are to exhibit appropriate behavior at all times.
2. No line cutting.
3. Students are to return their trays to the dish room area as soon as they are finished eating.
4. Chairs may not be moved from one table to another.
5. Students are to push in their chairs when leaving.
6. Food and beverage items are not to be removed from the cafeteria to be consumed elsewhere in the building without permission.
7. Students may use the outside lunch area at the discretion of the cafeteria monitors.
8. Students are not to throw food in the cafeteria or anywhere in the school.
9. Students are to remain seated until excused, outside lunch students should remain outside until excused.

## Report Cards/

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### Progress Reports

The school year is divided into six six-week grading periods. For the first five grading periods, report cards are to be taken home by the student. The final report card is mailed home after the end of the school year. Generally, progress reports are issued three weeks prior to the end of each marking period. However, progress reports may be mailed at any time to parents of those students who are either failing a class, who are not working to their capacity or who have not made a significant improvement in their performance. In these cases parents are urged to contact the teacher involved. Student progress reports may also be issued to students doing outstanding work. A copy of the progress report will be mailed to the parent or guardian.

## Special Needs

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Every exceptional student attending the schools of the District shall be offered an educational program that meets his/her individual needs and is suited to his/her unique abilities. Such programs shall be designed to comply with law, conform to the goals of this District, and shall be, to the extent feasible and consistent with the best interest of the student and other pupils, integrated with the regular instructional program of the schools.

No exceptional student shall be denied, because of handicap/disability, participation in co-curricular intramural or interscholastic activities or any of the services offered or recognitions rendered regularly to the students of this District, unless such participation is not practical because of the handicap/disability. The Board directs that the District shall comply with provisions of the Individual With Disabilities Education Act (IDEA). Copies of the Districts' Special Education policies may be obtained from the building principal.

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## Student Assistance Program

The Bradford Area High School Student Assistance Program is designed to help students remove barriers to learning.

The team provides assistance and support for those students who are experiencing significant personal problems related to: depression, drug and alcohol usage, family problems, eating difficulties, suicidal thoughts, anxiety, abuse, pregnancy, hostility, anger, grief and loss.

The core of the program consists of 30 professionally trained staff and 5 liaisons from community agencies. The team members do not diagnose, treat or refer for treatment but may refer for an assessment for treatment. Parent involvement in all phases of the Student Assistance Program is encouraged.

To seek assistance for yourself or a friend contact a team member or get a referral form in the Guidance office, Main office, Attendance office or the Library and deposit it in the confidential box located in the Main Office.

## Student Parking

Parking permits will be issued on a first come, first served basis according to need (co-op students, early excusals, etc.) Any student who wishes to park in the school parking lot must fill out an application in the Main Office. Students must park in the space assigned to them. Students are not permitted to park in the first three rows of the auditorium lot or in the paved Willard Avenue lot. These spots are reserved for faculty. Students may also lose parking privileges and be subjected to disciplinary action including detention or suspension from school. Cars that are illegally parked or not parked in the proper space can be ticketed or towed at the owners expense.

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## Technology Operations

### 814.1. TECHNOLOGY & COMPUTER USE

**Title: Technology & Computer Use  
Bradford Area School District**

Date Adopted:  
May 19, 1997

Date Revised:  
April 10, 2000  
November 11, 2002

### 1. Purpose

The computers in the Bradford Area School District have been purchased and installed for instructional use by staff members and students; additionally, they may be used by those citizens enrolled in educational training courses offered by the district. The software installed on each computer and network has been purchased by the district and licensed for use herein. Because the computers are used in a variety of classroom situations, it is critical that each workstation operates as it was meant to in each instance.

### 2. Authority

The Board establishes that the use of computer technology in the Bradford Area School District is a privilege, not a right; inappropriate, unauthorized and illegal use can result in the cancellation of those privileges and the application of appropriate disciplinary action.

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### 3. Guidelines

Where applicable, students must read, sign and return the appropriate form to their teachers before being granted access to the district's computers.

It is the policy of the district not to allow games to be installed or played on the computers unless specifically permitted by the teacher. In those instances, only games installed by the district staff shall be permitted. Students playing games without the express consent of the teacher may be disciplined, lose their computer privileges for a set period of time or may face loss of credit for the current assignment.

Intentionally altering the installed software or hardware settings of the district's computers disrupts the learning process for both staff and students. Staff and students may not misuse or alter the district's computers in any way, including (by way of example) the following:

1. Installing, altering or deleting personal or copyrighted software without the expressed written consent of the district's designated technology administrator.
2. Removing, changing or damaging any hardware or settings on said computers or on installed software without the expressed written consent of the district's technology administrator.
3. Using the computers in any malicious manner (including harassment, discrimination, hate mail or other antisocial behavior).
4. Accessing, processing or transmitting arguably pornographic or sexually explicit materials, inappropriate text files, copyrighted materials or any other files which may be dangerous to the maintenance of the integrity of the district's computer systems.
5. Seeking information, obtaining copies or modifying files, data or passwords which belong to others.
6. Using the district's computers for personal, business or financial gain.
7. Using the district's computers/networks other than for authorized and educational purposes inappropriately while working at a workstation or logged into the Internet.
8. Introducing any virus program into the district's workstations or networks.
9. Using the workstations or network to facilitate illegal activities.
10. Using the workstations or network for product endorsement or advertisement or for political activities.
11. Loading or use of unauthorized games, programs, files or other electronic media.
12. Impersonation of another user or the use of anonymity and pseudonyms.
13. Quoting personal communications in a public forum without the original authors' prior written consent.

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**20 U.S.C.  
Sec. 1232 (g)  
Pol. 218**

14. Transmission of any personnel or student information, which is protected by the Family Educational Rights and Privacy Act.

Student disciplinary action for these and any other acts of misconduct will be dealt with in accordance with this policy and the district's student conduct code. Such discipline may include any, or all, of the following:

1. Removal of the student from the course for some set period of time.
2. Detention and/or in-school suspension from school.
3. Out-of-school suspension from school.
4. Reimbursement for damaged equipment or software.
5. Reimbursement for repair time for damaged equipment and software at the in-house rate of \$60/hour or the contracted hourly service provider's rate and for the replacement of said hardware or software, whichever is applicable.
6. Completion of a mandated training session prior to being allowed to resume access to the district's technology hardware and/or software.
7. Banishment from using the respective technology hardware and/or software.

Each student will be held responsible for any intentional alteration of a computer workstation that occurs while he/she is working at that station, or while such station has been signed over to the student. Where a student is receiving Learning Support Services the applicable State guidelines will be followed. Each student must report any damages or errors encountered to the respective classroom teacher, or supervisor, as soon as discovered. Staff and students are reminded that the district's computers are provided primarily for instructional use; student use takes priority over staff use.

### **Network, On-Line & Internet Operations**

**P.L. 106-554  
Sec. 1732**

The Board supports the use of the Internet and other computer networks in the district's instructional computer program to facilitate learning and teaching through interpersonal communications, access to information research and collaboration. The use of all network facilities shall be conducted within the framework and authority of the district policies, procedures, and the Children's Internet Protection Act. Additionally, it shall be consistent with the curriculum adopted by the district as well as the varied instructional needs, learning styles, abilities and developmental levels of the students.

Use of the district's hardware shall not imply endorsement of the content of any electronic information so used, nor does the district guarantee the accuracy of any information received through such networking services. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network, on-line service or the Internet.

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The district shall not be responsible for any unauthorized fees or charges resulting from access to the on-line services or the Internet. It also reserves the right to log network use and to monitor file server space utilization by users, while protecting the rights of such users. Students and staff have the responsibility to respect and protect those rights in the district and on the Internet. The district shall make every effort to ensure that this educational resource is used responsibly by students and staff.

The district's technology administrator shall have the final authority to determine what is inappropriate use.

## **Network, Accounts**

Network accounts will be used only by the authorized owner of the account and only for its authorized purpose. All communications and information accessible via the network should be assumed to be the property of the user, subject to review by district's staff, as may be needed, and shall not be disclosed to other users. Network users shall respect the privacy of others on the system.

## **Prohibitions**

Students and staff are expected to act in a responsible, ethical and legal manner in accordance with district policy, accepted rules of network etiquette and Federal and State law. Examples of non-acceptable behavior are included herein.

## **Security**

System security is protected through the use of software and passwords. Failure to adequately protect and update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, the following guidelines shall be followed:

1. Employees (except to system administrators) and students (except to staff and system administrators) shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged into under another student's or employee's name.
3. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the district's workstations and/or to the network.

The district may monitor e-mail messages sent or received through the District's Wide Area Network. Users of the network must realize that the district has this authority to intercept e-mail messages and that there will be no privacy rights construed by the district to exist covering any statements or messages made in or through the network. No personal on-line e-mail may be accessed while using the district's Wide Area Network.

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The district's administration reserves the right to monitor and access all accounts on the system. Professional staff of the district will monitor the use of the Internet by their respective students.

### **Safety**

To the greatest extent possible, users of the district's computers and technology hardware shall be protected from harassment or unwanted or unsolicited communication. Any user who receives threatening or unwelcome communications shall immediately notify his/her teacher or administrator.

### **Consequences**

Both network and other users shall be responsible for damages to the equipment, systems and software resulting from deliberate or willful acts. Misuses of the district's equipment and software is defined elsewhere in this policy.

### **Copyright**

The illegal use of copyrighted software by students and staff is prohibited. Any data uploaded to or downloaded from a network, on-line service or the Internet shall be subject to "fair use" guidelines.

**P.L. 94-553**  
**Sec. 107**  
**Pol. 814**

### **District Web Sites**

The district will establish a web site and will develop web pages that will present information about the school district. The district's technology administrator, or his/her designee, will be designated as the district webmaster and will be responsible for maintaining district web sites. Only the webmaster shall be authorized to access district web sites for the purpose of amending, adding, or deleting information.

Information posted on district web pages shall be kept current; those not so maintained may be amended or deleted at the direction of the webmaster.

### **School or Class Web Sites**

Schools and classes may establish web pages that present information about the school or class activities. All information shall be reviewed and approved by both the building principal, or his/her designee, and the district's webmaster.

### **Organizational Web Pages**

With the approval of the building principal, or his/her designee, and webmaster, school related organizations and athletic groups may establish web pages for specifically defined activities. The principal and webmaster

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shall establish criteria for the establishment of such pages and for the posting of material on these pages. Materials presented by the organization must relate specifically to organizational activities and must contain only student-produced information and supporting materials. All information shall be reviewed and approved by both the principal, or his/her designee, and the district's webmaster.

### **District Use Policy**

Students will not post personal contact information about themselves or other people, including links to any personal web pages. Personal contact information includes, but is not limited to, home address, home telephone, school address, school telephone, work address, personal web site, etc.

Teachers, principals and the district's webmaster will ensure that student names will not be made available on either the district's Intranet or on the Internet. Student pictures may only be used with the signed consent of the parent(s), guardian(s) or with the consent of a student eighteen years of age or over. Such consent may be given on the respective annual technology use form. Additionally, the use of any student picture must be directly related to district educational, athletic, or extracurricular activity, and the photograph must focus primarily on the activity or the resulting product of that activity.

### **Pol. 218**

Students shall not attempt to gain unauthorized access to any district-authorized web site. Unauthorized activity will subject the student to disciplinary actions as set forth in the district's code of student conduct.

## **Terroristic Threats/Acts**

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The Board recognizes the danger that terroristic threats and acts by students presents to the safety and welfare of district students, staff and community.

Terroristic threat shall mean a threat to commit violence, made with the intent to terrorize another, to cause evacuation of a building, or place, or to cause serious public inconvenience, in reckless disregard of the risk of causing such terror or inconvenience.

Terroristic act shall mean an offense against property or involving danger to another person or an attempt to commit such an offense.

When an administrator has evidence that a student has made a terroristic act, the student will be immediately suspended. The administrator will report the incident to the Superintendent who will decide if law enforcement will be called. The Superintendent may recommend expulsion of the student to the Board of Education. In the case of exceptional students, the district will take all steps necessary to comply with in Individuals with Disabilities Education Act.

Bradford Area School District Policy 218.2 titled Terroristic Threats/Acts may be reviewed in the Main Office during regular school hours.

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## Tobacco Use

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The Tobacco Use Policy adopted by the Board on July 1, 1993, bans the possession and use of tobacco products. These products include smokeless tobacco (snuff, chewing tobacco, look alike chewing tobacco, etc.) and cigarettes, cigars, and pipe tobacco used for smoking.

The possession and/or use of tobacco is prohibited in school buildings, on school grounds, on school buses, or at events under school district jurisdiction during the school day will not be permitted. Students seen possessing tobacco or tobacco products will have these items confiscated by the faculty and/or administrative staff and will be subject to the penalties outlined in the Board Policy, ie (Alternative Setting, school community service, and attendance at a tobacco cessation clinic). The District Magistrate may also levy a fine plus court costs for any student in possession of, or using tobacco products on school property.

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## Verbal/Physical/Sexual Harassment

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The Board of Education strives to provide a safe, positive working and learning climate for its employees, students and other persons. Therefore, it shall be the policy of the District to maintain an environment in which harassment in any form is not tolerated.

The term harassment includes but is not limited to slurs, jokes, or other verbal, graphic, or physical conduct relating to an individual's race, color, religion, ancestry, sex, national origin, age or handicap/disability.

When a student believes that he/she is being harassed, the student should immediately inform the harasser that his/her behavior is unwelcome, offensive or inappropriate and shall follow the established complaint procedures.

A substantiated charge against a district student shall subject such student to disciplinary action, consistent with the student discipline code, and may include educational activities and/or counseling services related to unlawful harassment.

A substantiated charge against a district staff member shall subject such staff member to disciplinary action, including discharge.

If it is concluded that an employee or a student has made false accusations, such employee or student shall be subject to disciplinary action as described above.

Bradford Area School District Policy 248 titled Unlawful Harassment may be reviewed anytime in the building principals office during regular school hours.

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## Visitors

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The administration and faculty extend a welcome to all parents of students at BAHS to visit the school. Twenty-four hours notice would be appreciated. Guests should report to the Main Office upon entering the school so that visiting arrangements may be made. Students will not be permitted to bring guests to school. Students from other schools who wish to visit our school may call the Guidance or Main Office for an appointment. Twenty-four (24) hours notice will be appreciated.

## Weapons

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The Bradford Area School District recognizes its responsibility as an educational institution to be in the vanguard in promoting sound public policy, especially when it relates to public health, safety and comfort. The district recognizes that the inappropriate possession of firearms and/or other weapons presents serious possible risks to person and property.

For the purpose of these guidelines, weapons shall include, but not limited to, devices and materials described in the “Gun-Free Schools Act”, (18 U.S.C.A. Sec. 921), any look-alike weapon, any knife, cutting instrument, cutting tool, nunchaku stick, firearm, shotgun, rifle, and any other tool, instrument or implement capable of inflicting serious bodily injury.

Possession- shall include, but not be limited to the following conditions. A student is in possession of a weapon when the weapon is found on the person of the students, in the student’s locker, under the student’s control while she/he is on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or while the student is on his/her way to or from school.

The possession and/or use of firearms and/or weapons by students, staff, or the general public is prohibited on or in school property, at school-sponsored activities or on any public conveyance providing transportation to a school or school-sponsored activity.

The Superintendent, or designee, shall report the discovery of any weapon prohibited by this policy to the student’s parent(s) and to local law enforcement officials. If an investigation is proven founded, the Superintendent shall:

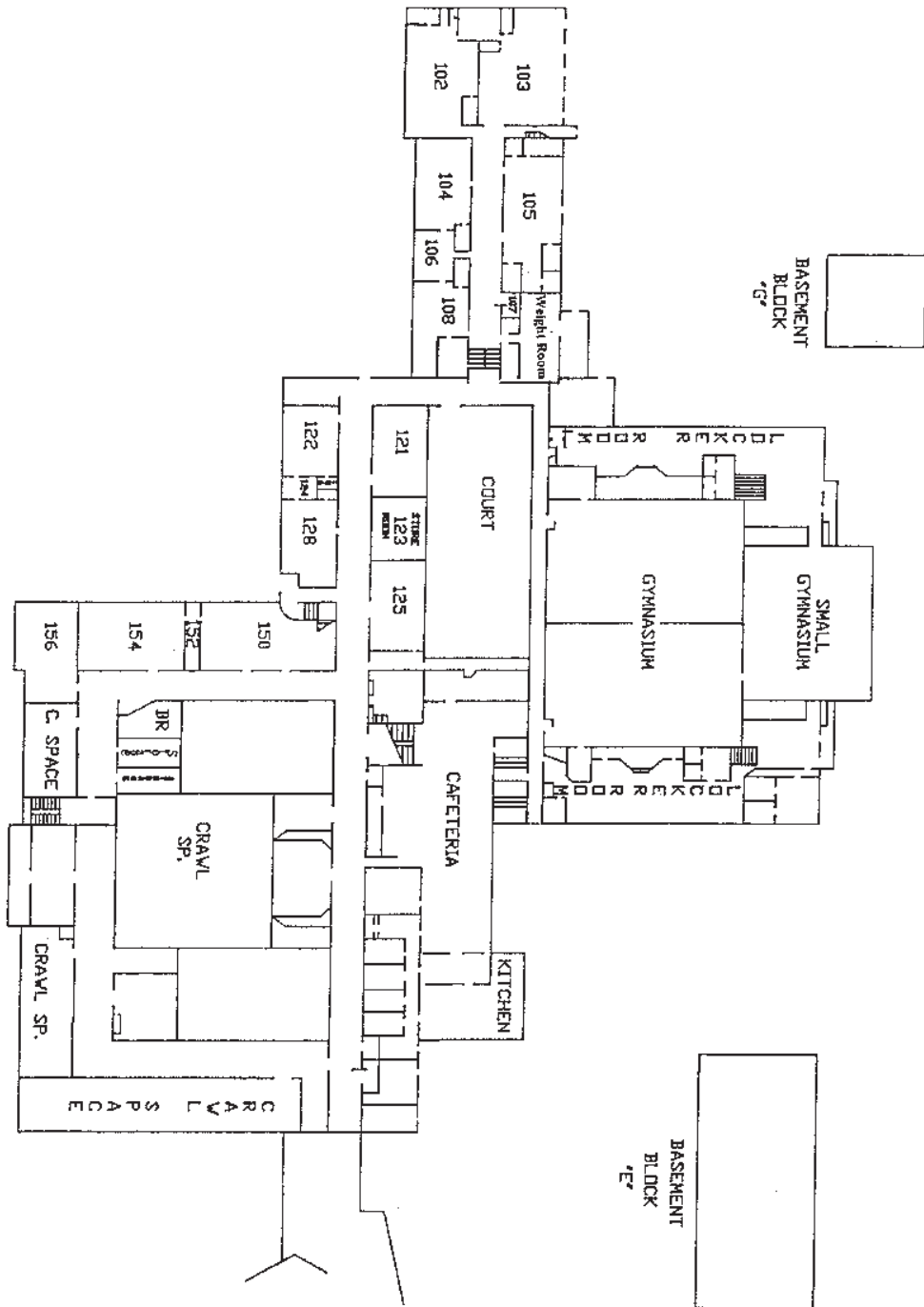
- a. Determine whether or not to request the filing of criminal charges.
- b. Cause expulsion proceedings (for a minimal period of twelve (12) months) to be instituted against any student violating this policy.

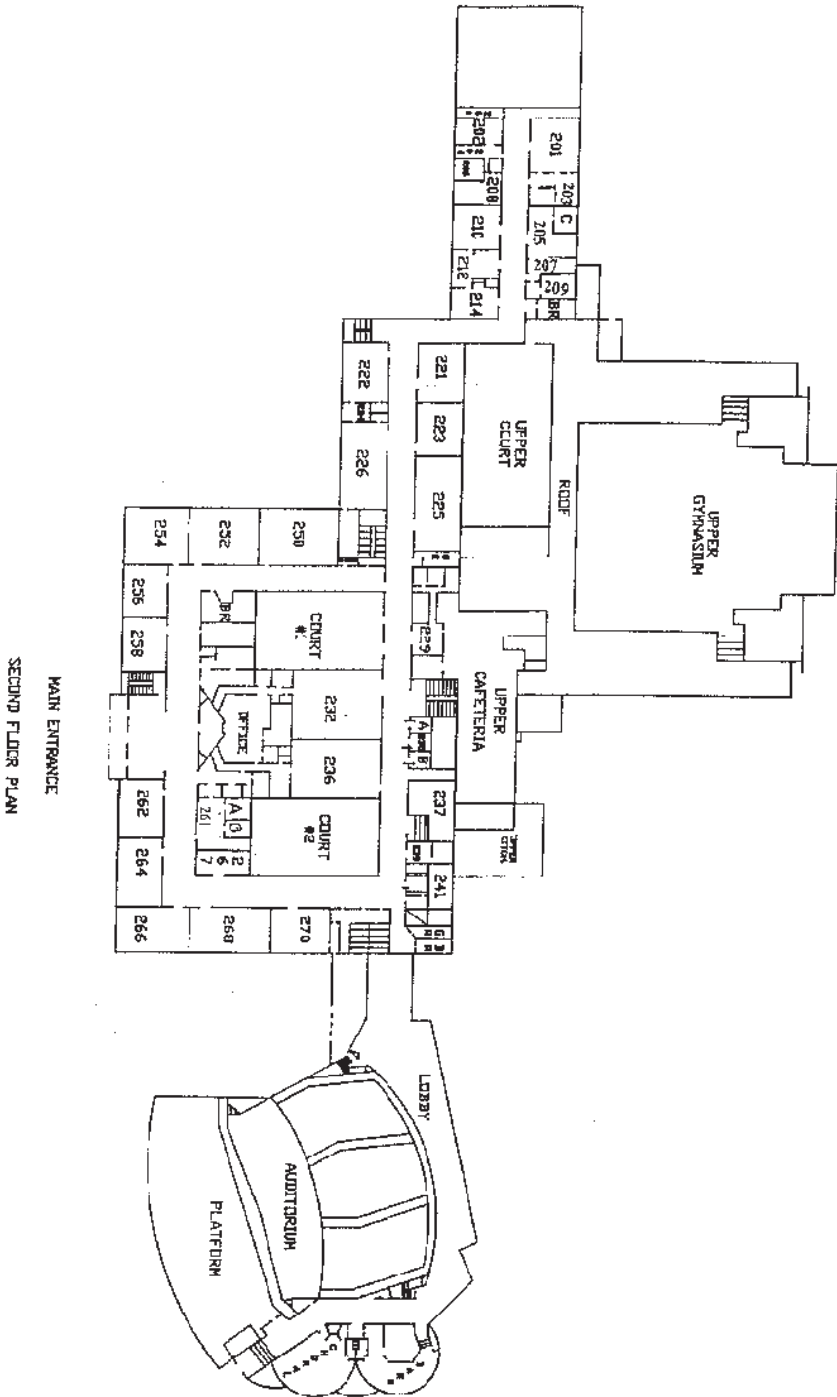
Bradford Area School Districts’ Policy 816 titled Weapons may be reviewed in the principals office during regular school hours.

## Working Papers

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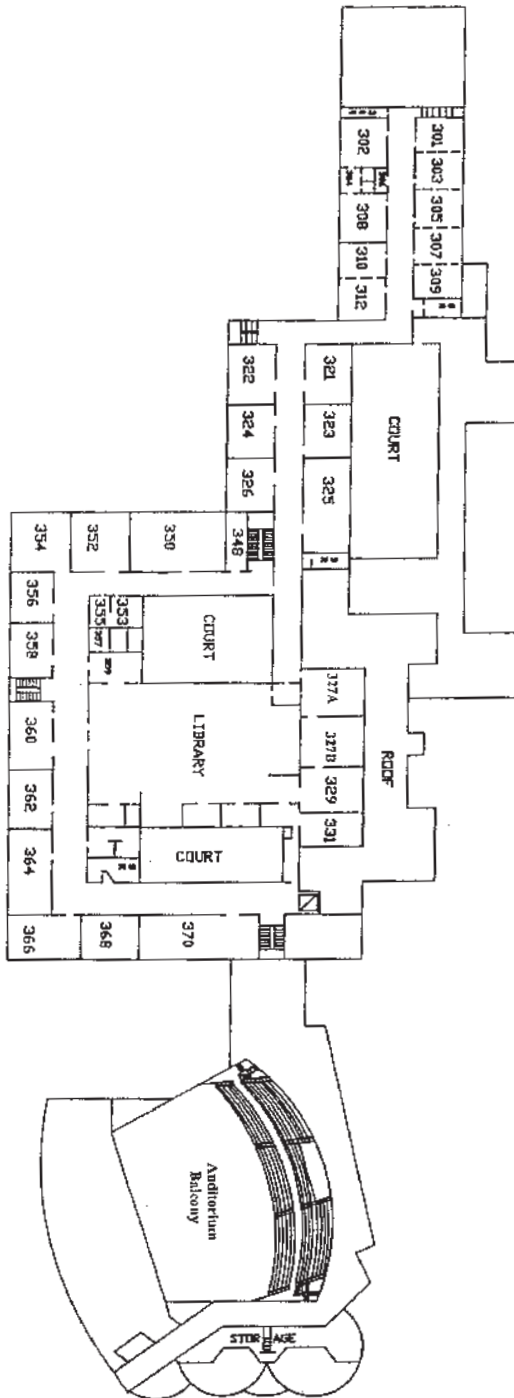
If job applicants are under eighteen years of age, they must obtain working papers. Working papers are available at the Bradford Area High Offices, 81 Interstate Parkway. Students obtaining working papers may also be examined by the school physician.





MAIN ENTRANCE  
SECOND FLOOR PLAN

THIRD FLOOR PLAN





# Bradford Area School District

## July 2009 – June 2010



| July 2009 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  |
|           |    |    | 1  | 2  | 3  | 4  |
| 5         | 6  | 7  | 8  | 9  | 10 | 11 |
| 12        | 13 | 14 | 15 | 16 | 17 | 18 |
| 19        | 20 | 21 | 22 | 23 | 24 | 25 |
| 26        | 27 | 28 | 29 | 30 | 31 |    |

| August 2009 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | T  | F  | S  |
|             |    |    |    |    |    | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          | 31 |    |    |    |    |    |

| September 2009 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| S              | M  | T  | W  | T  | F  | S  |
|                |    | 1  | 2  | 3  | 4  | 5  |
| 6              | 7  | 8  | 9  | 10 | 11 | 12 |
| 13             | 14 | 15 | 16 | 17 | 18 | 19 |
| 20             | 21 | 22 | 23 | 24 | 25 | 26 |
| 27             | 28 | 29 | 30 |    |    |    |

| October 2009 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | T  | F  | S  |
|              |    |    |    | 1  | 2  | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 |
| 25           | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2009 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 | 27 | 28 |
| 29            | 30 |    |    |    |    |    |

| December 2009 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  |
|               |    | 1  | 2  | 3  | 4  | 5  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 27            | 28 | 29 | 30 | 31 |    |    |

| January 2010 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | T  | F  | S  |
|              |    |    |    |    | 1  | 2  |
| 3            | 4  | 5  | 6  | 7  | 8  | 9  |
| 10           | 11 | 12 | 13 | 14 | 15 | 16 |
| 17           | 18 | 19 | 20 | 21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28 | 29 | 30 |
| 31           |    |    |    |    |    |    |

| February 2010 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  |
|               | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            |    |    |    |    |    |    |

| March 2010 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | T  | F  | S  |
|            | 1  | 2  | 3  | 4  | 5  | 6  |
| 7          | 8  | 9  | 10 | 11 | 12 | 13 |
| 14         | 15 | 16 | 17 | 18 | 19 | 20 |
| 21         | 22 | 23 | 24 | 25 | 26 | 27 |
| 28         | 29 | 30 | 31 |    |    |    |

| April 2010 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | T  | F  | S  |
|            |    |    |    | 1  | 2  | 3  |
| 4          | 5  | 6  | 7  | 8  | 9  | 10 |
| 11         | 12 | 13 | 14 | 15 | 16 | 17 |
| 18         | 19 | 20 | 21 | 22 | 23 | 24 |
| 25         | 26 | 27 | 28 | 29 | 30 |    |

| May 2010 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       | 31 |    |    |    |    |    |

| June 2010 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  |
|           |    | 1  | 2  | 3  | 4  | 5  |
| 6         | 7  | 8  | 9  | 10 | 11 | 12 |
| 13        | 14 | 15 | 16 | 17 | 18 | 19 |
| 20        | 21 | 22 | 23 | 24 | 25 | 26 |
| 27        | 28 | 29 | 30 |    |    |    |

- 1 – Winter Holiday  
No School
- 18 – Martin Luther King Day  
No School
- 20 – Marking Period Ends  
Early Dismissal
- 28 – Report Cards Distributed

- 19-24 – In-Service Days
- 25 – First Day of School

- 12 – Mid Winter Vacation  
No School
- 15 – President's Day  
No School

- 7 – Labor Day  
No School

- 5 – Marking Period Ends  
Early Dismissal
- 12 – Flex Day  
No School
- 15 – Report Cards Distributed

- 6 – Marking Period Ends  
Early Dismissal
- 12-13 – In-Service Days  
No School for Students
- 14 – Report Cards Distributed

- 2-5 – Spring Break  
No School
- 21 – Marking Period Ends  
Early Dismissal
- 29 – Report Cards Distributed

- 19 – Marking Period Ends  
Early Dismissal
- 25-30 – Thanksgiving Holiday  
No School

- 31 – Memorial Day  
No School

- 1 – Flex Day  
No School
- 2 – Report Cards Distributed
- 23-31 – Winter Holiday  
No School

- 3 – Last Day of School  
Marking Period Ends  
Report Cards Distributed

\* If school is closed for inclement weather or other reasons, make-up days will be December 23, January 18, February 12 and April 5, in that order depending on days missed.

\* School opens on Tuesday, August 25, for regular session with cafeteria in operation.

\* PSSA "window" Testing Dates:

April 7-16, 2010 – 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> & 11<sup>th</sup> Grade Math and Reading Assessment

April 19-23, 2010 – 5<sup>th</sup>, 8<sup>th</sup> & 11<sup>th</sup> Grade Writing Assessment

April 26-30, 2010 – 4<sup>th</sup>, 8<sup>th</sup> & 11<sup>th</sup> Grade Science Assessment

May 3-7, 2010 – Make up day for all subjects



The Bradford Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and 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, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact Samuel Johnson, Human Resources Director at 150 Lorana Avenue, Bradford, PA 16701 (814) 362-3841.



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