

**STUDENT - FAMILY HANDBOOK
2018 - 2019**

**GEORGE WASHINGTON CARVER
HIGH SCHOOL OF
ENGINEERING & SCIENCE**



GEORGE WASHINGTON CARVER
Engineering and Science
HIGH SCHOOL · MIDDLE SCHOOL

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SCHOOL EXPECTATIONS

Give respect to get respect
Listen to learn; learn to listen
Think beyond yourself
Strive for excellence

MISSION STATEMENT

Carver HSES is a small, magnet high school, striving to attract academically talented, college-bound students from diverse backgrounds. We seek students who have interests in the fields of science, mathematics, engineering, technology, and medicine. We are committed to providing a rigorous curriculum with focus in these areas enriched by related extra-curricular opportunities. Our goals are to prepare our students with the academic and personal skills for collegiate success and to empower our students with the social and leadership skills to be lifelong learners and productive citizens.

OUR HISTORY

In 1977, the School District of Philadelphia, among other large urban school districts, was required to realign its student population in order to achieve racial balance in all schools. A consortium of the School District of Philadelphia and five universities: Temple University, University of Pennsylvania, Widener University, Drexel University, and Villanova University was established to design a magnet school dedicated to teaching the principles of engineering and science. An additional incentive included having students rotate among the five universities taking engineering and science courses for college credit with tuition paid by a Federal grant.

In September 1979, the High School of Engineering and Science opened on the Temple University campus with a ninth grade class. It was soon apparent that the school was destined to grow in size and accomplishments. George Washington Carver School, adjacent to Temple at 17th and Norris Streets was identified as the site for our emerging school. In 1983, following “temporary renovations” to this recently vacated elementary school, HSES opened at our current location. In 2005, major building renovations began. In 2008, the school made noteworthy academic progress: **Carver HSES was recognized as a National Blue Ribbon School of Excellence.** When renovations concluded in 2009, new facilities included two engineering labs, an environmental science lab, a gymnasium and fitness center, library, student and staff cafeterias, a student success center and counseling suite, music and art suites, additional computer labs

and major renovations to all classrooms. Along with enhanced facilities, we have enhanced our academic profile. Achieving national recognition, US News and World Report awarded Carver HSES Bronze Commendations in 2010 and 2011, and Silver Commendations in 2012-Present. In 2013, we received the Governor’s Award for Academic Excellence for achieving a rating in the top ten percent in the state; we were one of three Philadelphia schools to receive this distinction. In 2017, we were again recognized as a “Distinguished School” by the Pennsylvania Department of Education.

TOLERANCE POLICY

Carver HSES is a safe and inclusive space for all students to learn. In association with School District of Philadelphia policies, Carver HSES prohibits all forms of harassment and bullying based on race, gender, religion, ethnic group, sexual orientation, gender identity, or disability. First and foremost, Carver HSES aims to provide a healthy, safe, and positive learning environment for all students.

SCHOOL AND SCHOOL DISTRICT POLICIES ATTENDANCE

Students are expected to be present and arrive promptly to school every day. The school day begins at 7:50 AM. All students are expected to be present and seated in advisory at that time. Students should arrive earlier to go to lockers.

The academic demands at Carver HSES require consistent attendance and proper preparation.

Students who are absent must bring a note from their parents or guardians on the day they return to school and submit it to their advisor. If a student fails to bring a parental note within 72 hours (per School District of Philadelphia policy 204), the absence will be coded as an unexcused. In addition, unexcused absences will cause the student to be referred for interventions and the parent will be subject to a summons for truancy court.

VISITOR POLICY

ALL VISITORS are **required** to **report to the Main Office**. The visitor entrance is located off the “horseshoe” and faces the corner of 16th and Berks Streets. At this location they are to speak with office staff, present a valid ID, sign in, obtain a visitors’ pass, and **wait while the person with whom the visitor wishes to meet is contacted by our office staff**.

EMERGENCY CONTACT INFORMATION

It is imperative that this school has on record current emergency contact telephone numbers for each student. Emergency contact forms are distributed every year, and Carver HSES requires families to maintain up-to-date information. Students will not be released to a person on the emergency contact list. This is a matter of safety and welfare in case of sudden illness or any unusual situation that may arise. If a student moves and/or changes phone numbers, the parent must write a note to the advisor and contact a secretary in the main office with the new information immediately.

ADVISORY (Homeroom)

All students must report to advisory promptly and remain in the advisory room throughout advisory period. When unexcused latenesses exceed six (6) for the marking period, the student will receive “an excessive lateness” negative comment in that marking period. (See the Ineligibility Rule)

SCANNING

ALL STUDENTS are **required** to show, as well as scan, their student ID cards at the security checkpoint area when they enter the building. The student entrance is located off the courtyard and faces Berks Street. **Any student found purposely violating this school security procedure will be immediately referred for disciplinary action.**

LATENESS TO SCHOOL

All students are required to enter school prior to the first bell at 7:50 A.M. A student coming in after 7:50 A.M. is late and must obtain a late pass. Lateness without written documentation will be excused only if there is a bona fide problem with SEPTA that can be verified by school personnel.

If a student has an unavoidable early-morning appointment, written verification is required for the lateness to be excused. The student will be marked late but will not be subject to disciplinary consequences.

All lateness will be recorded on the computer network and will be listed on the daily attendance report that is given to the advisors, who will record the lateness in the roll book. When lateness is excused, it is the student's responsibility to show an "excused" lateness pass to his/her advisor and other teachers.

Students with accumulated unexcused lateness may be subject to further disciplinary consequences and/or parental conference with an administrator. Persistent absence or 3 tardiness adversely affects a student's performance in class and jeopardizes a student's eligibility for extra-curricular activities and programs.

LATENESS TO CLASS

Students are to report to class ready to work within three (3) minutes after the bell has rung ending the previous class. Extraordinary lateness to class will be treated as a cut. The teacher will handle non-chronic lateness to class. Chronic lateness will result in a disciplinary referral. If the number of unexcused latenesses to a class exceeds six (6), the student will receive "an excessive lateness" negative comment.

EARLY DISMISSAL REQUESTS

Only when no other alternative is possible should requests be made for students to leave school earlier than end of the school day. There is an early dismissal request form that must be completed by a parent/guardian. It is available in the main office

and on the school's website. This written notification must be delivered to the main office prior to advisory. **Carver HSES staff will then call to verify the early dismissal.** Students who forge an early dismissal note will be subject to an extended detention and a "strike" for the next marking period. The parent or guardian of record should report to the Main Office, with identification, to sign the Early Dismissal log. Requests for a student's early dismissal on an emergency basis can be honored, but administrative verification is required.

LOCKERS

Each student is issued a locker and a combination lock. Each student will be held responsible for the proper care and return of his/her lock in June. Students are not permitted to utilize personal locks, and Carver HSES will remove any locks that are not distributed by the school. Lost locks must be replaced with a school issued lock; the replacement cost is \$6.00.

Please be mindful of the following:

1. Lockers and locks are the property of the School District of Philadelphia; they are not the student's personal property.
2. Never give your combination to anyone.
3. Sharing lockers is prohibited and will result in both students losing locker privileges.
4. Report all locker problems to Ms. Logan immediately.
5. Only school locks are permitted. Any others will be removed.
6. The school is not responsible for money or other valuables left in the locker

Gym lockers are available for use while the student is in the gym. The student must supply his/her **own** lock to be used during his/her gym period **only**. If a student's lock remains on the gym locker beyond the assigned gym period, it will be removed.

REGULAR BELL SCHEDULE

ADVISORY	7:50-8:06
PERIOD 1	8:09-8:57
PERIOD 2	9:00-9:48
PERIOD 3 (LUNCH)	9:51-10:39
PERIOD 4 (LUNCH)	10:42-11:30
PERIOD 5 (LUNCH)	11:33-12:21
PERIOD 6 (LUNCH)	12:24-1:12
PERIOD 7	1:15-2:03
PERIOD 8	2:06-2:54

CUTTING CLASS

Students are expected to be present and on time for every class. Student attendance is a safety matter, and Carver HSES will take initial disciplinary action by contacting the parent and other consequences that they lay out in their syllabus. Daily class attendance is electronically reported by teachers. The Infinite Campus system monitors and reports class cuts. **Cutting class will result in a negative comment and strike in behavior for the marking period.** If the number of cuts exceeds three (3), the student's parent may be called to the school for a conference. If cutting continues, further disciplinary action will be taken, including a recommendation that the student be considered for alternate school placement.

If a teacher is planning a special function where students will miss classes for a full day or part of a day, a proposed list of student participants is established in advance. Teachers may veto a student's participation in a special activity if this will negatively impact the student's academic progress. Absence for approved participation in a special event is excused.

STUDENT IDENTIFICATION CARDS

Students must have school identification at all times in school, at all school activities, and present the ID card upon request by any school staff. One photo ID will be issued. The ID card is required to enter and leave the building and to receive a School District transpass. Students who forget their ID card on any given day must sign in at the entry point. It is imperative to report the loss of an I.D. card to the office. The replacement cost for a new I.D. is \$5.00; students should see Ms. Logan. At the beginning of each marking period, students will be issued and charged for a new ID if they do not have one. The ID card will no longer be valid once a student has graduated or been dropped from roll.

TRANSPASS DISTRIBUTION

The Department of Transportation identifies the students who qualify for free transpasses. Their names appear on a print out each month. A student must reside more than one and a half miles from the school in order to qualify for a “free” transpass.

Transpasses are reissued on a weekly basis. Students receive their transpass in advisory. If they do not receive it in advisory, they can receive on Thursday or Friday during their lunch period. It is the student’s responsibility to pick up their transpass. Students also sign for every transpass as evidence of receipt.

Because the school provides a transpass for students, students are not permitted to park in the school’s parking lot. If students choose to drive to school, they must leave ample time to find a parking spot off the school’s campus.

Students are advised to keep a SEPTAKey for emergencies. If a student has left his/her I.D. card home or lost it, Carver HSES is unable to provide a replacement, and the student is responsible for his/her transportation to and from school.

CLASS PREPARATION

Students are expected to come to school and attend each class prepared with the essential books and materials that will enable

them to fully participate in class activities. All students are expected to have a TI-84 graphic calculator. Individual teachers will identify the class supplies.

DRESS CODE/UNIFORM MANDATE

The School District of Philadelphia adopted a mandatory school uniform policy for all students in grades K-12. Parents may direct inquiries about the school uniform program to the principal.

ALL Carver HSES students are required to wear the school uniform shirt and any appropriate solid black or solid tan pants, jumpers, skirts, and/or walking shorts, no more than 2" above the knee. Tights/leggings may not be worn in place of pants/slacks. Students may wear any apparel that includes the Carver HSES name, except the gym uniform.

Students purchase the shirts at the school. The cost for the regular uniform shirt is \$10.00, for extra large sizes, \$12.00. Required only if gym is rostered, gym shirts are \$10.00, and gym shorts are \$15.00.

Uniform compliance is a citizenship expectation and will be reflected in the advisory grade. Students who fail to comply with this mandate may be assigned after school detentions. Should initial disciplinary action not correct the behavior, additional disciplinary measures will follow.

For safety reasons, head coverings, such hats or scarves, are not permitted to be worn inside the school, unless for religious purposes.

Unless otherwise directed, Fridays will be uniform optional days. During the uniform optional days, the **School District's basic dress code will still be in force**. Any clothing that is disruptive to the educational process or that interferes with the safety of students is prohibited. **Students are prohibited to wear any clothes that are "ripped or revealing."**

REVEALING CLOTHING SHOULD NEVER BE WORN. UNDERWEAR SHOULD NEVER BE VISIBLE.

If a student is in violation of the uniform or dress code policy a parent may be contacted and the student sent home for a change of clothing. If appropriate attire is not brought to the school, the student will be required to purchase a uniform; if the student does not have money, his/her account will be charged.

CELL PHONES & OTHER ELECTRONIC DEVICES

Students are expected to secure all electronic devices, including cell phones, iPods, iPads, in their locker. **Carver HSES is not responsible for misplaced or stolen devices.** *The items are not to be seen nor heard during the school day.*

If an electronic device is confiscated for inappropriate use, Carver HSES will not return the device without speaking to a parent. If the device is confiscated on repeated occasions, Carver HSES will require the parent to visit the school to pick up the device. In these cases, a strike and extended detention will be given to the student. If the problem becomes a chronic problem, Carver HSES reserves the right to secure the device until the end of the school year. Carver HSES policies are in accordance with SDP Policy No. 237.

DIGITAL MESSAGE / SOCIAL MEDIA USE

All students should be aware that any messages relating to the school community that they post on any digital platform (including text messages) or social media sites can be made public for the school and outside community to see. As a result, if provocative, inappropriate, obscene, or threatening messages or photos are sent, they will result in disciplinary consequences at the school, including parent conferences, suspensions, and recommendation for transfer to another school. If you receive a message or photo, such as those listed above, you must report it to a Carver HSES administrator or face disciplinary action as well. Students are encouraged to limit social media use and remember once you hit send, you can't take it back!

SCHOOL PROPERTY

All lockers, locks, books, equipment, musical instruments and other materials issued to students remain the property of the School District of Philadelphia. Payment must be made for items that are lost or damaged before replacements will be issued. **NEW BOOKS OR MATERIALS WILL NOT BE ISSUED TO A STUDENT OWING PROPERTY FROM THE PREVIOUS YEAR. THE STUDENT WILL ALSO BE SUBJECT TO THE INELIGIBILITY RULE.** If money is owed for school property, graduates will not get their diplomas and records will not be forwarded for transfers or early college acceptance.

CODE OF STUDENT CONDUCT

The School District of Philadelphia and the School Reform Commission have adopted this Code of Student Conduct in order to inform students, parents, and school personnel of the behavior that is expected from all students to ensure a safe and focused learning environment. The School District expects each student to work to the best of his/her ability and to cooperate with other students and school staff in maintaining a safe, healthy and orderly learning environment. A proper learning environment must be free from disruptive, threatening or dangerous behavior that interferes with the challenges of high standards in teaching and learning. These rules are intended to promote self-respect, respect for others and respect for property. The School District's Code of Student Conduct has specified these rules to promote safety, order and responsible conduct in all school related activities.

RULES OF DISCIPLINE

Carver HSES utilizes a progressive discipline structure in accordance with the School District of Philadelphia's Office of Student Rights and Responsibilities. Through this process, students receive consequences in a tiered system that range from detention to out-of-school suspension. Suspensions may be reported to colleges and impact a student's application status. Significant infractions may result in a lateral transfer, a disciplinary school assignment, or expulsion referral.

The School District of Philadelphia identifies the following disruptive behaviors:

- 1A. Failure to follow classroom rules/Creating disruption**
- 1B. Inappropriate Dress**
- 1C. Failure to carry hall-pass/appropriate ID**
- 1D. Failure to participate in class/unpreparedness**
- 2. Truancy / excessive tardiness / cutting class**
- 3B. Possession of other inappropriate personal items**
- 4. Profane/obscene language or gestures**
- 5B. Inappropriate use of electronic devices**
- 6. Mutual fighting (without serious bodily injury)**
- 7. Forgery of administrator, teacher, or parent's/guardian's signature**
- 8. Alteration of grade reporting/excuses/school documents**
- 9. Destruction and/or theft of property (less than \$500)**
- 10A. Harassment (including Sexual Harrassment)**
- 10B. Bullying / cyber-bullying**
- 10C. Intimidation**
- 11. Sexual acts (consensual)**
- 12. Threatening students/staff with aggravated assault**
- 13. Destruction and/or theft of property (totaling \$500 or more)**
- 14. Breaking and entering school property**
- 15A. Robbery**
- 15B. Extortion**
- 16. Mutual fight with documented serious bodily injury**
- 17. Simple assault**
- 18. Possession of alcohol or drugs**
- 19. Possession or use of fireworks/incendiary devices/ explosives**
- 20. Assault of school personnel**
- 21. Instigation or participation in group assaults**
- 22. Aggravated assault (documented serious bodily injury)**
- 23. Sexual acts (non-consensual)**
- 24. Possession of a weapon**
- 25. Reckless Endangerment**

In addition to this Code of Conduct various policies govern conduct in the District. A copy of those policies can be obtained at www.philasd.org. For copies in languages other than English, please contact the Office of Multilingual Family Center at 215-400-6446.

ADDITIONAL SCHOOL REGULATIONS

- Food is to be kept in the lunchroom or the locker.
- Students are not allowed to sell food while in school
- Students are not permitted in the auditorium unless supervised by staff during a scheduled activity.
- Leaving school without permission
- Glass bottles are not permitted in the building.
- Card playing is not permitted in the building. Playing cards will be confiscated.

COMMUNICATION

Students are provided an email account through their school district ID number. All communication should take place through this email address. Students are expected to be professional in all communication with teachers and school staff. This includes but is not limited to in-person conversation, sending emails, and phone calls. Students are encouraged to actively communicate with their teachers. However, they should also be patient as teachers post grades and solve problems.

INELIGIBILITY RULE

Informally called the “Three Strike Policy,” students with “three strikes” will be ineligible to participate in school activities, including, but not limited to, field trips, athletic teams, extra-curricular clubs, attending athletic events, junior and senior proms, for the marking period. Eligibility for the first marking period of a school year will be determined based on strikes earned in the fourth marking period of the previous year. Each marking period is considered independently. Report cards are stamped each quarter to indicate if a student is “ineligible.”

We encourage all Carver HSES students, parents and staff to be proactive and endorse prevention, rather than reaction and response.

Students receive a strike in one of the following ways:

- F in a subject on a quarterly report card

- Negative Behavior Comment: Excessive Lateness (defined as 7 or more); Not cooperative in following directions/rules (as defined by the classroom teacher); Disrupts Instruction (as defined by the classroom teacher)
- Day per suspension (e.g. a two-day suspension = 2 strikes)
- Number of half-day/Extended detentions

If a student is caught leaving campus before school is over or cuts multiple classes, students will receive an extended detention and a strike.

Serious offenses deemed to be a risk to the student, other students, the staff, or school community will result in ineligibility for one full school year. After one year, students may petition the leadership committee for a reinstatement of eligibility.

In particular, Carver HSES places high emphasis on our non-violent community. Students are regularly reminded to seek out adult support in the case of a disagreement. Students who choose to engage in a fight impacting our school community on or off campus without seeking out adult intervention will face increased consequences.

Repeated violations of school regulations will lead to disciplinary action and consideration for leaving our school. Each student is encouraged to identify at least one or two adults to whom he/she can turn with matters of concern, and bring potential conflicts into the Peer Mediation process.

SPORTS AND EXTRA-CURRICULAR ACTIVITY ELIGIBILITY

Students must qualify under The Carver HSES Ineligibility Rule (“three Strikes”) in order to participate in sports and extracurricular activities. Students must also maintain academic and behavioral standards. All athletic teams also follow all regulations and eligibility policies as laid out by the PIAA.

Students on athletic teams are held to increased behavioral expectations as they represent our school outside the building.

As such, **any** instances of fighting or level II behavioral infractions will lead to immediate dismissal from the team.

As per PIAA regulations, students must scan in the building prior to 12:00PM to participate in any PIAA sanctioned games or events on that day.

In addition, the school district requires a sports physical exam before a student may participate in extra-curricular athletics. The forms for these physicals may be obtained from the coach or Athletic Director. Students may not participate without a current physical on file. For the current school year, the physical must be dated after June 1 of the preceding school year.

As a non-violent school, Carver HSES strictly prohibits all forms of hazing. Hazing is defined as words or actions that are intended to demean or intimidate another student when it comes to participation in athletic or extra-curricular event. All students are to immediately report any instances of hazing for the administration to investigate. Upon discovering involvement, students will face immediate dismissal from the team and face further disciplinary consequences at the school, possibly including a recommendation for transfer.

HONOR ROLL

To honor and recognize the on-going scholarly achievement of our students, Carver HSES awards to two levels of Honor Roll every quarter. Students will receive a certificate and a special ceremony to acknowledge their achievement. *Distinguished Honor Roll* is achieved with an A in every subject and no strikes. *Meritorious Honor Roll* is achieved with all As or Bs in every subject and no strikes. Report cards are stamped each quarter to indicate if a student has earned honor roll.

ACADEMIC PROBATION

Students who are failing two (2) or more major subjects at any report period will be considered to be on "Academic Probation." This indicates that special attention and supports are needed. Parents and/or the student him/herself should contact the

Counselor for assistance. Parents should speak with their child's teachers on an individual basis. Please call or email teachers to arrange appointments in advance so as not to interfere with the teacher's regular teaching schedule. This permits the teacher and parent to focus on the needs of the particular student. Should this probationary status persist, a transfer must be considered. Report cards are stamped each quarter to indicate if a student is placed on academic probation.

INTERIM REPORTS

In addition to quarterly report cards, Carver HSES provides Interim Reports for all students four times during the year. The purpose of the Interim Report is to advise parents of the status of their child's academic performance midway through each report period. Signed Interim Reports are to be returned to the student's advisor within three days of issue.

ONLINE GRADEBOOKS

Every teacher in the school utilizes an online gradebook. The gradebook is accessible to students and parents through the School District of Philadelphia login portal. This can be found at – www.philasd.org/login/ We recommend that parents review grades on a weekly basis with their child.

GOOGLE CLASSROOM

Most teachers use Google Classroom to post announcements and collect assignments. All students can access Google Classroom through the SDP login. Parents are encouraged to ask students to review their Google Classroom on an on-going basis.

GRADUATION REQUIREMENTS

At Carver HSES most students graduate with more than the minimum required credit and take more demanding courses. As our school name indicates, we place a special emphasis on science and mathematics. Our intent is to provide our graduates with the knowledge to be successfully competitive with their peers from across the country.

COURSE SELECTION

All students at Carver HSES select their classes in grades 10-12. Students are encouraged to select courses that are rigorous, based on their interests and will prepare them for a future career. The process begins in January with multiple opportunities for parent input. A full coursebook is on the school's website.

GRADUATION REQUIREMENTS - CREDITS

Over the course of four years a minimum of 23.5 credits, in the designated content areas, must be earned for graduation:

- a. Four credits (4.0) in English
- b. Four credits (4.0) in Social Studies
- c. Four credits (4.0) in Mathematics
- d. Four credits (4.0) in Lab Science
- e. Two credits (2.0) in World Language
- f. Two credits (2.0) in Arts/Humanities
- g. One credit (1.0) in Physical Education
- h. One-half credit (.5) in Health
- i. Two credits (2.0) in Electives
- j. A Multidisciplinary Research or Service Learning Project

As part of the required credits listed, all Carver HSES students are expected to take an initial survey course in Scientific Research and Computer Science. Also, Carver HSES offers AP courses in all major subjects which fulfill the designated content area credits as listed above.

In the instance a student does not pass a required class for graduation, students should contact the counselor for options to recover the credit. **Carver HSES will not accept more than 6 credits towards graduation requirements.**

Class dues are required for participation in graduation events and for a senior yearbook. To avoid a senior year burden, dues are collected at a pro-rated amount each year. Students may earn some or all of this amount by participating in school-sponsored fund-raising programs. Class Sponsors provide information about these fund-raisers in assemblies.

CURRICULUM OPTIONS

ACADEMIC PATHWAYS

Pathway	Required Courses	Recommended Related Courses
Bio-Medical	<ul style="list-style-type: none">● Anatomy● AP Biology● Biotechnology	<ul style="list-style-type: none">● Science Research● AP Statistics
Computer Science	<ul style="list-style-type: none">● Comp Sci I● Honors Java● AP Computer Science w/Discrete Mathematics	<ul style="list-style-type: none">● Robotics
Engineering	<ul style="list-style-type: none">● Introduction to Engineering● Principles of Engineering● Digital Electronics● Civil Engin. & Architecture● Engineering Capstone	<ul style="list-style-type: none">● Calculus or AP Calculus● Robotics● Computer Science I● Honors Java● AP Computer Science w/Discrete Mathematics

BIOMEDICAL PROGRAM

Our biomedical program prepares students who are considering a college major and career in medicine, nursing, allied biomedical sciences, biotechnology and engineering. Our courses and projects include scholarly research, original investigations, and interactive partnerships with laboratories and departments of local universities. They also participate in science fairs, summer programs, scientific presentations at local universities and other activities.

ENGINEERING PROGRAM

Our engineering program is designed for students who are considering a college major and career in engineering or

engineering technology. Our courses offer activity, project, and problem-based learning as a supplement to core academics of mathematics, science and language arts. As a Project Lead the Way school, students will have the opportunity to earn college credit for engineering courses taught by our faculty. Engineering students are expected to participate in extra-curricular design competitions such as ACE Mentoring, Sea Perch and the Technology Student Association.

DUAL ENROLLMENT

Dual enrollment offers juniors and seniors the opportunity to experience the rigors of college course while still in high school. Previously, the School District paid the tuition fee. Some opportunities may still be available through special programs.

INTENSIFIED (Double) MATH OPTION

This option is available for students with demonstrated, advanced skills in mathematics. Completing required, foundation courses sooner makes roster room for AP classes in Statistics and Calculus, and College Courses in Math. A minimum grade of B in the preceding course, and a recommendation from the teacher with departmental and administrative approval are required.

ADVANCED PLACEMENT COURSES

Our students have the opportunity to take **Advanced Placement** courses in every major curricular area; a minimum grade of B in the preceding course, and departmental and administrative approval are often required. We offer 16 AP courses.

AP English Literature	AP Biology	AP Calculus AB
AP Microecon.	AP Chemistry	AP Calculus BC
AP World History	AP Physics	AP Statistics
AP Government	AP Env. Science	AP Computer Science
AP US History	AP Psychology	AP Seminar
AP Comp Sci. Prin.		

GUIDANCE COUNSELORS

A counseling staff is available to help students derive maximum benefit from their high school experience. Through group and

individual conferences, students are aided in making the decisions needed in educational and career planning. Based upon the student's interests and aspirations, and in cooperation with parents, we endeavor to select appropriate subjects and goals.

In college planning, students work intensely with the counseling staff for assistance with school selection, application procedures and financial aid planning.

In addition to educational and career guidance, counselors assist individual students with school related or personal concerns. The counselors provide help for students that is personal, confidential, and available to every student.

ACADEMIC INTEGRITY

The Mandate of Academic integrity is viewed very seriously at Carver HSES. Any student found guilty of plagiarism, i.e., misrepresenting another's work as his/her own, whether through other persons or the Internet, will receive a "0" for the assignment, a negative behavior comment for the marking period, have his/her parents notified, and will be subject to disciplinary action as per the School District's Code of Conduct. All teachers are expected to uniformly and consistently apply this policy.

NATIONAL HONOR SOCIETY

Selection Criteria: To be eligible for membership in the HSES Chapter of the National Honor Society, a student must have a minimum cumulative GPA of 3.3 or an average of 88. The average is computed for all majors using the unweighted values. The student may not have failures in any subjects. The average is calculated in the middle of the induction year using the final average for the previous year(s) and the second report averages of the current year. A student may be inducted in either the 10th, 11th, or 12th grades. In addition to the above academic criteria, NHS students must provide documentation which supports their participation in both school and community service. All NHS candidates must also consistently exhibit outstanding leadership qualities. If a student's average falls below the standard, he/she is

allowed one marking period to bring it up. Once a student is dropped, he/she may not be readmitted.

HOMEWORK ZONE & TUTORING

Monday through Thursday in the IMC, there are three certified teachers to provide additional instruction for students who need it. Students are also able to access computers in the IMC, if they are not available at home. Tutoring is available for any student who needs it. Tutoring may be individual or in small groups, during lunch periods, before or after school. Tutoring may be provided by an Carver HSES teacher, by another student under the supervision of a teacher, or by University personnel.

Peer tutoring is also available from members of the National Honor Society. Students should not wait until a failure is imminent before seeking help.

Multi-Tiered System of Support (MTSS) PROGRAM

A student who is not performing up to expectations, who has a pattern of behavior or school performance that jeopardizes his or her safety and well-being or that of others, or who is in danger of failing the grade, is an appropriate referral for assistance and interventions. A student may be referred by a staff member, a parent or guardian, or the student may refer him/herself into the process. The Team consists of teachers, the nurse, counselors and other staff who meet regularly to review an ongoing case list. The School District has contracts an outside service provider to provide educational assessments and serve as a resource for additional, community-based supports.

SOFTWARE PIRACY

It is illegal to copy a copyrighted program. Students and parents are advised to review “Computing and Internet Acceptable Use Policy” on the School District website (www.philasd.org) for all guidelines and policies regarding computer and Internet services provided at school.

HEALTH SERVICES

Health Services are provided by a full time School Nurse in the Health Suite, room 126. Our goal is to help students learn healthy habits to promote a healthy life style. Students are encouraged to learn about good health and assume responsibility for maintaining a healthy body and a healthy lifestyle. If urgent medical assistance is needed and the nurse is not available, the student should see an administrator.

1. Physical and Dental Exams are required for all ninth grade students or students new to School District of Philadelphia.

Students who did not turn this information upon school entrance must still submit this record. This is a Pennsylvania Law; all Philadelphia Public Schools must remain in compliance with health regulations. Parents may contact the school nurse for assistance with obtaining physical or dental exams, paying for a student's glasses, braces or medical care. Please ask the school nurse about the Public School Health Fund or forms for the state supported CHIP program.

2. Medications are not routinely administered in the Health Suite. If a child must take medication on a continuing basis, contact the school nurse for information on School District policies. Students are not routinely permitted to bring medication to school for self-administration. See the nurse for **“Request for Administration of Medication Form (Med-1)” to be filled out by a physician for the student to have medication while in school.** This includes medication for asthma, cardiac problems, diabetic problems, allergies, etc.

3. Immunizations are required by Pennsylvania State Laws

All students must be completely immunized. Parents can obtain a list from their own doctor or the school nurse. A child will be excluded from school if he/she is not immunized. A child may be exempted for religious, moral and ethical reasons, however a written document is required. Minimum immunization includes:

1. Three doses of Polio vaccine.
2. Three doses of DPT or DT (DIPHTHERIA, PERTUSSIS, TETANUS) or (DIPHTHERIA, TETANUS).
3. Two doses of Measles (Hard or Red Measles) Immunization given after fifteen months of age.

4. One dose of Rubella (German Measles) Immunization given after one year of age.
5. One dose of Mumps Immunization given after one year of age.
6. Three doses of Hepatitis for 9th graders.

4. Screening tests are offered to all students according to state guidelines. These screenings include: vision, hearing and growth. A form for the physician will be sent home and should be filled out with the physician's signature and return to the school nurse.

5. Medical illness as a reason for absence from school must be verified. A student absent from school for three days or longer must have a note from the doctor. The note must be promptly submitted to the school nurse and homeroom advisor. If a student becomes too ill to remain in school, the parent or guardian will be contacted by phone. The parent or guardian is responsible for making arrangements for the ill student to come home. The student may not leave school without the verified permission of a parent or guardian. In case of an emergency situation, the parent will be contacted as soon as possible by phone. The student will be transported via the 911 emergency rescue squad to the nearest hospital. The parent must then meet the student in the hospital emergency room.

6. Medically Excused from Gym

A student with a health problem that requires restriction or reduction in gym activities, must obtain a form MEH-23 from the school nurse. This form should be taken to the doctor who is making the request and his/her signature is required. A note to return back to full activity in school will also be needed upon the conclusion of gym restrictions.

ATHLETIC AND EXTRACURRICULAR ACTIVITIES

See the school's website for a full list of activities and sponsors.

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SCHOOL DISTRICT OF PHILADELPHIA 2018 - 2019 CALENDAR

2018

August 27	(M) First Day of Attendance for Students
August 31	(F) Half Day for Students – Professional Development
September 3	(M) Labor Day - Schools and Administrative Offices Closed
September 14	(Th) Carver E&S Back To School Night
September 10	(M) Rosh Hashanah - Schools and Administrative Offices Closed
September 21	(F) Yom Kippur - Schools and Administrative Offices Closed
October 17	(W) Carver E&S SAT/PSAT
November 6	(T) Staff Only (Election Day) - Professional Development Day
November 7-9	(W-F) Q1 Report Card Conferences
November 12	(M) Veterans' Day - Schools and Administrative Offices Closed
November 23-24	(Th,F) Thanksgiving Holiday
December 26-31	Winter Recess - Schools and Administrative Offices Closed

2019

January 1	(T) New Year's Day - Schools and Administrative Offices Closed
January 18	(F) Staff Only - Professional Development Day
January 21	(M) MLK Day - Schools and Administrative Offices Closed
February 13-15	(W-F) Q2 Report Card Conferences
February 18	(M) Presidents' Day - Schools and Administrative Offices Closed
March 1	(F) Half Day for Students - Professional Development Day
March 29	(F) Staff Only - Professional Development Day
April 15-17	(W-F) Q3 Report Card Conferences
April 18-22	(Th-M) Spring Recess - Schools and Admin. Offices Closed
May 10	(F) Half Day for Students - Professional Development Day
May 14	(T) Election Day - Schools and Administrative Offices Closed
May 27	(M) Memorial Day - Schools and Administrative Offices Closed
June 4	(T) Last Day for Students

****Check the Carver HSES website for daily events
and a monthly calendar****