

South Philadelphia High School

Established 1907



Home of the Rams

Parent/Student Handbook 2019-2020

South Philadelphia High School
2101 South Broad Street
Philadelphia, PA 19148

Principal: *Kimlime Chek-Taylor*

Assistant Principal 9th Grade Academy : *Dr. Latoyia Bailey*

Assistant Principal: *Jennifer Melendez*

Climate Manager: *Antonio Anderson*

SCHOOL PHILOSOPHY & VISION

The vision of our school is to create a safe, dynamic, and vivacious teaching and learning environment that promotes risk-taking, progressive methods of instruction and assessments to foster 21st century skills.

Principal's Message

Dear Students and Parents/Guardians:

This booklet has been created to explain many of the policies and procedures connected with South Philadelphia High School. It is our expectation that you will review this handbook and follow the rules and regulations of our school.

As part of the South Philadelphia High School family, ***students are expected to be responsible, mature young adults who understand, and are sensitive to your peers, faculty and staff, to foster a safe, healthy academic environment. It is *our* responsibility that all those that serve you, treat you all in the same manner.*** *Together*, we must champion a culture of mutual respect, high expectations with high supports for each other with the hope to build one of the best schools in the city.

Therefore, students must arrive to school everyday, on time, adhere to our dress code, and prepared for a productive day of learning. Parents/Guardians, you must support your child, collaboratively with the school, to ensure that our students are successful. Our students are at their best when students, parents/guardians and the school work towards the common goal of developing productive citizens.

We must be dedicated to the success of our students and our school. Therefore, I charge you to be the best, to be great and to be extraordinary.

This school year will be exciting and productive. I look forward to working with you and for you to build on the great traditions of Southern while boldly pushing forward.

We wish all of you a successful, healthy and joyful 2019-2020 school year.

Ms. Chek-Taylor & The Southern Family

South Philadelphia High School's Anti-Discrimination and Anti-Harassment Policy

The students and staff at South Philadelphia High School ("SPHS") come from varied backgrounds. Respect for different backgrounds is essential to a school community. All students and staff are reminded that students are prohibited from harassing and discriminating against other students on school grounds, school buses and at all school sponsored activities, programs and events on the basis of race, color, national origin (includes groups of persons of common ancestry, heritage, background, or students from the same country), ethnicity, religion, gender, gender identity, sexual orientation or disability. This policy and procedure addresses only harassment or discrimination by students against other students. Misconduct by teachers against students should be promptly reported pursuant to the Student Handbook. The School District of Philadelphia Code of Student Conduct prohibits harassing or discriminatory conduct, subject to appropriate discipline. All forms of harassment/discrimination are prohibited at SPHS.

1. DEFINITION OF HARASSMENT

What constitutes discriminatory or harassing behavior under this policy? Prohibited conduct includes, but is not limited to the following:

threatening or harassing, intimidating or physically assaulting another student because of his or her race, color, ethnicity, national origin, religion, gender, gender identity, sexual orientation, or disability; using derogatory language in reference to another student's race, color, ethnicity, national origin, religion, gender, gender identity, sexual orientation, or disability; teasing or taunting another student because of his or her race, color, ethnicity, national origin, religion, gender, gender identity, sexual orientation, or disability.

Examples of conduct which may constitute harassment under this policy include but are not limited to the following:

writing graffiti containing offensive language which is derogatory to others because of their race, color, national origin, religion, gender, gender identity, sexual orientation, or disability, making derogatory jokes or name-calling or slurs directed at others because of their race, color, national origin, religion, gender, gender identity, sexual orientation, or disability, negative stereotypes or hostile acts which are derogatory to others because of their race, color, national origin, religion, gender, gender identity, sexual orientation, or disability, written or graphic material containing comments or stereotypes which are either posted, circulated or are written or printed on clothing which are derogatory to others because of their race, color, national origin, religion, gender, gender identity, sexual orientation, or disability.

2. DESIGNATION OF SPHS STAFF MEMBER

Antonio Anderson, Climate Manager, is responsible for receiving and investigating complaints of discriminatory or harassing behavior against students by other students.

The designation of the SPHS staff member responsible to receive and investigate complaints of harassment will be made available to all staff and students on an annual basis at the beginning of each school year. The name of the designated staff member will be posted for students in the guidance office, near the main office, and in the cafeteria by the first day of the school year.

3. PROCEDURES FOR REPORTING HARASSMENT

Students who believe that they have been the victim of discriminatory behavior by another student, and all students with knowledge of such behavior, are encouraged to report it immediately to school staff.

Complaints of discrimination or harassment can be submitted in writing or orally to Mr. Anderson, or to any other staff.

Complaints should be reported as soon as possible after the incident(s) in order to be effectively investigated and resolved.

In addition to Mr. Anderson, students may also report incidents to any staff member including, but not limited to, teachers, guidance counselors, coaches, administrators, climate managers and/or school police or security staff.

Staff members are obligated to report promptly to Mr. Anderson: (1) complaints of harassment they receive, and (2) incidents of harassment that they witness or have reason to believe occurred. Staff members must report such incidents to Mr. Anderson later than one school day after the staff member receives the complaint or witnesses or has reason to believe such an incident occurred.

Staff members are required to take reasonable steps to stop any harassment that they witness unless the staff member believes in good faith that such action would pose a risk to his or her safety and/or the safety of others.

Mr. Anderson shall use authorized interpretation services at SPHS to assist students who are unable to communicate in English to communicate their complaints in a language the student understands. Students may also submit written complaints in any language.

4. INVESTIGATION OF HARASSMENT

Instances of student-on-student harassment shall be investigated as follows:

SPHS will promptly investigate and address all complaints of discrimination or harassment. The designated staff member is responsible for investigating the complaint.

As soon as practicable, but not later than fourteen days following receipt of the complaint, the designated staff member must conduct an investigation of the complaint which should include the following steps to the extent appropriate:

- a. Interview the alleged victim and document the conversation.
- b. Ask the alleged victim to prepare a written statement which includes as much detail as possible, including a description of the behavior, when it took place and who may have witnessed it.
- c. Interview the accused student and advise him/her that if the conduct has in fact occurred it must cease immediately.
- d. Ask the accused student to prepare a written statement.
- e. Separately interview appropriate witnesses and obtain their written statements.

In determining whether alleged conduct constitutes a violation of this policy, the staff member investigating the complaint should consider the surrounding circumstances, the nature of the behavior, any past incidents, the relationship between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

At the conclusion of the investigation, the designated staff member will make a written determination whether the conduct occurred and whether the conduct constitutes harassment or discrimination, and shall complete the Student-on –Student Harassment Complaint Report.

The completed report should be referred to the principal or his designee for appropriate disciplinary action.

5. RESPONSE TO INSTANCES OF HARASSMENT

Students who have been found to have violated the SPHS Anti-Discrimination and Anti-Harassment Policy will receive appropriate corrective remedial action which may include disciplinary action pursuant to the Code of Student Conduct.

SPHS will offer appropriate counseling services by school guidance counselors to victims of harassment and to the accused student, if appropriate. Counseling sessions will include appropriate translation and/or interpretation services. As soon as practicable after a complaint is made, SPHS will use reasonable efforts to contact the parents of victims and the accused students to notify them of a harassment complaint. Notification shall be made not later than three (3) days after the investigation determines that the anti-harassment policy has been violated. If requested, the Principal or his designee shall promptly meet with all victims of harassment. SPHS will use authorized interpretation services to communicate with parents when necessary. The principal or his designee shall report to the School District compliance officer all complaints of student-on-student harassment that may be based on race, color and/or national origin within ten (10) days of the receipt of the complaint. The principal or his designee may report to the Philadelphia Police Department any incidents that he or she believes involves criminal conduct within 72 hours of the report of the incident.

6. CONFIDENTIALITY

It is SPSHS policy to respect the privacy and anonymity of all parties and witnesses to complaints brought under this policy. However, the need for confidentiality must be balanced against the obligation to cooperate with police investigations, to provide due process to the accused or to take necessary action to resolve the complaint. Therefore information regarding the complaint may be disclosed in appropriate circumstances to individuals with the need to know.

7. RETALIATION

Retaliation under this policy is defined as: adverse action against either a student or staff member because they reported or participated in an investigation of an alleged incident of discrimination or harassment on the basis of race, color, or national origin. Retaliation against a student, teacher or school employee is prohibited and will be subject to appropriate discipline. Student complaints of retaliation may be addressed to Principal Otis Hackney. Staff may make complaints to Principal Otis Hackney.

8. Any student or parent who has a complaint concerning the school's response to a complaint of student-on-student harassment may report the matter to General Counsel Michael A. Davis by calling 215-400-5144.

THE SCHOOL DISTRICT OF PHILADELPHIA PROHIBITION OF WEAPONS AND DRUGS PROTOCOL

WHAT IS PROHIBITION OF WEAPONS AND DRUGS?

Any and all property prohibited by District policy and/or the law.

WEAPONS ARE DEFINED AS THE FOLLOWING:

Any object, device, or instrument designed as a weapon or capable of threatening or producing bodily harm, or which may be used to inflict self-injury including, but not limited to:

1. **Any firearm, shotgun, rifle (whether loaded/unloaded, including cap guns, simulated guns, toy guns, pellet guns, and/or BB guns).**
2. **Any cutting instruments/tool, including any knife, box cutter, and scissors.**
3. **Any nunchuck, pepper spray, mace, laser pointers, or simulated weapons.**

DRUGS ARE DEFINED AS THE FOLLOWING:

Any illegal contraband with the intent to distribute or use including, but not limited to:

1. Controlled ***and*** non-controlled substances.
2. Unauthorized prescribed medication.

WHAT SHOULD YOU DO WHEN YOU KNOW SOMEONE IS IN POSSESSION OF A WEAPON AND/OR DRUGS?

1. Immediately report such incidents to the school Principal or designee, or to any other school staff member.
2. Any staff member who receives such a report shall immediately notify the Principal or designee.
3. Notify the **School District Safety Police at 215-400-6000.**
4. Notify local authorities**911** (police).
5. If the incident is likely to generate media attention contact:
SDP Office of Communications: 215-400-4040

WHAT WILL HAPPEN WHEN AN INCIDENT OF WEAPON AND/OR DRUG POSSESSION IS REPORTED?

There will be an expedient and thorough investigation of all reports. If the allegations are found true, the Principal or designee will do the following:

1. Inform the student who possessed a weapon or drug the results of the investigation and provide the student an opportunity to respond to the allegations.
2. Consequence the behavior relative to the offense (suspension) etc., (following all due process requirements).

WHAT HAPPENS TO THE STUDENT WHO POSSESSED DRUGS OR WEAPONS?

Students who violate the possession of weapon and/or drugs policy will be subject to the following discipline procedures:

1. Long-term Suspension (4-10 days).
2. Parent conference within three (3) days following suspension.
3. Review of student records, witness statements, and evidence (video/ photographs) at parent conference (if applicable).
4. Inform parent of further disciplinary action.
5. A referral for placement in an alternative education program; or expulsion.

SDP BULLYING POLICY

(Adopted by the SRC on December 17, 2008)

Resolved, that the School Reform Commission hereby adopts the attached primary Policy on Bullying and its prevention/intervention in order to ensure compliance with HB 1067 (PA), amending "Article XIII-A Safe Schools" in the Pennsylvania School Code of 1949, that requires each school entity to adopt a policy relating to bullying.

The School Reform Commission (SRC) is committed to providing a safe, positive learning environment for district students. The SRC recognizes the negative impact that bullying has on student health, welfare, and safety and on the learning environment at school. The SRC recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. The SRC prohibits bullying by district students and personnel.

Definition:

Bullying is characterized by the following three (3) criteria:

- It is aggressive behavior or intentional harm doing.
- It is carried out repeatedly over time.
- It occurs within an interpersonal relationship where there is an imbalance of power (e.g. one person is physically larger, stronger, mentally quicker or socially more powerful).

Bullying, as defined in this policy, refers to direct or indirect action, which may include but is not limited to:

- *Physical*: hitting, kicking, pushing, shoving, getting another person to hurt someone;
- *Verbal*: racial slurs, name-calling, teasing, taunting, verbal sexual harassment, gossiping, spreading rumor; or
- *Non-Verbal*: threatening, obscene gestures, isolation, exclusion, stalking, cyber-bullying (bullying that occurs by use of electronic or communication devices through means of email, instant messaging, text messages, blogs, photo and video sharing, chat rooms, bash boards, or websites)

Bullying is the intentionally harmful (electronic, written, verbal, non-verbal, psychological or physical) act or series of acts that is directed at another person, in and/or outside of a school setting or using school property and is severe, persistent, or pervasive and has the effect of doing the following:

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

School setting means in the school, on school grounds, in school vehicles, at a designated school bus stop or at any activity sponsored, supervised or sanctioned by the school. **School property** means the school computer or telephone.

Authority:

The SRC prohibits all forms of bullying.

The SRC encourages students who have been bullied or witnesses bullying to immediately report such incidents to the building administrator or manager of non-instructional support services. If there is no response, the target of such acts is encouraged to report the incident to the regional office and the district's bullying hotline (215-400-SAFE). **BULLYING HOTLINE**

The SRC directs that complaints of bullying shall be investigated promptly and thoroughly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.

Delegation for Responsibility:

Each adult and student shall be responsible to respect the rights of others and to ensure an atmosphere that is conducive to learning and free from bullying.

The Superintendent (or designee) shall develop administrative regulations to implement this policy.

The Superintendent (or designee) shall ensure that this policy and administrative regulations are reviewed annually with staff, students, and parents.

The Superintendent (or designee), in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the SRC.

District administration shall annually provide the following information with the Safe School Report:

1. SRC's Bullying Policy
2. Report of bullying incidents
3. Information on the development and implementation of any and all research-based bullying prevention and intervention programs.

Guideline:

The Student Code of Conduct, which shall contain this policy, shall be disseminated annually to students.

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.

This policy will be reviewed with every district student within 90 days after the adoption by the SRC, and annually on the first day of school thereafter.

Education:

The district shall implement research-based bullying prevention and intervention programs. Such programs shall provide training for district staff for effectively responding to, intervening in and reporting incidents of bullying.

All district bullying prevention and intervention efforts shall be aligned with the framework of the research-based Blueprint Olweus Bullying Prevention Program and shall be approved by the district's Bullying Prevention Coordinator in the Office of School Climate and Safety.

Consequences for Violations:

Upon receipt of a complaint of bullying, the principal or manager of non-instructional support services shall meet with the student(s) who is bullied and student(s) who bullies separately, starting with the student(s) who is bullied, and investigate the reported allegations.

If the allegations are confirmed, the principal or manager of non-instructional support services shall do the following:

1. Inform the student who bullies the results of the investigation
2. Review the definition of bullying and the district's policy on bullying
3. Give the consequences for the behavior relative to the number of offenses and the severity of the behavior.
4. Notify the parents of the student(s) who bullies, including the actions of the student and the consequences.

A student who violates this policy shall be subject to the following disciplinary procedure:

- **First Offense:** Documented warning and parent notification
- **Second Offense:** Parent conference, loss of school privileges, exclusion from school-sponsored activities, detention, or counseling within the school
- **Third Offense:** Suspension or transfer to another classroom, school building or school bus

Depending on the severity of the incident, cases of bullying may immediately warrant the disciplinary actions of a third offense and may result in expulsion and/or referral to law enforcement officials.

CAREER AND TECHNICAL EDUCATION PROGRAMS

COMMERCIAL AND ADVERTISING ART: This program prepares individuals to use artistic techniques to effectively communicate ideas and information to business and consumer audiences via illustrations and other forms of printed media. This program includes instruction in concept design, layout, paste-up and techniques such as engraving, etching, silkscreen, lithography, offset, drawing and cartooning, painting, collage and computer graphics.






COMPUTER TECHNOLOGY: This program includes instruction in basic computer design and architecture, programming, problems of specific computer application, component and system maintenance and inspection procedures, hardware and software problems diagnosis and repair and report preparation. This program prepares individuals to apply basic engineering principles and technical skills in support of professionals who use computer systems.

CULINARY ARTS: This program offers theory, laboratory and work experience related to planning, selecting, preparing, and serving of quality food and food products; nutritional values; commercial equipment safety; sanitation and precautions. This program prepares students for employment related to institutional, commercial or self-owned food establishments or other food industry occupations.

HEALTH PROFESSIONAL & RELATED TECHNOLOGIES: This program offers core instruction in medical terminology, anatomy and physiology, clinical laboratory procedures, basic clinical skills, aseptic techniques, OSHA regulations and infection control. Clinical education is an integral part of the program. The program prepares individuals whose career objective is one within the technical allied health field. The program is designed to promote careers in health care and to permit graduates to pursue postsecondary education.

PROGRAM INFORMATION

SOUTH PHILADELPHIA HIGH SCHOOL CTE COURSE DESIGN

<p>Culinary Arts: Baking Cooking Serving Sanitation Nutrition</p>	
<p>Computer Support Systems Technology Engineering Principles Technical Skills</p>	
<p>Engineering Technologies Civil Engineering Electrical Engineering electronic engineering</p>	
<p>Advertising & Graphic Design Use digital Technology Visual design website design advertising</p>	
<p>Health Related Technologies Certified Nursing Assistant CPR</p>	

CTE Electives: 6 classes of shop (grade 10 – 12) represents 6 (2 credits per year) elective credits (Required for Vocational Certification)

Other Electives: All students are required to take 2 Art and Humanities Credits.

2019–2020 ACADEMIC and CAREER TECHNICAL EDUCATION COURSE SEQUENCE

Grade 9 Academy Course Work

- | | |
|---------------------------|-----------------|
| * Freshman Seminar/Health | * Algebra 1 |
| * English 1 | * World History |
| * Environmental Science | * Gym |

Grade 10 Academy Course Work

- | | |
|------------------------------------|----------------------------------|
| * English 2 | * Biology |
| * Algebra 2 (Pre.Req. pass Alg. 1) | * Spanish 1 |
| * African American History | * CTE Academy Course (2 periods) |

Grade 11 Academy Course Work

- | | |
|----------------|----------------------------------|
| * English 3 | * Spanish 1 & 2 |
| * Geometry | * CTE Academy Course (2 periods) |
| * U.S. History | * Chemistry |

Grade 12 Academy Course Work

- | | |
|------------------|----------------------------------|
| * English | * Environmental Science/Anatomy/ |
| * Social Studies | * Environmental Science/ Physics |
| * Humanities | * CTE Academy Course (2 periods) |

***** Based on State Requirements all seniors must complete a comprehensive Senior Project in order to meet graduation requirements.**

12th Grade Academy / CTE Classes:

Commercial Art & Advertising
Culinary Arts
Health Related Sciences
Network & Computer Repairs

COMPLETED CREDITS REQUIRED FOR EACH GRADE LEVEL

9TH GRADE	5	CREDITS
10TH GRADE	11	CREDITS
11TH GRADE	17.5	CREDITS
12TH GRADE	23.5	CREDIT

**QUICK REFERENCE GUIDE
GRADUATION REQUIREMENTS**

STUDENT STATUS	STUDENT WILL
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Meet PA requirements, 23.5 credits in required academic courses Earn 6 shop credits and Senior Project Total 26.5 credits	Earn diploma Participate in graduation exercises Earn CTE certificate (State approved trades only)
Meet PA requirements, 23.5 credits in required academic courses Fail to earn 6 shop credits/Senior Project	Earn diploma NOT EARN CTE CERTIFICATE
Meet PA requirements, 23.5 credits in required Academic courses Earn 6 shop credits NOT FROM THE SAME SHOP Senior Project	Earn diploma Participate in graduation exercises NOT EARN CTE CERTIFICATE
DID NOT meet 23.5 credits in required courses by deadline for senior grades	-NOT EARN DIPLOMA NOT PARTICIPATE IN ANY GRADUATION ACTIVITIES, INCLUDING PROM, SENIOR CLASS TRIP, SENIOR LUNCHEON, ETC.
Score proficient or advanced in state issues Keystone Exams	Must earn either Proficient or Advanced or Complete Project in - Composition - Algebra I - Biology

***Completion of Senior Project is required to earn a PA diploma.

Graduation requirements have been established in accordance with the Pennsylvania Department of Education regulations. **Students shall be required to earn at least 23.5 credits. Students must also meet 6 credits (1080 hours) of instruction in vocational/technical education to qualify for a shop certificate.** The following policies apply as appropriate:

1. English Language Learners (ELLs) at the Pre-Emergent, Emergent, Basic and Intermediate levels will be promoted unless the parents/guardians and the school agree that retention would be in the best interest of the child. . In addition to the above requirements, grade 12 English Language Learners, in accordance with No Child Left Behind requirements, will graduate in June, if they have taken a language proficiency assessment administered in the spring of grade 11 or grade 12 and scored at or above the intermediate levels.
2. The Individualized Education Program (IEP) team will determine whether or not a student with disabilities is promoted based on documented progress in accordance with his or her IEP goals and objectives. Students with disabilities who satisfactorily complete a special education program developed by an Individualized Education Program team under the Individuals with Disabilities Education Act shall be granted and issued a regular high

school diploma by the School District of Philadelphia.

3. Based on School District and Private Agency funding, summer school may not be available, so students are encouraged to complete coursework during the regular school year.
4. **Grade 12 Students** must have completed a senior project successfully in order to graduate.
5. All debts must be paid in full before a student is permitted to graduate from South Philadelphia high school.

EXTRA CURRICULAR ACTIVITIES

ANY SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY IS A PRIVILEGE AND CAN BE REVOKED AT ANY TIME THE STUDENT DOES NOT MEET GRADE OR THE CODE OF CONDUCT REQUIREMENTS.

CLUBS

FBLA (Future Business Leaders of America)
HOSA (Health Occupation Students of America)
DECA(Distributive Education Clubs of America)
Gay/ Straight Alliance

National Honor Society
Student Government



ATHLETICS

FALL SPORTS

Football

Cross Country

Soccer

WINTER SPORTS

Bowling

Cheerleading
Girls Volleyball

Basketball

SPRING SPORTS

Badminton

Softball

Baseball

Track & Field

Lacrosse

Boys Volleyball

ATHLETICS AND ACADEMICS

Students must meet required academic and behavior standards in order to remain eligible for participation in sports. Failure to adhere to the academic policies and/or the code of conduct established by the School District of Philadelphia, PIAA and South Philadelphia High School will result in an ineligible status.

BELL SCHEDULE SY 2018-2019

Bell Schedule - Standard

2ND PERIOD LUNCH		3RD PERIOD LUNCH		4TH PERIOD LUNCH	
Advisory	7:55AM - 8:09AM	Advisory	7:55AM - 8:09AM	Advisory	7:55AM - 8:09AM
1st Period	8:12AM - 9:42AM	1st Period	8:12AM - 9:42AM	1st Period	8:12AM - 9:42AM
LUNCH	9:45AM - 10:15AM	2nd Period	9:45AM - 11:15AM	2nd Period	9:45AM - 11:15AM
3rd Period	10:18AM - 11:48AM	LUNCH	11:18AM - 11:48AM	3rd Period	11:18AM - 12:48PM
4th Period	11:51AM - 1:21PM	4th Period	11:51AM - 1:21PM	LUNCH	12:51PM - 1:21PM
5th Period	1:24PM - 2:54PM	5th Period	1:24PM - 2:54PM	5th Period	1:24PM - 2:54PM

Bell Schedule - 1/2 Day Schedule

2ND PERIOD LUNCH		3RD PERIOD LUNCH		4TH PERIOD LUNCH	
5th Period	7:55AM - 8:42AM	5th Period	7:55AM - 8:42AM	5th Period	7:55AM - 8:42AM
Advisory	8:45AM - 8:57AM	Advisory	8:45AM - 8:57AM	Advisory	8:45AM - 8:57AM

1st Period	9:00AM - 9:47AM	1st Period	9:00AM - 9:47AM	1st Period	9:00AM - 9:47AM
LUNCH	9:50AM - 10:20AM	2nd Period	9:50AM - 10:37AM	2nd Period	9:50AM - 10:37AM
3rd Period	10:23AM - 11:10AM	LUNCH	10:40AM - 11:10AM	3rd Period	10:40AM - 11:27AM
4th Period	11:13AM - 12:00PM	4th Period	11:13AM - 12:00PM	LUNCH	11:30AM - 12:00PM

Bell Schedule - 2 Hour Late Arrival Schedule

2ND PERIOD LUNCH		3RD PERIOD LUNCH		4TH PERIOD LUNCH	
Advisory	9:55AM - 10:09AM	Advisory	9:55AM - 10:09AM	Advisory	9:55AM - 10:09AM
1st Period	10:12AM - 11:12AM	1st Period	10:12AM - 11:12AM	1st Period	10:12AM - 11:12AM
LUNCH	11:15AM - 11:45AM	2nd Period	11:15AM - 12:15PM	2nd Period	11:15AM - 12:15PM
3rd Period	11:48AM - 12:48PM	LUNCH	12:18PM - 12:48PM	3rd Period	12:18PM - 1:18PM
4th Period	12:51PM - 1:51PM	4th Period	12:51PM - 1:51PM	LUNCH	1:21PM - 1:51PM
5th Period	1:54PM - 2:54PM	5th Period	1:54PM - 2:54PM	5th Period	1:54PM - 2:54PM

Bell Schedule - 30 Min Advisory

2ND PERIOD LUNCH		3RD PERIOD LUNCH		4TH PERIOD LUNCH	
1st Period	7:55AM - 9:21AM	1st Period	7:55AM - 9:21AM	1st Period	7:55AM - 9:21AM
Advisory	9:24AM - 9:54AM	Advisory	9:24AM - 9:54AM	Advisory	9:24AM - 9:54AM
LUNCH	9:57AM - 10:27AM	2nd Period	9:57AM - 11:23AM	2nd Period	9:57AM - 11:23AM
3rd Period	10:30AM - 11:56AM	LUNCH	11:26AM - 11:56AM	3rd Period	11:26AM - 12:52PM
4th Period	11:59AM - 1:25PM	4th Period	11:59AM - 1:25PM	LUNCH	12:55PM - 1:25PM
5th Period	1:28PM - 2:54PM	5th Period	1:28PM - 2:54PM	5th Period	1:28PM - 2:54PM

Bell Schedule - 60 Min Advisory

2ND PERIOD LUNCH		3RD PERIOD LUNCH		4TH PERIOD LUNCH	
1st Period	7:55AM - 9:14AM	1st Period	7:55AM - 9:14AM	1st Period	7:55AM - 9:14AM
Advisory	9:15AM - 10:15AM	Advisory	9:15AM - 10:15AM	Advisory	9:15AM - 10:15AM

LUNCH	10:18AM - 10:48AM	2nd Period	10:18AM - 11:37AM	2nd Period	10:18AM - 11:37AM
3rd Period	10:51AM - 12:10M	LUNCH	11:40AM - 12:10PM	3rd Period	11:40AM - 12:59PM
4th Period	12:13PM - 1:32PM	4th Period	12:13PM - 1:32PM	LUNCH	1:02PM - 1:32PM
5th Period	1:35PM - 2:54PM	5th Period	1:35PM - 2:54PM	5th Period	1:35PM - 2:54PM

SCHOOL DISTRICT OF PHILADELPHIA

ACADEMIC CALENDAR 2019 – 2020

August 29, 2019	Ninth Grade Orientation
September 2, 2019	Labor Day - <i>Administrative Offices and Schools Closed</i>
September 3, 2019	First Day for Grade K-12
September 25, 2019	Back to School Night; TIME TBA
September 27, 2019	Full-Day PD (<i>Staff Only; Schools Closed for Students</i>)
September 30, 2019	Rosh Hashanah- <i>Administrative Offices and Schools Closed</i>
October 9, 2019	Yom Kippur – <i>Administration Offices and Schools Closed</i>
October 16, 2019	SAT/PSAT- School Day
October 22-24, 2019	Interim Reports
October 25, 2019	Half Day for Students, 12 o'clock Dismissal- <i>Staff PD</i>
November 5, 2019	Election Day (<i>Schools Closed</i>)
November 11, 2019	Veterans' Day Observed - <i>Administrative Offices and Schools Closed</i>
November 15, 2019	Half Day for Students, 12 o'clock Dismissal- <i>Staff PD</i>

November 20-22, 2019	Report Card Conferences
November 28 - 29, 2019	Thanksgiving Holiday - <i>Administrative Offices and Schools Closed</i>
December 17-19, 2019	Interim Reports
December 23, 2019	Full-Day PD (<i>Staff Only; Schools Closed for Students</i>)
December 24 - 31, 2019	Winter Recess - <i>Schools Closed</i>
January 1, 2020	New Year's Day - <i>Schools Closed and Administrative Offices Closed</i>
January 20, 2020	Dr. King's Day- <i>Schools Closed and Administrative Offices Closed</i>
January 24, 2020	Half Day for Students, 12 o'clock Dismissal; <i>Staff PD</i>
February 5-7, 2020	Report Card Conferences
February 17, 2020	President's Day - <i>Administrative Offices and Schools Closed</i>
February 28, 2020	Half Day for Students, 12 o'clock Dismissal; <i>Staff PD</i>
March 10-12, 2020	Interim Reports
April 6-9, 2020	Spring Recess; <i>Schools Closed</i>
April 10, 2020	Good Friday- <i>Administrative Offices and Schools Closed</i>
April 15-17, 2020	Report Card Conferences
April 24, 2020	Half Day for Students, 12 o'clock Dismissal; <i>Staff PD</i>
April 28, 2020	Election Day; <i>Schools Closed</i>
May 13-15, 2020	Interim Reports
May 22, 2020	Half Day for Students, 12 o'clock Dismissal; <i>Staff PD</i>
May 25, 2020	Memorial Day - <i>Administrative Offices and Schools Closed</i>
June 10-12, 2020	Graduation Window
June 12, 2020	Last Day for Students
June 15, 2020	Last Day for Staff



ACADEMIC POLICY INFORMATION

RIGHTS AND RESPONSIBILITIES OF STUDENTS

All students are entitled to enjoy the basic rights of citizenship recognized and protected by law for persons of their age and maturity. South Philadelphia high school shall foster a climate of mutual respect for the rights of other students, teachers and staff. Students shall exercise their rights and responsibilities in compliance with rules established for the orderly conduct of the school's educational mission. The rules of conduct and discipline are established to achieve and maintain order in the school. Students who violate school rules shall be subject to disciplinary measures designed to correct the misconduct and to promote adherence by all students to their responsibilities as citizens in the school community.

Student responsibilities for achieving a positive learning environment at school-related activities shall include:

- Attending all classes daily and on time except when ill or otherwise lawfully excused
- Being prepared for each class with appropriate materials and assignments
- Exhibiting respect toward individuals and property
- Conducting yourself in a responsible manner
- Paying required fees and fines

RIGHTS AND RESPONSIBILITIES OF PARENTS

Parents are encouraged to:

- Lead your child to develop proper study habits at home;
- Keep informed of school policies and academic requirements;
- Maintain up to date home, work, and emergency telephone numbers and other pertinent information at the school;

- Participate in meaningful parent-teacher conferences to discuss your child's school progress toward graduation.

DISTINGUISHED HONORS & HONOR ROLL

After each marking period, students with all A's will be listed on the Distinguished Honor Roll. Students with A's and B's will be listed on the Honor Roll. These lists will be displayed in recognition of student academic achievements. At the end of each semester, those students who have achieved perfect attendance (no absences and no lateness) will be honored also. To be honored, students must have no "3"s in behavior, acceptable attendance is also required.

HOMEWORK POLICY

It is the policy of the South Philadelphia high school that teachers should assign homework. Homework is an important extension of the instructional program.

PURPOSE OF HOMEWORK

- Strengthen basic skills
- Extend classroom learning
- Reinforce study habits
- Stimulate independent thinking
- Develop initiative, responsibility and self-direction
- Increase range and scope of interests
- Foster worthwhile use of leisure time

Academic Integrity

A learning environment is based on trust, honesty, and integrity. Any form of academic dishonesty that violates or devalues the educational process is unacceptable and will not be tolerated. Violations against academic honesty include but are not limited to copying and submitting another's homework as one's own as well as cheating on an essay, paper, quiz or test. Cheating is defined as obtaining or giving information that assists one's own or another's performance. This includes activities that take place both in and out of the classroom.

The writing of a paper is an important aspect of the educational process. To avoid plagiarism in any work, all ideas gained from research and sources must be cited. Plagiarism may be as blatant as direct copying of quotations or whole papers. It is important to document all sources of information in your bibliography and to "footnote" where necessary. **Plagiarized work will be given a failing grade for the assignment.**



SCHOOL DISTRICT OF PHILADELPHIA SOUTH PHILADELPHIA HIGH SCHOOL PARENT INVOLVEMENT POLICY

JOINTLY DEVELOPED

The Parents, students, and staff of Southern High School partnered together to develop this school-parent compact for achievement. Teachers suggested home learning strategies, parents added input about the types of support they needed, and students told us what would help them learn. Parents are encouraged to attend annual revision meetings held in the Spring each year to review the compact and make suggestions based on student needs and school improvement goals. Parents are also encouraged to participate in the School Family Engagement survey that is also used as a tool to collect parent feedback regarding the current Title I programs, policies and family engagement.

To understand how working together can benefit your child, it is first important to understand the district's and school's goals for student academic achievement.

THE SCHOOL DISTRICT OF PHILADELPHIA ANCHOR GOALS:

1. 100% of students will graduate, ready for college and career.
2. 100% of 8-year-olds will read on grade level.
3. 100% of schools will have great principals and teachers.
4. SDP will have 100% of the funding we need for great schools, and zero deficits.

South Philadelphia High School's GOALS:

1. At least 75% of 9th grade students will be on track to earn a minimum of 5 quality credits each marking period.
2. Increase the number of students scoring proficient or advanced on the Literature Keystone by 8%.
3. At least 90% of 9th grade students will have 0 out of school suspensions.
4. At least 50% of students will attend 95% of days or more.
5. At least 95% of 12th grade students will be on track for graduation.

To help your child meet the district and school goals, the school, you, and your child will work together:

SCHOOL/TEACHER RESPONSIBILITIES:

South Philadelphia High School will:

- *Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards.*
- *Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.*
- *Provide parents with frequent reports on their children's progress.*
- *Provide parents reasonable access to staff.*
- *Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities*

PARENT RESPONSIBILITIES:

We, as parents, will:

- *Monitoring attendance.*
- *Making sure that homework is completed.*
- *Monitoring amount of time my child spends on social media.*
- *Volunteering in my child's classroom.*
- *Participating, as appropriate, in decisions relating to my child's education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.*
- *Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Improvement Team, School Advisory Council (SAC), and the District Advisory Council.*

STUDENT RESPONSIBILITIES:

- *Do my homework every day and ask for help when I need it.*
- *Check Student Portal for Grades and attendance.*
- *Read at least 30 minutes every day outside of school time.*
- *Give to my parents or the adult who is responsible for my welfare all notices and information from*
- *school.*
- *Take advantage of tutoring and after school programs.*
- *Come to school every day on time and attend all classes.*
- *Be respectful to all.*

COMMUNICATION ABOUT STUDENT LEARNING:

South Philadelphia High School is committed to frequent two-way communication with families about children's learning. Some of the ways you can expect us to reach you are:

- Interim Reports
- Parent Portal
- Text Message
- Newsletter
- Website
- Phone Calls
- Flyers
- Emails
- Parent Conferences
- Facebook and Twitter

ACTIVITIES TO BUILD PARTNERSHIPS:

South Philadelphia High School offers ongoing events and programs to build partnerships with families.

- School Advisory Councils
- Workshops/Trainings
- Open House
- Parent Resource Room
- Parent Observation
- Parents can reach out to our Community School Coordinator and FACE Liaison

In support of strengthening student academic achievement, **South Philadelphia High School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **South Philadelphia High School** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).

- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child

TRANSPASS

- Transpass distribution will be on Friday during your scheduled lunch & Monday after school (or next school day)
- Transpass will not be replaced- one per student if you are on the Transpass list

LUNCHROOM PROCEDURES

- Students have lunch during their designated time
- Students swipe their ID on the Kiosk machine before entry
- Students choose lunch station (Salads, Hot Foods, Snack, or Sandwiches)
- Students can decide where they want to sit
- Students will be monitored by lunchroom personnel at all times (Climate Support Staff, School Police, & Admin Team)
- Students will ask permission to use the bathroom
- Students may leave the lunchroom with a signed note
- Students will be dismissed at the bell

CELL PHONE POLICY

- Cell phones are not permitted in the building
- SPHS is not responsible for lost or stolen cell phone
- If you bring a cell phone to school, it should be off and away, or placed in your locker

ARRIVAL, DISMISSAL, & RAINY DAY PROCEDURES

Student Entry

All students will enter the building, by gender, through the Main entrance (Broad Street). Doors will open at 7:25 AM for breakfast only. Any students entering the building earlier than 7:25 AM will be able to wait in the auditorium for school police. Students will swipe their IDs at the two kiosks once their belongings have gone through the scanners. After swiping their IDs at the kiosks, they will head down to the cafeteria for breakfast until 7:52 am. Students are to be in class by 7:55 AM.

Any student entering the school after 7:55 AM is considered late. Students must get an official South Philadelphia High School "Late Pass" to show the teacher and allow access into the class. Any late student who does not have an official Late Pass will be dealt with by the teacher, and names and "real time" of arrival will be recorded into the SIS. NO STUDENT IS DENIED ACCESS TO CLASS FOR LATENESSES!

Student Dismissal

Students are not permitted to leave their classroom without a pass until the bell rings. Students are only permitted to use Exit 3 (Jackson Street), Exit 6 (Snyder Avenue), and the main entrance/exit doors (Broad Street). No student is to remain in the building beyond dismissal time, unless under the direct supervision of an authorized staff member. NO EXCEPTIONS! Admin and/or School Police will sweep all hallways to ensure students have dismissed the building. Furthermore, an absence from school on the day of a sports event or extracurricular activity, regardless of the reason, will result in the student's eligibility to participate in that event or activity.

Rainy Day Procedures

Students are permitted into the building upon arrival. Students will swipe their ID at the kiosk machine and proceed to the Auditorium. All students will be seated in the Auditorium. At 7:25 AM, students will be dismissed to the Cafeteria for breakfast. At 7:52 AM students will be dismissed for Advisory.

UNIFORM POLICY

- Khaki or Black Pants
- Black collar shirts (9th, 10th, 11th) with SPHS insignia
- Red Collar shirt Seniors ONLY with SPHS insignia
- School sports top
- SPHS T Shirts

EARLY DISMISSAL PROCEDURE

- Students are not permitted to leave the building on their own
- Parent/guardian/emergency contact must have a picture ID to sign student out

- **Parent/guardian/emergency contact must be listed on student information for early dismissal**
- **Parent/guardian/emergency contact must sign early dismissal log before leaving the Main Office**

Student ID

- **Students must swipe in on the Scholarchip machine after the scan machine**
- **Students must have their ID on at all times**
- **Students will be charged a \$1 (a day) for not having student ID**
- **Scholarchip fine must be paid in order to participate in all School Activities/to receive HS Diploma**