

2020-2021 School Year Information

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Helpful School Contacts

Principal- Dr. Shawn McNeil

Assistant Principal– Dr. Darlene Corris

Secretary- Mrs. Jill Campisi

Guidance Counselor- Ms. Nneka Shelton

Social Worker- Mrs. Holly Blattler Eidinger

Nurse Practitioner- Mrs. Bridgetta Devlin

PSE teacher- Ms. Angela Stubbs

PSE teacher- Mrs. Natalie Kratsas

CAS Facilitators- Mr. John Antonucci, Mrs. Patricia Barbas, Mr. Oscar Huber, Mr. Craig Kozminski, Mrs. Shelbie Nocera, Mr. Brian Rose, Ms. Heidi Simpson, and Mr. Christopher Sparacino

Athletics- Mr. Kevin Shevitz

Family and Community Engagement Coordinator- Mrs. Stephanie Theuret

Student Data Systems Specialist- Mrs. Kimberly Reddy

School Address and Phone Number

Pittsburgh Science & Technology Academy

Address: 107 Thackeray Street Pittsburgh, PA 15213

Phone: 412-529-7620

Website: www.pittsburghscitech.com

E-learning

E-Learning is the utilization of electronic technologies to access and participate in learning and curriculum outside of a traditional classroom setting. In most cases, it refers to a course or program delivered online. There are many terms used to describe E- Learning, ranging from distance learning/education, to computerized electronic learning, online learning, remote learning, internet learning and many others. E-learning is interactive in that students can communicate with teachers or other students in the class synchronously or asynchronously. For example, learning opportunities can be delivered synchronously via video conferencing, teleconferencing, live chatting, and live-streaming lectures. Learning opportunities can also be delivered asynchronously, including interacting with course management systems, self-guided lesson modules, streaming video content, virtual libraries, posted lecture notes, communicating using email, and exchanges across discussion boards or social media platforms.

During the week of August 24th, families will receive a letter containing each of their children’s personalized credentials to participate in E-Learning. The letter will include each child’s username, password, email address and student ID#, as well as the primary guardian’s Home Access Center (HAC) credentials. This information is needed for your child to log in to CLEVER to access Schoology and additional tools for E-Learning, and for the primary guardians to log in to the Home Access Center and your parent Schoology account.

Bell Schedule for E-learning and In-person Instruction

Students will follow their regular schedule of classes during normal school hours for E-learning. For example: if students typically have English during 1st period, that is when they will be required to virtually be in their English class.

The Pittsburgh Science & Technology Academy will utilize multiple bell schedules during the school year, both for e-learning and in-person instruction. The “regular” bell schedule will be used on Monday’s, Tuesday’s, Thursday’s and Friday’s. First period begins at 7:36 and sixth period ends at 2:46.

On Wednesday’s there is a one-hour early dismissal for students, the last period on Wednesday ends at 1:46pm. The early dismissal every Wednesday allows us to engage in weekly professional development with our staff members. With

so many of the unique things that we do at SciTech, our professional development program is vital to the success of the school.

All of our schedules include four academic periods, one lunch period and one activity/advisory period. Once Pittsburgh Public Schools resumes in person instruction, students are permitted to come into the building starting at 7:10 AM. Please refer to the bell schedules available on the school website for the 2020-2021 school year. Please note that the schedule for students in grades 6-8 is slightly different than the schedule for students in grades 9-12.

Students Leaving the Building

Students are NOT PERMITTED to leave the school campus during the school day. Students who leave the campus without an appropriate early dismissal will be disciplined in accordance with the School Discipline Code.

Visiting the School

Visitor access (including parents and itinerant staff) will be limited and strictly controlled, with no one being admitted without an appointment or building permit. All visitors will be subject to the same safety protocols (e.g., masks, distancing) as staff.

Closing and School Delays

Sometimes it is necessary to close or delay the opening of school when extreme weather or building emergencies make it impossible to open. If you suspect that school might be delayed or closed due to inclement weather, please do not call the school. Announcements will be made on television and radio stations. In addition, the school district will post all school closures and delays on the school district website www.pps.k12.pa.us. In the event of a 2-hour delay, students' buses will arrive 2 hours later than usual and first period will begin at 9:36 AM.

Student Schedules

Student schedules will be made available to families through the eSchoolPlus Home Access Center (HAC) during the **week of August 17th**.

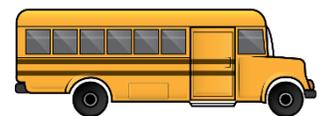


Schedule Change Requests:

Please submit any schedule change request to Ms. Shelton by clicking on the link below and submitting your response to each question: tinyurl.com/scitechschedulechange Schedule change requests must be submitted to Ms. Shelton by **Wednesday, August 26th** using the SciTech Schedule Change form noted above.

Transportation

The Pittsburgh Public Schools provides Port Authority bus transportation for high school students who live 2 miles or more from the school and yellow bus transportation for middle school students who live 1.5 miles or more from the school. Please reference the section on "Building Access" which notes the specific door students will need to enter in the morning. All students riding yellow busses will be required to wear masks (IEP and 504 plan exceptions) and sit one child per seat based on the Center for Disease Control guidelines. Students riding Port Authority transportation will be asked to follow Port Authority's health and safety guidelines. Students should wear a mask while riding Port Authority transportation. Board policy states that "the privilege of being transported shall be withdrawn in respect to any pupil who is unmanageable or by his/her conduct endangers the property or safety of others." Once students are dropped off school, they are not permitted to leave school property.



Grades 6-8

Students are picked up at or near their homes via yellow school buses and transported to SciTech. This process is coordinated through the Pittsburgh Public School Transportation Department. The transportation department can be reached by calling (412) 529-8125

The transportation department sends out a mailing to all families that will tell you the bus number, pickup and drop-off time, the place to catch the bus, the telephone number to the bus garage and all other information that you might need. Once students are dropped off school, they are not permitted to leave school property.

Grades 9-12

Students will be provided monthly Port Authority bus passes, provided they live more than two miles from school. This process is coordinated through the Pittsburgh Public School Transportation Department and students will receive the pass in school.

First Day of School August 31st

All Pittsburgh Public School students will begin the 2020-21 **school year August 31st**, and will participate in E-learning for the first nine weeks of school. During the first week of school, students will have an opportunity to meet their new teachers, connect with new and old friends and learn about the supports that will be provided during E-learning. Students should be sure to check their school email addresses for instructions from staff. We look forward to your attendance!

Building Access

Please read the procedures below regarding the arrival to school once in building instruction resumes. The building will open at 7:10 AM for student entry. For the safety and security of our students, metal detectors will be used at all entrances. **Staff and students must wear masks and adhere to social distancing guidelines of six feet of separation. Hand washing must occur, and sharing of materials will be prohibited as much as possible and cleaned between uses. Please note that water fountain bubblers will be turned off but bottle filling stations will remain on.**

Entrance Procedures for Grades 9-12 students (Walkers or PAT Bus Pass)

These students will enter through the Bouquet Street entrance and move into the cafeteria where breakfast will be available.

Entrance Procedures for Grades 6-8 students (Yellow Buses)

These students will be dropped off on either the Bouquet Street entrance or Thackeray Street entrance and move into the cafeteria where breakfast will be available. The exact side of the drop off will be determined closer to the start of school.

Entrance Procedures for all students being dropped off by a parent/guardian

All parent drop offs will take place at the Thackeray Street entrance. Students will then move into the cafeteria where breakfast will be available.

Arriving Late to School

If any student comes to school after 7:29 AM, he or she must enter through the Thackeray Street entrance. Students that arrive to school after 7:36 AM will check in at the tardy desk.

Visitors

All visitors must enter through the doors on Thackeray Street. If you require an ADA accessible entrance, please call the main office before you arrive and a staff member will meet you at a ground level entrance in the main parking lot facing 5th Avenue. An elevator is available.

Code of Student Conduct

A copy of the updated Code of Student Conduct will be included either in a Welcome Back mailing from the Pittsburgh Public Schools central office or a packet of materials distributed to students at a later time. A copy of the Code of Student Conduct can also be found on the District website. It is very important that students and families familiarize themselves with this document.

Field Trips

Field trips are not approved at this time. The following information is for future reference. Given our unique program, and the fact that we are located in the heart of Oakland, our students are often learning outside the classroom walls. We refer to these experiences as “walking field trips” given that our proximity allows us to walk to and from the activity. Teachers may not always send home information regarding walking field trips.

Students will also take part in more traditional field trips that will require transportation and may take a longer period of time. In these cases parents will be informed of the trip. Again, we are not currently planning any field trips for students.

Special Education

Middle and high school special education delivery is completely aligned with that of the District, focusing on inclusion and support. Our PSE teachers are responsible for the development of student Individual Education Plans (IEP’s) and ensure that teachers are implementing the specially designed instruction. Special programs for academic support are available to students in certain grade levels, and not exclusive to students with identified special needs. Additionally, students may use their activity period for additional academic support if needed.

Gifted Education

The Pittsburgh Science & Technology Academy will provide gifted education services designed to meet the individual needs of each identified student. Instead of attending the Pittsburgh Gifted Center, students will receive gifted services within the school. Specially designed instruction based on each student's interests and strengths will be offered on an ongoing basis. Gifted Individualized Educational Plans (GIEPs) will be written prior to school starting and in the fall by CAS facilitators at the school.

The Pittsburgh Promise

The Pittsburgh Promise is a big idea and a concrete commitment to all children who graduate from Pittsburgh Public Schools and who live in the City of Pittsburgh. If they maintain an average GPA of 2.5 and an attendance record of 90% they will earn up to a \$20,000 scholarship to attend any accredited post-secondary institution in Pennsylvania. At SciTech, we create opportunities and provide support for all students to graduate Promise-Ready.



Attendance Reminders

We realize that it will be necessary for students to be absent on occasion when a student is prevented from attendance for certain reasons (illness, health care, bereavement, religious holidays, and school activities). It has been proven, however, that students who attend school regularly achieve more than those who do not. Class attendance and participation are imperative for academic achievement and necessary for the accomplishment of curricular objectives, especially at SciTech where we implement a block schedule. Therefore, it is the policy of the School District that all students be in attendance unless absent for an approved reason.



Students must bring an excuse to school the day after an absence and turn it into the main office. While students are participating in E-learning, families are asked to email the school social worker or student data system specialists in order to submit an absent note. Only ten parent excuses are allowed per year. If a student does not bring in an absent note from a parent or guardian after three days following the absence,

the absence is then considered unexcused. Unexcused absences violate the Pennsylvania school compulsory attendance laws and can lead to a citation being filed with the local magistrate.

It is important to note that the Pittsburgh Promise uses attendance as one of several criteria when determining eligibility for scholarships. Suspensions and unexcused absences shall count against a student when determining eligibility for the Promise. All excused absences are not counted against a student in determining eligibility for the Promise.

Final Exams

Semester examinations are to be administered to high school students in all subjects. No student is excused from taking semester examinations for any reason. There will be a late room for high school students who are tardy to school on the day of their final exam. Students will only be given the amount of time remaining in the period to take their final. It is imperative that students arrive on time for end of semester finals.

Backpacks

It is the responsibility of all SciTech students to purchase an appropriate backpack for carrying a laptop computer throughout the day. If you are looking to purchase a replacement backpack for the coming school year, be sure that it is rated for a laptop computer. This often means that there is additional padding inside and usually includes a specific pocket or flap for the computer. Students that are new to SciTech will receive a laptop sleeve. Backpacks are checked and verified on a daily basis as students enter the building.

Student Lockers

Each student will be assigned a locker for the storage of books and other belongings. It is the student's responsibility to see that his/her locker is secured at all times. The school will not be responsible for lost or stolen property. Students must only use their assigned lockers. Good judgment should be used in what you bring to school. Lockers are school property and may be searched at any time if reasonable cause exists to do so. Students are required to bring a lock from home.



Pictures

All students must have their picture taken as they are used for student ID's. Students and their families will have the opportunity to purchase various picture packages from the photography company. School Picture day for students in grades 6-11 and senior pictures have not been scheduled.

The 5 P's

All students and parents/guardians signed the "compact of understanding" when accepting their placement at SciTech. This compact outlines the agreements students, parents/guardians and staff members make regarding their commitment to success at the Pittsburgh Science & Technology Academy. All students agreed to the five P's:

Be prompt

Be prepared

Be polite

Be productive

Be positive

These five P's outline the responsibilities of each student every day. Students will see constant reminders of these five P's in classrooms, when participating in E-learning and in various areas throughout the school building.

Cell Phones, Headphones, Airpods and Other Electronic Devices

Students are permitted to carry cell phones, airpods and other electronic devices to and from school; however the phones, airpods, headphones, laser pointers and other electronic devices must be kept out of sight and turned off upon entry into the school and throughout the school day. Headphones, cell phones and other electronic devices should not

be seen or heard throughout the school day. Students who violate this rule will be subject to having the item confiscated and will be assigned Saturday detention if he or she refuses to handover the device as expected. These items will only be returned to a parent, or other adult family member. Juniors and seniors that have repeated violations of this policy will be subject to loss of privileges, such as Junior/Senior Prom.

Dress Code

The Pittsburgh Science & Technology Academy has a unique dress code exclusive to the school. We are working diligently to create a culture of high expectations and academic excellence for all learners. It is our hope that the dress code helps foster a positive learning environment. Our recommended standard of dress is “business casual,” but please review the comprehensive expectations for daily dress that is included with this mailing.

Please take the time to familiarize yourself with the dress code. If a student is not dressed appropriately, the parent or guardian may be contacted to bring appropriate clothes to the school. The dress code can also be found at www.pittsburghscitech.com under School Information. There are also photos of what is and is not appropriate.

The progressive discipline for students who violate the Dress Code policy is as follows:

1st offense = After School Detention (Tuesday and Thursday 2:50-3:50pm)

2nd offense = Saturday Detention (Saturday 9-10am)

3rd offense = Saturday Detention (Saturday 9-10am), Parent/Student/Administrator meeting, Student will be placed on a Behavior Improvement Plan which includes exclusion from certain school activities for four weeks.

Expectations of Dress for Physical Education Class:

All students are expected to fully participate in physical education class wearing the following appropriate attire:

Athletic shorts or pants - Must be of appropriate length and worn at one's hips

T-shirt or sweatshirt - Long enough to cover the top of pants even when arms are raised above head

Socks and athletic shoes - Boots, sandals, or dress shoes will not be allowed

Early Dismissal Notice

A request for an early dismissal must be submitted in writing to the main office the morning of the day of the dismissal. The request must include a telephone number at which the parent/guardian can be contacted to verify the early dismissal request. Students can then pick up their early dismissal pass after 2nd period. **Please note that it is necessary for students to remain in class at the end of the school day. Early dismissals near the close of fifth period will not be given without the main office having received an early dismissal note in accordance with the school policy.**

Outstanding Obligations

(Textbooks/Calculators/Technology items)

Students are responsible for all school books, calculators and technology items issued to them. If damaged or lost, it is the student's responsibility to replace them. If a returning student has not paid their obligation(s), he or she is not considered in good standing until the debt is paid. While a student is not in good standing, he or she is not permitted to participate in extracurricular activities (sports, school dances, prom, commencement, etc.).



Family and Parent Involvement Policy

Please find the current “Family and Parent Involvement Policy” on the SciTech website— www.pittsburghscitech.com. Click on the Families tab. Hard copies can be picked up in the main office or sent home with students upon request.

Parent School Community Council (PSCC) Meetings

The purpose of the Pittsburgh Science & Technology Academy PSCC is to provide ongoing communication between the school and parents, guardians and community groups regarding issues that are important to the success of our students. Please see the flyer posted on the school website for additional information.

Family Volunteers

We recognize that a great school has great family support and engagement. We are working on developing a strong and active group of family volunteers to help sustain the collaboration among staff members and our families. If you are interested in volunteering, please go to www.pittsburghscitech.com and click on Families then Volunteer. If you have any questions you can contact Mrs. Theuret at 412-529-7652 or stheuret1@pghschools.org.

Communicating with Teachers

All teachers have their own phone extensions, voicemail and email. Teachers will provide all of their contact information to their students at the beginning of the school year. Teacher email addresses are included on our school website.

Athletics

Following a decision that all Pittsburgh Public Schools students will begin the first nine weeks of school online, the District is recommending the postponement of fall sports for the 2020-21 school year. The Board is anticipated to vote on the recommendation at its August 26th, legislative meeting.

SciTech students who are interested in participating in athletics have the opportunity to do so with our partner schools through a cooperative sponsorship. This is the arrangement that was utilized the last four school years and many of our students took advantage of these opportunities. Mr. Shevitz serves as our athletics liaison with these schools and can be contacted at kshevitz1@pghschools.org or 412-529-7658.

Grades 9-12

Our high school students partner with Pittsburgh Obama and University Prep for varsity athletics. Our students may participate in any sport that is offered. Contact information for each coach can be found at www.pittsburghscitech.com under the athletics tab. Students can only tryout or participate in practice after submitting a completed physical.

Grades 6-8

Our middle school student's partner with University Prep and information regarding the middle school athletic program will be available closer to the start of school. The location of all practices and games will be primarily at University Prep but will be determined on a sport by sport basis. Information will be available for students once the school year begins. Please direct any questions regarding the middle school sports program to the SciTech Athletics Liaison, Kevin Shevitz, at kshevitz1@pghschools.org or call 412-529-7658.

Laptops

Every student at our school will receive a personal laptop computer to use at home and school throughout the school year. In addition to specialized technology classes and training for our students, we will offer on-site technology repair and assistance. Given this, all 9th grade students and a parent or guardian MUST attend our laptop program orientation meeting.



A special Technology Night will be scheduled for all 6th grade families.

Technology Use

A technology acceptable use policy (AUP) will be shared with students once the school year begins. Given that SciTech utilizes technology as a learning tool every day, communication of the AUP is incredibly important so that all students are aware of the policy. In the student handbook there is a section titled "Laptop Program Guidelines and Agreements" that clearly outlines the acceptable use of technology at SciTech. A copy of the District's AUP is available on the Pittsburgh Public Schools website.

Breakfast and Lunch Program

When in building instruction resumes breakfast will be available for all students in the cafeteria from 7:10-7:29 AM. No "snack" items will be sold during breakfast. Each student will have one lunch period in the middle of the day. Students may bring their own lunch to school or receive a free lunch in the cafeteria. Students may not take food out of the cafeteria area and must dispose of all items properly.



Information regarding Grab and Go Meals for the first 9 weeks will be provided by PPS at a later date.

Immunization and Health Information

The health and well-being of our students is very important. Please don't hesitate to inform our school nurse practitioner of any medical concerns that you may have about your student's health throughout the school year. Mrs. Devlin, the school nurse practitioner will be available to answer all health related questions beginning August 14, 2020. Mrs. Devlin can be reached by phone at 412-440-8262 and forms may be faxed to 412-224-4650. All voice mail messages will be responded to within 24 hours.

Additional information regarding immunization information will be shared with all families. Please keep in mind that students entering 7th grade are required to submit documentation to the school health office of the meningococcal (MCV) and Tdap vaccines. All 12th grade students are required to have written proof of a 2nd dose of the meningococcal vaccination (MCV).



All 6th and 9th grade students are required to have a physical examination. Any physical completed by your student's health care provider dated on or after April 1, 2020 will be accepted. A copy of your student's physical examination is due in the school health office by October 12th, 2020. It is also recommended that a copy of any annual physical be provided to the school nurse practitioner to keep your student's health records updated. All 7th grade students are required to have a dental examination. This examination will be performed at school unless a completed dental form has been submitted. All physical, dental and medication forms may be found on the parent portion of the school district website by selecting Health Services and Student Health Forms.

If your student requires the administration of prescription or over the counter medication during the school day, a completed medication administration form is required on the first day of school. All medication must be in the original prescription labeled container to be administered by the school health office.