

**G. RAY BODLEY  
HIGH SCHOOL**

**6 WILLIAM GILLARD DRIVE  
FULTON, NEW YORK  
13069**

**STUDENT - PARENT  
HANDBOOK**

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## *ALMA MATER*

*On the banks of the old Oswego  
Where Indian Camp Fires gleam,  
Now stands our Alma Mater,  
True Guardians of the stream.  
Tho' our strength dwells ever with us  
We never stronger seem,  
Than when we are defending  
Fulton's royal Red and Green.*

*Tho it be on field or platform,  
that our valor meets the test,  
We are fighting for old Fulton,  
And she bids us do our best.  
Then with victory as our portion,  
Our banners may be seen  
Waving high in glorious triumph  
Fulton's royal Red and Green.*

*In these halls of our ambition,  
True loyalty we learn,  
with the courage to uphold it,  
Ever steadfast, sure and firm.  
So that when in life's broad vineyards,  
Earth's fruits we seek to glean,  
We shall always live to honor  
Fulton's royal Red and Green.*

**BOARD OF EDUCATION MEMBERS:**

Mrs. Robbin Griffin                      Mrs. Barbara Collins  
Mr. Dave Cordone                        Mr. Robert Ireland  
Mr. Daniel Pawlewicz                    Mr. Robert Somers  
Mrs. Janet Truong

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Mrs. Elizabeth Conners, Executive Director of Curriculum and  
Instruction

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Mr. Will Greene, Assistant Principal  
Mrs. Tina Winkler, Assistant Principal

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Mr. D. Pontante, *Senior Custodian*  
Ms. J. Wise

**Library Aide**

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Ms. J. Prosser

**Teacher's Aide**

Ms. L. Proietto  
Ms. S. Patrick

**In-School-Suspension Monitor**

Ms. J. Sobota

\*Department Chair

**MISSION STATEMENT**

***THE MISSION OF THE FULTON SCHOOL DISTRICT, IN COOPERATION WITH STUDENTS, PARENTS AND THE ENTIRE COMMUNITY, IS TO ENABLE STUDENTS TO DEVELOP THE KNOWLEDGE AND SKILLS NEEDED FOR RELEVANT, LIFELONG LEARNING AND TO BECOME RESPONSIBLE, RESOURCEFUL, RESPECTFUL, AND PRODUCTIVE CITIZENS.***

## GENERAL INFORMATION

### BELL SCHEDULE

7:35 a.m.- 2:35 p.m. Teacher Day

7:45 a.m.- 2:30 p.m. Student Day

7:35 a.m.- 7:45 a.m. **Teachers Supervise Student Arrival**

7:45 - 7:50-----Homeroom            11:11 - 11:31----Bell 7

7:54 - 8:33-----Bell 1                11:35 - 11:55----Bell 8

8:37 - 9:16-----Bell 2                11:57 - 12:17----Bell 9

9:20 - 9:59-----Bell 3                12:21 - 12:41----Bell 10

10:03 - 10:23----Bell 4                12:43 - 1:03-----Bell 11

10:25 - 10:45----Bell 5                1:07 - 1:46-----Bell 12

10:49 - 11:09----Bell 6                1:50 - 2:30-----Bell 13

2:30 p.m. - 2:35 p.m. **Teachers Supervise Student Departure**

BOCES A.M. 8:30 - 11:00, bus leaves GRB at **7:50 am.**

BOCES P.M. 12:00 - 2:30, bus leaves GRB at **11:35 am.**

(The BOCES bus ride is approximately 30 minutes.)

In the event of a 2-hour delay, A.M. BOCES students who ride the bus to school will be placed in a study hall. Students with their own transportation must sign in with the attendance office by 11:50 A.M. If BOCES is cancelled after students have arrived, parents must contact the school to authorize dismissal of their student(s).

1. Four (4) minutes are scheduled between each period for changing classrooms and moving from homeroom. Pupils must be in all scheduled classes or signed in at an appropriate location on time.
2. A pupil reporting to school after the homeroom bell is tardy and must report to the attendance secretary before going to classes. **Frequent tardiness will result in disciplinary action.**
3. The instructor or an administrator will assign detention to pupils tardy for classes without sufficient cause.
4. All students must have an assigned class or study hall each bell. Students with an unassigned bell must report to his/her counselor for placement immediately.
5. **Once a student has arrived at school, this student should not leave school grounds for any reason without proper authorization from an administrator.**

### **STUDENT LOCKERS**

1. Keep your locker clean and neat. Do not write on, or damage your locker; such infraction will be considered as vandalism and disciplinary actions will occur. Know that lockers are not your personal property and may be inspected.
2. Memorize your combination and do not share the combination or locker with any other student.
3. Plan your day so that you will not frequent your locker between every bell.
4. Report any locker malfunction to the Main office immediately.

### **VISITORS TO THE BUILDING**

Parents and other citizens are encouraged to visit the school periodically during the course of the school year. Persons who are not students or staff **MUST** register, identify their purpose for entering the building and obtain a visitor's pass when he/she enters the school building. Former graduates and student visitors from other schools, unless they have a specific reason and prior approval of the building principal, are **NOT** permitted to enter the school building.

Visitors to the schools of the district shall be governed by the following rules:

\*The person or group wishing to visit, and obtain prior approval for the visit must contact the building principal.

**\*All visitors must sign in, and be issued a visitor's permit, which must be displayed at all times.**

\*Parents are encouraged to visit teachers, guidance counselors, school nurses, school psychologists and other support personnel by appointment, in order to discuss any problems or concerns the parent may have regarding the student.

### **EMERGENCY CLOSINGS**

The Superintendent of schools may close the schools or dismiss students/staff early when hazardous weather or other emergencies threaten health or safety. Parents are requested to avoid calling schools on days of poor weather; it is important to keep school phone lines open. School closings and delayed starting times will be announced over local radio/television stations.

### **BREAKFAST PROGRAM**

Breakfast will be served in the cafeteria from 7:15-7:35 a.m. daily. Do not use the breakfast program as an excuse to be late to homeroom. The rules, which apply to lunchroom conduct, apply here as well.

### **STUDENT PARKING**

Students driving to school will only be allowed to park with permits displayed in the designated student parking lot located on the southeast end of the building and designated areas as determined by an administrator during the 2005-2006 school year. Students may not park in spaces next to the bus lane or in the faculty parking lot. Parking passes are to be appropriately hung from the rear view mirror. Only students obtaining student-parking passes are permitted to park; other vehicles may be moved or towed at the owner's expense. Due to few parking slots, seniors will be granted first option for parking passes. No student may park on school grounds or in the designated parking area without the proper parking permit. Parked vehicles need to have parking permits appropriately displayed in the vehicle. Permits will be distributed by seniority, seniors first. **Students parking in non-designated areas (e.g., visitors lot, teachers lot, etc), or not displaying an appropriate permit will be subject to disciplinary action and/or parking tickets. Students who violate the parking regulations of GRB may have their vehicle towed at the owner's expense.**

### **BOCES TRANSPORTATION**

1. Transportation for all high school students attending the BOCES classes will be provided by Fulton School District.
2. G. Ray Bodley High School students attending BOCES classes are to use the BOCES transportation services. Use of private transportation to and from BOCES is **not** permitted.
3. An exception to the above policy will be warranted only when the student obtains prior written permission from the **high school Principal, BOCES instructor, and parent/guardian** to take a vehicle for an approved BOCES class project.

### **IDENTIFICATION CARDS**

Photo identification cards will be issued to all students at the beginning of the school year. **Students must carry these cards at all times for identification purposes and security, taking out a library book, lunch/breakfast programs or attending a school sponsored activity.** Use of another student's identification card will result in administrative disciplinary actions.

### **LUNCH PROGRAM**

1. G. Ray Bodley High School has a closed lunch policy. Students are not permitted to leave school grounds during their lunch bells.
2. Four lunch bells have been scheduled for students to take advantage of the hot lunch program. Only students who are scheduled for a particular lunch bell are permitted in the cafeteria. (Students are not permitted to leave class to go to the cafeteria.) Students wishing to leave the cafeteria area must obtain a pre-approved pass from an administrator. **A lunch bell is a scheduled block of time; for security and supervision, students are to be on time and not to be wandering the halls or loitering in the lavatories.**
3. Students are to conduct themselves in a courteous manner while going through the serving lines with no cutting, pushing, or boisterousness. Students will observe proper table manners at all times. **Students will remove all refuse from their eating area, and place the trash in receptacles provided. No paper or food is to be thrown. Food is NOT to be taken out of the cafeteria.**
4. Individual cafeteria privileges and/or other disciplinary action may be incurred for improper conduct or failure to comply with these rules.
5. Students are required to use a pin number to purchase lunches and ala carte food items.
6. Application forms for free and reduced breakfast and lunch programs may be obtained in the Main Office.

### **TEXTBOOKS**

Teachers may issue students books for academic use. These texts are school property and it is expected that reasonable care will be given to any and all books lent out. Books issued are numbered and a record is kept with the student's instructor. Students will be charged for lost or damaged books loaned to them. *New textbooks* lost or damaged will be billed to the student at current replacement cost.

### **LOST AND FOUND**

All articles that are found on school grounds should be turned in to the Main Office. If a pupil loses anything, he/she should report the loss to the office as soon as possible. Lost and found items will then be held in locked location by the main office staff. The Fulton City School District is **not liable** for the theft or damage of personal property or property that has not been properly secured.

## **GUIDANCE CENTER**

The guidance department counselors are here to assist students in learning more about individual interests, aptitudes and abilities. Each student will be assigned to a particular counselor according to the alphabet.

The many functions of the Guidance Center include identification and referral of students with special education needs to the Committee On Special Education; individual counseling regarding school achievement, study habits, social development and financial assistance for furthering educational opportunities; processing of working papers; and dissemination of information on local employment opportunities.

Through standardized testing, interest inventories, counseling sessions, grade reporting and review of cumulative school record folders, a counselor will help students in selection of appropriate courses and development of a high school program to meet their individual future needs.

When a student wishes to visit with his/her guidance counselor, the student should do the following:

1. Students may go to the Guidance Center directly from a study hall and **MUST SIGN IN WITH A GUIDANCE SECRETARY**. This must be accomplished before the bell rings. This student will remain in the Center for the entire bell. An attendance sheet is sent to study hall instructors to verify student attendance.
2. Students may be summoned from study hall or homeroom to the guidance department by a pre-signed pass, or via the intercom system.
3. **STUDENTS WILL NOT VISIT THE GUIDANCE OFFICE FROM A CLASS WITHOUT PRIOR PERMISSION FROM THEIR SCHEDULED INSTRUCTOR.**
4. No student will be admitted to the Guidance Center without following one of the above procedures. Students failing to comply with these policies are subject to disciplinary action.

## **LIBRARY/MEDIA CENTER**

The goal of the Library Media Center (LMC) is to ensure that students are effective users of information and to encourage students to be life-long learners and readers. The LMC is a modern and well-

equipped facility. Students have access to a tremendous collection of over 19,000 books, videos, and tapes; and over 100 magazines, journals and newspapers and several on-line and CD-ROM computer databases on a myriad of topics. Materials that are not available locally are borrowed from other libraries in Oswego county and northern New York through an interlibrary loan service.

The LMC Computer Lab is equipped with 22 IBM-compatible computers. In the Computer Lab, students have access to a wide variety of information and study tools on CD-ROM and on-line. Additionally, students have access to word processing, database, spreadsheet and presentation software. The lab is open to students for use during study halls throughout the academic day and after school.

The LMC is staffed with one Library Media Specialist (Librarian), and three Library Aides. The staff supervises and assists students in finding materials and information in the LMC. The Library Media specialists help students with research by providing tips and instruction to classes as needed.

Student volunteers are needed in the LMC each semester. A student may apply for a student assistant position at any time. Application considerations include: previous library experience, active use of the LMC, passing grades, willingness to learn, flexibility and positive attitude. Students may work on computer related tasks including the new LMC web page and PowerPoint presentations; library-specific tasks including processing new materials, checking materials in and out, shelving and delivering attendance sheets; clerical jobs including alphabetizing, keyboarding, typing, filing, collating etc.

#### **LIBRARY MEDIA CENTER PROCEDURES**

The LMC, including the computer lab, is open Monday through Thursday from 7:20 a.m. to 4:00 p.m. and Friday from 7:30 a.m. to 3:30 p.m. Students use the LMC with their classes, during study hall time and before and after school to work on research assignments, use reference materials read silently or use the computer lab. A pre-signed pass is required to use the LMC (including the computer lab). Students must arrive at the LMC before the bell and sign in at the desk for attendance.

Students may obtain a pre-signed pass from their teacher for assignments; these passes can be valid for the length of the project (up to a month, unless other arrangements are made). Students must not interrupt a class to obtain an LMC pass from a teacher.

Students who need to use the LMC for other needs such as reading, using computer lab, etc. must obtain a pre-signed pass from the LMC

staff. Pre-signed passes may be obtained before homeroom, after school, or at the end of a bell for later in the day or the next day.

At their discretion, teachers can also send students on a quick pass to the LMC to get materials and return to class or study hall. Students must have the pass signed by a LMC staff member before returning to class or study hall.

Students in study hall who discover they have an urgent need to use the LMC may ask their study hall teacher to call the LMC to see if the student can be accommodated for that bell.

There may be times when the LMC staff has to reluctantly limit numbers out of study halls (e.g., multiple classes)

Students are expected to work quietly and keep talking to a minimum; uphold seating guidelines (maximum 4 per table, 1 per study carrel, 2 per computer); leave reference area tables open for tutoring and students working alone; undertake group work only with permission of LMC staff; and return magazines, newspapers, books and other materials to designated areas after use.

To borrow library materials, a student must present his/her school ID and materials at the library desk. Students must return or renew materials on or before the due date to make them available for other users. They must take good care of materials; restitution for defaced, damaged or lost items is expected.

Inappropriate activities in the LMC include: talking loudly, eating, drinking, using personal CD or tape players, playing games, tipping chairs, writing on materials or furniture, etc.

Students who use the LMC inappropriately will be sent back to assigned classes or study halls and lose LMC privileges as follows: 1st. offense: 5 school days, 2nd. offense: 10 school days, 3rd. Offense: 25 school days and a white pass to the Main Office. Further disciplinary action may occur depending on the severity of the offense. Insubordination or talking back will increase student disciplinary action. When library privileges have been suspended students may still use the library before and after school for academic purposes and when accompanied by a teacher for a class.

Students who have questions or concerns about access and use of the LMC should contact a Library Media Specialist.

### **HEALTH CENTER**

The school nurse administers first aid. All injuries in school or on the way to and from school must be reported to the nurse within 24 hours. It is the student's responsibility to report any injury.

A student feeling ill is to ask his/her instructor or an administrator for written permission to see the nurse. **IT IS THE STUDENT'S RESPONSIBILITY TO SIGN THE DAILY SIGN-IN SHEET IN THE NURSE'S OFFICE AND RECORD THE TIME OF ARRIVAL.**

If the student's illness warrants it, the parent is called and the student may be sent home.

**STUDENTS WHO ARE ILL ARE NOT TO LEAVE SCHOOL GROUNDS WITHOUT REPORTING TO THE NURSE FIRST.**

IF THE NURSE IS UNAVAILABLE, THE STUDENT NEEDS TO GO TO THE MAIN OFFICE. Students who leave school grounds without reporting to the nurse or an administrator will face disciplinary action.

In case of serious injury or illness requiring medical care, the parent/guardian is notified immediately. (Please help the school by informing the district of any changes in phone numbers or addresses.) If you do not possess a phone, a relative or friend's telephone number will help.

All medication must be left with the nurse and taken under her/his supervision. **THE STUDENT WILL NEED BOTH WRITTEN PARENTAL AND PHYSICIAN'S PERMISSION TO TAKE ANY MEDICATION.** Please include the following in your note: the name of the drug, the dosage, the time and reason for taking the medication.

Students returning to school after a communicable disease are to report to the nurse before reporting to homeroom.

The nurse gives excuses from physical education classes in instances where a student is to be excused from part of the physical education program, upon advice of a physician, **A WRITTEN STATEMENT FROM THE PHYSICIAN IS REQUIRED LISTING RESTRICTIONS AND LENGTH OF TIME TO BE EXCUSED. THERE IS A MEDICAL FORM TO BE FILLED OUT BY THE STUDENT'S PHYSICIAN AND RETURNED TO THE NURSE AS SOON AS POSSIBLE.** Once this form is properly filled out and returned, the Guidance department and the Physical Education department can then be notified of the student's status so that more appropriate academic requirements can be made to suit the student's needs.

State Law requires that all students in the 10th grade as well as all new students must have a physical exam. The school's physician group can provide this. He/she also gives required sports physicals to all students participating in interscholastic sports.

These students are eligible to have the nurse fill out the medical certificate required for an application for working papers.

All students are screened yearly for vision, hearing, height, weight, and scoliosis. Complete immunization is required for school attendance.

The Health Office is meant to meet the medical needs of students. Any other use of the Health Office is inappropriate and will not be tolerated.

### **IMMUNIZATION REQUIREMENTS**

Public Health Law 2164 requires that all children entering and attending school be adequately immunized. **Beginning with the 1980-81 school year, children will be excluded from school if not properly immunized.**

**The requirements are as follows:**

Diphtheria/Tetanus/Pertussis (DTP/Td)-Immunization dates for 3 doses. Polio-Oral (Sabin, TOPV)-Immunization dates for 3 doses, or -Inactivated (Salk, IPV)-Immunization dates for 4 doses after 1968.

Measles- One dose administered on or after first birthday if born before 1/1/85. Receipt of two (2) doses of live measles vaccine, for anyone born after 1/1/85, the first dose given on or after the child's first birthday and the second on or after 15 months of age. The recommended interval between the first and second dose is three months. The second dose may be given as early as 30 days after the first dose, but not sooner than 30 days. A written physician statement stating that the child has had measles disease or serological evidence of measles immunity is acceptable.

Rubella-Immunization date for one dose of live vaccine after 12 months of age or-Blood test results showing immunity.

Mumps-Immunization date for one dose of live vaccine after 12 months of age or-Physician Statement of disease.

Hepatitis B- Three (3) doses if born on or after 1/1/93. Beginning 9/1/200, all students entering 7th grade must have the Hepatitis B series begun. (2 doses of adult Hepatitis B vaccine *Recombivax* for children 11-15 years old are acceptable.)

### **Guidelines For Incidents of Student Exposure**

When a student and/or students are involved in a blood/body fluid incident during school/school related activity, the following will occur:

1. Required first aid procedures will be administered to all wounds and exposed areas.
2. Student accident report will be completed by the school nurse and kept in the student's health record.

3. Parent/Guardian will be notified and advised to consult with their private physician regarding any further medical care that may be needed.
4. Notification of blood/body fluids incident form will be given to or mailed to parent/guardian.

Continued counseling for issues regarding blood/body fluid exposure will be obtained from student's private physician. HIV education will be taught within but limited to the New York State Health Education curriculum.

## **ACADEMIC INFORMATION**

### **COURSE CATALOG**

A course Catalog will be distributed to all students prior to registration and scheduling of classes. Extra copies of the Course Catalog are available in the Guidance Office.

### **STUDENT STATUS**

A student will be considered a senior only if that student is eligible for graduation in June or August of that school year. All full time students are required to carry a *minimum* of 5 units of credit plus physical education. Required, non-credit bearing courses, such as Academic Intervention Services course, cannot be used to meet the minimum units of credit requirement.

#### **Definition of Terms:**

Carnegie Unit- A unit of credit is earned when a student successfully completes any subject taken a minimum of five (5) days a week for a full year.

Sequence- A sequence is a three unit minimum specialization in any subject area other than English, Social Studies, or Physical Education. A five-unit sequence is a specialization in any subject other than Physical Education.

Electives- an elective is any subject chosen by a student, exclusive of required subjects, that may be credited toward graduation requirements and toward a sequence.

#### Exams and Academic Intervention Services

Any pupil taking a subject for whom G. Ray Bodley High School requires the taking of a Regents examination, who subsequently fails the Regents examination, will be placed in Academic Intervention Services (AIS) until such time as a passing score is achieved. A score

of 65 or higher is necessary for Regents credit. Refer to the competency requirement chart for local credit guidelines.

**FINAL GRADES**

In one-unit subjects, final grades are determined by using the four marking period grades and the final examination grade (Regents or final examination). In half unit subjects, use the two marking period grades twice and the final examination as 1/5 to determine the final mark.

Passing the final school examination by a pupil does not necessarily indicate that the pupil passes the course.

**REGENTS EXAMINATION COMPETENCY REQUIREMENTS**

Enter Grade 9	Expect to Grad.	ENGLISH	MATH	U.S. HISTORY	GLOBAL STUDIES	SCIENCE
2002 and beyond	2006 and beyond	English Regents with score of 65	Math Regents with score of 65	US History Regents 65	Global History Regents 65	Science Regents 65

**Reminder:** The course and exam requirements are determined by when a student first enters grade 9, not by the year the student is due to graduate or the year the student actually graduates.

**FINAL EXAMINATIONS/SUMMER SCHOOL ELIGIBILITY**

Pupils must complete their courses by taking a **final examination** (local or Regents) as per teacher’s requirement. **If a pupil does not take an examination, he/she is not eligible to enroll for summer school.**

**Students who fail to show up for the final exam (local or regents) will be reported as a no show and a zero will be averaged in with the quarter grades. Make-ups will not be given for local exams unless an absence is valid and verifiable.**

**REPORT CARDS**

The high school employs a ten-week marking period with report cards issued four times during the school year, November, February, April and June.

**PROGRESS REPORTS**

Progress reports are distributed to students in homeroom at the five-week intervals before the report cards are issued. Parent-teacher conferences may be arranged at this time through guidance services.

### **HONOR ROLL**

Pupils must carry at least an honor point average of 84.5% in a minimum of 5 subjects in order to be eligible for the honor roll.

### **HIGH HONOR ROLL**

Pupils must carry at least a high honor point average of 89.5% in a minimum of 5 subjects in order to be eligible for the high honor roll.

### **HOMEWORK**

Homework is recognized and encouraged as an extremely valuable activity and as an appropriate extension of classroom instruction. Homework provides excellent opportunities for developing good study habits, providing for individual differences and abilities, and encouraging self-initiative on the part of the student.

The Fulton Board of Education believes that parental involvement in students' homework is essential to making homework an integral part of their educational program. Parents are expected to encourage and monitor homework assignments and, to the extent possible, provide good working conditions at home, but must refrain from doing the work for their child. (Policy #4730)

### **COLLEGE COURSES SUPPLANTING HIGH SCHOOL COURSES**

It is the philosophy of G. Ray Bodley High School that courses offered at GRB should be taken in that setting. Accordingly, only under very exceptional and compelling circumstances will a student be allowed to use college courses to fulfill high school graduation requirements. Should such circumstance arise, that student will meet with the Building Principal and that student's guidance counselor prior to scheduling that student for course work.

### **DROPPING A COURSE**

If a student drops a course within five school days after the midpoint report card, he/she will not be penalized and a drop will not appear on their permanent record. If a student is passing a course and drops it after the midpoint deadline, a drop will appear on their permanent record. If a student is failing a course and drops it after the midpoint deadline, a drop/fail (D/F) will appear on their permanent record along with a final failing average calculation. The High School principal will make the final determination regarding a student dropping a course of study.

### **SENIOR NOT IN GOOD STANDINGS (SNIGS)**

Any senior with an average of 72 or below in a course required for graduation, will be considered a senior not in good standing. The student will receive notification by an administrator and a form letter will be sent to his/her parent/guardian.

### **ANNUAL NOTICE OF RIGHTS OF ACCESS TO EDUCATION RECORDS**

This is to advise you of your rights with respect to the school records of (your son)(your daughter)(you) pursuant to the Family Educational Rights and Privacy Act 1974(FERPA).

Parents or students 18 years or older (eligible students) have a right to inspect and review any and all official records, files and data directly related to the student's education, including all material that is incorporated into each student's school records. Requests shall be made in writing to the Building principal. Upon receipt of the request, arrangements shall be made to provide access to such records within a reasonable period of time, but in no case, more than 45 days after the request has been received. The school may charge a reasonable fee for copies.

Parents or eligible students have a right to request that the school correct records that they believe to be inaccurate or misleading. Such a request should be addressed, in writing, to the Building principal, and identify clearly the record to be changed, and specify why it is inaccurate or misleading. If the Building Principal decides not to amend the record as requested, the parent or eligible student will be notified of the decision and advised of their right to a hearing regarding the request for amendment, and the procedures concerning the hearing process. After the hearing, if the district still decides not to amend the record, the parent or eligible student has the right to place a statement with the record commenting on the contested information in the record.

As a general rule, student records, and any material contained therein which is personally identifiable, are confidential and may not be released or made available to persons other than the parents or eligible students without the written consent of such parents or students. There are, however, a number of exceptions to this rule, including the release of student records to other school employees and officials, and certain State and Federal officials, who have a legitimate educational need for access to such records without the consent of the parent/guardian or eligible student to officials of other agencies or institutions in which the student intends to enroll. Policy# 5500-E.1

**News Line**  
472-2111

Principal-7206  
Student Senate-7215

Athletics-7192

Individual instructors make HOMEWORK and OTHER HOTLINE NUMBERS available to students.

**Fulton City School District  
School-Parent Compact**

School Name: G. Ray Bodley High School

The school and parents working cooperatively to provide for the successful education of the children agree:

**The School agrees**

To offer an annual meeting for Title I parents to inform them of the Title I program and their right to be involved. The meeting will be offered by school Title I staff during school's Open House night.

To actively involve parents in planning, reviewing and improving the Title I programs and the parental involvement policy.

To provide parents with timely information about all programs.

To provide performance profiles and individual student assessment results for each child and other pertinent individual and school district education information.

To provide high quality curriculum and instruction.

To deal with communication issues between teachers and parents through:

- parent-teacher conferences at least annually.
- frequent reports to parents on their children's progress.
- reasonable access to staff.
- opportunities to volunteer and participate in their child's class and observation of classroom activities.

To assure that parents may participate in professional development activities if the school determines that it is appropriate, i.e. literacy classes, workshops on reading strategies.

### **The Parent/Guardian agrees**

To become involved in developing, implementing, evaluating, and revising the school parent-involvement policy.

To use or ask for technical assistance training that the local education authority or school may offer on child rearing practices and teaching and learning strategies.

To work with our child/children on their schoolwork.

Read for 15 to 30 minutes per day to K through 1<sup>st</sup> grade.

Listen to grade 2 and 3 read for 15 to 30 minutes per day.

Set aside 30 minutes per day for grades 4, 5, and 6 students to read daily on their own.

Set aside home work time for students at all grade levels.

To monitor our child/children's:

attendance at school.

homework.

television watching.

To share the responsibility for improved student achievement.

To communicate with our child/children's teachers about their educational needs.

To ask parent and parent groups to provide information to the school on what type of training or assistance they would like and/or need to help them be more effective in assisting your child/children in the educational process.

### **Student Directory Information**

Dear Parent / Guardian of a G. Ray Bodley High School Student:

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that the Fulton School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Fulton School District may disclose appropriately designated "directory information" without written consent, unless you

have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Fulton School District to include this type of information from your child's education records in certain school publications.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, colleges and universities, military recruiters, the media, and prospective employers.

The Fulton School District has designated the following information as "Student Directory Information" for students in grades pre-kindergarten through twelfth grade: the student's name, name of the student's parent or guardian, school currently attending, grade in school, participation in officially recognized activities and sports, awards received, a student's works (written or otherwise), photographs including the student, and video and/or audio clips of students. "Student Directory Information" for students in grades nine through twelve includes the following additional information: the student's address, electronic mail address, telephone listing, date and place of birth, major field of study, weight and height of members of athletic teams, dates of attendance, the most recent previous educational institution attended by the student.

Examples of publications that may contain Directory Information include, but are not limited to, the following:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- The Fulton School District Web site;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for football, showing weight and height of team members.

If you do **not** want the Fulton School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing within 20 days, i.e., by \_\_\_\_\_. You may use the attached form to provide such notification.

Reservation of Consent for the Release of Certain Student Information  
Under the  
**Family Educational Rights and Privacy Act (FERPA)**

Please do **not** release directory information pertaining to the following student:

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**Name of Student (Please Print)**

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**Parent/Guardian Signature**

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**Date**

If you do not want to release information as outlined in the accompanying letter, please return this form to the G. Ray Bodley Main Office by \_\_\_\_\_.

**COMPUTER-ASSISTED INSTRUCTION**

**Fulton City School District**

**Electronic Information Resources Acceptable Use Policy**

The Board of Education supports access by students to rich information resources. Telecommunications, electronic information and networked services open classrooms to a broad array of resources. Electronic information research skills are now fundamental to preparation of citizens and future employees during an Information Age. The Board expects that staff will blend thoughtful use of such information throughout the curriculum and that the staff will provide guidance and instruction to students in the appropriate use of such resources. Students in Fulton will use these resources to participate in learning activities; to ask questions and consult with experts; to communicate with other students and Internet users throughout the world; to explore thousands of libraries, databases, and electronic bulletin boards; and to locate material to meet their educational information needs.

Students and their parents/guardians will be notified of students' responsibilities when using electronic information resources. The Board of Education advises students and their parents/guardians that they should be aware of the individual student's responsibility to use electronic information resources in an ethical and educational manner.

The Board of Education expects that the students and staff will hold themselves to the highest standards for conduct when using electronic information resources. The Student Rights and Responsibilities as stated in Board Policy 5311 applies to conduct while accessing electronic information resources.

The Board of Education directs that concerns about electronic information resources will be handled the same way that concerns about other educational resources are now handled and policies now dealing with other educational resources also pertain to electronic information resources.

## **Regulation 4526.1R2**

### **Fulton City School District Electronic Information Resources Acceptable Use Policy Secondary Student Regulation**

#### **1. Definition and Purpose.**

Electronic information resources form a global information infrastructure used by educators, businesses, the government, the military, and organizations. In school and libraries, electronic information resources can be used to educate and inform. As such, electronic information resources are similar to books, magazines, video, CD-ROM, and other information sources.

Students in Fulton shall use electronic information resources to participate in learning activities; to ask questions and consult with experts; to communicate with other students and electronic information resource users throughout the world; to explore thousands of libraries, databases, and electronic bulletin boards; and to locate material to meet their educational information needs. Parents/guardians need to be warned that some materials accessible via electronic information resources may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. While the intent is to make access to electronic information resources available to further educational goals and objectives, students may find ways to access other materials as well. All educators have a professional responsibility to work together to help students develop the skills needed to appropriately use electronic information resources as educational tools. Students and staff shall receive instruction on the aspects of security and ethics involved in accessing electronic information resources.

We believe that the advantages to students from access to electronic information resources and the opportunities for collaboration exceed the disadvantages. Fulton educators shall take an active role in making students and their parents aware of the individual student's responsibility to use electronic information resources in an ethical and educational manner. Ultimately, however, the parents and guardians of minors are responsible for conveying the standards that their children should follow when using media and information sources.

Fulton City School District provides access to electronic mail and the Internet for educational purposes. Every effort is made to maintain the integrity of the system but at times users may experience errors or interruptions in service while accessing the district networks. The district is not liable for any losses or damages resulting in corrupted data or inability to access data. Precautions are taken to protect networked computers from viruses however the district does not guarantee that media brought out of the district are virus free and is not liable for any delays or damages caused by them.

Concerns about electronic information resources shall be handled the same way that concerns about other educational resources are now handled and policies now dealing with other educational resources also pertain to electronic information resources. (Board of Education Policy 4513, Library Materials Selection and Adoption)

## **2. Rules and Responsibilities.**

The Fulton City School District provides electronic information resources to be used as an instructional tool. It is expected that all electronic resources on our network will be used in a responsible, efficient, ethical, and legal manner. Inappropriate use may result in denial of access to these electronic information resources. Students shall be instructed as to appropriate use of electronic information resources (including but not limited to, use of e-mail, the World Wide Web, etc.). The system administrators shall determine what is, and is not, appropriate use thereof. All electronic information resource users are expected to abide by the generally accepted rules of computer and network etiquette. The following guidelines are to be followed by all District students:

- Be polite. Use appropriate language. Do not swear, use vulgarities, harass others, or send or display anything offensive.
- Do not access or display materials that are profane or obscene or

condone violence or discriminate toward other people or other inappropriate material.

- Practice on-line safety. Do not reveal any personal information without authorization including last name, addresses or telephone number when using e-mail, chat rooms or other forms of direct electronic communication. Do not publish another person's name, phone number, address or e-mail address. All communications on the network are considered published material.
- Use only the e-mail program that is authorized and has been set-up by the district for student use. The use of Free Mail or Internet Service Provider Mail (e.g. AOL, Yahoo, Hot Mail) is prohibited.
- The use of chat rooms is limited to teacher directed activities on educational sites that use ID's and passwords or other means to control access. The use of chat software such as AOL Instant Messenger, Yahoo Chat, MSN Chat, MS Messenger and ICQ is prohibited.
- Do not have any expectation of privacy with regard to any information stored on the network. People who operate the system have access to all files and e-mail. Messages relating to or in support of illegal activities shall be reported to the authorities and you may be liable for civil and criminal consequences.
- The use of streaming audio and video places huge demands on network resources and should be used with discretion. Please use streaming audio and video in a responsible manner and not in a frivolous manner that wastes network resources (bandwidth, storage space, etc.). Students should access, download and store video and audio files with their teacher's permission only.
- Treat the equipment with respect. Make sure no computer equipment or software is harmed or has its effective use impaired.
- Only access the network using your own ID/password, do not share it with others. Make sure you log off completely when you leave the computer. You are responsible if someone-else gains access to the network through your ID/password.
- Do not attempt to bypass any network security measures. Accessing the district network from outside, using a remote access program such as PC Anywhere or Virtual PC, is prohibited.
- Respect other users. Do not trespass or make changes in another's folders, work or files.
- Follow copyright laws.
- Take precautions not to spread computer viruses.
- Request or distribute material appropriately. Do not send chain letters or print documents without permission.

- Use the district's computer resources for educational, not personal, commercial, or other inappropriate purposes. (This includes personal e-mail.) Unauthorized software and/or files may be removed without notice.
- Any items you produce shall not be posted on electronic information resources without your permission. If permission is granted, items shall be considered fair use and available to the public.
- Ask for help if you are unsure of what to do in an application.

### **3. Penalties.**

Users are expected to follow the rules listed in the guidelines. A user who commits an act of misconduct whether or not it is listed may also be subject to disciplinary action and/or legal action.

Staff intervention strategies such as teacher/student conferences, auxiliary staff/student intervention and teacher/parent contacts are to be made for acceptable use policy violations when referring for administrative action. Any or all of the following intervention strategies and disciplinary actions may be used by administrators, and are not limited to:

#### Minimum Actions

- Administrative/student conference or reprimand.

#### Additional Actions as Deemed Appropriate

- Required to seek additional assistance in learning proper procedures before user is allowed to continue the use of the computer equipment.
- Administrator/parent contact.
- Referrals and conferences involving various support staff or agencies.
- Development of behavioral contracts.
- Confiscation of inappropriate item(s).
- Responsibility for costs and damages incurred.
- Denial of participation in class and/or school activities.
- Denial of access to electronic information networks, or use of all computer equipment and network resources for a period of time to be determined by the administrator after consideration of the offense (generally 3-5 days).
- In-school suspension from one (1) to five (5) days.

- Out of school suspension from one (1) to five (5) days.
- Superintendent's hearing.
- Referral to appropriate civil/law enforcement agencies.
- Student may be liable for civil and criminal consequences.

#### **4. Student Agreement.**

Student last name, first name: \_\_\_\_\_

Teacher name: \_\_\_\_\_

I have read the Electronic Information Resources Acceptable Use Policy. I shall follow the rules. If I do not follow the rules, I understand that disciplinary actions shall be taken.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Rewritten: May 25, 2005

### **RULES AND REGULATIONS**

#### **STUDENT RESPONSIBILITIES AND DAILY CONDUCT**

The administration and faculty of G. Ray Bodley High School recognize that all students have certain rights. Students are also granted certain privileges including attendance at school functions, participation in extra curricular activities, field trips, work release, and if available, student parking.

Students should be aware that many of these rights and all of these privileges are dependent upon the proper execution of their responsibilities as citizens of G. Ray Bodley High School. These student responsibilities are:

- to attend school and all scheduled classes.
- to complete course requirements in each class including out of class assignments.
- to obey all rules and regulations of the school.
- to cooperate with the school administration and teachers maintaining discipline in and on school grounds as well as at other school sponsored activities.
- to respect the property and grounds of the high school at all times.
- to maintain good conduct on all school buses (regular transportation, BOCES and at all other school sponsored activities).
- to dress appropriately for the school setting.

### **PUBLIC CONDUCT ON SCHOOL PROPERTY**

Fulton School District expects a high standard of conduct from its students, faculty and support staff, as well as visitors to the schools. The school will enforce a code of conduct that governs the conduct of all persons, whether or not their presence is authorized, upon any premises or property under the control of the district and used in its teaching, administrative, cultural, recreational, athletic and other programs and activities. Policy #1520

No person, either alone or with others, shall:

1. willfully injure any other person or threaten to do so.
2. willfully damage or remove district property.
3. disrupt the orderly conduct of classes, school programs or other school activities.
4. distribute or wear materials on school grounds which appear obscene, which advocate illegal action, discriminate against race, nationality or religion, appear libelous, disruptive to the school program or obstruct the rights of others.
5. intimidate, harass or discriminate against any person on the basis of race, color, religion, sex, age or disability;
6. enter upon any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
7. obstruct the free movement of any person in any place to which these rules apply.
8. violate the traffic laws, parking regulations or other restrictions on vehicles.
9. possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances, or be under the influence of either on school property or any school related function.
10. possess or use firearms and/or other weapon, including air guns, pistols, rifles, shotguns, ammunition, explosives, box cutters, knives, gas canisters, pepper spray or other noxious spray in or on school property (except in the case of law enforcement officers or except as specifically authorized by the school district).
11. loiter on or about school buildings or grounds.
12. gamble on school premises.
13. refuse to comply with any lawful order of an identifiable school district official acting in the performance of his/her duties.
14. willfully incite others to commit any of the acts herein prohibited; and/or violate any Federal or State statute, local ordinance or Board policy.

## **Attendance Regulations**

### Attendance Rules for Students:

Each student must be in attendance a minimum of ninety percent (90%) of the total number of days a course is in session during the academic year in order to receive credit for a semester and full year course subjects.

The ninety percent (90%) rule of attendance means that: (1) In a full year, one credit course, a student must not be absent more than eighteen (18) days during the entire course; (2) In a half year (½) credit course, a student must not be absent more than nine (9) days during the entire course if credit is to be earned by the student; (3) In a full year course with a lab, a student must not accumulate a combined total of more than twenty-seven (27) days absence during the entire course if credit is to be earned by the student.

Absences are considered as non-attendance in a class for ANY REASON. This attendance regulation does not distinguish between excused and unexcused absences, as outlined in the New York State Education Department's regulations concerning attendance. If, however, cancellation of a class (es) should result due to the School District's cancellation, (i.e.: inclement weather, emergency closings) this would not count against a student's attendance.

A legal excuse written by a parent or guardian is required of all students who are late, have been absent or who wish to leave school early.

PLEASE NOTE: Neither a physician's excuse nor a parent/guardian's excuse will negate a day of absence.

Parent(s)/Guardian(s) should phone the Attendance Office (593-5405) in the morning when their child is going to be absent from school. For those who do not notify us, an effort will be made to contact the parent/guardian to let him/ her know that the student is not in attendance that day. This phone call will be made to the home or place of employment of the parent/guardian.

For short-term absences (fewer than ten consecutive school days), the student will have the opportunity to make up class work and/or class time as determined by the individual teacher.

For long-term absences (10 or more consecutive days) due to illness or incarceration, the parent should contact the school to arrange for homebound tutoring. When a student is receiving homebound tutoring, the student is considered to be in attendance at school.

As stated in Board Policy 4760, students will be permitted the opportunity for make up work. Students will be allowed to make up work within two (2) weeks of their return as determined by the

individual teacher. Students whose misconduct is directly related to their academic performance (i.e., plagiarism) will be denied the opportunity to make up work. Where students do successfully make up work, academic credit will be awarded. The absence will remain on the student's record, but consequences will not apply if work is made up and documented by teacher.

#### Consequences for Poor Attendance

Any student who is absent in excess of ten percent (10%) of the total number of class periods in a given semester or full year course/subject and fails to make up academic work missed will not receive credit for that particular course/subject. If a student fails to maintain ninety percent (90%) attendance of the total number of days a course is in session the student may not sit for a final exam. If a student does not complete his/her course and take a final exam, the student will not be eligible for summer school.

#### Notification Requirements

Parent(s)/Guardian(s) will receive notification by phone/mail from the school when their student has accumulated three (3) absences in a semester course/subject, and/or five (5) absences in a full-year course/subject. Such notification will include a clear explanation of the penalty for exceeding 10% of the total number of days the class/subject is in session.

When a student accumulates nine (9) absences in a full year course or five (5) absences in a semester course, the student shall be considered to have a serious attendance problem; therefore, a second notification will be made to the student's parent(s)/guardian(s) and the student will be given a copy of the letter in homeroom. A phone call will also be made to the parent/guardian.

When a student accumulates thirteen (13) absences in a full-year course/subject or seven (7) absences in a semester course/subject, he/she is considered to be in imminent danger of not receiving credit for that course/subject. A third notice will be sent to the student's parents/guardians to inform them of the student's standing and requiring a conference with the parent/guardian, student and their counselor/administrator. The administrator in charge of enforcing the Board attendance policy will discuss the attendance problem with the student and his/her parents/guardians (if they so desire) and will inform the student of the consequences of excessive absences.

When a student accumulates nineteen (19) absences for a full-year course/subject or ten (10) for a semester course/subject, the administrator in charge of enforcing the Board attendance policy will

notify the student personally and their parents/guardians by mail that the student has lost credit for the class.

#### Appeal Process

When a student is notified that their absences exceed ten percent (10%) of the total number of class periods in a given class/subject, the student or his/her parent(s)/guardian(s) may request that the case be reviewed by the Attendance Regulation Appeals Committee. This committee consists of an administrator, a counselor and three teachers. The building principal shall render a decision within one (1) week of receipt of the appeal. If the appeal is denied, this decision may be appealed to the Superintendent of Schools, who shall render a decision within one (1) week of the receipt of the appeal. The Superintendent's decision shall be appealed directly to the Board of Education.

According to New York State Education Law, all children between the ages of 6 and 16\* must be in attendance at school at all times during when school is in session. (\*When a student turns 16 after July 1, that student must still attend school on a regular basis. For example, a student who has his/her sixteenth birthday in November 2005 would be required to finish that academic school year of 2005-2006.)

Attendance in school is an essential component of any academic career. Students who attend classes on a regular basis perform better academically than those who do not attend school. When a student does not attend school this student misses valuable instructional time that may never be recovered. The Fulton City School District encourages every student to attend school.

#### **ATTENDANCE/ABSENCE EXCUSE PROCEDURE**

**When a student is tardy or absent from school, the parent or guardian must phone the Attendance Office (593-5428) at any time prior to 8:30 a.m. on the day of absence.** An answering machine will be used in daily contact with parents whose students are absent. When calling, please give the following information: the student's full name, reason for the absence and date of absence.

**Upon returning to school after an absence from school, students must present a written excuse containing the student's *full name, the date(s) absent, the reason for absence, and the signature of parent/guardian* to the Homeroom teacher. Failure to bring in an excuse on the first day returning or the very next day will result in the student receiving notification from the HR teacher. Failure to return an excuse after that notification will result in the absence being coded illegal. When a student is being excused early from**

**school, he/she must bring an excuse to the Attendance Office before 7:35 a.m.**

If a parent wishes to excuse his/her student during the school day, the parent/guardian must call the attendance office at 593-5405 first and then come into the Main Office to pick the student up.

**STUDENTS MAY NOT SIMPLY LEAVE SCHOOL GROUNDS FOR ANY EXCUSE**, even after speaking with his/her parent / guardian and receiving permission. This student **MUST REPORT** to the Main Office to be released. Failure to follow the above procedures will result in administrative disciplinary action.

**EARLY DISMISSAL**

A student who is to be excused before the end of the school day needs to bring a written excuse from home. This excuse should contain the name of the student, the date, the reason, and parent/guardian signature. The excuse is to be taken to the Attendance Office before 7:35 a.m., and a yellow excuse slip will be issued to the student. The student, if leaving during a bell, should show the excuse to their instructor prior to the start of class. This student should then report back to the office to tell the attendance secretary that he/she is now leaving.

**TARDY SLIPS**

The tardy bell rings at the start of homeroom, and students not in their homeroom at that time are late to school. Tardy students must report immediately to the Attendance Office, give excuses, and receive Tardy Slips that admit them back to their homerooms or classes.

**HOMEROOM**

Homeroom serves two basic purposes: it allows attendance to be accurately taken and allows important announcements to be made. Therefore, homeroom period **must** remain quiet during announcements. During homeroom and in between bells students are called to the office for any number of reasons. These students should take an available seat and refrain from talking. **Failure to remain quiet and courteous in homeroom and in the office will result in disciplinary action.**

**TOBACCO USE Policy # 1530**

The Board of Education recognizes the health hazards associated with smoking as well as all other forms of tobacco use and, therefore,

supports the elimination of the use of all forms of tobacco products in school buildings, school buses and/or school property.

Notwithstanding the provisions of any other law, rule or regulation, **no person** shall use tobacco on school grounds. Further, the Board of Education prohibits students from possessing any tobacco or related paraphernalia in school buildings, school buses and/or school property.

**ENFORCEMENT PROCEDURE OF TOBACCO USE POLICY  
FOR STUDENTS:**

1. Smoking or use of other tobacco products is not permitted during, immediately preceding or immediately following school hours on any school grounds or vehicles.
2. Administrators, teachers and all other school employees shall make a valid effort to eliminate all tobacco use by students in school buildings and on school property during, preceding and following school hours.
3. **Students who ride buses to and from school may not leave school grounds after arrival of the bus in the morning or before its departure at dismissal for the purpose of using tobacco.** Any student using tobacco under these circumstances shall be considered in violation of Board of Education policy to the same degree as if they were on school property.
4. Tobacco use is not permitted on school or BOCES buses at any time. Bus drivers will report incidents of tobacco use on buses to administration.
5. Any teacher or other school employee who discovers a student using tobacco as prohibited above must report such incidents to the administration.
6. Students are not permitted to carry any tobacco products or paraphernalia (e.g. lighters, matches, etc.) with them on school grounds. Such items will be confiscated and appropriate disciplinary action will occur. (It will be the assumption of the administration that if students carry such products they intend to use them.)

**PENALTIES FOR VIOLATIONS OF THE  
TOBACCO USE POLICY:**

1. *FIRST OFFENSE*-A parent conference with an administrator is held to seek a solution to the tobacco use problem and establish a measure to prevent another occurrence of use on school property. The student will be placed on In School Suspension for up to 2 days.

2. *SECOND OFFENSE*- a parent conference with an administrator and guidance counselor is held in a further effort to eliminate the student's disregard for New York State Public Health and Education Policy. The student will be given up to 2 days Out of School Suspension.

3. *THIRD OFFENSE*- a conference with an administrator, guidance counselor and parent will occur again. In addition the student will be brought to an informal hearing with the Superintendent or his/her designee. The student will be placed on Out of School Suspension for up to 3 days. Further infractions of this policy may result in the student being suspended for five days to a Superintendent's Hearing.

### **DRUG AND ALCOHOL POLICY 5312.1**

**Adopted July 12, 1994**

The Board of Education is committed to the prevention of alcohol and other substance use/abuse. This policy describes the philosophy of the district and the program elements the district will use to promote healthy life styles for its students and to inhibit the use/abuse of alcohol and other substances.

No students may use, possess, sell, or distribute alcohol or any other substances, nor may use or possess drug paraphernalia, on school grounds or at school-sponsored events, except drugs as prescribed by a physician. The term "alcohol and/or other substances" shall be construed throughout this policy to refer to the use of all substances including, but not limited to, alcohol, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike, and substances commonly referred to as "designer drugs." The inappropriate use of prescription and over-the-counter drugs shall also be prohibited.

Any student exhibiting behavior, or conduct, or personal physical characteristics indicative of having used or consumed alcohol and/or other substances, or any student who school personnel have reasonable grounds to suspect has used alcohol and/or other substances shall be prohibited from entering school grounds or school-sponsored events.

In order to educate students on the dangers associated with substance abuse, the health education curriculum shall include instruction concerning drug abuse for grades K-12.

Any staff member observing alcohol/drug possession or usage by students shall report the incident immediately to the Superintendent of Schools or his/her designee. The Superintendent or his/her designee shall then seek immediate action. Any alcohol/drugs found shall be confiscated immediately, followed by notification of the parent(s)/guardian(s) of student(s) involved and the appropriate

disciplinary action taken, up to and including permanent suspension and referral for prosecution. In its effort to maintain a drug-free environment, the district shall cooperate to the fullest extent possible with Local, State and/or Federal law enforcement agencies.

The district will use the following principles as guides for the development of its substance use/abuse prevention efforts and for any disciplinary measures related to alcohol and other substances:

- \* Alcohol and other substance use/abuse are preventable and treatable.
- \* Alcohol and other substance use/abuse inhibit the district from carrying out its central mission of education students.
- \* The behavior of the Board, the administration, and all school staff employees should model the behavior asked of the students.
- \* While the district must assume a leadership role in alcohol and other substance use/abuse prevention, this goal will be accomplished, only through collaborative, coordinated efforts with parents, students, staff, and the community as a whole.

#### **USE OF DRUGS ON SCHOOL PROPERTY**

When any pupil is found by a school employee to be either

1. *Administering* drugs, including alcohol, to him/herself or *admitting to be under the influence* of drugs, including alcohol, or;
2. *Distributing or selling* drugs, including alcohol, or;
3. *Medically suspected* of being under the influence of drugs, including alcohol, the school employee should notify administration immediately. The administrator in conjunction with the school nurse will determine the appropriate medical action to be taken. Treated as a medical problem, the procedure for temporary medical exemption shall be followed. If it is diagnosed the student is in fact under the influence of drugs, including alcohol, the pupil:
  - A. Shall be suspended from school for a period not to exceed five (5) academic days by the school principal.
  - B. Shall have his or her parents/guardians contacted for an immediate conference and the police shall be notified.
  - C. May be referred to the Superintendent of Schools under Education Law 3214.
  - D. Shall be referred to the school's designated counselor for evaluation and possible referral to appropriate schools and/or agencies for rehabilitation.

**REGULATIONS IN SPECIFIC AREAS**  
**STUDENT CONDUCT ON SCHOOL BUSES REGULATIONS**  
**Policy # 8414.3 and 8414.3-R**

The Fulton Board of Education believes it is crucial for students to behave appropriately while riding on district buses, to ensure their safety, that of other passengers, and the fewest possible distractions for bus drivers.

**Students who become serious disciplinary problems on a bus may have their riding privileges suspended.** In such cases, the parents/guardians of the student will be responsible for seeing that their children get to and from school safely. Any such suspension shall be in accordance with the provisions of Educational Law.

Students shall:

1. Be on time for the bus, but should not arrive at the stop earlier than ten minutes before the time at which the bus usually arrives.
2. Not allow younger children who are not yet attending school to accompany them to the bus stop.
3. Observe all safety precautions while waiting for the bus, including:
  - A. Not playing, or obstructing roadways;
  - B. Not crossing streets if possible;
  - C. Looking both ways before crossing;
  - D. Not pushing, pulling or chasing other students; and
  - E. Not trespassing on private property.
4. Line up at least six feet off the road and only approach the bus after it has completely stopped and the bus driver has opened the door;
5. Get on the bus quickly and be seated at once. If no seats are available, the student shall proceed to the rear of the bus, remain standing in the middle aisle, and grab a seat bar firmly before the bus begins to move;
6. Listen carefully and obey directions issued by the driver;
7. Not eat food on the bus;
8. Be allowed to carry items that can be held on the student's lap;
9. Not extend arms or other parts of body out the windows;
10. Not change seats while the bus is moving;
11. Not shout or make other excessive noise, including the use of stereo systems, that may distract the driver;
12. Help keep the bus clean and sanitary;
13. Be courteous to other students;
14. Remain seated on the bus until arrival at school or home bus stop;
15. **Not use any tobacco products, drugs, including alcohol, nor transport same;**

16. Not transport animals;
17. Not transport weapons of any sort (including squirt guns);
18. Not throw articles (snowballs, eggs, water balloons, etc.) on, at, or in the vicinity of the school bus or bus stop.
19. Depart the bus quickly in a courteous manner and, if a street must be crossed, walk in front of the bus at a distance of at least 10 feet from the front of the school bus.

#### **PHYSICAL EDUCATION CLASSES/REGULATIONS**

1. In order to receive credit for P.E., a student must wear appropriate attire. Tied sneakers, T-shirt, and shorts, warm-ups or sweats are acceptable.
2. You must dress and participate in the appropriate number of class sessions in accordance with the school attendance policy to receive a passing grade. Class make-ups will require written assignments or attendance in another approved P.E. class within 2 weeks from the date of a student's return to class.
3. Each time a student accumulates three instances of tardiness he/she will be required to complete a make-up assignment.
4. **Unprepared, First time-Warning; Second time-White Pass to Office, and a letter is sent home; Third time-Detention.** Every time a student is unprepared for P.E. after the third time, he/she will receive a detention or further disciplinary action.
5. Legal excuses to be honored must be written by a doctor, school nurse or parent. **Medical excuse for more than 2 weeks will require a change in schedule with the student placed on a P.E. contract. A student should notify his/her P.E. teacher if you have any physical conditions or limitations affecting regular P.E. Participation. Such notes must be brought to the school nurse.**
6. Any student on a physical education contract must meet with his/her P.E. teacher on a regular basis to verify completion of contract for credit approval.
7. All P.E. related injuries must be reported to your instructor immediately.
8. Only appropriate footwear is to be worn on the gym floor. Shoes are not permitted.
9. Be conscious of certain hairstyles that may impede another's performance or constitute a safety hazard.
10. Wearing jewelry is restricted during P.E. class.
11. Gum chewing during class is prohibited.

12. Extra students are not allowed in the P.E. class. Only scheduled students are to be in the locker room or gym unless otherwise specified by the P.E. teacher.
13. The team room, training room and cage will be locked during the school day. Athletes must keep P.E. equipment in their P.E. lockers. Equipment or uniforms issued to athletes are never to be worn to P.E. class.
14. Do not abuse the equipment. Keep the locker room clean; food and beverages are not allowed in the gym or locker room.
15. All clothing, books and personal belongings are to be kept in the pupil's locker. Make sure the locker is secured. Students should not give their locker combination to any one else. Lockers and P.E. clothing are not to be shared for reasons of hygiene. The school is not responsible for lost or stolen clothing or accessories.
16. Large amounts of money and valuables should not be stored in physical education lockers.
17. A \$3.00 deposit on P.E. locks is required. The deposit will be returned when the lock is turned in at the end of the school year. No personal locks are allowed on P.E. lockers and may be cut off.
18. Students are to remain in the gym area until the bell rings.
19. Any student found in the locker room, storage area, or team rooms while classes are in session will be considered an unsupervised student and therefore subject to disciplinary actions.
20. Good manners and self-control are expected at all times; demonstrate responsibility.

#### **STUDY HALL**

Study hall is an assigned class and as such, attendance will be enforced.

**A study hall is to be used to do class assignments.**

For the benefit of all, the following rules are in effect:

1. The study hall is to be quiet and students are expected to have study material with them when the bell rings.
2. Students are to raise their hands for permission to speak, and there is to be no sitting together for the specific purpose of conversing.
3. Only one pupil may sign out to go to the lavatory at a time.
4. **No student may leave study hall to work with a teacher unless the student has a pre-approved pass from that instructor to do so. (This includes P.E. or Band.)**
5. **Students planning to use the library, guidance office, nurse's office, etc., are to report directly to that location and sign in on the proper form.**

6. **No electronic equipment or playing cards** may be used in study halls.
7. Place material to be discarded in waste paper baskets.
8. At the end of the period a student needs to leave his/her area in good condition for the next person to use.
9. Food and beverages are not permitted in study halls.

### **CAFETERIA BEHAVIOR**

**Expectations:** All school rules and policy as written in the student handbook apply to the cafeteria area.

1. **Students are not to leave school grounds for lunch**, refer to page 10, #1.
2. Please enter the lunch line through the designated door.
3. Students may be in the following areas only:
  - a. Cafeteria
  - b. **The roof, the woods by the lake, parking lots or leaving school grounds are prohibited areas at all times.**
  - c. Other selected areas by **pre-signed pass** only. (Passes will not be given to lockers and lavatories from the cafeteria.)
4. Students should proceed through the cafeteria line without disruption.
5. All leftovers and rubbish will be put in their proper receptacles, and trays / dishes returned to the proper area.
6. Noise level should be maintained at a conversational level.
7. Teachers, supervisors, administrators, monitors, kitchen staff and students will be treated with respect.
8. All problems or questions will be directed to an adult in charge in the cafeteria.
9. **ABSOLUTELY NO THROWING OF ANY OBJECTS.**
10. Disciplinary action:  
Up to 3 days ISS and/or loss of privileges.

### **DISCIPLINE CODE**

The purpose of this Discipline Code is to provide guidelines so that students, parents, and teachers will know what behavior is unacceptable as well as the consequences for such behavior. The listing of infractions and the penalties will assure the consistent application of the code throughout the school and the fair treatment of students. The Discipline Code is applicable to all students in the school building and on school grounds during and after school hours, on school buses, and at all school sponsored activities, including all away scholastic meets, class outings and field trips.

**Office detention is held Monday - Thursday from 2:35 until 4:00 p.m., and is supervised.** Transportation is provided for students serving office detention. Students will generally be given one-day advance notice before they have to serve detention.

**Work and baby-sitting will not be accepted as excuses for not serving detention assigned.** Additional detention will be assigned if this occurs. In addition to office detention, teachers may also hold detention in their rooms and supervise that detention. The same rules that are in effect for office detention apply to teacher assigned detention rooms. Students are to bring study materials with them and are expected to be quiet and cooperative. Failure to do so will result in exclusion from detention and reassignment for additional nights detention or suspension. Failure to report to a teacher assigned detention will result in two office detentions.

#### **WHITE REFERRAL SLIPS**

White Referral slips are issued by the teacher and request the pupil to leave the classroom or study hall and to report to the office at once. The reason for the pupil's referral is given on the slip.

#### **SUSPENSION PROCEDURE**

The Principal/Vice Principal may suspend a pupil from school for a period of not longer than five school days. A meeting will be held with the student to explain the charges prior to the suspension. **An administrator will always attempt to reach by phone the parents/guardians in every suspension case.**

A letter will be sent to the parent/guardian indicating the reason(s) for the suspension and if necessary, arrangements will be made for a conference with an Administrator prior to the student's re-admittance to school. For serious or repeated violations of school rules and regulations, the Board of Education and Superintendent of Schools are authorized to suspend a student for periods in excess of five school days. At this time the pupil, with his/her parents, is entitled to a hearing before the Superintendent of Schools and has the right of representation by counsel and the right to question witnesses against him/her.

Students may be suspended according to Section 3214 of the New York State Education Law for the following reasons:

1. A student who is insubordinate or disorderly, or whose conduct otherwise endangers the safety, morals, health, or welfare of others.

2. Students whose physical or mental condition endangers the health, safety or morals of themselves or others.

During the time of suspension a student may not be on school district property, school buses, or engage in any extra-curricular school activities.

**THE ADMINISTRATION RESERVES THE RIGHT TO BE THE FINAL ARBITER OF DISCIPLINARY ACTIONS.**

***In the case where one infraction overlaps another, the more severe disciplinary action will be rendered.***

\*An asterisk indicates that a parent conference with an Administrator may be required, depending on the situation.

**TARDINESS TO SCHOOL:** 1<sup>st</sup> – verbal warning.

2<sup>nd</sup> – one detention.

3 and more offenses - up to 2 days ISS, and a parent review of attendance with an administrator. \*

**NOT REGISTERING WITH ATTENDANCE OFFICE WHEN TARDY AND OR NOT REPORTING TO HOMEROOM:**

1<sup>st</sup> Offense- up to one day ISS. \*

2<sup>nd</sup> Offense- up to two days ISS/OSS. \*

**LATE TO CLASS (ES):**

1st -After **two** instances of tardiness the student will be given **teacher detention**. Failure to show for detention with a teacher will result in two office detentions automatically.

2nd-Every late to class after two will result in detention.\*

Total from all classes will be considered if further, more severe, disciplinary action is needed, which may include pass restriction.

**PASS RESTRICTION:** A student who continually misuses passes and/or is continually late may be placed on pass restriction. Under pass restriction the student may lose all or some of the rights granted to students under the pass system. The extent and length of time of the restrictions will be determined and imposed by a school administrator.

**LEAVING SCHOOL GROUNDS WITHOUT PERMISSION AT ANY TIME!** (THIS INCLUDES LUNCH BELLS.)

**1ST OFFENSE UP TO ONE DAY ISS.\***

**2ND OFFENSE UP TO TWO DAYS ISS/OSS.\***

**3RD OFFENSE UP TO THREE DAYS ISS/OSS.\***

**STUDENTS ARE NOT TO LEAVE THE BUILDING AT ANY TIME WITHOUT AUTHORIZED PERMISSION FROM THE MAIN OFFICE OR AN ADMINISTRATOR.**

**DISRUPTING CLASS:**

1st Offense-Alternate class placement, and up to two days detention.

2nd Offense-Alternate class placement, up to one day ISS. \*

3<sup>rd</sup> Offense-up to two days ISS\*. Continued disruption can result in a removal from the class and/or further disciplinary actions as well as a referral to guidance.

**COMMITTING AN ACT OF VIOLENCE** (such as hitting, kicking, punching, pushing, throwing projectiles, biting, spitting and scratching) upon a teacher, administrator or other school employee, as well as another student or any other person lawfully on school property or attempting to do so.

1ST OFFENSE - UP TO ONE DAY ISS.\*

2ND OFFENSE - UP TO TWO DAYS ISS/OSS. \*

3RD OFFENSE - UP TO THREE DAYS ISS/OSS.\* AND A POSSIBLE SUPERINTENDENTS HEARING.

**INSUBORDINATION: (INCLUDES A REFUSAL TO FOLLOW A REASONABLE REQUEST AND A FAILURE TO ATTEND SCHOOL)**

1st Offense-up to two days, ISS/OSS\*

2nd Offense-up to three days ISS/OSS.\*

3rd Offense-continued insubordination will result in a parent/administrative conference and up to 5 days OSS. Continued insubordination and/or non-attendance can result in a Superintendent's Hearing to determine the educational future for the student. Probation In-take referral for students under the age of 16 will be considered.

**CLASS CUTS or MISSING DETENTION: (NOT REPORTING TO YOUR REGULARLY SCHEDULED CLASS.** This includes all academic courses, study halls, lunch bells, and after school detention.

1st Offense-up to two detentions.\*

2nd Offense-up to one day ISS.\*

3rd Offense-up to three days ISS/OSS.\*Further incidents may result in a parent conference, the possible removal from class, and/or a Superintendent's Hearing. Note: All class cuts may be added together.

**VULGAR AND/OR ABUSIVE LANGUAGE OR GESTURES TO EMPLOYEES:**

1st Offense- up to three days ISS/OSS. \*

2nd Offense- up to three days OSS.\*

3rd Offense- up to five days suspension and a possible Superintendent's Hearing.\*

**VULGAR AND/OR ABUSIVE LANGUAGE OR GESTURES NOT DIRECTED TO EMPLOYEES:**

1st Offense- up to one day ISS/OSS.\*

2nd Offense- up to two days ISS/OSS. \*

3rd Offense- up to three days OSS. \*

**HARASSMENT (HARASSMENT OF A SEXUAL NATURE MAY MITIGATE FURTHER DISCIPLINARY ACTION):**

1st Offense-Conference with an Administrator, and guidance, and up to one day ISS.\*

2nd Offense-up to two days ISS/OSS.\*

3rd Offense- up to three days OSS.\* Further incidents may result in the student being brought to a Superintendent's Hearing.

**THREATENING THE HEALTH AND/OR SAFETY OF A STAFF MEMBER:** Will result in an immediate suspension from school for up to five days to either a formal or informal Superintendent's Hearing.\*

**THREATENING ANOTHER STUDENT:**

1st Offense-A conference with administration, guidance and all parties involved, and up to one day ISS/OSS.\*

2nd Offense-Conference with administration, guidance and all parties involved and up to two days ISS/OSS.\*

3rd Offense-Conference with administration, guidance and all parties involved and up to three days OSS.\* Further infractions may result in a student being brought to an informal or formal Hearing with the Superintendent of Schools.

**DRUG RELATED OFFENSES:** (Refer to page 35)

**POSSESSION OF TOBACCO/PARAPHERNALIA PRODUCTS (THIS INCLUDES CIGARETTES, CHEWING TOBACCO, SNUFF, MATCHES, LIGHTERS, ETC.)**

1st Offense-Up to one day ISS.\*

2nd Offense-Up to two days ISS.\*

3rd Offense-Up to three days ISS/OSS along with a guidance referral.\*

**USE OF TOBACCO PRODUCTS ON SCHOOL GROUNDS:**

1st Offense-Up to two days ISS, conference with administration, parent, guidance, with a possible referral to a smoking cessation program. \*

2nd Offense - Up to two days ISS/OSS\*; conference with administration, parent, guidance with a possible referral to a smoking cessation program.

3rd Offense- Up to three days OSS, conference with administration, parent, guidance and a referral to a smoking cessation program. Further incidents may result in an informal or formal Superintendent's Hearing.\*

**FIGHTING:**

1st Offense-Up to five days ISS/OSS. \*

2nd Offense-Up to five days OSS along with a referral to guidance. \*

3rd Offense-Up to five days OSS, police intervention, with a referral to an informal or formal Hearing with the Superintendent under Education law 3214. \*

**ACTS TO INJURE/ASSAULT:**

1st Offense-Suspended up to 5 days OSS, to a parent conference with an administrator and guidance counselor, with a possible referral to an informal or \*formal Hearing with the Superintendent, referral to the police department.

2nd Offense-Up to 5 days OSS, Superintendent's Hearing under Education Law 3214, referral to police department. \*

**POSSESSION AND/OR USE OF DANGEROUS OBJECT:  
(Including but not limited to, firearms, knives, explosive devices)**

1st Offense-Up to 5 days OSS, Superintendent's Hearing under Education Law 3214, referral to police department. \*

**STEALING-SCHOOL PROPERTY, PERSONAL PROPERTY:**

1st Offense-Up to three days OSS, referral to the police department, and replacement of property at the expense to the student. \*

2nd Offense-Up to 5 days OSS, referral to the police department, replacement of property at the student's expense and a possible Superintendent's Hearing. \*

**DESTRUCTION OF SCHOOL PROPERTY:**

1st Offense-Up to one day ISS, and replacement of damaged property at the expense of student. \*

2nd Offense-Up to one-day OSS, replacement of damaged property at expense of student. \*

**VANDALISM TO SCHOOL PROPERTY:**

1st Offense- Up to 3 days ISS/OSS, a parent conference with administration, possible referral to the police department, replacement of damaged property at the expense of the student. \*

2nd Offense-Up to five days OSS, referral to the police department, replacement of damaged property at the expense of student, Possible Superintendent's Hearing under Education Law 3214. \*

**MISUSE OF COMPUTER SERVICES:** (Downloading information regarding pornography, explosive construction, or drug related material without written permission of the students instructor is strictly forbidden and may be punishable by more severe discipline and a referral to the Police. (Refer to page 27)

1st Offense-Up to two detentions, 1 week loss of computer privileges. \*

2nd Offense-Up to one day ISS, 1 month loss of computer privileges. \*

3rd Offense-Up to two days ISS/OSS, complete loss of computer privileges for the remainder of the school year. \*

**SCHOOL BUS MISCONDUCT: (Including BOCES transportation.)**

1st Offense-Up to one day ISS, with temporary removal from the bus.\*

2nd Offense-Up to two days ISS/OSS with temporary removal from the bus.\*

3rd Offense-Up to three days ISS/OSS with a possibility of complete removal from the bus.\*

**DRIVING TO BOCES:**

1st Offense-Up to one day ISS.\*

2nd Offense-Up to two days OSS. \*

**INAPPROPRIATE PUBLIC DISPLAY OF AFFECTION:**

1st Offense-A conference with administration; up to two detentions.

2nd Offense-Up to one day ISS. \*

3rd Offense-Up to two days ISS/OSS.\*

**INAPPROPRIATE ATTIRE/APPEARANCE:** When any staff member considers an article of clothing or suggestive pictures/words printed on them to be offensive, students will be politely asked to change the clothing. If proper attire is not available, students will make a phone call to their parents/guardians to get something appropriate to wear. Please note that certain aspects of makeup, hair-styles, baggy clothes, jewelry, etc. may cause a distraction or more importantly a SAFETY ISSUE. Please dress accordingly. **Students who don't comply with the code of conduct and its dress code will be considered to be insubordinate.**

**ITEMS THAT MAY NOT BE WORN DURING SCHOOL HOURS ARE CHAINS, SPIKED JEWELRY, DOG COLLARS, CELL PHONES, HEADPHONES, AND HEADGEAR.** Students refusing to remove/change attire or redo their hair when asked by a staff member will be determined to be insubordinate.

**CHEATING/LYING/FORGERY/PLAGIARISM:** If a student is found to be cheating, or committing forgery, plagiarism, he/she will be subject to not only the teacher consequences but administrative as well. The extent of the violation will determine appropriate disciplinary actions. Most violations of cheating/forgery/plagiarism will result in the following: 1<sup>st</sup> offense – up to one day ISS. \*; 2<sup>nd</sup> offense – Up to two days ISS/OSS. \*

**ELECTRONIC EQUIPMENT AND PLAYING CARDS:** Includes *playing cards, radios, cassette/CD players, electronic games, portable TV, digital recorders, video recorders, pagers, cell phones, laser pointers, and any other item deemed inappropriate.* **These items are not to be used in any academic setting.** This includes, but is not limited to, all classrooms, study halls, library/media center, lunchroom, and hallways. **ALL ELECTRONIC EQUIPMENT IS STRICTLY FORBIDDEN AND WILL BE CONFISCATED UNTIL A PARENT COMES TO RETRIEVE SUCH ITEM(S).** Refusal to have the item confiscated will be looked upon as an act of insubordination.

**CONTAINERS IN SCHOOL:** No containers of any kind are permitted in the school. Beverages brought to school for lunch or after school activities need to remain in the student's locker until the appropriate lunch bell or after school. Open containers in any

other locations in the school are subject to confiscation by a staff member. A student who refuses to allow the beverage to be confiscated will be looked upon as insubordinate.

**THROWING OBJECTS ON SCHOOL GROUNDS:** (FOOD, SNOWBALLS, EGGS, WATER BALLOONS, paper or other articles, and possession of squirt guns, etc.) Throwing food, snowballs or other objects on school grounds or in the cafeteria, at other students, staff, school of private property **IS STRICTLY FORBIDDEN**. Such acts will be looked upon as acts of vandalism and/or insubordination depending on the situation.

**BEHAVIOR DURING FIRE DRILLS, ASSEMBLIES AND EMERGENCY SITUATIONS:** During these times students are expected to conduct themselves in a SERIOUS and respectful manner and to follow the directions of those in a supervisory role. Any behavior by a student that is disruptive or a refusal to carry out directions of a supervisor will constitute insubordination by that student and will result in disciplinary action.

**FALSE BOMB THREATS AND FALSE FIRE ALARMS:**

Please note that calling/reporting of a false bomb threat or pulling a fire alarm is a criminal act. The student will face up to 5 days OSS, with a referral to a Superintendent's Hearing, referral to the police department, and for a student under the age of 16, to Family Court.

**In-School Suspension**

The Board of Education recognizes the importance of school attendance. Therefore, suspension or expulsion from school must be viewed as a last resort in dealing with student disciplinary infractions. The Board also recognizes the need to remove unruly or disruptive students from the regular class so that learning can take place in the classrooms.

The Board directs the Superintendent of Schools to develop an in-school suspension program. The program shall provide appropriate supervision in the in-school suspension rooms.

**RULES GOVERNING IN-SCHOOL SUSPENSION**

1. Suspended and/or referred students are to report to the Suspension Room (201) at 7:45 a.m. with textbooks and materials for the entire school day, unless otherwise determined by the administration.

2. Silence will be maintained and distracting behavior will not be tolerated.
3. Rest room privileges will be given by the ISS monitor in charge -once between the hours of 8-11 a.m. and once from 11-2 p.m.
4. Lunches will be eaten in the Suspension Room. *Students may bring or purchase a bagged lunch.*
5. Absence from school does not count as a day of suspension. A student that is absent on a day scheduled for ISS, the student must make-up the day on the first day of return to school. (Absence from school does not relieve the student's responsibility of attending ISS.)
6. Students must be doing school work at all times; when all assignments are completed to the satisfaction of the teacher in charge, students will be assigned other available materials. All assignments are to be turned into the teacher in charge.
7. Students may not put their heads down or sleep.
8. **Students on excused work permits and students scheduled at BOCES must remain in the ISS room all day.**
9. Failure to comply with these rules will result in further disciplinary actions, most likely a student being placed on OSS.
10. While students are suspended (ISS/OSS) they will not participate in any school activities before, during, or after school. They must also leave school property at 2:30, unless further disciplinary action is occurring.
11. During a Fire or Disaster Drill-students are to exit using the instruction found in the room. Students are to remain in a group with the ISS monitor.
12. The normal length of time assigned will be from 1-5 days, inclusive. However, additional time can be assigned by the administration. The administration will determine which violations will be served in the ISS room.
13. Assignments will be given to students each morning. Completion of assignments and positive behavior may lessen student time in the ISS room. The ISS monitor and administration will determine this.
14. The ISS room is a self-contained educational environment designed to allow students to function academically yet not allow them the privilege of social interaction. Students who have been disciplined by being placed in the ISS room will be held to generally three ISS infractions for the entire year. Any exceptions to this rule will be determined by the administration.

**ADDITIONAL REGULATIONS REGARDING  
FIRE DRILLS/EVACUATION**

1. When the bell sounds pupils are to stand quickly and leave the room in an orderly manner under the direct supervision of the teacher.
2. Be sure to continue moving quickly and quietly from the building to the area designated by your instructor.
3. Teachers must accompany their classes from the building.
4. There is to be no pushing, jostling or horseplay at any time during the drill/evacuation.
5. In the event an exit is blocked, be familiar with possible alternative exits.
6. After a signal has been made that it is once again safe to re-enter the building do so promptly.

**STRANGER IN THE BUILDING**

In the event of an individual entering the building without signing in, the building administrator/designee may institute a Lock Down procedure. This procedure requires that all students and teachers remain in their designated classrooms with doors shut and locked until the situation has been deemed all clear.

**TRESPASSING**

A student is not permitted in any school building or on school grounds, other than the one in which he/she is enrolled, without permission from the administration in charge of that building.

Should a student be found in a building or on school grounds without permission, the necessary authorities will be called and trespassing charges may be lodged against the student. This is especially important to note when a student has been suspended from school.

**EXTRAS FOR CLASS**

If a pupil plans to spend a class bell with another instructor that student will obtain a pre-approved pass to do so. This pass is brought back to the student's regularly scheduled teacher. The student is then to report to the teacher who he/she wants to stay with at the beginning of the period and remain in that teacher's room all period. Teachers will notify the office of pupil's attending their class.

**DANCE PROCEDURES**

1. The dances at G. Ray Bodley High School will be *for GRB students only.*

2. Students must show identification cards as proof of enrollment. (Student ID cards are available through the Principals Office.)
3. Dances must be scheduled through the Student Senate with approval of the principal.
4. **After entering the dance, students may not leave the building. If a student should leave, they will not be permitted to return to the dance.**
5. An administrator or club advisor must be present at the door to be certain that all students entering abide by the rules associated with the GRB dance policy and those applicable with GRB High School.
6. Sponsors of the dance must provide for one uniformed police officer to be present.
7. **Students who have been placed on ISS/OSS are not permitted to attend dances that occur on the day of the suspension. This includes dances that occur on the weekend day immediately following the day of suspension.**
8. Food and/or beverages are not to be brought to dances.

#### **SORORITIES AND FRATERNITIES**

The G. Ray Bodley High School does not recognize or sponsor any sorority or fraternity. Any manner of dress or actions by any group that the administration and faculty feel is detrimental to the safety of any pupil in the building will be prohibited and referred to the principal. Initiations of any type or by any group are prohibited in the high school building, on school grounds, or at any school function.

#### **DISCIPLINE COMMITTEE**

The G. Ray Bodley High School recognizes the implications of direct input from all associated parties involved. A committee made up of administration, faculty, parents and students has been assigned the task to review, update and make applicable recommendations that affect the rules and regulations at GRB High School.

#### **BOARD POLICY REGULATIONS**

**STUDENT CONDUCT 5300** The Board of Education is committed to maintaining a school, which provides students and staff with, productive, satisfying, and wholesome learning environments. Essentially, this means that relationships are such that students can learn and teachers can teach.

The Board is also committed to protecting First Amendment freedom within the school system; however, lawlessness in any form will not be tolerated. The district will not permit students to engage in any conduct intended to destroy personal or school property, disrupt or interfere with teaching, research, service, administrative or disciplinary functions, or any district-sponsored or approved activity.

Policies regarding student conduct and discipline shall be uniformly enforced. Information about student conduct and discipline policies will be distributed annually to the students, parents and staff of the district.

**STUDENT DISCIPLINE 5310** The Board of Education believes that each student can reasonably be expected to be responsible for his/her own behavior. The school administration shall develop and disseminate rules of conduct, focusing on personal safety and respect for the rights and property of others, to be consistently applied in the classrooms and throughout the school. Students who fail to meet this expected degree of responsibility and violate school rules may be subject to appropriate disciplinary action and more regulated supervision.

Discipline is most effective when it deals directly with a problem at the time and place it occurs and in a way that is viewed as fair and impartial by the student. Therefore, before seeking outside assistance, teachers will first use their best efforts to create a change of behavior in the classroom.

Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior. Pursuant to section 100.2 of the Commissioner's regulations, such action will be appropriate to the seriousness of the offense. Extreme penalties (e.g., a one year suspension) will not be assigned without first reviewing the student's disciplinary records and considering the circumstances, which led to the improper behavior.

#### **Early Identification and Resolution of Student Discipline Problem**

Pupil service personnel, administrators, teachers, and others will report students to the Superintendent of Schools when they believe such students present a discipline problem. The Superintendent will conduct an investigation of the reports, which may include conferences with the complainant, students, parents, teachers, other pupil service personnel or others, as he or she deems appropriate for the early identification and resolution of the suspected problem. If he/she suspects that the problem may be a manifestation of a disability, he or she will refer the matter to the Committee on Special Education in the

manner prescribed by 200.4 of the Commissioner's Regulation and by district policy (below) and regulation (5313.3-R).

The Superintendent will develop forms necessary for the implementation of this policy.

#### **Discipline Policy for Student with Disabilities**

Students with disabilities should not be disciplined if their inability to conform to the school's code of conduct is due to their disability. If there is a question as to whether a student's behavior is related to that condition, the case should be referred by the Building Principal to the Committee on Special Education (CSE). The CSE will decide if counseling or disciplinary action will be taken and/or if a change of placement is appropriate.

If the behavior of such student might endanger the health and safety of himself/herself or others, the district will follow the procedure outlined in 5313.3-R, Student Suspension Regulation.

**STUDENT RIGHTS AND RESPONSIBILITIES 5311** The Board of Education's goal is to provide an environment in which a student's rights and freedom are respected. The Board therefore assures district students that they shall have all the rights afforded them by federal and state constitutions, statutes and regulations. The Board also recognizes all federal, state and local laws in connection with these rights, and reminds students that certain responsibilities accompany these rights.

#### **It shall be the right of each district student:**

1. To have a safe, healthy, orderly and courteous school environment; to take part in all district activities on an equal basis regardless of race, sex, religion, national origin, or disability;
2. To attend school and participate in school programs unless suspended from instruction and participation for legally sufficient cause as determined in accordance with due process law.
3. To have school rules and conditions available for review and, whenever necessary, explanation by school personnel;
4. To approach teachers and administrators with reasonable requests and questions regarding education and guidance in choosing a career or college;
5. To be suspended from instruction only after his/her rights pursuant to Education Law 3214 have been observed; and
6. In all disciplinary matters, to have the opportunity to present his/her version of the facts and circumstances leading to imposition of disciplinary sanction to the professional staff member imposing such sanction.

**It shall be the responsibility of each district student:**

1. To be familiar with and abide by all district policies, rules and regulations pertaining to student conduct;
2. To work to the best of his/her ability in all academic and extracurricular pursuits and strive toward the highest level of achievement possible;
3. To conduct himself/herself, when participating in or attending school-sponsored extracurricular events, as a representative of the district and, as such, hold himself/herself to the highest standards of conduct, demeanor, and sportsmanship, and accept responsibility for his/her actions;
4. To seek help in solving problems that might lead to discipline procedures;
5. To be in regular attendance at school and in class;
6. To contribute to the maintenance of an environment that is conducive to learning and to show due respect to other persons and to property;
7. To dress in accordance with standards promulgated by the Board and the Superintendent; and
8. To make constructive contributions to the school and to report fairly the circumstances of school-related issues.

**STUDENT COMPLAINTS AND GRIEVANCES 5311.3-R**

**Definitions:**

1. *Grievant* shall mean a student who alleges that there has been a violation of Title IX or Section 504 Regulations, which affect him/her.
2. *Grievance* shall mean any alleged violation of Title IX or of Section 504 Regulations.
3. *Compliance Officer* shall mean the employee designated by the Board of Education to coordinate efforts to comply with and carry out responsibilities under Title IX and/or Section 504.
4. *Representative* shall mean any person designated by the grievant as his/her counsel or to act in his/her behalf.

Individual complaints and grievances shall be handled in accordance with the following guidelines:

1. For informal conciliation, students should confer with the appropriate teacher or school personnel to achieve prompt resolution. Students may appeal to the highest authority in the school building i.e., the Building Principal, who has the final determination on all such matters.

2. For resolution of matters where appeal procedures are prescribed by statute, (i.e., student suspensions), the prescribed course of action will be followed.
3. On issues affecting the student body, students may address the student government or student council in order to resolve such matters. Students may be afforded a conference with the Building Principal in accordance with the rules and procedures established by the student government.
4. The resolution of student complaints alleging any action prohibited by Title IX and/or Section 504 of the Rehabilitation Act shall be dealt with in the following manner:

**Stages:**

**A. Stage I-Compliance Officer**

1. Within 30 days after the events giving rise to the grievance, the grievant shall file a grievance in writing with the Compliance Officer. The Compliance Officer may informally discuss the grievance with the grievant. He/she shall promptly investigate the complaint. All employees of the school district shall cooperate with the Compliance Officer in such investigation.
2. Within 15 days of the receipt of the grievance, the Compliance Officer shall make a finding in writing that there has or has not been a violation of Title IX or Section 504 of the Rehabilitation Act. In the event the Compliance Officer finds that there has been a violation, he/she shall propose a resolution of the complaint.
3. If the grievant is not satisfied with the finding of the Compliance Officer or with the proposed resolution of the grievance, the grievant may, within 15 days after he/she has received the report of the Compliance Officer, file a written request for review by the Superintendent,

**B. Stage II-Superintendent of Schools**

1. The Superintendent may request that the grievant, the Compliance Officer, or any member of the school district staff present a written statement to him/her setting forth any information that such person has relative to the grievance and the facts surrounding it.
2. The Superintendent shall notify all parties concerned as to the time and place when an informal hearing shall be held where such parties may appear and present oral and written statements supplementing their position in the case. The Superintendent shall hold such hearing within 15 school days of the receipt of the appeal.
3. Within 15 days of the hearing, the Superintendent shall render his/her determination in writing. Such determination shall include

a finding that there has or has not been a violation of Title IX and/or Section 504 of the Rehabilitation Act and a proposal for equitably resolving the complaint.

4. If the grievant is not satisfied with the determination of the Superintendent, the grievant may, within 15 days after its receipt, file with the Clerk of the Board of Education, a written request for review by the Board.

**C. Stage III-Board of Education**

1. When a request for review by the Board has been made, the Superintendent shall submit all written statements and other materials concerning the case to the President of the Board.
2. The Board shall notify all parties concerned of the time and place when a hearing will be held. Such hearing will be held within 15 school days of the receipt of the request of the grievant. All parties concerned shall have the right to present further statements and testimony at such hearing.
3. The Board shall render a decision in writing within 15 days after the hearing has been concluded.

**PROHIBITED CONDUCT 5312** The following discipline code applies to the behavior of all districts students while attending school, and/or on school grounds, in school buildings, and/or participating in school-sponsored activities. Serious or flagrant violations of the district's code of conduct can result in an immediate hearing with the Superintendent or Board of Education. A student may be suspended from school or be subjected to other forms of disciplinary action when such students:

1. Engages in conduct which is:
  - a. Disorderly, i.e.:
    - (1) Fighting or engaging in violent behavior,
    - (2) Threatening another with bodily harm,
    - (3) Intimidating another or school personnel,
    - (4) Making unreasonable noise,
    - (5) Using abusive language or gestures, including racial or ethnic remarks which are improper,
    - (6) Obstructing vehicular or pedestrian traffic, or
    - (7) Creating a hazardous or physically offensive condition by any act which serves no legitimate purpose; or is
  - b. Insubordinate, e.g.:
    - (1) Failing to comply with lawful directions of teachers, school administrators or school employees in charge of the student

- (2) Missing or leaving school without permission  
(Chronic cases of failing to attend school shall necessitate a Person in Need of Supervision (PINS) petition.)
2. Engages in any of the following forms of academic misconduct:
    - a. Tardiness,
    - b. Missing, or leaving school without permission
    - c. Plagiarism
  3. Engages in conduct violative of the Board's rules and regulations for the maintenance of public order on school property, e.g.:
    - a. Vandalism or any destruction of real and/or personal property (including graffiti or arson).
    - b. Theft.
    - c. Truancy.
    - d. Possession/use/sale of drugs or alcohol.
    - e. Possession of weapons, explosive devices or fireworks.
    - f. Possession or use of tobacco or tobacco products.
    - g. Gambling.
    - h. Hazing.
    - i. Trespassing.

A student is not permitted in any school building, other than the one that he/she regularly attends, without permission from the administration in charge of the building. If a student is found to be in a building without permission, the necessary authorities may be called and trespassing charges may be lodged against this student.

### **ATHLETICS**

#### **ONONDAGA HIGH SCHOOL LEAGUE**

GRB High School participates in the Onondaga High School League. In some sports the league will be divided into divisions.

#### **INTERSCHOLASTIC ATHLETICS**

All male and female students are encouraged to participate in interscholastic sports. The schools sponsor a large variety of sports so that every boy or girl should find one or more sports to his/ her liking. Students must have the approval of the school physician and the consent of their parents/guardian before reporting for participation in any sport.

<b>FALL</b>		<b>WINTER</b>	
Football	Women's Tennis	Basketball	Ice Hockey
Cross Country	Women's Swim	Wrestling	Volleyball
Soccer	Cheerleading	Bowling	Cheerleading
Golf	Gymnastics	Men's Swim	

SPRING

Lacrosse	Golf
Baseball	Men's Tennis
Track & Field	Softball

**ELIGIBILITY**

Certain extracurricular activities require an extensive amount of time outside of the school day. This district is concerned that this extra time may affect students' academic performance. Therefore, these students are subject to the eligibility process.

**THE FULTON BOOSTER CLUB  
ANNUAL AWARDS PRESENTATIONS**

Fulton Booster Club honors varsity athletes of G.R.B. High School at their Annual Awards Programs. Each athlete and coach is invited as guests of the Boosters Club for each sports season.

Team pictures are given to each male and female for each sport in which they earned their varsity letter. Trophies are awarded to the outstanding individuals in each sport. These awards are: The Barney Naioti Award for Sophomore of the Year, The Sox Stuber Sportsmanship Award, The George Taylor Award, Most Improved Athlete Award, Senior Athlete, Scholar Athlete, and The Most Loyal Fan Award.

The Fulton Boosters also select a local person, who has dedicated himself/herself to helping the youth of our community become athletes, as their Honored Guest or Booster of the Year.

After each sports season, the Fulton School Staff, Athletic Director, and the Fulton Boosters Club co-sponsor an Award Night, where all MVP, achievement and special trophies are awarded, along with the pictures, certificates and Varsity Letter Awards. Varsity letters are awarded to deserving members of varsity teams. Junior Varsity and freshman team members receive Certificates of Participation in sports in which they participate. Refreshments top off this evening for all award winners and parents as well as friends of Fulton athletics.

**ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES**

The Board of Education has the authority to establish standards as prerequisites for eligibility for extra-curricular activities. These

standards apply to entry qualifications as well as to continued participation in such activities. The standards shall be described in the Student/Parent Handbook.

Eligibility requirements shall include academic standards, behavioral standards, and activity participation standards. These standards shall be applied equally to all student participants. All student participants should be informed that they have the obligation to act in a responsible manner because of the leadership roles they play in the school environment.

**Entry Qualifications: Eligibility Standard to Join an Activity**

Students whose academic average is above 65% and passing all courses for the marking period prior to the beginning of their activity shall be eligible to join the extra-curricular activity. The marking period average used to determine eligibility is identified by the time of year that the activity begins. Eligibility shall be determined based on the chart below.

MARKING PERIOD	ACTIVITY PERIOD
4 <sup>th</sup> Quarter	Weeks 1-10
1 <sup>st</sup> Quarter	Weeks 11-20
2 <sup>nd</sup> Quarter	Weeks 21-30
3 <sup>rd</sup> Quarter	Weeks 31-40

Students whose academic average is below 65% or failing one course during the marking period prior to their activity, shall be notified by the Building Principal/ designee that he/she may only participate in any extra-curricular activity under a Restricted Participation Plan. This plan shall last for a minimum of four weeks. The components of this plan include being assigned to the Phase 1 Continuing Participation process in all courses and an academic contract developed by the Building Principal.

**Continued Participation: Eligibility Standard to Continue Participation in an Activity**

Each extra-curricular participant's behavior and academic performance shall be monitored by staff (teachers and administrators) through a continuing eligibility program.

Behavioral standards shall include:

- A ban on consumption/use of alcoholic beverages, illegal drugs or tobacco products.
- A focus on the skills and attributes that make students successful.
- Compliance with the rules governing any activity is generally required as a condition of participation in extra-curricular activities.

The Building Principal shall designate, in writing, staff to serve as disciplinarians or on the disciplinary committee for extracurricular activities.

Although suspension from participation in an extra-curricular activity does not require a full hearing pursuant to Section 3214 of the Education Law, a student must be given the opportunity to appear informally before the disciplinarian and/or the disciplinary committee, and present his/her side of the story as part of a general discussion of the conduct under review.

#### **Entry Qualifications: Eligibility Standard to Join an Activity**

1. Prior to final selection of participants for any student activity a list shall be developed by the Athletic Director and the Building Principal. This list shall be an alphabetical list of students whose prior ten-week average was less than 65.0% or were failing any course/courses.
2. The Principal or designee shall notify each student who is placed on a Restricted Participation Plan.
3. The Principal or designee shall place each student on an academic contract and Phase 1 continuing eligibility process for a minimum of four weeks.
4. The principal and athletic director shall inform teachers, coaches and advisors of any students placed on the Restricted Participation Plan
5. To implement the Restricted Participation Plan:
  - a. The Principal/Athletic Director shall develop and implement a process to identify any student whose average was less than 65.0% or students failing any course.
  - b. The Principal shall notify identified students that they are eligible to participate only on a Restricted Participation Plan. The Principal shall implement the components of the Plan.

- c. The Coach/Advisor shall monitor the academic progress of each identified student, encouraging the student to be successful to ensure continued participation in the activity.
- d. The Student shall take actions required to meet the criterion of the academic contract and the Phase 1 Continuing /eligibility process for continuing participation.
- e. The Principal or designee shall monitor the progress of each student on a Restricted Participation Plan and initiate action if necessary.

**Continued Participation: Eligibility Standard to Continue Participation in an Activity**

- 1. Within 5 school days of the beginning of a student extra-curricular activity, each teacher shall receive a alphabetical list of each student participating in each extra-curricular activity. The list will be provided by the Athletic Director or the activity advisor to the Building Principal for distribution.
- 2. Each teacher shall review the list of students participating in each extra-curricular activity to identify any of his/her students participating in extra-curricular activities.
- 3. Since each student's academic and social success is a pillar of the extra-curricular program, each teacher shall report any pattern of inappropriate academic effort or social deportment to each student with suggestions to improve.
- 4. If the student does not correct the identified deficiencies, the teacher shall notify the student, the Building Principal and the student's parent/guardian of the commencement of the Phase 1 eligibility process using the 5305.E form. Once signed and dated by the student and teacher, this form is given to the Building Principal for next day written distribution to the student's coach or advisor and parent/guardian.
- 5. Any student whose academic effort or deportment continues to be detrimental to his/her academic success shall be continued on Phase 1 or moved to Phase 2 at the discretion of each affected teacher.

The building principal/designee shall require each teacher to report inappropriate academic effort or social deportment of any student to the Building Principal and parent/guardian.

## **EXPLANATION OF PROBATION**

### **PHASE I:**

Student is given a warning about the stated problem. The student has one school week (7 consecutive school) days to correct or stop the problem. The student may continue in the above activity during this PHASE I probation. At the end of the school week one of the following determinations will be made:

PHASE I dropped - no further problem or if improvement has been shown.

PHASE I continued - probation is continued for one school week. PHASE II initiated.

### **PHASE II:**

The student is suspended from the extracurricular activity for one school week (7 consecutive school days) and cannot be involved in practice or activities. At the end of this week, if there is no further problem or if improvement has been shown, the suspension is dropped and the student may return to the above activity. If there has not been satisfactory improvement or if the problem continues, then the student is suspended from the activity for additional periods of two school weeks (10 consecutive school) days until there is no further problem or until improvement has been shown.

## **EXTRA CURRICULAR ACTIVITIES**

### **ELIGIBILITY**

Academic and co-curricular eligibility-refer to page 58.

### **STUDENT SENATE**

Student Senate is an administrative body of the school comprised of students whose chief duty is to function for the students. All clubs and student business affairs are regulated by Student Senate and fall under the jurisdiction of this student government. The purpose of Student Senate is to aid in the administration of G. Ray Bodley, to adhere to student wants to the best of its ability and to insure the democratic right of every student of G. Ray Bodley to be heard.

#### **Article I Section I**

The Student Senate will be composed of one representative per thirty-student homeroom, two representatives per sixty-student homeroom, three representatives per ninety-student homeroom, four representatives per one-hundred student homeroom.

**Article II Section I**

The Officers of the Senate will consist of a president who has served on Senate for one year, a vice-president, a secretary and a treasurer. The incumbent Student Senate will meet in May to nominate candidates for office.

Two members can run for president, two for vice-president, two for secretary, and two for treasurer. After a week of campaigning, the student body will vote for the officers.

**Section II**

The officers will fulfill their designated duties which include: *President*-President presides over and conducts all Student Senate meetings and should have at all times a detailed knowledge of all senate activities.

*Vice-President*-In case of the President's absence, the Vice -President will assume the President's duties. He/She will also act as publicity chairman for all Senate activities and serve as chairman for all the Student Senate Constitution Revision Committees.

*Recording Secretary*-Is responsible for taking minutes at all Student Senate meetings.

*Treasurer*-Is responsible for all the received by and/or financial charges of the Senate.

*Sergeant-at-Arms*-Sees that all meetings of Senate are conducted according to Robert's Rules of Order.

**Article III Section I**

The power of the veto is vested in the principal of G. Ray Bodley High School.

**BY-LAWS Elections**

1. Only those students enrolled in the G. Ray Bodley High School are eligible to run for the Senate. The students in their respective homerooms shall nominate senate candidates each September. The students of the homeroom shall elect senators from among the nominees of each homeroom.

2. Two-thirds of the members of the Senate must be present in order to have a quorum. This is the numbers of Senators required to vote on a measure.

3. Two excused and one-un-excused absences from any Student Senate meetings or Student Senate sponsored school functions will be grounds for possible exclusion from Senate, pending a final decision of the executive committee. Written excuses must be given to one of the officers.

4. There will be at least one meeting of Senate every other week, according to the activities schedule.

5. All newly-formed clubs must have their constitution approved by a two-thirds vote of the Student Senate and must file a copy with the Senate.
6. The constitution may be amended by a two-thirds vote of the entire Student Senate.
7. Before the constitution can be amended, two weeks notice must be given to the Student Senate.
8. Business meetings shall be conducted under the rules of Robert's Rules of Order.

#### **ACADEMIC BOOSTER CLUB**

The club is an organization of parents, students and teachers who work together to support, promote and recognize student success at all levels and in all areas of academic pursuit.

#### **DANCE SQUAD**

The Dance Squad is a group of students ready to boost the spirit for G. Ray Bodley High School. The Dance Squad is part of the pride Committee and performs at basketball games.

#### **DRAMA CLUB**

Quirk's Players is the name of the student drama club. The drama club presents two main productions a year- a play and a musical. The club members participate in at least one interscholastic drama festival annually and attend theatrical productions performed by area schools and regional theater companies. In addition to acting, students involved in the drama program may work backstage and assist with other elements of the theater including set design/construction, make-up, costuming, lighting/sound and props.

#### **ENVIRONMENTAL CLUB**

Environmental Club is an organization whose members share a concern for the safety and well being of the environment. It is very active in promoting activities, which heighten everyone's awareness that the earth needs to be protected and that issues threatening environmental safety must be addressed. Membership is open to all students.

#### **FBLA**

FBLA (Future Business Leaders of America) is a local, state and nationally chartered organization of business students formed to instill leadership qualities, business expertise, and school and community awareness. Activities include the operation of a school store, attendance at conference, local and state competitions and community projects.

**FRENCH CLUB**

This club is organized to promote more extensive use of the language and a better understanding of the French-speaking world, culture and history. Each spring the club sponsors a 3-day trip to French speaking Quebec (alternating between Montreal and Quebec City), and an exchange program with a high school in France. Any student studying French, or a former student of French, is eligible for membership.

**GERMAN CLUB**

The purpose of the German Club is to promote an interest in the German language and in the culture of the German speaking peoples. It offers members the opportunity to participate more fully in the lighter side of learning a foreign language (e.g. learning songs and dances.) The club also supports the cultural exchange program. Any student who is studying or has German is eligible for membership.

**JUNIOR ACHIEVEMENT**

Junior Achievement is the nation's oldest youth economic education organization. It teaches high school students the principles of the American free enterprise system by helping them run their own small business. This organization is sponsored by area manufacturers and is staffed by volunteers from the business community.

**LATIN CLUB**

The purpose of the Latin Club is to provide students with the opportunity to learn about the Roman culture and civilization and to develop an appreciation of Roman art and literature. Membership is granted to any student currently enrolled in a Latin class or who has successfully completed at least one year of Latin. Educational tours of the Roman World are open to all students.

**LIBRARY MEDIA CLUB**

Students in the Library Media Club volunteer in the LMC during his/her free time. Members may also help with special projects and events including the story telling contest, author visits and library web page, etc.

**MATHEMATICS AND COMPUTER SCIENCE CLUB**

This is an organization devoted to extending the study of Mathematics and Computer Science beyond the classroom. Membership is open to all students who feel mathematics and computers provide enjoyable and rewarding experiences.

**NATIONAL HONOR SOCIETY****Joseph N. Campolieta Chapter**

To be considered for induction into the National Honor Society, a junior or senior must have an un-weighted grade point average of at

least 89.5%. The selection for membership is based not only on scholarship, but also on leadership, service, and character. A faculty council selects new members based on applications filed by eligible students.

Once inducted members must maintain a grade point average of at least 85%. All Honor society members must be available as tutors for fellow students and must participate in 4 hours of volunteer service each month of the academic year.

#### **SCIENCE CLUB**

Science Club is an organization of senior, junior and some sophomore students who share a common interest in science. Interest in science fairs, projects and community science related activities are emphasized. Writing articles from the O.V.N. is encouraged and some trips are planned.

#### **SKI and SNOWBOARD CLUB**

The purpose of G. Ray Bodley's ski and snowboard club is to provide students with the opportunity to learn to ski and snowboard through a special program at a local ski resort. The six-week package includes ski and snowboard lessons and rental discounts. Membership is open to any student interested in learning to ski or snowboard.

#### **SPANISH CLUB**

La Granadina meets every other Wednesday to promote a better understanding of Spanish speaking people and their cultures. Some of the activities include cooking, caroling, and even trips to Spain. Members must be enrolled in a Spanish language course.

#### **STUDENTS AGAINST DRIVING DRUNK (SADD)**

This organization is committed to providing a continuing student and community awareness of the problems created when people mix driving and alcoholic beverages. The main goal is to bring about a reduction in alcohol related deaths and injuries caused by drinking and driving. Membership is open to all students.

#### **YEARBOOK**

The Yearbook staff is involved in the production of the school's annual yearbook. Some of the many tasks including, layout, photography, journalism, obtaining advertisements, artwork, sales, typing and other business skills.

**AWARDS AND SCHOLARSHIPS**  
**EVENING AWARDS PROGRAM**

The Awards Program is an annual event occurring in late May or early June. It is designed to honor and recognize deserving students by presenting them with awards for high standards of performance in leadership, service to school and community, scholarship, and character.

**SERVICE AWARDS:**

The President's Student Service  
Special Education Volunteers  
Future Business Leaders  
Of America  
Drama and Musical

**ACADEMIC EXCELLENCE AWARDS:**

Art  
Business  
English  
Health  
Family and Consumer Science  
LOTE  
Mathematics  
Music  
Physical Education  
Reading  
Science  
Social Studies  
Special Education  
Technology  
Project Lead the Way

**SPECIAL AWARDS:**

Joyce Eiriksson Memorial  
Renesselaer Medal  
Gene MacDaniel Memorial  
Peter LaFrate Memorial  
Robert Rose Memorial  
Challenge Program  
Lt. Colonel Joseph P. Fuss  
Outstanding Leadership  
I Dare You Leadership  
Bausch & Lomb  
Police Benevolent Association  
Lona Preston Memorial  
AHSME  
ESF Environmental Excellence  
Dr. Paul Day Memorial  
Challenge

**G. Ray Bodley High School Graduation** takes place on the first Saturday after school ends. It is tentatively scheduled for June 24, 2006 at 10:00 a.m. At that time awards and scholarships are announced. Seniors should see their Guidance counselors for more information regarding these awards.