

# 2020-2021 Parent/Student Handbook

Name \_\_\_\_\_

Grade \_\_\_\_\_ Homeroom \_\_\_\_\_

## **In case of an emergency, contact:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

## **Important Information:**

Physician \_\_\_\_\_

Phone \_\_\_\_\_

Blood Type \_\_\_\_\_

Allergies

\_\_\_\_\_  
\_\_\_\_\_

Other Medical Information

\_\_\_\_\_  
\_\_\_\_\_

## UNADILLA VALLEY CENTRAL SCHOOL

Return to Building Practices

### WHAT YOU SHOULD KNOW ABOUT THE CORONAVIRUS AND THE UV SCHOOL DISTRICT

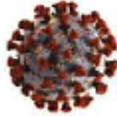
**Students that are dropped off by a parent cannot enter building until 7:45**

**Students driving themselves may arrive at 8 a.m.**

### **NO TRANSPORTATION CHANGES WILL BE MADE**

- Upon entering the building, face coverings are **required**. You may wear cloth or disposable masks that cover your mouth and nose.
- Once a student enters the building, they will be screened. They will then report immediately to their designated homeroom.
- Dress code rules have been updated.
- No head coverings will be permitted in the school building at any time.
- Backpacks will be used and may be searched upon entering the building.
- Lockers will not be used.
- Stay at least six feet from other people (2 arms' length).
- Avoid mass gatherings (i.e., lunch will not be taken in groups).
- Wash your hands frequently with soap and water for at least 20 seconds
- Take simple measures to ensure cough and sneeze etiquette: cover your mouth and nose with a tissue or your sleeve (not your hands) when coughing or sneezing
- Avoid touching your eyes, nose, and mouth with your hands
- If you are sick, stay home and seek medical attention. If you have symptoms of COVID-19, please ask to be tested for the virus
- Wash hands and use hand sanitizer often (hand sanitizer is readily available in the building)
- If you begin to feel sick during the school day, immediately notify the nearest adult. Do not report to the nurse until instructed.
- Face coverings must be worn correctly over nose and mouth at all times in common areas. Masks will be worn in the classrooms except when there are "mask breaks."

# What you should know about COVID-19 to protect yourself and others



## Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



## Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



## Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



## Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



## Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



## Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



5/20/20 10:23:28

[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

## DECLARATION FOR COVID-19 INFORMATION

I have received and read the 2020-2021 Unadilla Valley COVID-19 information pages. Any questions should be directed to your Building Principal.

1. I have read the COVID-19 information and rules in the handbook, and I understand them.
2. Please sign and return this document to the Secondary Office by Friday, **September 18<sup>th</sup>, 2020.**

Print Name: \_\_\_\_\_

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

**At Unadilla Valley WE will be:**

**Safe**

**Respectful**

**Productive**

**Responsible**

**Unadilla Valley Alma Mater**

Unadilla Valley forever,

We honor history and future, too.

Unadilla Valley forever,

Our hearts fill with pride for you.

As the years pass by

We will not forget

Those who nurtured, taught, and helped us through,

Unadilla Valley forever,

Our hearts fill with pride for you.

**THE UNADILLA VALLEY PLEDGE**

**As citizens ...**

We are proud, independent, smart and strong

We are courteous and considerate and treat others the way we want to be treated.

We strive to learn from each other and allow others to learn without being disturbed.

We always give our best to our community, our families, our peers and ourselves.

## **MESSAGE FROM UV SCHOOL DISTRICT**

Welcome to the 2020-2021 school year at Unadilla Valley Central School! Your time in the Middle and High School will be filled with many enjoyable experiences. Our commitment at Unadilla Valley is to provide a safe and academically challenging environment. The entire staff will work to empower all students to become advanced thinkers, creative problem solvers and motivated learners.

This handbook will help you learn important information regarding programs, policies and procedures relevant to Unadilla Valley Central School. It is expected you and your parents will review the contents of the guide each year. You should refer back to the information within the handbook throughout the year to make sure you are aware of all the opportunities being offered.

Unadilla is a state of the art facility, and further enhancements were made during the summers of 2017 and 2020. We urge you to take advantage of the new and updated resources within the facilities, while being conscientious to take care of these wonderful enhancements to aid your learning. We hope you will participate in school clubs, activities, and/or athletics. For the most updated information, please check our school website at [www.uvstorm.org](http://www.uvstorm.org) and our interscholastic schedules at [www.schedulegalaxy.com](http://www.schedulegalaxy.com).

The UV Pledge will help you each work to live the values of the Storm! We know you will all strive to display strong character and give back to the school and community by promoting a positive, educational atmosphere. To reach your full potential, you need to have excellent attendance and set small goals along the way in order to achieve larger goals. We are all here to ensure your experience is positive.

Have a great school year!

## **MESSAGE FROM YOUR STUDENT COUNCIL PRESIDENT**

Hello everybody! My name is Sophie Off, the student council president for the 2020-2021 school year, and I'd like to welcome everyone back to UVCS after our unexpected, extended break.

As we all know, unprecedented circumstances cut our previous school year short. But more than ever, myself and the rest of the student council are eager and excited to move forward with a new academic year filled with school spirit and Storm pride. It may have been a while since we've all seen each other, but that only strengthens our initiative as the student body to create the most exciting, productive year yet for our students, faculty, and community. This year, we are hoping to turn Unadilla Valley into an environment that every student can help shape so we can all smoothly adapt and thrive in this "new normal." I am so excited to see your smiling faces again, and I'm even more excited for the year to come. Your student council is filled with people who are thrilled to be active and involved in our school's culture, and if you have any ideas or suggestions to improve life here at Unadilla Valley, we'd love to have you join us. Again, welcome back! I can't wait to see what the future holds!

-Sophie Off

2020-2021 High School Student Council President

### **Student Council Members**

Sophie Off, President  
Raylynne Kuhn, Vice President  
Shannon Lloyd, Secretary  
Leah Gorrell, Treasurer

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## **UNADILLA VALLEY SCHOOL DISTRICT**

Mascot: Storm

Colors: Gold, Purple, Black

### **BOARD OF EDUCATION**

Kristin L. Rumovicz, President

Mark Davis, Vice President

Tammie Emrich

Victoria L. Gregory

Carrie Meade

Daniel Naughton

Richard Potter

### **DISTRICT CLERK**

Valerie L. Doliver

### **ADMINISTRATION**

Robert J. Mackey, Superintendent

Brenton S. Taylor, Deputy Superintendent

William Beadle, Director of Facilities

Wayne Tilley, Business Manager

Kathleen Hansen, Elementary Principal

Kimberly Murray, Secondary Principal/ECHO Director

Stephanie Cooper, Associate Principal, Director of Technology

### **STUDENT SUPPORT SERVICES**

Samantha Acevedo, LPP

Stephanie Cooke, School Counselor, Grades 6-9

Stephanie Fisher, Cook

Frieda Lyons, School Psychologist

Bruce McGowan, Chief Information Officer

Kevin Nial, Student Advocate

Andrew Ruffino, School Counselor, Grades 10-12

Sarah Wall, Social Worker

## SUPPORT STAFF

Michele Burghardt, Secondary Building Secretary

Jennifer Hodge, Guidance Secretary

Rachael Perry, Special Education Secretary

Pat Stephens, Clerk

## FACULTY

Backman, Sherry	LTA/PE	Lloyd, Kate	LTA
Barnes, Jordan	Art	Lupo, Sahara	Music
Bleyle, Matt	Special Education	Mackey, Garrett	LTA/6 <sup>th</sup> Grade
Bieniek, Christine	Business	Maistros, Greg	Music
Cameron, Shannon	Science	Morgan, Alex	6 <sup>th</sup> Grade/Credit Recovery
Crandall, Andria	English	McDermott, Stacey	Special Education
Conklin, Benjamin	Special Education	Schwartz, Leah	Social Studies
DeVries, Jessica	Technology	Nichols, Rian	Math
Dorosky, Kim	Spanish	Osborne, Matt	PE
Fenton, Steve	Math	Pelosi, Steve	Social Studies
Fries, Leah	Art	Peter, Carrie	Special Ed
Funk, Dan	Science	Perry, Jacqueline	Special Ed
George, Danete	Math	Ramirez, Karen	Family & Consumer Science
George, Keith	Library	Rexroat, William	Technology
Hand, Dan	French	Rider, Dan	Math
Hendrickson, Jen	Spanish	Paulson, Amanda	English
Holdrege, Bill	PE	Phillippe, Susan	Special Education
Jackson, John	Science	Seaman-Lawton, Richelle	Special Education/LTA
Johnson, Hannah	PE	Slavicek, Sue	Virtual Instruction
Kelly, Lisa	PE	Smith, Jordan	English
Kneale, Nadine	Special Education	Taylor, Wendy	6 <sup>th</sup> Grade Special Ed.
Loeffler, Richard	Social Studies	Tumilowicz, Megan	Special Education
LaValley, Lynn	6 <sup>th</sup> Grade	Wolford, Andrew	Science
DeLong, Julianne	Aide	Wolford, Katie	English
Gage, Sara	Aide	Parks, Tina	Aide
Gorrell, Wilma	Aide	Sebeck, Mark	Aide
Hayes, Diana	Aide	Thurston, Sheryl	Aide

### Time Schedule

1 <sup>st</sup> Period		8:05	8:48
2 <sup>nd</sup> Period		8:51	9:31
3 <sup>rd</sup> Period		9:34	10:14
4 <sup>th</sup> Period		10:17	10:57
5 <sup>th</sup> Period		11:00	11:40
6 <sup>th</sup> Period	MS Lunch HS Lunch	11:43 11:43	12:13 12:23
7 <sup>th</sup> Period	MS HS	12:16 12:26	12:56 12:56
8 <sup>th</sup> Period		12:59	1:39
9 <sup>th</sup> Period		1:42	2:22
<b>ALL STUDENTS DISMISSED</b>			
10 <sup>th</sup> Period	Office Hours	2:25	3:05

### EMERGENCY CLOSING UPDATE

In the event it becomes necessary to close the schools due to impassable roads or other emergencies, the following radio and TV stations will be notified. Parents and/or guardians will be notified. Parents and/or guardians will be notified by our automated voice messaging system. If your phone number has changed, please notify the Elementary and/or the Secondary office. School closing information will also appear on the UV website at [www.uvstorm.org](http://www.uvstorm.org)

Norwich 94 WKXZ FM 95.3 WBKT FM 970 AM WCHN 103.1 FM WZOZ 103.9 WSRK FM 730 AM WDOS	Oneonta 103.1 FM WZOZ 103.9 FM WSRK 740 AM WDOS
TV Stations Syracuse- Your News Now Syracuse – CNY Central Binghamton-WBNG-TV and WBXI	Sidney 1490 AM WCDO 100.9 FM WCDO

## **TRANSPORTATION ON EMERGENCY CLOSING DAYS**

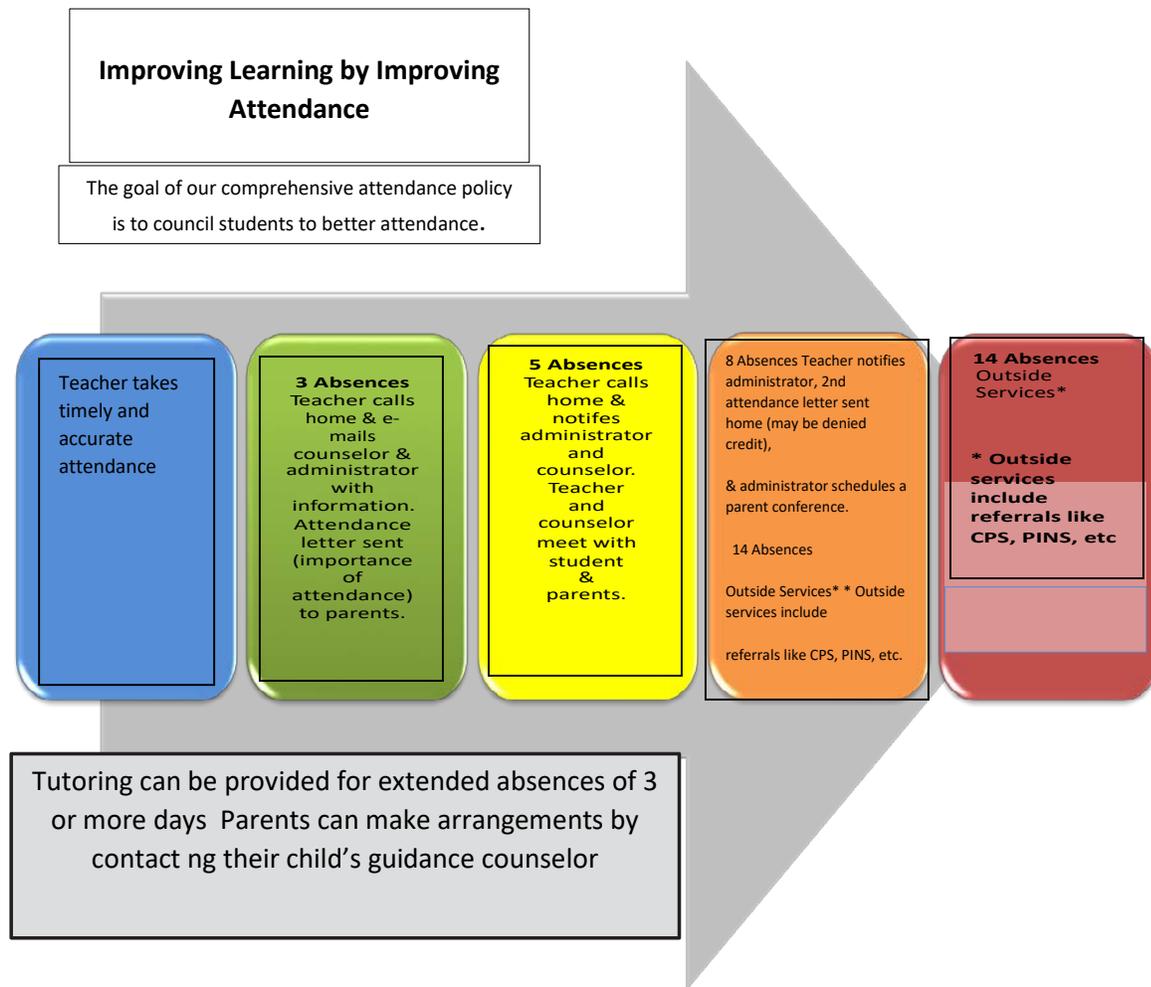
Note to Parents/Guardians: On occasion, there might be some roads on which our buses cannot pick up children when the road condition is impassible. Efforts will be made to contact you, in advance, if possible.

## **ADDRESS/TELEPHONE CHANGES**

It is extremely important that school records be kept up-to-date. Please be sure to notify the Secondary Office of any changes such as a change of address or telephone number as soon as possible.

## **ATTENDANCE**

Every person over the age of 5 and under the age of 21 is entitled to attend the public school maintained in the District where such person resides.



All students are required to be seated in homeroom by 7:55 a.m. Students not in homeroom by that time will be entered into the system as absent. Students arriving late are to bring a written note to the Secondary Office and sign in as tardy. They will need to bring a pass from the office to be admitted to class.

Once a student has arrived at school, all rules regarding dismissal are then applicable. All absence excuses and early dismissal notes must be turned in to the Secondary Office by 8:30 a.m.

Once a person is in attendance, the school becomes the substitute parent and, as such, must meet all the attendance regulations mandated both locally and by the New York State Education Department.

All late students, early dismissals, and parent pickups are to enter and exit through the District (center) Office doors only.

**The Unadilla Valley Central School Attendance Regulations are:**

Attendance will be taken daily whether your child is attending school in person or virtually. Virtual assignments count toward daily attendance when not in school building. Engaging in remote learning is a requirement for the day.

1. If you know your child is going to be absent, please call Mrs. White at (607) 847-7500 extension 1134.
2. A student, after each absence or tardiness, shall bring in an excuse signed by the parent or guardian, stating the specific reason for the absence within three (3) days. These are coded and recorded on the attendance screen so there is a record of illness and type of absence. In cases involving medical appointments, the name of the person with whom the appointment is scheduled should be on the excuse as well as the time of the appointment.
3. The following reasons for student absences from school are recognized as valid by the Board of Education:
  - a. Sickness
  - b. Death in the family
  - c. Impassible roads
  - d. Religious observance
  - e. Sickness requiring attendance at a medical clinic
  - f. Quarantine
  - g. Required court appearance
  - h. College visit

Any other absence is considered illegal. Please keep in mind that vacations taken while school is in session are not considered a legal excuse. Any questions on the legality of an excuse are at the discretion of the Building Principal. Regardless of whether or not a student has a parent's permission, the student is considered truant if he or she is not in school and does not have one of the above legal excuses.

4. Students who are illegally absent and/or tardy will not be allowed to participate in extracurricular activities that day. Students who are absent for more than five (5) days due to illness must present a written explanation from their doctor or service provider as well as an excuse signed by their parent/guardian. If such

student fails to present either or both written notices, the Building Principal will contact the parent/guardian, and request an explanation for the absence. Students will be allowed to make-up or receive credit for class work, tests, or any other academic activity that occurred during a suspension or legal excuse. Any incomplete work that occurs during suspension or legal excuse will be graded as a zero (0).

5. Students will not be excused during the school day except at the discretion of the Principal or his/her designee, unless a written legal excuse signed by the parent/guardian has been presented to the homeroom teacher or to the Main Office. Parents should expect to pick up their children at school since the school cannot be responsible for the student once the student leaves the school grounds. The New York State Education Department requires that students **SIGN IN WHEN THEY ENTER THE BUILDING AND SIGN OUT WHEN THEY LEAVE.** This information is kept as the student's legal register of school attendance. Upon arrival at school, students **may not** leave school grounds.

Once a student has arrived at school, all rules regarding dismissal are then applicable. Parents are to sign their child out of school unless the student can show that she/he drove to school that day. All absence excuses and early dismissal notes must be turned in to Mrs. Stephens in the Secondary Office by 8:30 a.m. daily. Notes for absences, tardiness, and early dismissals **MUST** include a parent/guardian signature and an explanation. All calls for homework requests must be made to the Guidance Office by 10:30 a.m. at extension 1118.

6. Calls will be made by telephone or home visits could be made to determine if the illness has epidemic possibilities to ensure parents are aware of an attendance issue and to remind parents when excuses for absences are due.
7. The New York State Education Department requires the school to mark illegal those absences for which no excuse has been returned by the attendance period. Since this is a reflection both on student and parental responsibility, parents are notified.

## **TARDINESS**

The best learning conditions exist when students are on time. The problems tardiness creates are becoming more evident in terms of the overall attendance issue. In particular, chronic tardiness disrupts the routine of the educational process: therefore, we encourage students to make every effort to be on time. A student may be considered tardy when the student is not seated in the classroom at the time class is scheduled to begin. Excused tardiness is accepted for the following reasons:

- College visits/interviews when approved in advance
- Death or emergency illness in family
- Driver's road test or diving permit test
- Impassible roads or weather making travel unsafe
- Late buses
- Medical and dental appointments
- Music lesson
- Obligatory religious observance
- Others as authorized by the Principal
- Personal illness or injury
- Required court appearance
- School sponsored events
- Volunteer first responders

Students arriving to school late must first sign in at the Secondary Office before reporting to class. Students are also required to bring in an excuse note signed by parent/guardian, dentist or doctor's office stating the reason for being tardy.

## **LEAVING/RETURNING TO BUILDING**

Students are required to sign out in the District Office before leaving the building. Students are also required to sign back in at the District Office when returning to school.

## **LEAVING SCHOOL PREMISES**

No student shall leave the school building or school grounds while school is in session without first receiving permission from the Secondary Office and from home. No students may stay after 2:22 p.m. unless they have received prior administrative approval.

If the student signs in without a note or a parent phone call stating an excusable reason, the tardy will be considered as unauthorized. Unexcused tardiness may result in disciplinary action by the building principal.

### **DAILY ANNOUNCEMENTS**

Daily announcements are read during 1<sup>st</sup> period class, a copy is distributed to each staff member via email. It contains official announcements and communications. Announcements to be included must be emailed by a teacher by 3 p.m. the day before you want it announced. No personal announcements will be broadcast.

### **USE OF TELEPHONES**

Regular school telephones are not to be used by students unless authorized by school officials. If there is an emergency and a student needs to use the phone at any other time, the student needs to ask their teacher to use the phone in the classroom. Use of the phone is a privilege, which may be taken away if abused.

If a student needs to use the telephone in the Secondary Office, accommodations will be made.

### **COMMITTEE ON SPECIAL EDUCATION HANDICAPPED STUDENT SERVICES**

Our school is responsible for providing each student with a free and appropriate education in the least restrictive environment. This means that supportive services are provided for those students who are handicapped in order for them to participate in the high school program as fully as possible.

Parents, teachers, administrators, physicians, judges or social services workers can make a referral to the Committee on Special Education (CSE). Students age 8 or older can refer themselves.

Once the referral has been reviewed, the CSE may then recommend any number of services, ranging from remedial assistance to special classes. Therapies that are related to the educational process are designed to help each student graduate from high school with an education that is as effective as possible. There are also special programs or learning services available for students that are not handicapped.

## **TITLE IX REGULATION**

No person shall, on the basis of gender, sexual orientation, age, ethnicity, religion, race or handicap, be excluded from participation in, be denied benefits of, or be subjected to discrimination under and education program or activity in the Unadilla Valley Central School District.

## **WORKING PAPERS**

Working papers for minors under the age of 18 can be picked up from the Main Office. The procedure for completing working papers is as follows:

- Pick up working paper forms from the Main Office
- There is a physical form that needs to be filled out by the student's primary care provider; if the student is enrolled in the School Based Health Center, they can also obtain a physical from the health center.
- The application for an employment certificate (Part I) is to be filled out by the student's parent/legal guardian.
- Once both forms have been completed by the physician and the parent, the student needs to turn the forms in to Mrs. Stephens in the Secondary Office.
- Completed working papers will be issued by Mrs. Stephens in the Secondary Office.
- The student must sign the working card in front of a school official. This card is to be shown to the student's employer upon request.
- Please allow 5 business days for issuance of working card.

## CODE OF CONDUCT – PLAIN LANGUAGE VERSION

### Student Dress Code and Use of Electronic Devices

#### A. Student Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions.

A student's dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. Recognize that extremely brief garments, including but not limited to: short shorts, tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back) and see-through garments will not be tolerated, if deemed a distraction.
3. Ensure that under garments are completely covered with outer clothing.
4. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
5. **Not include headwear in the building except for religious purpose**
6. Not include "dog" neck or wrist collars, or accessories that are considered harmful to self or others.
7. Not include items that are vulgar, obscene, and libelous or denigrate others on account of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex.
8. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities
9. Not include the wearing of oversized draping items that cover the entire body (trench coats, blankets, etc).
10. No manner of grooming or appeal, including clothing, jewelry, hats, emblem and badges which by virtue of color, arrangement, trademark, or attribute is associated with or denotes membership in or affiliation with any gang will be permitted in school buildings, on school grounds, on school buses, or at school activities held on or off the school campus.

Students who violate the student dress code shall be required to change or cover the offending item; failure to do so may result in discipline.

## B. Use of Electronic Devices

The Building Principal will work with teachers and students to determine where and when the use of electronic devices is appropriate during the school day.

Some examples of electronic devices include but are not limited to: iPods, radios, cellular phones, tablets, laser pointers, electronic games, personal computers, and cameras. Students may never use an electronic device to interfere with instructional activities or to inappropriately message.

In the event a student violates this, the school may take the electronic device and make it available in a reasonable amount of time. Further, discipline can be imposed upon the student. Any videotaping or recording of staff or students (including in locker room or bathroom) could result in disciplinary action.

## **Prohibited Student Conduct**

A student may be subject to disciplinary action when he/she behaves in a manner which is:

1. Disorderly, that is:
  - a. Fighting, assaulting, or behaving violently
  - b. Threatening another with bodily harm
  - c. Harassment, bullying, or intimidating students or school personnel (see also Bullying/Harassment, Hazing and Sexual Harassment policies)
  - d. Making unreasonable noise
  - e. Being untruthful with school personnel or making false reports
  - f. Possessing electronic devices such as, but not limited to: video/audio players and recorders, remote controls, electronic games, cellular phones
  - g. Obstructing vehicular or pedestrian traffic
  - h. Driving recklessly
  - i. Creating a hazardous or physically offensive condition by an act which serves no legitimate purpose
  - j. Loitering or trespassing
  - k. Being present on or entering into any school property, function or vehicle without authorization
  - l. Disrupts or is reasonably likely to disrupt the education process or school operations; or is

2. Insubordinate, that is, failing to comply with the lawful directions of teachers, school administrators or other school employees in charge of the student; bus drivers, bus monitors and bus aides, law enforcement officers or
3. Engages in any of the following forms of academic misconduct:
  - a. Tardiness
  - b. missing or leaving school or class without permission or excuse
  - c. cheating, plagiarism, copyright/trademark violations or assisting another in such conduct
  - d. violation of the Board of Education policy on Student Publications, #7420, Web Page Publishing Policy #3142, and Use of Computer and information technology policy
  - e. improperly altering documents or records
4. Endangers the safety, health, morals, or welfare of themselves or others by any act, including but not limited to:
  - a. Refusing to abide by facemask guidance and failure to abide by COVID-19 procedures
  - b. Fighting, assaulting, or behaving violently, threatening another with bodily harm
  - c. Harassment of illegal discrimination, which includes the use of race, color, weight, creed, national origin, ethnic group, religion, religious practice, sex, gender, sexual orientation or disability as a basis for treating another in a negative manner (reference policies on Sexual Harassment, Anti-Bullying, Hazing)
  - d. Bullying
  - e. Cyber-bullying
  - f. Sexting
  - g. Making unreasonable noise
  - h. Possession, use, distribution, transfer or sale of tobacco products, alcohol, drugs or other controlled substances, drug paraphernalia or synthetic cannabinoid products including but not limited to incense herbal mixture potpourri, vaping, (see #7320 "Alcohol, Drugs, and Other Substances" policy),
  - i. Possession, use, or sale of weapons, fireworks, or other dangerous or prohibited objects or contraband. Dangerous objects includes, but are not limited to: guns, starter pistols, knives of any kind (including all types of

pocket knives), razors, box cutters, clubs, metal knuckles, nunchucks, Kung Fu stars, explosives, and any instrument, article, or substance, which under the circumstances in which it is used, attempted to be used or threatened to be used, is really capable of causing death or other serious physical injury. Any object that resembles a dangerous object (such as a fake gun) will be considered a prohibited object

- j. Using obscene, profane, lewd, vulgar or abusive language or behavior
  - k. Possession, sale distribution, transfer or use of lewd or obscene materials
  - l. Gambling
  - m. Hazing
  - n. Extortion
  - o. Theft
  - p. Vandalism, willfully defacing, damaging or destroying school property or vehicles used by entities under contract with the district to provide services for the district. Willfully defacing, vandalizing, damaging or destroying the property of others on school premises, at school functions or on school buses under contract to the district, or
  - q. Misuse of school information technology or other school property
5. Engages in conduct that violates Board's rules and regulation for the maintenance of public order on school property in the Public Conduct on School Property section or Federal, State or local laws

### **Definition of Bullying**

"Bullying" is a form of harassment that consists of inappropriate and often persistent behavior including threats or intimidation of others, treating others cruelly, terrorizing, coercing, or habitual put-downs and/or badgering of others.

Bullying occurs when someone purposely says or does mean or hurtful things to another person who has a hard time defending oneself or is in an otherwise vulnerable position.

## **Unadilla Valley Central School District Bully Prevention Rules:**

Rule 1: We will not bully others

Rule 2: We will try to help students who are bullied

Rule 3: We will try to include students who are left out

Rule 4: If we know that someone is being bullied, we will tell an adult at school and an adult at home program

-Olweus Bully Prevention Program

Different forms or kinds of bullying may include:

Verbal bullying, being socially excluded or isolated, being physically bullied, being bullied through lies or false rumors, having money or other items taken or damaged, being threatened or forced to do things, racial bullying, sexual bullying, and cyber bullying

### **Reporting Procedures**

Students are to report any incidents of discrimination, harassment, bullying, cyber-bullying, hazing, or sexting by completing a "Harassment/Bullying Prevention Form." These forms are located in the District Office. Forms can also be accessed and completed online on the District's homepage. Forms can be given to the DASA coordinator in the building or turned into the Secondary Office. Online forms can be emailed directly to the appropriate building administrator.

### **Dignity Act Coordinator**

The Board of Education has designated the following individual as the Dignity Act Coordinator who has been thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex. These people will serve as a resource and be responsible for the oversight of investigatory procedures of all allegations of bullying. The Dignity Act Coordinator can be contacted at:

Kevin Nial  
PreK-12 Dignity Act Coordinator  
4238 State Route 8  
PO Box F  
New Berlin, NY 13411  
[Knial@uvstorm.org](mailto:Knial@uvstorm.org)

## **Off Campus and Non-School Day Misconduct**

Students may be disciplined for violations of school district policies and the Code of Conduct when there is a connection to or impact, effect on school students, personnel, activities, functions, or property. Examples of misconduct include but are not limited to: cyber-bullying, sexting, threatening or harassing students or school personnel through the use of electronic devices.

## **Disciplinary Penalties, Procedures and Referrals**

In determining the appropriate disciplinary penalties will consider the following:

1. The student's age
2. The nature of the offense and the circumstances which led to the offense
3. The student's prior disciplinary record
4. The effectiveness of other forms of discipline
5. Information from parents, teachers and/or others, as appropriate
6. Other extenuating circumstances

## **Penalties**

Students who are found to have violated the district's code of conduct may be subject to the following penalties, either alone or in combination:

1. Oral warning
2. Written warning
3. Oral and written notification to parent
4. Detention
5. Suspension from transportation
6. Suspension from athletic participation
7. Suspension from social or extracurricular activities
8. Suspension of other privileges
9. In school suspension or exclusion from a particular class
10. Removal from classroom by teacher or principal
11. Short-term (five days or less) suspension from school
12. Long-term (more than five days suspension from school
13. Permanent suspension from school

## **Remedial Consequences**

Remedial responses which may be utilized for, but not limited to, instances of discrimination and harassment of students by students and/or employees may include:

1. Corrective instruction or other relevant learning or service experience
2. Supportive intervention
3. Behavioral assessment or evaluation
4. Behavioral management plans, with benchmarks that are closely monitored
5. Student counseling and parent conferences

## **Minimum Periods of Suspension**

1. Students who bring a weapon to school will be subject to suspension for one calendar year unless otherwise determined by the Superintendent.
2. Students who commit violent acts other than bringing a weapon to school shall be subject to suspension from school for at least five days unless otherwise determined by the Superintendent
3. Students who are repeatedly, substantially disruptive of the educational process or repeatedly substantially interferes with the teachers' authority over the classroom will be suspended for at least five days. For purposes of the code of conduct, "repeatedly, substantially disruptive" means engaging in conduct that results in the student being removed from the classroom pursuant to education law 3214 (3) (a) and this code on multiple occasions

## **Referrals**

1. Counseling  
The Guidance Office shall handle all referrals of students to counseling
2. PINS Petitions  
The District may file a PINS (person In need of supervision) petition in Family Court on any student under the age of 18 who demonstrates that he or she requires supervision and treatment by:
  - a. Being habitually truant and not attending school as required by part of one in Article 65 of the Education Law
  - b. Engaging in an ongoing or continual course of conduct which makes the student ungovernable or habitually disobedient and beyond the lawful control of the school

c. Knowingly and unlawfully possesses marijuana in violation of Penal Law Section 221.05. A single violation of Section 221.05 will be a sufficient basis for filing a PINS petition

3. Juvenile Delinquents and Juvenile Offenders

The Superintendent is required to refer the following students to the County Attorney for a Juvenile delinquency proceeding before the Family Court:

- a. Any student under the age of 16 who is found to have brought a weapon to school, or
- b. Any student 14 or 16 years old who qualifies for juvenile offender status under the Criminal Procedure Law Section 1.20(42)

The Superintendent is required to refer students age 16 and older or any student 14 or 15 years old who qualifies for juvenile offender status to the appropriate law enforcement authorities

### **Visitors to the School**

**Only essential visitors (service providers) will be permitted at this time. Visitors will be screened and required to wear appropriate face covering while on school grounds.**

### **Public Conduct on School Property**

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

## **Prohibited Conduct**

No person, either singly or in concert with others, shall:

1. Willfully cause physical injury to any other person, or threaten to do so for the purpose of compelling or inducing such other person to refrain from any act which he as a lawful right to do, or do any act which he has a lawful right not to do.
2. Physically restrain or detain any other person, or remove such person from any place where he is authorized to remain.
3. Willfully damage or destroy property of the District or of the school personnel or students, or remove or use such property without authorization.
4. Without permission, express or implied, enter into any private office of an administrative officer, faculty member, or staff member,
5. Other than student, employee or Board member, enter a classroom or the building beyond the administrative office without written permission of the Superintendent or his designee.
6. Enter upon and remain in any building or facility after it is normally closed.
7. Without authorization, remain in any building or facility after it is normally closed.
8. Refuse to leave any building or facility after being requested to do so by an authorized administrator.
9. Deliberately disrupt or prevent the peaceful and orderly conduct of classes, school programs, school activities, lectures and meetings, or deliberately interfere with any person who desire to express his views, including invited speakers.
10. Have in his possession upon any premises to which these rules apply, any knife, shotgun, pistol, revolver, or other firearm or weapon without the written authorization of the Superintendent, whether or not a license to possess the same has been issued to such a person.
11. Smoke tobacco, possess, consume or exchange or be under the influence of alcoholic beverages, drugs or narcotics on school properties.
12. Distribute or post any written material, pamphlet, or poster without the prior written approval of the Superintendent.
13. Urge or insight others to commit any of the acts herein prohibited.
14. Violate the traffic laws, regulations or other restrictions on vehicles.
15. Intimidate, harass or discriminate against any person on the basis of actual or perceived race, color, weight, national origin, ethnic group, religious practice, disability, sexual orientation, gender or sex.

## **Penalties**

A person who violates any of the provisions of these rules shall:

1. If he/she is a licensee or invitee, have his authorization to remain upon the district property withdrawn, and shall be directed to leave the premises. In the event of his failure or refusal to do so, he shall be subject to ejection and arrest.
2. If he/she is a trespasser or visitor without specific license or invitation, be subject to ejection and arrest
3. If he/she is a student, be subject to suspension or such lesser disciplinary action as the facts of the case may warrant
4. If he/she is a faculty member, be guilty of misconduct and be subject to dismissal or termination of his employment or such lesser disciplinary action as the facts may warrant, including suspension without pay or censure
5. If he/she is a staff member entitled to the benefits of Civil Service Law Section 75, be guilty of misconduct and subject to the penalties prescribed in said section
6. If he/she is a staff member, not entitled to the benefits of Civil Service Law Section 75, be guilty of misconduct and be subject to dismissal or termination of his employment or such lesser disciplinary action as the facts may warrant, including suspension without pay or censure

### **ANTI-DISCRIMINATION – Policy #3410**

In regards to employment and the education programs and activities which it operates, the School District does not discriminate on the basis of race, color, national origin, religion, marital status, military status, sex, age, weight, sexual orientation, gender identity, disability, predisposing genetic characteristic, or any other characteristic or status protected by applicable federal, state, or local law.

The Board authorizes the Superintendent of Schools to establish rules, regulations and procedures to implement and maintain this policy.

Complaints regarding the School District's non-discrimination policies may be forwarded to the School District's compliance officer. The compliance officer will respond to complaints in accordance with regulations promulgated by the Superintendent. Contact information for the School District's compliance officer is available on the School District's website, and may also be obtained by contacting the Superintendent's office.

The compliance officer will, upon request, provide students or employees with a copy of the regulations setting forth the complaint procedure.

### **Publication**

- A copy of this policy and the sexual harassment policy shall be inserted in the first pay envelope of each employee every school year. In relation to an employee hired during the school year, these policies shall be inserted in the first paycheck paid to the employee.
- These policies shall be published as part of the District's student handbook.
- These policies shall be published annually in the official newspaper of the District.
- These policies shall be provided annually to the president of each bargaining unit.

Note: Refer also to Policies #6120 – Sexual Harassment (Personnel)

#7550 – Sexual Harassment (Students)

Adopted: July 15, 2013

### **EQUAL OPPORTUNITY /NON-DISCRIMINATION – Policy #3420**

The Board of Education, its officers and employees, shall not discriminate against any student, employee or applicant on the basis of race, color, national origin, creed, religion, marital status, sex, age, weight, sexual orientation, disability, predisposing genetic characteristic, or any other characteristic or any other characteristic or status protected by applicable federal, state or local law.

This policy of nondiscrimination includes access by students to education programs, counseling services for students, course offerings, and student activities, as well as recruitment and appointment of employees and employment pay, benefits, advancement and/or terminators.

Any individual who believes they have been discriminated against may make a report in accordance with policy and regulation cross-referenced below.

The Board authorizes the Superintendent of School to establish rules, regulations and procedures to implement and maintain this policy.

Ref:

- Americans with Disabilities Act, 42 U.S.C. §12101 et seq.
- Title VI, Civil Rights Act of 1964, 42 U.S.C. §2000 et seq.
- Title VII, Civil Rights Act of 1964, 42 U.S.C. §2000 et seq.
- Title IX, Education Amendments of 1972, 20 U.S.C. §1681 et seq.
- §504, Rehabilitation Act of 1973, 29 U.S.C. . §794
- Individuals with Disabilities Education Law, 20 U.S.C. §§1681 et. Seq.
- Executive Law §290 et seq. (New York State Human Rights Law
- Education Law §§313 (3), 3201, 3201 –a

Refer to policies:

Anti-Discrimination #3410

Staff Complaints and Grievances #6121

Adopted: February 10, 2014

Amended: March 16, 2015

## **PUBLICATIONS**

### **STUDENT RIGHTS AND RESPONSIBILITIES**

#### **A. Student Rights**

The District is committed to safeguarding the right given to all students under State and Federal Law. In addition, to promote a safe, healthy, orderly and civil school environment, all District students have the right to:

1. Participate in all District activities on an equal basis regardless of race, color, creed, national origin, religion, gender, sexual orientation or disability.
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty
3. Access school rules and when necessary, receive an explanation of those rules from school personnel.

#### **B. Student Responsibilities**

All District students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by all district policies, rules and regulations dealing with student contact.

3. Be engaged in learning activities, including digital citizenship every day unless they are legally excused. Students are expected to be on time and prepared for class.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. React to direction given by teachers, administrators and other school personnel in a respectful and positive manner.
6. Work to develop mechanisms to control anger.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might lead to discipline.
9. Dress in accordance with standards promulgated by the Board and Superintendent.
10. Accept responsibility for their actions.
11. Conduct themselves as representatives of the District when participating in or attending school sponsored extracurricular events and to hold themselves to the highest standard of conduct, demeanor and sportsmanship.
12. Abide by digital citizenship rule.

### **BUS REGULATIONS**

1. Follow the rules as posted on front of every school bus
2. Be careful in approaching bus stops: walk on left, toward oncoming traffic; cross road only after the bus driver has signaled that it is safe to do so. At all times, stay a minimum distance of ten feet from the front of the bus when passing back and forth.
3. Be on time for your bus. Help keep the bus on schedule.
4. Take your assigned seat. Remain seated while the bus is in motion.
5. Obey the driver promptly.
6. Keep the bus clean and sanitary.
7. Do not divert the attention of the driver by unnecessary loud laughing or talking. Such diversions may cause the driver to have an accident.
8. Keep head, arms and hands inside the windows at all times.
9. Do not get out of your seat until the bus driver says it is safe to do so. Cross the road in front of the bus.
10. Report immediately to your bus at dismissal time. If you do not plan to ride on your bus for either trip, report to the Secondary Building Office for permission. The office will report this to your bus driver.

11. No student will be allowed to leave or enter at any stop except that established by the Board of Education or the Administration unless the driver is notified in writing. Such requests must be presented in writing to the school office. These requests shall be kept on file in the school office. Parents or guardians may take their children from the bus by request in person at any designated bus stop.
12. Bus drivers are prohibited from making any stop except those established on their regular route.
13. Bus drivers are not obligated to pick up students unless their names appear on the school bus list. All others must have permission to ride.
14. Bus drivers are on the buses at all times when students are on board.
15. Use of tobacco products is not permitted on the buses at any time.
16. You have an assigned seat on your bus. Stay in that seat and do not sit in any other.
17. There is to be no fighting on the bus.
18. Riding a bus is a privilege and may be lost through suspension If deemed necessary by the Superintendent or his/her designee.

## **CHANGES IN TRANSPORTATION**

**Families will need to select one drop off and one pick-up point.**

**NO CHANGES WILL BE ACCEPTED**

## **BOCES**

### **Student Assemblies**

Students attending BOCES are required to request an assembly permission form from the Secondary Office at least one week prior to the date of the student assembly. The student must fill out the form and have it signed by all parties. Completed forms need to be returned to the Main Office. If the form is found to be incomplete, the request may be denied.

### **PERMISSION TO DRIVE**

Individual requests to drive to BOCES will be considered for those that need access to programming beyond their scheduled times, and in order to meet course requirements as it relates to hybrid/remote instruction.

Please submit written requests and BOCES form to the Secondary Office for Administrative approval.

### **Breakfast Program**

Breakfast will be available for all students.

## **LIBRARY MEDIA CENTER**

**Books/Audio Books** may be signed out for four weeks, and may be renewed for four-week intervals.

**Inter-library Loan:** All students and faculty are encourage to use interlibrary loans. Students and staff have access to thousands of books and periodicals through our school library system; however, it is necessary to allow two weeks for materials to arrive through the use of this service.

**Use of the Library Media Center:** All students and staff are welcome to use the library media center at any time. However, it is important to note that scheduled classes (those brought in/sent by a teacher) will have the priority to accessing library resources. Students must show up with a pass from a teacher or the media specialist to be allowed into the media center. It is expected that all students using the library media center will be both respectful of materials and other library users. Failure to comply with Media Center rules may result in the loss of library privileges. **NO FOOD OR DRINK IS PERMITTED IN THE LIBRARY MEDIA CENTER.**

## **LEARNING CENTER**

The Learning Center provides individual and group instruction to support and supplement content and skills taught in the classroom. The Learning Center staff is available for ALL students who want or need additional academic support. Additionally, the Learning Center provides all testing accommodations and modifications for students with an IEP or 504 plan.

Any student who wishes to use the Leaning Center will be welcomed considering they gain prior approval from a Learning Center staff member. Students in the Learning Center are expected to follow all of the Learning Center rules, specifically working quietly so you do not distract others.

The Learning Center limits the use of technology to academic purposes only.

## **LOCKERS**

During the 2020-2021 school year, hall lockers will not be assigned or made accessible to students. Students will be permitted to carry backpack during this time only. This is subject to change upon the discretion of the UVCS District.

## **GRADUATION REQUIREMENTS**

Non-Diploma High School exiting credentials: A Career Development and Occupational Studies (CDOS) or a Skills and Achievement Commencement Credential may be awarded to any student with a disability who is unable to complete the requirements to attain a Regents of Local High School Diplomas as long as the requirements for these credentials have been met. The student may be enrolled at Unadilla Valley Central School and continue to work towards these credentials until the end of the school year the student turns 21. A Local High School Diploma is available for students with IEP's or 504 plans with an approved safety net who do not obtain scores of 65 or higher, on required regents' exams.

## REGENTS OR ADVANCED REGENTS DIPLOMAS

<b>Diploma Options</b>	<b>Minimum Credit Requirements – 22</b>	<b>Required Regents Exams 5*</b>
Regents Diploma (Local Diploma options still available for students with IEP's or 504 Plans with approved Safety Net Option)	English- 4 Social Studies- 4 Math- 3 Science- 3 Physical Education – 2 Arts- 1 Health- .5 LOTE -1.0 Electives- 3.5	Math Science United States History Global Studies English *4+1 Approved Pathway **Minimum Score - 65
Advanced Regents Diploma	English- 4 Social Studies- 4 Math- 3 Science- 3 Physical Education- 2 Arts- 1 Health- .5 LOTE- 3.0 Electives – 3.5	3 Math 2 Science United States History Global Studies English Foreign Language Checkpoint B *Minimum Score - 65

## **9-12 GRADE PLACEMENT POLICY**

Grades 9-12 students must attain 22 credits to graduate. In order for students to advance their class status, the student must earn the minimum credits listed below:

To be promoted from a Freshman to a Sophomore, a student must earn 5.5\* credits

To be promoted from a Sophomore to a Junior, a student must earn 11\* credits

To be promoted from a Junior to a Senior, a student must earn 15\* credits

\* Includes passing of required English and Social Studies Courses

These classifications are to be reviewed at the conclusion of each semester. This policy is subject to the regulations of the Board of Regents. Credits needed to graduate and other requirements may change in the future. Any exceptional condition is subject to review by the Building Principal.

### **Academic Weighting of Grades**

The District wishes to reward students for exemplary academic achievement. Therefore, students enrolled in District approved college courses through a District program or through a BOCES program (beginning with the Class of 2017) that includes approved college courses will have their grade weighted at a weighting factor of 1.10 of the actual grade earned. All other courses will have a weighting factor of 1.0. The weighted grade will be computed by the teacher and entered on the report card. There will be a note placed in the "comments" section of the report card indicating that the grade is a weighted grade. Weighted grades will be used to compute honor rolls, honor society status, and class rank.

Policy #7220

Ammended January 25, 2016

## **CLASS ATTENDANCE POLICY**

Students are required to demonstrate engagement in learning on all virtual instructional days. Evidence of engagement will be assigned and collected by scheduled teachers. Evidence of engagement will count toward regular student attendance for virtual learning days.

Students in grades 9-12 or accelerated in 8<sup>th</sup> Grade must attend a minimum of 90% of the scheduled classes in a course to be eligible to receive credit toward graduation requirements. In the event of an extenuating circumstance, the student may appeal to the Superintendent and to the Board of Education.

According to the Commissioner of the New York State Department of Education, school districts are required to determine legal or illegal class absences when reviewing class attendance. An unexcused absence from class, for whatever reason, is counted against the student's class attendance record.

Students who anticipate long-term absences (more than three days) due to illness, need to contact the Guidance Office immediately. You must provide us with a doctor's not with specific dates of when absent from in person or virtual instruction. The parent/guardian will be notified on a regular basis if there is an anticipated class attendance issue.

Right to appeal: A student who has been denied credit due to excessive absences has the right of due process to appeal the decision. All appeals must be in writing and submitted to the building principal within ten (10) calendar days from receipt of notification at each stage of the appeal process.

### **HONOR ROLL**

Honor Roll and High Honor Roll are recognized at both the Middle School and High School level and includes students with disabilities who meet their IEP Honor Roll requirements. This also includes students with disabilities who are graded non-numerically, but fulfill the requirements for Honor as indicated on their IEP.

At the end of every five weeks, (ten weeks for grades 6-8) an Honor/High Honor roll list will be published:

**Principal's List** – The overall average of all subjects must be 94.5 or above with no failing marks or incompletes.

**High Honor** – The overall average of all academic subjects must be 89.5 or above with no failing marks or incompletes.

**Honor** – The overall average of all academic subjects must be 84.5 with no failing marks or incompletes.

A daily log will be kept on achievement of the non-graded, disabled students according to the goals and objectives on the student's IEP. Each non-graded, disabled student will have an individual report card set up according to the goals and objectives listed on the IEP.

Other students with disabilities, who receive academic grades, will be considered for Honor Roll using individual modified grading criteria as specified on the IEP.

## **NATIONAL JUNIOR HONOR SOCIETY**

Membership in the National Junior Honor Society is based on the criteria of scholarship, leadership, character, service, and citizenship. Student membership is not automatically based on academic standing. Being selected as a member of the National Junior Honor Society is an honor and a privilege for those students that meet the criteria. Once inducted in the Honor Society, the criteria used for selection must be maintained by the student to remain in the society. If these standards are compromised by a member, that student's membership may be placed on probation or revoked based on a decision of the selection committee.

## **NATIONAL HONOR SOCIETY**

1. The first criterion is scholarship. Any sophomore, junior or senior who is enrolled in an academic program leading to a Regents or an Advanced Regents diplomas and has maintained a minimum cumulative grade point average of 89.0 with no rounding will be notified in writing by the Advisor and invited to an informational meeting.
2. At the meeting, the expectations for Honor Society members will be explained. Students will be given activity sheets to fill out and a short essay to write. They will also be asked to get a letter of recommendation. They will be given at least one week to return the information.
3. A list of eligible students will be distributed to the faculty for their input. Any comments, positive or negative as it pertains to the candidates should be submitted in writing to the Advisor.
4. When all of the information has been obtained for each student, the Advisory Board meets to review the candidates on the basis of leadership, service and character. The Advisory Board consists of five faculty members, the Advisor is a sixth, non-voting member.
5. Once a student is selected, a congratulatory letter goes home to their parents inviting them to the induction ceremony.
6. If a student is not selected, the Advisor meets with the student to discuss where improvement is necessary.

## **STUDY LAB/AIS**

Study labs are suspended for the 2020-2021 school year. Students will receive AIS support as scheduled.

## **HEALTH AND SAFETY RULES**

It is the responsibility of the school district to maintain a safe and healthy environment for its students and employees. The following are important rules that must be followed in order to maintain such an environment:

1. Weapons, firearms, ammunition or other explosive devices are not allowed on the campus.
2. Lighters or matches are not allowed on campus without prior approval.
3. Glass containers of any type are not allowed without prior approval.
4. Footwear must be worn at all times.
5. Protective clothing such as lab or shop coats, goggles, masks, sneakers, and gym clothing must be worn when required by supervising personnel.
6. Students wearing distracting or offensive clothing will be asked to change or be sent home.
7. It is the belief that one of the responsibilities of an educational institution is to teach appropriate work place habits. Therefore, students are not allowed to wear chains, hats, headgear, sunglasses, walkmans, ipods, other types of radios, or bring skateboards, cellular phones or beepers in the building unless it has been approved for a particular work area setting.
8. Personal computers, cell phones, PDA's, cameras, and other electronic devices etc. are prohibited during regular school hours without prior approval.
9. There will be no gum chewing in school.

## **TEXTBOOKS**

Textbooks and/or library books are furnished by the school for use by all students. These books must be returned in good condition. In the event of unreasonable wear or loss, a charge must be paid before report cards are issued. All books must be turned in at the time of the final examination or as requested by the teacher.

## **EMERGENCY DRILLS**

All students are to become familiar with the emergency exit routes of their rooms so they will be ready at any time in the event of an emergency. Drills are likely to occur at various times on any given day. The areas students are to report is posted near the door in each classroom.

Fire drills are compulsory: a certain number must be held each year. A fire can occur at any time and as a District we must be prepared to vacate the building as quickly and safely as possible.

1. Everyone must leave the building.
2. Walk briskly, but do not run.
3. Obey directions.
4. Use handrails.
5. Don't push or shove.
6. No shouting, go quietly.
7. All windows and doors must be closed.
8. Be sure you know the correct exit to use.
9. Stand in line with your class until dismissed.
10. When given the signal, return quietly.

**UNUSUAL OR SUSPICIOUS OBJECTS/BOMB THREATS**

Report any unusual or suspicious object found to a teachers, staff member or administrator immediately. **DO NO TOUCH, HANDLE OR MOVE ANY UNUSUAL OR SUSPICIOUS OBJECT UNDER ANY CIRCUMSTANCES.** A bomb threat is a criminal offense. However, the mere reporting of a false bomb threat is a crime that may result in imprisonment and/or civil penalties being imposed against the individual. Placing a fake or imitation bomb is also considered a crime. False reporting is punishable by up to one year in prison and a fine up to \$1,000.

**STUDENT ORGANIZATIONS \***

<b>GRADES 6-8</b>	<b>GRADES 9-12</b>
Middle School Student Council	High School Student Council
National Junior Honor Society	National Senior Honor Society
7 <sup>th</sup> Grade Class	Class of 2024 (Freshman Class)
8 <sup>th</sup> Grade Class	Class of 2023 (Sophomore Class)
Safety Patrol	Class of 2022 (Junior Class)
	Class of 2021 (Senior Class)

### **DISTRICT CLUBS \***

<b>GRADES 6-8</b>	<b>GRADES 9-12</b>
FFA	FFA
FCCLA	FCCLA
Drama Club	Drama Club
Spanish Club	Spanish Club
Reading Club	Book Club
Science Fair	FBLA
	SADD
	Environmental Club
	FIRST Robotics
	Mock Trial
	Academic Challenge
	Yearbook

### **MUSIC PROGRAMS \***

<b>GRADES 6-8</b>	<b>GRADES 7-12</b>
Chorus	Chorus
Band	Band

### **SCHOOL DANCES/OTHER ACTIVITIES \***

1. Students are encouraged to participate in all school-sponsored activities.
2. All rules and regulations in effect during the regular school day remain in full force and effect for all evening school functions.
3. Once a student leaves the school building, the student will not be allowed to re-enter the building unless permission has been granted by a faculty chaperone prior to the student leaving.
4. Any person may be refused admission or be asked to leave by the supervisors on duty due to improper dress, behavior, absence from school, or ineligibility. A student asked to leave will be given an opportunity to call their parent/guardian for transportation.
5. If a chaperone determines that any person attending a dance has been using alcoholic beverages and/or drugs, that student will be escorted to parent/guardian picks them up. The student will not be allowed to return school until a parent conference with the Building Principal has occurred. The student will also be required to attend a counseling session with the School Drug and

Alcohol Counselor or go to the Drug and Alcohol Abuse agency within one week of the offense.

6. Students wishing to bring a guest my pick up a "Guest Dance Form" from the Secondary Office at least two weeks prior to the event. The guest student may be a high school student in grades 9-12 and must be in good standing with no disciplinary issues at the school they attend.
7. All dances must end by 11 p.m. with the exception of the Junior Prom, which concludes at 1 a.m.
8. There must be at least four chaperones per dance, two of whom must be teachers. One teacher bears responsibility for the grounds.

**\* ALL STUDENT ORGANIZATIONS, DISTRICT CLUBS, MUSIC PROGRAMS, DANCES AND ALL OTHER ACTIVITIES ARE ON HOLD FOR THE START OF THE SCHOOL YEAR.**

This is subject to change per Administration discretion. It will be revisited at a later time.

### **STUDENT DRIVING**

If a student wishes to drive to school, the student must pick up a "Student Permit Driving Form" from the Secondary Office. Completed forms need to be turned back in to the Secondary Office before a parking permit tag will be issued. Students should not park in the sections of the parking lot that are reserved for staff, handicap, fire lanes, circle parking for parental pick-up, or the front of the building. All vehicles operated by a student must be parked in the area designated at the time the parking permit is issued. Illegally parked or un-registered vehicles will be subject to being towed from the premises at the owner's expense.

The following stipulations are to be adhered to:

1. All traffic and motor regulations and speed limits within the territorial boundaries of the school are to be observed.
2. Drivers will refrain from making abnormal engine, tire or horn noises.
3. Loitering and congregating in cars is prohibited on school property.
4. All applicable Student Handbook rules and regulations are in full force and effect while on school property.
5. As part of our desire for a drug and alcohol-free school, the school parking lot is designated for search by dogs to detect "controlled substances."

The School District will not accept responsibility for any loss, theft, or damage to a student's vehicle that is on school property and that the student/owner acknowledges sole responsibility for their vehicle while it is on school grounds.

Students shall remember that student driving and parking on school property is a privilege, not a right and such privilege can be lost in cases of violations of this policy or the Student Disciplinary Code.

## **RULES GOVERNING PARTICIPATION AND CONDUCT IN EXTRA-CLASSROOM ACTIVITIES**

Extra-classroom activities shall be defined as those student activities which primarily take place outside the regular school day, and which are not directly related to a course for which academic credit is granted. Included shall be inter-scholastic and intramural athletics, cheerleading, subject area clubs such as foreign language clubs, FLBLA, Student Council, Honor Society, FIRST, dances, Junior Prom, Senior Citizen's Dinner, plays, fundraising activities, graduation, and trips. Also included are FFA, FHA and Yearbook activities that are not required for credit. This policy shall also apply to students who act as spectators at any school sponsored contest or event.

Participation in these activities is a privilege extended to students. Therefore, in addition to school rules pertaining to the use and/or possession of tobacco, alcohol and/or chemical substances that apply to ALL our students, all extra-classroom participants and student spectators shall be governed by the following:

VIOLATIONS - REFER TO STUDENT CODE OF CONDUCT REGULATIONS

PENALTIES – REFER TO STUDENT CODE OF CONDUCT REGULATIONS

### **ATTENDANCE REGULATION**

- A. A participant must be in school and in attendance in all classes (including BOCES) for the full day on the date of the activity or practice. The exception would be a legal attendance excuse, except sickness.
- B. If there is a question concerning participation during an extended vacation, the Athletic Director or Building Administrator shall be contacted for approval.
- C. The day following a weekday contest, all participants are expected to be at school and in class on time. If the participant is absent under this policy, the student will not be able to participate in any practice, contest or performance scheduled for that day. The exception would be a legal attendance excuse, except sickness.

## **SCHOOL TRANSPORTATION**

- A. Participants must ride to and from activities away from Unadilla Valley with transportation provided by the school.
- B. Exceptions:
  - a. An injured participant may be transported to a medical facility by:
  - b. A certified emergency care provider, or
  - c. His/her parent or legal guardian upon written request to the coach/advisor
- C. School Disciplinary Actions
  - a. Any participant suspended in or out of school will not be allowed to practice or participate in the activity for the length of such suspension (suspension ends when the student officially re-enters the school’s academic program following the period of suspension). Board Policy 5313.2
- D. Eligibility For Awards
 

Any participant who quits or is dismissed from an activity for violation of the above rules and regulations will not be eligible for a letter, award, or recognition of participation.

## **INTERSCHOLASTIC SPORTS**

Unadilla Valley’s sports program is offered to all students in grades 6-12 who meet the general requirements. Our sports program is broken down into fall, winter, and spring sports as outlined below:

<b>FALL</b>	<b>WINTER</b>	<b>SPRING</b>
Boys’ Modified/Varsity Soccer	Boys’ Modified/Junior Varsity/Varsity Basketball	Modified/Varsity Track
Boys’ Modified/Varsity Football	Boys’ Modified/Varsity Wrestling	Boys’ Modified/Varsity Baseball
Girls’ Modified/Varsity Soccer	Girls’ Modified/Junior Varsity/Varsity Basketball	Girls’ Modified/Varsity Softball
Girls’ Modified/Junior Varsity Volleyball	Varsity Indoor Track	Varsity Golf
Cross-Country	Boys’ Volleyball	

## **PHILOSOPHY/RULES**

The aim of the inter-scholastic athletic program is to provide diversified offerings of athletic activity that will serve to meet the needs of students and promote the optimum physical, mental, social and moral development. The athletic program is governed by the regulations established by the New York State Department of Education Commissioner's basic code for extra-class athletic activities. Unadilla Valley High School is a member of the New York State Public High School Athletic Association competing as a Class C school in Section IV. Our league affiliation is with the Mid-State Athletic Conference.

### **CODE OF ETHICS/GOOD SPORTSMANSHIP FOR SPECTATORS**

The following Code of Ethics and Good Sportsmanship Conduct shall be prominently displayed in all school buildings, gymnasiums and at outdoor facilities where contests are held.

### **CODE OF ETHICS**

It is the duty of all concerned with athletics:

1. To emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
2. To eliminate all possibilities which tend to destroy the best values of the game
3. To stress the values derived from playing the game fairly.
4. To show cordial courtesy to visiting teams and officials.
5. To establish a happy relationship between visiting teams and officials.
6. To respect the integrity and judgement of the sports officials.
7. To achieve a thorough understanding and acceptance of the rules of the game and standards of eligibility.
8. To encourage leadership, use of incentive, and good judgement by the players on the team.
9. To recognize that the purpose of athletics is to promote the physical, mental, moral, social and emotional well-being of the individual players.
10. To remember that an athletic contest is only a game, not a matter of life or death for a player, coach, school, official, fan community, state, or nation.

## **GOOD SPORTSMANSHIP**

“Sportsmanship is that quality of honor that desires always to be courteous, fair and respectful and it is interpreted in the conduct of athletes, spectators, coaches and school authorities.” – Fielding H. Yost

Students, you are representing our School District. You should be concerned about its reputation and the actions and attitudes of its’ students. It will benefit everyone and the continued success of our athletic program to act positively and in a supportive manner at athletic events.

Section IV contests are played according to the rules of the NYSPHSAA and Section Iv. These rules provide for fair competition among athletes. Spectators can promote good sportsmanship also by observing the rules of fair play. Each one is requested to take personal responsibility for keeping these contests a high level of good sportsmanship. Good sportsmanship is necessary to maintain school spirit.

### **HELP BUILD GOOD SPORTSMANSHIP**

1. Remember that as a spectator you represent your school as much as any team member.
2. Remember that the positive representation of our District is more important than winning the game.
3. Learn the rules of the game so that you can be an informed spectator.
4. Support your team enthusiastically while respecting the opposing team.
5. Be considerate of your fellow spectators. Remain in your bleacher area until the contest is finished.
6. Accept the decisions of game officials as final.
7. Express disapproval of rough play or poor sportsmanship by athletes representing your school.
8. Applaud fine play or good sportsmanship by the visiting team as well.
9. Be considerate of an injured visiting team member.
10. Be courteous and friendly to visiting team members and spectators before, during, and after the contest in the school and community.
11. Please be aware of congestion in the parking lot, and watch out for pedestrians, etc.
12. Please act in a mature manner: do not throw items, push, make loud and meaningless noises as all are considered inappropriate, (noisemakers are not permitted at sporting events).

13. Distraction of athletes (i.e., foul shooter, server, kicker, batter, etc.) with personal comments, foul language, noisemakers, etc. is considered unsportsmanlike conduct.
14. Discuss "good sportsmanship" at your school organization meetings, and ask what we can do to improve.
15. Cooperate with and follow the directions of your school officials.
16. Become familiar with local and state rules of eligibility and insist on their strict enforcement.
17. Try to make good sportsmanship a habit in your school.

### **YOUR SCHOOL TEAM ...**

Should play hard and skillfully, yet fairly and with respect for the rules and with courtesy towards its' opponents. Not only will this add to the reputation of your school but also the team will win more games.

### **YOUR SCHOOL COACH ...**

Should coach the team skillfully within the letter and the spirit of the rules of the game.

During each contest, the coach should provide an example of good sportsmanship for the team, the students, and the adult spectators.

### **YOUR ATHLETIC DIRECTOR, BUILDING PRINCIPAL OR SUPERINTENDENT ...**

Should make sure that all contests are played under proper conditions, that competent game officials are employed and are given the cooperation and support, which they must have to administer the game that the actions and the attitudes of students, athletes, coaches and community reflect the effective teaching of good sportsmanship and citizenship.

Anyone who does not abide by the rules set forth by the school, league, or section, may be subject to immediate ejection from the premises and may be denied admittance to future sporting events.

## DECLARATION

Please complete the following information and return the form to school with your child by Friday, **September 18, 2020**.

We have read the Unadilla Valley 2020-2021 Student Handbook and understand its contents.

By signing the form, we consent to follow all the rules, policies and procedures set forth in this handbook, as well as those established by the Board of Education and Administration of the Unadilla Valley Central School District.

We have read the Unadilla Valley 2020-2021 Student Handbook and understand its contents.

We consent to the use of images and/or videos of the student names below on the District website and/or in written District publications, unless stated otherwise. Please see reverse side for Family Educational Rights and Privacy Act explanation.

We will abide by the rules and regulations set forth by Unadilla Valley School District with regard to electronic devices and/or electronic data. We acknowledge such items are the property of the Unadilla Valley School District. There is to be no exception of privacy. Any misuse and/or violation of Unadilla Valley policies could result in disciplinary action.

If we have any questions or concerns, we will contact the school accordingly.

Please complete the following information and return this form to school with your child.

Student Name (Please Print): \_\_\_\_\_

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

Parent/Legal Guardian Name (Please Print): \_\_\_\_\_

Parent/Legal Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_