

2007-2008

Calendar

# Eden Central School District

dedication

success



honor



pride



commitment



integrity



respect

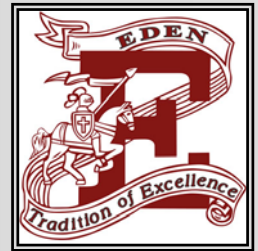


Jeremy Krencik Memorial Field

HOME OF THE EDEN RAIDERS



excellence



Published by the Board of Education

# WHERE TO GET YOUR QUESTIONS ANSWERED:

**Athletics** – Douglas Beetow 992-3643

**Attendance:**  
GLP Primary, Pre-Kindergarten-2 992-3638  
Elementary, Grades 3-6 992-3610  
Jr./Sr. High School, Grades 7-12 992-3630

**Buildings & Grounds:**  
David Martin, Superintendent 992-3602

**Communications/Discipline/Curriculum:**  
**Principals:**  
GLP Primary, Pre K-2 Loran Carter, Principal 992-3638  
Elementary, 3-6 Richard Schaefer, Principal 992-3610  
Jr./Sr. High School Marc Graff, Principal 992-3600  
Pat Menkiena, Asst. Principal 992-3600

**Curriculum Coordinator:**  
Debbie Biastre 992-3638

**Finance & Payroll:**  
Payroll Department 992-3613

**Pupil Personnel:**  
**Guidance:** Amy Banks, Dir. Of Guidance  
**Counselors:**  
Amy Banks (Gr. 10-12) - (A-K) 992-3601  
Dave Hassett (Grade 10-12) - (L-Z) 992-3601  
Scott Minton (Gr. 7-9) - (All) 992-3601  
Tammy Finnerty (Gr. K-6) 992-3685  
**Psychologists:**  
Joseph Weis 992-3680  
Jennifer Carriero 992-3601  
David Bahn 992-3601  
**Social Worker:**  
Colleen Griffin 992-3638  
Dana Fazzolari 992-3610  
Sandra Sheffield 992-3600

**Superintendent/Personnel:**  
Ronald Buggs 992-3629

**Special Education & Pupil Personnel:**  
Shawn Johnson 992-3645

**Transportation:**  
Jay Peplin, Transportation Supervisor 992-3633

**School Lunch Program:**  
Cafeteria Manager 992-3623

**HIGH SCHOOL:**  
Eden Junior/Senior High School houses grades 7-12 and has an enrollment of approximately 900 students.

**GROVER L. PRIESS PRIMARY SCHOOL:**  
The GLP Primary School houses grades PreK-2 and has an enrollment of approximately 380 students.

**ELEMENTARY SCHOOL:**  
The Eden Elementary School houses grades 3-6 and has an enrollment of approximately 500 students. A team teaching approach is used in grades 5 and 6. The Eden Elementary School also offers a full range of musical opportunities. These include band, chorus and orchestra.

**President:** **Term Expires**

❖ Mr. Thomas Gannon, Sr. 2010  
3017 Schoolview Road  
Eden, NY 14057

**Vice President:**

❖ Mr. Mark Clark 2008  
9080 Sandrock Road  
Eden, NY 14057

**Members:**

❖ Mrs. Deborah Gardner 2008  
2981 E. Pleasant Avenue  
Eden, NY 14057  
❖ Mr. John Armbrust 2008  
8767 Woodside Drive  
Eden, NY 14057  
❖ Mrs. Diana Rae Walker 2009  
3011 E. Pleasant Avenue  
Eden, NY 14057  
❖ Mr. Patrick Howard 2009  
9527 Gowanda State Road  
Eden, NY 14057  
❖ Mrs. Patricia Schenk 2010  
4254 Mary Drive  
Eden, NY 14057

**Superintendent:** Mr. Ronald K. Buggs

**Clerk of the Board:** Ms. Lisa Almasi, Director of Finance

**Authority:**

Board members are elected by District voters to govern schools and determine educational policies. Technically, Board members are State officials operating within guidelines set forth by New York State Education Law, State Board of Regents, judicial decisions and other requirements.

**Term of Office:**

Board of Education Members are elected by District voters for three-year terms. As established in 1980, Board candidates run at large instead of for a specific seat.

**Qualifications:**

1. A citizen of the United States.
2. At least 18 years of age.
3. A resident of the School District for at least 30 days prior to vote/election.
4. Not otherwise prohibited from voting under election law, that is, a convicted felon or adjudged mentally incompetent.

**Meetings:**

Regular meetings have been scheduled for the third Wednesday of each month at 7:30 p.m.

**Regular Meetings Calendar**

September 19, 2007	October 17, 2007
November 14, 2007 *	December 19, 2007
January 16, 2008	February 13, 2008 *
March 19, 2008	April 9, 2008 *
May 21, 2008	June 18, 2008

\*Adjusted date due to Thanksgiving, Mid-Winter & Spring Recess.

**Budget Information:**

**Board Budget Work Sessions at 6:30 pm-**  
March 5 March 12 March 19 March 26 April 2

**Budget Adoption-** April 9  
**Budget Hearing-** May 6  
**Budget Vote-** May 20



**Public Comment:**

The Board of Education has established one time during each Regular Meeting to receive statements and presentations from individuals and groups. The designated time occurs at approximately 8:00 P.M.

**Agenda Items:**

If you wish to have an item placed on the agenda, please submit your request in writing, to the Board President, Superintendent, or District Clerk at least ten (10) days before the regularly scheduled meeting.



**Placing Names or Issues on Ballot:**

Petitions for nominating candidates for the Board of Education are available from the District Clerk at the Business Office in the Junior/Senior High School. Such petitions shall be directed to the District Clerk, should be signed by at least 25 qualified voters of the District (or 2 percent of the number of voters who voted in the previous election, whichever is greater), shall state the name and residence of each signer and shall state the name and residence of the candidate. Each petition shall be filed with the District Clerk not later than 30 days prior to the school meeting or election at which the candidates so nominated are to be elected.

The same procedure is necessary to place an issue on the ballot for vote.


**Absentee Ballots:**

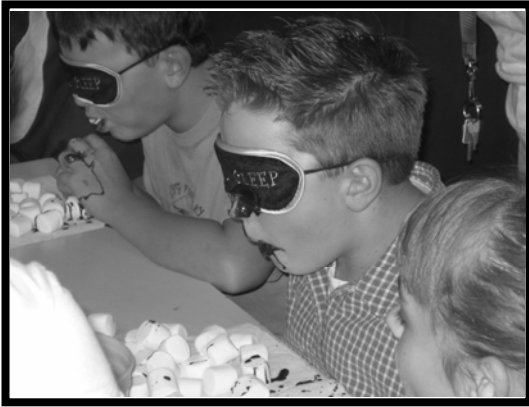
Eden Central School District provides for the use of absentee ballots at all District votes and elections. Prior to District votes and elections, you may request an application by calling or writing the District Clerk, 3150 Schoolview Road, Eden, NY 14057. Questions regarding absentee ballots should be directed to the District Clerk's office at 992-3613.

**District Mailing:**

Newsletters are hand delivered with the Eden-North Collins Penny Savers and selected Angola Penny Savers in the Eden Central School District. USPS does mailing outside this area. If you are aware of a new home or new family in the Angola, Boston, Derby, Hamburg, North Collins or Springville areas of the school District, please let us know by calling 992-3636.

# JULY 2007

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**Home/School Communications:**

Good communications between the home and school provides for a basis of understanding and support that will unite our efforts to help each youngster's growth and development.

School personnel communicate with the parents through a variety of methods, including: the report card, telephone, written notes, parent-teacher conferences, home visits, and the open house program.

When parents feel the need to contact the school, they should not be reluctant to call the individual most closely associated with the area of concern. Please use the following procedure:

1. Call the teacher when the problem relates to the classroom.
2. Call the building principal if the item relates to an incident in a particular building.
3. Call the supervisor of transportation with bus problems.
4. Contact the Superintendent if you have not been able to resolve your problem at the building level.
5. Contact the Board of Education if you feel your communications are not satisfactory.

Remember, there are always two sides to every story. To by-pass the classroom teacher or the building administrator without the opportunity to discuss the issues, discredits them in the eyes of your child and is not fair to the school personnel, the child or yourself.

**Visitors To Eden Schools:**

Parents and other interested adults are welcome to visit the schools. To insure the safety of students and comply with New York State Penal Laws, individuals visiting the schools must check in at the office upon entering the building. Visitors will receive a pass or be taken to the classroom or activity they wish to visit.

**Diploma Requirements:**

The diploma requirements have been revised as a result of the New York State Standards.

There are numerous types of diplomas. Please check with your counselor for details.



**Guidance:**

Students are assigned to counselors by grade and first letter of their last name. Counselor Amy Banks: Grades 10-12 (A-K); Counselor Dave Hassett: Grades 10-12 (L-Z); Counselor Scott Minton: Grades 7-9 (All).

The Guidance Department at Eden Jr./Sr. High School is dedicated to helping you. Your assigned counselor can help you with school issues, educational and vocational planning, as well as personal problems.

You may request an appointment to see your counselor in the Guidance office before or after school. As much as possible, these appointments will take place during advisement, or before or after school. Report to your teacher first and show him/her your appointment slip. Upon entering the Guidance Office, please sign in, giving the time. When you leave, please sign out and have your counselor give you a pass to class. No appointment is necessary in cases of personal emergency.

**Important Test Dates:**

**1. Scholastic Aptitude Test (SAT):**

The SAT will be administered at Eden Central Schools on Saturday morning, November 3, 2007 and May 3, 2008. The test measures critical reading, writing and mathematical ability and is required for college admission by a majority of colleges. SAT's are administered at other test centers at various times throughout the year.

**2. Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT):**

The test provides juniors with an opportunity to compete for a Merit Scholarship or Letter of Commendation and at the same time test their verbal and mathematical ability. The PSAT/NMSQT is a shortened version of the SAT's. Students gain the experience of taking an SAT type test and can anticipate their probable scores on the SAT. The PSAT/NMSQT is administered at Eden on Saturday morning, October 20 2007.

**3. American College Test (ACT):**

The ACT is a test comparable to the SAT that is used mostly in the West, but increasingly in the East. It is not offered at Eden Central but is offered at nearby centers on several test dates through the year.

Additional information and applications for these tests can be obtained in the Guidance Department.

Cancellation of school during exam weeks may result in school exams being cancelled or rescheduled. Regents exams can only be given on specific days and times. Therefore, if school is cancelled, students may be offered exams at alternative locations in another school District and/or will be able to retake the Regents exam(s) the next time it is offered.

**ATTENDANCE:**

In order to derive the greatest benefit from instruction, it is necessary for pupils to be present at every session of school. Pupils whose



attendance is irregular without satisfactory excuses may be excluded indefinitely.

We will comply with the amendment to Chapter 617 which states: "It shall be the duty of every School District to inform persons in parental relationships to elementary school pupils of such person's right to be notified when such pupil is deemed absent from attendance at his designated school." Parents should call the nurse assigned to their child's building.

School starts at the G.L.P. at 8:45 AM, Elementary School at 8:40 AM and at the Jr./Sr. High School at 7:30 AM. Students entering the school after start times are considered late for school and should report to the main office at the G.L.P. and Elementary School, and report to the attendance office at the Jr./Sr. High School. An excuse from home is required.

If a student is absent from school, he/she is required to bring a written excuse from his parent or guardian explaining the reason for absence. The student should bring in the note on the day he/she returns to school.

<b>ABSENTEES</b>		
Whenever it is necessary to be absent from school, a parent or guardian should notify their child's school.		
<u>Building</u>	<u>Nurse</u>	<u>Phone</u>
*High School	Mrs. Brown Mrs. Meller	992-3630 992-3615
Eden Elementary	Mrs. Smith	992-3611
G.L.P. Primary	Mrs. Roush	992-3612
*These calls should be made during the <u>first hour of attendance</u> for the student.		

**FIRE AND EMERGENCY EVACUATION REGULATIONS:**

In case of a fire drill or emergency evacuation during school hours, the students will follow their teachers' instructions. No talking is permitted during these drills. Violation of fire drill or emergency evacuation regulations is considered a very serious matter and will result in disciplinary action.

**EXTRACURRICULAR ACTIVITIES:**

Throughout the school year many extracurricular activities such as athletic events, concerts, dances, socials, etc. are held in the high school.

Most activities, with the exception of dances and club meetings, are open to the public.

Proper conduct is expected of all, and poor behavior will result in a student being denied admission to future activities. Pupils are to leave the school grounds when the activity is concluded, and parents are encouraged to pick up their children as soon as possible when the activity is over.

Whether on the fields or in a building, children in grades Pre-K to 6 are not permitted at any game or event unless accompanied by an adult. All games and events at Eden Central School, except the annual High School Musical, Elementary Musical and selected playoff games, are free of charge to all in attendance.

# AUGUST 2007

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19	20 All other fall sports start	21 7th Grade Orientation 9-11:30 am	22 New Student Registration at Jr./Sr. High Attendance Office 7 am - 2:30 pm	23 District New Teacher Orientation 8am-3pm	24	25																																																																																												
26	27	28	29 District Tech Training for New Teachers 9am-Noon  New Student Registration at Jr./Sr. High Attendance Office 7 am - 2:30 pm	30	31																																																																																													

### MARKING PERIODS AND REPORT CARDS for K-6:

Marking Period:	Report Cards Issued:
November 9 <sup>th</sup>	November 16 <sup>th</sup>
January 25 <sup>th</sup>	February 1 <sup>st</sup>
April 11 <sup>th</sup>	April 25 <sup>th</sup>
June 25 <sup>th</sup>	June 30 <sup>th</sup>

### HS Progress Reports

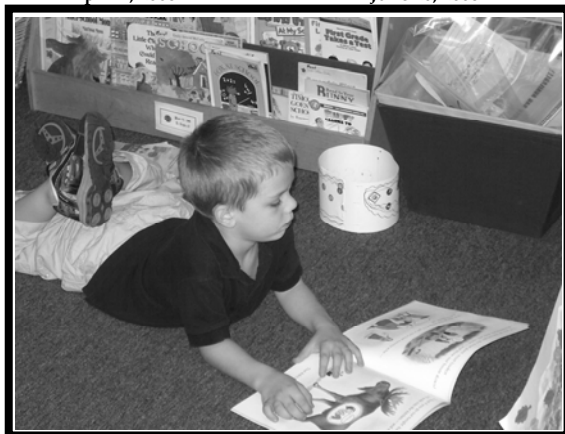
Computer generated progress reports will be mailed after five (5) and fifteen (15) weeks of each semester.

### HS Report Cards

Computer generated report cards are mailed to parents at the end of each ten weeks. Parents are urged to examine these report cards and compare them with the preceding ones. If the report is unsatisfactory, the parent is asked to investigate the cause. In all cases of this kind, parents are urged to contact the High School Office, Counseling/Guidance Office, Attendance Office or teacher. Parent conferences are encouraged.

The marking periods end as follows:

November 9, 2007	January 25, 2008
April 4, 2008	June 20, 2008



### TEXTBOOKS:

The school furnishes books to all students. This is done with the hope that this major investment will be properly safeguarded. Reasonable damage is expected as a result of daily use. However, unreasonable damage to textbooks will result in fines.

Last textbooks must be paid for and replaced immediately. The fines for these must be paid to the office at the time of damage or loss.

### SUBSTITUTE TEACHERS:

Our school is fortunate in having capable people to help us whenever our regular teachers are ill, or are attending conferences. A substitute teacher is an important visitor whose impressions of our school will be carried into the community. Students should be certain that these are good impressions by being polite, helpful and considerate, as you would be to your regular teacher.

### THE CAFETERIA:

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price.

The lunchroom management and fellow students will appreciate cooperation in:

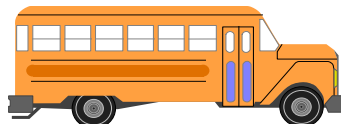
1. Depositing all lunch litter in wastebaskets.
2. Returning all trays and utensils to the dishwashing area.
3. Leaving the table and floor around your place in a clean condition for others.



### TRANSPORTATION:

The Eden Central School Board of Education will provide transportation for resident students of school age to and from the public, parochial or private schools they attend as required by State Law.

Transportation is to be provided to all pupils residing a reasonable distance from the school depending upon the age, location and physical condition of the student in compliance with legal requirements and by Board action under the permissive legislation.



Transportation is to be operated in the safest possible manner, with the greatest efficiency possible and in the most economical manner, which supports student participation in the instructional and extracurricular activities of the school as directed by the Board of Education.

Students are required to exhibit satisfactory behavior that will contribute to a safe and efficient transportation operation.

For safety reasons, if a driver knows there is no one home when a younger child is to be dropped off, the driver will notify the Transportation Supervisor. The Supervisor will make every effort to reach the parents. If parents cannot be reached, the student will be brought back to school.

### Transportation Philosophy:

Pupil transportation is a major function of our educational process. It requires special attention so that the greatest benefit will accrue to the School District from the dollars expended. It is important to set forth the major objective that serves as a guide in the management of the pupil transportation program - to provide the safest possible transportation.

*Eden Central School District*

### Types of Transportation:

In meeting and carrying out the stated objectives, it will be necessary to provide the following types of transportation:

#### ◆ Regular Transportation:

For public, private, parochial and handicapped students necessary to transport such students to and from school.

#### ◆ Field Trips:

For public school students, which are of an instructional nature, organized and supervised by a member or members of the instructional staff, which are conducted during the normal school day, evenings, Saturdays or holidays.

#### ◆ Extracurricular Transportation

Of a non-instructional nature for events which are conducted after normal school hours, during weekends, and holidays which are organized and supervised by a member or members of the certified staff.

#### ◆ Remedial Transportation

For students who are receiving instructional assistance after normal school hours when they cannot be accommodated by the normal late run system.

#### ◆ Late Runs

Late runs are provided for transportation of students who remain after school to participate in school scheduled activities. This is an abbreviated run and there is no requirement for regular delivery. Jr./Sr. High Students may walk up to .5 miles and 5-6<sup>th</sup> Grade may walk up to .25 miles. Every effort will be made for regular delivery of students in grades 4 or less.

#### ◆ Leasing of Buses

Buses are available for lease to authorized groups as permitted by law and Board of Education Policy.



### Eligibility Requirements:

All of the distance criteria are to be determined by measuring from the legal residence of the pupil desiring transportation to the school of attendance, using any device capable of such measurement over the nearest available public route.

### Private and Parochial School Students:

Transportation services provided to public school pupils will be offered equally to all residents, private and parochial school children in like circumstances as prescribed by law.

### Public School Students:

Transportation services will be provided to all students residing a reasonable distance from the school depending upon age, location and physical condition of the student in compliance with legal requirements.

# SEPTEMBER 2007

SUNDAY

MONDAY

TUESDAY

WEDNESDAY




THURSDAY

FRIDAY

SATURDAY

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2	3 	4 Staff Development Day	5 Meet New Teachers PreK-4th Grade - 2-3 pm  Staff Development Day	6   Senior Class Magazine Sale 9/6 - 9/21	7 Senior Class Photo 1 pm	8
9 Grandparents' Day	10 Begin K-6 Fire Drills	11	12 District Substitute Orientation	13	14	15
Senior Class Magazine Sale 9/6 - 9/21						
16	17 Open House Gr. 3-4 6:30-8:30 pm	18 PTA Mtg. 7 pm	19 Brd of Education Mtg. 7:30 pm - HS Aud.  Open House Gr. 5-6 6:30-8:30 pm  HS Bon-Fire 7-9 pm	20 GLP Open House 6:30-8:30 pm  Making HS Count 9th Grade HS Aud 10:10 - 11:05 am	21 PEP Rally Picture Day PreK-6	22 <b>HOMECOMING</b>  Picnic 12-2 pm Parade 1 pm Game 2 pm HS Dance 8-11 pm
Senior Class Magazine Sale 9/6 - 9/21						
23 First Day of Autumn 	24	25 Southern Erie County Counselors College Night @ Hilbert 7-8:30 pm	26	27 WNY College Consortium HS Cafe 9:15-10 am	28	29
Jr High (7-8th) Fundraiser 9/24 - 10/5 Band Pic Sale 9/24 - 10/5						

30

# Welcome Back!

### Authorized Changes in Student Transportation:

Each student shall be allowed a primary pickup and drop off point and one alternate pick up and drop off point. The School Principal and Transportation Department should be notified in writing regarding these pick-up/drop-off locations prior to August 15<sup>th</sup> each year.

Limited additional changes in student transportation may be made on a daily basis. The School Principal may, upon written request of a parent or guardian, permit a student to disembark at a bus stop other than his or her primary stop provided there is no change in the bus route. Such written request must be received by the school office no later than 9 a.m. of the morning of the request. All requests must be in writing, no phone calls will be accepted.

Emergency situations should be directed to the Building Principal only. Written requests relieve the Eden Central School District of all further responsibility for transportation of the student for that day.



### Passengers on School Buses:

In order to protect the safety and well being of all students who participate in our transportation program, the District prohibits any individual, other than school officials, from boarding school buses without the permission of the driver of that vehicle.

### Transportation Law:

Effective November 1, 1990, Chapter 62 of the Laws of 1990 amends Section 1174(a) and (b) of the Vehicle and Traffic Law dealing with the overtaking and passing of a school bus.

The law substitutes the term "public highway" for "highway" and effectively defines, by statute, the meaning of the term "public highway" as it applies to Section 1174. Under the revised statute, the requirements for the overtaking and passing of a stopped school bus are likewise applicable to driveways and parking areas of school facilities in addition to what is considered to be a "public highway" as defined by Section 134 of the Vehicle and Traffic Law.

### Routing:

Authorized bus stops will be located at convenient intervals in places where pupils may be loaded or unloaded, may cross highways and may await the arrival of buses with the utmost safety allowed by road conditions.

### Bus Pickup Time:

Students will normally be picked up according to the bus schedule, which is printed in the September Newsletter. Pickup and discharge time may vary throughout the year depending upon weather conditions and unexpected emergencies.

### School Time Schedule

GLP Primary School	(Pre-K)	8:35 a.m. - 11:05 a.m.
	(Pre-K)	12:30 p.m. - 3:00 p.m.
	(K-2)	8:45 a.m. - 3:10 p.m.
Eden Elementary	(3-6)	8:40 a.m. - 3:00 p.m.
Jr./Sr. High School	(7-12)	7:30 a.m. - 2:15 p.m.



### Makeup Schedule for Missed Days

<u>No. of Days Missed</u>	<u>Makeup Day</u>
1	Will not be made up
2	Will not be made up
3	Will not be made up
4	March 7 <sup>th</sup>
5	March 24 <sup>th</sup>
6	April 18 <sup>th</sup>
7	June 27 <sup>th</sup>
8	April 17 <sup>th</sup>
9	April 16 <sup>th</sup>
10	April 15 <sup>th</sup>

### CANCELLATION OF SCHOOL

When adverse weather conditions develop and result in the closing of Eden Schools or emergency conditions warrant the closing of one or more schools, the following stations will carry the closing announcement:

<b><u>RADIO (FM):</u></b>	WBUF (92.9)	WJYE (96.1)
	WGRF (96.9)	WKSE (98.5)
	WTSS (102.5)	WEDG (103.3)
	WHIT (104.1)	WYRK (106.5)
<b>(AM)</b>	WBEN (930)	WECK (1230)
<b><u>TELEVISION:</u></b>	WKBW (Ch. 7)	WGRZ (Ch. 2)
	WIVB (Ch. 4)	

Also, parents will be notified by our new automated phone system. Please make sure that all phone numbers, including emergency numbers are up to date at the main office of your child's school.

The decision to close school will be made at the earliest possible time and should be made before 5:30 a.m. The first announcement on radio stations should be broadcast between 6:00 a.m. and 7:00 a.m.

There will be no use of school facilities on snow days. All school activities and events scheduled for a day when school is closed due to adverse weather conditions will be cancelled. There will be no sports practice, games or student activities on snow days. If it is not safe to be in attendance for a regular day of school, the School District will not sponsor or conduct any student functions.

During other emergency closings, activities and practices, which are not affected by the specific emergency, may be permitted with prior approval of the Building Principal.

Cancellation of late bus runs automatically cancels all after school practices and activities.

### NOTIFICATION OF POLICIES/"OPT OUT" PROVISIONS

Health Education is required by the New York State Education Department. Eden Central School's Health curriculum fulfills the NYS Education requirements according to the Commissioners Regulations, Sub-Chapter C. Part 135.

Section 135.3b(2) and C(2) states: "No pupil shall be required to receive instruction concerning the methods of prevention of AIDS if the parent or legal guardian of such pupil has filed with the principal of the school which the pupil attends, a written request that the pupil not participate in such instruction, with an assurance that the pupil will receive such instruction at home."

Age appropriate material is presented in all grades, K-12. Inquiries arise more frequently about the elementary curriculum, which is briefly outlined below:

- × Grades K-3: Body fluids such as saliva, tears and perspiration, blood related injuries (nosebleeds) and good hygiene.
- × Grades 4-6: Transmission of blood-borne diseases including fights, ear piercing, injuries, etc.

The District shall make instructional materials available for inspection by parents/guardians if those materials will be used in connection with a DOE-funded survey, analysis, or evaluation in which their children participate.

Questions are always welcomed regarding these issues. Please notify your principal if electing the opt-out provision.

● In accordance with Board of Education Policy 7570, Student Privacy, Parental Access to Information, and Administration of Certain Physical Examinations to Minors, the District shall obtain prior written consent before minor students are required to participate in any DOE-funded survey, analysis, or evaluation that reveals information concerning:

- Political affiliations or beliefs of the student or the student's parent/guardian;
- Mental or psychological problems of the student or the student's family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of other individuals with whom respondents have close family relationships;
- Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- Religious practices, affiliations, or beliefs of the student or student's parent/guardian; or
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.)



Additionally, the District shall offer an opportunity for parents/guardians to opt their child out of participation in the following activities:

- Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
- The administration of **any survey** containing one or more of the eight items of information listed above in the subheadings referencing DOE-funded surveys, as well as non-DOE-funded surveys.
- Any non-emergency, invasive physical examination or screening that is required as a condition of attendance; administered by the school and scheduled by the school in advance; and not necessary to protect the immediate health and safety of the student, or of other students. The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening.
- Use of student pictures and names for publication and/or display. I.e., school displays, website, contests, newsletters, newspapers, or other media outlets, etc.

**A letter stating specifically what you would like to opt your child out of should be sent to the Building Principal prior to October 1<sup>st</sup> each year.**



# OCTOBER 2007

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																											
	1	2	3	4 Jr./Sr. High Open House 7 pm	5 AFS Chicken BBQ  End Mid-Qtr Go Home Early Drill	6																																																																																											
Jr High (7-8th) Fundraiser 9/24 - 10/5 Band Pie Sale 9/24 - 10/5																																																																																																	
7	8 <i>Columbus Day</i> 	9	10	11	12 GLP Family Fun Night  Mid-Qtr Reports Mailed Gr. 4-6	13																																																																																											
SADD Bake Sale Jr. Class Fundraiser 10/9 - 10/19																																																																																																	
14	15	16 Bosses' Day PTA Mtg. - Meet the New Faces 6:30 pm  District Administration Town Mtg. 7 pm HS Aud.	17 Brd of Education Mtg. 7:30 pm - HS Aud.	18	19 Jr. High Halloween Dance 7-9:30 pm	20 PSAT 8:15 am  Sweetest Day																																																																																											
Jr. Class Fundraiser 10/9 - 10/19																																																																																																	
21	22 FBLA Installation Dinner	23	24	25	26 Staff Development Day No School	27																																																																																											
Red Ribbon Week 10/22 - 10/26 Freshman Fundraiser 10/22 - 11/2																																																																																																	
28	29	30	31  Happy Halloween!	<table border="1" style="display: inline-table; margin-right: 20px;"> <caption>Sep 2007</caption> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <table border="1" style="display: inline-table;"> <caption>Nov 2007</caption> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </tbody> </table>			S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
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● In accordance with the Family Educational Rights and Privacy Act and the No Child Left Behind Act, if you do not want your child's information to be provided by the Eden Central School District to the United States military for recruiting purposes, please notify Marc Graff, Jr./Sr. High School Principal no later than October 1<sup>st</sup>, 2007.

**COMPLIANCE WITH TITLE IX**

In compliance with Title IX, Educational Amendments of 1972 and in implementing Federal Rules and Regulations, Subpart A, Part 86, Paragraph 86.9; the following notice is herewith submitted:

The Eden Central School District, 3150 Schoolview Road, Eden, New York 14057 does not discriminate on the basis of sex in the educational programs or activities, which it operates, and it is required by Title IX of the Educational Amendments of 1972 not to discriminate in such a manner. This policy of non-discrimination includes the following areas: recruitment and appointment of employees; employment pay and benefits; counseling services for students; access by students to educational programs, course offerings and student activities.

The District official responsible for the coordination of activities relating to compliance with Title IX is Ronald K. Buggs, Superintendent, whose office is located in the High School, 3150 Schoolview Rd, Eden, NY 14057, phone: 992-3629. This official will provide information, including complaint procedures, to any student or employee who feels that the District or its officials may have violated his or her rights under Title IX.

**NO CHILD LEFT BEHIND ACT**

In accordance with the Federal No Child Left Behind Act of 2001, you have the right to request information about the professional qualifications of your child's classroom teacher(s). Specifically, you have the right to request the following information:

1. Whether the teacher has met New York State qualifications and licensing criteria for the grade levels and subject levels he or she teaches;
2. Whether the teacher is teaching in an emergency or other provisional status under which State qualification or licensing criteria have been waived;
3. The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of those degrees; and if your child receives services from any instructional assistant or similar paraprofessionals, the qualifications of those individuals.
4. Written requests to receive any of the above information may be directed to the Superintendent of Schools.



**FREE AND REDUCED PRICE LUNCHES:**

The District offers free/reduced meal program to eligible families. The entire policy and application is included in the opening District newsletter or on our website. Contact the Office of Pupil Personnel Services for additional information.

**TRESPASS AND VANDALISM ON SCHOOL PROPERTY**

The Board of Education has been deeply involved in the reduction or elimination of trespass and damage incidents on school property. School properties, buildings, and buses represent an investment of millions of dollars by the residents of the School District. Any action of trespass or vandalism by students or non-students is an infringement on all of us. Therefore, the Board has approved administrative regulations to: inform all persons of prohibited conduct; outline penalties for violation; and provide authority for dealing with offenders.

- **Trespass** - The violator(s) will be requested to leave. Refusal to comply with this request will require that police be called to remove the offender(s) from school property. Disciplinary action, as outlined in the Code of Conduct, will be taken.
- **Vandalism** - After a hearing of facts and student explanation, a determination of vandalism will require disciplinary action as outlined in the Code of Conduct.
- **Theft** - After a hearing of facts and student explanation, a determination of theft will require disciplinary action as outlined in the Code of Conduct.

**Prohibited Conduct:**

Trespass, vandalism, and theft are prohibited conduct. No person shall knowingly enter into and/or use any school facility without authority or remain in any building after it is normally closed.

No person shall maliciously damage or misuse or illegally remove school property or the property of any person where such property is located on School District property.

**Penalties:**

If the person who violates any of the provisions of these rules is a student, the chief administrative officer, a school principal or assistant principal, or the Board of Education shall determine penalties. The penalties may include permanent suspension and/or criminal charges.

**Authority:**

The Board of Education and Administration consider acts of trespass, theft, and vandalism as severe actions of misconduct. The Board of Education authorizes the chief administrative officer or his designee to apply to public authorities for any aid deemed necessary regarding any violation and authorizes the School Board Attorney to apply to any course of appropriate jurisdiction for action deemed necessary regarding any violations.

These rules and regulations are not intended to prevent or limit the Board of Education from filing charges and prosecution for violations or existing civil and criminal statutes of the State of New York.

We realize there are many activities taking place at the school, and it is difficult to determine whether schools are being used for authorized or unauthorized purposes. We request that neighbors and passers-by report to the police any actions on school grounds between midnight and 6:00 a.m. We request students to refuse to take part in prohibited activities. Trespass, pranks, and/or vandalism on any public property are a breach of confidence with those who have worked so hard to provide the facilities. The Board of Education and administration will take all possible necessary actions to reduce or eliminate trespass, theft, and vandalism.



**Use of School Facilities:**

The District encourages the use of the facilities for community-wide activities. Groups wishing to use the school facilities must secure an approved Application for Use of School/Swimming Facilities and abide by the rules and regulations established for use. Contact the main office of the school to obtain an application at least 10 days prior to the date requested. Programs must not interfere with the regular day school schedule, and all school activities will take precedence.

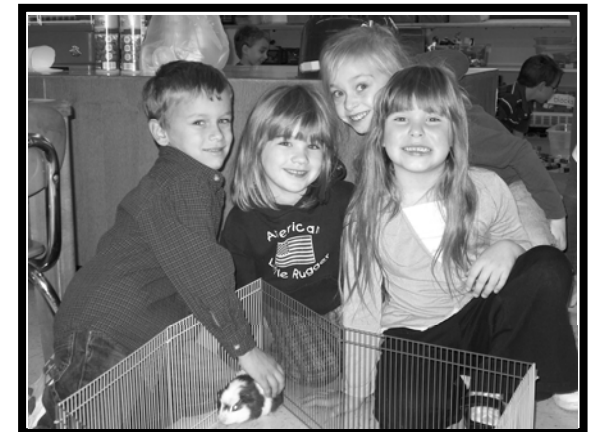
***Eden Raiders***

**Civility Policy:**





In an effort to promote mutual respect and civility, the Board of Education adopted District Policy #3420. This policy:

- ❖ Encourages positive communications
- ❖ Prohibits inappropriate language and actions
- ❖ Requires disruptive individuals to leave school property
- ❖ Provides direction to staff members regarding this policy

*Thank you for your cooperation!*



# NOVEMBER 2007

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11	12 Veterans' Day Observance 	13 ASVAB Test 7:30 am  JHS Band, Orchestra, Chorus 7 pm  Picture Make-ups Pre K-6	14 Brd of Education Mtg. 7:30 pm - HS Aud.	15	16 K-6th Grade Report Cards Go Home	17																																																																																											
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25	26	27 HS Yearbook Club Picture Day	28 NHS Senior Breakfast Induction 8 am	29	30																																																																																												
	Sophomore Class 'FIRST' Certificate Sale 11/26 - 12/11																																																																																																
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# District Code of Conduct

## INTRODUCTION

The Board of Education (“Board”) is committed to providing a safe and orderly school environment where students may receive and District personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other District personnel, parents and other visitors is essential to achieving this goal.

The District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity.

The Board recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline when necessary is administered promptly and fairly. To this end, the Board adopts this code of conduct (“code”).

Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

## **Definitions**

For purpose of this code, the following definitions apply:

- ✦ “Disruptive student” means an elementary or secondary student who is substantially disruptive of the educational process or substantially interferes with the teacher’s authority over the classroom.
- ✦ “Parent” means parent, guardian or person in parental relation to a student.

## **Essential Partners**

### **A. Board of Education**

1. Collaborate with student, teacher, administrator, and parent organizations, school safety, personnel and other school personnel to develop a code of conduct that clearly defines expectations for the conduct of students, District personnel and visitors on school property and at school functions.
2. Adopt and review at least annually the District’s code of conduct to evaluate the code’s effectiveness and the fairness and consistency of its implementation.
3. Lead by example by conducting board meetings in a professional, respectful, courteous manner.

### **B. Superintendent**

1. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
2. Review with district administrators the policies of the board of education and state and federal laws relating to school operations and management.
3. Inform the Board about educational trends relating to student discipline.
4. Work to create instructional programs that minimize problems of misconduct and are sensitive to student and teacher needs.
5. Work with district administrators in enforcing the code of conduct and ensuring that all cases are resolved promptly and fairly.

### **C. Principals**

1. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
2. Ensure that students and staff have the opportunity to communicate regularly with the principal and approach the principals for redress of grievances.
3. Evaluate on a regular basis all instructional programs.
4. Support the development of and student participation in appropriate extracurricular activities.
5. Be responsible for enforcing the code of conduct and ensuring that all cases are resolved promptly and fairly.
6. Review Code of Conduct with all staff at District orientation.

### **D. Guidance Counselors**

1. Assist students in coping with peer pressure and emerging personal, social and emotional problems.
2. Initiate teacher/ student/ counselor conferences and parent/ teacher/ student/ counselor conferences, as necessary, as a way to resolve problems.
3. Regularly review with students their educational progress and career plans.
4. Provide information to assist students with career planning.
5. Encourage students to benefit from the curriculum and extracurricular programs.

### **E. Teachers**

1. Maintain a climate of mutual respect and dignity, which will strengthen students’ self-concept and promote confidence to learn.
2. Be prepared to teach.
3. Demonstrate interest in teaching and concern for student achievement.
4. Know school policies and rules, and enforce them in fair and consistent manner.
5. Communicate to students and parents:
  - a. Course objectives and requirements
  - b. Marking/grading procedures
  - c. Assignment deadlines
  - d. Expectations for students
  - e. Classroom discipline plan
6. Communicate regularly with students, parents and other teachers concerning growth and achievement.

## **F. Parents**

1. Recognize that the education of their children is the joint responsibility of the parents and the school community.
2. Send their children to school ready to participate and learn.
3. Ensure their children attend school regularly and on time.
4. Ensure absences are excused.
5. Insist their children be dressed and groomed in a manner consistent with the student dress code.
6. Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
7. Know school rules and help their children understand them.
8. Convey to their children a supportive attitude toward education and the District.
9. Build good relationships with teachers, other parents and their children’s friends.
10. Help their children deal effectively with peer pressure.
11. Inform school officials of changes in the home situation that may affect student conduct or performance.
12. Provide a place for study and ensure homework assignments are completed.

## **STUDENT RIGHTS & RESPONSIBILITIES**

The District is committed to safeguarding the rights 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. Take part in all District activities on an equal basis regardless of race, color, creed, national origin, religion, gender or 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.

## **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 conduct.
3. Attend school every day unless they are legally excused and be in class, on time and prepared to learn.
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, positive manner.
6. Work to develop mechanisms to control their anger.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might lead to discipline.
9. Dress appropriately for school and school functions.
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 standards of conduct, demeanor, and sportsmanship.

## **AGENDA BOOKS**

Each secondary student will receive an agenda book at the beginning of the year. This book must remain intact with no pages being removed. This book contains all the rules and regulations as well as serves as the student’s passbook and assignment book. If a student loses this book, they will be required to purchase a new one at a cost of \$5.00. If this replacement is lost or stolen, additional agendas will cost \$10.00. Since this book serves as a student’s daily pass, those who report to class without their agenda book will receive detention.

## **ARRIVAL AT SCHOOL**

Students should normally arrive at the Jr./Sr. High School between 7:20 and 7:25 a.m. At the G.L. Priess School, students arrive between 8:35 and 8:40 and at the Eden Elementary School between 8:30 and 8:35. Secondary students are allowed in the building 15 minutes before the start of school unless they are dropped off by the bus or unless they are here for a teacher supervised activity. Students must go directly into school. Students are not allowed to leave school grounds without prior permission. The students should arrive at the respective school prior to their official starting time as determined by the administration.

A secondary student arriving at school after 7:30 a.m. during homeroom should report directly to the attendance office.







## ATTENDANCE

### **ATTENDANCE POLICY FOR JR./SR. HIGH SCHOOL ONLY**

#### **I. GENERAL INFORMATION**

- A. Students who are absent from any of their classes or school at least 10% of the school days will be in danger of losing academic credit for that class or classes. Students who exceed ten (10) absences in a 20-week course or five (5) absences in a 10-week course, will remain in the course without receiving credit. **By law, all absences, excused or unexcused, will be counted.**

# DECEMBER 2007

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- B. Students taking additional vacation days while school is in session will be charged with one absence for each school day missed.
- C. Parents will be notified when a student accumulates 3 absences in a 10-week course and /or 7 absences in a 20-week course. Notification will also be given when the limit is exceeded.
- D. Students who violate the attendance regulations and believe special consideration should be given in their situation may appeal in writing or in person to the Building Principal. This must be done within five (5) school days from the date of notification. The Assistant Principal will convene an appeal panel comprised of faculty members to decide on the appeal. (STAGE 1)
- E. Subsequent appeals may be made in writing to the Principal or his designee five (5) school days after notification of the Stage 1 decision. (STAGE 2)

**Special Note On Appeals:** It will be the student's responsibility to see that all the data is filled in and that the attendance record is attached at all stages. Any supporting data is to be obtained by the student and presented with the appeal.

## II. SPECIAL CONDITIONS

- A. New Entrants – Attendance of students entering a class after the start of the school year will be handled on a pro-rated basis.
- B. Re-entrants – The attendance of students leaving and re-entering during the same school year will be cumulative.
- C. Home Teaching – Home teaching may be assigned for long-term illness and does not count against the student. A doctor's note is needed when applying for this service.
- D. Physical Education – Students are reminded that special requirements must be met for Physical Education classes as per instructions from your Physical Education teacher.

### ABSENTEES

Whenever it is necessary to be absent from the Jr./Sr. High School, a parent or guardian must call the Attendance Office no later than 8:00 a.m. to explain the reason for the absence. If no call is received by 8:00 a.m., the Attendance Office will call the student's parents or guardians to obtain the reason for the absence.

A student will be excluded from participation in any extra-curricular activity (sports, clubs, field trips, or any other related functions) on a day he/she is absent from school, or not present by 9:45 a.m. Any exception to this would require an oral verification from parent/guardian as to the presence of unusual circumstances.

### TARDINESS

The law recognizes only a few legitimate excuses for being late to school, such as personal illness, illness in the family, requirement of students at home in an emergency, impassable roads, weather making travel unsafe, quarantine and attendance at clinics or court. Excuses noted as "personal reasons" are not acceptable. Examples of personal reasons are: missing the bus, oversleeping, visiting with a neighbor or friend, etc. Detention will be assigned after three times tardy per semester.

### LATE TO CLASS

Any student who reports to class late without a pass will be reported to the Principal or Assistant Principal's office and will receive detention.

### EARLY DISMISSAL

New York State Education Law stipulates that no student can be off campus for any reason unless parental permission has been given. Further, it is always necessary to gain permission from the Principal or Assistant Principal to leave campus during school hours. An off-campus pass is required.

A written note explaining the reason for the off campus or a telephone call to the Attendance Office by 8:00 a.m. is required before an off-campus pass will be granted.

The general reasons for which an off-campus pass will be issued are:

1. Medical and dental appointments which cannot be scheduled at any other time.
2. A funeral, when either a member of the family or student is acting as a representative of the school.
3. Job or college interviews, with appointment, which cannot be scheduled at any other time.

It would be the option of the Principal or Assistant Principal's Office not to issue an off-campus pass for these reasons: If the student is in danger of failing a subject or is in any danger, in the case of seniors, of not graduating. This would be done by personal contact with parents. Any student off campus without permission will be considered truant and discipline will follow.

### OFF-CAMPUS PERMISSION/PROCEDURES

1. A telephone call or a written note from a parent to the Attendance Office must be received by 8:00 a.m.
2. A pass will be ready in the Attendance Office before 1st Mod. on the day which the Off Campus is to occur.
3. Before leaving, the student must sign his name and parent must sign at the time of departure on the off-campus sheet in the Attendance Office.
4. Upon return, the student must fill in his exact time of arrival on the off-campus sheet.

### TRUANCY

Truancy may result in suspension. Any exception to the above will be determined by the Principal or Assistant Principal in accordance with the student's individual circumstances.

## PHYSICAL EDUCATION POLICIES

The rules of the New York State Regents and the regulations of the commissioner state that all students must complete a four-year physical education requirement. In order to graduate from Eden, you must complete the New York State Education Department Variance, which requires all students to have a completed personal fitness plan for the semester in which they are not scheduled for regular physical education classes. Credit will be granted in June when both requirements have been met.

All students will adhere to the school's safety regulations which state that students are not permitted to wear any form of jewelry while participating in physical education classes, after school practices or any athletic sporting events. This includes any type of body piercing including facial piercing and tongue piercing.

**ATTENDANCE** -- Physical Education requirements mandate that you participate in your assigned classes. If you do not participate in a scheduled class, you may need to make up that class. Make-up arrangements are the individual's responsibility. You may only make up one Physical Education class per day. You cannot "skip" another class in order to make up a class.

**EXCUSES** -- You must participate in your Physical Education class unless you have a current, (renewed each year), written medical excuse from your doctor or school nurse. Even then you may have to participate with permissible modifications being made; or you may be assigned a written project or research paper.

**FAILURE/INCOMPLETE** -- Each quarter, if you fail to participate in P.E. classes, you will receive a grade of "incomplete." That grade must be made up within that school year or it will be changed to an "I" and you will have to repeat that entire quarter.

**EQUIPMENT** -- Each student must be prepared for class by having shorts, a shirt, sneakers, a towel and a school lock in his/her possession. Wearing jewelry during class is not allowed! **DO NOT LEAVE VALUABLES IN THE GYM OR GYM LOCKER. YOUR POSSESSIONS ARE YOUR RESPONSIBILITY. THE SCHOOL IS NOT RESPONSIBLE FOR LOST/STOLEN ITEMS!**

**PLEASE NOTE:** New York State Education Department variances require all students to have a completed personal fitness plan and log for the semester in which they are not scheduled for regular Physical Education classes. Credit will not be granted until June when both requirements have been met.

### VACATION PROCEDURE

#### Policy for Student Voluntary Absences During School Time:

Vacation time requests cannot be granted and are ill advised; it must become the parents' decision. If parents choose to do so, it is recorded on the student's permanent record as an unexcused absence with parental permission. **STUDENTS ARE RESPONSIBLE FOR ALL WORK MISSED DURING THEIR TIME OF ABSENCE.**

- A. Parents must make request at least two weeks in advance to either the Principal or Assistant Principal.
- B. Parents must also inform the Guidance Office as to the length and dates of absence, grades 3-12.
- C. Refer to attendance section for rules on excessive absences.

### PROCEDURES

#### ACCIDENTS




All accidents, regardless of how minor, occurring to pupils going to or from school, on school property, engaged in school sponsored activities off campus or on the school bus must be reported to the teacher or person in charge of the activity as soon as they occur.

The person in charge will fill out and sign an accident report sheet to be sent to the clinic. Students are to report to the clinic the following day. Also, the student is to notify the nurse whether or not outside medical attention was necessary.

#### BUS RULES

1. The bus driver has complete charge of pupils while they are entering, leaving and riding on any bus. Pupils are expected to conduct themselves so that they do not distract the driver. Any pupil who is a behavior problem will be reported to the Principal or Assistant Principal. Bus reports could result in the pupil being denied transportation. In such cases, parents will be notified.
2. Be on time at your scheduled stop. Stand back from the road a safe distance and stand still when the bus is approaching your stop. No pushing or horseplay.
3. Students are required to pass in front of the school bus when crossing the road to board or get off the bus, after being signaled by the driver.
4. All students should board their bus immediately at dismissal time and take their seats. They must stay in their seats until the bus comes to a complete stop at the unloading point.
5. There is to be no use of tobacco products or lighting of matches on the bus.
6. There is to be no shouting, loud talking or whistling.
7. Head, hands, arms or other parts of the body are not allowed out of the windows at any time. No articles are permitted to be thrown from the bus.
8. All students will ride their regularly scheduled bus to and from school unless permission to deviate has been given by the Principal or Assistant Principal.
9. Students taking late buses must have a late bus pass signed by a teacher. The pass is only good at the time stated and will be honored only at the high school.
10. No live animals or items of a dangerous nature (i.e. glass, sharp edges, etc.) will be allowed on the bus.
11. No large items such as, musical instruments and sporting equipment will be allowed on the bus.
12. Inappropriate behavior on the bus could result in a loss of transportation.

# JANUARY 2008

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## COMPUTERS

All students in the district have their own computer accounts on the district network. They are able to access their personal account on any district computer. These accounts are assigned to the individual student at the beginning of the school year and distributed in homeroom. These accounts should not be shared. Accessing other student's accounts could result in disciplinary action. Students who have problems with their accounts or forget their log in information may stop in the Technology Support Office for assistance.

Students should be using flash drives to transport data from home to school instead of floppy drives. The Jr./Sr. High School has both PC and Mac computer labs that have Microsoft(c) Office available. Students who have questions about file formats should check in the Technology Support Office located in room 126 of the high school for more information.

## DETENTION

1. For minor problems, the student will be required to spend a detention under the supervision of the respective teacher (i.e., class disruptions, no homework, etc.). The teacher will call home. Serious offenses will be directed under the supervision of the Principal or Assistant Principal's Office. Students assigned detention will report to the Cafeteria on designated days.

### **Detention is from 2:25 – 3:25 p.m. on Tuesdays and Thursdays.**

Those students who have detention through the Assistant Principal's Office will be expected to be silent, remain seated and awake in an upright position. No food or drinks are allowed in detention.

Any teacher may request the student(s) to remain after school in their classroom. For transportation purposes, the teacher must give students one-day notice. If the student ignores the request, the teacher should report the incident to the Assistant Principal's Office.

2. In order for a student to be excused from detention at Jr./Sr. High, his/her parent or guardian must call the Principal or Assistant Principal's Office before 2:00 p.m. on the day of the detention. An excused detention will be rescheduled. The only valid reasons for having a detention excused are:
  - a. Doctor or dental appointment
  - b. Family need

Any student who fails to show up for a scheduled detention at the Jr./Sr. without being excused will be required to serve a one-day suspension. This may be during faculty in-service days. Students will be required to provide their own transportation. If the student fails to show up for successive detention, it will result in parental notification and suspension. **All students are expected to be present for the entire time.**

## STUDENT DRESS CODE

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other District personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

- 1A. The Dress Code includes, but is not limited to the following and the final decision is that of the school personnel.
  - A student's dress, grooming and appearance, includes hair style/color, jewelry, make-up and nails.
  - A. Clothing, hairstyles and all jewelry worn must be safe and not disrupt or interfere with the educational program.
  - B. Students must wear footwear at all times. Slippers are not allowed.
  - C. Skirts, dresses and shorts must reach fingertip length.
  - D. Coats, and jackets (outerwear) are not to be worn in the building.
  - E. Hats, hoods, bandanas, visors, non-functional headgear and sunglasses are not to be worn inside the school building, except for religious or medical purposes.
  - F. All underwear must be completely covered with outer garments. No pajama bottoms allowed.
  - G. Tube tops, halter-tops, spaghetti straps, backless tops, one-shoulder tops, strapless tops and low-cut tops are not allowed. Tank tops must have a 2 ½" minimum strap width.
  - H. See through clothing is not allowed.
  - I. Bare midriffs are not allowed. Shirts or tops must cover the waistband of pants, shorts or skirts.
  - J. The wearing of chains and jewelry that may be used or construed as a weapon is prohibited. (No spikes, pins or chains.)
  - K. Clothing and accessories must not display (1) racial or ethnic slurs, (2) gang affiliations, (3) vulgar, subversive, or sexually suggestive language or images; nor should they promote messages including alcohol, tobacco and other drugs.
  - L. Backpacks are not allowed to be carried during school hours.

Each Building Principal or his or her designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

## DRIVING PERMITS

Students who desire to drive to school must get a driving permit application from the Assistant Principal, completely fill it out, have it signed by a parent, and return it to the office. The administration will review the application. If everything is in order, the application will be approved. Students driving to school must adhere to these rules:

1. All cars must be parked in the student lot. The first row is reserved for teachers only. Students parked in the first row may have their vehicles towed away at their expense. This rule includes motorcycles. There is a special area reserved for motorcycles only.
2. **Students are not allowed in the parking lot during the school day, for any reason, without prior approval from the Office.**
3. Students must drive with extreme caution and must refrain from excessive noise in the operation of vehicles.
4. The maximum speed limit on school property is 10 m.p.h.
5. School buses and pedestrians **always** have the right of way.
6. All students attending vocational programs must take the bus to and from their program.

Any violation of driving rules or school rules will result in the assignment of detention and/or the loss of privilege to park on school property.

## FIRE DRILLS

A fire escape plan is posted in each room. Students should study the plan and become familiar with it. In case of a fire alarm, students should listen for instructions from their teachers. Students should exit the building quickly and quietly but in an orderly fashion. Talking, disorderly conduct, and inattention during the fire drills can ultimately cause harm to students in a real fire situation. Students who are uncooperative during a drill will be sent to the office for disciplinary action.

## USE OF THE LIBRARY

The Library is open from the beginning of the school day to the end of the school day. Admission to the Library during school hours is by pass only. Library passes must be completely filled out and signed by a teacher before coming to the Library. Students using the Library during advisement periods are to remain in the Library for the entire period. No passes will be issued once you have arrived at the Library.

Students wishing to use the Library after 2:15 p.m. must report immediately after their last period class. The number of students using the Library after school is limited, so only "serious" students will be admitted. Students must remain in the Library until they are dismissed for the late bus. Be sure to get a late bus pass from the Librarian. Students in the G. L. Priess or Elementary School will be scheduled to the library by their classroom teacher.

## LOCKERS

All students will be loaned a locker as close as possible to their homerooms. Lock numbers and combinations will be assigned by the Principal or Assistant Principal. In the interest of protecting students' property and lockers, the following rules should be strictly observed:

1. Never share combinations with others and **do not preset** combinations.
2. Memorize combinations then destroy written records. If you forget the combination, check with the Principal or Assistant Principal. If you have another type of locker problem, stop in the office and see the Principal or Assistant Principal. The problem will be corrected as soon as possible.
3. Use your own locker; never trade with another student.
4. Students will be held responsible for damage they cause to their lockers. If your locker is tampered with or broken into, report it to the office immediately.
5. Kicking or slamming locker doors makes them irreparable. Report mechanical problems to the office.
6. Keep lockers clean and neat. Do not paste items to locker doors.
7. **Leave valuable items at home.**
8. Lockers are the school's property and can be searched at any time by the Principal or Assistant Principal.

## NURSE/CLINIC

Students who feel ill or are injured while in school, should report to the clinic immediately or at a teacher's referral. If the nurse is unavailable, they should report to the office for instructions.

Students who feel ill may be released to go home only if parental consent is received by the Nurse, Principal or Assistant Principal. Any student leaving the building without first getting permission from the clinic or office will be considered truant and will be dealt with accordingly. Students should not call for someone to pick them up. The nurse or someone in the office will do that for them.

Under New York State Law, the nurse is permitted to give first aid treatment only to injuries received in a school activity and to give medication only on the written order of the family physician.

If a student misses more than 20 minutes of a class, it will be treated as a class absence.

## RADIOS/TAPE PLAYERS/CD'S/MISCELLANEOUS

No radios, tape players, CD players, laser pointers or any electronic devices used for entertainment are to be brought to school without previous permission from the Principal or Assistant Principal.

## TELEPHONE CALLS





Students will not be called to the telephone for messages. Emergencies will be handled on an individual basis. Students are expected to use the pay phones in the lobby for personal calls in the Jr./Sr. High School and K-6 should use office phones. Cell phones cannot be used during school hours.

## PRINCIPAL OR ASSISTANT PRINCIPAL'S OFFICE

If a student is sent to the office, he/she is to proceed there immediately and stay there until he/she meets with the Principal or Assistant Principal personally or is otherwise instructed by one of the office staff.



# FEBRUARY 2008

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## ELECTRONIC DEVICES WITH PHOTOGRAPHIC OR TEXT MESSAGES CAPABILITY

The use of electronic devices with photographic, audio, video and/or text messaging capability, including but not limited to, cell phones, cameras, personal data assistants and other devices, are prohibited at anytime during the school day. They are not to be seen or used during the school hours. The use of I-Pods in the classroom is at the discretion of the teacher. I-Pods are not to be used in the hallway and during homeroom, because of announcements. If any electronic devices are seen or used during school hours they will be confiscated for five days for the first violation and ten days for the second violation. A parent may retrieve the electronic device by scheduling a meeting with an administrator.

## VISITOR PASSES

Each Eden student will be totally responsible for the behavior of his/her visitor and for the adherence to our discipline and dress code. All visitors must report to the Principal or Assistant Principal's for a pass. Passes will only be issued under the following conditions:

1. Visitors to class:
  - a. Student must request a visitor's pass from the Principal or Assistant Principal's Office at least one day in advance of the pass being issued.
  - b. This form must be signed by every teacher in whose class the student is requesting a pass and returned to the Principal or Assistant Principal's Office.
  - c. If teachers have given their written consent, a pass will be issued.
2. Visitors before or after school hours:
  - a. All visitors spending any time in the building other than dropping one of our students off or picking one of our students up after school must have a visitor's pass, and be sponsored by an Eden student. Students picking up or dropping off one of our students before or after school must remain outside the front door.
  - b. All visitors spending part of or all day at Eden must park in the student section of the parking lot.

If for any reason a visitor is viewed by an administrator, faculty member or student of Eden abusing his/her privilege, they will report this immediately to the Principal or Assistant Principal's Office and the visitor pass will be revoked. He/she will be asked not to return. Parents will be notified by the Principal or Assistant Principal.

## VIOLATIONS

### CLASS CUTS

**Policy on "Cuts"** -- Students must be in attendance and accounted for each period of the day. Attendance is taken each period. This includes academic classes, study halls, Physical Education, etc. Students are not allowed in the parking lot during the school day, for any reason, without prior approval from the Office. Any unauthorized non-attendance in an assigned period is a class cut. Students will meet with the Assistant Principal every time they are illegally absent from class. If a student leaves school without permission, they will face disciplinary action. Parents will be notified.

Students who are more than twenty minutes late for a class or study hall without a legitimate excuse, will be considered cutting that class or study hall. Students who leave class early without permission will receive the same penalties for class cutting. Students who are ill in the clinic will be subject to the discretion of the nurse.

### CLASS DISRUPTION

Most class disruptions will be handled by the individual teacher according to the behavior expectations of that teacher. The teacher will notify the parents when warranted. In more serious cases, or for chronic class disruption, the student will be referred to the Assistant Principal. Parent conferences will be scheduled.

### DAMAGE

Any student who damages any school property as a result of conduct which is not proper on school grounds will be responsible to pay for the cost of repairing such damage. The student will also be subject to disciplinary action.

The disciplinary action to be taken will be determined by the Principal or Assistant Principal's Office in accordance with the particular circumstances of the situation. The student will also be subject to legal action in more serious cases. If a student damages another student's property, every attempt will be made to retrieve the cost of the damage.

### ILLEGAL DRUGS/ALCOHOL

1. No student is permitted to have any illegal drug/alcohol in the school building or on school property at any time or at any extra-curricular activity at the school. This also includes school-sponsored activities held away from the school.
2. No student shall be involved in any situation involving drugs or alcohol in the school building, on school property or at any school function at school or away from school.
3. Eden students who are, in the judgment of the chaperones and/or faculty, under the influence of illegal drugs/alcohol when they arrive at any school activity, classes or exams will be subject to discipline listed below and by the Principal or Assistant Principal.
4. If any student is found to be in possession of drugs, alcohol, drug paraphernalia, or any other illegal substance/item or found to be involved in the selling, giving, buying or receiving of any of the above, parents and the Eden Police Department will be notified, as appropriate. In addition, school discipline will be at the discretion of the District administration.
5. Any Eden student using drugs/alcohol, or involved in a drug/alcohol transaction on school grounds or at any school-sponsored activity will also be referred to the available counseling services.

**CLARIFICATION; RELATING TO DRINKING, GAMBLING, FIREWORKS OR ILLEGAL DRUGS – New York State Law** authorizes school authorities to conduct a search of person and/or lockers where there exists sufficient and/or a reasonable cause.

## FIGHTING

Any student involved in a fight will have his/her parents notified, and will be immediately removed from school. Further disciplinary action will be determined by the Principal or Assistant Principal.

## FIREWORKS

Any student in possession of fireworks or any type of explosive device of any kind on school grounds or at any school-sponsored activity will receive full disciplinary action. Any student buying, selling or exchanging fireworks in any way on school grounds or at a school-sponsored activity will receive full disciplinary action. Proper authorities will be notified concerning possession or selling of fireworks.

## GAMBLING

Gambling of any type is not permitted on school grounds or at any school-sponsored activity at any time. Any violation of this rule will result in immediate disciplinary action. Card playing of any type is not permitted during school hours in the Junior/Senior High School.

## HALL CONDUCT

Students are expected to act courteously while passing through corridors. No shoving, pushing, or blocking is to occur. No running, tripping, games, or play fighting will be tolerated. All students are to act as ladies and gentlemen at all times.

No public displays of affection while in halls, cafeteria, or outside of school building will be allowed. Language should be appropriate for school.

If a student is referred to the Principal or Assistant Principal's office, he/she will receive an automatic detention. Repeated referrals will result in parental notification and possible suspension.

## HARASSMENT

**Sexual** – Conduct is deemed to be sexual harassment when the student perceives such behavior as unwelcome, such as inappropriate touching, verbal comments, sexual name calling, spreading sexual rumors, gestures, jokes, pictures, blocking a student's movement etc. Eden Central School District is committed to safeguarding the rights of all students within the school.

Any student who believes that any individual on school grounds or at school activities has subjected him or her to sexual harassment should report the alleged misconduct immediately to the Principal or Assistant Principal.

The school, upon learning of or having reason to suspect the occurrence of any sexual harassment, will promptly begin an investigation.

Individuals who engage in this type of behavior will be subject to disciplinary action.

**Other** – Harassment, whether sexual in nature or otherwise, will be dealt with severely. All cases of harassment will subject the student to a type of intervention directed by the School District.

**Threats & Rumors** – School is a place of learning and study. No person has the right to prevent others from achieving their academic, social and career goals. We thoroughly investigate and act upon any threats to the school, its personnel or students. Threats are not taken lightly and those who decide to make threats will meet with the most severe disciplinary consequences.

Harmful words can inflict pain, induce fear and panic and cause damage. Unfortunately, rumors often start and grow in proportion as they are passed from person to person. We will carefully investigate any rumors which are brought to our attention. If rumors are being spread maliciously, we will pursue those who originate and/or embellish rumors with vigor and resolve.

## PLAGIARISM/CHEATING

Plagiarism is using others' ideas and words without clearly acknowledging the source of the information. It will be presumed that any use of outside sources without proper acknowledgement is done with the intent to deceive. It is also assumed that students who allowed their work to be plagiarized do so with the intent to deceive. The copying of assignments, homework, projects, quizzes, and tests which is not your own work is a form of plagiarism.

Consequences: All students who plagiarize, or allow their work to be plagiarized, will receive the following penalty:

First Offense:

- Zero on the assignment with no opportunity to make up the assignment
- Verbal notification to parent by the teacher
- Written notification to the parent by the administration

Second Offense:

- Zero on the assignment with no opportunity to make up the assignment
- ISS for two days
- Mandatory Parent/Teacher/Administrator conference

Third and Subsequent Offenses:




- Zero on the assignment with no opportunity to make up the assignment
- Verbal and written notification to parent by the administration
- Removal from the course

**One offense is enough to deny membership into the National Honor Society or awarding of scholarships.**

## RESPECT/OFFENSIVE LANGUAGE

All students should exhibit respect for each other, faculty, staff members, visitors and school property. Offensive language will not be tolerated. Correction in this area will be handled individually.

# MARCH 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																																		
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2	3 PARP Begins	4	5 5th & 6th Gr Band Concert 7 pm  Board Budget Work Session 6:30 pm	6  <b>7 pm</b>	7 End of Mid Qtr. K-6  Staff Development Day-No School <b>7:30 pm</b>	8  <b>7:30 pm</b>																																																																																																		
		3rd-5th Grade Math Assessments		<b>GUYS AND DOLLS MUSICAL</b>																																																																																																				
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9 Daylight Savings Time Begins  <b>GUYS AND DOLLS MUSICAL</b>  <b>2 pm</b>	10	11	12 Board Budget Work Session 6:30 pm  PARP Gr. 3-4 Activity Night	13 Career Fair-Erie I Boces 6:30-8:30 pm  District Orchestra Concert 7 pm	14 GLP Reading Round-Up 7 pm  Mid Qtr Reports Mailed Gr. 4-6	15																																																																																																		
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16	17 St. Patrick's Day    Student Council Shamrock Sale	18 PTA Mtg. 7 pm	19 Brd of Education Mtg. 7:30 pm - HS Aud.	20 1st Day of Spring	21 Good Friday	22																																																																																																		
23   <b>Spring Weekend 3/21 - 3/24</b>	24	25 Jr/Sr HS Chorus 7 pm  	26 Board Budget Work Session 6:30 pm  NHS Induction 7 pm	27 Family Math Game Night GLP 7 pm	28 PARP Ends	29																																																																																																		
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**SMOKING**

There is absolutely no smoking in the school building or on school property including the sidewalk between the Jr./Sr. High School and GLP Primary School.

Violations of the above or involvement in a smoking situation will result in disciplinary action. Subsequent violations will be dealt with more severely.

Tobacco chewing is also prohibited in the school building. Violations will be dealt with in the same manner as smoking. Any student who is found in possession of lighters, matches or any smoking materials will face disciplinary action.

Federal Law prohibits students from possessing or using any type of tobacco products anywhere in school, on school property, or at school-sponsored activities, home or away. Students may face arrest and criminal prosecution.

**NOTE: NEW YORK STATE LAW PROHIBITS SMOKING IN ANY PUBLIC PLACE.**

**STEALING**

Any student who is involved in any stealing or found to be in possession of stolen property, will be required to either return or replace or pay for the stolen property. In addition, the student would be subject to disciplinary action as determined by the Principal or Assistant Principal’s Office, according to the individual circumstances.

Students are advised that the school is not responsible for any stolen articles; therefore, students must not bring radios, tapes, or other equipment to school. It is a must for all students to have a lock on their locker at all times. Expensive items may be stored in the Main Office.

**POSSESSION OF WEAPONS**

Students are not allowed to bring any weapons onto school property. A student found with a weapon in his/her possession or in their locker faces expulsion from school for a period up to one year by Federal Law.

**Weapons** – “Weapons” means a firearm as defined in 18 USC §921 for purposes of the Gun-Free Schools Act. It also means any other gun, BB gun, paintball guns, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, sling shot, metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other device, instrument, material or substance that can cause physical injury or death when used to cause physical injury or death.

**Guns** – No student shall bring onto school premises or have in his/her possession any “firearm” as defined in federal law. “Firearm” shall mean any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive. In accordance with the Gun-Free Schools Act of 1994, any student found guilty of bringing a firearm onto school premises or having such a firearm in his/her possession on school premises, after a hearing has been provided, could be suspended from school for a period of not less than one calendar year.

**Eden Central School District Prohibited Student Conduct Behavior-Related Offenses and Consequences**

The following range of consequences should apply in most circumstances. In unusual or extreme cases, this range may not be appropriate. For cases involving absence, truancy, class cutting, tardiness to school or to class, the intention is not to remove the student from the school or the classroom setting except in extreme circumstances. The following is advisory in nature. In all instances, student discipline is at the discretion of the administrator.

I Staff Administrative Response	II Parent/Guardian Involvement	III Relocation of Student’s Time	IV Exclusion from Normal School Activities	V Extended Procedures
<p>OPTIONS</p> <ul style="list-style-type: none"> <li>• Warning</li> <li>• Verbal reprimand</li> <li>• Teacher removal</li> <li>• Time-out or out of classroom</li> <li>• Loss of privileges</li> <li>• Teachers/ admin. counselor conference with student</li> <li>• Contact with parent</li> </ul>	<p>OPTIONS</p> <ul style="list-style-type: none"> <li>• Phone call to parent/guardian</li> <li>• Written notification</li> <li>• Conference with parent/guardian/admin/counselor</li> </ul>	<p>OPTIONS</p> <ul style="list-style-type: none"> <li>• Detention</li> <li>• In-school suspension</li> <li>• Saturday detention (Parent / guardian notification required)</li> <li>• OSS</li> </ul>	<p>OPTIONS</p> <ul style="list-style-type: none"> <li>• OSS</li> <li>• Restricted access</li> <li>• In-school suspension</li> <li>• Suspend student privileges</li> <li>• Alternative placement</li> <li>• (Parent/ Guardian Notification Required)</li> </ul>	<p>OPTIONS</p> <ul style="list-style-type: none"> <li>• Superintendent’s Hearing (Parent/guardian notification required)</li> <li>• PINS</li> <li>• Complaint to Criminal Court</li> </ul>
<p>Restitution for loss or damage may be required in addition to any of the above consequences. Where appropriate, law enforcement officials will be involved.</p>				

PINS – (Person In Need of Supervision) PINS petitions should be filed only after communication with the Superintendent of Schools who will insure applicability to current laws and/or regulations.




**SUSPENSIONS**

**Out-Of-School Suspension** -- Any time a student is suspended from school, a parent will be informed in writing and a conference may be requested before the student may return to school. If a student has been suspended he/she may not be on school property or participate in any school sponsored activities.

**In-School Suspensions** -- In-School Suspension is assigned to a student for serious or repeated misbehavior. On the day an in-school suspension has been assigned, the student should report to the Main Office as soon as they arrive at school. Students are required to bring a lunch and will not be able to attend any school-sponsored activities on any day they are in-school suspended.

<u>Offense</u>	<u>Definition</u>	<u>Range</u>
Absence	An absence for a day or any portion of a day for any reason other than those cited as lawful and/or failure to bring a note written by a parent/guardian to verify a lawful absence.	I to V
Alcohol Violation	Possession or use of any alcoholic substance, including possession with intent to sell, give, deliver, or distribute.	IV or V
Arson/Fire	Attempting to, aiding in, or setting fire to a building or other property.	IV or V
Bus Misbehavior	Any violation of school system policy, or bus driver rules or policy occurring on a school bus.	I to V
Cheating/Academic Dishonesty	Copying, plagiarizing, altering records; or assisting another in such actions.	I to V
Computer/Electronic Communication Misuse	Any authorized use of computers, software, or internet/intranet account to access internet/intranet; accessing inappropriate websites; misuse of a website, internet/intranet account or internet/intranet resource.	I to V
Cutting Class	Unlawful absence from a class or school activity.	II to V
Defamation	False or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.	II to V
Destruction of Property/ Vandalism	Damage, destruction, or defacement (graffiti) of property belonging to the school or others.	I to V
Discrimination	Use of race, color, creed, national origin, religion, physical or mental disability, age, gender, marital status, physical traits or sexual orientation as a basis for treating another in a negative manner.	II to V
Disrespect toward Adults	Inappropriate comments or physical gestures to teachers, staff members, or other adults in the school community.	I to V
Disruption, Classroom	Behavior that interferes with the learning of others in any learning environment.	I to V
Disruption, inciting and/or participating	Behavior disturbing the atmosphere or order.	I to V
Disruption school	Behavior that interferes with the safe and orderly environment of the school or school activity.	I to V
Drug Violation	Possession or use of (including possession with the intent to sell, give, deliver, or distribute) any inhalants or other intoxicants; controlled dangerous substances including prescription drugs, over-the-counter medicines, look-a-likes and substances represented as controlled dangerous substances; or drug paraphernalia.	IV to V
Driving/Parking Violations	Failure to comply with any driving rules and regulations including illegal parking, reckless driving.	I to V
Failure to Serve Assigned Consequences	Failure to serve detention, contract room, Saturday school suspension or other assigned consequences.	I to V
False Alarms/Bomb Threats	Initiating a report warning of fire, or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.	III to V

# APRIL 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																																			
		1 April Fool's Day	2 Board Budget Work Session 6:30 pm	3 	4 End 3rd Qtr. Gr. 7-12	5 																																																																																																			
		SADD Bake Sale International Model UN Competition			Tour-IIS Wind Ensemble																																																																																																				
6	7	8	9 Brd of Education Mtg. 7:30 pm - HS Aud.  Budget Adoption	10 Talent Show HS Aud 1pm	11 End 3rd Qtr. K-6 11:15 am Dismissal K-6	12																																																																																																			
		Student Council Spring Fling Week 4/7 - 4/10 FBLA States @ Catskills																																																																																																							
		Tour-HS Wind Ensemble International Model UN Competition			<b>Spring Recess</b>																																																																																																				
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<b>Spring Recess 4/12 - 4/20</b>																																																																																																									
20	21	22 Earth Day PTA Mtg. 7 pm  	23 Administrative Professionals' Day	24	25 K-6th Grade Report Cards Go Home	26																																																																																																			
<b>Spring Recess</b>		8th Gr Science Practicals																																																																																																							
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Fighting	A hostile confrontation with physical contact involving two or more students.	III to V
Fireworks or Explosives	Possession, use and/or threat to use firecrackers, smoke bombs, flares, combustible or explosive substances or combination of substances or articles.	IV to V
Gambling	Wagering money or property.	I to V
Harassment	A sufficiently severe action or persistent pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be, or which a reasonable person would perceive as ridiculing or demeaning.	II to V
Hazing	Intentional or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining membership in any school sponsored activity, organization, club or team.	IV to V
Indecent Exposure	Exposure to sight of the private parts of the body in a lewd or indecent manner.	II to V
Insubordination	Refusing to follow reasonable directions of teachers, staff, administration, including failure to identify self.	III to V
Intimidation	Engaging in actions or statements that put an individual in fear of bodily harm.	I to V
Leaving school Buildings/Grounds without permission	Leaving school buildings/grounds during regular school hours without written or verbal permission from parent/guardian or someone listed on the emergency procedure card.	III to V
Pager	Carrying, wearing or using an unauthorized portable electronic communications device.	II to V
Physical Attack on Staff	Aggressive action directed at school staff, with physical contact, while on school grounds or at a school-sponsored event, including a situation where a staff member is intervening in a fight or other disruptive activity.	IV to V
Physical Attack on Students or others	Aggressive action, with physical contact, directed at another person, student or non-student, on school grounds or at a school-sponsored event.	IV to V
Profanity	Using vulgar or abusive language, cursing, swearing.	I to V
Refusal to Obey School Rules	Failure to comply with school rules, regulations, policies, and/or procedures.	I to V
Sexual Harassment	Unwanted and inappropriate verbal, written, or physical conduct of a sexual nature directed toward others.	II to V
Stalking	A malicious course of conduct that includes approaching or pursuing another person with the intent to place that person in reasonable fear of serious bodily injury or death; or that a third person will likely suffer serious bodily injury or death.	IV to V
Tardiness	Lateness to school or class; tardiness to class of 20 minutes or more equals one class absence; three incidents of unexcused tardiness of less than 20 minutes equals one class absence.	I to V
Theft	Taking or obtaining property of another without permission or knowledge of the owner.	II to V
Threat to Staff, Physical or Verbal	Expression, conveyed by word or action, of intent to do physical harm to a staff member.	IV to V
Threat to Student Physical or Verbal	Expression, conveyed by word or action, or intent to do physical harm to another student.	IV to V
Tobacco	Possession or use of any tobacco or tobacco products; including possession with the intent to sell, give, deliver, or distribute.	III to V
Trespassing	Unauthorized presence on school property including while on a restrictive trespass, suspension, or expulsion.	II to V
Truancy	Unlawful absence without parental knowledge.	III to V
Uncooperative Behavior	Intentional failure to follow reasonable directions of staff members or participate cooperatively in a school or class activity.	I to V

Weapons Violations	Possession of an object or implement capable of causing harm or used in such a way to cause harm to another. This includes all guns, including pellet and BB guns, knives, and any implement, visible or concealed, possessed under a circumstance, which would reasonably lead a person to believe it was a weapon.	IV to V
Other	Any infraction not listed will be dealt with on a case-by-case basis.	

#### CONSEQUENCES FOR VIOLATIONS OF BEHAVIOR AND DISCIPLINE POLICIES

The professional staff at a school has the responsibility for taking appropriate actions when a student is involved in a situation which disrupts the learning environment of a school. When determining the consequences, they take the following into consideration:

- The severity of the incident.
- ✦ **A student's previous violations and/or consequences for the same or a related offense.**
- If the offense interfered with the responsibility/rights/privileges/property of others.
- If the offense posed a threat to the health or safety of others.
- If the student has an Individualized Education Plan or a 504 Plan.
- The logical relationship between the offense and the consequence.
- The age-appropriateness of the consequence.

The building principal or his or her designee will notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical. The notification must identify the student and explain the conduct that violated the code of conduct and constituted a crime.

#### CORPORAL PUNISHMENT

The Board of Education prohibits, in any manner, the use of corporal punishment in the disciplining of any student. Corporal punishment is defined as physical punishment or undue physical discomfort inflicted on the body of a student for the purpose of maintaining discipline or to enforce school rules.

#### STUDENT SEARCHES AND INTERROGATIONS: To Include All School Buildings and Property

The Board of Education is committed to ensuring an atmosphere on school property and at school functions that is safe and orderly. To achieve this kind of environment, any school official authorized to impose a disciplinary penalty on a student may question a student about an alleged violation of law or the district code of conduct. Students are not entitled to any sort of "Miranda" type warning before being questioned by school officials, nor are school officials required to contact a student's parent before questioning the student. However, school officials will tell all students why they are being questioned.

In addition, the Board authorizes the superintendent, building principals, the school nurse and district employees to conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the District code of conduct.

An authorized school official may conduct a search of a student's belongings that is minimally intrusive, such as touching the outside of a book bag, without reasonable suspicion, so long as the school official has a legitimate reason for the very limited search.

An authorized school official may search a student or the student's belongings based upon information received from a reliable informant.

#### STUDENT LOCKERS, DESKS AND OTHER SCHOOL STORAGE PLACES

The rules in this code of conduct regarding searches of students and their belongings do not apply to student lockers, desks and other school storage places. Students have no reasonable expectation of privacy with respect to these places and school officials retain complete control over them. This means that student lockers, desks and other school storage places may be subject to search at any time by school officials, without prior notice to students and without their consent. For additional information on Searches and Interrogations, including information pertaining to the questioning or interviewing of students by law enforcement officials, and requirements associated with these actions, please refer to Board of Education Policy 7330.

#### REPORTING VIOLATIONS









All students are expected to promptly report violations of the code of conduct to a teacher, guidance counselor, the Building Principal or his or her designee. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function shall report this information immediately to a teacher, the Building Principal, the principal's designee or the superintendent.

All District staff who are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner. District staff who are not authorized to impose disciplinary sanctions are expected to promptly report violations of the code of conduct to their supervisor, who shall in turn impose an appropriate disciplinary action, if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction.

Any weapon, alcohol or illegal substance found shall be confiscated immediately followed by notification to the parent of the student involved and the appropriate disciplinary sanction if warranted, which may include permanent suspension and referral for prosecution.

The Building Principal or his or her designee must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day the principal or his or her designee learns of the violation. The notification may be made by telephone, followed by a letter. The notification must identify the student and explain the conduct that violated the code of conduct and constituted a crime.

# MAY 2008

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Mother's Day 		AFS Chicken BBQ	6th Gr Visit to Jr./Sr. High 9-11 am  Wind Ensemble /Symphonic Band Concert 8 pm 	 Musical at 10am and 7pm	End Mid Qtr. K-6	AFS International Dinner 6-8 pm at Jr./Sr. HS Cafe																																																																																																		
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	Memorial Day  <i>America will never forget</i> ***  HS Wind Ensemble 11 am		HS Orchestra, Chorus, Jazz Concert 8 pm 		Kindergarten Screening																																																																																																			

## PASSES

We will no longer be using passes for travel during the school day. Each student will find a monthly allotment of 20 passes. These passes are to be used to go to the lavatory, locker, the nurse, to see a teacher, or use the phone. They should not be abused. Abuse of this privilege may result in loss of monthly passes.

1. Students must request permission to use these passes. Once all 20 are used the student may no longer request permission to leave class. The passes do not transfer to the next month if not used.
2. The teacher has the right to deny the use of these passes if they feel it is not appropriate for the student to leave class.
3. Students need not use their monthly passes to go on an errand for a teacher, go to the office when called, or to see a teacher at the teacher's request. Teachers should use the TEACHER PASSES for such purposes.
4. If a student is late to class, his/her teacher will have the option to use one of the student's 20 monthly passes as a late pass.

## TEACHER DISCIPLINARY REMOVAL OF DISRUPTIVE STUDENTS

A student's behavior can affect a teacher's ability to teach and can make it difficult for other students in the classroom to learn. In most instances, the classroom can control a student's behavior and maintain or restore control over the classroom by using good classroom management techniques. Time-honored classroom management techniques do not constitute disciplinary removals for purposes of this Code.

On occasion, a student's behavior may become disruptive. For purposes of the Code of Conduct, a disruptive student is a student who is substantially disruptive of the educational process or substantial interference with a teacher's authority occurs when a student demonstrates a persistent unwillingness to comply with the teacher's instructions or repeatedly violates the teacher's classroom behavior rules.

A classroom teacher may remove a disruptive student from class for up to one day. The removal from class applies to the class of the removing teacher only.

If the disruptive student does not pose a danger or on-going threat of disruption to the academic process, the teacher must provide the student with an explanation for why he or she is being removed and an opportunity to explain his or her version of the relevant events before the student is removed. Only after the informal discussion may a teacher remove a student from class.

If the student poses a danger or ongoing threat of disruption, the teacher may request the student to be removed immediately. The teacher must, however, explain to the student why he or she was removed from the classroom and gives the student a chance to present his or her version of the relevant events within 24 hours.

The teacher must complete a District established disciplinary removal form and meet with the principal or his or her designee as soon as possible, but no later than the end of the school day, to explain the circumstances of the removal and to present the removal form. If the principal or designee is not available by the end of the same school day, the teacher must leave the form with the secretary and meet with the principal or designee prior to the beginning of classes on the next school day.

Within 24-hours after the student's removal, the principal or another District administrator designated by the principal must notify the student's parents, in writing, that the student has been removed from class and why. The notice must also inform the parent that he or she has the right, upon request, to meet informally with the principal or the principal's designee to discuss the reasons for the removal.

The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the student's removal at the last known address for the parents. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting parents.

The principal may require the teacher who ordered the removal to attend the informal conference. If at the informal meeting the student denies the charges, the principal or the principal's designee must explain why the student was removed and give the student and the student's parents a chance to present the student's version of the relevant events. The informal meeting must be held within 48 hours of the student's removal. The timing of the informal meeting may be extended by mutual agreement of the parent and principal.

The principal or the principal's designee may overturn the removal of the student from class if the principal finds any one of the following:

- A. The charges against the student are not supported by substantial evidence.
- B. The student's removal is otherwise in violation of law, including the District's Code of Conduct.
- C. The conduct warrants suspension from school pursuant to Education Law Section 3214 and a suspension will be imposed.

The principal or his or her designee may overturn a removal at any point between receiving the referral form issued by the teacher and the close of business on the day following the 48-hour period for the informal conference, if a conference is requested. No student removed from the classroom by the classroom teacher will be permitted to return to the classroom until the principal makes a final determination, or the period of removal expires, whichever is less.

Any disruptive student removed from the classroom by the classroom teacher shall be offered continued educational programming and activities until he or she is permitted to return to the classroom.

Each teacher must keep a complete log (on a District provided form) for all cases of removal of students from his or her class. The Administrator must keep a log of all removals of students from class.

## ALTERNATIVE INSTRUCTION

When a student of any age is removed from the class by a teacher or a student of compulsory attendance age is suspended from school pursuant to Education Law Section 3214, the District will take immediate steps to provide alternative means of instruction for the student.

## DISCIPLINE OF STUDENTS WITH DISABILITIES

The Board recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The Board also recognizes that students with disabilities have certain procedural protections whenever school authorities intend to impose discipline upon them. The Board is committed to ensuring that the procedures followed for

suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations.

This Code of Conduct affords students with disabilities subject to disciplinary action to greater or equal rights than those expressly afforded by applicable federal and state law and regulations.

## Authorized Suspensions or Removal of Students with Disabilities

For purposes of this section of the Code of Conduct, the following definitions apply.

- A. A "suspension" means a suspension pursuant to Education Law § 3214.
- B. A "removal" means a removal for disciplinary reasons from the student's current educational placement other than a suspension and change in placement to an interim alternative educational setting (IAES) ordered by an impartial hearing officer because the student poses a risk of harm to himself or herself or others.
- C. An "IAES" means a temporary educational placement for a period of up to 45 days, other than the student's current placement at the time the behavior precipitating the IAES placement occurred, that enables the student to continue to progress in the general curriculum, although in another setting, to continue to receive those services and modifications, including those described on the student's current individualized education program (IEP), that will enable the student to meet the goals set out in such IEP, and include services and modifications to address the behavior which precipitated the IAES placement that are designed to prevent the behavior from recurring.

School personnel may order the suspension or removal of a student with a disability from his or her current educational placement as follows:

- A. The Board, the District (BOCES) Superintendent of Schools or a Building Principal may order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed five consecutive school days and not to exceed the amount of time a non-disabled student would be subject to suspension for the same behavior.
- B. The Superintendent may order the placement of a student with a disability into an IAES, another setting or suspension for up to 10 consecutive school days, inclusive of any period in which the student has been suspended or removed under (sub-paragraph (a) above) the same behavior, if the superintendent determines that the student has engaged in behavior that warrants a suspension and the suspension or removal does not exceed the amount of time non-disabled students would be subject to suspension for the same behavior.
- C. The Superintendent may order additional suspensions of not more than 10 consecutive school days in the same school year for separate incidents of misconduct, as long as those removals do not constitute a change of placement.
- D. The Superintendent may order the placement of a student with a disability in an IAES to be determined by the committee on special education (CSE), for the same amount of time that a student without a disability would be subject to discipline, but not more than 45 days, if the student carries or possesses a weapon to school or to a school function, or the student knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function.

"Weapon" means the same as "dangerous weapon" under 18 U.S.C. § 930 (g)(w) which includes "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury, except... [for] a pocket knife with a blade of less than 2 ½ inches in length."

"Controlled substance" means a drug or other substance identified in certain provisions of the federal Controlled Substances Act specified in both federal and state law and regulations applicable to this policy.

"Illegal drugs" means a controlled substance except for those legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or any other federal law.

Subject to specified conditions required by both federal and state law and regulations, an impartial hearing officer may order the placement of a student with a disability in an IAES setting for up to 45 days at a time, if maintaining the student in his or her current educational placement poses a risk of harm to the student or others.

## Change of Placement Rule

A disciplinary change in placement means a suspension or removal from a student's current educational placement that is either:

- A. For more than 10 consecutive school days; or
- B. For a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year and because of such factors as the length of each suspension or removal the total amount of time the student is removed and the proximity of the suspensions or removals to one another.

School personnel may not suspend or remove a student with disabilities if imposition of the suspension or removal would result in a disciplinary change in placement based on a pattern of suspension or removal.

However, the District may impose a suspension or removal, which would otherwise result in a disciplinary change in placement, based on a pattern of suspensions or removals if the CSE has determined that the behavior was not a manifestation of the student's disability, or the student is placed in an IAES for behavior involving weapons, illegal drugs or controlled substances.







## Special Rules Regarding the Suspension or Removal of Students with Disabilities

The District's Committee on Special Education shall:

- A. Conduct functional behavioral assessments to determine why a student engages in a particular behavior, and develop or review behavioral intervention plans whenever the district is first suspending or removing a student with a disability for more than 10 school days in a school year or imposing a suspension or removal that constitutes a disciplinary change in placement, including a change in placement to an IAES for misconduct involving weapons, illegal drugs or controlled substances. If subsequently, a student with a disability who has a behavioral intervention



# JUNE 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																																		
1	2 4th Gr Band, Orchestra, Chorus Recital 7:30 pm  7-8th Grade Awards Assembly 1 pm Kindergarten Screening	3 9-11th Gr Awards Assembly 1 pm  <b>8th Gr Social Studies Assessment</b>	4 NJHS Induction 8 am  Senior Sports Awards Night	5 Jr HS Band, Orchestra, Chorus Concert 8 pm  	6	7																																																																																																		
8	9	10 PTA Mtg. 7 pm	11	12	13 GLP Flag Day Celebration  Last day of classes for Seniors  Senior Prom	14 Flag Day  																																																																																																		
15 	16 Senior Day	17 Half Day Gr 9-11  Senior Awards Breakfast 7:45 am	18 Brd of Education Mtg. 7:30 pm - HS Aud.	19	20 GLP Field Day  Last day of Classes for 7-8th Grades	21 1st Day of Summer																																																																																																		
		<b>8th Grade Trip</b>			<b>Regents Examinations 6/17 - 6/26</b>																																																																																																			
22	23 8th Gr Moving Up Day	24 6th Gr Graduation HS Aud 7 pm	25 End 4th Qtr. Noon Dismissal K-5  GLP Awards Assembly 9:30 am	26 HS Graduation - Wind Ensemble 7 pm   Regents Exam Rating Day	27 Staff Development Day	28																																																																																																		
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plan and who has been suspended or removed from his or her current educational placement for more than 10 school days in a school year is subjected to a suspension or removal that does not constitute a disciplinary change in placement, the members of the CSE shall review the behavioral intervention plan and its implementation to determine if modifications are necessary.

If one or more members of the CSE believe that modifications are needed, the School District shall convene a meeting of the CSE to modify such plan and its implementation, to the extent the committee determines necessary.

- B. Conduct a manifestation determination review of the relationship between the student's disability and the behavior subject to disciplinary action whenever a decision is made to place a student in an IAES either for misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension that constitutes a disciplinary change in placement.

The parents of a student who is facing disciplinary action, but who has not been determined to be eligible for services under IDEA and Article 89 at the time of misconduct, shall have the right to invoke applicable procedural safeguards set forth in federal and state law and regulations if, in accordance with federal and state statutory and regulatory criteria, the school district is deemed to have had knowledge that the child was a student with a disability before the behavior precipitating disciplinary action occurred. If the District is deemed to have had such knowledge, the student will be considered a student presumed to have a disability for discipline purposes.

The Superintendent, Building Principal or other school official imposing a suspension or removal shall be responsible for determining whether the student is a student presumed to have a disability.

A student will not be considered a student presumed to have a disability for discipline purposes if, upon receipt of information supporting a claim that the District had knowledge the student was a student with a disability, the District either:

- A. Conducted an individual CSE meeting and determined that the student is not a student with a disability, or  
B. Determined that an evaluation was not necessary and provided notice to the parents of such determination, in the manner required by applicable law and regulations.

If there is no basis for knowledge that the student is a student with a disability prior to taking disciplinary measures against the student, the student may be subject to the same disciplinary measures as any other non-disabled student who engaged in comparable behaviors.

However, if a request for an individual evaluation is made while such non-disabled student is subjected to a disciplinary removal, an expedited evaluation shall be conducted and completed in the manner prescribed by applicable federal and state law and regulations. Until the expedited evaluation is completed, the non-disabled student who is not a student presumed to have a disability for discipline purposes shall remain in the educational placement determined by the District, which can include suspension.

The District shall provide parents with notice of disciplinary removal no later than the date on which a decision is made to change the placement of a student with a disability to an IAES for either misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his/her current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension or removal that constitutes a disciplinary change in placement.

The procedural safeguards notice prescribed by the Commissioner shall accompany the notice of disciplinary removal.

The parents of a student with disabilities subject to a suspension of five consecutive school days or less shall be provided with the same opportunity for an informal conference available to parents of non-disabled students under the Education Law.

Superintendent hearings on disciplinary charges against students with disabilities subject to a suspension of more than five school days shall be separated into a guilt phase and a penalty phase in accordance with the procedures set forth in the Commissioner's regulations incorporated into this Code.

The removal of a student with disabilities other than a suspension or placement in an IAES shall be conducted in accordance with the due process procedures applicable to such removals of non-disabled students, except that school personnel may not impose such removal for more than 10 consecutive days or a period that would result in a disciplinary change in placement, unless the CSE has determined that the behavior is not a manifestation of the student's disability.

During any period of suspension or removal, including placement in an IAES, students with disabilities shall be provided services as required by the Commissioner's regulations incorporated into this Code.

Students who are questioned by police officials on school property or at a school function will be afforded the same rights they have outside the school. This means:

1. They must be informed of their legal rights.
2. They may remain silent if they so desire.
3. They may request the presence of an attorney.

#### **CHILD PROTECTIVE SERVICES INVESTIGATIONS**

Consistent with the District's commitment to keep students safe from harm and the obligation of school officials to report to child protective services when they have reasonable cause to suspect that a student has been abused or maltreated, the District will cooperate with local child protective service workers who wish to conduct interviews of students on school property relating to allegations of suspected child abuse, and/or neglect, or custody investigations.

All requests by child protective services to interview a student on school property shall be made directly to building principal or his or her designee. The principal or his or her designee shall set the time and place of the interview and must be present during the interview. If the nature of the allegations is such that it may be necessary for the student to remove any of his or her clothing in order for the child protective services worker to verify the allegations, the school nurse or other District medical personnel must be present during that portion of the interview. No student may be required to remove his or her clothing in front of a child protective services worker or school District official of the opposite sex.

A child protective services worker may not remove a student from school property without a court order, unless the worker reasonably believes that the student would be subject to danger of abuse, if not, he or she would not be removed from school before a

court order can reasonably be obtained. If the worker believes the student would be subject to danger of abuse, the worker may remove the student without a court order and without the parent's consent.

#### **VISITORS TO THE SCHOOL**

The following rules apply to visitors to the schools:

- A. Anyone who is not a regular staff member or student of the school will be considered a visitor.
- B. All visitors to the school must report to the main office upon arrival at the school and state the purpose of their visit. Visitors will be required to sign the visitor's register and follow specific building procedures. Signs notifying visitors to report first to the school office shall be prominently posted in each school building in the District.
- C. Visitors attending school functions that are open to the public, such as parent-teacher organization meetings or public gatherings are not required to register.
- D. Parents or citizens who wish to observe a classroom while school is in session are required to obtain permission in advance from the Building Principal.
- E. Visitors are expected to refrain from taking class time to discuss individual matters with teachers. Visitation will occur in a way that avoids or minimizes disruption to the normal learning process and the ordinary classroom routine. The building administrator may accompany visitors during the visit when appropriate. Visitors are expected to maintain confidentiality regarding information acquired during the course of the visit.
- F. Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants. Before a child may be released from the building, the visitor must be approved by the Building Principal or designee as one having the legal right to take the child. The visitor will wait in the main office for the child to come from the classroom and/or follow other duly approved procedures for that building.
- G. All visitors are expected to abide by the rules for public conduct on school property contained in this Code of Conduct.

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

The District is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. The restrictions on public conduct on school property and at school functions contained in this Code are not intended to limit freedom of speech or peaceful assembly. The purpose of this Code is to maintain public order and prevent abuse of the rights of others. All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner.

#### **Prohibited Conduct**

No person, either alone or with others, shall:

- A. Intentionally injure any person or threaten to do so.
- B. Intentionally damage or destroy School District property or the personal property of a teacher, administrator, other District employee or any person lawfully on school property, including graffiti or arson.
- C. Smoke anywhere on school grounds, regardless of whether the event is indoor or outdoor.
- D. Disrupt the orderly conduct of classes, school programs or other school activities.
- E. Distribute or wear apparel or other materials on school property or at school functions that are obscene, advocate the use of drugs, alcohol, tobacco products or illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
- F. Intimidate, harass or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation or disability.
- G. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
- H. Obstruct the free movement of any person in any place to which this Code applies.
- I. Violate the traffic laws, parking regulations or other restrictions on vehicles.
- J. Possess, consume, sell, distribute or exchange alcoholic beverages or illegal drugs, controlled substances, or be under the influence of any such substance on school property or at a school function.
- K. Possess or use weapons in or on school property or at a school function, except in the use of law enforcement officers or except as specifically authorized by the School District.
- L. Loiter on or about school property.
- M. Gamble on school property or at school functions.
- N. Refuse to comply with any reasonable order of identifiable School District officials performing their duties.
- O. Willfully incite others to commit any of the acts prohibited by this Code.
- P. Violate the traffic laws, parking regulations or other restrictions on vehicles, including the unauthorized operation of ATVs, snowmobiles and other such vehicles, as posted.


#### **Penalties**

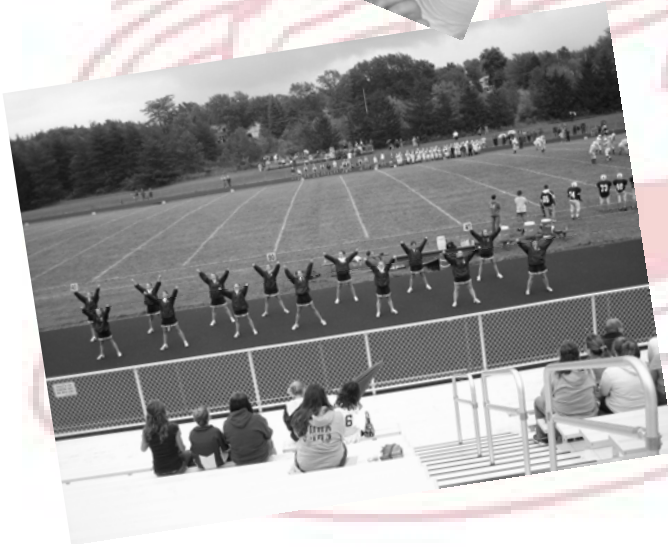
Persons who violate this Code shall be subject to warning, reprimand, suspension or dismissal as the facts may warrant in accordance with any legal rights they may have.

#### **Enforcement**

The Building Principal or his or her designee shall be responsible for enforcing the conduct required by this Code. In addition, the District reserves its right to pursue a civil or criminal legal action against any person violating the Code.

# JULY 2008

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EDEN CENTRAL SCHOOL DISTRICT  
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EDEN, NY 14057-0267

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