

STUDENT HANDBOOK 2024 - 2025

TERESA THOMPSON
PRINCIPAL

38 WEST MAIN STREET
WASHINGTONVILLE, NY 10992

Washingtonville Central School District: (845) 497-4000

Middle School Extensions:

Main Office	Attendance	Guidance	Nurse
21507	21521	21511 and 21512	21531 and 21532

Web Site
www.wcsdk12.org



WASHINGTONVILLE CENTRAL SCHOOL DISTRICT
 ORANGE COUNTY
 STUDENT CALENDAR
 2024-2025

September 2	Labor Day
September 3	Superintendent's Conference Day
September 4	First Day of School for Students
October 3	Rosh Hashanah
October 11	Early Dismissal Drill
October 14	Columbus Day
November 5	Superintendent's Conference Day
November 11	Veterans' Day
November 27 - 29	Thanksgiving Recess
December 2	School Reopens
December 23 – January 3	Winter Recess
January 6	School Reopens
January 20	Dr. Martin Luther King Jr. Day
January 29	Lunar New Year
February 14-17	February Recess
February 18	School Reopens
March 6	Superintendent's Conference Day
April 14 - April 21	Spring Recess
April 22	School Reopens
May 26	Memorial Day Holiday
May 27	School Reopens
June 19	Juneteenth
June 26	Last Day of School
June 27	Superintendent's Conference Day

REGULAR TIME SCHEDULE

PERIOD	TIME
1	7:28-8:16
2	8:19-9:02
3	9:05-9:48
4	9:51-10:34
5	10:37-11:07
6	11:10-11:20
7	11:23-11:53
8	11:56-12:06
9	12:09-12:39
10	12:42-1:25
11	1:28-2:11

ONE HOUR DELAY

PERIOD	TIME
1	8:28-9:07
2	9:10-9:44
3	9:47-10:21
4	10:24-10:58
5	11:01-11:31
6	11:34-11:39
7	11:42-12:16
8	12:19-12:24
9	12:27-12:57
10	1:00-1:34
11	1:37-2:11

TWO HOUR DELAY

PERIOD	TIME
1	9:28 -9:58
2	10:01-10:26
3	10:29-10:54
4	10:57-11:22
5	11:25-11:55
6	11:57-12:00
7	12:03-12:33
8	12:36-12:38
9	12:41-1:11
10	1:14-1:39
11	1:42-2:11

ATTENDANCE/ABSENCE

Regular attendance is a major factor in school success. While schoolwork missed during an absence can and should be made up in a timely and satisfactory manner, the value of classroom instruction is gone forever. It is important, therefore, that absence from school be kept at a minimum. Students are responsible for checking with their teachers as to the assignments and work that has been missed. Call Ext. 21521 or email ms_attendance@wcsdk12.org to report an absence.

When you return to school following an absence, you must present a note to the attendance office. This note must contain your full name, your student identification number, the dates of absence, reason for absence, and must be signed by your parent/guardian.

TRUANCY

A student absent without the consent of his/her parents is truant. This is considered an unexcused absence. Truancy may result in In-School suspension and could also result in legal action (possibly involving Family Court).

You are truant if you:

1. Leave school without permission from the main office or nurse.
2. Are absent from school without prior permission from parents.

LATENESS

Students who report to school late must first stop at the attendance office for a pass to admit them to class. Teachers will not admit a student to class without an official late pass.

If you are late to school, you must bring a note of explanation from your parent/guardian regarding the lateness. The note must contain a phone number where the parent can be reached. A phone call from your parent or a parent's appearance at school to explain the lateness will take the place of the note.

New York State law states that legal reasons for absence/lateness include ONLY the following:

- sickness
- sickness/death in family
- required court appearance
- religious observance
- military obligation
- medical appointments
- approved college visit

A student is considered to be tardy to class when they are not inside the classroom by the second bell.

SMART PROGRAM

Orange County District Attorney's Office Strategic Methods Aimed at Reducing Truancy: The Washingtonville Central School District is a participant in the Orange County District Attorney's Smart program. The Smart program is directed at securing the compliance of parents with state laws concerning mandatory school attendance. Furthermore, the Smart program is intended to provide school districts with the ability to back up their efforts at reducing truancy by involving the District Attorney's Office in the process with those parents who otherwise neglect or refuse to comply with the law.

SPECIAL EXCUSES

If you are to be excused from school for any reason, you must bring in a written request from your parent to the attendance office, where a special excuse can be obtained. A phone call may be made to verify the request. Students who are sent home by the nurse or who are leaving school early must wait at the front desk until picked up by a parent.

Any request for release for religious services must be presented one day in advance in writing. No student will be allowed to leave school without being signed out

at the main entrance desk by their parent or guardian.

HOMEWORK REQUESTS

Parents/guardians of students who are absent from school, or the students themselves, can access google classroom to check assignments.

If you are unable to access assignments electronically, or if a student is absent for two days or more, you may call the attendance office (21521) to initiate a request for missed assignments. Please be advised this process may take twenty-four hours. If a student will be absent for an extended period of time, parents/guardians should contact their child's guidance counselor (21511).

Parents/guardians may retrieve textbooks, etc. from their child's locker during regular school hours, but they need the lock combination or key. Homework can be picked up at the front desk in the lobby.

HOMEWORK POLICY

The Commissioner of Education and Board of Regents have raised the standards for all students. The home element has become more critical as our course content and expectations challenge students to reach their maximum potential. Research shows that learning is reinforced and enhanced when students go over the key ideas and concepts learned in class the evening following the instruction. Therefore, homework is an integral part of learning in which all students are required to participate. It consists of reading, writing and studying/reviewing work taught during the day.

At the Middle School each teacher will more specifically define their homework policy for students and parents. Parents are strongly encouraged to provide an environment at home free from noise, interruptions or any other distractions that would detract from the child's focus. Please join us through your home efforts to improve learning and success for your child.

LOCKERS

You will be assigned a locker by your homeroom teacher. Students must provide their own locks; one to be used for their personal locker and the second to be used during physical education classes. Students must keep a secured lock on their locker at all times. Do not share your combination or locker with anyone.

You are responsible for keeping your locker clean, orderly and secure. Please be advised that title to and ownership of the lockers within the Middle School are the property of the School District. Students should have no expectation of privacy with respect to their lockers. The administration reserves the right to periodically inspect all lockers.

LOCKER ACCESS

Students should go to their lockers during the passing times only. You should plan carefully each day which books and materials you will need for your classes. You should not ask your teachers for permission to go to your lockers during class periods.

If your locker does not work properly, please report

the issue to the main office. Repairs will be made as quickly as possible.

LUNCHROOM

The lunchroom is a place for you to relax, socialize, and eat lunch in a calm and orderly manner. All food must be eaten in the cafeteria. Inappropriate behavior will result in appropriate disciplinary action. Repeat offenders may lose lunchroom privileges. Please cooperate with the following during lunch:

1. You may purchase your lunch or bring it from home. Lunch may not be charged.
2. If possible, give the cashier the exact change as it will speed service and give you more time to eat.
3. Stay in line at the serving counter until payment is recorded and conduct yourself in an orderly, polite manner while waiting to be served.
4. Discard your tray or lunch bag properly as soon as finished.
5. Leave the lunch table as clean as possible for the next person.
6. While you will not be permitted to go to your locker, you may go to the lavatory with the permission of the monitors and a hall pass.

FIRE DRILLS

Detailed instructions for fire drills are posted in each room of the building. It is essential to the safety of all that you remain completely silent and follow these directions during a fire drill.

At the sound of the alarm, stop work, form the line for your room, and pass quietly, quickly, and in an orderly manner from the building by the route designated for your room.

Walk in single file to the exit without running. Take stairs one at a time. Keep lines straight and do not crowd. Leave space on the stairways in the center between the existing lines.

Leaders should take the ends of the lines sufficiently far from the building to permit the whole of each line to get well away from the building.

With the entire line well away from the building, the line should stand quietly, and wait. While outside, students should stay clear of the roadways around the building and should not lean or sit on any cars.

Upon notification by Administration, students should return to the building in the same orderly fashion that they used in leaving the building.

TORNADO DRILLS

Upon notification of a tornado "WATCH," classroom teachers will be alerted by administration. When a "WATCH" is in effect, classroom doors and shades should be closed, and windows should be opened. Students should be moved away from window areas as much as possible. The library will be closed and all physical education classes will be moved to the auditorium. All staff will be on alert to listen for a bell signal indicating the building is moving into a "WARNING" procedure mode.

Upon the upgrading of a tornado "WATCH" to a

“WARNING,” all classes on the 1st and 2nd floors will leave their assigned classrooms, entering into the hall. They will then move to their assigned locations as a class with the teacher (classroom door should be left closed). Once in the assigned hall location, students will sit away from the wall, on the floor with their arms bracing their heads. No doorways should be blocked, and teachers will remain with their classes. The cafeteria will be designated as the emergency area. In the event students are in the cafeteria during an emergency situation, they will be moved to the side containing the clock.

All teachers on hall duty and prep periods will report to the main office to assist in relaying information.

VISITORS

All visitors will ring the buzzer where they will be asked to provide photo identification. Upon entry into the building they will sign in and wear a visitor's pass in plain view for identification purposes. After parents/visitors sign in, they will then report to the main office, unless directed otherwise by the monitor or your child's teacher. Anyone signing a student out must provide a photo ID and be on the Contact list. Visits by students from outside the district are not permitted.

CAMERA SURVEILLANCE

For the security and safety of our students, staff and visitors, this facility employs camera surveillance equipment. This equipment may or may not be monitored at any time.

GENERAL CONDUCT

We at Washingtonville Middle School are proud of the facilities provided for us. All students are expected to observe rules of common courtesy and to exhibit proper behavior and good manners both in school and on the buses. By doing so, we can keep our school looking neat and clean, and maintain a friendly and cooperative atmosphere in which to work and enjoy ourselves more.

You are encouraged to be a good citizen of our school. Students who consistently break school rules will be subject to the loss of all school privileges such as: participation in clubs, field trips, sports, dances, assemblies, etc. This penalty may be invoked by the principal or assistant principals at any time and for any duration. This includes the 8th grade end of the year activities. Excessive referrals may result in exclusion from the 8th grade ceremony, dance and trip. The frequency and severity of the referrals are determining factors for exclusion from these activities. Poor academic standing may result in forfeiture of participation in the Moving up Ceremony, clubs, athletics and other activities.

Any student who stays for an after school activity and misbehaves while waiting for the late bus, will be suspended from the activity at the administrator's discretion.

CENTRAL DETENTION

Students will be assigned central detention after school (2:11 p.m.-3:30 p.m.) for various offenses. There will be no talking or socializing during central detention. Students should do homework, work on school projects, read magazines, books, etc. Once in central detention, there will be no locker passes given to students. Students are dismissed from central detention at 3:30 p.m. and will be issued a pass for the late bus, if necessary.

BUSES

Students must have prior written permission from their parents to ride another student's bus. To prevent overcrowding of buses, transportation will not allow groups of more than five to go on other buses.

Late buses are provided for students who stay after school for detention, extra help sessions, activities, or athletics. All other students must leave on the first run of buses. The late buses leave from the middle school at approximately 4:00 p.m. Late bus passes are distributed by teachers, coaches and the after school monitors. Once students are dismissed from their activities, they must report to the assigned area to be supervised by the monitors. Under no circumstances are students to leave the school building, go into town, and then try to take the late bus home.

HEALTH PROGRAM

NEW YORK STATE IMMUNIZATION INFORMATION

1. **DTaP/DTP 3 doses.**
2. **MMR**-one after 1st Birthday and one prior to Kindergarten
3. **Polio**-3 - 4 doses of Inactivated polio vaccine (IPV)
4. **Hepatitis B**-3 doses of the vaccine K-12.
5. **Varicella**-2 doses or MD documentation of disease.
6. **Tdap**-required at age 11.
7. **Meningitis** –students entering 7th grade. Second dose for grade 12.

Immunizations are available from your family physician as well as free clinics sponsored by the Orange County Health Department. Children who do not have the required immunization may be excluded from school. For further information, please visit www.health.ny.gov/publications/2370

SCHOOL NURSE (Ext. 21531 or 21532)

The nurse's office is located on the first floor across from the guidance office. A pass from your teacher is to be obtained before going to the school nurse, except in cases of an emergency. Students on crutches/medical boot must have a doctor's note and must use the elevator. They must enter and exit by Café B.

ACCIDENTS

Whenever you are involved in an accident in which you receive an injury of any kind, you must report it immediately to the teacher in charge of the activity and to the school nurse.

MEDICAL EXCUSES FROM PHYSICAL EDUCATION

In order to be excused from participation in the physical education program for an extended period of time, you must have a medical note from your doctor. You also need a note from your doctor to return to gym classes. All students excused from Gym will be assigned to a Physical Education study hall. Students not participating in Physical Education may not participate in school sports. Students on crutches must enter and exit by Cafeteria B.

MEDICINE

If your child is taking a prescription medication or an over the counter medication, an "Authorization for Administration of Medicine," form must be completed by the parent/guardian and the physician prescribing the medication. All forms must be completed in their entirety and returned to the health office. No medication will be administered without written consent. If you need medication in school, it is to be left in the health office. All medication brought into the health office must be in the original container and delivered to the health office by the parent/guardian. All prescription medications must be counted and signed by Health Office Personnel and parent/guardian.

EMERGENCY CONTACT INFORMATION

All emergency contacts must be in writing from the parent or guardian. Any changes made to the Emergency Authorization Form, i.e., address, phone, etc. must be in writing by the parent or guardian. Students will not be released to anyone without proper identification and who are not listed on the student's contact form.

PHYSICALS

All students must have a current physical on record in the health office in order to tryout or participate in sports. If the current physical is due to expire during the season of the sport, please provide an updated copy as soon as possible. Sport physicals are valid for one calendar year only and must be submitted to the health office, not to the coach or athletic office. The district no longer offers physicals over the summer. Physicals are given during the school year by the district's Nurse Practitioner at no cost and by appointment.

All students not participating in a school sport, who are entering the seventh grade, must have a physical examination form completed within 12 months prior to the beginning of seventh grade and provided to the health office within thirty days after the student has started school. Otherwise, our Nurse Practitioner will conduct the physical.

All physicals done in the Health Office require a completed permission form, signed by a parent/guardian, which can be downloaded from the Health Office link on the school website or obtained in the Health Office.

REQUEST FOR RECORDS

All requests for student records must be in writing by the parent/guardian.

CHANGE IN PROGRAM

Any student requesting a change in program must first meet with his/her guidance counselor and set up a parent conference to discuss the possibilities of such a change. All requests for changes will be handled individually, based upon the review of guidance and the school administration. **Including Alternative Lunch.**

**STUDENT SUPPORT SERVICES
GUIDANCE DEPARTMENT**

Your counselor is here to help you with any problems that you might have during the year. Feel free to make an appointment to see him/her any time you feel it is necessary. Talking over problems is usually the first step in solving them. Make an appointment to see your counselor prior to first period, during study hall or after school.

You are assigned a guidance counselor on an alphabetical basis:

<u>Nicole Michaels – ext. 21514</u> Grade 6 – A to C Grade 7 – A to DO Grade 8 – A to C	<u>Molly lafrate – ext. 21517</u> Grade 6 – R to Z Grade 7 – PR to Z Grade 8 – S to Z
<u>Linda Losquadro –ext. 21516</u> Grade 6 – D to H Grade 7 – DP to L Grade 8 – D to L	<u>Jenna Korn – ext. 21513</u> Grade 6 – I to Q Grade 7 – M to PQ Grade 8 – M to R

Guidance Secretaries: Ext. 21511 or 21512
Parents are encouraged to contact their guidance counselors with concerns.

ACCELERATED PROGRAM

The Middle School offers Accelerated programs in math and science for 8th grade students that are eligible. Should your child be eligible, they would take Living Environment: Biology and Algebra, both Regents level courses. Upon successful completion of these courses your child earns one credit for each towards High School Graduation.

HONOR ROLL ELIGIBILITY- GRADES 6, 7 & 8

An 85 average of all courses with no grade lower than 80. A grade of incomplete will keep a student off the honor roll until the incomplete is made up and the average is recomputed.

HIGH HONOR ROLL ELIGIBILITY- GRADES 7 & 8

A 90 Average of all courses with no grade lower than 85. A grade of incomplete will keep a student off the honor roll until the incomplete is made up and the average is recomputed.

GRADE CALCULATIONS

6th Grade -The final course average is the average of the 4 marking period grades. Each marking period

grade counts as 25% of the final average.

7th & 8th Grade - The final course average is the average of the 4 marking period grades. Each marking period grade counts as 25% of the final average.

7th Grade World Language - The final course average consists of the 4 marking period grades and the final exam score. Those five grades are averaged together to get the final exam grade. Each marking period and the final exam grade count as 20% of the final average.

TRANSFERRING PROCEDURE

If you are transferring to another school, you should report to your guidance counselor prior to your last day of school.

On your last day of school, the counselor will issue you a check-out form which must be taken to the librarian, the nurse, and all of your teachers for their signatures. These signatures indicate that the student chromebook and all books/materials belonging to the school have been returned. You will be issued a transfer when this completed form is returned to the guidance office.

NATIONAL JUNIOR HONOR SOCIETY

The National Junior Honor Society is an honorary service club at the Middle School. All members must uphold high standards of scholarship, character, citizenship, leadership and service. Initial scholarship eligibility for induction occurs after the 3rd quarter during 7th grade. A candidate must have achieved an average greater than or equal to 93.0% in English, math, social studies, science, and foreign language. Students who meet the initial scholarship requirement may apply for membership by filling out and submitting a student activity form and essay to the Faculty Council. The guidelines and application will be provided to them by the NJHS adviser. During the selection process students need to provide evidence of community service activities such as volunteering in scouting, food pantry, library programs and camps. Examples of leadership roles could include team captains, elected officers in clubs or other organizations. Good citizenship can be demonstrated by awards and recognitions. After the Faculty Council reviews all applications and materials, selected students are formally inducted into the National Junior Honor Society in June. Those 7th grade students inducted will serve during their 8th grade year.

SCHOOL PSYCHOLOGIST

Maryangely Hernandez - 21519
Kerri LoPuzzo - 21552

School psychologists help children succeed academically, socially and emotionally. They collaborate with educators, parents and other professionals to create safe, healthy and supportive learning environments for all students.

Some of the functions of the School Psychologist are:

- Evaluate eligibility for Special Services.
- Individual and group counseling
- Consultations with teachers, parents, other

professionals and agencies.

- Crisis and behavior management.

SOCIAL WORK SERVICES

The role of the school social worker is to work with and link students, families and/or the community together to achieve positive relationships and access desired services. The Social Worker can provide crisis intervention, counseling services and support by linking students and families with school and community resources. The Social Worker promotes the employment of productive conflict resolution approaches and can develop proactive plans for students with academic and behavior problems. Services for families in Temporary Housing protected under McKinney-Vento legislation can also be arranged. For information please contact:

Michelle Cestaro, LMSW: District Social Worker
(845) 497-4000, Ext: 24524 mcestaro@wcsdk12.org

EMERGENCY SCHOOL CLOSINGS

If school is to be closed or have a delayed opening due to weather conditions, it will be announced on the district's website at www.wcsdk12.org. A ConnectEd message will be made. Parents are invited to subscribe to the District's Emergency Notifications e-mail list. In the event of school closing or delay, subscribers receive e-mail or mobile phone text messages immediately after the information is posted. To hear a telephone recorded message regarding school closings and delays, call 497-4000, Ext. 999. You should inform your child(ren) of what to do in the event you are not at home when school is dismissed early.

TELEPHONE USE

In an emergency, students who wish to use a phone may use the office telephone. A pass is needed to use the office phone during the day.

Students will not be allowed to call home for forgotten items, and they will not be called from class for any items unless it affects their health or welfare.

You will notice that most rooms in the building are provided with a telephone. These phones are part of the intercom system and students are not to use them, except in emergencies.

Students are not allowed to use cell phones and other electronic devices in school unless administrative consent has been granted after a parent request and conference occurs. Any misuse of cell phones or electronic devices can result in disciplinary consequences

ATHLETICS

The athletic program is an important part of the overall educational process. Interscholastic competition provides students with the opportunity to improve personal fitness, self-discipline, and teamwork skills. The program strives to be educational, instructional, and always keeps winning in the proper perspective. Participation in the athletic program is a privilege

granted to students who maintain scholarship and citizenship within the District's rules and regulations. There is a great deal of responsibility and commitment attached to participation in interscholastic athletics on the part of the athletes and their families. Athletes are expected to put forth an honest effort to make the best personal contribution to their team at every game and practice.

All students in grades 7-12 are encouraged to try out for teams. The usual grades for team levels are: modified 7 & 8; frosh 9, JV 9 & 10; and varsity 11 & 12. Of course, depending on the individual skill level of the athlete, there may be variations of the grade level of the student involved with a team.

There is great diversity among student athletes throughout New York State. The Athletic Placement Process was revised to assess a student's physical, emotional maturation, physical fitness, and sport skill, so that a student may be placed at a level of competition that should result in increased opportunity, a fairer competitive environment, minimized risk and greater personal satisfaction. In districts that allow the program, safety must be of paramount importance.

The APP is to be used only when an individual athlete's skills warrant moving to the commencement or intermediate sport competition level, and therefore, ideally, it should be initiated by the district's physical education director and/or athletic director and physical education staff, who recognize the student's skill.

All other announcements for the testing date for each season will be made in school and on the Middle School and athletic web pages.

All athletes must have a physical examination on file prior to the first try out day. Physical examinations are made available at no cost to the family each year. Announcements of team meetings, tryouts and physical examination dates are normally made in the physical education classes, over the loud-speaker, and on the Athletic Department's web page.

ACADEMIC ELIGIBILITY POLICY

Students must be in attendance for all classes for the entire school day in order to participate in team practices, athletic games, or club meetings. Students who are not present in school or those who come to school late without proper documentation will not be able to participate in team or club activities. Students arriving to school late must report directly to the Attendance office and present a legal note from a parent/guardian or doctor to be able to participate in any after school events. Eligibility to remain on a sports team or club depends on successful academic performance. Students must be passing all subjects to continue to participate with the team or club. At the time of the 5 week progress report, a student failing one or more courses will be placed on academic probation. Academic probation will last for a period of 5 weeks. Faculty and staff will continue to offer the student support in bringing up their grades. Failure of one or more courses at the end of the marking period will result in the student being declared ineligible to participate.

2024-2025 Teams

Fall: Game Day Cheerleading (V, JV); Cross Country (V, M); Football (V, JV, M); Boys Soccer (V, JV, M); Girls Soccer (V, JV, M); Girls Swimming/Diving (V); Girls Tennis (V, JV); Volleyball (V, JV, M)

Winter: Boys Basketball (V, JV, F, M); Girls Basketball (V, JV, M); Competitive Cheerleading (V, JV); Indoor Track (V); Boys Swimming/ Diving (V); Wrestling (V, JV, M)

Spring: Baseball (V, JV, M); Boys Golf (V); Girls Golf (V); Boys Lacrosse (V, JV, M); Girls Lacrosse (V, JV, M) Softball (V, JV, M); Outdoor track (V, M); Boy's Tennis (V, JV) Girls Flag Football (V)

Athletic schedules and directions can be viewed by accessing the Athletic web page or directly from the Orange County Interscholastic Association web page at <https://www.section9sports.org/>. Schedules change often. In case of inclement weather, please wait until the afternoon to call since most cancellation decisions are made later in the day. Reschedule dates for games will be available from the individual coaches as soon as the new date is confirmed with the other school.

Athletic Program Starting Dates

2024-2025

Online registration & a valid physical are required. Registration will open 30 days prior to the season start date listed below.

Registration when open can be found here:
<https://hello.students.arbitersports.com/>

Fall Sports

Varsity & JV Football Only Aug. 19

Varsity & JV Aug. 26

Modified Sep. 4

Winter Sports

Varsity, JV, Frosh Nov. 18

Modified November 25

Spring Sports

Varsity March 17

Modified March 24

In addition, intramural activities /sports may be available throughout the year.

SCHOOL DANCES

Dances are sponsored by the Middle School PTO, and will be announced in advance of the dance date. Please observe the following regarding these dances:

1. Times: 7:00-9:00 p.m. Please make arrangements before the dance for a ride home after the dance.
2. These dances are restricted to students currently enrolled at the Washingtonville Middle School only. High school, private school, or elementary school students will not be admitted.
3. Dress Code: Unless the dance is a theme dance, rules for appropriate school dress on a regular school day also apply to the dance. Jackets must always be removed and placed in the cafeteria.

4. Appropriate Behavior: All rules governing school discipline also apply to school dances. Students who do not behave appropriately may be restricted from the dance.
5. Students are not permitted to use their lockers before, during, or after the dance.
6. There are two basic areas of activity for dances: cafeteria or the gym. Students are reminded to remain in these two areas only.
7. All drinks and snacks must remain in the cafeteria.
8. In case of a cancellation due to the weather, parents will be notified through ConnectEd messaging.
9. Students are not permitted to leave the dance before it ends unless a parent/guardian escorts them.
10. Students absent from school on the day of the dance will not be permitted to attend. In addition, students who have disciplinary referrals prior to the dance should check the dance restriction list in the assistant principal's office on the day of the dance. Students whose names appear on the list are not eligible to attend.
11. Students may be restricted from a dance for any disciplinary issues occurring any time prior to the dance.
12. Students should be dropped off in front of the building and picked up on the west side of the building by the tennis courts.

BOOKBAGS, SKATEBOARDS, ELECTRONICS

Students are welcome to bring book bags and backpacks to school. However, during the change of period, they are not allowed to carry them in the hallway to classes. Students are encouraged to store their book bags in their lockers. They have ample time to visit their lockers to obtain materials during the school day.

Personal electronic devices are not allowed in school.

Cell phones are also discouraged. If a student does bring a cell phone to school, it should be turned off and stored in a locked locker during school hours.

The school is under no obligation to search for items that are lost or stolen that do not relate to instruction or class activity.

BREAKFAST PROGRAM

If students wish to attend the breakfast program, they should report to Cafe A immediately from their bus.

VOLUNTEERS

The Washingtonville Central School District recognizes the important contribution that volunteers make to the educational and social environment in the schools of the District and to the students' educational experience. Volunteers must, however, be aware of the important privacy right afforded to students by law and regulation, and agree to respect such rights to the extent required by such law and regulation. Therefore, every individual who volunteers in the schools of the District must agree to the following:

To respect the privacy rights of the students by not disclosing to any individual and not discussing with other individuals, including family members, information regarding a specific student or students, including but not limited to:

- a student's progress in school (good grades, bad grades in a course or even on a test);
- a student's involvement in any incident in school or at a school activity (e.g., disciplinary, accident)
- a student's status as a student with a disability;
- a student's health or other problems, including whether or not the student takes medication or requires treatment;
- a student's testing modifications given to a student
- a student's or student documentation, record, or relating to a student or students.

TITLE VI, TITLE IX, AND SECTION 504

The Washingtonville Central School District, 52 West Main Street, Washingtonville, NY 10992, does not discriminate on the basis of sex, race, color, national origin, weight, ethnic group, religion, religious practice, sexual orientation, gender or handicap in the educational programs or activities which it operates, and it is required by the Title VI, Title IX and Section 504 of the Educational Amendments of 1972 and 1973 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.

Mrs. Lynn Imperato, Director of Personnel, is responsible for the coordination of activities relating to Title VI and Title IX.

Mrs. Barbara Quinn, Assistant Superintendent for Curriculum and Instruction, is responsible for the coordination of activities relating to Section 504.

These officials will provide information, including complaint procedures to any student, parent, or employee who feels that his or her rights under Title VI, Title IX and/or Section 504 may have been violated by the District or its officials.

STUDENT BILL OF RIGHTS AND RESPONSIBILITIES

The Washingtonville School District believes in the right of each child between the ages of 5 and 21 years, or until the child receives a high school diploma, whichever comes first, to receive a free and appropriate education. All students in this State between the ages of 6 and the close of the school year in which he or she turns 16, are required by law to regularly attend school, either in the public schools, non-public schools that are approved for equivalency of instruction by the appropriate school authorities, or in the home in accordance with the Regulations of the Commissioner of Education.

The right to a free public school education extends to all students, including those with disabilities.

However, this right is not unconditional. As long as due process of law requirements are met, a student may be removed from the classroom, suspended temporarily, or suspended permanently from school. Only students within the compulsory education ages (6 years through the school year in which they turn 16) are entitled to alternative, equivalent instruction following suspension.

RESPONSIBILITIES OF STUDENTS

Students attend school so that they may develop to their fullest potential. With this in mind, each student is expected to:

- Accept responsibility for his/her actions.
- Respect the rights of others, including his/her right to secure an education in an environment that is orderly and disciplined.
- Attend school on a regular and punctual basis
- Complete class assignments and other school responsibilities by established deadlines.
- Show evidence of appropriate progress toward meeting course and/or diploma requirements.
- Respect school property such as locker, desks, books etc., and help to keep it free from damage.
- Obey school regulations and rules made by school authorities.
- Recognize that teachers assume the role of a surrogate parent in matters of behavior and discipline when at school, as well as during school sponsored activities.
- Contribute toward establishing and maintaining an atmosphere that generates mutual respect and dignity for all.
 - Become familiar with this code and seek interpretation of parts not understood.
 - Discourage inappropriate behavior of other students and report the incidents to the administration.
 - Give his or her full name or produce an identification card when requested by any staff member.

RIGHTS OF STUDENTS

Education in a free society demands that students be aware of their rights and learn to exercise them responsibly. To this end, students have a right:

- To be provided with an education that is intellectually challenging and relevant to demands of the 21st century.
- To learn in an environment free from interruption, harassment, discrimination, intimidation and fear.
- To participate in District activities on an equal basis regardless of race, color, creed, national origin, religion, religious organizations, weight, gender, disability or sexual orientation.
- To be informed of all school rules.
- To be guided by a discipline policy, which is fairly and consistently implemented.

In addition to the above, students in the Washingtonville Central School District are afforded the following rights: student expression, student activities, student government, student clubs and other student organizations, privacy rights (search and seizure), schooling for pregnant students, and student grievances and complaints. Further explanations of these rights can be found in the Washingtonville Central School District Code of Conduct.

STUDENT PLANNER

The student planner can be located on the school website. Go to the "Students" tab on the blue bar. Select "Student Planner" on the drop down menu.

PLEDGE OF ALLEGIANCE

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.



Student Acceptable Use Guidelines

Overview

Washingtonville Central School District (WCSD) provides a wide array of technology resources for use by students and staff. These resources are to be used only for educational purposes. The WCSD Board of Education Acceptable Use Policy (AUP) 7315 and Guidelines 7315R located on the district website outline responsible use and prohibited activities when using all technology, including networks, electronic devices, and online resources.

Every student is expected to follow all of the rules and conditions listed below, as well as those given verbally by WCSD teachers and administrators, and to demonstrate good citizenship and ethical behavior at all times. In addition to the specific standards of student conduct delineated in this document, the general requirements of acceptable student behavior expected under the District's school conduct and discipline policy and the Code of Conduct also apply. General school rules for behavior and communications apply.

Acceptable Use Policy for Technology, Including the Internet: Student Responsible Use

1. **I am responsible for my computer account and email account.** I understand that passwords are private and that I should not share my password with anyone. I understand that I am responsible for all activities done through my account. I will not allow others to use my account name and password or try to use that of others. I understand that I will be in violation of the law if I attempt to electronically capture another person's password. I understand that it is important to

- log off the computer at the end of every session so another user cannot use my password.
2. **I am responsible for my language.** I will use appropriate language in my email messages, online postings, and other digital communications. I will not use profanity, vulgarities, or any other inappropriate language as determined by school administrators.
 3. **I am responsible for how I treat other people.** I will use email and other means of communication (e.g. Chat, wikis, discussion boards, etc.) responsibly. I will not send or post hate or harassing mail, make discriminatory or derogatory remarks about others, or engage in bullying, harassment, or other antisocial behaviors while in school or out of school.
 4. **I am responsible for my use of the Washingtonville Central School District network.** I will use WCSD technology resources responsibly. I will not search, retrieve, save, circulate or display hate-based, offensive, or sexually explicit material. I will not search, retrieve, save or circulate images or information about weapons using any WCSD technology resources unless authorized by the school administrator/teacher as part of a school assignment.
 5. **I am responsible for my conduct on all online sites.** I understand that what I do on social networking websites should not negatively impact the school learning environment and/or my fellow students, teachers, and administrators.
 6. **I am responsible for being honest while I am online.** I understand that masquerading, spoofing, or pretending to be someone else is forbidden. This includes, but is not limited to, sending out emails, creating accounts, or posting messages or other online content (e.g. text, images, audio, or video) in someone else's name.
 7. **I am responsible for protecting the security of the Washingtonville Central School District network.** I will not attempt to bypass security settings or Internet filters or interfere with the operation of the network by installing illegal software, including file sharing, shareware, or freeware, on school computers.
 8. **I am responsible for protecting school property.** I understand that vandalism is prohibited. This includes but is not limited to accessing, modifying, or destroying equipment, programs, files, or settings on any computer or technology resource. I understand that I need authorization from a school administrator/teacher to use personal electronic devices that I bring to school, including but not limited to memory storage devices (i.e. USB drives).
 9. **I am responsible for respecting other people's property online.** I will obey copyright laws. I will not plagiarize or use others' work without proper citation and permission. I will not illegally download materials protected by copyright, including but not limited to music and movies.
 10. **I am responsible for following school rules whenever I publish anything online.** I will follow all guidelines set forth by the WCSD and/or my teachers when publishing schoolwork online (e.g. to a website, blog, wiki, discussion board, podcasting, or video server). I understand that it is unsafe to post any personal information about myself, including but not limited to: my name, address, phone number, or school. I will not post photos of students with their first and last names on any online site, including but not limited to websites, social networks, blogs, wikis, and discussion forums, without the permission of the parent/guardian or student (age 18 and older).

Sanctions

1. Violations may result in suspension or revocation of student access to the DCS as determined in accordance with appropriate due process procedures.

2. Additional disciplinary action may be determined at the building level in accordance with existing practices and procedures regarding inappropriate language or behavior and federal, state, and local law.
3. When applicable, law enforcement agencies may be involved.

Security

Security on any computer system is a high priority, especially when the system involves many users. Users of the DCS identifying a security problem on the District's system must notify the teacher in charge. A student is prohibited from demonstrating the problem to other users. Attempts to log on to the DCS as a computer coordinator may result in restriction or suspension of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the DCS. Further, any violations regarding the use and application of the DCS must be reported by the student to the teacher in charge.

References to Board of Education Policies

- Policy 5672 & 5672R – Information Security Breach and Notification and Regulations
- Policy 7315 & 7315R – Student Acceptable Use Policy Policy & Regulations
- Policy 8350 – Use of Copyrighted Materials
- Policy 8270 – Instructional Technology
- Policy 8271 – The Children’s Internet Protection Act: Internet Content Filtering/Safety Policy (CIP)

Bus Discipline:

Infractions:

Refusing to follow bus driver directives	Attempting to ride the bus while suspended
Failure to follow loading and unloading procedures	Attempting to ride a bus other than your scheduled bus
Use of Vulgar/offensive language	Possession or use of cigarettes, e-pens/vapes or other tobacco products
Littering on the bus	Fighting on the bus/Not keeping hands to themselves
Eating/drinking on the bus	Throwing articles at the bus driver
Failure to remain seated	Obscene or Vulgar language directed at the bus driver
Use of Laser Pointers on the bus	Unauthorized exiting through or tampering with emergency exits
Not adhering to universal crossing signal given by the bus driver	Theft/Vandalism
Destruction of school property/vandalism of the bus	Possession or use of incendiary devices (lighters, matches, or open flame)

Head, hands, feet, etc. hanging out of the bus window	Distracting driver/Disruptive behavior
Use of obscene language directed towards students	Possession of weapons/explosives (real or pretend)
Throwing of any object on the bus	Throwing articles out of the bus window
Possession or use of a forged bus pass	Possession or use of illegal substances or alcohol on the bus

Use of cell phone or other media to take photos/videos is prohibited

Consequences-Range of Bus Disciplinary Measures:

- Verbal Warning
- Assigned Seat
- Phone call/letter home
- Central Detention
- In School Suspension
- Bus Suspension
- Out of School Suspension
- Meeting with Parents
- Superintendent Hearing
- Police Referral

Penalties for Violations

Teacher Detention

A teacher may detain students after school for lateness to class or cutting class. Teachers may also detain students for purposes of completing homework assignments, for making up tests/quizzes, or for other reasons having to do with deficiencies in classroom work or behavior. The teacher will decide on the length of the detention penalty. Teachers should give students and parents 24 hours notice when assigning teacher detention.

Central Detention (assigned by an Administrator)

Central detention will be held three days per week for students who violate regulations of the school. Teacher detention has precedence over central detention; therefore, if a student has been assigned detention by a teacher and by the assistant principal, he/she will report to the teacher first. No student, because of his/her membership or participation in a club, sport, student activity, or employment after school, is exempt from either teacher or central detention. Failure to attend central detention will result in a more severe disciplinary action, which could result in ISS. Central detention is from 2:11-3:30 pm.

In School Suspension

When students are assigned to “In-School Suspension”, they will report directly to the ISS room at the beginning of the day. Books and materials should be taken with him/her to this room. Classroom teachers of students assigned to ISS are to provide mandatory work. The teacher in charge of the ISS room will be responsible for placing finished work in the appropriate area. Rules and regulations of the ISS room must be abided by; and infraction thereof will be regarded in a most serious manner. In-school suspension is a disciplinary action, which can be given to a student only by an administrator. The following procedure will be followed in relation to ISS.

Assignment to ISS:

1. The Administrator will instruct the student to bring proper materials to ISS such as notebooks, textbooks, pen/pencil, and any other classroom related materials.
2. If a student's absence from school is authorized, then that student must make up the day in ISS the next school day that he/she is in attendance. If the student's absence is unauthorized, two days of ISS or out-of-school suspension may be assigned.
3. Students will serve ISS according to the regular school schedule. This suspension is for the days of instruction and in the case of emergency or snow days, the return date will be moved to accommodate these days.
4. No personal electronic devices allowed: cell phones, iPods, MP3 or games of any sort. No food or drinks are permitted.

Rules for the ISS Room

1. Students will work on all assignments given to them by their team teachers or the ISS teacher. Students may not be idle or sleep while in ISS.
2. Students will not talk or be disruptive in ISS; disruptive behavior will result in further disciplinary action, including out of school suspension.
3. Students will not leave the ISS room without approval from an administrator.
4. If the student comes late to school, he/she will make up those periods the next day.

Out of School Suspension

Suspension from school is a very serious penalty which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct endangers the safety, morals, health or welfare of others. The Board of Education retains its authority to suspend students but places primary responsibility for the suspension of students with the superintendent and the building principal.

School Wide Pass Restriction

A student can receive school wide pass restriction for his/her poor conduct. The appropriate faculty/staff will be notified. The length of this restriction will be appropriate to the misconduct.

Dignity for All Students Act (D.A.S.A.)

School should be a safe and supportive environment where all students can learn and focus, rather than be scared for their physical safety or have their education unreasonably or substantially interfered with and not want to come to school because of being discriminated against/or treated unfairly. The Dignity Act prohibits the harassment and discrimination of students by students and by school personnel. This harassment and discrimination includes, but is not limited to conduct, verbal threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

If you experience or witness harassment and/or discrimination, you can complete a complaint form (found in main office and on the MS home page) or report the incident to any staff member. All such reports will be forwarded to the Building Level Dignity Act Coordinator, Ashira Wilson @ Ext: 21506. Complaints will be investigated so that remediation, interventions, and possible disciplinary actions can be taken.

Staff members will participate in in-service education programs to ensure effective implementation and to help promote a safe and supportive school climate while discouraging, among other things, discrimination or harassment against students by students and/or school employees, and including safe and supportive school climate concepts such as respect and tolerance for all in the curriculum and classroom.

The Middle School sponsors and supports the P.B.I.S (Positive Behavior Interventions and Supports) program that reinforces the goals of D.A.S.A.

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.

New as discussed at Secondary Curriculum

The purpose of the dress code for students is to provide guidelines for appropriate attire to be worn to school. The Washingtonville Central School District Student Dress Code prioritizes the comfort and safety of each student and will not reinforce stereotypes, increase marginalization, or create a hostile learning environment for any student. Students should be able to express themselves through dress with as much freedom as possible to express their individuality within our dress guidelines, while maintaining safety and respect for our community. Since fashion trends may emerge that are not specifically “covered” in the policy, the administration reserves the right to amend the policy when the need arises. The following is a set of guidelines that describes appropriate school attire. The guidelines are illustrative and do not enumerate every item that may be deemed inappropriate. We ask you to use it as a basis to form good judgments about the appropriateness of student attire. A student’s dress, grooming, and appearance shall:

- Be safe, appropriate and not disrupt or interfere with the educational process.
- Include footwear at all times. Footwear that is a safety hazard will not be allowed.
- Not include items that are vulgar, obscene, libelous, or denigrate others on account of race, color, religion, religious practice, weight, creed, national origin, ethnic group, gender, sexual orientation or disability.
- Not promote and/or endorse the use of alcohol, marijuana, or other illegal drugs or related paraphernalia and/or encourage illegal or violent activities.
- Not wear garments THAT EXPOSE a student’s chest, midriff, undergarments, or buttocks.

Students who do not adhere to this policy, will be addressed privately and will 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. The school administration appreciates your support and understanding.

WMS PBIS Program: Wizard P.R.I.D.E.

What is PBIS?

Positive Behavior Interventions and Supports

PBIS is a framework or approach for assisting school personnel in adopting and organizing evidence-based behavioral interventions into an integrated continuum that enhances academic and social behavior outcomes for all students. PBIS is based on principles of applied behavior analysis and the prevention approach and values of positive behavior support.

PBIS is a prevention-oriented way for school personnel to (a) organize evidence-based practices, (b) improve their implementation of those practices, and (c) maximize academic and social behavior outcomes for students. PBIS supports the success of ALL students.

At WMS we will establish organizational supports and systems that give school personnel the capacity to use effective interventions accurately and successfully.

Here at WMS we use the acronym PRIDE to represent characteristics that we are looking for in our students. We then set behavioral expectations around these characteristics and acknowledge those students that meet those expectations.

Students are acknowledged for their positive behavior by being given a Wizard Pride ticket and that ticket puts them in a drawing to win prizes.

PRIDE stands for:

Perseverance - continued effort to do or achieve something despite difficulties, failures or opposition. Not Giving Up.

Respect - a positive feeling or action shown towards someone or something considered important, or held in high esteem or regard. It conveys a sense of admiration for good or valuable qualities. Exhibiting care or concern for someone's needs or feelings.

Integrity - the quality of being honest and having strong moral principles. It is a personal choice to hold one's self to consistent standards.

Discipline - the ability you have to control and motivate yourself, stay on track and do what is right.

Excellence - striving to do and be your very best every day.