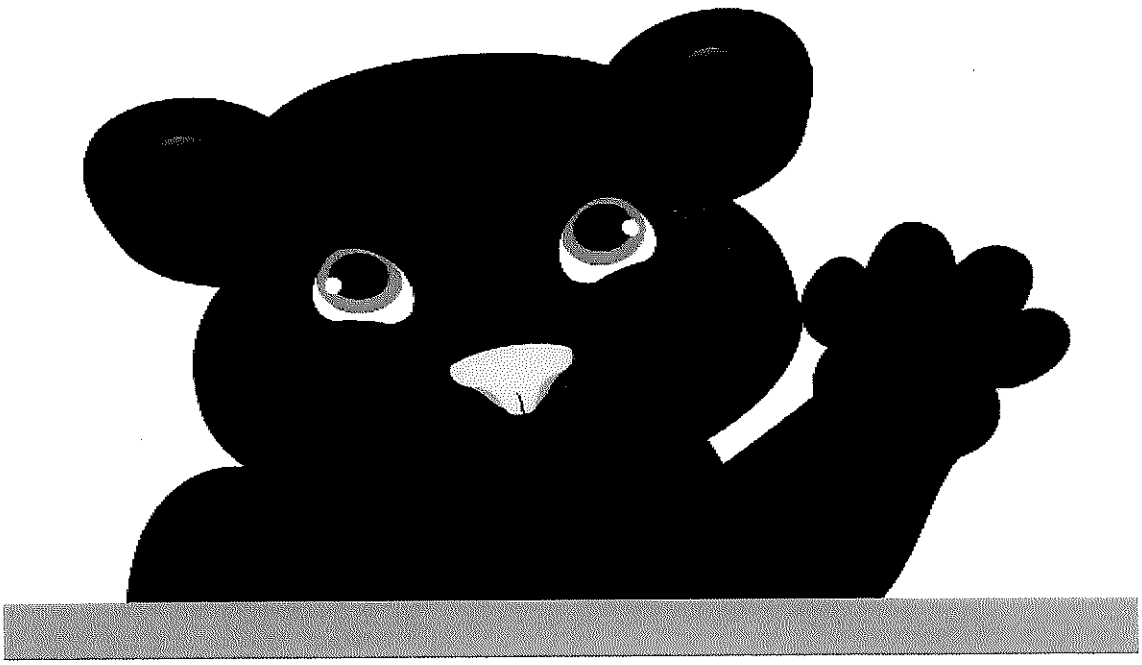
Student Handbook



2024 – 2025

Plattekill Elementary School

Mrs. Monica Hasbrouck, Principal
Mrs. Lori Williams, Intervention Specialist

1270 Route 32, P.O. Box 385
Plattekill, N.Y. 12568
Phone (845) 895-7250 Fax (845) 564-5103
www.wallkillcsd.k12.ny.us

Table of Contents

Wallkill CSD Board of Education and Administration....1
Philosophy of the Wallkill CSD....2
Vision, Mission, and Belief....3
Plattekill Elementary Personnel....4
School Hours and Transportation....7
Student Drop Off Guidelines and Map....8
Entry System, Early dismissal, and Early delays....10
Unique Shuttling Situations....11
Attendance and Home Tutoring....12
Every Student Present....13
Medications, Invitations, Visitations, and Textbooks....15
Reporting to Parents, and Five week Marking Period....16
Physical Education....17
Programs....18
Special Programs....19
National School Lunch and Breakfast Program....20
My PaymentsPlus Program....22
Meal Charge Procedure....24
PBIS....26
School Rules....29
Cafeteria and Playground Equipment Rules....30
Guideline for Parent/Teacher Chaperones....31
Visitors to the School....32
Tobacco Free, Smoke Free Environment Policy....33
Attendance Policy....34
Rights of Non-Custodial Parents....39
Reporting to Parents....40
Code of Conduct for the Maintenance of Order on School Property....41
Elementary School Code of Conduct....54
Prescriptive Medication....62
WCSD Notice and Summary of Sexual Harassment Procedure....63
WCSD Notice of Non-Discrimination....64
Non-Discrimination (Students)....65
Student Non-Discrimination Grievance Procedure....67
Dignity for All Students Act....70
Acceptable Internet Use....73
Internet Safety/Internet Content Filtering Policy....79
Student Homework....82
Cell Phone Policy....84
Plattekill PTA....85
Wallkill CSD School District Calendar....87

Wallkill Central Schools
District Office
1500 Route 208, P.O. Box 310
Wallkill, New York 12589
845-895-7100

Board of Education

Mrs. Kathryn Anderson
Mr. David Bartolone
Mrs. Donna Crowley
Mr. Thomas Frisbie
Mr. William Hecht
Mr. Joseph LoCicero
Mrs. Erin McCartney
Mr. Thomas Nafey
Mr. Dustin Palen

Administration

Mr. Kevin Castle, Superintendent
Mr. Anthony White Assistant Superintendent for Educational Services
Ms. Tara Rounds, Assistant Superintendent for Special Education and Intervention Services
Mr. Brian Devincenzi, Assistant Superintendent for Support Services
Mrs. Nicole Parete, Coordinator of Special Education K - 6
Mr. David Albert, Coordinator of Special Education 7 - 12
Ms. Kelli Corcoran, District Clerk

Mr. Brian Masopust, Wallkill High School Principal
Mr. Michael Redmond, John G. Borden Middle School Principal
Mr. Scott Brown, Leptondale Elementary Principal
Mrs. Alyssa Greany, Ostrander Elementary Principal
Mrs. Monica Hasbrouck, Plattekill Elementary Principal

Philosophy of Wallkill Central School District

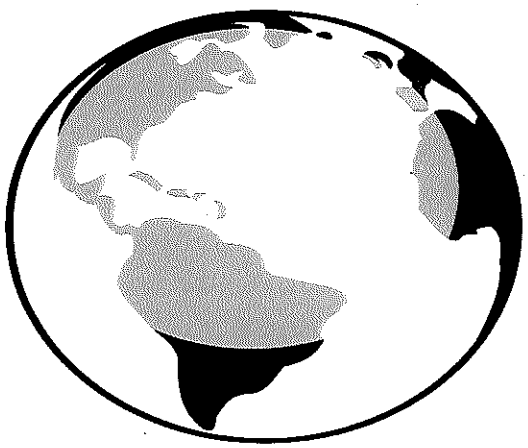
Goal:
The purpose of the Wallkill Central Schools is to develop within each individual his ability to reason and use his intellect so that he becomes an independent contributing member of society.

Basic Assumptions:
It is assumed that each child is different and has a basic curiosity. He is motivated by his needs for security, belonging, self-esteem, and the esteem of others. Furthermore, the development of independence and reasoning hinges upon the individual's desire and ability to learn.

Objectives:
All learning experiences provided by the Wallkill Central Schools will have as their objective the development of at least one, or a combination of the following:

Skills, knowledge, understandings, attitudes, or beliefs

Insofar as the development of independence and reasoning hinges upon the individual's ability to learn, the primary objective must be the teaching of learning skills, including communication, computation, reasoning, and responsibility. Other skills that should also be included are those which are avocational and vocational. The understandings and knowledge should relate to the individual, his fellow man, and his environment.



Wallkill Central School District

VISION STATEMENT

Wallkill Central School District students will have the skills, knowledge and attitudes necessary to embrace their future responsibilities, challenges and opportunities.

MISSION STATEMENT

The mission of the Wallkill Central School District, through an active partnership among school personnel, parents, students and community, is to nurture individuals who value themselves and others; to develop learners who appreciate diversity as a resource, to provide an exemplary educational foundation which will foster the ability to think and communicate; and to encourage creativity, flexibility and the continuous application of learning.

BELIEF STATEMENT

We believe....

Students work best in a safe environment that promotes mutual respect.

All students should become responsible and respectful citizens.

All children can learn.

Students become lifelong learners through quality educational programs that meet their changing needs.

Student performance is enhanced through analysis of student data and program evaluation.

PLATTEKILL ELEMENTARY PERSONNEL 2024-2025

Principal	**Mrs. Monica Hasbrouck**
Intervention Specialist	**Mrs. Lori Williams**
Universal Pre-K	**Mrs. Barbara Bouck**
Kindergarten	**Mrs. Melissa Space**
	Ms. Renee Wilcheck
	Miss Amber Williams
Grade 1	**Ms. Alayna Bordone**
	Mrs. Ashley Nordahl
	Mrs. Jamie Smith
Grade 2	**Mrs. Kristy Bailey**
	Mrs. Joanna Miller
	Mrs. Annie Saunders
Grade 3	**Mrs. Breanna Friedman**
	Mrs. Suzanne Hudson
	Mrs. Gabrielle Parker
Grade 4	**Mrs. Cyndee Deagostino**
	Mrs. Debbi Lynch
	Mrs. Rachel Siegel
Grade 5	**Mrs. Chelsea D'Addario**
	Mrs. Gina Detoro
	Mrs. Alyson McDevitt
Grade 6	**Mrs. Megan Dabroski**
	Ms. Megan Figurski
	Mrs. Sara Wadsworth
Grades K/1/2	**Mrs. Stephanie Segal**
Grades 3/6	**Mrs. Christine Barritt**
Tier 3 Support	**Ms. Jessica Vallaro**

AIS Tier 2 Team	**Mrs. Jennifer Aviles** **Ms. Cindy Bestenheider** **Mrs. Vicely DeVos** **Mrs. Elisabetta Iacoviello** **Mrs. Diane Tanner**
Physical Education	**Mr. Nick Mancuso** **Mr. Leo Sladewski**
Art	**Mrs. Kristin Phillips**
General Music	**Mrs. Kirsten Rolón**
Instrumental Music **Orchestra**	**Mrs. Meredith Rubinstein** **Ms. Bridgette Sroka**
Psychologist	**Ms. Shannon Condello**
Speech Pathologist	**Mrs. Shannon Worth** **Mrs. Julyssa Diehl**
Social Worker	**Ms. Lisa Andrews** **Mrs. Michelle Gambuti**
E.N.L.	**Mrs. Melissa Charlesworth** **Ms. Kim Crespin**
Per Diem Substitute Teacher	**Ms. Jessica Downing**
Occupational Therapist	**Mrs. Megan Behrens**
COTA	**Mrs. Diane Wilson**
Physical Therapist	**Mr. Fritz Meier**

Teacher Aides	**Ms. Brittany Bruno** **Mrs. Danielle Finneran** **Mrs. Martha Gabino** **Mrs. Sol Hernandez** **Mrs. Karen Lillo** **Mrs. Sonia Lopez-Rodríguez** **Ms. Kailee LoSavio** **Mrs. Danielle McKay** **Miss. Veronica Padilla** **Mrs. Sharon Syngjyllari**
Per Diem Teacher Aide	**Nicole Grant**
Greeter	**TBD**
Library	**Mrs. Correna Betcher**
Health Office Nurse	**Mrs. JoAnn Hilfiger**
Health Office Clerk	**Mrs. Rosemary Medina**
Office Manager	**Mrs. Gabrielle Carubia**
Office Clerk	**Mrs. Janice Caparaso**
Head Custodian **Building Custodians**	**Mr. Edward Doroschuk** **Mr. Chaz Atkins** **Mr. Adulfo Giron**
Cafeteria Manager **Cafeteria Staff**	**Ms. Karen Cramer** **M. Cella** **B. Fletcher** **T. Matthews** **L. Merckel**

School Hours

The elementary school day is from 9:00 a.m. – 3:00 p.m. **Children should not arrive at school prior to 8:30 a.m. as supervision is not provided.**

Late To School

When a student is late arriving to school, **a parent must walk the student into the lobby to sign in and provide a reason for the tardiness.**

Emergency Procedure Form

The purpose of the student emergency form is to update information concerning home address, home, cell, and business telephone numbers and a person other than parent or guardian to contact during the school day should an emergency arise.

Parents have an opportunity to verify information on School Tool.

Changes in Transportation/Daily Routines

1. If you want your child to ride a bus to a location other than where he/she is normally dropped, **YOU MUST GIVE US WRITTEN PERMISSION TO DO SO.** You may either fax a note to us at 845-564-5103 or send it to school in the morning with your child. Please do not change buses for after school "visits" or birthday parties, etc. **It is only for emergency situations.**

2. Should there be a need to change your child's daily routine, please send a note to the main office. Sometimes children may request to stay after school, get off at a different bus stop, etc. **We cannot honor any request without a signed note from home.**

Drop-Off – A.M. Only

Please use the student drop off zone. Please stay in line. DO NOT pass busses. DO NOT drop off students in the circle (fire lane) or in front of the building. Please do not let your child(ren) out of your vehicle until you have reached the front of the line. This presents a danger to students and other vehicles. If children are to be dropped off at school in the morning, please make sure they **DO NOT ARRIVE BEFORE 8:30 a.m.**

Pick-Up – P.M.

Parent pickup will begin at **3:00pm** promptly, check in with Mrs. Williams or the Greeter and then you should report to the gym for a 3:00 p.m. dismissal. Please do not arrive late, or you will be stuck in with the busses.

Plattekill Student Drop Off & Fire/Bus Lane Guidelines

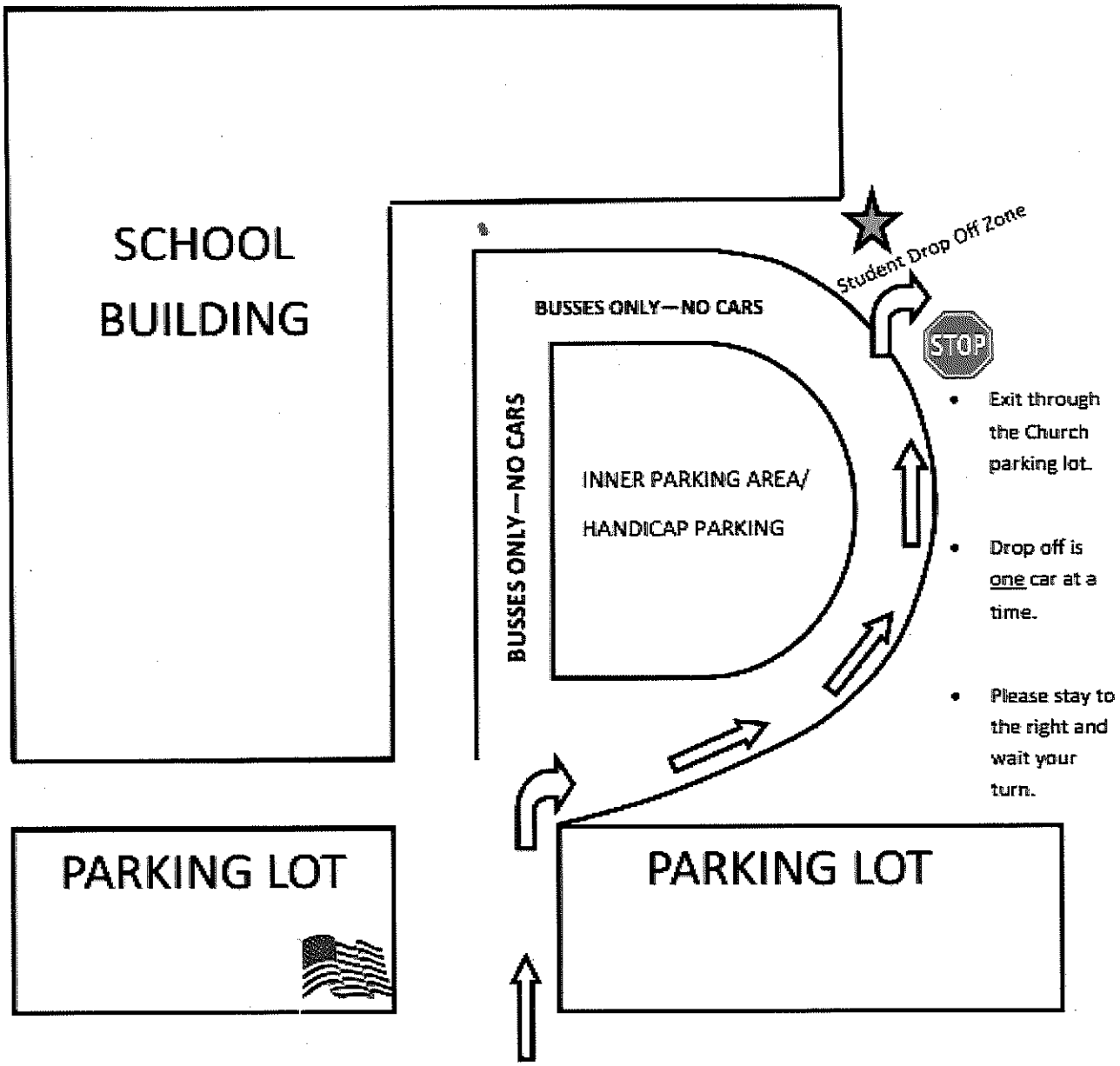
To clear up any confusion and to promote a safer, faster morning student drop-off procedure the following list of guidelines have been created. Your understanding and cooperation are essential to the process. The school greatly appreciates the continued cooperation and support we have received as we continue to fine-tune the drop-off procedures. If at any time you have any suggestions, we are open to hearing them.

- Stay to the right to allow the buses to pass on your left. This helps clear the traffic off Route 32.
- Pull up to the monitor and wait your turn to pull into the Drop-off Zone. It is important that the line moves up. Otherwise, it backs up on to Route 32 and blocks the buses as well.
- Wait your turn, one car at a time. As soon as the children have walked on to the sidewalk the next car will be signaled to move up.
- Do not let your children out of the car until you are in the Drop-off Zone. This is a safety issue. We will not allow the children to walk in the road. Buses are coming through and often someone is too impatient. These people put YOUR child in danger by trying to drive around the line. The only way we can ensure YOUR child's safety is to only have the children exit their cars in the Drop-off Zone.
- Please make sure that your children are ready to exit your car. Waiting to give them money or write a note only delays everyone.
- Drive in and out at no more than 5 MPH.
- Do not leave your car running and unattended. This is a safety issue.
- Do not leave children unattended in the car. This is a New York State Penal code issue.
- Do not park in the Handicapped Zone unless you have a valid sticker/plate.
- Do not drive or park in the fire/bus lane *at any time.* Driving or parking in the fire/bus lane is a violation of Section 1200-D of the Vehicle Traffic Law punishable -by fine.

- If you are going to transport your child to school you **must** use the Student Drop off Zone.

Your understanding, cooperation and continued support are greatly appreciated.

Plattekill Student Drop Off Map



Route 32

Entry System

All main entrance doors in our school building are locked.

To gain entrance to our building, you will need to use the intercom system located adjacent to the front entrance. You will need to press the button on the intercom, and you will be greeted by a staff member who will ask you a series of questions, as well as ask you to show photo identification. ***Photo ID is mandated to enter the building***. Cameras monitor this area.

Thank you for your patience and understanding as our entry system will benefit our school community.

Early Dismissal Plan

In the event of a significant change in dismissal time due to weather or an unexpected problem, our parent notification calling system will be put in place. Parents are asked to supply emergency numbers to us. It is your responsibility to return this information in a timely manner to assure that you will be notified. Please have your own emergency plan for arriving home early (ex. hidden key, neighbors, etc.) **AS ALWAYS, PLEASE LISTEN TO THE RADIO.**

Announcements will be made over the following radio stations:

WGNY 1220 AM / WGNY 98.9 FM / WCTW 98.5 FM
WJGK 103.1 FM / WPDH 101.5 FM / WKST 96.1 FM
WEOK 1390 AM / WBWZ 93.3 FM / WZAD 97.3 FM
WRNQ92.1 FM / WRRV 92.7 FM / WCZR 98.5 FM
WCZX 97.7 FM / WBNR 1260 AM
WSPK 104.7 FM / WHUD 100.7 FM
WRWD 107.3 FM / WKNY 1490 AM
WGHQ 920 AM / WKIP 1450 AM

Opt-into School Messenger by sending **"YES' to 67587** to receive messages regarding delays, closing etc. You may also check the district website (www.wallkillcsd.k12.ny.us)

2 Hour Delays

In the event of 2-hour delay children **are NOT to be dropped off before 10:30 a.m**. There is **no supervision** for students before 10:30 a.m. Your cooperation is greatly appreciated.

3 Hour Delays

In the event of 3-hour delay children **are NOT to be dropped off before 11:30 a.m**. There is **no supervision** for students before 11:30 a.m. Your cooperation is greatly appreciated.

Procedure for students who are shuttled between buildings when the "educating school" is on a two-hour/ three-hour delay

Below is the procedure that you should be aware of in the case of an unexpected two-hour delay in your child's **"educating school"**.

For this notice **"home school"** is the school in your attendance area and **"educating school"** is the school where your child is being educated.

In the event your child's **"educating school"** is on a two-hour delay and your child's **"home school"** is not, the following procedure will take place:

1. Your child will be picked up in the morning at the normal time and will be delivered to the **"home school"**. At the completion of the two-hour delay, your child will be transported from the **"home school"** to the **"educating school"** via a shuttle bus.

2. If the **"educating school"** remains closed, your child will remain at the **"home school"** for the day.

Procedure for students who are shuttled between buildings when the "home school" is on a two-hour/three-hour delay or closed

Below is the procedure that you should be aware of in the case of an unexpected closing at your child's **"home school."**

For the purpose of this notice **"home school"** is the school in your attendance area and **"educating school"** is the school where your child is being educated.

In the event your child's **"home school"** is on a two-hour delay and your **"child's educating"** school is open normal time, the following procedure will take place:

1. Your child will be picked up on a two-hour delay schedule and delivered to the **"educating school".**

2. Your child's p.m. transportation home will not change.

In the event that your child's **"home school"** is closed the above schedule will be followed as well.

Please be advised that these situations are very unique; regardless, it is important that you are aware of the procedure in the event that a unique situation occurs.

Attendance

A student is required by State Education Law to remain in attendance until the last day of session in the school year in which the student becomes sixteen years of age. Good school attendance benefits the student. Those who attend classes regularly have more time to learn and gain from positive reinforcement. The legal reasons for being absent from school include:

1. Personal illness
2. Illness or death in the family
3. Recognized religious holidays
4. Quarantine
5. Remedial health treatment
6. Impassable roads
7. Court attendance

Having your child attend school regularly is extremely important. In one day, your child will miss a great deal of learning opportunities. It is important that you adhere to the school calendar. Schedule your vacations in conjunction with the school calendar days when we are closed and try not extending your vacations. **A vacation is not an approved absence.** Please note – April-May is when the state assessments are being administered. All student absences are recorded and filed with New York State. Please be aware 10% or more absences (18 days) is considered excessive by the Department of Education. If your child has excessive absences, Child Protective Services may be contacted. If your child is sick, then please keep them home. Encourage your children to attend school each day and on time, to be a successful student. We acknowledge good attendance with certificates at the end of the school year and recently implemented prizes for those students who are absent for 1 or less days each month.

Parents + Teachers = Success!

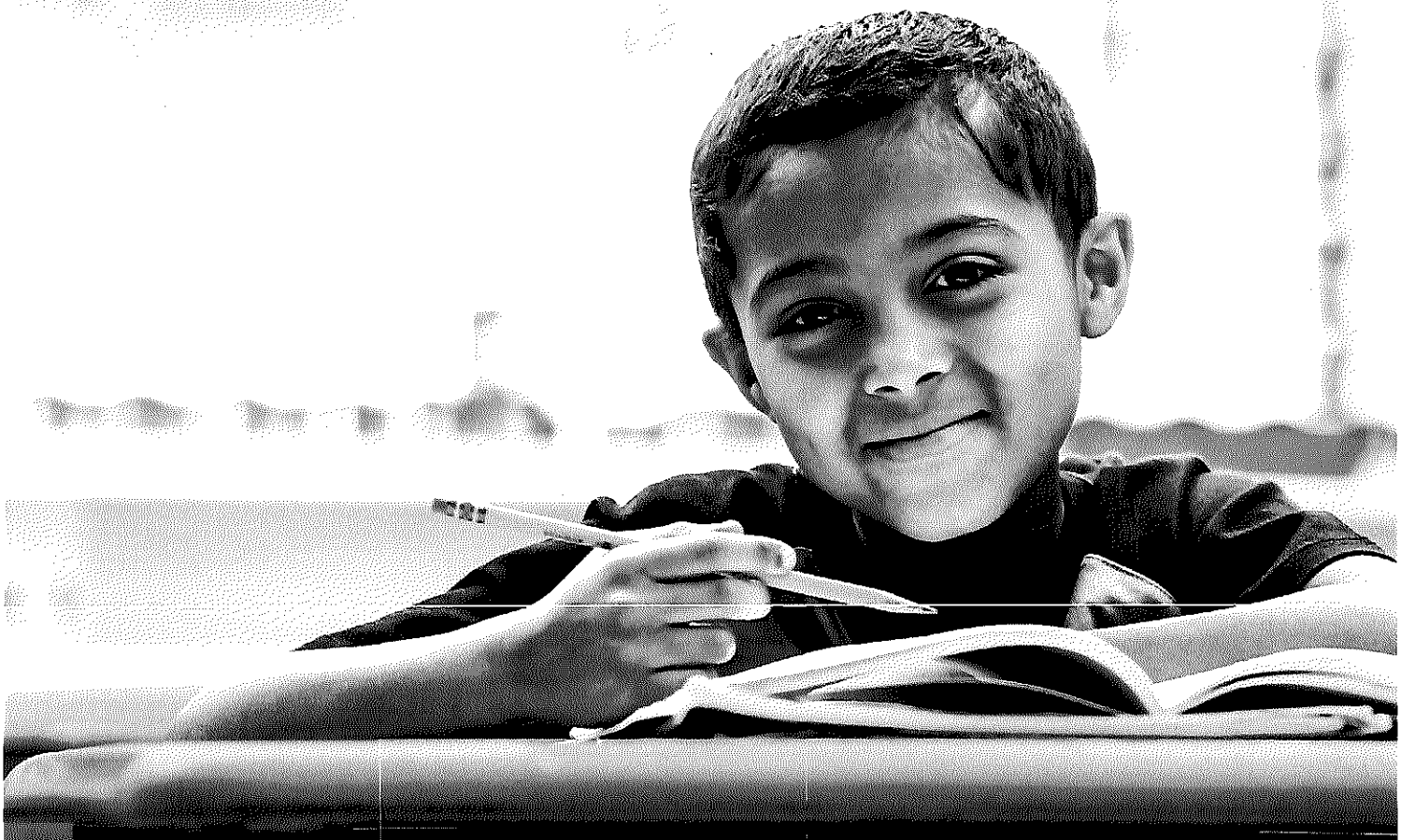
The day the student returns from his/her absence, a written excuse (signed by parent/guardian) must be presented to the classroom teacher. This excuse is to include the reason for the absence and the date(s) the student was absent. All absences for which a parental note is not received will be coded as illegal. Please note: a phone call to the school **does not** meet the legal requirements for a student absence.

Home Tutoring

Instruction may be provided to a student who has a health problem that, in the opinion of a licensed medical examiner, will cause him/her to be absent from school for more than two (2) consecutive weeks and who school personnel determine can benefit educationally from such a program. Where it is known in advance that a student will be absent for longer than 10 days, homebound instruction may begin earlier than the 11th day of absence. The district reserves the right to have the student's medical condition reviewed by school medical personnel and reserves the right to seek documentation and/or speak to a student's licensed medical examiner before providing homebound instruction.

- A secondary student will be provided with a maximum of 5 hours of homebound instruction per week or one hour per day. Instruction is only to take place on days when school is in session, not on holidays or snow days. For example, if school is in session for 4 days in a specific week, the maximum number of hours that a student may be tutored for that week will be 4 hours, not 5.
- Prior to any home tutoring taking place, a Home Tutoring Request Form should be completed at the building level and submitted with accompanying documentation to the Office of Educational Services for approval by the Assistant Superintendent.

If I'm not here, I can't learn.



Missing school matters. You can help.

- Get your child back to school after all breaks
- Schedule appointments after school hours
- Help boost your child's confidence

Learn more at www.everystudentpresent.org/parents

NEW YORK
STATE OF
OPPORTUNITY

Every Student Present!

How Can You Help Your Child?

Find out more at www.everystudentpresent.org/parents

For younger students:

- Know the school's attendance policy and when school starts.
- Make sure your child has the required shots needed for school.
- Let your child meet teachers and classmates before school starts.
- Have a regular bedtime and morning routine—lay out clothes the night before.
- Schedule medical appointments after school.
- Don't plan extended trips when school is in session.
- Have a back-up plan for getting to school when something comes up.
- Have your child stay home only when truly sick.

For older students:

- Know the school's attendance policy and when school starts.
- Talk with your child about acceptable and unacceptable behavior and grades.
- Encourage your child to be active in school by joining clubs or sports teams.
- Know your child's friends.
- Ask your child how you can help.
- Have your child stay home only when truly sick.

Medications

An adult must bring all medications to school. Children are not permitted to bring medication to or from school. A doctor's note or prescription is necessary for medication to be administered by the School Nurse. Prescription medication must be in the original container.

Birthday Invitations

We ask that when parents are planning out of school birthday parties, **please do not send invitations for selected students to school.** There is no problem when inviting the whole class. Also, we cannot give out phone numbers or addresses. We appreciate your cooperation.

Parent Visitations

Parents are encouraged to visit the school to meet with their child's teacher, the principal, or the intervention specialist. However, when doing so, always, please make an appointment in advance to assure a time to conference with you. Always check into the main office when entering the school building to secure a visitor's pass. No visitors are to walk through the building without a visitor's pass. You can make an appointment by calling the school at 895-7250.

Textbooks

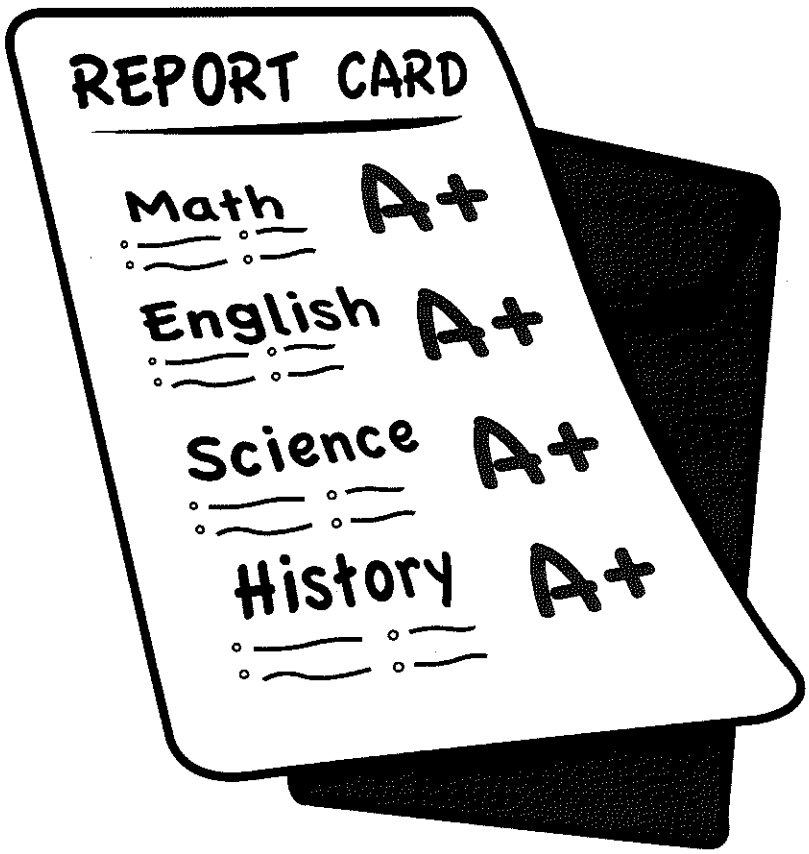
All basic textbooks are loaned to students for their use during the school year. Textbooks are to be kept clean and handled carefully. Each student is responsible for his/her own books. Textbooks must be returned at the end of the school year. You will be required to pay for lost or damaged books. Please contact your teacher for on-line versions.

Reporting to Parents

Student progress is assessed quarterly. The first report card is discussed with the parent/guardian at Parent-Teacher Conferences scheduled in November. Report cards are issued every ten weeks and sent home with your child. In addition, five-week notices are mailed home, at the discretion of the teacher, to alert parents/guardians of possible problems. At any time, parents/guardians are encouraged to contact the teacher if concerns arise.

Marking Period Schedule
2024 – 2025

5 Week Marking Period Ends	***October 4, 2024***
1st Quarter Ends	***November 8, 2024***
5 Week Marking Period Ends	***December 13, 2024***
2nd Quarter Ends	***January 24, 2025***
5 Week Marking Period Ends	***February 28, 2025***
3rd Quarter Ends	***April 4, 2025***
5 Week Marking Period Ends	***May 16, 2025***
4th Quarter Ends	***June 16, 2025***



Physical Education

Dear Parents and Guardians

Parents are reminded that children should come to school prepared for physical education class wearing comfortable, loose-fitting clothing as well as proper footwear.

We care about the health and safety of every student. On days your child has physical education class, please send them to school with tennis shoes or conventional sneakers with tied laces or Velcro. This is the **required footwear** for participation in physical education class. Please note that crocs, clogs, sandals, flip flops, dress shoes, boots, and loafers are unsafe for physical education. Shoes that have buckles, metal or metal hooks or zippers can cause injury.

Wearing jewelry (large earrings, necklaces, bracelets, and watches) can cause an unsafe environment for your child or someone else. Jewelry also tends to disappear from the gymnasium. If your child has recently gotten his or her ears pierced, please only allow them to wear small, studded earrings.

It is important for proper attire to be worn during physical activities for the safety of all our children.

The Physical Education Teachers hope you all had a safe and enjoyable summer.

This fall we will be starting with football, soccer, Locomotor Skills/Body Awareness and the Presidential Physical Fitness Test.

If your child has an inhaler, please have him or her place it in the Health Office.

Thank you for your cooperation!

The Physical Education Staff,
Nick Mancuso
Leo Sladewski

Programs Available for Students at Plattekill

In addition to the classroom instructional program, many special programs are available to our students.

Academic Intervention Services (AIS)

Remedial Reading, Writing, and Math are available to students who qualify by a variety of data points and teacher recommendation. This instruction is in addition to, and correlates with, classroom instruction. It is provided in a Lab setting and/or in the classroom.

The reading teachers will use a variety of resources such as the *Fountas & Pinnell Leveled Literacy Intervention System* (LLI) which is a small-group, supplementary intervention program designed to help teachers provide powerful, daily, small-group instruction for the lowest achieving children and the Pearson Focus Math Program.

Speech and Language Therapy

Identified students receive small group or individual therapy in developing appropriate articulation and language skills. All kindergarten students are re-screened at the end of the kindergarten school year.

Special Education

A continuum of services is available for students identified as having a handicapping condition by the Committee on Special Education.

School and Social Adjustment

Counseling is available to identified students to assist them in dealing with problems, which adversely affect school progress. A school psychologist and or a social worker are on staff to assist students and families.

Intervention Specialist

The Intervention Specialist works closely with the Building Principal in Wallkill School District policy and interpreting that to the staff, students, and community. He/She assists the Building Principal in formulating and adjusting student behavior and discipline procedures. The Intervention Specialist handles student discipline referrals, confers with teachers in discipline activities and follow-up referrals. He/She communicates with parents regarding individual student behavior, both positive and negative. The Intervention Specialist keeps necessary records of all discipline actions, recommends suspensions to the Building Principal and reports serious incidents. He/She initiates cooperative actions from the other school personnel.

Gifted and Talented

Students who meet the criteria will be able to participate in a variety of programs offered by the district. They include: Math Exceptionalities, Solutions Unlimited, SNAP, and Interest-Based Intensive.

SNAP – Student Needs Assessment Process

SNAP was developed to identify high potential learners in the Wallkill School District and support them through their school career. With parental permission, potential students are evaluated for SNAP in April and May for the following school year. Students are identified, based upon the SIGS checklists, the SAGES-2 test results, NYS Math and ELA scores, the Torrance Test of Creative Thinking, and student portfolios.

Once in the program, each SNAP student is given a Student Learning Plan (SLP) which is an up-to-date record of each SNAP student's interests, abilities, and learning style. In addition, SNAP students attend specialized programs to support their development and engagement throughout the school year including Ulster BOCES' Playwriting Institute, Solutions Unlimited, Math Exceptionalities, Expanded Horizons, and Interest Based Learning Project program (formerly called the Renzulli program).

Special Programs for Students

Ashokan

The fifth-grade students will be attending Ashokan Center in Olive Bridge, NY for a one-day outdoor educational program.

D.A.R.E.

Drug, Abuse, Resistance Education: This program helps teach kids to say no to drugs. The DARE Program takes place in 5th grade and is seventeen weeks long.

Band & Chorus

Plattekill has both a band and chorus program for 5th and 6th grade students.

Wallkill Wire Choir (Strings)

The Wallkill Wire Choir is a performance-based program open to any 4th grade child who shows a desire to learn an orchestral stringed instrument. Continued participation is based upon attendance and a commitment to home practice. Children have a 30-minute lesson once per week on a rotating basis, so as not to miss the same part of an academic class more than one time per semester.

As part of the grade, students are expected to perform in an in-school ensemble which meets one period per week and combines with the rest of the building in the district for several concerts per year.

Student Jobs

Students in grades five and six can apply for student jobs throughout our school. A letter explaining the job responsibilities, list of jobs, and contract are sent home in the fall. Some of our popular jobs include: Buddy Reader, PNN, and Peer Pals to name a few. Our students feel committed to our school community when they participate in this program. This follows our PBIS philosophies.

Welcome!

DEAR WALLKILL COMMUNITY,

The beginning of the school year is approaching fast and we would like to extend a warm welcome to let you know that Whitsons Culinary Group has exciting plans for the school nutrition program. Our goal is to serve nutritious, well-balanced meals that appeal to students and the school community. We are pleased to provide a comprehensive school dining program at Wallkill Central School District that meets the National School Lunch and Breakfast Program requirements and engages students in developing a positive attitude toward healthy eating.

At Whitsons our mission of Enhancing Life One Meal at a Time™ means more than just serving food; it's about fostering a sense of community and hospitality in everything that we do. We're dedicated to helping people live healthier lives through nourishing food, authentic relationships, and leaving this world a better place than we found it. It is this invisible spirit of service to others that makes our mission more than just words.

We believe that every meal should be a celebration of real ingredients and authentic flavors. That's why our meals are crafted with care and precision, using traditional scratch-cooking methods that respect the essence of real, fresh, wholesome food packed with nutrition and natural ingredients. This approach reflects our commitment to personalizing high-quality, innovative, and culturally appropriate meals for each of our communities. We believe it is important to serve the same kinds of meals to our customers that we would serve to our own family, and they would serve to theirs.

SCHOOL MEAL MENUS

Our interactive menus may be found online at www.fdmealplanner.com, and they will provide you with all the nutritional and allergen information you will need to plan your child(ren)s' school meals. You can also download the FD Meal Planner app on your smartphone for convenient access.

REAL MEALS™ BY WHITSONS

Real Meals™ By Whitsons brings a fresh vibe to our K-12 meal solution. These meals are made from fresh ingredient the way nature intended, and they fuel the minds of our customers in a fun and tasty way! Plus, our interactive healthy eating program motivates and inspires students to consider the many benefits that wholesome meals and physical activity have on their growing bodies and minds. It's all about making the connection between food and wellness. Look for Real Meals at your school this fall.

At elementary schools, our award-winning Nutrition Safari® program will introduce younger students to lovable animal characters to teach them about selecting healthy choices from each different food groups for a well-balanced diet. The program's mission is to encourage students to develop lifelong healthy eating practices

At secondary schools, monthly Flaves and special event Pop-up Shops will feature trendy menus items and activities to engage older students. Whitsons has also invested in professional signage and merchandising that creates a food court-style environment. It's like going out to lunch without ever leaving the building. Our goal is to entice students to make lifelong nutritious and delicious meal choices.

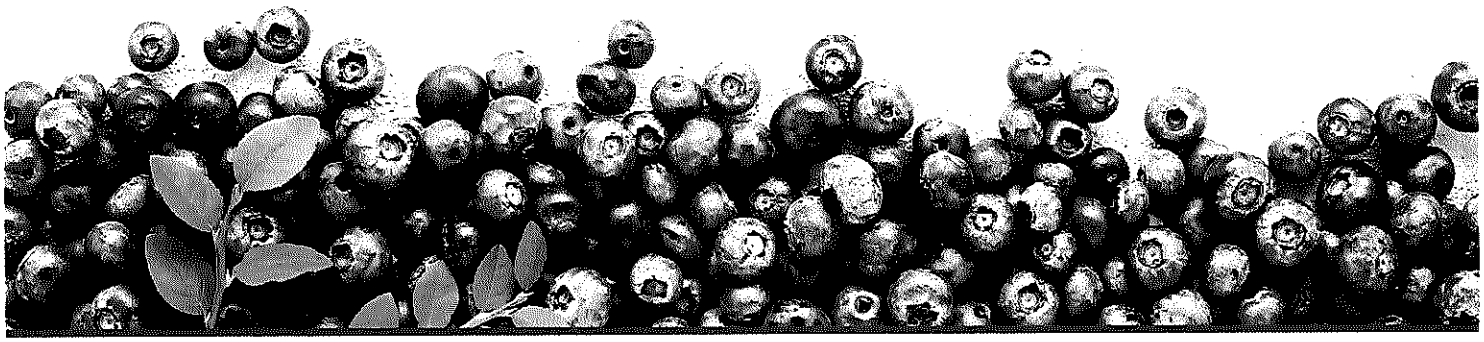
OTHER INFORMATION

We're excited about our partnership with Wallkill Central School District, and we will provide a great school nutrition program while becoming a part of your Wallkill community.

This year we are pleased to announce that we are again CEP and will be continuing with 1 complete meal at Breakfast and 1 complete meal at Lunch being FREE.

Your opinion matters to us. If you have any suggestions for the school nutrition program, please contact Whitsons' General Manager, Marilyn DiGregorio at digregoriom@whitsons.com. We are here to serve you and your child(ren)'s needs and look forward to being a part of your community for many years to come.

Sincerely,
Marilyn DiGregorio
General Manager



WCSD

Wallkill Central School District, 1500 Route 208, PO Box 310, Wallkill, New York 12589
(845) 895-7102, Fax: (845) 895-3630

Brian Devincenzi
Assistant Superintendent for Support Services

September 3, 2024

Dear Parents/Guardians:

This is a reminder to you regarding our MyPaymentsPlus Program that allows you to manage your child's school meal account from home (see attached flyer). MyPaymentsPlus is an automated prepayment service that allows you to add money to your child's account via the telephone or Internet. In addition, you have the ability to view a 30-day history of your child's purchases and set up low balance alerts/reminders. ***These alerts/reminders must be set up each school year.*** *Please visit www.MyPaymentsPlus.com to register. As always, if you choose not to use MyPaymentsPlus to add money to your child's meal account, you can send money in with your child or by mail to your child's school of attendance.*

Please note the program fee associated with deposits made through MyPaymentsPlus is 4.29% of the total transaction (previously, MyPaymentsPlus charged a service fee of $2.00 for each deposit made through MyPaymentsPlus). Our School District does not retain this fee, it goes directly to MyPaymentsPlus.

The District is committed to promoting healthy choices. You are able to assist us by putting restrictions on what your child can purchase at breakfast/lunch. Some examples of restrictions include, but are not limited to: no snacks, only snacks on Fridays, limits on spending, etc. If you would like to put restrictions on purchases, please put this in writing and send it to the Cafeteria Manager at your child's school or contact the Food Service Director at 895-7192.

Additionally, please be reminded to submit your free and reduced lunch application to your child's health office or send it directly to PO Box 310, Wallkill, New York 12589.

If you have any questions or concerns, please call my office at 895-7102 or the Food Service Director, at 895-7192.

Sincerely,

Brian Devincenzi
Assistant Superintendent for Support Services

Attachment

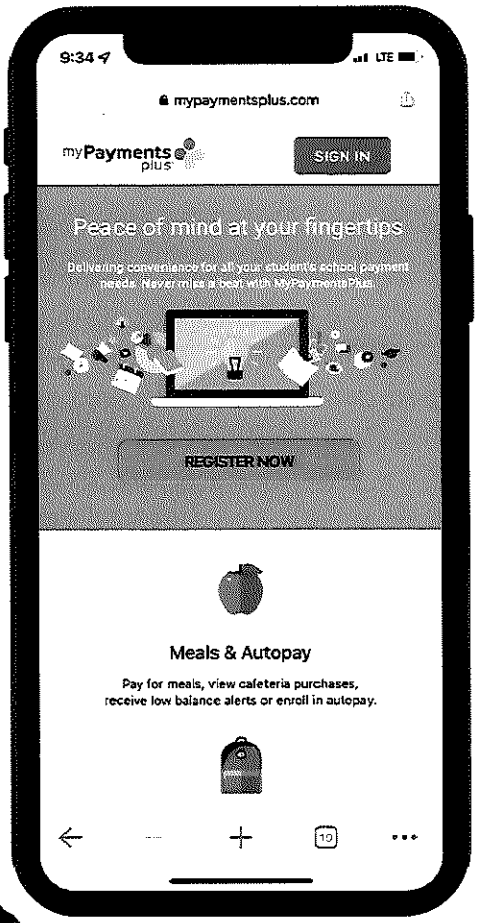
BD/sh

myPayments plus℠

Have a Healthy Return to School with MyPaymentsPlus!

All parents are encouraged to create a FREE MyPaymentsPlus account in order to:

- ☑ Make payments to your student's cafeteria account
- ☑ View cafeteria balances anytime, from anywhere
- ☑ See what your student is purchasing in the cafeteria



Signing Up is FREE & EASY!

- ☑ Go to www.mypaymentsplus.com
- ☑ Click "Register for a FREE Account"
- ☑ Add your student(s) using their student ID number

Need help setting up your account?

☎ 877.237.0946

@ support@mypaymentsplus.com

💬 online chat

Download the Mobile App!

ANDROID APP ON Google play

Available on the App Store

SCAN TO GET STARTED!

WWW.MYPAYMENTSPLUS.COM

WCSD

Wallkill Central School District, 1500 Route 208, PO Box 310, Wallkill, New York 12589
(845) 895-7102, Fax: (845) 895-3630

Brian Devincenzi
Assistant Superintendent for Support Services

To: Parents and Guardians

From: Brian Devincenzi

Date: 2024/2025 School Year

Re: Meal Charge Procedures

1. Meal Charges:
   a. A student who has lunch debt will be eligible to charge the reimbursable meal of choice that school day if the student requests one, unless the student's parent or guardian has specifically provided written permission to the school to withhold a meal
   b. If a student has outstanding charges but has money to purchase products through Food Services, they will be allowed to only buy a reimbursable meal
   c. Students with an outstanding balance may purchase ala cart or snack items but cannot charge those items

2. Actions that are prohibited towards a student with meal debt:
   a. Announcing or publicizing the names of children with unpaid meal charges
   b. Sending clearly marked notices home with children who have an outstanding balance
   c. Using hand stamps, wristbands, stickers or other physical markers to identify children with outstanding meal charges
   d. Requiring children with unpaid meal charges to do chores or other work
   e. Throwing a child's meal into the trash
   f. Take any action directed at the student to collect unpaid meal charges
   g. Discuss any outstanding meal debt in the presence of other students
   h. Serving alternate meals (i.e. cheese sandwich)
   i. Using a debt collector

3. Staff Training:
   a. The Food Service Director will ensure that staff are trained on a yearly basis about the meal charge procedure
   b. District staff will be available to assist any families who require assistance with establishing eligibility

4. Determining eligibility:
   a. District staff will make every attempt to determine if a student is directly certified and eligible for free meals
   b. District assigned staff will access the Statewide Direct Certification program at least monthly to determine student eligibility
   c. In addition to sending the income application at the beginning of the year, District staff will make two additional attempts to encourage the parent or guardian to complete an income application on behalf of the student
   d. District Staff will contact the parent or guardian to offer assistance to complete the application to determine if there are other factors of why the school does not have sufficient food or funds to purchase a meal and offer other assistance as appropriate
   e. District staff will notify the Food Service Director of any migrant, foster, homeless or runaway children who should be immediately certified for free meals
   f. District staff in accordance with 7 CFP 245.6(d) may complete and file an application for a free or reduced meals for a student if the District becomes aware that a student who has not submitted a meal application is eligible for free or reduced priced meals

5. *The District will utilize the Horizon Point of Sale System to record and identify charged meals and maintain balances that parents/guardians can view on a daily or weekly basis.*

6. *The building administrator and/or their designee will work in conjunction with the Food Services Director to contact adults in the family regarding meal debt payment reminders and assisting families with eligibility for free and reduce lunch and may use any of the following methods to contact them:*
    a. *via the phone*
    b. *through permitted electronic communication*
    c. *with letters – a weekly IOU letter will be sent for those students with a debt of more than $5.00*
    d. *in person meetings - the building administrator and/or their designee will contact adults in the family to schedule a meeting for anyone who carry a debt of $5.00 or more after any five (5) week interval throughout the year*
    e. *any other discreet communication method*
    f. *work to determine if a student is directly certified to be eligible for free meals*

7. *The building administrator and/or the Food Service Director must notify the Assistant Superintendent for Support Services immediately if any student has a lunch debt of $50.00 or more on a monthly basis.*
    a. *Upon receiving notification that a family has a debt of $50.00 or more a letter will be sent to the family notifying them of the debt along with a Free and Reduced application*

BD/sh

Positive Behavioral Interventions and Supports (PBIS)

Positive Behavioral Interventions and Supports (PBIS) is a systems approach to establishing the social culture and behavioral supports needed for all children in a school to achieve both social and academic success. Plattekill Elementary follows the philosophies of PBIS to encourage our students to meet the PAWS expectations and to be positive role models.

Our school expectations

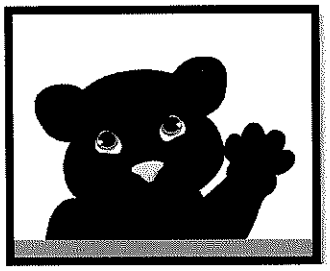
PAWS:

Positive Attitude

Act Responsibly and Respectfully

Wise Choices

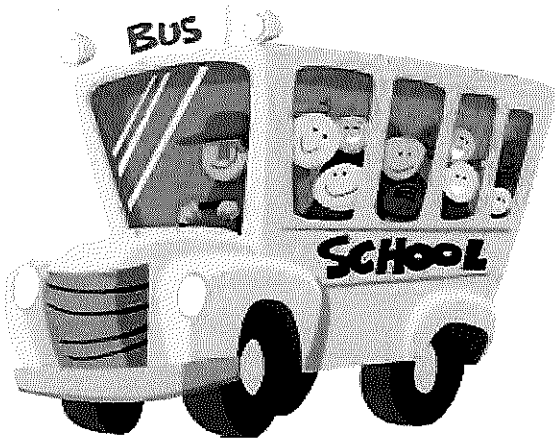
Safety



PAWS Mascot - Cubby

In promoting positive behaviors on our buses, Plattekill PAWS has started a program which will help to encourage students to make good choices. The program and the bus expectations are explained to the students and bus drivers throughout the school year.

BUS EXPECTATIONS
• Greeting the bus driver (Hello, Good Morning, etc.)
• Voice Level 0 -2 • Use polite words when speaking to driver or other passengers.
• Remain seated • Look and listen to driver for directions.
• Follow the posted safety rules. • **SEAT ON SEAT,** • **BACK ON BACK,** • **CLEAR THE AISLE**



Pawsitive Awards – Each month students are nominated for positive behaviors and will receive a certificate and their name broadcasted on the morning announcements.

Student job participants are also recognized at an end-of-year celebration.

Plattekill's Expectations for Success

Voice Level Key
0 - Silent
1 - Whisper
2 – Speaking Voice
3 – Outside Voice

EXPECTATIONS

SETTING

	Cafeteria	Bathroom	Hallway	Playground	Assemblies	Bus
Postive Attitude	• Use manners (Say please, thank you, excuse me, etc.)	• Use the bathroom when needed. • Get in, get out!	• Look at/read displays with your eyes only.	• Play fairly • Include others when playing	• Use appropriate applause • Listen to gain information.	• Greeting the bus driver(Hello, Good Morning, etc.
Act Responsible and Respectfully	• Voice level 0-2 • Wait quietly • When finished, clean up your space. • Know your lunch number.	• Voice Level 0-2 • Respect others' privacy • Wash hands with soap. • Flush toilets after using.	• Voice level - 0 • Go directly to your destination • Follow directions • Keep hands, feet, and belongings to yourself.	• Line up promptly when the whistle blows.	• Voice Level 0-2 • Arrive on time. • Enter quietly • Be a good listener. • Sit appropriately	• Voice Level 0 - 2. • Use polite words when speaking to driver or other passengers.
Wise Choices	• Eat your own food • Eat your lunch first.	• Return to class promptly.	• Do not litter in the hallways.	• Use appropriate language.	• Make good choices as to who you sit next to.	• Remain seated • Look and listen to driver for directions.
Safety	• Walk • Keep hands, feet, and belongings to yourself. • Raise your hand to get an adults attention.	• Keep floors clean of water and paper towels.	• Stay to the right • Walk at all times	• Listen to the adult • Follow rules	• Follow your teacher and walk to the assigned area.	• Follow the posted safety rules. • Seat on Seat, Back on Back, Clear the Aisle

Plattekill's Expectations for Success

Sample: Behavioral Expectations Matrix

Voice Level Key 0 - Silent 1 - Whisper 2 - Talking 3 – Outside	Expectation #1 Be Responsible	Expectation #2 Be Respectful	Expectation #3 Be Safe	Expectation #4 Be a Learner
Setting #1 **Hallway**	• Be headed to your destination • Have a pass if between periods	• Say "excuse me" • Keep locker area free of debris • Enjoy posted art with your eyes only • Voice 0-1	• Walk • Keep arm-space apart • Stay to the right • Let others pass	• Read bulletins
Setting #2 **Cafeteria**	• Know your lunch # or have your money ready • Clean up your area	• Say "thank you' & "please" to staff • Raise your hand to get an adults attention • Voice level of 0-2	• Keep the floor clean • Eat only your own food	
Setting #3 **Assemblies**	• Arrive on time • Sit in designated area	• After performance, sustain clap for 15 seconds • Enter quietly • Voice level of 0-1	• Keep hands and feet to self • Walk to enter & exit • Follow dismissal directions	• Listen to gain information

General School Rules

(You should also refer to the Code of Conduct)

We should always:

1. **Be polite to our classmates, teachers, administrators, and visitors.**
2. **Show respect for each other.**
3. **Walk quietly in the hallways.**
4. **Remove all OUTDOOR clothing (coats, hats, etc.).**
5. **Wear clothing that is appropriate for school**
    a. **No hats, hoods, or bandanas**
    b. **No excessively short skirts or shorts**
    c. **No excessively low pants**
    d. **No midriff tops, tube tops or backless shirts**
6. **TRY TO SOLVE PROBLEMS BY TALKING, NOT FIGHTING. (An adult can help you if you feel you cannot solve the problem yourself.)**
7. **Be proud of your school and do not do anything to harm school property.**
8. **Always tell the truth.**
9. **Keep the bathrooms clean, neat and quiet. Do not waste time. Be prompt on returning to your classroom.**
10. **Follow cafeteria rules as posted.**
11. **Do not bring glass bottles to school.**
12. **Follow playground rules as posted.**
13. **Be a respectful audience at our assembly programs:**
    a. **Enter and exit quietly**
    b. **Sit with teacher and class**
    c. **Watch for the quiet signal**
    d. **Show appreciation by clapping**

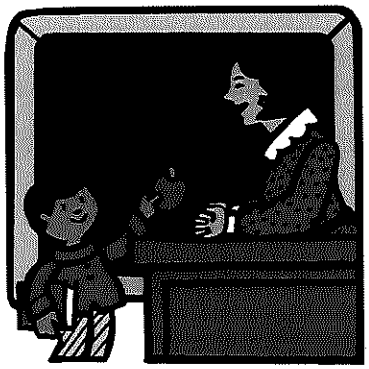
Therefore, the following will not be tolerated at Plattekill Elementary School:

1. **Running in the halls**
2. **Pushing or shoving**
3. **Shouting or loud unnecessary noise**
4. **Wearing heavy coats and any hats in school**
5. **Gum chewing**
6. **Use of digital devices**
7. **Use of toy weapons**
8. **Unauthorized selling or trading**
9. **Use of bad language**
10. **Teasing or name calling**
11. **Stealing or cheating**
12. **PLEASE LEAVE ALL TRADING CARDS, COMIC BOOKS, ELECTRONIC GAMES, DIGITAL DEVICES AND ANY EXPENSIVE TOYS AT HOME.**

Student Behavior Expectations for the School Bus – *The Bus is still "School Time."*

1. **Remain in Seat**
2. **Follow School Rules**
3. **Use an Inside Voice**
4. **Use Appropriate Language**
5. **No Eating**
6. **Respect Yourself, Others, and the Driver/Monitor and the Bus**
7. **Keep Hands to Yourself**
8. **Keep Aisle Clear**
9. **Keep Personal Belongings on Lap**
10. **Arrive to Stop on Time**
11. **Refrain From Throwing Objects**
12. **Enter and Exit Bus Safely**
13. **Use Garbage Can**
14. **Pay Attention to Stop**
15. **Report Unsafe Behavior to the Driver/Monitor/School**

Cafeteria Rules



1- **At all times, keep hands, feet, and objects to yourself.**
2- **Always use good manners.**
3- **Carefully place trash into the proper cans.**
4- **Leave your table clean and ready for the next class.**
5- **Fighting, name calling, or teasing is not permitted.**
6- **Do not bring glass or caffeinated beverages to school.**
7- **Due to allergies, please do not share food.**

Playground Equipment Rules

Students go outdoors for recess at the discretion of the classroom teachers.

1. **No running on mulch and on or around any equipment.**
2. **No hitting, rock throwing, pushing, spitting, or shoving.**
3. **No gum, food, or beverages.**
4. **Do not jump off of equipment.**
5. **Do not stand on top of equipment not meant to be stood on.**
6. **When using slides remember:**
    a. **One person at a time going down the slide**
    b. **Know the slide is empty before going down**
    c. **Go down feet first**
    d. **Do not walk or climb up the slide**
7. **Velcro or tied sneakers (Phys. Ed. Rule) – no slip-ons, or leather soled shoes.**

REMEMBER:
PLAYGROUND AREAS AND ALL EQUIPMENT ARE TO BE SHARED AND ARE FOR EVERYONE'S ENJOYMENT

Guideline for Parent/Teacher Chaperones

Thank you for volunteering your services to Plattekill Elementary School as a chaperone. Please review the guidelines listed below. Your understanding of this information as well as your ability to follow these procedures will help assure a safe and orderly trip.

1. Parents of pre-school children and/or children not in the participating group may not bring these children with them.
2. Keep the students always assigned to you with you at all times.
3. Do not allow students assigned to you to switch groups, unless you have been directed to do so by the teacher-in-charge.
4. Make sure students assigned to you remain seated in their bus seat.
5. Make sure students assigned to you are not shouting out of open windows or putting anything out of the windows.
6. Check to see that the students assigned to you have kept the bus clean. Make sure all the garbage has been picked up and thrown in the garbage disposal provided.
7. Always keep voice levels down.
8. Please follow the time schedules provided.
9. Please refrain from smoking or drinking alcoholic beverages on the trip.
10. Please always provide a positive example for the students assigned to you and dress in an appropriate manner.
11. Parent chaperones are directly responsible to the teacher chaperones and to the teacher-in-charge. Parent chaperones who feel unable to comply with these rules will be asked to leave the bus; if this is not complied with, the teacher-in-charge will direct the driver to return the bus and all students on it back to school.
12. No student is allowed to leave the field trip with anyone but a parent without written consent of a parent.
13. Under no circumstances are chaperones to touch a student unless it is an emergency. Please contact the classroom teacher as soon as possible if the need arises.
14. We ask that all parent/teacher chaperones dress appropriately at all functions that you are supervising.
15. **Please park in the church's parking lot in the back by the CCD building. This will keep our parking lot open for visitors and the church's parking lot open for parishioners or a funeral at the church. It will also prevent blocking the Father in or blocking the church dumpster. Thank you.**

SUBJECT: VISITORS TO THE SCHOOL

Parents and other adults are welcome at school. Visitations to classrooms for any purpose require permission in advance from the building principal and the teacher(s) in order to allow teachers the opportunity to arrange their schedules to accommodate such requests.

All visitors should report to the office upon arrival at school and state their business. It is a Class B misdemeanor to remain unlawfully in a public school building, or to refuse to leave the premises when personally asked to by a principal, custodian or other person in charge.

Education Law Section 2801
Penal Law Sections 140.10 and 240.35

SUBJECT: TOBACCO FREE, SMOKE FREE ENVIRONMENT POLICY

a. For purposes of this policy, tobacco is defined to include any lit or unlit cigarette, cigar, cigarillo, pipe, bidi, clove cigarette and any other smoking product, as well as smokeless tobacco (spit, dip, chew, snus and/or snuff) in any form and electronic cigarettes.

b. No person shall use tobacco at any time anywhere on school grounds (owned or leased), in any vehicles used to transport children or school personnel, or at any off-campus school sponsored events. For the purposes of this policy, "school grounds" means any building, structure, and surrounding outdoor grounds of a school contained within the District's legally defined property boundaries as registered in the county clerk's office. [*]

c. The following are prohibited on school grounds and at school sanctioned events on and off campus.

- Distribution or sale of tobacco (On school property; grounds, at any school sponsored event or activity off campus).
- Tobacco advertising is prohibited on school property; grounds, at any school sponsored event or activity off campus, and in all school sponsored publications. School acceptance of gifts, funding, or parent/classroom educational materials from the tobacco industry is prohibited.

d. The school administrator shall notify students, families, employees, contract workers and school visitors of the tobacco-free policy in handbooks and newsletters, on posted notices or signs, or by other means of communication. School personnel in charge of an on-campus school sponsored event or any off-campus school sponsored event shall be responsible for the enforcement of this policy.

f. Students and employees in violation of this policy will be subject to administrative action and may be subject to disciplinary action according to the necessary regulation(s) and/or statutes (See Board Policy 7400.1, 7400.2, 7400.3). Other individuals in violation of this policy will be asked to refrain or leave the premises.

g. When possible, school libraries shall order periodicals with a request for school editions which exclude tobacco advertising.

h. Tobacco use prevention education shall be integrated within the elementary and secondary school curriculum.

[*] New York State Education Law Article 9, Section 409
Goals 2000 Education America Act, Section 1043
The Clean Indoor Air Act
The New York State Public Health Law Section 1399-0

Revised: 1/19/95; 6/21/07; 12/17/09

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT

Overview

It is the goal of the Wallkill Central School District system to insure that each student attends school the maximum number of days possible and to afford each student the opportunity to meet his/her potential. We, therefore, institute this policy.

Purpose

The Board of Education of the Wallkill Central School District recognizes that attendance at school serves the following fundamental purposes:

- Opportunity to engage in an enhanced learning experience supported by highly qualified, knowledgeable professionals.
- Participation in a learning community which includes access to multiple perspectives and opportunities for dialog with other learners.
- Good attendance and class participation are essential ingredients for academic success. Any absence from class is detrimental to the learning process.
- Classroom lessons foster and require social interaction, development of effective communication skills, and critical thinking in addition to subject mastery.
- Textbook or make-up assignments are not an adequate substitute for classroom attendance and participation.

Attendance Requirements

a) Applicability

All students of compulsory education age, who reside legally within the District, must attend school. Legal school age and legal residence are determined by the Board of Education in accordance with state requirements as set forth in New York State Education Law Sections 3202, 3205 to 3208, 3209 to 3210, and 8 NYCRR Section 100.2.

b) Notification Regarding Attendance Policy

1. Student Notification

(a) School Handbooks which shall include the District's attendance policy shall be distributed to all students.

2. Parental/Guardian Notification

(a) All parents/guardians will be given a plain language summary of this policy at the beginning of each school year.

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

(b) At registration, the District will provide each new student's parent or guardian with a copy of the attendance policy.

(c) At any "open house" or "back to school" event, parents/guardians will have the opportunity to obtain/discuss the attendance policy.

(d) If a student misses successive class periods or school days without an excuse, the Principal/ Designee will notify the parent/guardian.

3. Faculty/Staff Notification

Each member of the faculty/staff will be given a copy of this policy, including any subsequent amendments. This policy will be distributed to new teachers upon commencement of employment.

4. Community Notification

Copies of this policy will also be available to any other member of the community upon request.

c) Guidelines

The Wallkill Central School District recognizes an important relationship between class participation and class performance. Consequently, each teacher may consider classroom participation as defined by the class syllabi as well as the student's performance on graded written and oral assignments, tests, quizzes, homework and final examinations.

1. Minimum Attendance Rule

All registered students are expected to attend all classes as scheduled. Specifically, each student should attend at least 85% of all classes per course. High School students who exceed 28 absences in a full-year course or 14 absences in a half-year course may not receive course credit IF required work is not made up. Physical Education falls into the half-year category.

2. Absences

(a) Absences under the attendance policy include:

1. Lateness to class more than 20 minutes; and

2. Any period of "Out-of-School Suspension ("OSS") where a student does not accept alternative instruction

3. All other absences (whether excused or unexcused) not excluded below

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

(b) The following should NOT be counted as absences under the attendance policy:

1. In-School Suspension ("ISS");
2. Any period of OSS where student accepts alternative instruction;
3. Attendance at a special education program or service offered by a public school or an approved private school or facility when a student is homeless, disabled or incarcerated. (See Section 175.6 of the regulations of the NYS Commissioner of Education.)

3. Makeup Policy

(a) When a student misses a class or school day, he/she is expected within five (5) school days of his/her return, to provide a written explanation from his/her parent or guardian. Moreover, the student must consult with his/her teachers regarding missed work. If the absence is excused, the student may make up any work missed by arranging an assignment with the teacher.

(b) Make-up assignments must be completed by the date specified by the student's teacher for the particular class. Upon satisfactory and timely completion of the make-up grade.

(c) Reasonable make-up opportunities will be given to students with excused absences due to:

1. personal illness;
2. illness or death in the family;
3. disability;
4. impassable roads or weather;
5. religious observance;
6. quarantine;
7. required court appearances;
8. attendance at health clinics;
9. approved college visits;
10. approved cooperative work programs;
11. military obligations; or
12. such other reasons as may be approved by the Commissioner of Education and/or the building principal.

(d) Students who are unable to attend class period/day due to their participation in a school sponsored activity (e.g., field trip, music lessons, etc.) and who arrange with their teachers to make-up missed work, shall be given credit for class participation on the class day/period missed.

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

4. Summer School Courses
Students may complete a course in summer school only if they have attended the regular school-year course for all quarters of the course and have not exceeded 50 absences in a full-year course or 25 absences in a half-year course. (Physical Education falls in the 25 absence category.)

d) Attendance Taking Procedures

1. Kindergarten - Grade 6
Attendance shall be recorded once per school day. If students are dismissed from school grounds, they must be signed out or in at the designated location in each building, and this will be added to their attendance record.

2. Grades 7-12
Attendance shall be recorded during each class period of scheduled instruction (including instructional or supervised study activities). If students are dismissed from school grounds, they will sign out and back in at the main office, and it will be noted on their attendance record.

3. Distance/Remote Learning
Students learning remotely will need to show daily school participation, which is to be verified by teachers and reported under the provisions of this policy. This can include one or more of the following as determined by a district administrator: documented participation in live online or virtual classes, participation in office hours, completion of assignments, documentation of daily school activities and learning, or correspondence via online platform, email, and telephone.

e) Maintenance of the Attendance Register

1. For each student, the register of attendance must include:

(a) Name;
(b) Date of Birth:
(c) Date of enrollment;
(d) Parent/Guardian's Full Name;
(e) Address where student resides;
(f) Phone numbers(s) where Parent/Guardian may be contacted;
(g) ALL absences, tardiness, or early departures during any school day, in whole or in part, excused or unexcused;
(h) Appropriate coding to identify the nature of the absence (full day, class cut);
(i) Dates of school closings for all or part of the day of scheduled instruction due to extraordinary circumstances, including: adverse weather conditions, heating problems, lack of water or fuel, or destruction or damage to a school building; and
(j) Date a student withdraws from, or is dropped from enrollment.

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

2. A teacher or a district employee designated by the Board of Education will make entries on the Attendance Register. All entries must be verified by the oath or affirmation of the person taking attendance.

3. When additional information is received from a student during a student/staff conference that requires corrections to be made to a student's attendance records, such corrections will be made immediately. Notice of the change will be sent to appropriate school personnel (e.g., homeroom teachers, attendance officer, etc.).

f) Attendance Interventions

1. Chronic absenteeism is defined as missing at least 10% of enrolled school days in a year for any reason, excused or unexcused. Chronic absenteeism differs from truancy because it emphasizes missed instructional time rather than unexcused absences. Missed instructional time can increase a student's risk for disengagement, low achievement, and dropping out, among other things.

   Students who miss at least 5% of enrolled school days in a year are at risk of becoming chronically absent. In light of this, the District will implement intervention strategies for students who miss 5% or more of the enrolled school days in a year

2. The Building Principal will design and implement incentives to acknowledge students' efforts to maintain or improve school attendance.

g) Appeals

1. All appeals related to unexcused absences and/or denial of course credit will be made directly to the principal on the following basis:

   (a) Regarding the accuracy of a student's attendance record;

   (b) To ascertain whether it appears that students with disabilities are treated consistently with IDEA or Section 504 Plans.

   (c) To consider "extenuating circumstances".

2. Parent/Guardian will have twenty (20) calendar days from the issue of the written notification of unexcused absences to appeal to the building principal.

3. The building principal shall make the final decision regarding all appeals.

h) Returns to Wallkill Central School District

Students who leave Wallkill Central School District and subsequently return must still honor the attendance policy. All previous Wallkill class absences will still count for that academic year

SUBJECT: RIGHTS OF NON-CUSTODIAL PARENTS

The Board is mindful that various arrangements exist for the care and custody of children residing in the District. The District attempts to maintain current family information to help ensure student safety, proper communication with parents, and appropriate educational programming. Parents who are divorced, legally separated, or otherwise live apart should supply the District with relevant information and documentation, including custody orders, regarding who is responsible for the custody and care of their child, and who is permitted to make educational decisions for that child.

A non-custodial parent's participation in his or her child's education will be governed by the terms of any custody order. As a general matter, however, the District encourages non-custodial parents to participate in their child's education. Unless prohibited from doing so by a court order, non-custodial parents may request information about their child, inspect and review their child's records in accordance with the Family Educational Rights and Privacy Act (FERPA) and District policy, and otherwise remain interested in their child's education.

The District will not release students to a non-custodial parent without the custodial parent's consent. It is the parent's responsibility to inform the District if and when the child may be released to individuals other than the custodial parent in a form acceptable to the District.

Fuentes v Board of Education, 12 N.Y. 3d 209 (2009)

Adopted: 4/24/96; Revised 11/17/16

SUBJECT: REPORTING TO PARENTS

Parents shall receive an appropriate report of pupil progress at regular intervals. Report cards shall be used as a standard vehicle for the periodic reporting of pupil progress and appropriate school related data. Report cards, however, are not intended to exclude other means of reporting progress, such as conferences, phone conversations, etc.

Release of Information to the Noncustodial Parent

The District may presume that the noncustodial parent has the authority to request information concerning his/her child and release, upon request, such information. If the custodial parent wishes to limit the noncustodial parent's access to the records, it would be his/her responsibility to obtain and present to the school, a legally binding instrument which provides to the contrary.

20 U.S.C. 1232(b)(4)(A)
34 CFR, Part 99

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY

The Board of Education of the Wallkill Central School District, in accordance with Section 2801 of the New York State Education Law has adopted and implemented a written policy on school conduct and discipline designed to promote responsible behavior by teachers, school administrators, other school personnel, students and visitors.

A. Provisions regarding conduct, dress and language deemed appropriate and acceptable on school property, including a school function, and conduct, dress and language deemed unacceptable and inappropriate on school property and provisions regarding acceptable civil and respectful treatment of teachers, school administrators, other school personnel, students and visitors on school property, including a school function, including the appropriate range of disciplinary measures which may be imposed for violation of such code, and the roles of teachers, administrators, other school personnel, the Board of Education and parents.

1. Conduct, Dress and Language Deemed Acceptable

   a) Students – Student conduct, dress and language for students on school property shall be determined in accordance with law and collective bargaining agreements.

   b) Employees – Conduct, dress and language for employees on school property shall be determined in accordance with law and collective bargaining agreements.

   c) Contractors – with the School District will be required to adhere to the District policy section regarding conduct, dress and language on school property, as applicable. See B(5) of this Code of Conduct.

   d) Visitors – Conduct, dress and language of visitors on school property shall be governed by Section "B(5)" of this Code of Conduct.

   (See, Board Policies 3200, 3400, 7400.1, 7400.2, 7400.3)

2. Roles of Stakeholders Implementing Appropriate Conduct on School Property:

   All stakeholders should assist students in maintaining a safe, supportive school environment, a climate of mutual respect and dignity for all students regardless of actual or perceived race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category, which will strengthen students' self-concept and promote confidence to learn.

   (i) Teachers – Teachers should familiarize themselves with the requirements of this Code, including their rights and responsibilities in removal of disruptive students; referrals of "violent" students as defined in the Code; as well as reporting a dangerous situation.

   (ii) Administrators – Administrators should review and familiarize themselves with their obligations under this Code, including their role in removal of disruptive students; procedures for dealing with "violent" students; as well as their role in enforcing the Code in a manner which will protect the safety and well-being of the various populations of the school while respecting individual rights;

   (iii) Other School Personnel – Should familiarize themselves with the requirements of the Code and for reporting a dangerous student.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

(iv) Board of Education – The Board's role is to review and adopt this Code of Conduct in accordance with law, and to review, at least annually, the Code's effectiveness and the fairness and consistency of its implementation.

(v) Parents – Parents should recognize that education is a joint responsibility of parents and the school community and should familiarize themselves with the Code.

(vi) Dignity Act Coordinators – oversee bullying prevention measures and address issues surrounding bullying in their building.

(vii) Students – It shall be the right of each student in the District to:

1. have a safe, healthy, orderly and courteous school environment;
2. take part in all District activities on an equal basis regardless of race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category.
3. take part in student government activities unless properly suspended from participation pursuant to the District's discipline policy;
4. address the Board on the same terms as any citizen of the District; and
5. attend school and participate in school programs unless suspended from instruction and participation for legally sufficient cause as determined in accordance with the process of law.

It shall be the responsibility of each student in the School District to:

1. be familiar with, and abide by, all District policies, rules and regulations pertaining to student conduct;
2. work to the best of his/her ability in all academic and extracurricular pursuits and strive toward the highest level of achievement possible;
3. conduct him/herself, when participating in or attending school-sponsored extracurricular events, as a representative of the School District, and as such, hold him/herself to the highest standards of conduct, demeanor and sportsmanship;
4. be in regular attendance at school and in class;
5. contribute to the maintenance of an environment that is conducive to learning and to show due respect to other persons and property; and
6. make constructive contributions to the school and to report fairly the circumstances of school-related issues.
7. familiarize themselves with the Code.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

B. Standards and procedures to assure security and safety of students and school personnel.

1. The Board of Education encourages and supports all rules and regulations that must be implemented to provide a safe and healthy environment for all students. The provisions of this section will be addressed through Board policy. The safety of students shall be assured through close supervision of students in all school buildings and on school grounds, and through special attention to:

   a) maintenance of a safe school environment;

   b) observation of safe practices on the part of school personnel and students, particularly in those areas of instruction or extracurricular activities that offer special hazards.

   c) provision of safety education for students, particularly laboratory courses in science, technology courses, and health and physical education;

   d) the provision, through the school nurse, of first and care for students in case of accident or sudden illness; and

   e) altering the school nurse to all accidents. An accident report shall be completed and filled for each accident.

2. The Board of Education also acknowledges the efforts of local law enforcement to notify the District when a person with a history of sex offenses against a child is being paroled or released into the community, in accordance with the provisions of the Sex Offender Registration Act, commonly known as Megan's Law. The purpose of this notification is to protect members of the community, particularly children, by notifying them of the presence of individuals in their midst who may present a danger. Consistent with its duty to protect students under the care, the District shall cooperate with local law enforcement agencies in this endeavor.

The Superintendent of Schools shall ensure the dissemination of such information, as appropriate provided by local law enforcement officials pursuant to Megan's Law to all staff who might come into contact with the offender in the course of doing their jobs, including Building Principals, staff who issue visitors' passes. bus drivers, custodians, playground monitors, security personnel, and coaches. All other staff members and community residents shall be informed of the availability of such information, upon written request. All staff requests for information provided by the law enforcement agencies shall be directed to the Building Principal. Requests for information from community residents shall be directed to the Superintendent.

3. The Board of Education further recognizes its responsibility to provide an environment which is reasonably secure from known hazards. The Board therefore directs the Superintendent of Schools and all professional and support staff members to comply with occupational safety and health regulations, including the Hazard Communication Standard and "Right-to-Know" legislation.

   The Superintendent will direct appropriate personnel to develop and oversee a written hazard community program. Such program will include the following:

   a) the acquisition, maintenance and review of Material Safety Data Sheets (MSDS's) for all known hazardous materials on District property;

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

b) the compilation of a hazardous materials inventory;

c) employee training in hazardous materials management and protection; and

d) the recording of all incidents involving exposure to known hazardous materials.

The District will comply with the requirements for the visual notification of pesticide spraying as set forth in the Environmental Conservation Law.

It is the responsibility of the entire school community to report any unsafe building or equipment conditions to the main office as soon as possible. In addition, designated administrators will provide notice of hazardous materials within 72 hours of an employee's request. (See, Board Policy No. 6120, 5621, 5670, 5671)

4. The Board of Education also seeks to ensure the safety of students and employees of the District while on District property.

The Board and administrative staff; in cooperation with students and employees, will take reasonable measure to prevent accidents on the school premises.

Any dangerous conditions involving equipment or buildings or any unsafe practices by anyone in the building or on the grounds of the District are to be immediately reported to the Building Principal and/or Head Custodian.

Unless specifically authorized, all motorized vehicles are prohibited from use on school property.

The 15 mile per hour speed limit is to be observed and other posted signs on school grounds are to be obeyed.

Formal objective investigations of all accidents are to be immediately conducted by the Building Principal and the results of the investigation are to be presented to the Superintendent in a written report. The results of selected investigations should be communicated to employees and students for the purpose of determining how the accident might have been avoided. (See Board Policy No. 7610)

The Superintendent of Schools and Building Principals shall cooperate with the governmental agencies on matters of safety. The Superintendent shall arrange for bus emergency drills, including instruction in the use of windows as a means of escape in case of fire or accident, to take place a minimum of three times during the school year. Such drills shall include such instruction and be held at such times as requested by the Regulations of the Commissioner. (See Board Policy No. 8206)

5. Visitors to the schools of the District shall be governed by the following rules:

a) Each building principal shall establish and maintain a safety plan outlining the process for registration and authorization for visits to his/her school. Such plans shall be submitted to the Superintendent of Schools for approval, and thereafter be made available in the school

b) The building principal must be contacted by the person or group wishing to visit, and prior approval must be obtained for the visit.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

c) Parents or guardians wishing to speak with a specific teacher concerning the progress of a child must make an appointment with the teacher, in addition to obtaining the permission of the building principal.

d) All visitors must immediately report to the main office, sign in, and be issued a visitor's permit, which must be displayed at all times. The permit must be returned to the main office and the visitor must sign out at the conclusion of the visit.

e) Registration shall not be required for school functions open to the public, whether or not school-related.

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

g) Any visitor wishing to inspect school records or interview students on school premises must comply with all applicable Board policies and administrative regulations. In questionable cases, the visitor shall be directed to the Superintendent's office to obtain written permission for such a visit.

h) The principal is authorized to take any action necessary to secure the safety of students and school personnel. Unauthorized visitors shall be requested to leave school premises immediately, and will be subject to arrest and prosecution for trespassing, pursuant to the New York State Penal Law, if they refuse. (See Board Policy No. 3200).

C. Provisions for the Removal from the Classroom and from School Property and School Functions of Students and Other Persons Who Violate the Code.

i. Students

Teachers will have the authority to remove disruptive students (as defined below) from High School for 1-5 days, Middle School for 3-5 days. Elementary Schools 3-5 days in accordance with the process described. The removal from class applies to the class of the removing teacher only in the High School and Middle School and a period of 40 minutes each day in the elementary teachers' class.

Disruptive Pupil – One who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.

Removal – means that students are precluded from returning to the class of the teacher from which they were removed.

Process for Removal of Disruptive Student

1. If the student does present a danger or an ongoing threat of disruption to the academic process, removal can be immediate, but teacher must provide removed student an opportunity to present his/her version of the events within 24 hours of removal.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

2. If the student does not present a danger or an ongoing threat of disruptive to the academic process, before removal teacher must provide student with explanation as to why being removed, and an opportunity to present his/her version of the events.

3. Within 24 hours of removal, parents must be notified by principal of removal and reasons for removal.

4. Informal conference – If the pupil denies the charge, an opportunity for informal hearing must take place with parents, principal and teacher within 48 hours of removal.

5. Principal's determination – The principal must make determination and notify parent and teacher by close of business on the day following the informal conference to either uphold or reverse determination (determination can only be reversed if finding lacks substantial evidence, inconsistent with Code of Conduct, a violation of law, or if conduct warrants suspension). The principal may designate a School District administrator (e.g., an assistant principal) to carry out the principal's functions in this regard. No pupil removed by a teacher may return until:

   a) the principal or designee makes a final determination, or

   b) the period of removal expires, whichever is less.

Continued Educational Programming – In the event of teacher removal of a disruptive student in accordance with this Code of Conduct, continued educational programming will be provided during the period of removal as soon as is practicable. This type of continued educational programming will vary depending upon the student's individual needs but may consist of, for example, study hall; in-school suspension; or other instruction as provided by the teacher and determined by the principal.

(ii) Staff

Removal shall be determined in accordance with applicable law and collective bargaining agreement.

(iii) Visitors and Contractors

Removal of contractors and visitors will be accomplished in accordance with Section B(5) of this Code of Conduct.

D. Provisions for detention, suspension and removal from the classroom of students, consistent with Section 3214 and other applicable federal, state and local laws including provisions for the school authorities to establish policies and procedures to ensure the provision of continued educational programming and activities for students removed from the classroom, placed in detention, or suspended from school.

(i) "Violent" pupils – Teachers shall report and refer a "Violent" pupil (as defined below) to the principal for appropriate action under the Code of Conduct, and a minimum suspension period in accordance with Section "M" of this Code of Conduct.

For purposes of this section, a "violent" pupil is an elementary or secondary student entitled to attend school on a tuition free basis under New York State Education Law who:

1) commits an act of violence upon a teacher, administrator or other school employee;

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

2) commits, while on School District property, an act of violence upon another student or any other person lawfully upon said property;

3) commits a verbal or threatening act of violence upon a teacher, administrator, other school employee or another student;

4) possesses, while on School District property, what appears to be a gun, knife, explosive or incendiary bomb or other dangerous instrument capable of causing death or physical injury;

5) displays, while on School District property, what appears to be a gun, knife, explosive or incendiary bomb or other dangerous instrument capable of causing death or serious bodily injury;

6) threatens, while on School District property, to use any instrument that appears capable of causing physical injury or death;

7) knowingly and intentionally damages or destroys the personal property of a teacher, administrator, other School District employee, or any person lawfully upon School District property; or

8) knowingly and intentionally damages or destroys School District property.

Serious and/or flagrant violations of the District's Code of Conduct can result in an immediate Superintendent of Schools' hearing. A student may be suspended from school or subjected to other disciplinary action when such student:

1. engages in conduct which is:

2. disorderly, i.e., fighting or engaging in violent behavior, threatening another with bodily harm, intimidation of students or school personnel, making unreasonable noise, using abusive language or gestures, including racial or ethnic remarks which are improper; or is

3. insubordinate, i.e., failing to comply with the lawful directions of teachers, school administrators of other school employees in charge of the student, or missing or leaving school without permission.

4. engages in any of the following forms of academic misconduct:

5. missing or leaving school without permission; and/or

6. plagiarism; and/or

7. engages in conduct in violation of the Board's rules and regulations for the maintenance of public order on school property, i.e., vandalism or graffiti, arson, theft, truancy,

8. possession/use/sale of drugs or alcohol, possession of weapons, smoking, bringing fireworks onto school grounds.

9. is a "violent" pupil as defined above.

10. is "repeatedly substantially disruptive" as defined in Education Law Section 32114.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

11. trespasses. A student or unauthorized person is not permitted in any school building, other than the one that he/she regularly attends, without permission from the Building Principal or designee. Should a student be found in a building without permission, the necessary authorities will be called and trespassing charges will be lodged against the student.

12. harasses another student or member of the school community on the basis of race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category.

13. harasses or bullies another student by creating a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying that either has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional and/or physical well-being; or reasonably causes or would reasonably be expected to cause physical injury and/or emotional harm to a student or to cause a student to fear for his/her physical safety.

The range of penalties which may be imposed for violations of the student disciplinary code includes the following:

1. verbal warning
2. written notification to the parents
3. detention
4. probation
5. reprimand
6. suspension from transportation
7. suspension from extracurricular activities
8. suspension of other privileges
9. suspension from a particular class
10. in-school suspension
11. out-of-school suspension

Depending upon the nature of the violation, it is the desire of the Board of Education that student discipline be progressive, i.e., a student's first violation should merit a lighter penalty than subsequent violations. It is also the Board's desire that an employee or agent take into account all other relevant factors in determining an appropriate penalty. The above penalties may be imposed either alone or in combination. Such penalties will be imposed by the Superintendent of Schools, the Building Principal, or in cases of removal from a particular class for disruptive conduct, the classroom teacher.

E. Disciplinary Measures to Be Taken in Incidents Involving the Possession or Use of Illegal Substances or Weapons, the Use of Physical Force, Vandalism, Violation of Another Student's Civil Rights and Threats of Violence.

(i) For any of the above violations, the range of penalties which may be imposed upon students (in accordance with Education Law Section 3214, Part 100 of the Commissioner's Regulations, and this Code of Conduct pursuant to the student disciplinary code which includes the following:

1. verbal warning
2. written notification to the parents
3. detention
4. probation
5. reprimand

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

6. suspension from transportation
7. suspension from extracurricular activities
8. suspension of other privileges
9. exclusion from a particular class
10. in-school suspension
11. out-of-school suspension

Depending upon the nature of the violation, it is the desire of the Board of Education that student discipline be progressive, i.e., a student's first violation should merit a lighter penalty than subsequent violations. It is also the Board's desire that an employee or agent take into account all other relevant factors in determining an appropriate penalty. The above penalties may be imposed either alone or in combination.

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

The responsibility for student dress and general appearance rests with individual students and parents. However, the Board of Education requires students to attend school in appropriate dress that meets health and safety standards and does not materially or substantially interfere with the learning process. The Board also requires students to wear appropriate protective gear in certain classes (e.g., home economics, shop, P.E.). In addition, the Board prohibits attire bearing an expression or insignia which is obscene or libelous, which advocates racial or religious prejudice, or which displays and/or encourages the use of drugs, alcohol or tobacco.

F. Procedures by Which Violations Are Reported, Determined, Discipline Measures Imposed and Discipline Measures Carried out.

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

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

Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior.

(ii) Early Identification and Resolution of Student Discipline Problems

Pupil service personnel, administrators, teachers and others will report students to the Building Principals when they believe such students present a discipline problem. If the Principal suspects that the problem may be manifestation of a disability, he/she will refer the matter to the Committee in Special Education in the manner prescribed by the Commission's Regulations and by District policy.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

(iii) Discipline Policy for Students with Disabilities

Students with disabilities will be suspended in accordance with the procedures established under applicable federal and state law and regulation. (See, Board Policy No. 8504).

The Board of Education assures that students of the District shall have all the rights afforded them by federal and state constitutions and statutes. The District recognizes all federal, state and local laws in connection with these rights and reminds students that certain responsibilities accompany the rights they are given.

(iv) Reporting Discrimination, Harassment and Bullying

a) The Board of Education recognizes its responsibility to protect students from unlawful harassment, discrimination and bullying while on school property. Students or staff who wish to report harassment, discrimination or bullying should contact the appropriate compliance officer.

b) The Dignity Act Coordinators for the Schools are:

Wallkill Senior High:
Mr. Robert Albanese, Assistant Principal (845) 895-7150
Mr. Joseph Napoli, Assistant Principal (845) 895-7150
John G. Borden Middle School:
Mr. Michael Pritts, Dean of Student (845) 895-7175
Leptondale Elementary School:
Ms. Anita Hoyt, Intervention Specialist (845) 895-7200
Clare F. Ostrander Elementary School:
Ms. Kristine Boyle, Intervention Specialist (845) 895-7225
Plattekill Elementary School:
Ms. Lori Williams, Intervention Specialist (845) 895-7250

G. Provisions Ensuring this Code and the Enforcement Thereof Are in Compliance with State and Federal Laws Relating to Students with Disabilities.

Discipline issues regarding students with disabilities under Section 504 will be referred to the appropriate Section 504 accommodation team for processing. Code of Conduct issues pertaining to students classified under IDEA will be referred to the Committee for Special Education.

H. Provisions Setting Forth the Procedures by Which Local Law Enforcement Agencies Shall Be Notified of Code Violations Which Constitute a Crime.

In accordance with consultation with local law enforcement, it is the District's understanding that the following types of conduct are generally referable to law enforcement as crimes:

- forcible sexual offenses
- use or possession of weapons
- drug offenses
- assaults resulting in serious physical injury
- serious threat which a reasonable person would perceive as placing persons in imminent danger.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

The usual contact between the District and law enforcement parties will be the school administration. (See, Board Policy No. 7441).

I. Provisions Setting Forth the Circumstances under and Procedures by Which Persons in Parental Relation to the Student Shall be Notified of Code Violations.

Notification of persons in parental relations of code violations will be accomplished in accordance with the procedure for removal of disruptive students and the due process rights of students referenced above.

J. Provisions Setting Forth the Circumstances under and Procedures by Which a Complaint in Criminal Court, a Juvenile Delinquency Petition or Persons in Need of Supervision Petition as Defined in Articles Three and Seven of the Family Court Act Will Be Filed.

The District will observe all applicable procedures under the Family Court Act for filing of PINS petitions. Juvenile Delinquency petitions and it will follow the appropriate sections of Penal Law and Criminal Procedure Law and other statutes for filing criminal complaints.

K. Circumstances under and Procedures for Which Referral to Appropriate Human Service Agencies Shall Be Made.

Referrals to appropriate human service agencies will be provided through a list maintained by the Committee on Special Education or the Child Study Team or the 504 Team which list will be made available to parents where appropriate.

L. A Minimum Suspension Period, for Students Who Repeatedly Are Substantially Disruptive of the Educational Process or Substantially Interfere with the Teacher's Authority over the Classroom.

Provided That the Suspending Authority May Reduce Such Period on a Case by Case Basis to Be Consistent with Any Other State and Federal Law. For Purposes of this Section, the Definition of "Repeatedly Are Substantially Disruptive" shall be determined in accordance with the Regulations of the Commissioner.

Where a student engaged in conduct which would define that student as "repeatedly substantially disruptive" (i.e., engaging in conduct requiring removal from classroom on four or more occasions during a semester), the minimum suspension period will be 5 days for the High School and Middle School and 3-5 days for the Elementary Schools (subject to modification on a case-by-case basis based upon the particular circumstances present.)

M. A Minimum Suspension Period for Acts That Would Qualify the Pupil to be Defined as a Violent Pupil

Pursuant to a Paragraph of Subdivision 2-a of Section 3214 of the Education Law, Provided That the Suspending Authority May Reduce Such Period on a Case by Case Basis to Be Consistent with Any Other State and Federal Law.

Where a student engaged in conduct which would define that student as "violent" as defined in Section "D" of this Code, the minimum suspension period will be 5 days for the High School, Middle School and Elementary Schools (subject to modification on a case-by-case basis based upon the particular circumstances present.)

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

N. A Bill of Rights and Responsibilities of Students Which Focuses Upon Positive Student Behavior, and Which Shall Be Publicized To All Students on an Annual Basis

Student's Right to:	Student's Responsibility to:
Attend school in the District in which his/her parent or legal guardian resides.	Attend school daily, except when ill and be on time to all classes
Express his/her opinions verbally or in writing.	Express his/her opinions and ideas in a respectful manner so as not to offend, slander, or restrict the rights and privileges of others.
Be responsible for his/her dress and appearance.	Refrain from wearing any item of clothing, which in the opinion of the Administration or dangerous, indecent or distracting, which may be prohibited.
Expects that the school will be a safe orderly place for all students to gain an education.	Be aware of all rules and expectations regulating student behavior and conduct him/herself in accordance with these guidelines.
Be afforded due process in the event of disciplinary action brought against him/her, including suspension.	Be willing to volunteer information in disciplinary cases if he/she has knowledge of importance in such a case.
Be represented by a student government selected by free school elections.	Take an active part in student government by running for office, or conscientiously voting for the best candidates and making his/her problems known to the representative.
Be afforded equal educational opportunities.	Be aware of available educational programs in order to use and develop capabilities to maintain.
Be afforded channels of communication to Board of Education and School administration concerning operation of the school system and curriculum planning.	Express views concerning the operation of the school system and curriculum planning using predefined channels of student government.
Be afforded the opportunity to develop school publications such as school newspapers.	Refrain from libel and obscenities.
Be afforded the opportunity to participate on athletic teams, regardless of sex, except pursuant to Regulations of the State Education Commissioner.	To participate and follow athletic requirements.

SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]

Student's Right to:	Student's Responsibility to:
Be afforded the opportunity to participate in extra-curricular activities.	Be aware of all rules governing participation and conduct him/herself in accordance with these guidelines.
Have access to relevant and objective information concerning drug and alcohol abuse, as well as access to individuals or agencies capable of providing direct assistance.	Be aware of the information and services available, when it is needed.
Have his/her student records available for inspection by his/her parent or legal guardian upon request, or by the student him/herself if 18 years of age or older.	Be aware of right to access and guidelines governing such access.
Be respected as an individual entitled to his/her personal dignity and integrity.	Refrain from participating in any discriminatory practices against others – students, teachers, custodians, etc.

O. Guidelines and Programs for In-Service Education Programs for All District Staff Members to Ensure Effective Implementation of School Policy on School Conduct and Discipline.

1. Each school principal shall review this Code of Conduct, and the applicable Building Discipline Code before opening of each school year, with the entire teaching and non-teaching staff of each school.

2. A copy of the Code of Conduct and the applicable Building Discipline Code shall be posted in each school office and each faculty room for reference.

3. The Code of Conduct and the applicable Building Discipline Code shall be printed as a part of the student handbook for all students on an annual basis.

4. Classroom/homeroom teachers in grades K-12 will review the Code of Conduct and applicable Building Discipline Code at the beginning of each school year.

5. The Superintendent of Schools may, as part of Superintendent's Conference days, direct additional in-service programs for staff members to ensure effective implementation of the Code of Conduct.

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT

There is a concern on the part of the Board of Education, the administration, the faculty, parents, and the student body regarding student behavior and disciplinary procedures. This statement is to inform parents and students as to what is expected of students as school citizens of the Wallkill Elementary Schools.

I. Student Rights:

A. Education: All persons between the ages of 6 and 21 residing in the State of New York are entitled to a free education without discrimination or harassment on the basis of sex, race, creed, or personal condition.

B. Association: Students have the right to participate in any and all student organizations which have been recognized by the school district in accordance with established criteria. Such organizations may not restrict membership on the basis of race, sex, national origin or other arbitrary criteria.

C. Discipline: Rules for student conduct and discipline have been adopted by the Board of Education. Such rules will be clearly stated, explained, and distributed to all students at the beginning of every school year or at the start of enrollment in the school. These standards of conduct do not infringe upon the constitutional rights of students, and include prohibited student conduct and the range of penalties, which may be imposed for such misconduct.

D. Confidentiality: Student records will be maintained by the school district for use by appropriate district personnel in developing the best possible educational program for each student. Parents or legal guardians are entitled to inspect the student's cumulative record with the principal or his/her designee in attendance. The parent is afforded the opportunity through a hearing to challenge the accuracy or content of the child's records. A student over the age of 18 is given the same rights as his/her parents.

E. Freedom of Expression: Students will not be denied the right to express themselves on the basis of the nature of their beliefs. However, such expression will not be allowed if it substantially or materially interferes with school activities or the rights of others.

F. Sexual Harassment: Students have a right to attend school without being sexually harassed. Sexual harassment is unwanted behavior by another person of the opposite or the same sex toward you just because you are a girl or boy. No one should act that way to another person. Acts which a fair person would think of as sexual harassment include:

1. The unwanted touching of a sexual nature of any part of your body such as pinching, brushing the body, pulling clothes, kissing, grabbing or holding someone down.

2. An unwanted expression made to a person which scares or embarrasses that person or otherwise makes that person feel uncomfortable such as threats, "dirty jokes", making fun of someone for being a girl or boy, calling someone a "fag", gay, lesbian, "slut", "whore", or being shown, given, or left sexual pictures, photographs, illustrations, messages, or notes. These types of acts should be reported to your parent(s), teacher, or principal and/or intervention specialist.

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]

G. Wallkill Central School District Notice of Non-Discrimination

1. All students of the Wallkill Central School District have a right to feel respected and safe. Consequently, we want you to know about our policy to prevent discrimination based on race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, and domestic violence victim status. This policy applies to students in connection with all academic, educational, extra-curricular, athletic, and other programs of the school whether they take place in the facilities of the school, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

2. Discrimination may include, but is not limited to the following, when based on one's membership in a protected category:

   a. name calling, jokes or rumors;

   b. pulling on clothing;

   c. graffiti;

   d. notes or cartoons;

   e. unwelcome touching of a person or clothing;

   f. offensive or graphic posters or book covers;

   g. any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad; or

   h. denial of access to a school program or activity

3. If any words or actions by another student, district personnel, or third party, such as volunteers, vendors, contractors, or visitors, make you feel uncomfortable, embarrassed, angry or unsafe, and you perceive that such conduct is being exhibited as a result of your race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, or domestic violence victim status, you must make a report (either oral or in writing) which should be given to a teacher, counselor, assistant principal, the principal or the District Compliance Officer.

4. Your right to privacy will be respected as much as possible.

5. We take seriously all reports of discriminatory conduct and will take all appropriate actions based on your report.

6. The School District will also take action if anyone tries to intimidate you or take action to harm you because you have reported an incident.

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]

7. This is a summary of the School District non-discrimination policy. Complete policies and procedures are available in the District Office upon request.

8. Students considering themselves to have a grievance against the District on the basis of race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, or domestic violence victim status may contact Brian Devincenzi, District Compliance Officer, at 895-7102 for a copy of the Grievance Procedure and for assistance in processing such a grievance.

H. Due Process: All students are guaranteed the right of due process.

II. Student Responsibilities:
It is the responsibility of the student to comply with the elementary code of conduct throughout their school day, including but not limited to actions on school property, school buses, halls, bathrooms, cafeteria, playground, field trips, school assemblies, and after school-sponsored activities.

Policy Statement

A. Students shall respect constituted authority. This shall include conformity to school rules and regulations and those provisions of law, which apply to the conduct of juveniles or minors.

B. Citizenship in a democracy requires respect for the rights of others. Student conduct shall reflect consideration for the rights and privileges of others and demands cooperation with all members of the school community.

C. High personal standards of courtesy, decency, morality, appropriate language, honesty, and wholesome relationships with others shall be maintained.

D. Respect for gender (identity or expression), race, creed, or personal condition, for real and personal property, pride in one's work, and achievement within one's ability shall be expected of all students.

E. Every student who gives evidence of a sincere desire to remain in school, to be diligent in studies, and to profit by the educational experiences provided, will be given every opportunity to do so and will be assisted in every way possible to achieve scholastic success to the limit of individual ability.

It is the responsibility of each teacher to administer the discipline in his or her classroom. Teachers will refer students to the principal and /or intervention specialist only in extreme cases when all other disciplinary measures have been exhausted/ or if a significant incident has occurred.

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]

III. Criteria for Referral: The following criteria apply to behaviors occurring on school property, buses, and/or off-site school related functions:

A. Fighting: While on school property commits an act of violence upon another student or another person lawfully upon school property (updated). This can include but is not limited to hitting, pushing, kicking, biting and spitting. If the instigator can be determined, he/she will be penalized, if not, all participants will be disciplined.

B. Profanity: Use of profane language in verbal or written form or in the form of a gesture.

C. Insubordination: Any action either written, verbal or physical which defies or disrespects authority.

D. Drugs/Controlled Substances/Tobacco:

1. Use or possession of Tobacco, Alcohol, Inhalants, Drugs or Drug Paraphernalia (including matches and lighters) on School Property. (Prescribed medication and inhalants must be kept in Nurses office.) All medication has to be registered in person with the school nurse by a parent/guardian.

E. Theft/Larceny: Theft of money, person or public property, or theft involved in breaking or entering of school property. Being in possession of stolen goods while on school property.

F. Destruction of School Property:

1. Vandalism: Destruction of property, Destroying or defacing and/or personal property.
2. Knowingly and intentionally damaging the personal property of a teacher, administrator, or other school employee, student or any person lawfully upon district property.
3. Knowingly and intentionally damaging or destroying school property.

G. Sexual Harassment:

1. Making sexual comments, jokes, gestures or looks.
2. Touching, grabbing, or pinching in a sexual way.
3. Intentionally brushing up against someone.
4. Spreading sexual rumors about a person.
5. Pulling at someone's clothing in a sexual way.
6. Showing, giving, leaving, or possessing sexual pictures, photographs, illustrations, messages or notes.
7. Forcing someone to kiss you or do something sexual other than kissing.
8. Calling someone a "fag" or a "lesbian" or "gay".

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]

H. Harassment/Bullying: Any behavior that is done to intimidate, demean, insult, embarrass, or have power over another person or group of individuals, including but not limited to teasing, name calling.

I. Disruptive Behavior:

1. Intentional disturbance of a class, cafeteria, school function.
2. Substantially disrupting the educational process or substantially interfering with the teacher's authority over the classroom.

J. Violence: In accordance with Board of Education Policy #7400 Section D, a violent pupil is defined as an elementary student entitled to attend school on a tuition free basis under New York State Education Law who:

1) commits an act of violence upon a teacher, administrator, or other school employee;
2) commits while on School District Property, an act of violence upon another student or any other person lawfully upon school property;
3) commits a verbal or threatening act of violence upon a teacher, administrator, other school employee or another student;
4) possesses, while on School District Property, what appears to be a gun, ~~a~~ knife, explosive or incendiary bomb or other dangerous instrument capable of causing death or physical injury;
5) displays, while on School District Property, what appears to be a gun, a knife, explosive or incendiary device or other dangerous instrument capable of causing death or serious bodily injury;
6) threatens, while on School District Property, to use any instrument that appears capable of causing physical injury or death;
7) knowingly and intentionally damages or destroys the personal property of a teacher, administrator, other School District employee, or any person lawfully upon School District property; or
8) knowingly and intentionally damages or destroys School District property.

K. Endangerment:

1. Endangering the health, safety, or well-being of the school population, including but not limited to horseplay.
2. Attempting, while on school property, to use any instrument that appears capable of causing physical injury or death.

L. Inappropriate Behavior:

1. Any behavior that interferes/disrupts the educational process or the rights of any student, staff, or faculty member.

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]

2. Possession and/or use of Electronic Devices/Cell Phones. Unauthorized videotaping, picture taking and/or texting with a cell phone or any other recording devices during the school day and/or on the bus to and from school taken as well as to and from school events.
3. Unauthorized financial transaction (selling/buying/trading) will not occur on school property.
4. Dressing in such a manner that it causes material or substantial disruption or presents health or safety problems. Any form of dress, which is distracting or is substantially disruptive, is not permitted. Students are expected to keep themselves well-groomed and neatly dressed at all times

    i. Coats are not to be worn in school.
    ii. Hats, hoods and bandannas are not to be worn in school. (head coverings)
    iii. Shirts advertising alcoholic beverages and/or the use of drugs, or those with inappropriate printing on them are not to be worn in school.
    iv. Short-shorts, short skirts, pants worn excessively low, or midriff tops are not to be worn in school.
    v. Gang related attire is not allowed and not to be worn in school.
    vi. Appropriate footwear needs to be worn at school. "Heelies" (Shoes with wheels) are not allowed at school.

5. Possessing inappropriate materials, dangerous instruments and/or including but not limited to pornographic materials and other sexually oriented materials.

IV. Disciplinary Measures - Below is a list of disciplinary measures that may be used should there be a violation of the Code of Conduct:

A. Oral Warning

B. Pre-referral Behavior Notification: can be issued as a warning; therefore, notifying parents in regards to behaviors that may lead to more serious disciplinary measures

C. Written Referral

D. Work assignment to fit infraction (with parental permission)

E. Lunch time, recess or activity period detention.

F. Any student may be detained after school providing administrative and parental permission to stay is obtained. It is understood that transportation home will be the responsibility of the parent.

G. Suspension warning letter may be issued

H. In School Suspension 1-2 Days

I. Suspension for up to five days. Every attempt will be made to notify parent that a suspension is to occur.

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]

J. If the student's inappropriate behavior continues after the third referral, the principal has the option of instituting any of the disciplinary measures again or referring the case to the Superintendent for further action.

K. Teacher removal from a classroom for 3-5 days (subject to the rights and procedures set forth in the District Code of Conduct).

L. When a student engages in conduct, which would define that student as "repeatedly substantially disruptive" (i.e. engaging in conduct requiring removal from classroom on four or more occasions during the semester), the student will be subject to a minimum suspension of 3-5 days (subject to modification on a case-by-case basis based upon the particular circumstances present.

M. When a student engages in conduct which would define that student as a violent pupil under section 3214(2-a) (a) of the Education law, the student will be subject to a minimum of suspension of 5 days (subject to modification on a case-by-case basis based upon the particular circumstances present.)

V. Referral Procedure

The teacher/ school personnel sending the student must immediately notify the office that a student was being referred to the principal and/or intervention specialist for disciplinary action.

A. First Referral: The principal and/or intervention specialist will review the code of conduct with the student, identifying the infraction and discuss what steps must be taken to improve behavior.

Within a reasonable time (preferably 24 hours), a copy of the original referral slip with the action taken by the principal and/or intervention specialist will be returned to the teacher. A copy of the completed referral form is to be sent to the child's parents. A copy of the discipline code may be included. The principal and/or intervention specialist shall determine if there will be disciplinary action to fit the infraction in addition to the above.

B. Second Related Referral: The student shall be informed by the Principal and/or intervention specialist of the severity of the infraction. The student will be informed that any further serious disciplinary problems may result in parent/guardian contact. Contact will be made by Principal, Intervention specialist or the principal's proxy.

Within a reasonable time (preferably 24 hours) a copy of the original referral slip with the action taken by the principal and/or intervention specialist will be returned to the teacher. A duplicate copy and a copy of the discipline code may be mailed to the parent. This may be preceded by a phone call.

The principal and/or intervention specialist shall determine the disciplinary action to fit the infraction.

SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]

C. Third Related Referral or a separate significant incident: Parents will be notified immediately by phone of the severity of the situation or if necessary a letter will be sent to parents to schedule a meeting with all involved school personnel (preferably within 24 hours).

If no response is received within three school days, the administration will attempt to contact the parent by phone to schedule the meeting. If no contact is made, the principal will inform the parents by certified mail of the action taken.

The principal shall determine the further action to fit the infraction.

Two of the most important lessons education should offer are self-discipline and self-respect. While they do not appear as subjects, they underlie the whole educational structure. These lessons develop self-control, character, orderliness, and efficiency. They are keys to good conduct and proper consideration for other people.

We believe it is important for all students to acknowledge and understand the mistakes that they have made, so they can make better choices in the future. A child, with the assistance of the school and home, acquires a positive attitude and develops self-control to avoid problems. These efforts should help the child become all he or she is capable of being. We feel this Conduct Code meets the purpose.

As always, parents are encouraged to contact the school at any time to arrange for a conference with staff and administration concerning discipline or any other matters.

VI. Dignity for all Students Act *(Refer to Board Policy #7625)*

The Dignity Act Coordinators for the Elementary Schools are:

Leptondale Elementary School:
Ms. Anita Hoyt, Intervention Specialist (845) 895-7200

Clare F. Ostrander Elementary School:
Ms. Kristine Boyle, Intervention Specialist (845) 895-7225

Plattekill Elementary School:
Mrs. Lori Williams, Intervention Specialist (845) 895-7250

The Dignity Act Coordinators oversee bullying prevention measures and address issues surrounding bullying in the Elementary Schools.

"The Discipline Code is intended to be read and interpreted in a manner that is consistent with the District-wide Code of Conduct, (Policy #7400). To the extent any terms of provisions contained herein conflict with the District-wide Code of Conduct; the District-wide Code of Conduct shall govern."

Approved: 9/26/85; Revised: 8/28/86; 7/14/88; 7/25/89, 7/27/93; 9/1/94; 6/15/95; 6/20/96; 6/19/97/ 6/18/98; 6/17/99; 6/15/00; 6/21/01; 6/02; 6/03; 6/04; 6/05; 6/06; 6/07; 6/18/09; 6/17/10; 6/16/11; 6/14/12; 10/18/12; 6/13/13; 9/16/13; 6/19/14; 7/2/24

SUBJECT: PRESCRIPTIVE MEDICATION

Under certain unusual circumstances, when it is necessary for a student to take medication during school hours, the school nurse may administer the medication if the parent or guardian submits a written request accompanied by a written request from a physician indicating the frequency and dosage of prescribed medication. The parent or guardian must assume responsibility to have the medication delivered directly to the health office in a properly labeled original container.

Procedures for taking medications off school grounds or after school hours while participating in a school-sponsored activity will be in accordance with State Education Department Guidelines.

New York State Bureau of Health Service

The Use Of Inhalers In Schools

The School District permits students who have been diagnosed by a physician as having a severe asthmatic condition to carry and use a prescribed inhaler during the school day. Prior to permitting such use, the school health office must receive the written permission of the prescribing physician, and parental consent, based on such physician's determination that the student is subject to sudden asthmatic attacks severe enough to debilitate that student.

A record of such physician/parental permission shall be maintained in the school office.

Health office personnel will maintain regular parental contact in order to monitor the effectiveness of such self-medication procedures and to clarify parental responsibility as to the daily monitoring of their child to ensure that the medication is being utilized in accordance with the physician's instructions. Additionally, the student will be required to report to the health office on a periodic basis as determined by health office personnel so as to maintain an ongoing evaluation of the student's management of such self-medication techniques, and to work cooperatively with the parents and the student regarding such self-care management.

Students who self-administer medication without proper authorization, under any circumstances, will be referred for counseling by school nursing personnel. Additionally, school administration and parents will be notified of such unauthorized use of medication by the student, and school administration may also be involved in determining the proper resolution of such student behavior.

Education Law Section 916

Revised: 1/20/00

WALLKILL CENTRAL SCHOOL DISTRICT
NOTICE AND SUMMARY OF SEXUAL HARASSMENT PROCEDURE

1. **Definition:** Any unwelcome conduct of a sexual nature by a person of the opposite sex or same sex, another student, District employee or third party, such as volunteers, vendors, contractors or visitors, which rises to the level of sexual harassment as defined in the District's policies.

   a. Sexual harassment includes but is not limited to:

      i. making sexual comments, jokes, gestures or looks;
      ii. touching, grabbing or pinching in a sexual way;
      iii. intentionally brushing up against someone;
      iv. flashing or mooning;
      v. spreading sexual rumors about a person;
      vi. pulling at someone's clothing in a sexual way;
      vii. showing, giving or leaving sexual pictures, photographs, illustrations, messages or notes;
      viii. forcing someone to kiss you or do something sexual other than kissing;
      ix. spying on someone while dressing or showering;
      x. calling someone a "fag" or a "lesbian" or "gay";
      xi. any written, verbal, symbolic or vulgar act directed at or implied toward any person's gender (identity, expression and nonconformity to gender stereotypes) and/or sexual orientation

2. If you believe you have been subjected to and/or witnessed any of the above conduct, the District requests that you make a report (either oral or in writing) which should be given to a teacher, counselor, assistant principal, the principal or the District Compliance Officer.

3. Your right to privacy will be respected as much as possible.

4. We take seriously all reports of sexual harassment and will take all appropriate actions based on your report. If you believe that you or another individual has been the subject of sexual harassment, you may contact Brian Devincenzi, District Compliance Officer, at 895-7102 for a copy of the Grievance Procedure and for assistance in processing such a grievance.

5. The School District will also take action if anyone tries to retaliate against you because you have reported an incident.

6. This is a summary of the School District procedure against sexual harassment. Complete policies and procedures are available in the District Office upon request.

Revised: 10/16/14; 4/22/20

WALLKILL CENTRAL SCHOOL DISTRICT NOTICE OF NON-DISCRIMINATION

1. All students of the Wallkill Central School District have a right to feel respected and safe. Consequently, we want you to know about our policy to prevent discrimination based on race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity, expression and nonconformity to gender stereotypes), weight, predisposing genetic characteristics, marital status, military status, and domestic violence victim status. This policy applies to students in connection with all academic, educational, extra-curricular, athletic, and other programs of the school whether they take place in the facilities of the school, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

2. Discrimination may include, but is not limited to the following, when based on one's membership in a protected category:

    a. name calling, jokes or rumors;
    b. pulling on clothing;
    c. graffiti;
    d. notes or cartoons;
    e. unwelcome touching of a person or clothing;
    f. offensive or graphic posters or book covers;
    g. any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad; or
    h. denial of access to a school program or activity

3. If any words or actions by another student, district personnel, or third party, such as volunteers, vendors, contractors, or visitors, make you feel uncomfortable, embarrassed, angry or unsafe, and you perceive that such conduct is being exhibited as a result of your race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity, expression and nonconformity to gender stereotypes), weight, predisposing genetic characteristics, marital status, military status, or domestic violence victim status, you must make a report (either oral or in writing) which should be given to a teacher, counselor, assistant principal, the principal or the District Compliance Officer.

4. Your right to privacy will be respected as much as possible.

5. We take seriously all reports of discriminatory conduct and will take all appropriate actions based on your report.

6. The School District will also take action if anyone tries to intimidate you or take action to harm you because you have reported an incident.

7. This is a summary of the School District non-discrimination policy. Complete policies and procedures are available in the District Office upon request.

8. Students considering themselves to have a grievance against the District on the basis of race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity, expression and nonconformity to gender stereotypes), weight, predisposing genetic characteristics, marital status, military status, or domestic violence victim status may contact Brian Devincenzi, District Compliance Officer, at 895-7102 for a copy of the Grievance Procedure and for assistance in processing such a grievance.

SUBJECT: NON-DISCRIMINATION (STUDENTS)

Preamble

The Board of Education affirms its commitment to nondiscrimination and recognizes its responsibility to provide for all District students an environment that is free of discrimination based on a student's race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity, expression, or nonconformity to gender stereotypes), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category. Discrimination is unlawful and stands in direct opposition to District policy.

The District's policy is to oppose and prohibit, without qualification, discrimination against a student based on his/her membership in a protected category in the educational programs or activities which it operates.

The District will investigate all complaints, either formal or informal, verbal or written, of discrimination based on race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity, expression, or nonconformity to gender stereotypes), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category and will take appropriate action against a student, teacher, administrator or other District personnel who is found, after a thorough investigation, to have violated this policy.

Definitions

"Discrimination" is defined as:

a) Denial of access to a school program on the basis of the student's actual or perceived race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity, expression, or nonconformity to gender stereotypes), weight predisposing genetic characteristics, marital status, military status, and domestic violence victim status or any other legally protected category.

b) A student is subjected to harassing conduct (e.g., physical, verbal, graphic or written) based upon a student's actual or perceived membership in a protected category when such conduct:

   1. Has the purpose or effect of substantially or unreasonably interfering with the ability of the student to participate in or benefit from the services, activities or privileges provided by the District;

SUBJECT: NON-DISCRIMINATION (STUDENTS) [continued]

2. Has the purpose or effect of creating a hostile or offensive academic environment; or

3. Has the purpose or effect of substantially or unreasonably interfering with a student's academic performance.

Examples of such conduct which may constitute harassment based on a student's membership in a protected category may include, but are not limited to:

a) Graffiti;

b) Name calling, jokes;

c) Threatening or intimidating conduct directed at another;

d) Notes or cartoons;

e) Slurs, negative stereotypes and hostile acts;

f) Written or graphic material containing comments or stereotypes which is posted or circulated and is aimed at degrading individuals or members of protected classes;

g) Physical act(s) of aggression or assault upon another;

h) Other kinds of aggressive conduct such as theft or damage to property.

"District personnel" includes Board members, school employees, or other persons subject to the supervision or control of the District.

Reporting Procedures

Any student who believes that he/she has been subjected to discrimination based on his/her membership in a protected category shall report all incidents of such conduct in accordance with District regulation 7623-R.

Notice

A copy of this policy shall be made available to all District personnel and students and shall be posted in appropriate places and made available, upon request, to interested parties.

Title VI of the Civil Rights Act of 1964,
Title IX of the Education Amendments of 1972
42 United States Code (USC) Section 2000-d et seq.
34 Code of Federal Regulations (CFR) Part 100
New York State Executive Law § 290 et seq.

Adopted: 6/20/02; Revised: 7/20/06; 10/26/10; 6/14/12; 10/16/14

SUBJECT: STUDENT NON-DISCRIMINATION GRIEVANCE PROCEDURE

Statement of Non-Discrimination

The District is committed to providing an educational environment that is free from all forms of discrimination and harassment based on a student's race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity, and expression, or nonconformity to gender stereotypes), weight, predisposing genetic characteristics, marital status, military status, and domestic violence victim status or any other legally protected characteristic by State or Federal law. As such, the District has a strong commitment to providing an environment conducive to maintaining the dignity of all its students and encouraging a productive and creative learning environment.

Students, employees and third parties are prohibited from engaging in discriminatory acts. The District considers compliance with this discrimination policy to be essential and hereby instructs all of its students, employees and agents to conduct themselves in accordance with this policy. Students who believe they have witnessed or been subjected to discrimination in the educational environment by another student, District employee or third party, such as volunteers, vendors, contractors or visitors, must promptly report such alleged discrimination in accordance with the complaint procedure set forth below.

1. **Grievant** shall mean a student who alleges that s/he has been discriminated against based on his/her membership in a protected category.
2. **Grievance** shall mean any alleged violation/discrimination based on one's membership in a protected category.
3. **Compliance Officer** shall mean the employee designated by the Board of Education to coordinate efforts to comply with and carry out responsibilities under State and Federal law with regard to non-discrimination. The District's current Compliance Officer is:

   Brian Devincenzi, Assistant Superintendent for Support Services
   Wallkill Central School District
   1500 Route 208, PO Box 310
   Wallkill, New York 12589
   Tel. No.: (845) 895-7102

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

Stages

A. Stage 1 - Compliance Officer or his/her Designee

1. Within thirty (30) days after the events giving rise to the grievance, the grievant shall file a grievance in writing with the Compliance Officer and/or his/her designee including the date, time, place and specifics of the incident, including the names of witnesses, if any, who may be able to corroborate the student's allegations regarding the discriminatory actions, and any evidence that may be relevant to the grievance. (Oral grievances shall also be accepted but may be reduced to writing in order to ensure accuracy and consistency). The Compliance Officer and/or his/her designee shall promptly investigate the complaint and discuss the grievance with the grievant. All parties to the complaint, including any student, District employee and/or third party, shall cooperate in such investigation.

SUBJECT: STUDENT NON-DISCRIMINATION GRIEVANCE PROCEDURE

2. The Compliance Officer and/or his/her designee shall promptly initiate and coordinate a thorough and impartial investigation and shall review any evidence that has been presented, and meet with the student and any named witnesses. The Compliance Officer and/or his/her designee will also meet with any named District employee and/or third parties offered by the student or any other individual that the Compliance Officer and/or his/her designee believes will aid in the investigation.

3. Within thirty (30) days of the receipt of the grievance, the Compliance Officer shall make a finding that discrimination based on the grievant's membership in a protected category has or has not occurred and shall inform the grievant and the alleged harasser of the outcome of the investigation. The findings may be issued in writing as deemed appropriate by the Compliance Officer. (Should the Compliance Officer be unable to render his decision in the specified amount of time, the Compliance Officer shall notify the grievant of such delay). In the event the Compliance Officer finds that there has been a violation, he shall propose a resolution of the complaint.

4. If the grievant is not satisfied with the finding of the Compliance Officer, or with the proposed resolution of the grievance, the grievant may, within thirty (30) days after s/he has received the report of the Compliance Officer, file a written request for review by the Superintendent.

B. Stage II - Superintendent of Schools

1. The Superintendent may request that the grievant, the Compliance Officer, student, third party or any member of the school district staff present a written statement setting forth any information that such person has relative to the grievance and the facts surrounding it.

2. The Superintendent shall notify all parties concerned as to the time and place when an informal hearing will be held where such parties may appear and present oral and/or written statements supplementing their position in the complaint. Such hearing shall be held within thirty (30) days of receipt of the appeal by the Superintendent.

3. Within thirty (30) days of the hearing, the Superintendent shall render his/her determination in writing. Such determination shall include a finding that there has or has not been discrimination based on the grievant's membership in a protected category, and/or a proposal for equitably resolving the complaint. The grievant and the alleged harasser shall be informed of the outcome of the Superintendent's determination.

4. If the grievant is not satisfied with the determination of the Superintendent, the grievant may, within thirty (30) days after the date of the determination, file with the Clerk of the Board of Education, a written request for review by the Board.

C. Stage III – Board of Education

1. When a request for review by the Board of Education has been made, the Superintendent shall submit all materials relative to the case to the President of the Board.

SUBJECT: STUDENT NON-DISCRIMINATION GRIEVANCE PROCEDURE

2. The Board shall notify all parties concerned of the time and place when review of the record will be held. Such hearing will be held within thirty (30) days of the receipt of the request of the grievant. The Board shall only review those documents that have been presented during Stages I and II of the grievance procedure.

3. The Board shall render a decision in writing within thirty (30) days after the hearing has been concluded. The grievant and the alleged harasser shall be informed of the outcome of the Board's decision.

Non-Retaliation

The Wallkill Central School District prohibits any retaliatory behavior, including, but not limited to intimidation, reprisal, and harassment, directed against grievants and/or witnesses in an investigation pursuant to this grievance procedure. Follow-up inquiries shall be made to ensure that discrimination has not resumed and that the grievant and/or witnesses have not suffered retaliation.

Confidentiality

All grievances shall be held in confidence and disclosed only to the extent necessary for purposes of investigation or as required by law.

Student Complaints to Governmental Agencies

The District acknowledges that while it would like student to raise issues of discrimination pursuant to this policy and regulation so that they can be addressed by the District, any student or his/her parent/guardian has the legal right to immediately make a complaint to the appropriate governmental entity:

Office for Civil Rights
New York District Office
U.S. Department of Education
32 Old Slip, 26th Floor
New York, New York 10005
Tel.: (646) 428-3900

Division of Human Rights
1 Fordham Plaza, Fourth Floor
Bronx, NY 10458
Tel: (888) 392-3644
complaints@dhr.ny.gov

Please take notice that the failure to file a complaint within the statutory period may result in the loss of your legal rights.

Revised: 10/16/14; 10/8/19

SUBJECT: DIGNITY FOR ALL STUDENTS ACT

The Board of Education recognizes that learning environments that are safe and supportive can increase student attendance and improve academic achievement. A student's ability to learn and achieve high academic standards, and a school's ability to educate students, is compromised by incidents of discrimination or harassment, including but not limited to bullying, cyberbullying, taunting and intimidation. Therefore, in accordance with the Dignity for All Students Act, Education Law, Article 2, the District will strive to create an environment free of bullying, discrimination and/or harassment and will foster civility in the schools to prevent and prohibit conduct which is inconsistent with the District's educational mission.

The District condemns and prohibits all forms of bullying, discrimination and/or harassment of students based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex by school employees or students on school property and at school-sponsored activities and events that take place at locations off school property. In addition, any act of bullying, discrimination and/or harassment, outside of school sponsored events, which foreseeably creates a risk of substantial disruption within the school environment, where it is foreseeable that conduct, threats or intimidation or abuse might reach school property, may be subject to discipline.

Dignity Act Coordinator

At least one (1) employee at every school shall be designated as the Dignity Act Coordinator(s). The Dignity Act Coordinator(s) will be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity or expression) and sex. The Board of Education shall appoint the Dignity Act Coordinator(s) and share the name(s) and contact information with all school personnel, students, and parents/persons in parental relation, which shall include, but is not limited to, providing the name, designated school and contact information by:

a) Listing such information in the Code of Conduct and updates posted on the Internet website, if available;

b) Posting such information in highly visible areas of school buildings;

c) Making such information available at the district and school-level administrative offices and;

d) Either: including such information in the plain language summary of the Code of Conduct in the student handbook provided to all persons in parental relation to students before the beginning of each school year; or

e) Providing such information to parents and persons of parental relation in at least one district or school mailing or other method of distribution including, but not limited to, sending such information home with each student and, if such information changes, in at least one subsequent district or school mailing or other such method of distribution as soon as practicable thereafter.

SUBJECT: DIGNITY FOR ALL STUDENTS ACT [continued]

If a Dignity Act Coordinator vacates his/her position, another school employee shall immediately be designated for an interim appointment as Coordinator, pending approval from the Board of Education, within thirty (30) days of the date the position was vacated. In the event a Coordinator is unable to perform the duties of the position for an extended period of time, another school employee shall immediately be designated for an interim appointment as Coordinator, pending return of the previous Coordinator to the position.

Training and Awareness

Training will be provided each school year for all District employees in conjunction with existing professional development training to raise staff awareness and sensitivity of bullying, discrimination and/or harassment directed at students that are committed by students or school employees on school property or at a school function. Training will include, but is not limited to, ways to promote a supportive school environment that is free from bullying, discrimination and/or harassment, emphasize positive relationships, and demonstrate prevention and intervention techniques to assist employees in recognizing and responding to bullying, discrimination and/or harassment, as well as ensuring the safety of the victims.

Instruction in grades Kindergarten through 12 shall include a component on civility, citizenship and character education. Such component shall instruct students on the principles of honesty, tolerance, personal responsibility, respect for others, observance of laws and rules, courtesy, dignity and other traits which will enhance the quality of their experiences in, and contributions to, the community. For the purposes of this policy, "tolerance," "respect for others" and "dignity" shall include awareness and sensitivity to bullying, discrimination and/or harassment and civility in the relations of people of different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, genders and sexes.

Rules against bullying, discrimination and/or harassment will be included in the Code of Conduct, publicized District-wide and disseminated to all staff and parents. An age-appropriate summary shall be distributed to all students at a school assembly at the beginning of each school year.

Reports and Investigations of Bullying, Discrimination and/or Harassment

The District will investigate all complaints of bullying, discrimination and/or harassment, either formal or informal, and take prompt corrective measures, as necessary. Complaints will be investigated in accordance with applicable policies and regulations. If, after an appropriate investigation, the District finds that this policy has been violated, corrective action will be taken in accordance with District policies and regulations, the Code of Conduct, and all appropriate federal or state laws.

The District will annually report material incidents of bullying, discrimination and/or harassment which occurred during the school year to the State Education Department. Such report shall be submitted in a manner prescribed by the Commissioner, on or before the basic educational data system (BEDS) reporting deadline or such other date as determined by the Commissioner.

SUBJECT: DIGNITY FOR ALL STUDENTS ACT [continued]

Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)

Any person who has reasonable cause to suspect that a student has been subjected to bullying, discrimination and/or harassment by an employee or student, on school grounds or at a school function, who acts reasonably and in good faith and reports such information to school officials or law enforcement authorities, shall have immunity from any civil liability that may arise from making such report. The Board prohibits any retaliatory behavior directed at complainants, victims, witnesses and/or any other individuals who participated in the investigation of a complaint of bullying, discrimination and/or harassment.

Education Law Sections 10-18 and 801-a
8 New York Code of Rules and Regulations (NYCRR) Section 100.2(jj), 100.2(kk), and 100.2(1)(2)

NOTE: Refer also to Policies:

#7400	Code of Conduct for the Maintenance of Order on School Property
#7400.1	Wallkill Senior High School Code of Conduct
#7400.2	John G. Borden Middle School Code of Conduct
#7400.3	Elementary School Code of Conduct
#7626	Sex Discrimination – Title IX of the Education Amendments of 1972

Approved: 10/18/12; Revised: 7/3/13; 10/19/22

SUBJECT: ACCEPTABLE INTERNET USE

The Wallkill Central School District is committed to optimizing student learning. It considers student access to the Internet to be a powerful and valuable educational and research tool, and encourages the use of computers and computer-related technology at the Wallkill Central School District solely for the educational benefits it expects its students to enjoy from such use. The use of the Internet account must be in support of education and research and be consistent with the educational objectives. Use of any other organization's network of computing resources must comply with the rules for that network.

Definitions

a) The MHRIC (Mid-Hudson Regional Information Center) is the Access Provider, and in such capacity shall provide Internet access to authorized Account Holder/Users as set forth herein.

b) Account Holders/Users: Account Holders/Users are students and/or staff of the Wallkill Central School District who are authorized to use all or part of the Internet services as set forth herein. An "Account Holder" is a person who is issued an access account. Other persons granted use of the Internet and its parts will be known as "Users". These "Users" must also abide by the Acceptable Use Policy put forth by Wallkill Central School District.

c) Internet Service: The following is a list and descriptions of some internet services which may be provided to users:

1. World Wide Web – The World Wide Web is a vast network of information that provides links to other information embedded within a document. The World Wide Web allows users to pursue an individual path through the information being presented. It incorporated texts, graphics, sound and video and creates a hypermedia environment.

2. Electronic Communication (E-Mail) – Electronic Communication is a general term for the ways in which a computer is used to communicate to/with other computer users. Account Holder/Users should not expect privacy for any use of E-mail, or any other use of the computer network. Whenever an Account Holder/User sends electronic mail, his/her names and User I.D. are included in each mail message. Account Holders/Users are responsible for all electronic mail originating from their User I.D.s.

SUBJECT: ACCEPTABLE INTERNET USE [continued]

3. LISTSERVS – A listserv is a means to broadcast an e-mail message to many users for the purpose of maintaining a discussion list. LISTSERV messages are translated via e-mail, correspondence is public, as are origination E-mail addresses, and such communications are not private. The same restrictions concerning inappropriate communication listed in the Electronic Communication section above applies to LISTSERVS as well.

4. File Transfer Protocol or FTP – File Transfer Protocol is a means of moving files between computers on the Internet. No copyrighted information may be downloaded without the permission of the author. Public domain materials (which are not protected by copyright) may be downloaded but the Account Holder/Users assumes all responsibility regarding the determination of whether the materials are in the Public Domain. The Account Holder/User is responsible for any damages to the network or standalone computers from the downloaded files that many contain viruses.

5. Telnet – Telnet allows users to connect to other computers on the Internet, provided the user knows the machine's Internet address and appropriate password. All provisions of this document apply while using remote computers via Telnet.

6. Gopher – Gopher is a means of navigating the Internet via a menu-driven interface to the computer. Gopher is a very convenient way to retrieve files and information from sources all around the world. For most purposes, it may be considered an easier form of FTP and can be used to initiate Telnet sessions. All provisions of this document apply while assessing Gopher.

7. USENET Newsgroups – Usenet Newsgroups are discussions groups about a topic that is reflected in their titles, such as k12.ed.math or rec.music.beatles. Many of the newsgroups have worldwide distribution, and their followers post messages, called "articles" to which all can be read and respond. All provisions of this document apply while accessing or posting to Newsgroups.

d) Inappropriate Uses of the System: The Internet Services provided or accessed over the System may not be used for inappropriate or unlawful activities. A non-exhaustive, illustrative list of prohibited uses and activities are listed below. The District will be responsible for determining whether a particular use or activity is inappropriate; however, the Access Provider reserves the right to suspend or revoke the account of any user who it believes is engaging in an inappropriate use or activity.

SUBJECT: ACCEPTABLE INTERNET USE [continued]

1. Inappropriate language – obscene, lewd, profane or vulgar language.

2. Harassing and unwanted contacts – this includes the use of e-mail to harass another person on the basis of sex, race, color, national origin, age or disability; threats to the health, welfare or safety of another person; or to disseminate false or defamatory material about another person.

3. Language that causes, or is reasonably expected to cause, a material or substantial disruption in school operations.

4. Dangerous information – information that, if acted upon, could reasonably be expected to cause damage to person or property; or present a danger of disruption in school operations.

5. Communication, which is used to plan or to further a criminal activity.

6. Violations of privacy and/or public safety – revealing personally identifiable information about oneself or others.

7. Abuse of resources – chain letters, spamming - i.e., the mass mailing of e-mail for solicitation purposes.

8. Copyright infringement or plagiarism.

9. Downloading, transmitting, posting, printing or storing of obscene or pornographic material.

10. Any other activity, which would violate state or federal law, or a school policy, rule or regulation.

11. Obscene or pornographic material, or material that is harmful to minors: The definition of obscene or pornographic material, or material that is harmful to minors shall be consistent with applicable law and judicial interpretations.

Acceptable Use and Conduct

a) Access to the Internet on Wallkill Central School District's computer network and the use of the computers is provided solely for educational purposes and research. Use of the Internet is a privilege, not a right. Inappropriate use (as defined above) may result in suspension or revocation of that privilege.

SUBJECT: ACCEPTABLE INTERNET USE [continued]

b) Each person in whose name an access account is issued (an "Account Holder") shall be responsible at all times for its proper use. All Account Holders will be issued a login name and password. Passwords may be changed periodically.

c) Other persons granted use of the Internet and its parts will be known as "Users". These "Users" must also abide by the Acceptable Use Policy put forth by Wallkill Central School District.

d) All account holders/users shall not install or remove any software on Wallkill Central School District computers.

Prohibited Activity and Uses

The following is a list of prohibited activity concerning the use of the Internet by Account Holders/Users. Violation of any of these prohibitions may result in discipline or the other appropriate penalty, including suspension or revocation of an Account Holder's/User's access to the Internet:

a) Using the Internet for commercial activity, including advertising.

b) Infringement on any copyrights or other intellectual property rights, including copying, installing, receiving, transmitting, or making available any copyrighted software on the District computer network without the permission of the owner.

c) Using any Internet Service to receive, transmit or make available to others communications or materials that:

1. are obscene, pornographic or harmful to minors;
2. may harass a person on the basis of sex, race, color, national origin, age or disability;
3. threaten a person;
4. are defamatory or libelous towards a person.

d) Using another Account Holder/User's account or password without authorization from a school official.

e) Attempting to read, delete copy, or modify the electronic mail (e-mail) of other Account Holders/Users and deliberately tampering with the ability of other Account Holder/Users to send and/or receive e-mail.

SUBJECT: ACCEPTABLE INTERNET USE [continued]

f) Forging or attempting to forge e-mail messages.

g) Engaging in vandalism. Vandalism is defined as any malicious attempt to harm or destroy Wallkill Central School District equipment or materials, data of another Account Holder/User or any of the entities or other networks that are connected to the Internet. This includes, but is not limited to, creating and/or placing a computer virus on the Wallkill Central School District Services network.

h) Revealing the personal address, telephone number of other personally identifiable information of a student under the age of 18 without authorization of the student's parent and a school official.

i) Using any Internet Service in a manner that violates state or federal law, or any School District policy, rule or regulation.

j) Using any Internet Service to express lewd, vulgar or profane language that causes, or is reasonably expected to cause, a material or substantial disruption to school operation or interference with the rights of others.

No Privacy Guarantee

Account Holders/Users who use the District's computer networks for any Internet Service have no reasonable expectation of privacy for any Internet Service that the District provides over its computer network. The District reserves the right to conduct periodic audits, inspections and monitoring of any of the materials that are stored on any of its computers and related equipment, including e-mail, file directories and session logs, to preserve and protect its property. The District also reserves the right to inspect and monitor any account.

a) All Account Holders/Users using Wallkill Central School District computer equipment and network are required to comply with the rules set forth in this policy. Failure to comply with the policy may result in disciplinary action as well as suspension and/or revocation of access privileges.

b) Illegal activities are strictly prohibited. Any information pertaining to or suggestive of any illegal activity may be reported to the proper authorities. Transmission of any material in violation of any federal, state and/or local law or regulation is prohibited.

SUBJECT: ACCEPTABLE INTERNET USE [continued]

Responsibilities

a) While the Internet provides a wealth of knowledge, there is also a large amount if inaccurate misinformation on the Internet. Neither Wallkill Central School District nor the Access Provider makes any warranties of any kind, either express or implied, for the contents of the information being accessed over the District's system. Further, neither the Wallkill Central School District nor the Access Provider assume responsibility for the quality, availability, accuracy, nature, or reliability of the material accessible over the District's system. Account Holders/Users use information at their own risk.

b) Neither Wallkill Central School District nor the Access Provider will be responsible for any damages suffered by any Account Holder/User resulting from the use of the Internet. Nor will Wallkill Central School District or the Access Provider be responsible for unauthorized financial obligations resulting from the use of the Internet.

c) Wallkill Central School District or the Access Provider may use technical or manual means to regulate access and information on the Internet, but these methods do not provide a foolproof means of enforcing the Wallkill Central School District's Acceptable Use Policy. Each Account Holder/User will be responsible for abiding the guidelines set forth herein.

d) Nothing herein shall be construed to infringe upon or impair any constitutional rights of the Account Holders/User.

Adopted: 2/20/02
Revised: 7/2/08

SUBJECT: INTERNET SAFETY/INTERNET CONTENT FILTERING POLICY

In compliance with the Children's Internet Protection Act (CIPA) and Regulations of the Federal Communications Commission (FCC), the District has adopted and will enforce this Internet safety policy that ensures the use of technology protection measures (i.e., filtering or blocking of access to certain material on the Internet) on all District computers with Internet access. Such technology protection measures apply to Internet access by both adults and minors with regard to visual depictions that are obscene, child pornography, or, with respect to the use of computers by minors, considered harmful to such students. The District will provide for the education of students regarding appropriate online behavior including interacting with other individuals on social networking Web sites and in chat rooms, and regarding cyberbullying awareness and response. Further, appropriate monitoring of online activities of minors, as determined by the building/program supervisor, will also be enforced to ensure the safety of students when accessing the Internet.

Further, the Board of Education's decision to utilize technology protection measures and other safety procedures for staff and students when accessing the Internet fosters the educational mission of the schools including the selection of appropriate teaching/instructional materials and activities to enhance the schools' programs; and to help ensure the safety of personnel and students while online.

However, no filtering technology can guarantee that staff and students will be prevented from accessing all inappropriate locations. Proper safety procedures, as deemed appropriate by the applicable administrator/program supervisor, will be provided to ensure compliance with the CIPA.

In addition to the use of technology protection measures, the monitoring of online activities and access by minors to inappropriate matter on the Internet and World Wide Web *may* include, but shall not be limited to, the following guidelines:

a) Ensuring the presence of a teacher and/or other appropriate District personnel when students are accessing the Internet including, but not limited to, the supervision of minors when using electronic mail, chat rooms, instant messaging and other forms of direct electronic communications. As determined by the Assistant Superintendent for Educational Services, the use of e-mail, chat rooms, as well as social networking Web sites, may be blocked as deemed necessary to ensure the safety of such students;

b) Monitoring logs of access in order to keep track of the web sites visited by students as a measure to restrict access to materials harmful to minors;

c) In compliance with this Internet Safety Policy as well as the District's Acceptable Use Policy, unauthorized access (including so-called "hacking") and other unlawful activities by minors are prohibited by the District; and student violations of such policies may result in disciplinary action; and

d) Appropriate supervision and notification to minors regarding the prohibition as to unauthorized disclosure, use and dissemination of personal identification information regarding such students.

SUBJECT: INTERNET SAFETY/INTERNET CONTENT FILTERING POLICY [continued]

The determination of what is "inappropriate" for minors shall be determined by the District and/or designated school official(s). It is acknowledged that the determination of such "inappropriate" material may vary depending upon the circumstances of the situation and the age of the students involved in online research.

The terms "minor," "child pornography," "harmful to minors," "obscene," "technology protection measure," "sexual act," and "sexual contact" will be as defined in accordance with CIPA and other applicable laws/regulations as may be appropriate and implemented pursuant to the District's educational mission.

Under certain specified circumstances, the blocking or filtering technology measure(s) may be disabled for adults engaged in bona fide research or other lawful purposes. The power to disable can only be exercised by an administrator, supervisor, or other person authorized by the School District.

The School District shall provide certification, pursuant to the requirements of CIPA, to document the District's adoption and enforcement of its Internet Safety Policy, including the operation and enforcement of technology protection measures (i.e., blocking/filtering of access to certain material on the Internet) for all School District computers with Internet access.

Internet Safety Instruction

In accordance with New York State Education Law, the School District may provide, to students in grades K through 12, instruction designed to promote the proper and safe use of the Internet. The Commissioner shall provide technical assistance to assist in the development of curriculum for such course of study which shall be age appropriate and developed according to the needs and abilities of students at successive grade levels in order to provide awareness, skills, information and support to aid in the safe usage of the Internet.

Under the Protecting Children in the 21st Century Act, students will also be educated on appropriate interactions with other individuals on social networking Web sites and in chat rooms, as well as cyberbullying awareness and response.

Access to Inappropriate Content/Material and Use of Personal Technology or Electronic Devices

Despite the existence of District policy, regulations and guidelines, it is virtually impossible to completely prevent access to content or material that may be considered inappropriate for students. Students may have the ability to access such content or material from their home, other locations off school premises and/or with a student's own personal technology or electronic device on school grounds or at school events.

The District is not responsible for inappropriate content or material accessed via a student's own personal technology or electronic device or via an unfiltered Internet connection received through a student's own personal technology or electronic device.

SUBJECT: INTERNET SAFETY/INTERNET CONTENT FILTERING POLICY [continued]

Consent for Student Use

The District's Acceptable Use Policy will be disseminated to parents and students in order to provide notice of the school's requirements, expectations, and student's obligations when accessing the Internet.

Student use of the District's computer system (DCS) is conditioned upon written agreement by all students and their parents/guardians that student use of the DCS will conform to the requirements of this policy and any regulations adopted to ensure acceptable use of the DCS. All such agreements shall be kept on file in the school buildings.

Notification/Authorization

The District has provided reasonable public notice and has held at least one (1) public hearing or meeting to address the proposed Internet Safety/Internet Content Filtering Policy prior to Board adoption. Additional public notice and a hearing or meeting is not necessary when amendments are made to the Internet Safety Policy in the future.

The District's Internet Safety/Internet Content Filtering Policy must be made available to the FCC upon request. Furthermore, appropriate actions will be taken to ensure the ready availability to the public of this policy as well as any other District policies relating to the use of technology.

The Internet Safety/Internet Content Filtering Policy is required to be retained by the school for at least five (5) years after the funding year in which the policy was relied upon to obtain E-rate funding.

47 United States Code (USC) Sections 254(h) and 254(l)
47 Code of Federal Regulations (CFR) Part 54
Education Law Section 814
NOTE: Refer also to Policy #8274 - Acceptable Computer and Internet Use Policy

Adopted: 10/18/01; Revised 1/19/12

SUBJECT: STUDENT HOMEWORK

Homework is recognized as an extension of the classroom instruction. It promotes student involvement in his/her own education and provides students with an opportunity to develop good study habits.

Assigned homework will provide practice in the mastery of skills and opportunities to remediate learning problems. It shall provide for individual learning differences and encourage self-initiative. It will also reinforce classroom learning experiences.

General Guidelines for K-12 teachers when assigning homework:

- Homework procedures will be posted and discussed with students at the beginning of each course.
- Feedback on completed homework assignments will be expected to be given to students within five school days.
- Teachers are encouraged to use the district web-site and alternative methods to post their homework assignments.
- Whenever possible teachers are encouraged to provide all assignments to students in a manner that is evident of long term planning such as: provide all assignments for the week and/or unit of study at one time to allow for flexible time management opportunities for students and parents.
- When a student is behind in homework assignments the parent shall be notified by the teacher.
- Homework shall not create a financial burden for families.
- Teachers should make efforts to be aware of homework, projects, and testing schedules across the curriculum to ensure that students are not overwhelmed at any one time.
- For grading and weighting of homework assignments refer to District Policy # 7301 and #7302.
- A reference to this policy will be placed in the faculty handbook, the student handbook, and will be posted in the classroom.
- Homework should be purposeful and should not consist of large amounts of repetitive work.

SUBJECT: STUDENT HOMEWORK [continued]

Elementary Guidelines (K-6):

- Homework at the elementary level shall not be assigned over the weekend, holidays or extended school breaks; however, independent reading is encouraged.
- Homework assignments should consist of reading and a limited number of independent exercises to reinforce previously taught material in math, science and social studies.
- Long term assignments should be limited in number and duration. Project based assignments should be primarily undertaken and completed in the classroom. Some portions may be assigned as homework; however, these tasks should not require group participation, significant assistance from parents or costly materials. These assignments shall include clear check points to monitor progress toward completion.

Secondary Guidelines:

- If weekend, holiday or extended breaks homework is deemed necessary, the amount should not exceed a regular day's assignment. Students should be encouraged to use weekends for review of material, voluntary work, projects, or completion of make-up assignments.
- Long term assignments should have clear check points and feedback given to students at such time.

CELL PHONES

School district policy states that cell phones should be powered off and put away during the school day and on school buses.

PTA

Plattekill PTA Officers
2024 - 2025

President – *Melissa Hill*
Vice President – *Colleen Hedrick*
Treasurer – *Anna Croce*
Secretary – *Rosanne Hedrick*
Fundraising – *Ashley Nordahl*
Jaclyn Fazio
Danielle Presto
Communications Coordinator – *Tara Latorre*
Teacher Representative – *Rachel Siegel*

Contact: plattekillpta@gmail.com
Check out our Cubby Central - Plattekill Elementary School and Plattekill PTA on Facebook or @plattekillpta on Instagram

PTA Meeting Dates

9/10/24 - 7pm General Meeting

11/12/24 - 7pm General Meeting

1/14/24 - 7pm General Meeting

3/11/25 - 7pm General Meeting

5/12/25 - 6:30pm General Meeting, 7pm BOE Budget Presentation

6/3/25 - 7pm Annual Budget Vote and Officer Election via Zoom

All parents/guardians are welcomed to attend and encouraged to become involved in our Parent/Teacher Association.

PTA Enrichment Programs

- **PARP** – Pick A Reading Program is an annual four-week program for grades UPK-6. This program encourages reading together as a family, as well as developing reading as a lifetime endeavor.

- **Science Fair** This is a wonderful program where all students UPK-6 can submit science projects for display and present their work to a selected panel of scientists/teachers for judging. Classes view the projects during the day and at night all families and the community are invited to visit the fair and attend the awards ceremony.

- **Assemblies** – The PTA sponsors educational assemblies/workshops for every grade level throughout the year.

- **Halloween Fall Festival** – a fun Friday event for the whole family, including crafts, games, trunk or treat, baked goods and more!

- **Pajama Bingo** – themed family fun nights are held throughout the year to give back to our PTA membership. Admission is free for members.

- **6th Grade Celebration** – an event held in June for all 6th Graders to celebrate their graduation and moving up to Middle School. This event is held after school hours and includes entertainment and refreshments.

- **6th Grade Breakfast & Yearbook Celebration** – a light breakfast is served, and students are given a free copy of the yearbook.

- **Scholastic Book Fair**- The book fair is held at the school twice a year (in November and May.)

- **Teacher/Staff Appreciation Week**- a week of treats and fun held in May, sponsored by the PTA for the Teachers and Staff of Plattekill to thank them for their dedication to our children and families.

WALLKILL CENTRAL SCHOOL DISTRICT
2024-2025 School District Calendar

July 2024						
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	31			

August 2024						
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	31

September 2024						
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					

October 2024						
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	31		

November 2024						
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

December 2024						
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	31				

Total Days In Session = 190

Unused emergency days (8) to be added to the Memorial Day weekend or Spring Recess as to be determined.

September	3	Superintendent's Conference Day
September	4	Schools Open
October	3	Schools Closed for Holiday
October	14	Schools Closed for Holiday
October	31	Teacher Planning Day/K-12 Early Release
November	11	Schools Closed for Holiday
November	26	Parent/Teacher Conferences/K-12 Early Release
November	27	Superintendent's Conference Day
November	28-29	Schools Closed for Holiday
December	2	Schools Reopen
December	23	Winter Recess Begins
January	2	Schools Reopen
January	20	Schools Closed for Holiday
January	21-24	Regents Examinations
January	29	Schools Closed for Holiday
February	17	Schools Closed for Holiday
April	14	Spring Recess Begins
April	22	Schools Reopen
May	9	Superintendent's Conference Day
May	26	Schools Closed for Holiday
June	4	Regents Examinations
June	10	Regents Examinations
June	17-26	Regents Examinations
June	19	Schools Closed for Holiday
June	26	Last Day of School for Students
June	27	Superintendent's Conference Day
June	27	Wallkill Senior High School Graduation

KEY

- △ Parent/Teacher Conferences/K-12 Early Release
- ◇ Teacher Planning Day/K-12 Early Release
- □ Superintendent's Conference Day
- ▭ School Holiday/Not in Session
- ○ Regents Exams

Marking Period Schedule:

October	4	5 Week Marking Period Ends
November	8	1st Quarter Ends
December	13	5 Week Marking Period Ends
January	24	2nd Quarter Ends
February	28	5 Week Marking Period Ends
April	4	3rd Quarter Ends
May	16	5 Week Marking Period Ends
June	16	4th Quarter Ends

Approved by the Board of Education
April 16, 2024

January 2025						
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	31	

February 2025						
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	

March 2025						
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	31					

April 2025						
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			

May 2025						
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	31

June 2025						
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					

Official Make Up Days Are:

April 21, April 14, April 15
April 16, and April 17

****If the District exceeds the number of days allocated for emergency conditions, the District may pivot to remote instruction rather than close school for the day.***