



CLINTON

HIGH SCHOOL

Student Handbook

Student Handbook & Agenda

[Welcome & School Identity](#)

[Alma Mater / Our School Song](#)

[Building Creed](#)

[Clinton Central School Mission Statement](#)

[District Information](#)

[High School Directory](#)

[High School Faculty and Staff](#)

[School Day & Scheduling](#)

[CHS Daily Schedule: Timing Your Day](#)

[Academics: Learning at CHS](#)

[CCS Graduation Credit Requirements](#)

[High School Academic & Grading Regulation Summary](#)

[Learning Goals and Expectations](#)

[Required Course Load](#)

[Quarterly GPA and Honor Roll](#)

[Incompletes](#)

[Final School Grade \(FSG\) Calculation](#)

[Advanced Course Weighting](#)

[Withdrawal from a Course](#)

[Grade Promotion](#)

[Student Ranking](#)

[Graduation Honors](#)

[Making the Most of Study Hall](#)

[Attendance & Punctuality](#)

[Attendance: Every Day Matters](#)

[Excused Absences](#)

[Unexcused Absences](#)

[Making Up Work After an Absence](#)

[How CCS Supports Attendance](#)

[On Time, Every Time](#)

[Diploma of Distinguished Community Service \(DDCS\)](#)

[National Honor Society](#)

[School Lunch/Cafeteria](#)

[Representing CHS On and Off Campus](#)

[Dances](#)

[Announcements/Posters](#)

[Bus Transportation](#)

[Student Parking and Driving During the School Day](#)

[Working Papers](#)

[Lunch Detention Procedures](#)

[Conduct & Behavior](#)

[Code of Conduct Plain Language Summary](#)

[Introduction:](#)

[Definitions:](#)

[Student Rights and Responsibilities:](#)

[Essential Partners:](#)

[Student Dress Code:](#)

[Reporting Discrimination, Harassment, and Bullying \(Dignity for All Students Act\):](#)

[Prohibited Student Conduct](#)

[Reporting Violations](#)

[Disciplinary Penalties, Procedures, and Referrals](#)

[Alternative Instruction](#)

[Discipline of Students with Disabilities](#)

[Physical Force](#)

[Student Searches and Questioning](#)

[Standards and Procedures to Assure the Security and Safety of Students and School Personnel](#)

[Visitors to the School](#)

[Public Conduct on School Property](#)

[Dissemination and Review](#)

[Technology & Devices](#)

[Students and Personal Devices Plain Language Summary](#)

[Definition of "Personal Electronic Device":](#)

[Personal Electronic Device Expectations:](#)

[Permitted Communication During the Day:](#)

[Consequences for Violations:](#)

[CCS Board of Education Policies & Compliance](#)

[Non-Discrimination and Equal Opportunity](#)

[Notice of Compliance](#)

Welcome & School Identity

Welcome to Clinton Senior High School. We have a fine tradition of academic and co-curricular excellence and encourage you to be an integral part of maintaining this tradition through your active involvement. This handbook has been developed to familiarize you and your family with the rules and regulations that govern our school community. It will also serve as a guide to help you answer any questions you may have concerning our educational program. Enjoy your time at Clinton Senior High School and make the most of the opportunities offered to you. Strive to become all that you are capable of being. Have a great year!

Alma Mater / Our School Song

Faithful and true hearted,
Let us cheer our dear old high.
We revere her and defend her
As her colors proudly fly,
We will stand for her united -
Of her deeds we gladly tell,
Her colors streaming –
Glad faces beaming –
So here's a cheer for her
That we will all love so well,
Joyous and ever loyal,
Let us cheer our dear old high –
Let every heart sing –
Let every voice ring,
There's no time to grieve or sigh,
It's ever onward our course pursuing –
May defeat ne'er our ardor cool. –
So united we will cheer for her,
Our old high school.

Building Creed

In this house, we are family.
Our family is built on
Tradition and excellence
In arts, academics, and athletics.
We share a common bond as Comets
And take pride in our differences
That make our family stronger.
Words and actions define who we are
In the classroom and athletic fields.
For it is the choices we make today
That define who we are tomorrow.
In this house, we are family.
A family who will forever be connected
After we leave these hallowed halls.

Clinton Central School Mission Statement

Clinton Central School proudly educates and empowers all students to realize their potential in becoming thoughtful, empathetic and contributing members of a global society.

District Information

District Office 315.557.2253	Business Office 315.557.2285
Mr. Christopher Clancy , Superintendent Ms. Julia Scranton , Administrative Assistant and Board Clerk Ms. Michelle Gabree-Huba , Assistant Supt. for Instruction and Technology	Mr. Ethan Martin , School Business Administrator Ms. Sara Carr , District Treasurer Ms. Michelle Engle , Payroll Clerk
Special Education 315.557.2229	Buildings and Grounds 315.525.7065
Ms. Elizabeth Dougherty , Director of Pupil Personnel Services Ms. Tina Lallier , Administrative Assistant	Mr. Nicholas DeBella , Building Maintenance Supervisor
Board of Education jscranton@ccs.edu	Transportation 315.557.2265
Ms. Melinda Leising, President Ms. Lisa Magnarelli, Vice President Mr. Sam Catterson Ms. Rachael Clark Ms. Jennifer Giannone Mr. Orlando Guitian Mr. Patrick LaVeck	Mr. Ben Getter , Bus Dispatcher
	Important Information
	75 Chenango Ave; Clinton NY 13323 Fax: 315.557.2225 Mascot: Comets Colors: Maroon and White Board of Educational Services: Oneida-Madison-Herkimer BOCES

High School Directory

<p>Main Office 315.557.2233</p>	<p>Counseling Office 315.557.2235</p>
<p>Mr. Edward Waskiewicz, Principal Mr. Robert Bentley, Assistant Principal Ms. Sarah Saunders, Administrative Assistant</p>	<p>Ms. Jackie Snizek, Counselor Ms. Kelly Zegarelli, Counselor Ms. Deborah Yager, Administrative Assistant</p>
<p>Athletic Office 315.557.2397</p>	<p>Health Office 315.557.2238</p>
<p>Mr. Robert Bentley, Director of Athletics Ms. Mary Heintz, Administrative Assistant</p>	<p>Ms. Brandi Turczyn, Nurse Ms. Jennifer Mitchell, Nurse</p>
<p>School Psychologist 315.557.2247</p>	<p>School Social Worker 315.557.2212</p>
<p>Ms. Caterina Kernan Mr. Scott Phelps</p>	<p>Mr. Anthony Sirianni</p>

High School Faculty and Staff

Art

Mr. Gaetano
Ms. Pavone
Ms. Pape

Business

Ms. Donley

English

Ms. Colburn
Ms. DiGennaro
Ms. Scott
Miss Staskowski

Health & FACS

Ms. Grimm
Ms. Faffley

World Language

Miss Honsinger
Ms. Hogan
Mr. Pavone
Mr. Wratten

Math

Ms. O'Mara
Ms. Sanderson
Mr. Ruzich
Ms. Snediker
Mr. Stanton

Media Center

Ms. Miller
Ms. Zaleski

Music

Mr. Lavender
Ms. Wratten

Physical Education

Mr. Bialek
Miss Staudt

Science

Mr. Bashant
Mr. Campeau
Ms. Smith
Ms. Storey
Ms. Washburn

Social Studies

Mrs. Clark
Ms. Goodelle
Miss Lyga
Mr. Zogby

Special Education

Ms. Ciotti
Ms. Eisenhut
Ms. Ganey

Technology

Mr. Milana
Mr. O'Rourke

Teaching Assistants

Mr. Enders
Ms. Miller
Ms. Roy

Counselors

Ms. Snizek
Ms. Zegarelli

Custodians

Mr. Khan
Mr. Tague

School Patrol Officers

Officer Gaiser
Officer Roberts

School Probation Officer

Officer James Sojda

Nurse

Ms. Mitchell
Ms. Turczyn

School Social Worker

Mr. Sirianni

ENL

Miss Honsinger
Ms. Toia-Kramer



WHEN IN DOUBT ... WHO TO CONTACT



A GUIDE FOR CLINTON CENTRAL SCHOOL DISTRICT STAFF, PARENTS & COMMUNITY MEMBERS

AREA OF CONCERN	STEP 1	STEP 2	STEP 3	STEP 4
MEDICAL CONCERNS & QUESTIONS	Building Nurses Ms. Turczyn (315) 557-2238 (HS) Ms. Mitchell (315) 557-2258 (MS) Ms. Clifford (315) 557-2259 (ES)	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	Director of Athletics (if related to an athletic event) Mr. Bentley (315) 557-2231 Secretary (315) 557-2397	Superintendent Mr. Clancy (315) 557-2253
SCHOOL OR CLASSROOM QUESTIONS	Classroom Teacher/School Counselor (315) 557-2263 (MS) (315) 557-2235 (HS)	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	Director of Pupil Personnel Services (if related to special education) Ms. Dougherty (315) 557-2229 or (315) 557-2273	Superintendent Mr. Clancy (315) 557-2253
TRANSPORTATION (bus route questions)	Bus Dispatcher Mr. Getter (315) 557-2265	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	School Business Administrator Mr. Martin (315) 557-2286	Superintendent Mr. Clancy (315) 557-2253
TRANSPORTATION (student behavior)	Bus Driver	Bus Dispatcher Mr. Getter (315) 557-2265	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	Superintendent Mr. Clancy (315) 557-2253
BUDGET QUESTIONS	School Business Administrator Mr. Martin (315) 557-2286	Superintendent Mr. Clancy (315) 557-2253		
SPECIAL EDUCATION	Special Education Teacher or Related Service Provider	Director of Pupil Personnel Services Ms. Dougherty (315) 557-2229 or (315) 557-2273	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	Superintendent Mr. Clancy (315) 557-2253
CURRICULUM MATERIAL	Classroom Teacher	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	Assistant Superintendent of Curriculum and Instruction Ms. Gabree-Huba (315) 557-2254	Superintendent Mr. Clancy (315) 557-2253
ATHLETICS	Team Coach	Director of Athletics Mr. Bentley (315) 557-2231 Secretary (315) 557-2397	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	Superintendent Mr. Clancy (315) 557-2253
STUDENT TECHNOLOGY USE QUESTIONS	Classroom Teacher	Building Administrator Mr. Waskiewicz (315) 557-2233 (HS) Mr. Bentley (315) 557-2231 (HS Ass't) Dr. Johnson (315) 557-2260 (MS) Ms. Alt (315) 557-2256 (ES) Ms. Holton (315) 557-2256 (ES Ass't)	Technology Supervisor Mr. Ezman (315) 557-2221	Assistant Superintendent of Curriculum and Instruction Ms. Gabree-Huba (315) 557-2254

School Day & Scheduling

CHS Daily Schedule: Timing Your Day

	Regular Schedule	1 Hour Delay*	2 Hour Delay*
Doors Open	7:30	8:30	9:30
Homeroom	7:48 - 7:51	8:48 - 8:51	9:48 - 9:51
Period 1	7:51 - 8:32	8:51 - 9:26	9:51 - 10:17
Period 2	8:35 - 9:16	9:29 - 10:04	10:20 - 10:46
Period 3	9:19 - 10:00	10:07 - 10:42	10:49 - 11:15**
Period 4	10:03 - 10:44	10:45 - 11:20**	11:18 - 11:44
Period 5 (HS Lunch)	10:47 - 11:19	11:23 - 11:53	11:47 - 12:15
Period 6 (7/8 Lunch)	11:22 - 12:03	11:56 - 12:26	12:18 - 12:46
Period 7 (6 Lunch)	12:06 - 12:47	12:29 - 12:59	12:49 - 1:17
Period 8	12:50 - 1:31	1:02 - 1:37	1:20 - 1:46
Period 9	1:34 - 2:15	1:40 - 2:15	1:49 - 2:15

*Delays will be announced via ParentSquare.

**On delay days, high school PM BOCES students will not be allowed to go off campus for lunch. These students may bring lunch from home or the cafeteria will provide a bagged lunch.

Academics: Learning at CHSCCS Graduation Credit Requirements

New York State requires students to complete credits in the content areas below to qualify for a Local Diploma, Regents Diploma, or Regents With Advanced Designation Diploma.

	Credits Required	Timing
ELA 	4 credits required for all diplomas	Completed in grades 9-12
Social Studies 	4 credits required for all diplomas	Completed in grades 9-12
Science 	3 credits required for all diplomas <ul style="list-style-type: none"> • Must include Life Science 	Completed in grades 9-12
Math 	3 credits required for all diplomas <ul style="list-style-type: none"> • Must include Algebra 	Completed in grades 9-12
Health 	½ credit required for all diplomas	Completed in grades 10-12
World Languages 	1 credit required for Local & Regents diploma 3 credits required for Regents with Advanced Designation diploma	Completed in grades 7-12
Art, Music and/or Technology	1 credit required for all diplomas	Completed in grades 9-12
Physical Education 	½ credit per year required for all diplomas	Completed in grades 9-12
Electives	At least 3.5 credits of electives are required in addition to the 19.5 required core courses	Completed in grades 9-12

High School Academic & Grading Regulation Summary

Welcome to high school!

Below we have summarized the High School Grading Regulations that apply to all students. The full grading regulations can be found [on our district website](#).

Learning Goals and Expectations

In order to be successful, you should know the learning goals of each class and how you will be graded. At the beginning of each school year, your teachers will provide a written description of goals and grading criteria in their course syllabus, which will also be posted in their Google Classroom. You should reference this document throughout the year.

Required Course Load

You must be enrolled in at least 5½ credit bearing courses, including physical education. Exceptions may be granted by the building principal.

Quarterly GPA and Honor Roll

Each quarter, you will receive a grade for every class, rounded to the nearest whole number (i.e. 92.40 = 92%; 92.50 = 93%). Your quarterly Grade Point Average (GPA) will include all credit bearing classes in which you are enrolled. To qualify for Honor Roll, you must have an GPA of 84.50 or higher. To qualify for High Honor Roll, you must have an GPA of 92.50 or higher. Our Honor Rolls are a great academic goal for students and will be shared quarterly through our newsletter.

Incompletes

If you experience extenuating circumstances (i.e.: serious illness, family loss, etc.), you may receive an incomplete. In this situation, you will have up to two weeks after the close of the marking period to complete the work necessary to receive a grade. If you do not complete the work within this two-week period, your teacher will calculate your grade accordingly. Students who receive an Incomplete will not be eligible for Honor Roll or High Honor Roll for that marking period. Incompletes may not be granted in the 4th quarter.

Final School Grade (FSG) Calculation

In all high school credit bearing courses, your final grade for the year will be based upon an average of 10 week grades and final examinations, and will be calculated as follows:

Full Year Courses 1 Credit and ½ Credit	$\text{FSG} = \frac{\text{Q1} + \text{Q2} + \text{Q3} + \text{Q4} + \text{Final Exam}}{5}$
Semester Courses & Repeat-Out Courses ½ Credit	$\text{FSG} = \frac{\text{Q1} + \text{Q1} + \text{Q2} + \text{Q2} + \text{Final Exam}}{5}$

Your midterm exams will count as 20% of the second marking quarter grade. Half-credit, full year courses (i.e. PE) will not take a midterm exam.

Advanced Course Weighting

AP, Honors, SUPA, MVCC and RIT courses present a significant academic challenge. To reflect the increased rigor, these courses are weighted each marking period as follows to calculate your quarterly GPA:

- AP and SUPA: +8 percentage points
- Honors: +5 percentage points
- MVCC and RIT: +3 percentage points

Students are required to take the AP exams associated with their AP classes. Exam fees are due at the end of October. Financial assistance is available for students in need.

Withdrawal from a Course

If you withdraw from an AP or Honors class to a Regents course OR from a Regents class to a non-Regents class during the first three marking periods, your quarterly average(s) will transfer with you.

If you withdraw from a course after the first quarter, you will receive a FSG of withdraw passing (WP) or withdraw failing (WF) which will be reflected on your permanent record.

You may not withdraw from a course during the last marking period unless it is for medical reasons and approved by the student support team.

Grade Promotion

Per NYS requirements, you must earn at least 22 credits to graduate. You will only be promoted to the next grade level if you meet the following credit requirements before the start of the next school year:

Grade Level Advancement	Minimum Credits Needed to Advance
9 → 10	5
10 → 11	10
11 → 12	15
12 → Graduation	22

If you fail to meet the minimum credit guidelines, your status will remain at the grade level from the previous year. You must earn the credits necessary to participate in specific grade level activities (i.e. Junior Ball, Senior Ball, Senior Trip, etc.).

Student Ranking

The top 10% of the graduating class will be ranked and class rank will appear on the students' official transcript. If you are outside the top 10% of the class, you may make a written request for your ranking to be included on your transcript.

Final class rank for all awards and graduation recognition will be computed at the end of the third quarter of your senior year.

Graduation Honors

All students achieving designated levels of excellence will be honored at graduation. The levels of recognition are calculated at the end of the third quarter of your senior year, as follows:

- With Honors: Achieving a 90.00 - 93.99 weighted cumulative GPA (maroon / white graduation cord)
- With High Honors: Achieving a 94.00 - 96.99 weighted cumulative GPA (white / gold graduation cord)
- With Highest Honors: Achieving a 97.00 or higher weighted cumulative GPA (gold graduation cord)

Making the Most of Study Hall

Study Hall is a scheduled class and a great opportunity to read, study, and complete assignments during the school day. You are required to attend your scheduled study hall. Failure to report to your scheduled study hall will result in detention per the missed class policy. Please remember to:

- Bring your supplies, books, assignments, student planner, etc. with you each day.
- Use your time in the study hall wisely and stay busy.
- Be respectful and courteous to one another and the teacher.
- If you need to go to the media center or to a teacher classroom during study hall, you must bring a pre-signed pass from the appropriate subject-area teacher or librarian. You may not go to get the pass during study hall.
- You must sign out of study hall on the provided sheet. You are not allowed to loiter in the hallway or restrooms, or interrupt classes.
- You may not sign out of one study hall to go to another one.

Attendance & Punctuality

Attendance: Every Day Matters

We want you to be in school every day, but we know that sometimes you may need to miss school or arrive late.

Excused Absences

We want you to be in school; however we understand that sometimes there are unavoidable conflicts that result in absences or late arrivals to school. Excused absences/tardies are based on Section 175.6 of the Commissioner's Regulations defined as: personal illness, serious illness or death in the family, impassable roads due to weather conditions, religious observance, quarantine, court appearances, attendance at health clinics, approved cooperative work programs, approved college visits, military obligations, disciplinary detention of an incarcerated youth or any other reason approved by the Commissioner. Please remind your parent or guardian to provide an excusal note via ParentSquare, phone call, or email or absences will count as unexcused.

Unexcused Absences

Most absences not mentioned above are interpreted under the law as "unexcused absences" and include but are not limited to vacation, shopping, babysitting, haircut, oversleeping, needed at home, cold weather or missing the bus.

- If you are present for the school day, but do not report to an assigned instructional period without advance parent/guardian permission that is communicated to the attendance office (ie: skipping class), you will receive an automatic lunch detention for each class missed. This includes scheduled study halls.

Making Up Work After an Absence

Each day of instruction is important! Therefore, you are responsible for all lessons and assignments missed during the period of any absence.

- For an *excused* absence, the allowable time for turning in your assignments will be one school day for each excused absence, not to exceed 10 school days.
- If you are absent for more than three consecutive days, you or your parents or guardians may contact the counseling or main office to collect missing work. CCS may require a note from a medical professional.

- If you have a planned unexcused absence (i.e. a family vacation), it is *your or your family's* responsibility to contact your teachers at least 5 days before the absence through direct conversation and/or email, stating the dates you will miss school. You are responsible for completing all work and notes provided during this absence.
- If you are absent for a local midterm or final exam, you will make up the missed exam(s) on the day of your return to school, which may result in a student completing multiple exams in one day. Any excused absence of two or more days during an exam period **MUST** be accompanied by a note from a medical professional.

How CCS Supports Attendance

We want you to be here every day for your academic and social success! We will use a tiered approach to attendance to ensure all students receive the support they need to attend school consistently:

Tier 1 – All Students
Every student benefits from a strong school culture, regular communication with families, attendance updates on report cards, daily absence notifications, and access to the support team (counselor, nurse, social worker, principal).
Tier 2 – 10+ Absences: For students approaching chronic absence status
<ul style="list-style-type: none"> ● Tier 1 supports continue ● An attendance success plan is created ● Families receive a letter expressing concern and offering support ● Regular check-ins with the student support team
Tier 3 – 20+ Absences: For students identified as chronically absent by New York State
<ul style="list-style-type: none"> ● Tiers 1 and 2 supports continue ● Families receive a follow-up letter with next steps ● More frequent check-ins and/or home visits ● Connection to community resources if needed

On Time, Every Time

We value your education and want you to arrive promptly each day. To see which tardies will be excused, please see the "Excused Absence" section above. Please note:

- If you are late five or more times within a quarter, consequences may include lunch detention, counseling, and/or parent/student meetings with the student support team.
- Tardiness to school or class may impact eligibility for extracurricular and athletic activities. Students arriving late without a valid excuse (such as a medical note) will be considered unexcused and may be ineligible for participation that day. Repeated tardiness will result in progressive disciplinary action and may affect participation in future activities. For more info, please read the [CCS Extracurricular Activities and Athletics Handbook](#).
- If you are late returning from lunch, you will receive at least one automatic lunch detention.
- If your teacher holds you after class, please request a pass so as not to be marked late to your next class.

Student Life & Activities

CHS students have lots of opportunities to get involved! Students participating in extracurricular activities should refer to the [Student Handbook for Extracurricular Activities and Interscholastic Athletics](#) for information about participation expectations.

Diploma of Distinguished Community Service (DDCS)

Volunteerism is an important part of “becoming thoughtful, empathetic, and contributing members of a global society.” Therefore, Clinton High School highly values community service and offers a special distinction at graduation for students that complete and document the number of hours outlined below. Required forms can be found in the office, on the high school website, and via the provided QR code.

Students must complete 150 volunteer hours to earn this honor. This reflects the reinstatement of our traditional service expectation now that opportunities for community service have returned following the pandemic. All graduates are also expected to complete at least 10 hours of service before graduating.

Through volunteerism, we ask that students commit to one or two organizations that matter to you and in hopes that you may see the impact of your work over time. Therefore, 75% of students’ hours must be completed at the same one or two community agencies/organizations. In the past, our students have completed these hours through tutoring or volunteering at nursing homes, Hospice, the Kirkland Town Library, AYSO Soccer, the Historical Society, the Clinton Arena, the Refugee Center or as a volunteer firefighter/EM

The other 25% hours may be completed as short term engagements, with the goal of gaining a wide variety of experiences and providing help in the community where and when it is needed. In the past, students have completed these hours through occasional tutoring, by helping at sporting events or managing an athletic team, or participating in community events such as Clean Up Clinton Day.

National Honor Society

If you have earned an overall cumulative GPA of 90.00 or higher at the conclusion of your sophomore year of high school, you will be invited to apply to become a member of Clinton’s Chapter of the National Honor Society. If you do not achieve the required GPA by the end of your sophomore year, you may be invited to apply at the conclusion of your junior year if the required GPA has been achieved.

Applicants to the Honor Society will be reviewed and selected based on the following:

- Scholarship: To be considered for membership, students must have maintained a minimum GPA of 90% from the beginning of high school credit-bearing courses through the end of their sophomore year.
- Service: A person who has undertaken actions and/or activities which are done on behalf of others without any direct financial or material compensation to the individual performing the service. Service hours may not have been performed for a family member.
- Character: A person who exemplifies one of the attributes or features that make up and distinguish an individual, having demonstrated the following qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship.
- Leadership: A person who is resourceful, dependable, takes initiative, appropriately challenges ideas, inspires positive influence on peers, and maintains a loyal school attitude.

School Lunch/Cafeteria

Every day the cafeteria is available for you to eat breakfast and lunch on-campus at no cost to students. The Code of Conduct applies during lunch. In the cafeteria, please remember to:

- Be Respectful: Treat peers, staff, and the space with courtesy.
- Be Responsible: Clean up after yourself and follow all directions.
- Be Safe: Stay seated, use appropriate behavior, and keep noise levels down.

Failure to follow expectations may result in disciplinary consequences.

Representing CHS On and Off Campus

The Code of Conduct remains in effect for students while they are off campus during the school day, including high school off-campus lunch, and after the instructional day has ended while attending extracurricular events, activities, and sporting events. If you witness or are victim to any wrongdoing off-campus in the situations listed above, please see an administrator or teacher as quickly as possible.

Dances

Each year the Student Council hosts dances to promote school spirit and unity. We hope you will attend! All dances run from 7:00 p.m. to 10:00 p.m. If you depart before 9:00 p.m., you will be required to sign out. All school rules and policies are in effect at these functions.

You may bring one guest from another school if the necessary paperwork is completed and turned in to the office on time. Any guest who is not currently enrolled in school must submit a copy of their driver's license along with the guest pass. All guests must be under the age of 21.

Attending school functions such as dances is a privilege. You must attend school on the day of the dance or the day preceding the dance (if it is on a Saturday), unless the building principal has granted an exception due to extenuating circumstances. You may be prohibited from attending dances or school events based on behavioral infractions, ISS, or OSS.

Announcements/Posters

If you need to hang up an announcement or poster, please submit to a building administrator for signature approval prior to hanging it up on the designated bulletin board. Announcements and posters are meant to be temporary and should be taken down by the same individual or organization that hung them on the predetermined date.

Bus Transportation

If you are eligible to ride the bus, your bus number is listed in SchoolTool. If you want to be dropped anywhere other than your usual stop, you must bring a note signed by your parent or guardian or have them call the attendance office in order to receive a bus pass. If you stay after school for academic purposes, your teacher can give you a pass for the 3:00 bus.

The same general rules of good conduct apply on the bus as in the school building.

Student Parking and Driving During the School Day

The student parking lot is open to registered juniors and seniors. The following rules apply:

- All student vehicles must be registered with the school, with their parking permit affixed to the rear driver-side window. All students must park in their assigned parking spot.
- You may not drive, ride and/or transport other students in a vehicle at any time during the school day, including lunch. (In the event of extenuating circumstances, prior approval must be obtained from a building administrator.) If you are observed riding or driving off campus during the school day, we will follow a progressive discipline plan:
 - 1st offense: 3 lunch detentions
 - 2nd offense: 5 lunch detentions
 - 3rd offense: 1 month loss of off-campus lunch privileges
- You may not sit in your car during the school day or play loud music in the parking lot.

Safety is our primary concern during the school day. Please use reasonable speed in the parking lot (5 mph) and observe posted speed limits on Elm Street and in the neighborhoods surrounding our school. Local law enforcement will be contacted if students are driving recklessly.

Failure to comply with parking and/or driving guidelines may result in suspension of parking privileges or temporary vehicle immobilization.

Working Papers

All students between the ages of 14 and 17 must have working papers if they intend to work after school hours or during school vacations. To obtain working papers, please ask in the main office.

Please remember that school responsibilities always take precedence over jobs.

Lunch Detention Procedures

You may be issued lunch detention for behaviors that violate the district's Code of Conduct or building policies. Detentions may be issued by an administrator, faculty, or staff member. All students are to report to the detention room no later than 10:55 a.m. for lunch detention. If you are issued detention, you must bring your own lunch or obtain a lunch from the cafeteria. You may not bring in food purchased from restaurants or businesses on the day of detention or have it delivered to the detention room by another student or food delivery company.

- You are expected to be actively engaged the entire period in completing schoolwork and are to remain quiet. Please bring all of your required materials.
- Missing lunch detention on one or more occasions may result in increasing disciplinary consequences.
- Students who arrive late or fail to conduct themselves in a responsible manner throughout the detention period will be issued additional detention periods or in-school suspension
- Detention notices will be sent home on a weekly basis.

Conduct & Behavior

Code of Conduct Plain Language Summary

[Link to the full Code of Conduct](#)

Introduction:

The Code of Conduct is a guide that helps everyone at school know how to act so our school stays safe, respectful, and fair. It was created with help from the Board of Education—a group of community members who help lead our schools and make sure everyone is treated with respect.

Definitions:

The full Code of Conduct and the definitions of all important terms it contains is available on our district website.

Student Rights and Responsibilities:

Every student has the right to a safe, respectful, and supportive school where they can learn, grow, and be treated fairly—free from bullying, harassment, or discrimination. In return, students are responsible for following school rules, respecting others, managing their behavior, and representing the school with pride both in and out of the classroom.

Essential Partners:

Creating a safe and respectful school takes teamwork. Students, parents, teachers, counselors, principals, the superintendent, and the Board of Education all have important roles. Everyone is expected to communicate, follow school rules, support student learning, and work together to make school a great place to be.

Student Dress Code:

Students must dress in a way that is safe, respectful, and appropriate for learning. Clothes should cover undergarments, avoid offensive messages, and follow basic safety rules—especially during PE. While students can express their style, staff may ask for changes if clothing breaks the rules. Repeated violations may lead to consequences, but students are always allowed to dress in ways that reflect their gender identity.

Reporting Discrimination, Harassment, and Bullying (Dignity for All Students Act):

Any student or parent can report bullying or discrimination to any adult at school. The principal will make sure the situation is investigated quickly and kept as private as possible. The school will take steps to stop the behavior and support the student who was harmed. Retaliation is not allowed. Every school has a

DASA Coordinator (the principal) who is trained to handle these issues and promote a safe, respectful environment for everyone.

- High School: Mr. Edward Waskiewicz, 75 Chenango Ave, Clinton, NY 13323 (315-557-2233)
- Middle School: Dr. Amie Johnson, 75 Chenango Ave, Clinton, NY 13323 (315-557-2260)
- Elementary School: Ms. Meggan Alt, 75 Chenango Ave, Clinton, NY 13323 (315-557-2256)

Prohibited Student Conduct

Students are expected to act safely, respectfully, and responsibly both at school and at school events. Breaking rules like disrupting class, being disrespectful, harming others, vandalizing property, bullying, using nicotine, drugs or alcohol, misbehaving on the bus, cheating, or causing problems off-campus can lead to disciplinary action. Everyone is responsible for making school a safe and positive place to learn.

Students are expected to act responsibly even when they are not at school. Misconduct that happens off school grounds may still lead to consequences if it disrupts learning or school activities. This includes:

1. Threatening or harassing other students or school staff outside of school
2. Cyberbullying or sending harmful messages online or through social media

If off-campus behavior affects the school environment, the school may take disciplinary action.

Reporting Violations

Students must report serious problems like weapons, drugs, or dangerous behavior to a trusted adult immediately. Staff must act quickly and fairly to address problems. If a crime may have been committed, the school will notify the police the same day and take appropriate action to keep everyone safe.

Disciplinary Penalties, Procedures, and Referrals

The district believes discipline should be fair, respectful, and help students grow. Staff consider factors like the student's age, situation, and history before assigning consequences. Penalties range from warnings and detention to suspension and, in serious cases, permanent removal. Students always have the right to know the charges and explain their side before major penalties are given. Suspensions can be short-term (up to 5 days) or long-term (over 5 days) with different levels of parent notification and hearing rights. Students who bring weapons, commit violent acts, or are repeatedly disruptive face minimum suspension periods. The school may also refer students to counseling, Family Court (through a PINS petition), or law enforcement when necessary. Special rules apply for students with disabilities to protect their rights.

Alternative Instruction

If a student is removed from class or suspended from school, the District will make sure the student continues to receive an education.

- This includes instruction, assignments, and activities that support the student's learning.

- The school will provide an alternative educational program that meets the student’s needs, even while they are out of class.

This ensures that all students, no matter the situation, have the opportunity to keep learning.

Discipline of Students with Disabilities

Students with disabilities are expected to follow school rules, but they have special protections under the law. If a student with a disability breaks a rule, the school must first determine if the behavior was related to the student’s disability through a Manifestation Review. If it was, the student usually cannot be suspended in the same way, and their support plan may be updated. However, students can still be temporarily placed in an alternative educational setting if they bring a weapon, use illegal drugs, or cause serious injury. During any removal, students with disabilities continue to receive educational services. Students who might have a disability but haven’t been officially identified are also protected in some cases. If needed, parents or the school can request a fast-track hearing to settle disagreements, and serious crimes can be reported to law enforcement while still protecting the student’s educational rights.

Physical Force

Corporal punishment means using physical force to punish a student. It is not allowed for any school employee to use physical force as punishment. However, school staff may use reasonable physical force if absolutely necessary to:

- Protect themselves, students, or others from getting hurt
- Protect school property
- Restrain or remove a student who refuses to stop disruptive behavior and is preventing school activities from continuing

If physical force is ever used, the District must report the incident to the Commissioner of Education.

Student Searches and Questioning

School officials can question students and search belongings if they have a good reason to believe a rule or law was broken. Students do not need to be read their rights or have a parent present, but they will be told why they are being questioned. Lockers, desks, and school storage areas can be searched at any time. Strip searches are never allowed by school staff; emergencies will be handled by police. Police can only question or search students at school if they have a warrant or probable cause, and parents will be contacted first if possible. Child Protective Services (CPS) workers must go through the principal before interviewing students at school and must follow visitor procedures. CPS cannot remove a student without a court order—unless the student is believed to be in immediate danger.

Standards and Procedures to Assure the Security and Safety of Students and School Personnel

The District has created both a district-wide safety plan and an emergency response plan for each school building. These plans are designed to make sure that students and staff stay safe and protected in case of an emergency.

All plans follow state laws and safety rules to make sure schools are secure and prepared.

Visitors to the School

Visitors are welcome in Clinton schools but must check in, wear a badge, and follow school rules to keep everyone safe. Visits to classrooms must be scheduled ahead of time to avoid disruptions. Special events open to the public don't require sign-in. Anyone who doesn't follow visitor rules may be asked to leave, and if necessary, law enforcement may be called.

Public Conduct on School Property

Everyone on school property must act respectfully and follow rules to keep the school safe and focused on learning. Hurting others, causing damage, disrupting school activities, using drugs or alcohol, carrying weapons, or refusing to follow directions is not allowed. Students and staff who break the rules will face discipline, visitors may be removed, and serious violations may be reported to law enforcement.

Dissemination and Review

- The District Code of Conduct is available on the District website at www.ccs.edu under the Board Policy page.
- Copies are also available in school offices and can be mailed to families if requested.
- The District will teach staff how to use the Code of Conduct effectively, with a focus on creating a safe, supportive school environment and preventing harassment, bullying, and discrimination.
- The Board of Education will review the Code every year to make sure it is fair, effective, and up-to-date.
- Any changes to the Code will be filed with the Commissioner of Education within 30 days after they are approved.

Technology & Devices

Students and Personal Devices Plain Language Summary

[Link to Policy 5695: Students and Personal Electronic Devices](#)

To support a safe, focused, and distraction-free learning environment, Clinton Central School District has adopted a new personal electronic device [Policy 5695](#) in alignment with the [New York State Distraction-Free Schools Law](#). This policy is designed to minimize classroom distractions, promote academic focus, and foster social connection at school.

Definition of “Personal Electronic Device”:

Personal Electronic Devices include—but are not limited to—phones, smartwatches, wireless earbuds, tablets, e-readers, music players, voice recorders, and internet-connected accessories. Devices used for texting, calling, browsing, or taking pictures are included.

Personal Electronic Device Expectations:

Elementary School (PK-5):

- Devices are not permitted at school or on school buses. Devices should be left at home.

Middle & High School (6–12):

- Devices must be turned off and stored in lockers from arrival until dismissal (7:48 - 2:15). This includes between classes, lunch, study halls, bathrooms, locker rooms, detention, and ISS.
- Lockers should be locked during the school day, as the school is not responsible for lost, stolen, or damaged personal electronic devices.
- Students may use personal electronic devices on the bus as long as the use is non-disruptive and follows the Code of Conduct.

Permitted Communication During the Day:

To reach your child during the instructional day, please call the school office. Students should not use personal devices to text or call home during the school day.

- Elementary Office: 315.557.2256
- Middle School Office: 315.557.2260
- High School Office: 315.557.2233

Students are able to use district phones located in the main office during the instructional day.

Consequences for Violations:

Consequences of the Personal Electronic Device policy will generally follow the outline below:

Offense	During Instructional Day	Consequence	At the End of the Day
1st	Device is confiscated and stored in the office	Written Warning	Device can be picked up by student
2nd	Device is confiscated and stored in the office	Lunch Detention	Device must be picked up by parent/guardian
3rd	Device is confiscated and stored in the office	After-School Detention; Reflection Assignment on digital citizenship and screen time impact; Parent/Guardian Conference required	Device must be picked up by parent/guardian
Further	Device is confiscated and stored in the office	Support Plan may be developed with counselor or administrator; student may be required to turn in cell phone to the office at the start of the day and assigned to complete a Digital Awareness Course	Device must be picked up by parent/guardian

Contact your school principal with questions or visit our website to review [Policy 5695](#) in full.

CCS Board of Education Policies & Compliance

Non-Discrimination and Equal Opportunity

The Board of Education, its officers and employees, will not discriminate in its programs and activities on the basis of legally protected classes, such as, but not limited to: race (including traits historically associated with race, such as hair texture and protective hairstyles like braids, locks, and twists), color, national origin, creed, religion (including religious practices), marital status, sex (including pregnancy, childbirth, or related medical condition), gender identity and expression (i.e., actual or perceived gender-related identity, appearance, behavior, expression, or other gender-related characteristic regardless of the sex assigned to that person at birth, including but not limited to the status of being transgender), age, sexual orientation, disability (physical or mental), predisposing genetic characteristic, military work or status, domestic violence victim status, or use of a guide dog, hearing dog, or service dog, as applicable. The district will provide notice of this policy in accordance with federal and state law and regulation.

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

Specific protections for students under the Dignity for All Students Act are addressed in policy 0115, Student Bullying and Harassment Prevention and Intervention.

A finding that an individual has engaged in conduct in violation of this policy may result in disciplinary action and/or filing of a report with third parties in the manner prescribed by the district Code of Conduct, the law or applicable contract.

Nothing in this policy will be construed to prohibit a denial of admission into, or exclusion from, a course of instruction or activity based on a person's gender that would be permissible under the law, or to prohibit, as discrimination based on disability, actions that would be permissible under the law.

Notice of Compliance

The Clinton Central School District does not discriminate on the basis of sex, race, color, national origin, handicap or age in employment or in providing student access to educational programs, courses and activities. This policy is in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 or Rehabilitation Act of 1975. Any alleged grievances should be reported to the appropriate compliance officer. Compliance officers are as follows:

- Section 504/ADA Coordinator:
 - Ms. Elizabeth Dougherty, Director of Pupil Personnel Services, 315.557.2229
 - Clinton Central School; 75 Chenango Avenue; Clinton, NY 13323
- Title IX Coordinators:

- Ms. Elizabeth Dougherty, Director of Pupil Personnel Services, 315.557.2229
- Mr. Edward Waskiewicz, High School Principal, 315.557.2233

As a member of our CCS community, it's important for you to stay informed!

To access the policies that matter to you, please:

- Visit our website (www.ccs.edu)
- Navigate to "Our District" → "Board of Education" → "Policy Manual"
- Search for the policies that impact you!
- You may be interested in:
 - [4526: Electronic Technology Acceptable Use Policy](#)
 - [4710-R Student Grading, Scheduling, Courses, and Credit](#)
 - [5100: Attendance](#)
 - [5300: Code of Conduct](#)
 - [5500: Student Records](#)
 - [5695: Students and Personal Electronic Devices](#)
 - [8635-E: Parents' Bill of Rights for Student Data Privacy & Security](#)