

ELWOOD - JOHN H. GLENN HIGH SCHOOL



STUDENT HANDBOOK 2026-2027





ELWOOD BOARD OF EDUCATION

Mr. James Tomeo
President

Mrs. Deborah Weiss
Vice-President

Mr. Walter Edwards
Member

Mrs. Patricia Haack
Member

Mr. Thomas Scarola
Member

DISTRICT OFFICE ADMINISTRATION

Dr. Gayle Steele
Superintendent of Schools

Dr. Amy Meyer
Assistant Superintendent for Curriculum & Instruction

Ms. Lorraine Dunkel
Assistant Superintendent for Business

Mrs. Eileen Kelly-Gorman
Assistant Superintendent of Special Education and Pupil Personnel Services

Mr. Christopher Onorato
Director of Instructional and Information Technology

Dr. Andrew McIntosh
Director of Curriculum K-12

Mr. David Shanahan
Director of Physical Education/Athletics K-12

Elwood John H. Glenn High School Administration

Mrs. Lindsay Fritch
Principal

Mr. Tim Cipolla
Assistant Principal

Mr. Wayne Ebanks
Interim Assistant Principal



TABLE OF CONTENTS

I. WELCOME TO JOHN GLENN

Mission Statement	5
Principal's Message	5

II. KNIGHT LIFE

Bell Schedules	6
School Calendar	6
Students' Rights & Responsibilities	7
Dress Code	8
Senior Privilege	9-10
Student Parking	10
Transportation	10
Student Identification Cards	11
Books	11
Lockers	11
Personal Electronic Devices	11-12
Cafeteria Use	12

III. STUDENT CONDUCT

Conduct in Class	13
Conduct Around the Building	13
Attendance	14
Early Dismissal	14
Harassment	14
Anti-Hazing	15
Smoking/Vaping	15
Drug & Substance Abuse	15
Theft of Property	15
What Suspension Means?	16
Suspension	16

IV. ACADEMIC LIFE

JGHS Coursework	17
Academic Clubs	17
Guidance Office	18
Diploma Requirements	18
Advanced Placement Program	18
Academic Integrity	18
Artificial Intelligence Use	18-19
National Honor Society	19
Science Lab Opt-Out Policy	19



V. ATHLETICS & SCHOOL EVENTS

Athletics	20
Rules and Regulations on a Field Trip	20
After School and Evening Social and Athletic Function Guidelines	21

VI. HEALTH & SAFETY

Illnesses	22
Accidents	22
Student Visitors	22
Fire Drills	22
Emergency Evacuation	22



I. WELCOME TO JOHN GLENN

At John H. Glenn High School, we are committed to working together to provide every student with a safe, inclusive, and engaging learning environment. Our curriculum is designed to inspire intellectual curiosity, develop critical thinking, and promote collaboration, respect, and compassion for others. We foster confidence, integrity, resilience, and a strong work ethic so that our students reach their fullest potential, become lifelong learners, and make meaningful contributions in an ever-changing global community. Guided by our Code of Conduct, we empower students to demonstrate integrity, responsibility, respect, and compassion while developing the knowledge, skills, and character necessary to become responsible citizens and leaders.

Dear John Glenn Knights,

Welcome to the 2026-2027 school year! Whether you are a freshman walking through our doors for the first time, a returning sophomore or junior, or a senior preparing for your "final bell," I am excited you're here. John Glenn High School is more than just a building. It is your community. I invite you to be an active participant in our collaborative success, embracing every opportunity for academic improvement and personal growth, not just for yourself but for your peers around you.

We encourage you to strive to embody the attributes of the **KNIGHTS Code: Kindness, Noble, Inclusive, Genuine, Hardworking, Trustworthy, and Supportive**. These are not simply words, but the foundation of our **culture** at John Glenn. When we lead with these values and take ownership of our actions, we make sure that this is an environment where everyone feels safe, seen and ready to learn.

This student handbook is your guide for a successful school year, designed as the roadmap for keeping our community running smoothly and safely. Take some time to review the school policies and expectations. You'll notice that we hold you to high standards. This is because we know exactly what you are capable of achieving and the inclusive, supportive, and empathetic environment you will help create.

Please remember that my door is always open. I truly want to hear your ideas, celebrate your wins, and help you navigate through any challenges that may arise. Let's make this a great year.

Sincerely yours,

Lindsay Fritch

Mrs. Lindsay Fritch
Principal



STANDARD BELL SCHEDULE		TWO-HOUR DELAY OPENING BELL SCHEDULE	
Period 1	7:26 – 8:10	Period 1	9:26 – 9:57
Homeroom	8:10 – 8:16	Homeroom	9:57 – 10:03
Period 2	8:19 – 9:03	Period 2	10:06 – 10:38
Period 3	9:06 – 9:50	Period 3	10:41 – 11:11
Period 4	9:53 – 10:37 Lunch	Period 4	11:15 – 11:45 Lunch
Period 5	10:41 – 11:25 Lunch	Period 5	11:48 – 12:20 Lunch
Period 6	11:29 – 12:13 Lunch	Period 6	12:23 – 12:54 Lunch
Period 7	12:17 – 1:01 Lunch	Period 7	12:57 – 1:28 Lunch
Period 8	1:05 – 1:49	Period 8	1:31 – 2:02
Period 9	1:52 – 2:36	Period 9	2:05 – 2:36

Link to School Calendar: [Elwood School District Calendar](#)



STUDENT RIGHTS & RESPONSIBILITIES

[Link to Code of Conduct](#)

Student Rights	Student Responsibilities
The district is committed to safeguarding the rights given to all students under state and federal law and district policy. In addition, to promote a safe, healthy, orderly and supportive school environment, all district students have the right to: 1. Participate in all district activities on an equal basis and not be subjected to discrimination based on their actual or perceived race, weight, color, national origin, ethnic group, religion, religious practice, gender, sexual orientation, sex or disability by school employees or students on school property or at a school-sponsored function. 2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty. 3. Access school policies, regulations and rules and, when necessary, receive an explanation of those rules from school personnel. 4. Proceed in a safe, supportive and orderly school atmosphere without the fear of threat to their well-being.	All district students have the responsibility to: 1. Promote a safe, supportive and orderly school environment that is conducive to learning and to show respect to other persons and to property. 2. Be familiar with and abide by all district policies, rules and regulations dealing with student conduct. 3. Attend school every day unless you are legally excused, and be in class, on time, and prepared to learn. 4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible. 5. React to direction given by teachers, administrators, and other school personnel in a respectful, positive manner. 6. Work to develop mechanisms to manage their anger. 7. Ask questions when they do not understand. 8. Seek help in solving problems. 9. Dress appropriately for school and school functions. 10. Accept responsibility for their actions. 11. Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and hold themselves to the highest standards of conduct, demeanor, and sportsmanship.



STUDENT DRESS CODE

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

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

- be safe, appropriate and not disrupt or interfere with the educational process.
- recognize that extremely brief garments such as tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back), and see-through garments are not appropriate.
- ensure that underwear is completely covered with outer clothing.
- include footwear at all times. Footwear that is a safety hazard will not be allowed.

Students are not permitted to wear:

- headgear, including but not limited to hats, visors, headbands, do-rags, bandanas or kerchiefs in the school building except for a medical or religious purpose.
- items that are vulgar, obscene, and libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
- Items that promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.

The principal or his/her designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to disciplinary action, up to and including in-school supervision for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out-of-school suspension.



SENIOR PRIVILEGE - [Link to Paperwork](#)

Senior Privilege is available to seniors who are in good academic standing and demonstrate responsible school attendance and behavior. To be eligible, students must not have a pattern of class cutting, excessive lateness, disciplinary referrals, or other behaviors that indicate an inability to exercise this privilege responsibly. Please note that a senior's disciplinary record will be reviewed and considered when determining eligibility for Senior Privilege approval. Eligible seniors may leave school grounds during their scheduled lunch period and/or free period(s). Senior Privilege will be in effect **only** after a Parent Permission Form is completed, submitted, and approved by the school administration. Senior Privilege is a privilege - not a right - and may be suspended or revoked at any time if a student fails to comply with school rules, district policies, or the expectations outlined in the Student Handbook.

Procedure:

- Senior Privilege is available during periods 2 through 8.
- Those students with Senior Privilege who wish to leave will have 5 minutes at the beginning of the period to do so.
- Seniors must use their school-issued ID to sign out at the kiosk in the main lobby and leave their ID at the front desk. Upon returning, students must retrieve their ID and sign in at the kiosk before reporting to class.
- Students must be back in the building by the end of the period they signed out for.

PLEASE READ CAREFULLY - PENALTIES / CONSEQUENCES - PLEASE READ CAREFULLY

Lateness:

- Seniors who return to school late from Senior Privilege, without an excused late note, will lose the privilege for the following school day. Illness, oversleeping, or other personal reasons will not be accepted as excuses for returning late from Senior Privilege. It will result in the loss of privilege for the following school day.
- Upon the third instance of lateness, the Senior will have the privilege suspended for up to one week (5 consecutive school days).
- The fourth instance of lateness will result in the loss of privilege for up to 30 school days.
- A fifth instance of lateness may result in the revocation of Senior Privilege for the remainder of the school year.

Underclassmen:

- Any Senior who transports an underclassman, including a sibling, off school grounds without parental and administrative permission during Senior Privilege period(s) will have their privilege revoked for 30 school days and be assigned to In-School Supervision.
- A second offense will result in the loss of Senior Privilege for the remainder of the school year, and the student will be assigned Out-of-School Suspension.

Loitering:

- Those who leave for Senior Privilege may not loiter on school grounds. After one warning, the Senior will have the privilege suspended for up to one week (5 consecutive school days). Repeated violations will result in further disciplinary consequences.
- Those who leave for Senior Privilege may not disrupt classes at other Elwood schools. After one warning, the Senior will have the privilege suspended for one week (5 consecutive school days). Repeated violations will result in further disciplinary consequences.



Illegally driving automobiles:

- Any Senior found driving an automobile **without a Senior Class D license or parking without a valid Senior Parking Pass** will have their privilege revoked for up to 30 days once they are eligible, submit, and are approved for an application for a Senior Parking permit.

Illegal substances:

- Any Senior who returns to the building under the influence of illegal substances will immediately be reported to the administration, have their privilege immediately revoked for the remainder of the school year, and be subjected to Out-of-School Suspension.

Monitored cuts, behaviors and suspensions:

- Any Senior who receives a class cut or engages in any inappropriate behavior as outlined in the Code of Conduct may be subject to loss of senior privilege.

Inclement Weather:

- The high school administration reserves the right to **cancel** senior privilege on any given date due to inclement weather, emergencies, or other circumstances warranting such action.

STUDENT PARKING

Students are not permitted to park on campus without prior approval from administration. You may pick up an application for a parking permit at the high school's Main Office or on the website. Parking on campus is a privilege granted to Seniors. Students must follow the procedure as described below:

- **Only Seniors with a CLASS D LICENSE are eligible to apply for parking on campus.**
- Once permission is granted, students must affix an appropriate John H. Glenn High School parking permit hanging tag to their rear-view mirror.
- Seniors must have attended the Distracted Driving presentation during their Junior year to be eligible for a parking sticker. Seniors will be assigned numbered spots.

TRANSPORTATION

Students who live beyond the walking distance determined by NYS and District regulations will be transported by bus. Video cameras are in use on all school buses. Failure to behave properly and/or respect the property and/or the authority of the driver will result in a denial of transportation services. If a student misses their bus, they should report to the main office for assistance.



STUDENT IDENTIFICATION CARDS

All students will be issued an identification card. To maintain a safe and secure building, **all students must wear their ID cards at all times.** The ID must be worn on a lanyard and visible on their person. Students are required to present their John H. Glenn ID card to enter the building and the cafeteria, and to attend student events. Starting in September, IDs will also be used to monitor student attendance throughout the school day. Students will be required to tap in and out of various locations (i.e., classrooms, bathrooms, library, etc) throughout the building. Senior students who have been granted Senior Privilege must present their ID card and leave it at the front desk before leaving the building. Seniors who forget their IDs will not be permitted to leave on Senior Privilege.

BOOKS

If you lose a textbook or a library book, you must report the loss to your teacher immediately. If the book is not found, you must pay for the book before you are issued another. If the book is found after you have paid for it, your money will be refunded. Students who owe money to the school will not receive their diplomas, nor will their transcripts be mailed to another school until they fulfill their financial obligations.

LOCKERS

Each student will be assigned a locker and school-issued lock at the beginning of the school year. Students are responsible for the proper care and security of their locker and should report any damage or maintenance concerns to the Main Office immediately.

Students are expected to keep their lockers locked and safeguard their personal belongings. The school is not responsible for lost, stolen, or damaged personal property or textbooks stored in lockers. Students are financially responsible for any damage to their assigned locker and lock. There is a \$10 fee for a lost or damaged lock. When lockers are shared, all assigned students will be held jointly responsible for any damage.

Lockers are loaned to the students for use during the school year and remain the property of the Elwood School District. In view of this, school officials reserve the right to access lockers when given due cause. There is no district insurance to cover losses from lockers.

PERSONAL ELECTRONIC DEVICES & CELL PHONES

The Board of Education recognizes that personal electronic devices have educational applications, such as calculators, voice recorders, digital cameras and music listening devices. These devices may be used in classrooms only when included as part of a lesson under a teacher's direction.

In accordance with New York State law and Board of Education policy, students may not use or have visible personal internet-enabled devices during the instructional school day, from arrival until dismissal. This includes, but is not limited to, cell phones, smartwatches, earbuds/headphones, tablets, and any other internet-capable electronic devices. Students are expected to keep these devices powered off and securely stored in their assigned lockers or leave them at home. Personal electronic devices that are not internet-enabled (such as calculators or digital cameras) may be used only when specifically authorized by a teacher for instructional purposes. The District is not responsible for lost, stolen, or damaged personal electronic devices.



Students who fail to comply with this policy will have their device confiscated by school personnel and returned in accordance with district procedures. Repeated violations may result in additional disciplinary consequences as outlined in the Code of Conduct. The use of any electronic device to photograph, video record, or audio record another person on school property is strictly prohibited unless expressly authorized as part of an instructional activity or approved school event. Unauthorized recording may result in disciplinary action and, when applicable, referral to law enforcement. Exceptions to this policy may be granted only by a school administrator when required by law or for approved educational, health, or safety purposes.

CAFETERIA USE

The cafeteria will be open for breakfast prior to the first-period bell. A grab-and-go breakfast station will be available to students in the lobby until 8:00 am. No breakfast will be served after 8:00 am.

Lunch may be brought to school or purchased in the cafeteria. All lunches must be eaten in the cafeteria. Students are always expected to conduct themselves appropriately while in the cafeteria. Failure to do so may result in a student being removed from the cafeteria and asked to eat their lunch in the In-School Supervision Room or in another supervised area. Students are expected to do their part in creating an atmosphere of orderliness and dignity.

Trays, dishes and utensils are to be returned to the proper area for cleaning. All refuse is to be placed in the receptacles throughout the cafeteria. Each student is responsible for cleaning their own place after they finish eating. Students who violate cafeteria rules may be denied the privilege of using the cafeteria. Any student identified by school personnel as participating in the behavior commonly known as "Food Fight" will be suspended for a minimum of 5 days and barred from the cafeteria for the remainder of the semester. No food or beverages are to be brought to classrooms, the library, the gymnasium, or the auditorium.

Students are **not permitted** to leave the building during lunch periods. The only exceptions to this provision are those Seniors who have been approved for Senior Privilege. No outside food is permitted in the building.

FOOD DELIVERIES FROM ANY OUTSIDE BUSINESS TO THE SCHOOL DURING SCHOOL HOURS (7:26 AM - 2:36 PM) ARE NOT PERMITTED.

Delivery drivers will not be allowed to enter the building, and school personnel will not accept food deliveries on behalf of students.

On days with favorable weather in spring and fall, the Cafeteria Courtyard will be accessible to students.



III. STUDENT CONDUCT

CONDUCT IN THE CLASSROOM

Students are expected to uphold the values of a John Glenn KNIGHT inside and outside of the classroom. During instructional time, students are expected to:

- act with integrity, communicate respectfully with peers and staff, and contribute to a productive learning environment for everyone.
- be prepared to work by the time the bell rings for the start of class.
- bring the necessary materials to class each day.
- treat their school-issued materials (Chromebook, calculator, etc) with care and consideration. Students will be held financially responsible for any defacement or destruction of classrooms or any school property.

CONDUCT AROUND THE BUILDING

Library - Students are encouraged to use the library for research and other work-related activities. A pass from the subject teacher or the study hall teacher will be required to enter the library. Students may also get a pass from the librarian before 7:26 am or during a passing period.

Study Halls - Study halls are intended to provide students with a quiet environment to complete assignments, study, read, or seek academic assistance when appropriate. Students are expected to remain seated, use time productively, and follow the directions of the supervising teacher. Courtesy and respect for others should be maintained to ensure a positive learning environment.

Corridors - Loitering in the corridors and lavatories at any time during the day is not allowed. Eating and/or drinking is not permitted in the halls, gymnasium, auditorium, or classrooms. All foods are to be eaten in the cafeteria. A teacher in the classroom may prohibit gum chewing.

Restrooms - Students are expected to use the restrooms responsibly and return to class promptly. Restrooms are to be used only for their intended purpose. Loitering, excessive time away from class, vandalism, or behavior that disrupts the school environment is prohibited and may result in disciplinary action.

In-School Supervision - There will be in-school supervision each period for the close supervision of individuals who demonstrate an inability or unwillingness to wisely utilize their time or who do not accept the responsibility commensurate with the degree of freedom available in the other areas. The in-school suspension teacher will be a certified teacher or teaching assistant.

A student subjected to in-school supervision is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent or guardian will be provided with a reasonable opportunity for an informal conference with the district official imposing the in-school supervision to discuss the conduct and the penalty involved.



ATTENDANCE

Regular attendance is essential to academic success. Students are expected to attend school every day, arrive on time, remain in school for the entire instructional day, and actively participate in all classes. New York State law requires all school-age students to attend school, and the District monitors attendance, tardiness, and early departures (ATEDs) in accordance with Board Policy 5100-R.

Students enrolled in a full-year course who accumulate 18 or more absences, or a half-year course who accumulate 9 or more absences, may lose course credit. Both excused and unexcused absences count toward the attendance requirement. An unexcused tardy of more than 10 minutes, or two unexcused tardies to the same class, will be recorded as one absence.

Excused absences include illness, family emergencies, religious observances, court appearances, approved educational activities, medical or government appointments that cannot be scheduled outside the school day, home instruction, suspension, and other reasons recognized by District policy when appropriate documentation is provided. Students are responsible for making up all missed work following any absence.

Parents/guardians will be notified when attendance concerns arise. Excessive absences, tardiness, or early departures may result in disciplinary action, loss of course credit, and restrictions on participation in extracurricular activities, as outlined in the District's Code of Conduct and Board Policy 5100-R. Please note that students are required to have a specific number of lab hours to take their science Regents exams. Absences may impact their ability to acquire these hours. Students who believe an attendance error has occurred should promptly submit a Void Slip, available in the Main Office or Attendance Office.

EARLY DISMISSAL

Students must submit early dismissal notes prior to homeroom. The note must have a phone number of the parent, physician, or dentist so that validity can be confirmed. No student will be dismissed without this confirmation. Submitting a forged parental note for early dismissal will result in suspension from all classes for at least one day and require parental verification of all future requests for early dismissal. It is presumed that every effort will be made to limit appointments with doctors and dentists to non-school hours. Please remember, both excused and unexcused absences will count against the student's attendance requirements in accordance with BOE policy 5100-R, regardless of whether work is made up.

HARASSMENT POLICY

Our school is a microcosm of all ethnic, racial, religious and social groups. School personnel will not accept or tolerate harassment, bullying or biased actions directed toward anyone in the school community for any reason. All groups are to receive the dignity they deserve as individuals and members of the Elwood community. The community of individuals who work and study here must integrate and use the full range of human resources at its disposal. We cannot and will not permit behavior that in any way violates or compromises the rights of others. Such behavior will be punished to the full limit of the school's authority.



ANTI-HAZING POLICY

Hazing and initiation activities that involve hazing are abusive and illegal behaviors that harm victims and negatively impact the school environment by creating an atmosphere of fear, distrust, and mean-spiritedness. Hazing is especially troubling at the middle and high school levels because of issues of adolescence, in which many students are more vulnerable to peer pressure due to the tremendous need to belong, make friends and find approval from one's peer group.

The purpose of this policy is to provide a safe learning environment for students and staff that is free from hazing and that promotes respect, civility, and dignity. Hazing activities of any type are inconsistent with the educational goals of the District and are prohibited at all times. Moreover, it is the policy of the District that no student or adult will participate in or be members of any secret fraternity, sorority, athletic team, club or organization that is in any degree related to the school or to a school district activity, which engages in any form of hazing.

SMOKING/VAPING

Smoking/vaping and/or the possession of all nicotine products in the building, on the school grounds, including the parking lots, fields and on the school buses, is prohibited. These regulations are in effect for all school functions. Any pupil disregarding this regulation is liable to immediate suspension from school and fines issued by the Suffolk County Health Department.

DRUG/SUBSTANCE ABUSE

Any student having difficulty and in need of assistance due to the use of drugs and/or alcohol is encouraged to seek aid from staff members. This action can be taken without fear of school disciplinary action. Students are urged to speak with the high school's Counselors or social worker if they have any problem involving alcohol or substance use.

Students who bring alcohol, drugs and/or drugs/alcohol paraphernalia into the school building for personal use, distribution, or sale are subject to both school and criminal action.

THEFT OF PROPERTY

All students are expected to respect the property of other students, teachers, and the school. Any student caught in the act of taking, or in possession of, property not belonging to him/her is liable to suspension from school and prosecution by the legal authorities.



WHAT DOES SUSPENSION MEAN?

- A student under suspension is denied admission to school or a class and all functions for a specified period of time.
- A student under suspension is also required to remain at home during the regular school hours.
- In certain cases, "In School Supervision" may be invoked. In this event, the student is suspended from classes, but remains in school under close supervision.
- A student will be readmitted to school only after a reinstatement meeting takes place between the school administration and the parent(s).
- All cases of suspension become part of the student's permanent disciplinary record.
- Suspension from school is a serious matter that can have far-reaching impacts such as the following:
 - a) Most college applications ask whether the student has been suspended and why.
 - b) Admission to the National Honor Society may be denied.
 - c) The ability to run for a Student Council position may be denied.
 - d) Loss of face-to-face classroom learning may affect grades.
 - e) Senior Privilege will be denied or rescinded.
 - f) Suspension or removal may occur from student council, National Honor Society, and/or other clubs/activities.

SUSPENSION

Students may be suspended from school for the following infractions, which include but are not limited to:

- A. Sale, possession, or use of alcohol, drugs or other illegal substances
- B. Fighting
- C. Insubordination
- D. Excessive cutting of classes or all-day truancy
- E. Possession of tobacco products or smoking in school building and/or on grounds or bus
- F. Leaving the school grounds without permission
- G. Vandalism
- H. Conduct unbecoming of a student, a conduct which endangers the health, safety, morals, or welfare of others.
- I. Possession of a weapon and/or instrument that may be used as a weapon on school grounds. This will automatically result in a Superintendent's hearing and possible expulsion.
- J. Theft
- K. Gambling
- L. Forgery
- M. Hazing
- N. Harassment, Bullying, Cyber Bullying
- O. Threatening remarks and/or gestures.



IV. ACADEMIC LIFE

JGHS COURSEWORK

Please see the JGHS Course Guide for a more detailed explanation of courses, academic policies, and placement options. [Click here](#) to access the Course Guide.

ACADEMIC CLUBS

A variety of academic clubs and organizations enhance specific areas of student interest. Early in the school year, all students will have the opportunity to sign up for the clubs that they find appealing. Sign-up for clubs will be announced during homeroom announcements. The clubs offered may change each year depending on the availability of faculty advisors and students' interests. All clubs are expected to have at least 15 active members at all times. Students interested in exploring the opportunities that new clubs may afford must secure 15 interested individuals, provide a statement of goals, and seek out a faculty advisor. Students are reminded that the acceptance or rejection of a new club remains in the purview of the Building Administration, District Administration and the Board of Education.

The list below contains some of the clubs and activities that we are running during the 2026-2027 school year. Other clubs may be added if there is sufficient student interest and an available faculty advisor.

Art Honor Society Business Club Chamber Strings Cooking Club Freshman Buddies Gaming Club/eSports GSA Club Habitat for Humanity Healthcare/Medical Club Jazz Band Kickline Knights for Nature Knight Times Newspaper Knowledge Masters Mock Trial Multicultural Club	Muslim Cultural Association National Honor Society Natural Helpers NYSSMA Robotics/Technology Club SADD Club Seal of Biliteracy Social Justice Ambassadors Stage Crew Student Community Service Student Government Table Tennis Tri-M Video Yearbook Vocal Ensemble World Language Honor Society
---	---



THE GUIDANCE OFFICE

[Link to Guidance Page](#)

Guidance counselors are always available to meet with students during the school day. However, to avoid the loss of instructional time and appointment conflicts, students should make a prior appointment by getting a pass from the Guidance Office. Students should not go to the Guidance Office during instructional time unless they have an appointment, except in the case of an emergency. Appointments are not necessary to see your counselor before or after school.

DIPLOMA REQUIREMENTS

Due to the phasing in of the upgraded state standards, different entry years into high school have different requirements. Please see the curriculum guide or your counselor for those requirements that impact you.

ADVANCED PLACEMENT PROGRAM

Advanced Placement courses are offered in select subject areas. These courses are taught on a college level from September through June. In May, Advanced Placement examinations, prepared by Educational Testing Service, are administered. Students who sign up for the course commit to the examination. If, for any reason, a student does not sit for this examination, it will be noted on the final transcript, and Advanced Placement credit will not be awarded.

Scores on the examination range from a low of 1 to a high of 5. A score of 3 or better may be awarded credit and/or is used for placement at select colleges. For any college-level course, it is the responsibility of students to determine from their prospective colleges how those colleges may apply the credit. The fee for the exam is approximately \$99 payable by the student. Students may be eligible for a **\$37 fee reduction per exam** based on financial need. Families who believe they may qualify should contact their school counselor or the Counseling Office for additional information. **Note:** In Advanced Placement Courses, Final project(s) or exams are given in June.

Please Note: Advanced Placement courses are the most rigorous courses offered at the high school level. Many allow students to earn college credit. For this reason, these classes are designed for the students who wish to be challenged at the highest level possible.

ACADEMIC INTEGRITY

Pupils are expected to take examinations honestly. The penalty for violation of examination procedures will be a "zero" grade for that examination. Work submitted by students in fulfillment of course requirements must be their own. A student who engages in plagiarism or who tampers with a grade will receive a "zero" for the work involved and is subject to other disciplinary action.

ARTIFICIAL INTELLIGENCE USE

John H. Glenn High School recognizes that Artificial Intelligence (AI) is an increasingly important tool for learning and future readiness. Students may use AI to support research, brainstorming, studying, and skill development when permitted by their teacher. AI is intended to enhance learning, not replace a student's own thinking, creativity, or original work. Students are expected to use AI responsibly, ethically, and in accordance with teacher expectations. Any



AI-generated content must be appropriately acknowledged when required, and submitting AI-generated work as one's own, or using AI in a manner that violates teacher expectations, constitutes academic dishonesty and will be addressed under the school's Academic Integrity policy. Students should also recognize that AI can produce inaccurate or biased information and are responsible for evaluating and verifying the accuracy of any content they use.

* Additional guidance regarding appropriate AI use is available in the Elwood AI Usage Guide attached here: [AI Usage Guide](#)

NATIONAL HONOR SOCIETY

I. OVERVIEW

The selection process for the National Honor Society begins in the eleventh grade at John Glenn High School. Ninth and tenth graders interested in membership should focus on academics, as well as demonstrating character, leadership, and extensive community service.

II. THE ACADEMIC REQUIREMENT

Candidates applying for NHS membership must earn a minimum cumulative unweighted GPA of 88 percent.

All students meeting the GPA requirements will be invited to continue the process by filling out an informational activity application. This will help to identify their demonstration of character, leadership, and service. The NHS Faculty Council will then review all candidates to identify those students who have successfully fulfilled all of the above-mentioned criteria to be inducted into the NHS. The application must be submitted and signed by both student and parent.

- While there is no "automatic" disqualification due to disciplinary suspension or academic dishonesty (i.e., cheating on a test or paper), be aware that **such items reflect on character and will be evaluated by the faculty and the Faculty Council**. If either of these situations applies to you, you may wish to submit a "letter of explanation" in order to increase your chances of selection.
- **All community service/volunteer activity must be verified with a letter of confirmation from the adult sponsor of the event.** A contact phone number must be provided.
- Any student who falsifies their resume information will be eliminated from consideration for membership in the NHS.

For more information regarding requirements, click here: [National Honor Society](#).

SCIENCE LAB OPT OUT POLICY

The Board of Education also recognizes that some students have a moral or religious objection to dissection or otherwise harming or destroying animals. In accordance with state law, students shall have the right to opt out of dissection activities, provided that the student performs an alternative project approved by the student's teacher. The objection must be substantiated in writing by the student's parent or guardian and submitted to the school administration.



V. ATHLETICS & SCHOOL EVENTS

ATHLETICS

The interscholastic athletic program at Elwood- John H. Glenn High School is an extension of the educational experience and is designed to promote teamwork, leadership, sportsmanship, perseverance, and personal growth. Participation in athletics is a privilege that carries the responsibility of demonstrating good character, maintaining academic and behavioral expectations, and representing the school and community with pride and integrity. Student-athletes are expected to model respect, responsibility, commitment, and good sportsmanship both on and off the field.

Our athletic program emphasizes that success is measured not only by wins and losses, but by the development of the whole student. Coaches, athletes, families, and school staff work together to foster a safe, supportive, and competitive environment where students are challenged to achieve their highest potential academically, athletically, and personally. Student-athletes must remain academically eligible, attend school and practices regularly, and comply with all district, Section XI, and New York State Public High School Athletic Association (NYSPHSAA) rules and regulations. Additional information regarding athletic eligibility, participation requirements, and team expectations is available from the Athletic Department.

*For more information regarding athletics, click the following link: [Athletics Philosophy & Guidelines](#)

RULES AND REGULATIONS ON A FIELD TRIP

In addition to district field trip policy, the following are to be considered building policies for proper conduct involving students on field trips from John H. Glenn High School:

- A. Proper decorum must be exercised at all times during school-sponsored field trips. Specifically, there is to be no smoking, no use of controlled substances, no consumption of any type of alcoholic beverages, and no public displays of affection. Student dress shall be appropriate to the occasion.
- B. Directions and instructions given by the chaperone must be strictly adhered to. No student shall remove himself/herself from the presence of the chaperone without the chaperone's prior permission.
- C. In general, student conduct should reflect a positive attitude towards the student as an individual, the school and the student's family. Any negative reactions or comments could seriously jeopardize not only the student's personal involvement in future field trips, but that of the entire school.
- D. Student behavior, attendance, and adherence to school expectations throughout the school year may be considered when determining eligibility to participate in school-sponsored trips. Participation is a privilege, and final approval is at the discretion of the school administration.
- E. Permission slips must be submitted **one week** prior to the trip. Students who do not submit a permission slip by this deadline may be barred from attending the trip.



AFTER SCHOOL, EVENING SOCIAL AND ATHLETIC FUNCTION GUIDELINES

- A. Smoking/vaping is not allowed at any activity.
- B. Appropriate event attire is required.
- C. Tickets will be sold in advance for all social functions.
- D. Students are not permitted anywhere in the building other than at the site of the activity.
- E. No refreshments are to be taken into the gym or auditorium.
- F. According to regulations established by Section XI, there will be no stomping or rebound cheers at athletic contests.
- G. Once students enter a function, they may NOT leave and then return.
- H. If a student fails to comply with any regulation or the instruction of a chaperone, parents will be contacted to pick up the student immediately. The student may also be excluded from all future social and athletic functions.
- I. Every John H. Glenn student is expected to display the best of behavior and is responsible for the behavior of their guest.



VI. HEALTH & SAFETY

ILLNESS

Students who become ill during the day must report to the school nurse. Except in emergencies, students must have a pass from the classroom teacher when they report to the nurse's office during a scheduled class. Any medication that must be taken during the school day will be administered in the nurse's office. Students may not take it upon themselves to stay in the restrooms if they are ill or to leave school grounds. Only the school nurse or an administrator, in consultation with the parent, can send an ill student home. A parent or other designated adult is expected to escort an ill student home.

Students are not permitted to take over-the-counter medicine in school (i.e., Tylenol, Advil, etc). All medication must be administered at home, by a parent or by the school nurse with written doctor permission.

Under no circumstances can a student share medication of any kind with another student. Doing so may result in disciplinary action.

EVERY STUDENT MUST SUBMIT AN EMERGENCY CONTACT CARD AT THE START OF THE SCHOOL YEAR THAT WILL BE KEPT ON FILE WITH THE NURSE.

ACCIDENTS

All accidents must be reported to the teacher or coach in charge and the school nurse immediately.

STUDENT VISITORS

Visitors are not permitted in the school under any circumstances.

FIRE DRILLS

During fire drills, all students must leave the building in a quick, quiet and orderly manner. Stay with your class; do not run. Absolute silence is essential in case teachers have to be given other directions to clear the building quickly. Direction signs are posted on the bulletin board of every room showing which exit to use. Anyone discharging an extinguisher and/or pulling the fire alarm, except for a fire, will be immediately suspended and is subject to Fire Department punishment. False alarms are a criminal offense.

EMERGENCY EVACUATION

If it becomes necessary to evacuate the building due to an emergency other than fire, the fire alarm or PA announcement will signal students to leave. Students would then follow the teacher's and/or directives announced over the P.A. for the safest exit route.