

**Sherburne-Earlville High School
STUDENT HANDBOOK 2009-2010**

**SECS
WORKING TOGETHER
FOR
SUCCESS**

High School Mission Statement

We at Sherburne-Earlville High School are responsible to our young adults. Through educational challenges, we provide the skills which allow for choice and opportunity enabling our graduates to fulfill their lifelong expectations and to become valuable participating members of a democratic society.

This agenda belongs to:

Name: _____

Address: _____

City/Town: _____

State: _____ Zip Code: _____

Phone: _____ Homeroom _____

**REPLACEMENT COST OF THIS BOOK
WILL BE \$7.00.**

TABLE OF CONTENTS

ACADEMIC ELIGIBILITY POLICY	20
ANTI-DISCRIMINATION POLICY	9
ATTENDANCE POLICY	21
BASSETT SCHOOL BASED HEALTH CLINIC	17
BUS RIDER REGULATIONS	18
CLASS STATUS	11
CODE OF CONDUCT	3
COMMUNITY INVOLVEMENT REQUIREMENT	30
COURSE DOUBLING POLICY	13
COURSE LOAD	11
COURSE ORDER	12
CRITICAL LIFE SKILLS	32
DAMAGE TO PROPERTY/LOSS OF MATERIALS	18
DRIVING/PARKING RULES	8
DROP/ADD OF CLASSES	11
ELECTRONIC DEVICES/CELL PHONES	5
EXTRACURRICULAR TRIPS	19
FIELD TRIPS	28
FINAL GRADES	12
GRADUATION REQUIREMENTS	10
GUIDANCE SERVICES	9
GYM AND HALL LOCKERS	17
HALL PASSES	20
HEALTH OFFICE	14
HONOR ROLL	13
LANGUAGE ARTS WRITING POLICY	14
LATE ARRIVALS/EARLY DISMISSALS	28
LEAVING THE SCHOOL BUILDING	28
MUSIC LESSONS	29
NATIONAL HONOR SOCIETY	14
OFFENSES	6
PHYSICAL EDUCATION	12
PHYSICAL EXAMINATIONS	15
PROCEDURES FOR DISPENSING MEDICATION	16
PUBLICATION AND EXPLANATION	29
RANGE OF CONSEQUENCES	6
RANK AND AVERAGE PROCEDURE	12
RELEASE OF INFORMATION	11

REPEAT POLICY	13
SCHOOL DANCES	18
SCIENCE DEPARTMENT LAB POLICY	14
SEXUAL HARASSMENT POLICY	29
SIGNS OF DEPRESSION	31
SNOWMOBILES	9
STUDENT DRESS CODE	4
STUDENT RIGHTS AND RESPONSIBILITIES	3
STUDENT VALUABLES	18
STUDY HALLS/FREE TIME	20
SUMMER SCHOOL	29
VISITORS	7
YELLOW RIBBON SUICIDE PREVENTION PROGRAM	30

CODE OF CONDUCT

NOTE: As a result of Project S.A.V.E. legislation, our Code of Conduct is too long to print on these pages in its entirety. Anyone wishing a copy of the Code in its entirety may obtain one from the school office. What follows are excerpts from the Code of Conduct, which we feel every student should have at hand, followed by other important information regarding school procedures.

STUDENT RIGHTS AND RESPONSIBILITIES

STUDENT RIGHTS

Although the rights of students **are not identical to the rights of adults**, SECS D is committed to safeguarding the rights given to all students under state and federal law.

STUDENT RESPONSIBILITIES

Be familiar with and abide by all SECS D policies, rules, and regulations dealing with student conduct.

Attend classes every scheduled period unless legally excused, and be on time and prepared to learn.

Notify a teacher or school official if they have knowledge of any student being harassed or abused.

Tell an adult if they have knowledge of any planned violence.

ESSENTIAL PARTNERS IN EDUCATION

PARENTS

All parents are expected to:

- Ensure their children attend school regularly and on time.
- Ensure that all legal absences are accompanied by written excuses.
- Insist that their children be dressed and groomed in a manner consistent with the student dress code.
- Help their children learn and understand SECS D rules.
- Inform school officials of changes in the home situation that may affect student conduct or performance.
- Ensure homework assignments are completed.
- Initiate contact with teachers, counselors, and school officials as a way to resolve problems.

STUDENT DRESS CODE

A student's clothing, jewelry, grooming, and appearance shall:

- A. Be safe, appropriate, and not interfere with the educational process.
- B. Exclude brief garments such as short shirts (no portion of the midriff will be exposed at any time), tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back), see-through garments, and short shorts and short skirts, etc..
- C. Ensure that underwear is completely covered with outer clothing.
- C. Include footwear at all times. Footwear determined by school officials to be a safety hazard will not be allowed.
- D. Exclude the wearing of outdoor clothing (coats, vests, etc.), hats, bandanas, visors, sunglasses, etc. and exclude the wearing of head dressings including but not limited to sweatbands.
- E. Exclude head dressings including but not limited to hats, bandanas, visors, sunglasses, sweatbands, etc.
- F. Exclude "weapon jewelry," spikes, dog chains, choke chains, chains that hang from belts or pockets, or other such things worn on the body that could injure oneself or others.
- G. Exclude items which school personnel determine to be vulgar, obscene, libelous, or that denigrate others on account of race, color, religion, ancestry, national origin, gender, sexual orientation, or disability.
- H. Exclude the endorsement of alcohol, tobacco, or illegal drugs and/or the encouragement of other illegal or violent activities.

I. Exclude, during the school day, personal stereos, pagers, scanners, cell phones, electronic games and other electronic devices, and cameras. **We do not recommend bringing these items to school, and we will not be responsible for their theft if they are lost or stolen.**

J. All swimwear required for physical education class must be appropriate.

ELECTRONIC DEVICES/CELL PHONES

Students are prohibited from using or having on, or in any operational mode, any cellular phone, paging device, mobile phone, laser pointer or pen, or any other type of telecommunications or imaging device during the school day, except as expressly permitted in conjunction with a class assignment. If a student violates this rule, then the item will be confiscated and he/she will be subject to discipline under the Code of Conduct.

Parents who need to contact their children during the school day should do so by calling the main office at 674-7380. Please do not call or text your child on his/her cell phone during the school day.

Student use of electronic devices with photographic, audio, video, and/or text messaging capability, including but not limited to cell phones, cameras, personal data assistants and other devices, creates the potential for violations of privacy as well as threats to testing/examination security.

STUDENT BEHAVIOR: MISCONDUCT AND CONSEQUENCES

As a general rule, discipline will be progressive. If the conduct of a student is related to a disability or suspected disability, the Committee on Special Education will be notified. All notices and procedures for disabled students will be followed.

RANGE OF CONSEQUENCES

Includes, but is not limited to:

Written Warning/Verbal Reprimand
Detention After School
Lunch Detention
Suspension from Bus Transportation
In-School Suspension
Out of School Suspension
Superintendent's Hearing
Criminal Charges

•NOTE: Students who are suspended out of school or assigned to long term alternative instruction are to be excluded from all school sponsored extracurricular and social activities during their disciplinary action. These activities include, but are not limited to, participation in athletic practices and contests, and attendance at any school sponsored events. Participation will resume after completion of the disciplinary term at the principal's discretion.

OFFENSES

- (1) Alcohol Violation
- (2) Arson/Fire
- (3) Bomb Threat/False Alarm
- (4) Bullying
- (5) Bus Misbehavior
- (6) Cheating/Academic Dishonesty
- (7) Computer/Electronic Communication Misuse
- (8) Cutting Class
- (9) Disrespect Toward Others
- (10) Disruption-Classroom
- (11) Disruption-School Environment
- (12) Disruptive Items-Possession of
- (13) Driving/Parking Violation
- (14) Drug Violation
- (15) Failure to Serve Assigned Consequences
- (16) Fighting
- (17) Fireworks/Explosives
- (18) Forgery

- (19) Gambling
- (20) Hands On/Physical Contact
- (21) Harassment/Hate Speech
- (22) Hazing
- (23) Indecent Exposure
- (24) Insubordination
- (25) Intimidation
- (26) Leaving School Grounds without Permission
- (27) Loitering
- (28) Lookout
- (29) Physical Attack on Staff/Students/Others
- (30) Profanity
- (31) Public Displays of Affection (PDA)
- (32) Reckless Endangerment
- (33) Repeatedly Disruptive Conduct
- (34) Sexual Harassment
- (35) Sexual Misconduct
- (36) Skateboards/Scooters/Rollerblades – unauthorized use
- (37) Tardiness
- (38) Theft
- (39) Threat to Staff, Student, or Other Person
- (40) Tobacco Violation
- (41) Trespassing
- (42) Truancy
- (43) Vandalism/Destruction of School Property
- (44) Weapons Possession
- (45) In Unauthorized Area

VISITORS TO THE SCHOOL

Except for those who are attending public gatherings or meetings, **visitors must report to the main office or attendance office upon arrival at the school.** They must comply with all of the school rules while on school grounds. Student visitations will be done after 3:00 p.m. Visitors must have business in the building. Visitors must sign in and obtain a visitor's pass. Visitors will then receive a tag identifying them as visitors. Upon completion of their visit, visitors must return the visitor's pass and sign out.

DRIVING/PARKING RULES

Students may not park on school property without a valid parking permit. Before a school parking permit will be issued this contract must be signed by the following: student, parent or guardian, and High School Assistant Principal.

1. Students must provide a copy of their license and vehicle registration before permit will be issued. Only Juniors and Seniors are allowed to apply for a parking permit. Any student vehicle not having a valid S-E parking permit or is illegally parked may be towed away at the student's expense.
2. Any student who parks in faculty/staff or visitor parking risks losing parking privileges for a minimum of 30 school days.
3. Students are allowed only **one** parking sticker.
4. The speed limit on school grounds is 15 miles per hour. Any student speeding or driving recklessly on school grounds will lose parking privileges for a minimum of 30 days.
5. **Excessive Tardiness or repeated infractions of rules** could result in loss of parking privileges for the remainder of the school year, or into the following year.
6. Sherburne-Earlville window sticker is to be displayed in the driver's side back seat window.
7. Students are not allowed to go to their vehicles for any reason during the school day.
8. School officials may search vehicles if there is reasonable suspicion that there is inappropriate material in the vehicle.
9. The District is not responsible for any harm or damage done to the vehicle during the time it is on school property.
10. Student parking is located on the outer perimeter of the lot (closest to the athletic fields) and any other designated areas.
11. Students are expected to come and go without disturbing the school community with noise such as loud radios, horns, yelling, etc.

I understand that the District will from time to time conduct searches of vehicles and their contents parked on District property. I further understand that these searches will be conducted using dogs trained for the discovery of various forms of contraband including but not limited to drugs (including marijuana) and look alike drugs, firearms, and explosives.

SNOWMOBILES

High School Students may not park on school property without a valid snowmobile parking permit. Before a permit is issued, a snowmobile parking form must be signed by the following: student, parent or guardian, and the High School Assistant Principal.

- The snowmobile must be registered and the driver licensed to drive by the state of New York.
- The driver must obey all New York State driving laws.
- The snowmobile must be registered with the Main Office.
- Parking areas are designated by the school secretary at the time permission to park is granted.
- Students must follow the driving path as described on the permission form.

*Failure to comply with the snowmobile driving rules can result in the loss of snowmobile driving privileges and/or further disciplinary action.

ANTI-DISCRIMINATION POLICY

The school district does not discriminate in employment, educational programs, and activities it operates on the basis of sex, race, or handicap. We operate in compliance of Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, or Section 504 of the Rehabilitation Act of 1973.

GUIDANCE SERVICES

Students who wish to confer with their school counselors should stop at the Guidance Office before school, between classes, or after school to schedule an appointment. Appointments will be made during study halls, lunch periods, and before or after school whenever possible. The counseling assignments for 2007-2008 are as follows:

MR. TURRELL
Grades 10 & 12

MRS. POYER
Grades 9 & 11

GRADUATION REQUIREMENTS: CLASS OF 2010 - 2012

Subject	Local & Regents Diploma	Advanced Regents Diploma
English	4 (+English Regents Exam)	4 (+1 English Regents Exam)
Social Studies	4 (+Global Studies and US History & Govt. Regents)	4 (+Global Studies and US History & Govt. Regents)
Math	3 (+1 Regents)	3 (+2 Regents for Classes 2009-10; 3 Regents exams for Class of 2011 & beyond)
Science	3 (+1 Regents)	3 (+2 Regents)
Foreign Language	1	3 (+1 Regents)
Fine Arts	1	1
Health	.50	.50
Physical Education	2	2
Electives	4+	2+
Total	22	22

NOTE: To earn a **Regents** or **Advanced Regents** diploma, all required Regents exams must have a score of **65 or higher**. To earn a Local* diploma, the grades required on these exams differ from one cohort group to another and are outlined below.

***Local Diploma Requirements:**

Class of 2010: Students must achieve a score of 65 or higher on at least three of the five required Regents exams and must score at least 55 on the remaining two.

Class of 2011: Students must achieve a score of 65 or higher on four (4) of the five (5) Regents exams. The remaining test must be at least a 55.

Class of 2012 and Beyond: The Local Diploma will only be available to Special Education students (see below).

***The Local Diploma is also given to Special Education students of all cohort groups who score at least a 55 on the required Regents exams or associated Regents Competency Tests.**