Student Handbook

for

Pre-K - 4th Grade

2026-2027



South Kortright Central School

"Learning for Life"

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MISSION STATEMENT

Mission: The mission of the South Kortright Central School is to provide a safe, caring, and inspiring environment where students are prepared for their future as critical thinkers, lifelong learners and productive members of their community.

Vision: The South Kortright Central School District is a student-centered organization that engages all school community stakeholders in providing students with every available opportunity for growth and success.

Core Values: We believe that we can achieve our vision and accomplish our mission if in all of our work we strive to:

1. Put students first in all that we do.
2. Provide a respectful and safe environment for every member of our community.
3. Demonstrate commitment and dedication to the growth of every individual child.
4. Create opportunities for collaboration, teamwork, and community involvement.
5. Develop innovative and progressive programming.
6. Foster high expectations for all.
7. Be accepting, empathetic and caring.
8. Cultivate critical thinking and lifelong learning.

EXIT OUTCOMES

When students complete their educational program at South Kortright Central School they will be able to:

- Set and meet high standards and goals.
- Communicate effectively.
- Use cooperative and independent learning strategies.
- Participate productively and responsibly in society.
- Apply problem-solving processes.
- Access and apply appropriate technology.
- Show respect for self, others, and the environment.

ARRIVAL AND DISMISSAL

Students are not to arrive at school prior to 7:45 AM unless they are participating in a school sponsored or school approved activity. Once they arrive, students must wait in the cafeteria until the 7:50 AM bell. No students are to be in any other part of the building before 7:50 AM unless they have the permission of a staff member and are under the direct supervision of that staff member.

Students are dismissed at 3:00 PM. All students not assigned to after school detention or participating in school sponsored or school-approved after school activities must leave the school building and grounds immediately. No student may remain in the school building after 3:07 PM unless they are under the direct supervision of a staff member.

All the doors in the building will be locked throughout the day. The primary entrance will be the front entrance. Visitors will need to press a button, which will alert office staff that a visitor is present. Visitors will be asked to identify themselves and will be asked to state the purpose of their visit. Upon approval, the door will be unlocked, and visitors will then proceed to the foyer where office staff will provide assistance with the sign-in process. Handicapped students and visitors may use the south entrance.

SAFETY

Your child's safety in a public building is very important to all of us. We hold 12 fire drills per year. We may have additional safety drills during the school year. You will receive 1 week's advanced notice prior to the week in which the drill(s) will occur. We also have a plan for early dismissals in case of an emergency. We talk about personal safety as well. It is imperative that you fill out the emergency information on all papers sent home. We also expect your child to know his/her phone number and address (including road/street). Please teach your child your work phone and a relative's phone number. Locating a parent in times of an emergency is crucial.

GENERAL RULES OF BEHAVIOR

As SKCS we are using the following traits as our guiding principles for behaviors. Respectful, Accountable, Mindful, Safe. These traits create the acronym R.A.M.S.. This acronym will be used throughout the school as a reminder of the behavior that we hope to see. Throughout the year, students will have the opportunity to demonstrate these traits and earn special recognition for demonstrating them. Please talk with your student about these traits and what the characteristics of each trait are.

RAMS
SOUTH KORTRIGHT

R- I will be **Respectful** by treating myself, others, and property with kindness.

A- I will be **Accountable** for my actions and choices and the consequences or rewards that come with them.

M- I will be **Mindful** of how my actions and choices affect myself and others.

S- I will be **Safe** by making choices that ensure that myself, the people, materials and space around me are cared for.

Additionally, there are a few common-sense rules that are the basis for all other school rules. All students should follow these rules at all times while they are on school property or attending school sponsored events.

1. Students will behave in a manner that is conducive to their own education and which does not interfere with the education of other students.
2. Students will behave in a manner that protects their own health, safety and well-being which does not threaten the health, safety and well-being of other students.
3. Students will act in an orderly manner.
4. Students will obey the directions of all staff members.
5. Students will act with courtesy to both staff members and their fellow students.

6. Students will be where they are supposed to be when they are supposed to be there.

BUS BEHAVIOR

1. Students will remain seated on the bus at all times.
2. Students will not roughhouse or fight on the bus.
3. Students will not use profane language on the bus.
4. Students will not throw any object on the bus, or exhibit any other behavior that infringes upon the health, safety or well-being of any bus passenger or the bus driver.
5. Students will not bring sharp objects on the bus.
6. Students will not bring animals or visitors on the bus.
7. Students will not vandalize the bus.
8. Students will obey the bus driver at all times.
9. Students will not place anything outside a bus window or throw anything from a bus window.
10. Students will remember that New York State law places the bus driver in charge of the bus at all times.

ASSEMBLY BEHAVIOR

1. Students will exhibit courteous behavior to all performers, speakers and guests during assemblies.
2. Students will sit in their designated seats and remain seated during the program.
3. Students will not behave in any manner that interferes with the enjoyment of the assembly program by other members of the audience.

CODE OF CONDUCT

There are expectations of behavior established collaboratively by staff and students in order to create an environment that is safe and conducive to learning for all. On the occasion that those expectations are not met, students will be held accountable for their behavior in a way that is firm, fair, and consistent to allow students the opportunity to grow in self-discipline.

Any suspension from regular instruction for violation of any section may be imposed only in accordance with Education Law 3214(3).

The type and extent of punishment for violation of all sections except which notes actions pertinent to the Gun-Free Schools Law (20 U.S.C.A. 3351) shall be determined by the Building Principal or Superintendent. Disciplinary measures shall be appropriate to the seriousness of the offense and, where applicable, to the previous disciplinary record of the student.

A student shall be subject to disciplinary action in relation to the ***Prohibited Conduct*** (District Policy 5300.30) noted below:

5300.30 PROHIBITED STUDENT CONDUCT The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment with the goal of making school a community free of violence intimidation, bullying, harassment, and discrimination. Exclusion from the school environment and suspension will only be used when necessary to protect the safety of students and staff or when all other measures have been exhausted.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their mistakes or misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis

on educating students so that they may learn from their behavior and grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct behavior while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the consequences for their behavior.

Students may be subject to disciplinary action, up to and including, in extreme or repeated occurrences, suspension from school, when they:

A. Engage in conduct that is disorderly. Examples of this type of behavior include, but are not limited to:

1. Running or otherwise unsafe behavior in hallways.
2. Making unreasonable noise.
3. Using language or gestures that are profane, lewd, vulgar or abusive.
4. Obstructing vehicular or pedestrian traffic.
5. Engaging in any willful act which disrupts the normal operation of the school community.
6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
7. Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy.

B. Engage in conduct that deliberately goes against what a student has been asked to do or where they are supposed to be at any given time. This behavior is considered insubordinate. Examples of this type of behavior include, but are not limited to:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating belligerence or disrespect.
2. Lateness for, missing or leaving school without permission.
3. Skipping detention.

C. Engage in conduct that prevents others from being able to learn, focus, or be engaged in their work. This behavior is considered disruptive. Examples of this type of behavior include, but are not limited to:

1. Inappropriate public sexual contact
2. Display or use of personal electronic devices, such as, but not limited to, cell phones, music or video players, cameras, in a manner that is in violation of district policy.

D. Engage in conduct that is violent. Examples of this type of behavior include, but are not limited to:

1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator, other school employee, another student or any other person lawfully on school property.
2. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
3. Displaying what appears to be a weapon.
4. Threatening to use any weapon.
5. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
6. Intentionally damaging or destroying school district property.

E. Engage in any conduct that endangers the safety, physical or mental health or welfare of others. Examples of such this type of behavior include, but are not limited to:

1. Attempting to engage in or perform an act of violence noted in Section D.
2. Subjecting other students, school personnel or any other person lawfully on school property or attending a school function to danger by recklessly engaging in conduct which creates a substantial risk of physical injury.
3. Stealing or attempting to steal the property of other students, school personnel or any other person lawfully on school property or attending a school function.
4. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
5. Discrimination, which includes using race (including traits historically associated with race, such as hair texture and protective hairstyles like braids, locks, and twists), color, creed, national origin, ethnic group, religion, religious practice, sex, gender (identity and expression), sexual orientation, weight or disability to deny rights, equitable treatment or access to facilities available to others.
6. Harassment (or bullying) is the creation of a hostile environment by conduct or threats, intimidation or abuse. (See policy, 0115, Student Harassment and Bullying Prevention and Intervention for a more complete definition.)
7. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
8. Hazing, which includes an induction, initiation or membership process involving harassment (see policy 0115 for a more complete definition).
9. Selling, using, distributing or possessing obscene material.
10. Using vulgar or abusive language, cursing or swearing.
11. Possession or use of a cigarette, cigar, pipe, electronic cigarette (i.e. vape), or using chewing or smokeless tobacco, or smoking/vaping/ingesting cannabis or concentrated cannabis (includes cannabis products) or smoking cannabinoid hemp (except for lawful medical cannabis use in compliance with state law and regulation).
12. Possessing, consuming, selling, offering, manufacturing, distributing or exchanging alcoholic beverages or illegal substances, or being under the influence of either. "Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, and any synthetic version thereof, whether specifically illegal or not, commonly referred to as "designer drugs" which are substances designed and synthesized to mimic the intended effects and usages of, which are chemically substantially similar to, illegal drugs, which may or may not be labeled for human consumption.
13. Inappropriately using or sharing prescription and over-the-counter drugs.
14. Gambling.
15. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
16. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.

F. Engage in misbehaviors otherwise prohibited by sections A-E of this section while on a school bus and to remain seated, keep objects and body parts inside the bus, obey the directions from the bus driver or monitor. It is crucial for students to behave appropriately while riding on district buses, to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.

G. Engage in any form of academic misbehavior. Examples of academic misbehavior include, but are not limited to:
1. Plagiarism.

2. Cheating.
3. Copying.
4. Altering records.
5. Assisting another student in any of the above actions.

H. Engage in off-campus misbehavior that interferes with or can reasonably be expected to substantially disrupt the educational process in the school or a school function. Such misbehavior includes, but isn't limited to, threatening or harassing students or school personnel through any means off-campus, including cyberbullying (for a complete definition of harassment, bullying and cyberbullying refer to policy 0115, Student Harassment and Bullying Prevention and Intervention).

Consequences: Students who are found to have demonstrated inappropriate behavior **may** be subject to the following interventions and consequences, **either alone or in combination**. The school personnel identified after each consequence are authorized to assign that consequence, consistent with the student's right to due process.

1. Oral warning, teacher/student conference, parent contact, in-class time out, brief time out of class, loss of classroom privileges – any member of the district staff
2. Written warning – any member of the district staff
3. Written notification to parent – any member of the district staff
4. Detention (Lunch/Rec., After School) – teachers, Principal, Superintendent
5. Suspension from transportation – Principal, Superintendent
6. Suspension from athletic participation – coaches, Principal, Superintendent
7. Suspension from social or extracurricular activities – activity director, Principal, Superintendent
8. Suspension of other privileges – Principal, Superintendent
9. In-school suspension – Principal, Superintendent
10. Removal from classroom – teachers, Principal, Superintendent
11. Short-term (five days or less) suspension from school – Principal, Superintendent
12. Long-term (more than five days) suspension from school –Superintendent
13. Permanent suspension from school – Superintendent, Board

DIGNITY FOR ALL STUDENTS ACT (DASA)

When students feel safe and supported, they can focus on their learning. The South Kortright Central School District is committed to creating an environment that promotes learning and is free from harassment and discrimination for all. Any behavior in violation of this standard will be addressed according to the Code of Conduct. For a complete copy of our Dignity Act information, please visit our web page at www.skcs.org or stop in the Main Office for a copy. Our Coordinator is our building Principal.

CAFETERIA

Note: ***Applications for free or reduced price Breakfast and Lunch will be sent home on the first day of school. Please take the time to fill out these forms regardless of whether or not you believe you are eligible for this program.***

1. Money for snacks or snack milk must be sent in an envelope separate from Breakfast and Lunch Money. Please put your child's name and grade on the front of the sealed envelope.
2. Students will not take food out of the cafeteria without prior approval.
3. Students will be seated when eating in the cafeteria.
4. Students will behave in a quiet, orderly manner in the cafeteria.
5. Students will clean up their table when they finish eating. Their papers and leftovers are to be placed in the trash cans and their dishes, trays and tableware taken to the tray window.

CREATING RURAL OPPORTUNITIES PARTNERSHIP (CROP)

SKCS offers an after school program known as CROP (for grades PK-8) from 3:00 through 5:00 pm on most school days throughout the school year. The CROP Program offers enrichment activities and homework assistance in a supervised setting. Transportation is provided to students who attend on the 5:00 pm bus. Applications will be available at the beginning of school.

FIELD TRIPS

Prior to going on field trips, parents are required to fill out, sign, and return permission slip forms, including the emergency medical form, in case of any emergency situations which might arise while away from the school. Parents also need to read the letters written by their child's teacher regarding the field trip for pertinent information regarding the trip. (Lunch info, pick up times, clothing, etc.)

EMERGENCY DRILLS

Students will conduct themselves in a serious and prudent manner during all emergency drills. Students will follow the directions of the supervising staff member during evacuations, and will exit the building in an orderly manner. Students will line up by homeroom as directed by staff. You will receive 1 week's advanced notice prior to the week in which the drill(s) will occur.

USE OF PERSONAL COMMUNICATION DEVICES

Personal communication devices are not allowed in school for students in grade PK-6. If devices are brought into the building, they must be turned in to the teacher and will be returned at dismissal. Subsequent instances will be addressed through the Code of Conduct.

NURSE'S OFFICE & BASSETT HEALTH CLINIC

The Nurse's Office is located near the front entrance. The Bassett Health Clinic (known as SHAK – Student Health at Kortright) is located near the south entrance. We have materials in our classrooms to cope with minor scrapes and bumps. For more serious problems or when a child feels ill, we arrange to have the Nurse check the child.

If your child becomes ill while in school and it is decided to send him/her home, the school will try to contact you so arrangements can be made to send your child home. Please make sure the school has a number to call in case of an emergency when you cannot be reached.

When your child has been absent, a note with the reason for the absence must be written. The note must be given to your child's teacher first so that it may be recorded on his/her attendance card. The teacher will then send the note to the Attendance Officer who will keep it on file.

The Bassett Health Clinic (SHAK): Forms are available for enrollment in this program. Please contact the SHAK Office for further information about this service.

Students with medication prescribed by a physician must bring that medication to the Nurse's Office upon entering the school building. Written instructions and verification from a physician must accompany medications.

SPECIAL SERVICES

Speech Therapist: At the beginning of the year each child may be screened for speech problems by the speech therapist. They try to work into their schedule the children with the most serious speech problems.
School Psychologist: The psychologist will be available to evaluate students' needs in emotional and social

activities. They help the teacher plan their program for these children.
School Counselor: available at SK for needed support.

Occupational Therapist, Physical Therapist, Speech and Language Therapist, Academic Intervention Services (AIS) are all available to meet the students' needs based on multiple data points.

PROGRESS REPORTS & CONFERENCES

The first report card in mid-November is a conference. Appointments will be scheduled during your Open House visit by your child's teacher. Every other marking period a Progress Report will be sent home.

If the teacher or parent feels a need for a conference during the year, one may be requested. If the child's placement in the next grade is questionable, a conference will be arranged to discuss further recommendations.

BIRTHDAYS

Birthdays are special occasions for young children. If you would like to send cookies, cupcakes, or a healthy snack to school on your child's birthday, you may do so. Special birthday treats are also available through the cafeteria with prior notice.

If you are having a party at home, please do not send the invitations to school to give out to those invited unless they are for all the children in the class. Please use the phone or mail. Although it may seem convenient to distribute invitations this way, it can result in hurt feelings for those not invited.

PARENT PARTICIPATION

Throughout the school year there will be a variety of special classroom activities and celebrations. We encourage you to attend these functions when possible and to support the class by sending needed supplies or snacks.

Your support of school activities makes your child feel important and sends the message that you value our school. Parent participation directly influences a child's success in school. Together we are investing in your child's future. We value you as a partner and hope you feel comfortable discussing concerns you or your child might have this year.

Another way to stay involved is to check your child's backpack **EVERY** evening. You'll usually find school work and notices. As daunting as it may be, try to sort through them, and read each one; they often contain important information and reminders.

We hope you take the opportunity to join SCO (School Community Organization) if you are not already a member. SCO needs lots of good people like you. The meetings are posted on the monthly calendar.

FINAL ASSEMBLY

K-4 students are honored at a final assembly. Each student is recognized for his/her accomplishments throughout the year. Your child's teacher will send home more information about this as it gets closer.

LABEL MATERIALS

Please make sure all personal materials are labeled with your child's name. This includes lunch boxes, pencil cases, coats, mittens, pencils, toys, sneakers, boots, EVERYTHING. It really helps us find the rightful owners.

CLOTHING

Dress your child in sturdy, well fitted clothes which allow for much activity, sitting on the floor, exercises, etc. Your child should be dressed appropriately for the winter. Your child's name should be somewhere on all sweaters, coats, boots, hats, mittens, jackets, shoes, etc. Students will need sneakers for PE and Recess daily.

DISCIPLINE/CLASSROOM MANAGEMENT

Each classroom will compose a list of classroom rules and procedures that maintain class order. The classroom teachers will notify parents of their plans. We will be using positive behavior reinforcers to focus on the positive actions that students display daily.

CALENDAR OF IMPORTANT EVENTS

The School Calendar is at the back of this booklet. Noted on the calendar are the dates for vacations and report cards. Notices are sent home throughout the year about events that are taking place. **Please note that early dismissals are at 12:15.**

BOOK ORDERS

Book order flyers will be sent home with the children. They tell a little about the books and contain an order slip. If you choose to order, please enclose the order slip and exact amount of money or a check made out to the book company. Put the order and the money in an envelope with your child's name on both the slip and envelope. There is no obligation to order through the book clubs.

A date will be given regarding when the book order is due back. Please make sure you return the order on time. The book order is totaled and sent out as soon after this date as possible. The books usually come in two to three weeks.

TOYS BROUGHT TO SCHOOL

Please do not send toys to school of any kind without prior permission from your student's teacher. Do not send play guns, knives, or weapons of any kind. The school is not responsible for toys, cameras, cell phones, video games, personal audio/video devices or any other personal property that might be lost at school. **Cell phones are not allowed to be used in grades PK-6.**

WAYS TO HELP AT HOME

- To be alert and ready to learn, your child needs plenty of rest, nutritious meals, and a good deal of physical activity.
- Find time to talk regularly to your child about what is important to him or her. • Monitor television viewing, computer and internet use, video game content and use, and music lyrics.
- Provide a place for your child to study and offer to help with homework if it is necessary.
- Read to or with your child as often as you possibly can. You are an excellent role model. Take time to talk about what your child is reading. Ask questions about the story which begin with "Why" and "How", since they require higher level thinking skills.
- Subscribe to a children's magazine.
- Don't underestimate the importance of encouragement. Praise efforts, give support when limits are stretched, and remind your child that mistakes are learning opportunities.
- Start telling time using an analog "face" clock to the hour, half-hour and quarter-hour. • Have your child count coins up to $1.00 daily.
- Demonstrate how to draw pictures to help solve problems.
- Hang a map of New York State up in your home. Refer to it frequently in relation to news articles

and location of family members.

- Be ready for increased problem solving every year. Believe it or not, every grade is preparing for the NYS tests.
- Practice counting forward and backwards from 100.
- Have your child memorize his/her phone number and address. Knowing your work place and number will be a valuable asset in case of an emergency.

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 caregivers 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 shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. From upper chest to mid-thigh should be covered with appropriate clothing at all times. This includes the front and back of the body and the midriff area. No crop top, tube tops or strapless attire is permitted.
3. Ensure that undergarments are completely covered.
4. Include footwear at all times. Footwear that is a safety hazard will not be allowed; i.e. open toed shoes in physical education class, technology class, science labs, etc.
5. No head coverings, including but not limited to hats, hoods, bandanas, etc. allowed from 8:00 - 3:00 except for a medical or religious purpose.
6. No items that are vulgar, obscene, libelous, or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
7. No items that promote and/or endorse the use of alcohol, tobacco, marijuana, drugs and/or encourage other illegal or violent activities.

The Building Principal or his/her designee shall be responsible for informing all students and their caregivers 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 to bring them to compliance. Any student who refuses to do so shall be subject to disciplinary action, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further disciplinary actions, up to and including out-of-school suspension. (Student Dress Code 5300.25)

SUMMARY OF COMPREHENSIVE ATTENDANCE POLICY

Please read this summary very carefully. It may seriously impact your youngster's ability to receive course credit, to be promoted, and to graduate.

At its October 2001 meeting, the Board of Regents of New York State amended the regulations concerning pupil attendance. Public school districts are required to develop and implement a new Comprehensive Attendance Policy. Our policy was developed by a team of teachers and school personnel with input from the Shared Decision-Making Committee as well as members of the Student Council. It was approved by the

Board of Education on May 20, 2002.

This policy allows us to address attendance problems in meaningful ways, thereby ensuring pupil success in meeting the New York State Learning Standards and high school graduation requirements.

The South Kortright Central School Comprehensive Attendance Policy sets minimum attendance requirements for course credit and promotion. Students in grades K - 6, who do not meet minimum daily attendance requirements, will not be promoted to the next grade.

A student will be considered absent if he/she is not present for more than one-half of his/her period of scheduled instruction. For a kindergarten – 6th grade student the period of instruction is the entire school day.

In grades K-6, a student will be considered tardy if he/she arrives more than fifteen minutes later than the scheduled starting time of daily instruction, but does not miss more than one-half of the daily instruction. *Each tardy will count as one-half of an absence.*

In grades K-6, a student will be considered as departing early if he/she leaves more than fifteen minutes prior to the end of his/her scheduled daily instruction, but does not miss more than one-half of the scheduled daily instruction. *Each early departure shall count as one-half of an absence.*

In the past schools were not permitted to distinguish between excused and unexcused absences when determining if a student had met the minimum attendance requirements to earn promotion to the next grade. These new regulations allow schools to make this distinction.

Absences, tardiness, or early departures are distinguished as excused or unexcused. Examples of excused absences include: illness, death in family, medical appointment, required court appearances, religious observance, military obligations, attendance at another school activity, pre-approved scheduled college visitations, pre-approved educational experiences, pre-approved work, or others as approved by the Principal or Superintendent. All other absences, tardiness, or early departures are considered unexcused.

Examples of unexcused absences include: car trouble, family vacations, oversleeping, work, and any other absence, tardiness, or early departure for which the pupil has no valid school excuse.

The school must receive a written notification of the reason for the absence, tardy, or early departure from the parent or person in parental relation. Otherwise, the absence, tardy, or early departure will be considered unexcused.

Attendance in pre-kindergarten through sixth grade will be taken once per school day. The following chart shows the maximum number of absences a student can have and still receive credit.

Type of Course	Maximum Allowable Absences
Single Period Full Year	16
Full Day, K-12	16
One Marking Period	4
Transfer Students	Prorated to time in District

When a student has been absent for 50% of the course's maximum allowable absences, we will notify you

that your youngster is in danger of losing course credit because of failure to attend. When a student has been marked absent for 75% of the course's maximum allowable absences, we will schedule a conference with you to discuss the situation and to seek solutions.

To discourage unexcused absences, tardiness, or early departures, the following disciplinary actions may be taken:

- The pupil may be subject to disciplinary procedures for unexcused absence, tardiness, or early departure, including verbal and written warnings, detentions, in-school suspensions, and loss of extra curricular privileges as described in the Code of Conduct.
- Students who are absent, tardy after 9:00 AM, or depart early on the day of an extracurricular activity or game will not be allowed to participate in that activity. The only exception to this will be in instances where the student's absence, tardiness, or early departure has been pre-approved by an administrator.
- Where a student is in jeopardy of losing credit for excessive unexcused absences, the Superintendent or his designee shall be responsible for reviewing attendance records and determining if course credit will be denied.

We are hopeful that this policy will promote good attendance. Your cooperation and support will be greatly appreciated. After all, we both want the same thing for your youngster – a successful school experience. In order to insure this we need to work together as partners. Complete copies of this plan are available in our Main Office. If you have questions or concerns, please contact us.
If you know your child will be absent due to illness or another excusable reason, please call the school at 538-9111 ext 201 and leave a message.

INTERNET USE AGREEMENT

Students may not use the Internet unless they have a South Kortright Central School Internet Acceptable Use Agreement which has been signed by the student and their parent or their legal guardian on file in the main office. Violations of the Authorized Internet Use Policy (4526) and the subsequent agreement noted above will result in suspension or revocation of access privileges, school disciplinary action may be taken, and/or appropriate legal action.

A copy of the South Kortright Central School Internet Acceptable Use Agreement Policy and a Parent Consent Form: Internet Access for Elementary Students will be sent home during the first week of school. We realize that this policy is written in formal legal language that is likely to be beyond the reading level of elementary grade students. Therefore it is of the utmost importance that you take some time to review this policy and explain it to your child(ren) at a level they will understand. Additionally, our staff will teach the appropriate protocol and procedures as students learn to use the school's technology.

Once you have reviewed the policy, please sign and return the Parent Consent Form: Internet Access for Elementary Students so that we can permit your child to use the school's technology.

ENDING THOUGHTS

Please let us know about "things" that your child is upset or anxious about. We always want to see these small problems addressed right away before they become big problems. These issues should be addressed first with the classroom teacher. We appreciate your help and cooperation. We expect your child to try his/her best and use his/her best behavior.

We know this is a lot of information, but we think it's very important to let parents know what is going on in the classroom. The more you know about the classroom, the more you can talk about it with your child. Again, welcome to an exciting year for you and your child. S.K.C.S. will be full of great joy and new challenges. Working together we can make this the most successful year yet for your child.

FREQUENTLY ASKED QUESTIONS

What do I do if I...

- *Am sick in school?*
  Go to the Nurse's Office.
- *Am home sick?*
  Have a parent call the school: 538-9111 x300
- *Was absent from school?*
  Bring a note from your parent/guardian to the Main Office the day you return.
- *Am tardy to school?*
  Sign in at the Main Office.
- *Am late to class?*
  Have a pass from the previous classroom teacher.
- *Have an appointment with a doctor or dentist and need to leave school early?*
  Bring a note from your parent/guardian to the Main Office.
- *Need working papers?*
  See the Guidance Secretary.
- *Have a scheduling problem?*
  Speak to your Guidance Counselor.
- •*Have a locker problem?*
  Report it to the Main Office.
- *Need to be excused from P.E.?*
  Bring your doctor's excuse to the Nurse's Office.
- *Have lost or found something?*
  Report it to the Main Office.

SERVICES IN DELAWARE/OTSEGO COUNTY

EMERGENCY.....911

A.O. Fox Memorial Hospital..... 607-432-2000

Alcoholics Anonymous.....1-888-227-6237

Addiction Treatment.....607-865-2115

Catholic Charities of Delaware & Otsego Co..... 607-746-7550

Child Abuse.....1-800-342-3720

Delaware County Department of Social Services..... 607-832-5300

Delaware County Mental Health Clinic..... 607-832-5888

Delaware County Youth Bureau..... 607-832-5310

Drug Abuse Council/Al Anon Information..... 607-746-8300

Drug Reporting.....1-800-448-3847

Hudson Valley Poison Control Center.....1-800-222-1222

Legal Aid Society..... 607-433-2600

Mobile Crisis Assessment Team (MCAT).....1-844-732-6228

New York State Police-Oneonta..... 607-432-3211

Planned Parenthood of Delaware & Otsego Counties..... 607-432-2250

Rape Crisis Services..... 607-433-8038

Runaway Hotline.....1-800-786-2929

South Kortright Central School Main Office.....607-538-9111

Victims of Domestic Violence.....1-866-457-7233 or 607-746-1720

Violence Intervention Program..... 607-432-4855

Student Code of Conduct Agreement

By signing below, I acknowledge:

- The Student Code of Conduct was reviewed with me by an administrator.
- That there are consequences if I don't follow the Student Code of Conduct.

_____ _____ _____

Student Signature Grade Date

_____

Printed Name of Student

Dear Families,

The Student Code of Conduct was reviewed with your child today. It is in the Student Handbook that was sent home. A copy of it is also on the website. Your child signed above acknowledging that they are aware of it and the consequences. Below are the consequences:

Consequences: Students who are found to have demonstrated inappropriate behavior may be subject to the following interventions and consequences, either alone or in combination. The school personnel identified after each consequence are authorized to assign that consequence, consistent with the student's right to due process.

1) Oral warning, teacher/student conference, parent contact, in-class time out, brief time out of class, loss of classroom privileges – any member of the district staff
2) Written warning – any member district staff
3) Written notification to parent – any member of the district staff
4) Detention (Lunch/Rec or After School) – teachers, Principal, Superintendent
5) Suspension from transportation – Principal, Superintendent
6) Suspension from athletic participation – coaches, Principal, Superintendent
7) Suspension from social or extracurricular activities – activity director, Principal, Superintendent
8) Suspension of other privileges – Principal, Superintendent
9) In-school suspension – Principal, Superintendent
10) Removal from classroom – teachers, Principal, Superintendent
11) Short-term (five days or less) suspension from school – Principal, Superintendent
12) Long-term (more than five days) suspension from school –Superintendent
13) Permanent suspension from school – Superintendent, Board

Please sign below and return to the Main Office.

I have read and understand the Student Code of Conduct and am aware of the consequences.

_____ I do not need to be notified of any lunch/rec detentions by phone.

_____ I would like to be notified of any lunch/rec detentions for my child prior to them being administered.

Please call me at: _____

_____ _____

Parent/Guardian Signature Date

bap/BOE Approved 8-1-22

South Kortright Central School

2026 - 2027 School Calendar

SEPTEMBER

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

OCTOBER

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

DECEMBER

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

JANUARY

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

FEBRUARY

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

MARCH

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

APRIL

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

MAY

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

JUNE

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

Holidays, Vacations & Conference Days

Sept 1-2	Superintendent's Conference Day
Sept 7	Labor Day
Sept 8	Classes Begin for All Students
Oct 9	Superintendent's Conference Day
Oct 12	Columbus Day
Nov 11	Veterans' Day
Nov 25-27	Thanksgiving Recess
Dec 24 - Jan 1	Holiday Recess
Jan 18	Martin Luther King Jr. Day
Feb 15 - 19	Presidents' Day/Winter Recess
Feb 16	Lunar New Year
March 26	Good Friday
March 29-April 2	Spring Break
April 30	Superintendent's Conference Day
May 31	Memorial Day
June 14	Last Day of Classes for 7-12
June 18	Juneteenth
June 25	Last Day of Classes for Pre-K - 6
June 26	Graduation Ceremony

Testing Dates

January	26-29	Regents Exams	
April 5 - May 14		NYS Testing Window for Exams Grades 3-8	
June	15-17	Regents Exams	
June	21-24	Regents Exams	
June	25	Regents Rating Day	

Marking Periods

	Begins	Ends
1st	Sept 8	Nov 6
2nd	Nov 11	Jan 15
3rd	Jan 19	April 9
4th	April 12	June 14

Days in Session

September	19
October	21
November	17
December	17
January	19
February	15
March	19
April	20
May	20
June	18
TOTAL	185
Emergency Days	5

Vacation or Holiday - School Closed
Conference Day - Students do not attend school
Early Dismissal - Students dismissed at 12:15 PM
Regents Exams
Regents Exams/Early Dismissal-Pre-K-6 at 12:15 PM

/bap

Adopted by the BOE: 3/16/2026