Stratford Public Schools

High School Student Handbook

STRATFORD HIGH SCHOOL

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STRATFORD HIGH SCHOOL ALMA MATER

Stratford, sing thy praises of glory
Filled with honor and loyalty
O'er hill and dale.
Oh Oh Oh! Stratford, ring forever the rally
Of the thundering victories
Of thy dear name.
Time n'er will plunder
The memories we hold.
Oh! Alma Mater
Oh! Crimson and gold
Hail! Stratford, Alma Mater of Mothers
Wave thy banner forever
Oh! Stratford High.

FRANK SCOTT BUNNELL HIGH SCHOOL

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BUNNELL HIGH SCHOOL ALMA MATER

Leading outward from the shelter
of our bright and busy youth
corridors of light and learning
open on a world of truth.
Symbols of our school unfold,
colors blue and gray and gold,
guiding aims of quality
honor, faith, and loyalty.
Worlds to conquer wait our choosing
wait our futures to foretell.
Knowledge, wisdom, understanding
come from you Bunnell, Bunnell

Stratford Public Schools High School Student Handbook

DISTRICT MISSION STATEMENT

To support the growth of the whole student through a challenging and inspiring education within a safe and inclusive environment.

Our vision is that our students will graduate with all of the skills and attributes of our Portrait of a Graduate: communicators, collaborators, life-long learners, compassionate and engaged community members, and solution-driven problem solvers.



Stratford Public Schools High School Student Handbook

SPS Instructional Vision Statement

We envision a learning community where every student thinks critically and takes ownership of their growth. Together, students and educators create a dynamic environment where curiosity, empathy, and perseverance drive mastery and Portrait of a Graduate competencies.

Stratford Public Schools' Strategic Priorities

- **Safe, Supportive, and Inclusive Schools:** Ensure all students, staff, and families experience a physically and emotionally safe, inclusive, and supportive school environment that fosters well-being and success.
- **Engaging and Effective Instruction:** Deliver high-quality, student-centered instruction that prepares all learners with the knowledge, skills, and experiences necessary for future success.
- **Investing in People:** Attract, develop, and retain a diverse and highly skilled workforce committed to student success.
- **Pathways to Lifelong Success:** Prepare all students for post-secondary success through personalized pathways, career experiences, and student-led reflection on learning.

Please see the 2026 - 2027 School Calendar here: 2026 - 2027 School Calendar

GRADING SYSTEM AND HONOR ROLL

Report cards are issued in November, February, April, and June of each school year.

Letter Grade	Percentage	Letter Grade	Percentage	Letter Grade	Percentage
A+	97 - 100	C+	77 - <80	F	<60, Fail
A	93 - <97	C	73 - <77	P	60 - 100, Pass
A-	90 - <93	C-	70 - <73	WP	Withdrawn Pass
B+	87 - <90	D+	67 - <70	WF	Withdrawn Fail
B	83 - <87	D	63 - <67	E	Excused
B-	80 - <83	D-	60 - <63	I	Incomplete

Stratford Public Schools High School Student Handbook

Highest Honor requirements:

- Student must carry a minimum of four one-unit subjects (or equivalent)
- Student grades must average 89.5 or above
- Student cannot receive a grade lower than B-

Honor requirements:

- Students must carry a minimum of four one-unit subjects (or equivalent)
- Student grades must average 85.5 or above
- Student cannot receive a grade lower than C-

Senior Class Rank

- Final senior class rank is calculated after the end of the 3rd marking period.

<u>GRADUATION REQUIREMENTS</u>

HUMANITIES (9)
- English 4 Credits
- Social Studies 3 Credits
  - *(.5 Civics, 1 World History, 1 US History, .5 Elective)*
- Arts 1 Credit
- Elective in Humanities* 1 Credit

STEM (9)
- Science 3 Credits
- Math 3 Credits
- Personal Finance 1 .5 Credit
- Elective in STEM** 2.5 Credits

PE and WELLNESS 1 Credit
HEALTH and SAFETY 1 Credit
WORLD LANGUAGE 1 Credit
MASTERY BASED ASSESSMENT (CAPSTONE) 1 Credit
ADDITIONAL ELECTIVES*** 3 Credits
Total 25 Credits

**Courses in Art, Annual Writing, Creative Writing, Business Education, Family and Consumer Science, Technology Education, Health and Medical Careers, Computers, Theater Arts and Vocal Production, Journalism, and Music satisfy this requirement.

More information can be found in our **Program of Studies.**

HIGH SCHOOL BELL SCHEDULE

Mon - Thurs	Monday	Tuesday	Wednesday	Thursday	Friday	Friday
7:30-7:43	Advance	Advance	Advance	Advance	~~Advance~~	~~7:30 - 8:20~~

7:47 - 8:54	1	6	3	8		
8:58 - 10:05	2	7	4	1	5	8:24 - 9:42
10:09 - 11:16	3	8	5	2	6	9:46 - 11:04
11:20- 1:04	4	1	6	3	7	11:08 - 12:52
1:08 - 2:15	5	2	7	4	8	12:56 - 2:15
	6,7,8	**3,4,5**	**1,2,8**	**5,6,7**	**1,2,3,4**	

Shortened Day (M-Th)				**Shortened Day (F)**		
7:30-7:42	12 min	Advance				
7:46 - 8:23	37 min	block 1		7:30-8:23	49 min	Advance
8:27 - 9:04	37 min	block 2		8:27 - 9:04	37 min	5
9:08 - 9:45	37 min	block 3		9:08 - 9:45	37 min	6
9:49 - 10:26	37 min	block 4		9:49 - 10:26	37 min	7
10:30 - 11:30	41 min	block 5		10:30 - 11:30	41 min	8
Delayed Opening (M-Th)				**Delayed Opening (F)**		
9:30-9:43	13 min	Advance				
9:47 - 10:24	37 min	block 1		9:30-10:24	50 min	Advance
10:28 - 11:05	37 min	block 2		10:28 - 11:05	37 min	5
11:09 - 12:53	74 min	block 3		11:09 - 12:53	74 min	6
12:57 - 1:34	37 min	block 4		12:57 - 1:34	37 min	7
1:38 - 2:15	37 min	block 5		1:38 - 2:15	37 min	8

Block Delineation for Shortened Day or Delayed Opening is Below

	Monday	**Tuesday**	**Wednesday**	**Thursday**
block 1	1	6	3	8
block 2	2	7	4	1
block 3	3	8	5	2
block 4	4	1	6	3
block 5	5	2	7	4

SECONDARY GRADING PLAN

Academic Achievement/Summative Work: 70%

Stratford Public Schools High School Student Handbook

This category reflects a student's demonstrated mastery of grade-level standards and learning outcomes. Grades in this category are based on summative evidence collected *after students have had opportunities to practice, receive feedback, and improve understanding on the skills aligned to the summative.* Reassessment opportunities will remain in effect and be implemented consistently across departments. See reassessment guidelines.

Summative (All) grades are recorded in PowerSchool within five school days.

Evidence of academic achievement may include:

- Common unit assessments
- Skill assessment/quiz
- Written performance tasks
- Projects, products, and presentations
- Labs
- Other assignments graded for *accuracy, quality, and mastery*.

LATE/MISSED WORK POLICY FOR ACADEMIC ACHIEVEMENT ASSESSMENTS:

- Students are expected to submit assessments by established deadlines. If a student misses an assessment in class, they are expected to be prepared to take it during the next class meeting unless the teacher agrees to another arrangement.
- If a student is absent on the day an assessment is due, the assessment is due at the next class meeting.
- Assessments not completed or handed in on time will be accepted **within five school days** and penalized **up to a 10% deduction on the total assessment.**
    - A zero is recorded until the assignment is submitted within this timeframe. **If a summative assignment is not completed within five days**, **the zero remains**.
- If a student cuts class the resulting score for work completed that day will be a zero.
- Requests for reassessment on *late* submissions in the achievement category may not be granted. Please see reassessment guidelines.
- *Patterns of late submission may require participation in intervention and support.*

**Extenuating circumstances will be handled on a case by case basis with the guidance of an administrator.*

Formative Practice: 30%

Formative practice is intended to support learning rather than evaluate. These assignments provide students with opportunities to practice skills, **receive timely feedback**, monitor progress, and *prepare for summative demonstrations of learning.* This may include:

- Draft written performance tasks
- Skill-based checkpoints
- Practice assessments
- Relevant classwork, homework, exit tickets, and other tasks **designed to inform instruction and provide timely feedback** on progress toward grade-level and content-area standards.

- Conferencing and feedback cycles are the instructional processes that *accompany* formative assessments, allowing teachers and students to analyze performance, identify next steps, and make revisions that support growth toward mastery.
- Homework will only be included in this category when it is connected to learning goals, reviewed for feedback, and used to guide improvement.

Feedback on formative work should be provided within two school days in order for teachers to be responsive to the data and student learning needs.

LATE/MISSED WORK POLICY FOR FORMATIVE PRACTICE:
Formative assignments not completed or submitted result in a zero in the gradebook; however, missed work can be completed **in a reasonable timeframe (suggested two days) at the discretion of the teacher**, relevant to the unit itself and/or the skills/knowledge required for the summative assessment and overall learning goals.

**Patterns of missing or late submissions of formative practice assignments may preclude a student from reassessment.*

REASSESSMENT

The High Schools' goal is to provide opportunities for students to demonstrate academic success. This applies to summative assessments only.

This policy does not apply to midterm or final exam assessments. Additionally, Code of Conduct violations related to the original assessment (i.e. plagiarism, skipping classes, cheating) may disqualify a student from reassessment.

Reassessment Guidelines for Teachers:
- Students will have the opportunity to redo/retake assessments. The request must be made by the student within one week of receiving assessment feedback and grade.
- The reassessment grade will **replace** the original grade unless it is lower, up to and including 85%
- In order to promote student independence and a focus on individual student needs, a reflection form is included below to use for students to request a reassessment.
- The reassessment will cover the same standards/skills but **may** be in a different format.
- Reassessment opportunities are not only available to students before/after school. Students will be able to reassess during the school day, during study halls, or embedded into class at a mutually agreed upon time.
- All reassessments must be completed **before the last week** of the marking period in which the assessment was given, **or before grades close, whichever come first**

Reassessment Guidelines for Students: (Posted/included on course syllabus or expectations with a request form)
- You may have the opportunity to reassess when your grade is below 85%.

- You will need to complete the reflection form in order to request a reassessment, identifying your plan of action.
- The reassessment will cover the same standards/skills but may be in a different format.
- You will be able to reassess at a mutually agreed upon time with your teacher. It may be before/after school, during a study hall, or during class time when permitted by your teacher.
- The reassessment grade, if it is higher, will **replace** your original grade, up to an 85%.
- YOU MUST REQUEST A RETAKE WITHIN **ONE WEEK** OF RECEIVING ASSESSMENT FEEDBACK AND A GRADE. Every effort must be made to complete the reassessment **within the two week timeframe, or before grades close, whichever come first.**

SENIOR FINAL EXAMS

All seniors will be required to take final exams/assessments at the end of the semester/academic year with the following exceptions:

- Graduating seniors will be exempt from the exam and should not report to the class period for the exam if their cumulative grade point average in a course is 90 or above and the teacher has confirmed this prior to the senior assessment examination window.
- Seniors enrolled in an Advanced Placement (AP) course may be exempt from the course final exam if they take the AP exam in May. Seniors who did not take the AP exam must take the final exam for the course. All students must complete the post-exam AP performance project(s).

STUDENT ATTENDANCE (#5113)

A student's absence from school shall be considered "excused" if written documentation of the reason for such absence has been submitted within ten (10) school days of the student's return to school and meets the following criteria. For absences one through nine, a student's absences from school are considered "excused" when the student's parent/guardian approves such absence and submits appropriate documentation to school officials.

For the tenth absence and all absences thereafter, a student's absences from school are considered excused for the following reasons:

1. Student illness or appointment-mental health or other (must be verified by a licensed medical professional to be deemed excused, regardless of the length of the absence);

2. Each Student has two Mental Health Days that can be taken each school year, parents must delineate this when they call their child out from school.

3. Court appointment (should be provided by a professional court member, regardless of length of absence)

4. Student's observance of a religious holiday;

5. Death in the student's family or other emergency beyond the control of the student's

family;

6. Mandated court appearances (documentation required);

7. The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required);

8. Extraordinary educational opportunities are pre-approved by District administration and are to be in accordance with Connecticut State Department of Education guidance.

A student's absence from school shall be considered unexcused unless:

1. The absence meets the definition of an excused absence and meets the documentation requirements; or

2. The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and is excluded from these State Board of Education-approved definitions.

Family Initiated Extended Vacation Days

Families taking extended leave are requested to put in a written request to the Principal two weeks prior for approval. Leaves of more than two weeks may result in a temporary withdrawal from school.

High School Attendance Requirements

Full Year Courses Eighteen Absence Limit - Students may not receive course credit for a full-year course if they are absent for more than eighteen (18) class periods during the school year.

Half Year Courses Ten Absence Limit - Students may not receive course credit for a half-year course if they are absent for more than ten (10) class periods during the school year.

All absences from class will be included in this total except those absences incurred while students are participating in school-sponsored activities, approved community activities and/or essential administrative business.

ATTENDANCE FOR ADVANCE

Students are expected to attend Advance every day. Attendance to Advance is mandatory.

UNEXCUSED TARDIES TO CLASS

Every three (3) unexcused tardies to any scheduled class will count as one (1) class absence. For this purpose, an unexcused absence is defined by any student who arrives without a pass excusing their tardiness by a staff member.

FAILURE DUE TO ABSENCE - APPEALS

Students who exceed the maximum number of allowable days absent may lose credit for the course and have their grade changed to an FA (failure due to absence) and will not be allowed to attend

dances, after-school celebrations or school-sponsored activities until the FA is removed. The administration will consider unusual circumstances should a student choose to appeal the FA. The student/family will be responsible for providing documentation to support their appeal. The outcome of the appeal may result in an attendance plan for the student which could include making up time with the teacher of record, community service hours, etc. If the FA remains with no action by the student or family it can only be removed through the appeal process outlined below.

STUDENT COURSE CHANGE REQUESTS

School Counselors will only meet with students during the first three weeks of school, from Thursday, August 27th through Thursday, September 17th, for course changes when one or more of the following three conditions apply:

1. The student previously passed a course in which they are currently enrolled;
2. The student has not met specific prerequisites for a course in which they are currently enrolled; or
3. The student has failed the same course with the same teacher in a prior year.

Please note that this creates a window during which course changes will be considered.

Course changes for reasons other than those listed above will require approval of both the student's Counselor and Administrator. These approvals will be given only in rare and unique circumstances. In addition, any course changes that occur after Thursday, September 17th, will require that the course continues to be listed on the student's 2026-27 transcript with a **W,** indicating that the student has withdrawn from this course.

Also, please remember that students must fill out a request to meet with their Counselor. Counselors will call students down in the order they receive requests.

CONDUCT ON SCHOOL PROPERTY

The Stratford Board of Education (Board) expects mutual respect, civility and orderly conduct among all individuals on school property or at school events. District staff will treat parents/legal custodians and other members of the public with respect and expect the same in return. The Board is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

This policy promotes mutual respect, civility and orderly conduct among Board members, district employees, parents/legal custodians and the public. It is not intended to deprive any individual of their right to freedom of expression, but only to maintain to the extent possible and reasonable, a safe, harassment-free environment for students and staff. Volatile, hostile or aggressive actions and words cannot be tolerated, and individuals who engage in these activities may face legal penalties.

In the interest of presenting Board members and District employees as positive role models to the students as well as to the community, the Board encourages positive communication and discourages volatile, hostile or aggressive actions. The Board seeks public cooperation with this endeavor.Based upon the above, the Board expects that no person on school property, at a school event, or school sponsored trip shall:

1. Injure, threaten, harass or intimidate a staff member, Board member or any other person;
2. Curse and use obscenities;
3. Disrupt or threaten to disrupt school or office operations;
4. Damage or threaten to damage another's property;
5. Damage or deface District property;
6. Violate any Connecticut law or town/city ordinance;
7. Smoke or otherwise use tobacco products (including any and all electronic or vape products);
8. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous instruments or weapons;
9. Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
10. Enter upon any portion of the school premises at any time for purposes other than those which are lawful and authorized by the Board;
11. Operate a motor vehicle in a risky manner or in violation of an authorized District employee's directive; or
12. Violate other District policies or regulations or an authorized District employee's directive.

Standards

A. Expected behaviors include but are not limited to:

1. Respect and courtesy in language, demeanor, and actions
2. Moderate tone and volume of voice
3. Active and respectful listening
4. Respectful acknowledgement of cultural differences
5. Respect for the personal, civil, and property rights of others
6. Appropriate and courteous use of telephone, public address systems, electronic devices, remote platforms such as virtual meetings, and any other verbal communication device
7. Appropriate and courteous written communication, including notes, letters, email and
8. text messages

B. Unacceptable behaviors include but are not limited to:

1. Rude, insulting or demeaning language and/or actions
2. Persistently unreasonable demands
3. Intrusive and/or interruptive behavior
4. Displays of temper
5. Harassment and intimidation
6. Threatening and/or abusive gestures and behavior

C. Incidents of uncivil behavior should be resolved cooperatively with the individual(s) most directly involved.

D. Any individual who disrupts or threatens to disrupt normal school or office operations; Board of Education meetings and proceedings; threatens the health and safety of students or staff; willfully causes property damage; uses loud or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry

on District property, will be directed to leave the premises by a member of the administrative staff or their designee.
If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the staff member to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If the abusing party does not take corrective action, the District employee will terminate the meeting or conversation.

STUDENT CODE OF CONDUCT

All members of the high school community are expected to treat each other with dignity and respect. Stratford Public School students, by tradition, maintain a reputation for courteous and considerate behavior both in school and in the community. New students entering our schools are expected to continue this tradition. For additional information, please reference BOE Policy 5147.10 & .11

For a full description of the Student Code of Conduct please click on the link above. Breaches of conduct on school property, school transportation, or at any school-sponsored activity may lead to behavioral intervention which could include: parent contact/conferences, restorative interventions, Peer Review Board referral, suspension, referral to the Juvenile Review Board and/or Stratford Police Department, and expulsion.

Examples of inappropriate, harmful, or unwelcome behaviors may include, but is not limited to:

- Unwelcome verbal or written remarks or symbols
- Use of obscene or profane language, gestures, and innuendoes
- Deliberate refusal to obey a member of the school staff
- Refusing to identify oneself
- Smoking or Vaping on school grounds during the school day or at any school-sponsored function
- Non-compliance with school policies and regulations
- Disruptive, disrespectful, or inappropriate behavior on the bus or a continuation of an event that occurred on the bus
- Inappropriate use of cellular phones, Chromebook, or other electronics
- Distributing or posting materials without permission from the administration
- Audio and/or video recording without permission from the administration
- Leaving school without permission
- Opening school doors to allow access to any individual
- Refusal to leave a class when told to do so by teacher
- Not reporting to building administration upon a disciplinary referral
- Loitering in hallways
- Parking in unassigned student designated areas
- Fraudulent distribution or use of student identification numbers for purchasing lunch. **You should not give your student number to someone else**.
- Refusal to surrender cell phone or listening device to staff member
- Inappropriate use of the internet and social media websites

- Assault
- Theft
- Blackmail, threatening, or intimidation
- Vandalism and graffiti
- Destruction of personal property
- Any action that may cause harm to others
- Falsely reporting a fire or pulling an alarm with malicious intent
- Possession, selling, distribution,, or consumption of illegal substances on school grounds (including but not limited to **alcohol, tobacco, drugs, "edibles", cigarettes** or **vaping devices/paraphernalia**
- Possession of **any kind of dangerous weapon** or **facsimile weapon (including Gel Guns)** in school or on school grounds including ammunition or fireworks of any kind are strictly prohibited and will result in suspension or expulsion.

Students on suspension may not participate in any school activity or attend any Stratford Public Schools activity during that suspension. Students assigned an in-school suspension are expected to be at school on time, and will remain in the ISS program until the end of the school day. Students serving out of school suspensions are not to be on school grounds while school is in session. Students are subject to discipline, up to and including suspension and expulsion, for misconduct even if such misconduct occurs off school property and during non-school time. **Students who receive three suspensions or more** or who have been suspended (ISS/OSS) for a total of 15 or more days, **are not allowed to participate in any school activity for the remainder of the year.**

Any high school senior who is expelled by the Stratford Board of Education at any point during his/her senior year will be prohibited from participating in the formal commencement exercises. Seniors with this status may receive their diplomas at their respective high schools the day following graduation.

The Board authorizes the Superintendent of Schools in implementing and administering this policy, to make such exceptions which in his/her discretion are warranted. Such exceptions shall be reported to the Board of Education at its next Personnel Committee meeting in Executive Session. Such exceptions should in no way be used to subvert the original intent of the policy which is to deter student conduct which would result in expulsion during the senior year. The full Suspension and Expulsion/Due Process Policy: 5114 can be found on the District website.

OFF CAMPUS MISCONDUCT

Students are subject to discipline, up to and including loss of participation in extracurricular activities, suspension and expulsion for misconduct, even if such misconduct occurs off-school property and during non-school time. The full Suspension and Expulsion/Due Process Policy: 5114 can be found on the District website.

Such discipline may be imposed for behavior occurring off school grounds and at non-school time, if, in the reasonable discretion of the Board of Education or its designees, it is determined that there was a

reasonable likelihood that presence of the student would have a disruptive effect on the school or the educational process by threatening or disrupting:

1. The school's or another school's orderly operations;
2. The safety of the school property; or
3. The welfare of the students or of other persons who work or study there.

Examples of the type of such off-school misconduct that may result in such discipline include but are not limited to:

1. Use, possession, sale or distribution of dangerous weapons.
2. Use, possession, sale or distribution of illegal drugs; or
3. Conduct, (including conduct via the internet or social websites) where it is determined that any such activity has the reasonable likelihood of threatening the health, safety or welfare of school property, individuals thereon, and is disruptive of the educational process.

For example, if it is determined that a student's use, possession, or sale of drugs in the community has a reasonable likelihood of endangering the safety of students or employees because of the possibility of such student's sales in the school; or if violent conduct in the community presents a reasonable likelihood of repeating itself in the school environment; or if any similar type of misconduct in the community has a reasonable likelihood of being continued or repeated in school or of bringing retaliation or revenge into the school for such off-school misconduct, the Board of Education may impose discipline up to and including suspension and/or expulsion. The investigation of the behavior shall not be contingent upon police or judicial action.

With regard to student misconduct that occurs off-school grounds, and not at a school-sponsored activity, i.e., "off –campus misconduct," school administrators must carefully assess each off-campus incident on a case-by-case basis to determine whether the particular conduct in question is, in fact, "seriously disruptive of the educational process" so as to warrant the student's suspension under Connecticut General Statutes Sec. 10-233c and/or expulsion under Connecticut General Statutes Sec. 10-233d.

In order to suspend and/or expel a student for off-campus misconduct, school administrators must have factual evidence reflecting a "nexus" between the student's off-campus misconduct and the disruptive impact upon the educational process. In other words, school administrators must have factual basis upon which to conclude that the off-campus misconduct is "seriously disruptive of the educational process." The administration must be prepared to show exactly how the off-campus behavior threatens the safety of school property or the welfare of the persons who work or study there.

Since each incident must be judged on its own merits, the administration will exercise its discretion in reviewing and applying the above guidelines as uniformly as possible (i.e. posts to social media, sexting etc.). The full Suspension and Expulsion/Due Process Policy: 5114 can be found on the District website.

BUS TRANSPORTATION

Stratford Public Schools High School Student Handbook

Students eligible for bus transportation are assigned a bus on the first day of school and are not allowed to take any other bus without permission from the bus company or an administrator. Bus transportation to and from school is a privilege available to students. The bus is an extension of the school, and it is expected that proper behavior will prevail. Students must listen to directives from the bus driver. All school rules and board of education policies also apply to the bus. Students who are eligible for bus ridership will be provided with a bus pass. In order to be allowed to board a bus, students must present their pass as they board the bus. Students will not be allowed to board a bus without an appropriate pass in their possession. Students may be charged a fee for replacement passes after the second loss. Bus evacuations will be conducted periodically, throughout the year. Students are to follow the bus driver's directions.

HIGH SCHOOL FORMAL AND SEMI-FORMAL DANCE PROCEDURES

We recognize that attire, dancing, and music standards and tastes vary among individuals, professions, and even regions of the country. The purpose of these Stratford High School policies is to encourage an appropriate degree of modesty and to reinforce the values of the community.

Note:

- Any student who is failing 2 or more classes at the time tickets are on sale may not attend that school dance.
- Any student who has been suspended 3 or more times, or who has been suspended (ISS/OSS) for a total of 15 or more days, may not attend any school dance for the remainder of the school year. Any student who is suspended at the time tickets are on sale, or at the time of the dance, may not attend that school dance and will not be entitled to a refund of the ticket price.
- Any student with outstanding school obligations will be ineligible to purchase a dance ticket.
- A student, who purchases a ticket but does not attend the dance is not entitled to a refund of the ticket price.
- Students planning to attend any school dance/related activity must attend school on the day of the dance.
- A student who is observed at a dance in the possession or under the influence of alcohol or any other illegal substance will be removed from the dance and dismissed to their parent/guardian. The student may be subject to further disciplinary action by school officials or the Stratford Police Department. Should the parent/guardian be unavailable, either the Stratford Police or EMS personnel will be summoned.
- Dancing in a manner that is inappropriate will not be tolerated.
- Music which contains inappropriate language, violence, etc. and/or which is labeled play"sexually explicit", "parental advisory", is deemed unacceptable and will not be played.

Guests:

- All guests must be under 21 years of age at the time of the dance.
- If the guest is a High School student in Stratford, he/she must be in good standing (NOT failing 2 or more classes at the time tickets are on sale, NOT having more than two past suspensions, more than 15 days, or being under suspension during the time of ticket sales/dance)
- Any student or students who are not in accordance with the above policies on the night of the dance or event will be asked to leave and will forfeit ticket money.

ACADEMIC STANDARDS FOR INTERSCHOLASTIC ATHLETICS, CLUBS AND ACTIVITIES

In order to be eligible to participate in interscholastic athletics at Stratford High School, a student-athlete must meet the following standards:

1. A student must be taking a minimum of four, one-unit subjects each marking period.
2. In order to be eligible during the second, third and fourth marking periods, a student must pass four one unit subjects the previous marking period.
3. In order to be eligible during the first marking period, a student must earn four credits the previous school year **and pass four one unit subjects during the fourth marking period of the previous school year*.***
4. All student athletes must be registered online with the Athletic Department and have a valid physical form on file.

   Note: A physical is valid for 13 months.

5. **A student who receives two or more failing grades (in any classes) the previous marking period shall be ineligible to participate in interscholastic contests. To be academically eligible for fall athletics, students must pass 4 Credits (earn 4 or more credits at the end the year).**

6. Students that are academically ineligible may not participate in school/team sanctioned off-season conditioning.

A more complete listing of eligibility rules may be found in **the Athletic Digest for Students and Parents/Guardians.**

ACADEMIC STANDARDS FOR SCHOOL SPONSORED CLUBS AND ACTIVITIES

In order to be eligible to participate in school sponsored clubs and activities, a student must meet the following standards:

- A student must be taking a minimum of four, one-unit subjects each marking period.
- In order to be eligible during the second, third and fourth marking periods, a student must pass four one unit subjects the previous marking period.
- In order to be eligible during the first marking period, a student must earn four credits the previous school year **and pass four one unit subjects during the fourth marking period of the previous school year*.***

- Students who are academically ineligible **may not** participate with the club or activity. However, building administrators may make an exception and allow an ineligible student to participate (in some capacity) when special circumstances arise.
- A student **will not** be allowed to participate on a field trip if academically ineligible at the time of the trip. Building administrators may make an exception and allow an ineligible student to participate when special circumstances arise.
- A student who participates in band/choir/theater or any other club/activity **must meet** the same academic/behavioral standards as outlined in the Athletic Digest and will be subject to the same consequences.

QUALIFICATIONS FOR ELECTED OFFICE

Elected Officers are held to the highest standards both in and out of the classroom. A student must have a C average and receive no failing grades to run for office, and must maintain the C average, receiving no failing grades during the year the office is held.

A notice will be sent out to all faculty with a list of students who have submitted petitions to run for class office. The faculty will be given the opportunity to comment on a student's citizenship. The petitions and the teachers' comments will be submitted to the assistant principals. Advisors will meet with candidates for office to tell them what their responsibilities will be. Students will be urged to reconsider if they feel they do not have the time to give to the office.

To be considered for and to maintain an elected position, a student must also have no outstanding obligations and maintain academic integrity. If an Elected Officer is suspended, he/she will be removed from office. Should an issue arise in which the Elected Officer is not suspended, administration reserves the right to implement a corrective action plan.

STUDENT SERVICES/CAREER CENTER

Students are encouraged to use our student services. Each student is assigned a counselor who is ready to assist in course selection, career development, post-secondary planning, and with any problems or situations that may impact school work and success.

Numerous additional services are available:

- College catalogs and resource materials related to college selection.
- Scholarship information
- Career information center
- Testing services
- Information related to specialized counseling
- Information regarding community resources
- College visitation bulletins

School Counselors will only meet with students during the first three weeks of school, from Thursday, August 29th through Thursday, September 19th, for course changes when one or more of the following three conditions apply:

1. The student previously passed a course in which they are currently enrolled;
2. The student has not met specific prerequisites for a course in which they are currently enrolled; or
3. The student has failed the same course with the same teacher in a prior year.

Course changes for reasons other than those listed above will require approval of both the student's Counselor and Administrator. These approvals will be given only in rare and unique circumstances. In addition, any course changes that occur after Thursday, September 19th, will require that the course continues to be listed on the student's 2024-25 transcript with a **W,** indicating that the student has withdrawn from this course.

Students may make an appointment to see their counselors by visiting the Guidance Office before or after school. Appointments are generally scheduled during study hall periods.

LIBRARY LEARNING COMMONS

Library Media Center usage guidelines will be updated once staffing is secured.

ACCOUNT ACCESS:

Network Account/WebID Username: first+last4+last2birthyear
Password: Student ID#

Google/Chromebook Account Username: first+last4+last2birthyear@stratk12.org
Password: Student ID#

Databases/e-books Username: stratford Password: reddevils

Britannica Online Username: stratford07
Password: books

Noodletools Click Rainbow G for Single Sign on

HEALTH SERVICES INFORMATION

The health office is open during the school day. Any student needing assistance may ask his/her subject teacher for a pass to see the nurse; however, students **may not** directly contact parents/guardians for dismissal.

In the event of an emergency, health services will contact doctors, EMS, the hospital and parents. The nurse is prohibited from issuing any kind of medication, including aspirin unless it is doctor-prescribed. These medicines may only be taken in the health office, and must be kept in that office during the day.

Students may only be excused from physical education classes for medical reasons after a doctor's note has been submitted to the nurse. The school has facilities and an elevator for use by handicapped students.

Note: Connecticut state law requires that all immunization records be current and verified **before** students can be admitted to school in August and further requires that all students have updated physical records on file with the school **prior to the start** of their junior year (Grade 11) of high school.

SCHOOL BASED HEALTH CENTER

Each high school has an in-house School Based Health Center (SBHC) which provides medical and counseling services for students with parental permission. The center will accept your family health insurance coverage or direct payment for the services provided. The SBHC is functioning via a partnership with Stratford Community Services (SCS). Enrollment on-line is available at sbhc1.com.

STUDENT ACTIVITIES

All students are invited and encouraged to participate in extracurricular clubs and organizations. These opportunities help to develop leadership skills and citizenship while providing students with the chance to explore, develop, and widen his or her range of interests. Information regarding clubs and organizations may be found in the summer newsletter or in the main office.

PLAGIARISM

Plagiarism is using others' ideas and words without clearly acknowledging the source of that information. This includes, but is not limited to, submitting work that belongs to another student or that is copied and pasted information from the internet, AI, etc. When it is determined that a student has cheated and/or plagiarized, the parent will be notified by the teacher and the student will receive a zero. The student will be given another opportunity to demonstrate mastery, at which time the new grade will replace the zero. If the new assignment is not turned in within two weeks from when the new assignment is given, the zero will stand. This will occur on the first occasion of plagiarism in a class. If a student plagiarizes a second time in the same class, they will be given a zero, and no chance to re-do the assignment.

*It is important to note that AP and Dual Enrollment classes in which students have the opportunity to earn college credit, that there may be additional consequences for plagiarism/cheating.

GENERAL INFORMATION

- Combinations for locks are given only to the student assigned to a particular locker. These combinations should not be given to anyone else. **DO NOT SHARE LOCKERS.** (Additional information may be found under Search and Seizure.) **The school is not responsible for lost items if combinations are shared or you fail to lock your lockers.**

- Inquiries for lost articles should be made to the Main Office. Large sums of money and valuable items should not be brought to school.
- Students are responsible for lost or damaged textbooks, materials, or equipment belonging to the school. Textbooks should be covered and properly cared for. Any obligations, fines, fees (including cafeteria) incurred for lost or damaged materials, equipment, athletic equipment, or vandalism will be recorded. Student records will be held until this debt is paid or the lost item(s) have been returned. **Students will be restricted from participation in school activities and sports, and a student's transcript and/or diploma will be withheld until the obligation is satisfied.**
- Only students who have purchased a Student Parking pass may park on school grounds after paying a **non-refundable fee of $50**. Parking passes will be available to Seniors first. Students may not park in areas designated for staff use. Unauthorized parking will be subject to disciplinary action and/or fine determined by the school administration or Stratford police.
- Students leaving an assigned area must do so with an official pass issued by a staff member.

CELL PHONES & WIRELESS DEVICES

Overview:

To ensure a focused and respectful learning environment, students must have their cell phones and personal electronic devices turned off and placed in classroom storage boxes upon entering any instructional space and remain there for the duration of the period. This includes study halls and brief exits (bathroom, guidance, etc.).

This means:

- Devices must be powered down and placed in storage containers upon entering the classroom and remain there for the duration of the period (including study halls and brief exits).. Phones and devices must not be visible in any instructional space.
- Phones may be used in the hallways during passing times and during the 30 minute lunch period in the cafeteria.

Enforcement & Consequences:

Violations of the policy will follow our **progressive discipline process**, including:

- Confiscation of the device in the main office
- Parent/guardian contact and required pickup
- Additional disciplinary action per the Student Code of Conduct, including in-school suspension

Disciplinary Consequences for Violations

- 1st Offense

    - Office Referral
    - Device is confiscated and held in the main office
    - Returned to student at the end of the school day
    - Parent/guardian notified
    - Restorative reflection or conference may be assigned

- 2nd Offense
    - Office Referral
    - Device is confiscated and held in the main office
    - Parent/guardian must pick up the device

- 3rd Offense
    - Office referral
    - Device held until parent pick-up
    - Elementary: After-school Detention
    - Secondary: In-School Suspension up to 3 days in school
    - Student placed on a behavior monitoring contract, may include dropping phone off in main office each day
- 4th Offense or more
    - Office referral
    - Device held until parent pick-up
    - Elementary: In-school suspension up to 3 days
    - Secondary: In-school suspension up to 5 days
    - Student placed on a behavior monitoring contract, may include dropping phone off in main office each day

Important Notes:

- Phones and devices used to record video/audio, access prohibited content, or shared inappropriately may result in immediate suspension or other disciplinary actions.
- Students with medical, IEP, or 504 accommodations must follow pre-approved protocols.
- Schools are **not responsible for lost, stolen, or damaged devices**.

Communication Plan in Case of Emergency:

We understand that staying connected is important, especially in emergency situations. Here is how we will ensure open lines of communication:

- If students need to contact a parent/guardian, they should report to the main office, where staff will assist them in making a call.
- If a parent/guardian needs to reach their child due to an emergency, please call the main office, and a secretary will deliver the message to the student.
- In the event of a school-wide emergency, the school or district will notify families via the emergency notification system.
- To ensure timely and accurate communication, it is essential that the school has up-to-date contact information for all families. Please update your information in the Parent Portal.

- Additionally, families must be opted into all school/district communication systems to receive critical updates. If you are unsure whether you are fully subscribed to district alerts, please contact the school office for assistance.

ELECTRONIC DEVICES

ALL students acknowledge the following:

Each student will be assigned a school-issued Chromebook and are expected to bring it each day, fully charged for academic purposes.

1. Only the school's approved Internet server will be accessed. Attempts will not be made to bypass the local connection. The District's network filters will be applied to one's connection to the Internet and attempts will not be made to bypass them.
2. Only authorized data can be accessed. Infecting the network with a virus or any program designed to damage, alter, or destroy the network, hacking, altering or bypassing security policies are not allowed and are considered a violation of the school's Code of Conduct. Discipline will be based upon the nature of the violation and consistent with the Student Code of Conduct.
3. The school may request to collect and examine any device if there is a reasonable suspicion of violating policy or may be the source of an attack or virus infection.
4. As we are working to achieve a more paperless environment, printing from personal devices will not be possible. Therefore, it is strongly suggested that students save or back up their work while accessing school technology.
5. Students may not charge their devices in classrooms; each student must charge his or her own device prior to bringing it to school daily.
6. Devices cannot be used during assessments, unless otherwise directed by a teacher.
7. Students must immediately comply with teachers' requests to shut down devices or close the screen. Devices must be in silent mode and put away when asked by teachers.
8. Students are not permitted to transmit or post photographic images/videos of any person on campus on public and/or social networking sites.
9. Students can only access files on the computer or Internet sites which are relevant to the classroom curriculum and suggested by a teacher.
10. Students are not to physically share their personal devices with other students, unless approved in writing by their parent/guardian.
11. Personal devices may not be used to cheat on, take/post pictures of assignments, quizzes or tests. Personal devices are for instructional purposes only.
12. Personal devices should not be used to make calls, send texts, instant messages or e-messages during the school day as these are disruptive to the classroom environment.

Violation of any of these standards may result in suspension of computer use, Internet privileges and/or other disciplinary action.

CAMERA/RECORDING DEVICES

a. Camera/recording devices may not be used in any unethical or illegal manner.

b. Camera/recording devices may not be used to photograph another person who has a reasonable expectation of privacy without that person's knowledge and consent.

c. Camera/recording devices may not be used in a way that would violate another person's copyright.

d. Camera/recording devices may not be used to harass, intimidate, or bully another person or to invade another person's privacy.

e. An image/recording taken using a camera/recording device may not be published, broadcast, or transmitted to any other person, by any means, without the knowledge and consent of each person appearing in that image who had a reasonable explication of privacy at the time the image was recorded, or the person who owns the copyright in the material appearing in that image.

f. Camera/recording devices may only be used in a classroom for academic purposes when approved by the teacher or as part of a student's IEP or 504 accommodations.

Prohibited Locations:

a. Camera/recording devices may not be used in any classroom without a teacher's or administrator's permission that specifies the purpose and duration of the use unless part of a student's IEP or 504 accommodations.

b. Camera/recording devices may not be used in any locker room, restroom, or any other place where other people have a reasonable expectation of privacy.

PARTICIPATION IN EXTRACURRICULAR/SCHOOL SPONSORED EVENTS & ACTIVITIES

1. Any student who has been suspended 3 or more times, or who has been suspended (ISS/OSS) for a total of 15 or more days may be declared ineligible to participate in any extra-curricular activity for the remainder of the semester. For specific athletic guidelines, please refer to the SPS Athletic Digest.
2. Any student expelled from school will be declared ineligible to participate in or attend any extra-curricular activity during the entire period of expulsion.
3. A student who is observed in the possession or under the influence of alcohol or any other illegal substance will be asked to leave the event. The parent/guardian will be called to pick up the student and the student may be subject to further disciplinary action by school officials or the Stratford Police Department. Should the parent/guardian be unavailable, either the Stratford police or EMS personnel will be summoned.
4. Students shall not engage in behavior that harms the reputation of the school, team, club or organization. Failure to adhere to this standard may result in ineligibility to participate for a period of time **at the discretion of the advisor, coach, athletic director, and/or principal.**

SUBSTANCE ABUSE POLICY

Drugs are defined as an alcoholic beverage, illegal substance, or prescribed medication for which a student does not have a prescription from a licensed physician. It is the policy of the Stratford Board of Education **to prevent and prohibit the possession, use, and/or distribution of drug or drug paraphernalia…**

…on school property

…at school sponsored events

…on school buses

…enroute to and from school by any mode of travel

All violations of this policy will be dealt with according to Board procedures. Consequences of such violations may include suspension or expulsion from school. These violations are subject to police referral with possible arrest. Confiscated items will be turned over to the police.

Breathalyzers may be used during the school day or at after-school activities when an administrator has reasonable suspicion that a student may be under the influence of alcohol. Should the student refuse to take a breathalyzer test, it will be deemed that the suspicion of the administrator is confirmed and the student will face consequences as described above.

SEARCH AND SEIZURE

Searches will occur when "there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating the law or the rules of the school." The following are **some examples** of "reasonable grounds".

- Violation of substance abuse policy.
- Possession of any dangerous weapon.
- Possession of fireworks.

In addition, the administration reserves the right to inspect desks and lockers, at times with the use of canine sweeps. Lockers and desks assigned to students are property of the Stratford Board of Education. The school administration has the right to inspect and search their contents. Combinations for locks are given only to the student assigned to a particular locker. These combinations should not be given to anyone else. Do not share lockers and be sure your locker is locked before leaving it. If an item is found in a student's assigned locker, that student is considered in possession of said item. Automobiles parked on school grounds are also subject to search whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such materials will be turned over to proper legal authorities.

SMOKE/VAPE-FREE POLICY

The Stratford Board of Education recognizes the harmful health effects of smoking, both to the smoker and from second hand smoke. The Board also recognizes that adults should be providing positive role models for students. The Board of Education prohibits any student or adult smoking on school property, or at school-sponsored events at any time. The Board of Education is supportive

of a system-wide educational campaign, to be carried out by the administration, about the harmfulness of smoking, and of programs of assistance to help smokers cure the habit.

DEFINITION: As used herein, "smoke" or "smoking" means the lighting or carrying of a lighting device, an e-cigarette, vaping device/accessories, a cigarette, cigar, pipe, or similar device or use of chewing tobacco.

Students are not permitted to smoke at any **time or be in possession of any tobacco products, or non-tobacco smoking, or vaping products,** in school buildings, on school grounds, on school buses, vans or any school-provided transportation, or at any school-sponsored activity.

Violations of the Smoke/Vaping-Free Policy within the school building, on school grounds, or at school events will be subject to the following actions:

Consequences will be based on the language in the Code of Conduct and may include:

- Offending students will participate in one of the scheduled vaping/smoking cessation classes.
- Repeat offenders are subject to further disciplinary action to be determined by school administration and SRO.
- Athletes are subject to additional consequences per the district's chemical health policy.
- Students involved in any school-based extra-curricular activities will be subject to suspension from participation.

Please see the link to the Stratford Board of Education Policy page (policies are updated throughout the year)

https://www.stratfordk12.org/documents/board-of-education/policies/300711

PLEASE REVIEW THIS LIST OF STRATFORD BOARD OF EDUCATION POLICIES:

Chromebook Protection Plan Policy

504 Regulation Guidelines

5112 Age of Entrance

5111.3 Undocumented Students

5113.1 Work Permits

5113 Student Attendance

5114 Suspension and Expulsion/Due Process

5117 School Attendance Areas

Stratford Public Schools High School Student Handbook

5118 Resident and Non-Resident Students and Residency

5118.1 Homeless Students

5123a Students Promotion Acceleration Retention

5131.1 Bus Conduct

5131.5 Vandalism in Schools

5131.6/5145.12 Breathalyzer Students

5131.6 Alcohol Drugs Tobacco

5131.61 Inhalant Abuse

5131.7 Weapons and Dangerous Instruments

5131.9 Gang Activity or Association

5131.111 Video Surveillance

5131.21 Threats or Acts of Violence

5131.81 Cell Phone Policy

5131.911 Connecticut School Climate Policy

5131.913 Cyberbullying

5132 Student Attire

5136.5 Student Computer Acceptable Use

5140.1 Health Services

5141.21 Administering Medications

5141.213 Naloxane Narcan

5141.3 Health Assessments and Immunizations

5141.4 Reporting Child Abuse Neglect and Sexual Assault

5142 Student Safety

5142.1 Relations with Noncustodial Parents

Stratford Public Schools High School Student Handbook

5144.1 Physical Restraint

5144.2 Physical Restraint Focused on Exclusionary Time Out

5144.3 Discipline of Students with Disabilities

5144.4 Physical Exercise and Discipline of Students

5145.14 Online Recruitment

5145.42 Policy Regarding Students and Section 504

5145.51 Peer Sexual Harassment

5145.53 Transgender and Gender Nonconforming Youth

5145.111 Notification to Supt. of Student Arrest

5145.121 Vehicle Search on School Property

5145.122 Search and Seizure Use of Dogs

5147.17 Off School Misconduct

Title IX and Sexual Harassment

Academics and Interscholastic Athletics

District Climate Policy

6146 Graduation Requirements

3541 Transportation Policy

3542.43 Food Charging Policy

BOARD OF EDUCATION STANDARD AND GENERAL INFORMATION

The Stratford Board of Education has adopted policies, rules and regulations which clearly define student responsibilities, academic standards and requirements, and procedures for dealing with violations of state, local, and Board of Education rules and regulations. The information in this handbook provides a complete explanation of policies and procedures that govern school life at Stratford High School. It is the student's responsibility to be thoroughly familiar with this information.

Stratford Public Schools High School Student Handbook

The principal, assistant principals, and teachers of Stratford High School have the authority to enforce the Board of Education rules and regulations. Students who refuse to cooperate with anyone on the staff will be referred to the appropriate administrator for disciplinary action which may include suspension.