

B.C Cate Elementary School Parent and Student Handbook

Engage ● Empower ● Educate

Every Student. Every Day.

B.C Cate Elementary School Quick Reference Guide

School Phone Number	607-535-7267	For all inquiries and school personnel
School Website	https://www.omschools.org/	District and building information, calendars, staff webpages, and staff emails.
School Principal	Erika Olsowske	Eolsowske@omschools.org
School Secretary	Lisa McKee	Lmckee@omschool.org
School Nurse	Jennifer Hoose	Jhoose@omschools.org
School Social Worker	Krista Standish	Kstandish@omschool.org
School Social Worker	Brittany Oliver	Boliver@omschool.org
School Psychologist	Jordan Mensch	jmensch@omschools.org
Director of Student Services	Ryan Collins	rycollins@omschools.org
Transportation Director	Nicole Bond	Nbond@omschools.org

Morning Arrival:

7:40 a.m.- Drop-off begins

7:40 a.m.- 8:10 – Breakfast

8:10 TARDY for all Students

BCC departs at 11:10

Dismissal:

2:40- Buses Dismissed from BCC

2:40 Parent Pick Up Dismissed

Two-Hour Delay Start Time:

9:35 a.m- students drop off

Bus pick up time is two hours later

Early Release Dismissal Times:

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Parents Are the Key

You have the power to unlock your child's love of learning. The support, encouragement, and experiences you provide each day play an important role in your child's growth and success.

Supporting Your Child's Emotional Development

You can help your child grow emotionally by:

- Being patient and accepting that mistakes are part of learning.
- Praising effort and perseverance, not just achievements.
- Helping your child develop a positive self-image and confidence.
- Listening to your child and engaging in meaningful conversations.

Supporting Your Child's Social Development

You can encourage healthy social growth by:

- Providing opportunities to interact and build relationships with others.
- Modeling kindness, respect, and positive behavior.
- Gradually increasing your child's responsibilities.
- Allowing your child to make age-appropriate choices.
- Giving your child opportunities to practice decision-making skills.

Supporting Your Child's Physical Development

You can promote physical growth by:

- Creating a safe environment that encourages active play, movement, and exploration.
- Providing a variety of safe toys, materials, and equipment to strengthen fine motor skills.
- Playing actively with your child.
- Encouraging activities that develop large muscle skills: running, jumping, and climbing.

Supporting Your Child's Intellectual Development

You can foster learning and thinking skills by:

- Remembering that play is an important way children learn.
- Allowing your child opportunities to try things independently.
- Making learning fun and enjoyable.
- Providing a variety of language-rich and hands-on experiences.
- Setting aside time each day to read and explore books together.

Communication

We are excited to continue using **ParentSquare** as our primary school-to-home communication tool! ParentSquare helps families stay informed, connected, and involved in their child's education at the Odessa-Montour School District.

This secure communication platform allows district administrators, principals, teachers, staff, and families to:

- Receive important school and classroom updates
- Send and receive messages
- View calendars and upcoming events
- Share photos and documents
- Sign up for volunteer opportunities
- Schedule parent-teacher conferences
- And much more, all in one convenient location!

School, district, grade-level, and classroom information will be sent directly to your email and/or phone through ParentSquare.

For added convenience, download the **free ParentSquare app**, available for both iOS and Android devices.

For more information, visit **www.omschools.org**.

Important Telephone Numbers

B.C. Cate Elementary School	(607) 535-7267
O.M.C.S. District Office	(607) 594-3341
B.C. Cate Fax	(607) 535-7802

School Closings

School closings are announced on local radio and TV stations, the morning of the closing. The district also does an all-call system to announce delays and/or closings. It is also posted on our school website and ParentSquare.

If the school day is delayed, there is no breakfast served on these days.

Parents fill out an Emergency Information Form the first day of school. These forms will be used in case of an emergency dismissal. Additional information on Emergency Closings can also be found in the Odessa-Montour School Calendar.

Parent Teacher Conferences

Parents may request a parent- teacher conference at any time by contacting the classroom teacher. **Concerns should be addressed to the classroom teacher before contacting the principal.**

Visitors

We value strong partnerships with our families and welcome parent involvement in our school community. To help maintain a positive learning environment and minimize interruptions to instruction, we ask that visits be arranged in advance through your child's teacher **and** the school office.

We look forward to working together to make B.C. Cate a positive and successful experience for every student!

School Hours

At B.C. Cate Elementary, the student academic school day **begins at 8:10 a.m. and ends at 2:40 p.m.** We appreciate your support in helping students arrive on time and ready to learn each day.

Please note that the BCC Main Office is closed from 2:30-2:55 during dismissal time. This is to ensure all students are accounted for. Thank you!

Attendance and Tardiness

Regular attendance and punctuality are important parts of a child's success in school. Developing these habits early helps students build responsibility, maximize learning opportunities, and establish skills that will serve them well throughout their lives.

According to New York State law, excused absences and tardiness include:

- Illness
- Religious observances
- Quarantine
- Court appearances
- Illness or death in the family
- Health treatment appointments
- Attendance at a clinic

Any absence or tardiness for reasons other than those listed above, unless approved by the school, must be recorded as unexcused.

When your child returns to school after an absence or arrives late, please send a signed note explaining the reason. If it is medical, please have a note from the physician. Absences or tardiness without a written excuse will be marked as unexcused.

Students are considered tardy if they arrive in their classroom after **8:10 a.m.**

Release During the School Day

If your child needs to leave school before the end of the day, please send a note explaining the reason for the early dismissal and report to the main office when you arrive. School staff will be happy to assist you.

For the safety of all students, children will only be dismissed to a parent, legal guardian, or an authorized emergency contact who meets them in the main office.

If you plan to take your child home directly following a school event that occurs before the end of the school day, please notify the office in writing on the morning of the event.

UNDER NO CIRCUMSTANCES WILL THE SCHOOL DISMISS CHILDREN UNLESS THE PARENTS OR LEGAL GUARDIANS' MEETS THEM IN THE MAIN OFFICE OF THE SCHOOL.

Transportation

The Director of Transportation is located at the Odessa-Montour Central School Bus Garage office, (607) 594-3341, ext. 4301. All information regarding bus numbers, drop off/pick up locations and times is coordinated through the Odessa-Montour transportation office, as well as any concerns or questions.

Morning drop-off time: 7:40-8:10

When dropping off or picking up your student, please park along Canal Street and wait for a staff member to help your child in/out of your vehicle. Do not drop off or pick up from the parking lot; this impedes the process and becomes a safety concern as students are walking between vehicles. Students are considered late if arriving at their classroom after **8:10 am.**

Student Dismissal:

Please pull all the way forward to the designated cones in the bus loop as directed by a staff member. Your child will then be walked to your vehicle.

Walking Home:

Please wait at the end of Canal Street until all buses have departed. If your child walks home with an approved adult, please meet them at the blue cone.

Identification:

We pride ourselves on student safety and may at times ask for identification to make sure students are going with the correct family member. Please have this readily available in case our staff asks.

Dismissal Changes:

If your child is not following their normal dismissal routine and they need to have a change in bus, pick-up, or person taking them home, a **written note must accompany them in their school communication folder.** If there is an emergency, a phone call will be accepted but please keep late calls to emergencies only. **In order to make all the changes and notify all parties, it is critical to have all notifications prior to 12:00 noon.**

Bringing items from home

No glass containers on the school bus. Discourage your child from bringing any toys or cherished items to school. This includes items that can be damaged, lost, or stolen. The school cannot accept responsibility for lost or stolen items. No pets are allowed on the bus.

Student Health and Safety

Please keep us advised of any changes in the emergency contact number!

The safety and well-being of every child is our highest priority. Throughout the school day, students are supervised during all activities. While we take every precaution to provide a safe environment, accidents and unexpected illnesses can occasionally occur.

For this reason, it is very important that the school always has current emergency contact information on file. In addition to parent/guardian contact information, please provide the name, address, and phone number of a trusted adult who can be reached if a parent or guardian is unavailable. Having accurate emergency information helps us respond quickly and effectively when needed.
Please note that school nurses provide first aid and basic health care services but do not provide medical treatment beyond their scope of practice.

Health Services

To support student health and wellness, the school provides several routine health screenings and services:

- Height and weight measurements are completed annually.
- Vision and hearing screenings are conducted each year by the school nurse.
- Parents/guardians will be notified in writing if a screening indicates a concern.
- New York State-required health examinations are provided for students in **Pre-K or Kindergarten and Grades 1, 3, 5, 7, 9, and 11**, as well as for all students who are new to the district.
  If the school physician makes any recommendations, those will be shared with families in writing.

Healthy Habits and Hygiene

Learning healthy habits is an important part of a child's growth and development. At school, we encourage students to practice good hygiene through regular handwashing, proper restroom habits, and covering coughs and sneezes.Families play an important role in reinforcing these healthy routines at home. Working together helps keep our entire school community healthy and safe.

Dental Health

Good dental health supports both overall well-being and academic success. Before entering school, families are encouraged to schedule a dental checkup for their child and address any needed dental care.

Regular brushing and healthy dental habits can prevent discomfort and help students feel their best throughout the school day. Children should be encouraged to take age-appropriate responsibility for brushing and caring for their teeth.

If a dental emergency, such as a toothache or injury, occurs during school hours, parents/guardians will be contacted. School staff can provide basic first aid, but dental treatment remains the responsibility of the family.

Illness During the School Day

If your child becomes ill while at school, a parent or guardian will be contacted. In the event of illness or injury, transportation home or to a healthcare provider is the responsibility of the family.

When to Keep Your Child Home

To help protect the health of all students and staff, please keep your child home if they are experiencing symptoms of illness or have been ill during the night.

Students may return to school only after they have been **fever-free for at least 24 hours without the use of fever-reducing medication**.

If your child is absent due to an illness, injury, or communicable disease, please notify the school. Your communication helps us support your child and maintain a healthy school environment for everyone.

Communicable Disease:

Please notify the school nurse if your child has had a communicable disease such as strep throat, chicken pox, impetigo, etc. Children returning to school after a communicable disease are examined by the Health Room personnel before being permitted to remain in the classroom.

Medication

No internal medication of any kind is given in school unless a written, signed order from a physician is presented to the school nurse. The signature of the parent/guardian is also required. According to law, if a student is scheduled to take medication during the day, an adult must bring the medication to the Health Room in the original container. Cough drops and other over-the-counter drugs are considered medication and therefore cannot be administered or used by the children in school. No medications can be transported via school bus at any time.

Immunizations

Amended immunization laws by the New York State Department of Health and Education now mandate that a child receive protective vaccine against the vaccine-preventable diseases (measles, rubella, poliomyelitis, mumps, and diphtheria, chicken pox) BEFORE entering school. Entrance to, or attendance at school must be delayed until a certificate signed by a physician or recognized clinic is presented to the school authorities. The certificate must indicate the dates and kinds of vaccine your child received. Tetanus and whooping cough vaccines are usually included in the diphtheria vaccine injection. Children need this protection, too. If your child has had any of the vaccine-preventable diseases listed above, we must have a signed physician's statement certifying the kind of disease the child has had as well as the date.

Pediculosis (Head Lice)

Screenings may be done throughout the year if needed. If a problem is found, the nurse will tell you by phone or note and explain the treatment procedure.

Transmission of lice may be by direct contact from person to person or indirect through common combs, brushes, hats, pillows, or bedding. Lice are not particular; anyone can contract lice, regardless of socio-economic status or age. Younger children, due to their close contact with each other, are more susceptible.

If you find lice in your child's hair before the nurse does, please contact us. We will then check all children in the classroom and other possible contacts. Our students are accustomed to head checks and find the procedure routine.

The school nurse is experienced with appropriate treatment and is ready to give advice and guidance.

Physical Education

Dress

Appropriate dress consists of comfortable clothing that will not inhibit gross motor activity like running, throwing balls, or climbing. A child must have sneakers for physical education for safety reasons. Your child will not participate in physical education if they do not have sneakers on. Sometimes, an extra pair of sneakers that can be left in school is helpful.

Excused

Legally, a child may be excused from physical education only if they have a signed medical excuse from a physician.

School Breakfast and Lunch Programs

A nutritious breakfast and lunch program is available every day for your child. Breakfast begins promptly at 7:40 a.m. Children may bring their lunch from home. Milk, snacks, and ice cream are available each day for purchase.

To access Payschools, go to www.omschools.org > Parents > Payschools. This will take you directly to the Payschools website. All you need is your child's student ID. If you do not have this information, please contact the main office.

School Records

To best support your child's education and well-being, the school maintains several types of student records. These records provide an important history of your child's educational experience and may include academic records, health records, and legal documents.

Legal documents may include custody agreements, guardianship paperwork, adoption records, or court orders. To ensure the safety of our students and compliance with legal requirements, it is essential that all records remain current and accurate. If custody arrangements or other legal circumstances change, please provide updated documentation to the school office as soon as possible.

Please note that without legal documentation on file, the school may not have the authority to restrict a parent's access to or release of a student.

Student Registration Form

At the beginning of each school year, families will receive a Student Registration Form. This form contains important information that helps us care for and communicate with your child and family, especially in the event of an emergency. We ask that the completed form be returned promptly. If any information changes during the school year, such as phone numbers, addresses, emergency contacts, or medical information, please notify the school office so our records can be updated.

Emergency Dismissal Form

The Emergency Dismissal Form allows families to indicate where their child should go and who is authorized to care for them in the event of an unexpected early dismissal or school emergency. Keeping this information current helps ensure that we can safely reunite students with their families when needed.

Transfer and Moving

If your family is moving or your child will be transferring to another school district, please help us make the transition as smooth as possible by following these steps:

1. Notify B.C. Cate staff of your child's last day of attendance.
2. Inform the school where your child will be attending and the anticipated start date at the new school.
3. Contact the new school to complete enrollment and sign a records release form so that educational records can be forwarded promptly.

Working together helps ensure your child's educational services continue uninterrupted.

Confidentiality Of Student Records

Protecting student privacy is important to us. Many school records and student-related information are considered confidential and cannot be shared with schools, healthcare providers, agencies, or other organizations without written permission from a parent or guardian.

Similarly, if you would like information from an outside provider shared with the school, such as medical reports or evaluations, a signed release form may be required.

If you have questions about student records or would like information shared with another party, please contact the school office. We are happy to assist you and ensure that information is handled appropriately and securely.

General Information

Clothing

Please dress your child in comfortable clothing and shoes that are appropriate for the weather and for active participation in school activities. Safe footwear is important for both classroom learning and outdoor play. For safety reasons, flip-flops and high-heeled shoes or sandals are not recommended.

To help us return lost items quickly, please label all personal belongings, including coats, backpacks, lunch boxes, water bottles, and other school supplies, with your child's first and last name.

Backpacks and School Bags

Every student should bring a backpack or school bag each day. Backpacks help students safely transport important items between home and school, including communication folders, library books, homework, and classroom materials.

Sending Money to School

Whenever money is sent to school, please place it in a sealed envelope labeled with:

- Your child's full name
- Teacher's name
- Amount enclosed
- Purpose of the payment (book fair, ice cream, field trip, etc.)

Clearly labeling envelopes helps ensure that money reaches the correct destination.

Celebrations

Classroom celebrations are held throughout the year to recognize holidays and special occasions. If you would like to send a treat or special item to celebrate your child's birthday or another meaningful event, please contact the classroom teacher in advance to discuss arrangements and classroom guidelines.

Invitations

We understand that birthdays and other celebrations are exciting for children. To be sensitive to all students' feelings, invitations to private, non-school events may only be distributed at school if every student in the class is invited. Otherwise, we ask that invitations be shared outside of school.

Electronic Devices

To help students stay focused on learning and to minimize distractions, students are strongly discouraged from bringing electronic devices such as tablets, handheld gaming devices, and similar items to school. Cell phones and smart watches should not be carried or used by students during the school day unless specifically authorized by the school. The school cannot assume responsibility for lost, stolen, or damaged electronic devices

Lost and Found

B.C. Cate maintains a designated Lost and Found area for misplaced items. Students who are missing clothing, lunch boxes, water bottles, or other belongings are encouraged to check out this area regularly. Labeling personal items is the best way to help us return lost belongings to their owners. If you have questions about a missing item, contact the main office for help.

Outdoor Recess

Daily recess is an important part of every child's school experience. Whenever possible, students go outside each day for fresh air, exercise, and social interaction. Outdoor recess is typically held unless it is raining or the temperature, including wind chill, falls below 20°F.
Please help your child come prepared for the weather. During the winter months, students should have:

- A warm coat
- Hat
- Mittens or gloves
- Boots
- Snow pants

If snow pants are unavailable, an extra pair of pants worn over school clothing is acceptable.
Occasionally, students may miss a portion of recess to complete unfinished work or for disciplinary reasons as outlined in the District Code of Conduct.

Field Trips

Field trips are an important extension of classroom learning and provide students with meaningful hands-on experiences. Families will receive advance information about each trip, including the destination, date, time, cost (if applicable), and any special preparations students may need.

We look forward to providing students with engaging learning opportunities both inside and outside the classroom.

R.O.A.R at B.C. Cate

At B.C. Cate Elementary School, we **ROAR with Grizzly Pride**! Our students are encouraged each day to demonstrate:

- **Respect**
- **Ownership**
- **Accountability**
- **Responsibility**

These four core values help create a safe, supportive, and positive learning environment where every child can thrive.

B.C. Cate Elementary School and Hanlon Elementary School have worked together to create a consistent, school-wide framework that supports all elementary students through:

- Positive Behavioral Interventions and Supports (PBIS)
- The District Code of Conduct
- Character Education
- Social-Emotional Learning Strategies

This work is grounded in the Odessa-Montour Central School District mission:
"Engage, Empower, and Educate every student, every day."

As we developed this framework, it was important to gather input from the many people who make up our school community. Feedback was collected from a variety of sources, including:

- Student Advisory Groups
- Building Leadership Teams
- Parent Focus Groups
- School Counseling Services
- PFO Events and Meetings
- Individual Conversations with Families, Staff, and Community Members

Through this collaborative process, we created our **ROAR Matrix**, which helps students understand what it means to be respectful, take ownership, be accountable, and act responsibly in different school settings. The matrix provides clear expectations and positive guidance to help our Little Grizzlies succeed both academically and socially.

We are incredibly grateful to everyone who contributed to this important work, including the generous support of our Parent Faculty Organization (PFO). We deeply value the partnership of our students, families, faculty, staff, counselors, special services team, community partners, and the B.C. Cate/Hanlon PFO. Together, we are building a positive school culture where every child feels supported, connected, and encouraged to ROAR with pride.

Hanlon School

Parent and Student Handbook

Engage ● Empower ● Educate

Every Student. Every Day.

Updated August 2026

Hanlon Elementary School Quick Reference Guide

School Phone Number	607-594-3341	For all inquiries and school personnel
School Website	Omschools.org	District and building information, calendars, staff webpages, and staff emails.
School Principal	Alisha Tolentino	atolentino@omschools.org
School Nurse	Jane O'Neil	joneil@omschools.org
School Counselor	Carey Ault	Cault@omschools.org
School Psychologist	Jordan Mensch	jmensch@omschools.org
Director of Student Services	Ryan Collins	rycollins@omschools.org
Transportation Director	Nicole Bond	nibond@omschools.org
Cafeteria Service	Melissa Merrill	memerrill@gstboces.org

Morning arrival
7:45 a.m. – Drop-off begins
7:45 a.m. – Breakfast
8:10 TARDY for all Students

Dismissal
2:50 – Parent Pick Ups Dismissed
2:50 – Walkers Dismissed
3:10 – Buses Dismissed

Two Hour Delay Start Time
9:35 a.m. – student drop-off begins for all students. Bus pick up-times are approximately 2 hours later than normal times.
No breakfast will be served.

Early Release Dismissal Times:
11:30 a.m.
Students receiving breakfast should plan on arriving as close to 7:45 a.m. as possible. Breakfast services will end at 8:00 a.m.

Hanlon parents or caregivers picking up their children from school shall go to the parent pick up line behind the school. You will turn in the parking lot off Speedway and join the line. School staff will release students to their pickup person.

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MESSAGE TO FAMILIES

Dear Grizzly Families,

As we begin another exciting school year, I want to take a moment to express how grateful we are for the opportunity to partner with you in supporting your child's education. At Hanlon Elementary, we believe that a strong partnership between home and school is the foundation for student success. When families and educators work together, we create a positive, supportive environment where every child can grow academically, socially, and emotionally.

Your involvement plays a vital role in your child's educational journey. Whether you attend parent-teacher conferences, volunteer at school events, participate in family activities, communicate regularly with your child's teacher, or encourage learning at home, your engagement sends a powerful message that education is valued. Together, we can provide the consistency, encouragement, and support that help our students build confidence, develop a love of learning, and reach their fullest potential.

At Hanlon Elementary, we are committed to maintaining open and meaningful communication with our families throughout the year. We will continue to share important information, celebrate student achievements, and provide resources to help you stay informed and connected to your child's learning. We encourage you to reach out whenever you have questions, concerns, or ideas. Your voice and partnership are important to us, and we value the trust you place in our school each day.

As we look ahead to a year filled with new opportunities, challenges, and accomplishments, I am confident that by working together, we can create a safe, nurturing, and engaging learning environment where every student feels supported, inspired, and empowered to succeed.

Thank you for your continued partnership, encouragement, and commitment to the students of Hanlon Elementary. We look forward to a wonderful school year and all that we will accomplish together.

Sincerely,

Alisha Tolentino

Principal

Hanlon Elementary

COMMUNICATION

School Communication

We are excited to announce that we adopted a new form of school-to-home communication called ParentSquare. This unified communications platform is designed to keep parents and guardians informed and encourage greater engagement and connection with Odessa-Montour School District. It provides a safe way for district administrators, school principals, teachers, staff, and parents/guardians to:

- Send and receive school and class information
- Share pictures and files
- See calendar items
- Sign up to volunteer
- Schedule parent-teacher conferences

  … and much more… all in one centralized place!

All district and school, grade level and classroom information will now be sent to your computer or phone via email and/or text. For even more convenience, download the ParentSquare app (available for free for iOS and Android devices).

www.omschools.org

School Closings

School closings are announced on local radio and TV stations the morning of the closing. The district also does an all-call system to announce delays and/or closings.

Parents/guardians fill out an Emergency Information Form the first day of school. These forms will be used in case of an emergency dismissal. Additional information on Emergency Closings can also be found in the Odessa-Montour School Calendar.

Teacher Conferences

Parents/guardians may request a conference at any time by contacting the classroom teacher. Concerns should be addressed to the classroom teacher before contacting the principal.

Parent Teacher Conference dates: November 10, November 21(PM) and December 5(PM).

ATTENDANCE

School Hours

The school hours for students at Hanlon Elementary are 8:10 a.m. – 2:50 p.m.

Absences/Tardiness

One of the objectives of the elementary instructional program is to teach and support proper work habits as an integral part of each student's development. Punctuality and good attendance are two of the basic principles of good work habits. This habit will contribute to success in school and in one's future life.

According to New York State law, the only legal reasons for absence/tardiness from school are illness, religious observances, quarantine, court, sickness or death in family, health treatment, or attendance at a clinic. All other absences/tardiness, unless authorized by the school, are considered illegal.

When your child returns to school from an absence or arrives tardy, he/she should have a signed excuse stating the reason for the absence/tardiness. Absences or tardiness not accounted for with a signed excuse will be marked as illegal.

A student is considered tardy if they arrive at their classroom after 8:10.

Release during the school day
If it is necessary to have a child dismissed before the close of the school day, parents/guardians are to report to the main office and school personnel will assist them. The school must also have an excuse note stating the reason for early dismissal. Reasons listed in the above section are the only legal excuses for early dismissal.

If you plan to take your child home immediately following a school event prior to dismissal, please notify the office in writing the morning of the event.

Visitors
Visits to our school by parents/guardians are welcomed and encouraged. To protect the educational program from undue disturbance, we require that persons wishing to visit make arrangements in advance through the classroom teacher and school office.

TRANSPORTATION

Transportation
All information regarding: bus numbers, drop off/pick up locations/times, and questions or concerns are coordinated through the Odessa-Montour Transportation Office. The Assistant Transportation Supervisor can be reached at (607) 594-3341, ext. 4301.

Morning drop-off time: 7:45 – 8:10
When dropping off your student you may pull in the bus lop after all buses have cleared.
Students are considered late if arriving to their classroom after 8:10 a.m.

Student Pick Up
Student pick up happens behind the school. You will turn in the parking lot off Speedway and join the line. School staff will release students to their pickup person.

Walking Home
Students who are walking home are dismissed out the main entrance at 2:50 p.m.

Identification
We pride ourselves on student safety and may at times ask for identification to make sure students are going with an approved pickup person. Please have this readily available in case our staff asks.

Dismissal Changes
If your child will not be following their normal dismissal routine and they need to have a change in bus, pick-up, or person taking them home, a **written note must accompany them in their school communication folder.** If there is an emergency, a phone call will be accepted but please keep late calls to emergencies only. **All dismissal changes need to go through the main office. To make changes and notify all parties, it is critical to have all notifications prior to 12:00, noon.**

Bus Expectations
OMCSD is pleased to offer our students the opportunity to utilize district-provided transportation to attend school and school-sponsored functions. All students must follow all bus safety expectations to promote safe transport to and from school and school functions.

School Bus Driver Responsibilities
The bus driver has sole responsibility for the safe transport of students on their bus. The driver must keep control of the students while operating the bus safely in accordance with all state and local transportation regulations.

School Bus Passenger Responsibilities
Students are expected to behave in a manner which enables the driver to operate the bus safely and to create a bus climate that is pleasant for all passengers.

Behavior Expectations
All behavior expectations in this code of conduct apply to the buses as well. In addition, the following rules will apply to all school transportation and to all passengers to ensure the safe transport of all passengers:

1. All passengers must remain seated and within the bus while the bus is in motion.
2. Students should remain in the seat they choose or are assigned by the driver. Changing seats is allowed only when the bus has safely stopped and with the permission of the driver or bus aide.
3. The bus aisle must remain clear of all passengers and/or personal belongings.
4. Voices on the bus must be kept to quiet conversations.
5. All garbage will be disposed of properly and should not be left on the bus. Glass is not permitted on the bus at any time.

Prohibited Items on School Busses:
The following items are prohibited from being transported on school buses:

- Animals
- Lithium or vehicle batteries
- Extra-large items such as sleds, large class projects, golf clubs, etc. (unless previously approved by the Asst. Director of Transportation).

The use of sprays or colognes on the bus is also prohibited.

Response to Bus Violations

In the event that a general code of conduct expectation or a bus specific violation occurs, the bus driver will immediately address it with the student. If further disciplinary action is warranted, the driver will inform the Assistant Director of Transportation, and the next course of action will be decided upon. This may include one or more of the following:

- Verbal Warning
- Parent Advised
- Seat Assignment (Temporary or Permanent)
- Recess Detention
- Lunch Detention
- After School Detention
- Bus Suspension
- Parent Conference with Administration and Transportation Supervisor
- Involvement of Law Enforcement
- Financial Restitution and/or Work Equivalent Superintendent's Hearing

HEALTH INFORMATION

Safety

At school your child is under continuous supervision in all activities. However, as a parent, you know that even with our supervision, accidents can happen. Sudden illness also can occur. No treatment other than first aid is provided by the school nurse. Therefore, it is very important that we know where parents/guardians can be reached in case of emergency. Also, needed is the name, address, and telephone number of a responsible adult, in case the parents/guardians cannot be reached. This is vital to the safety and well-being of your child.

General Program

Each child is weighed and measured in grades 3 and 5 at Hanlon. Vision and hearing tests are done yearly by the school nurse. If any problems are found, parents/guardians will be notified in writing. Health appraisal examinations are done by the school physician in Pre-K or K and grades 1, 3, 5, 7, 9 and 11. Any new student entering the district is also required to have a health appraisal examination. Any recommendations from the school physician will be made known to the parents/guardians in writing.

Illness in School

If your child becomes ill during the school day, you will be notified. In case of illness or accident at school, transportation home or to a physician is the parent/guardian's responsibility.

Illness

Please do not send your child to school if any symptoms of illness are present or if he/she has been ill during the night. An elevated temperature should return to normal for 24 hours before your child returns to school. If an illness, accident, or communicable disease causes an absence the school would appreciate notification.

Medication

No internal medication of any kind is given in school unless a written, signed order from a physician is presented to the school nurse. The signature of the parent/guardian is also required. According to law, if a student is scheduled to take medication during the day, an adult must bring the medication to the health office in the original container. Cough drops and other over-the-counter drugs are considered medication and therefore cannot be administered or used by the children in school. No medications can be transported via school bus at any time.

Immunizations

Amended immunization laws by the New York State Department of Health and Education now mandate that a child receive protective vaccines against the vaccine-preventable diseases (measles, rubella, poliomyelitis, mumps, and diphtheria, chicken pox) BEFORE entering school. Entrance to, or attendance at school must be delayed until a certificate signed by a physician or recognized clinic is presented to the school authorities. The certificate must indicate the dates and kinds of vaccine your child received. Tetanus and whooping cough vaccines are usually included in the diphtheria vaccine injection. Children need this protection, too.

SCHOOL BREAKFAST AND LUNCH PROGRAMS

For the 2026-2027 School Year all students can receive a free breakfast and lunch. A nutritious breakfast and lunch program is available every day for your child. All students receive free breakfast and lunch. Breakfast begins promptly at 7:45 a.m. Children may bring their lunch from home. Milk, snacks, and ice cream are available each day for purchase.

To access Payschools, go to www.omschools.org > Parents > Payschools. This will take you directly to the Payschools website. All you need is your child's student ID. If you do not have this information, please contact the main office.

SCHOOL RECORDS

Types of Records

Several kinds of records are required to be maintained by the school. These records are a history of a student's education and include such things as cumulative records, health records and other legal documents. Legal documents include custody papers, guardianship, adoption papers and other court orders. **It is important that these records are kept up to date.** A copy of custody papers should be on file in the office. Without them, the school has no legal right to prevent the release of a student to a parent.

Student Registration Form

This form is sent home with your child on the first day of school each year. The form should be completed and returned to the school the next day. This form contains information that is very important for the school and you, in cases of emergency. Any changes in the information that occur during the school year must be reported to the school.

Emergency Dismissal Form
This form provides the school with information as to where you would like your child to go if there was an emergency early dismissal.

Transfers
If you will be moving or transferring your child to another school district, the following should be done:

1. Let Hanlon school personnel know when the last day of school for your child will be.
2. Inform Hanlon where your child will be attending school and when your child will start at the new school.
3. Contact the new school to enroll your child. Sign a release of records form at the new school so records can be forwarded.

Confidentiality
Many school records and information on students are considered confidential and cannot be released to other schools, physicians, or agencies without written permission from parents/guardians. To have any of these records released, a release form must be signed by the parent/guardian. This also applies when you want information sent to us, such as a physician's report. Please contact the school office any time you want/need information shared.

GENERAL INFORMATION

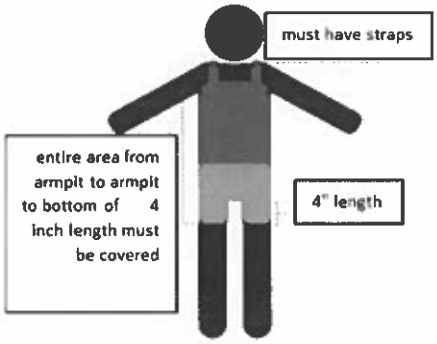
The Board of Education updates Cell Phone Policy and Student Dress Code.

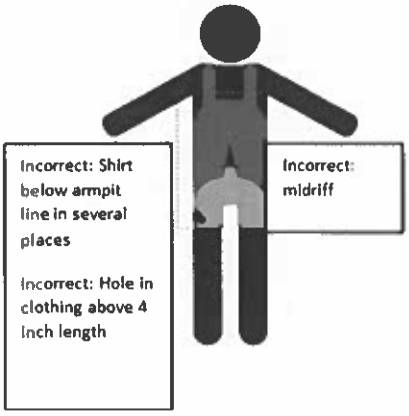
Electronic Devices
As per board policy, students in grades 3PK through grade 6 are strongly encouraged not to bring any personal technology to school. If a student in these grades does bring a personal technology device to school, it must be turned off and stowed in the student's bag out of sight with the other personal belongings.

Dress Code
Minimum Requirements:

1. Clothing must cover areas from one armpit, both front and back, across to the other armpit continuously down the torso and down 4 inches in length on the upper thighs (see images below). Tops must have shoulder straps. Rips or tears in clothing must be lower than the 4 inches in length.
2. Shoes must be worn at all times and must be safe for the school environment and the activity in which the student is engaged. Footed pajamas, or slippers shall not be worn.
3. See-through or mesh garments must not be worn without appropriate coverage underneath that meet the minimum requirements of the dress code.
4. Head and face gear including hats, hoodies, caps, ski masks and bandanas as masks are not allowed unless permitted for religious, medical, or other reason as approved by school administration.
5. Specialized courses may require specialized attire, such as swimming, sports uniforms, or safety gear. Teachers will provide guidelines in these instances.

6. Special school events such as school spirit days, pajama days or other building/district wide events may allow for slight deviations from the daily dress code. In those instances, the principal will provide clear expectations.





Technology Use Guidelines

Use of Odessa-Montour Central School District's computer network and internet access is intended to support student learning and must align with the district's educational goals. All users are expected to use school technology in an efficient, ethical, and legal manner.

Technology use is a privilege, not a right, and may be limited, suspended, or revoked at any time, with or without notice.

Students must:

- Use school devices and internet access only for educational purposes consistent with the district's mission.
- Keep passwords private and never use someone else's login credentials.
- Refrain from using devices for personal gain, gaming, social media, or messaging unless directly approved by a teacher.
- Communicate respectfully in all digital spaces. Inappropriate language, harassment, and cyberbullying are strictly prohibited.
- Never access or attempt to access obscene, violent, or discriminatory content, or anything that promotes illegal activity.
- Immediately report accidental access to inappropriate content to a teacher or staff member.
- Respect the privacy and work of others. Do not access, modify, or delete files that do not belong to you.
- Avoid downloading files or streaming media without permission from the supervising teacher.
- Cite all sources appropriately and follow copyright laws; plagiarism is not permitted.
- Not access personal email, instant messaging, chats, or online message boards while using school devices unless given explicit permission.

- Handle all devices and equipment with care. Students must report any damage, loss, or malfunction to a staff member immediately.

Students and families may be held financially responsible for damage, loss, or misuse of devices. The district is not liable for any legal, disciplinary, or financial consequences resulting from inappropriate technology use.

Violations of this policy may result in:

- Verbal warning
- Parent notification
- Discipline referral
- Lunch detention
- After-school detention
- Parent conference with administration
- Involvement of law enforcement
- Financial restitution and/or work equivalent
- Superintendent's hearing
- Temporary or permanent loss of technology privileges

For additional information, please refer to the district's full Acceptable Use Policy, available on the Odessa-Montour CSD website or by contacting your school office.

Book Bags

Your child will need a bag or backpack to carry his/her belongings. It is especially important that they have this to transport school/home communication folders, library books, and other items to and from school.

Money

All money sent to school should be placed in an envelope with the amount, teacher's name, purpose (ice cream, book fair, etc.), and the child's full name written on the outside.

Celebrations

Parties are held in honor of various holidays. If you wish to send a treat on your child's birthday or some other special occasion, please contact the classroom teacher in advance. All treats need to be store bought with the ingredient list attached.

Invitations

Special invitations for non-school activities, such as birthday parties, should not be sent to school for distribution unless the entire class is invited.

Outdoor Play

Students are scheduled for recess every day. We play outside unless it is raining or below 20 degrees (including wind chill). Therefore, your child should come to school with appropriate outerwear. **In the winter your child must have a hat, warm jacket, mittens, boots and snowpants. If snowpants are not available, an extra pair of pants to be worn over school clothes will be fine.** Also, a student may miss a portion of recess in order to finish uncompleted assignments or for disciplinary purposes as set forth in the Code of Conduct.

Field Trips

Field trips are an integral part of classroom instruction and are a valuable part of the learning experience. Before any trip, parents/guardians will be notified about the place, date, time, and what the child will need to prepare for it.

CODE OF CONDUCT

The Board recognizes the need to make clear its expectations for student behavior while on school property or engaged in a school function specific. 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 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 or other electronic devices, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the District's acceptable use policy.
8. Violation of this Code or any other applicable rules and policies.

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 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, or threatening to do so.
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 vandalism, 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 themselves or 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, or encouraging such act of violence.
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, as defined in this Code.
6. Harassment and/~~(~~or Bullying~~)~~, as defined in this Code.
7. Intimidation, which includes engaging in actions or statements (verbal or written) that put an individual in fear of bodily harm.
8. Hazing, which includes an induction, initiation or membership process involving harassment.
9. Selling, using, distributing, or possessing obscene material.
10. Using vulgar or abusive language, cursing, or swearing.

11. Possessing, consuming, using, selling, offering, purchasing, manufacturing, distributing, exchanging or being under the influence of any Tobacco Product.
12. Possessing, consuming, using, selling, offering, purchasing, manufacturing, distributing, exchanging or being under the influence of any Prohibited Substance.
13. Gambling.
14. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
15. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
16. Knowingly making false statements or knowingly submitting false information to school staff during a disciplinary process.

F. Engage in conduct that is prohibited by this Code while on a school bus.
Examples of such this type of behavior include, but are not limited to:

1. Conduct prohibited in all sections of this Code.
2. Failure to remain seated, keep objects and body parts inside the bus, and/or obey the directions from the bus driver or monitor.
3. Failure to conduct oneself on the bus in a manner consistent with established standards for classroom behavior.
4. Engaging in excessive noise, pushing, shoving or fighting.

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

1. Plagiarism, meaning the unauthorized use of another's material that is represented as one's own work, and may include, but is not limited to, the following acts:
   - Using a piece of writing that has been copied from someone else and presenting it as being your own work including work generated by artificial intelligence (AI), i.e., taking someone's words or ideas as if they were your own.
   - Turning in another student's paper as your own.
   - Copying portions of another student's paper into your own.
   - Copying reference material into your paper without appropriate attribution, such as quotation marks and/or citations to the original author.
   - Paraphrasing material into your paper without appropriate attribution, such as an in-text citation to author and page.
   - Summarizing referenced material without citing original source.
2. Altering school records.

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 is not limited to threatening or harassing students or school personnel through any means off-campus, including cyberbullying.

Consequences
Students who are found to have violated this Code may be subject to the following consequences, either alone or in combination:

- Oral warning

- Written warning
- Written notification to parent/guardian
- Detention
- Suspension from transportation
- Suspension from athletic participation
- Suspension from social or extracurricular activities
- Suspension of other privileges
- In-school suspension
- Removal from classroom by teacher
- Short-term (five days or less) suspension from school
- Long-term (more than five days) suspension from school
- Permanent suspension from school

For additional information please refer to www.omschools.org for the full Code of Conduct.

PBIS

B.C. Cate Elementary School and Hanlon Elementary School worked in collaboration to build a system that incorporates a uniform P.B.I.S. (Positive Behavioral Interventions and Support program), Code of Conduct, Character Education Program, and Social Emotional learning strategies to support ALL elementary students. The design of this project centered around the Mission Statement of the Odessa-Montour Central School District: "Engage, Empower, and Educate every student, every day".

As a result, a "Matrix" was designed to support our students. We adopted the acronym R.O.A.R. (**R**espectful, **O**wnership, **A**ccountable, **R**esponsible) to support our little grizzlies. On the following page you will see details of this matrix.

Hanlon Elementary	Respectful	Ownership	Accountable	Responsible
HALLWAY	-Keep hands and feet to self -Use appropriate voice levels	-Go directly to your destination -Set a good example	-Follow directions -Accept consequences for your choices	-Walk face forward -Keep to the right -Keep hallways clear and clean
RESTROOM	-Respect privacy -Use kind words and actions -Use equipment and supplies properly	-Throw trash in receptacle -Use time wisely	-Remind others of the rules -Return to the room promptly -Go, flush, wash	-Wash Hands -Report problems to an adult -Always walk -Keep water in the sink
ASSEMBLY	-Eyes and ears on speaker -Participate -Use appropriate applause	-Keep hands and feet to yourself -Sit appropriately	-Enter and exit quietly -Follow directions -Use appropriate voice levels	-Always walk -Stay in designated area
PLAYGROUND	-Take turns -Use kind words and actions	-Line up when you are called -Set a good example -Use equipment appropriately	-Play by the rules -Invites others to play	-Stay in designated area -Report problems to an adult -Walk to and from the building
CAFETERIA	-Respect other's space -Use kind words and actions	-Leave a clean table, chair and floor -Use your manners	-Clean up after yourself -Use inside voices	-Follow directions -Always walk -Eat only your food
LIBRARY	-Take care of books and equipment -Respect others who are trying to learn and read	-Stay on task -Put things away in their proper place -Return materials on time and in good condition	-Use appropriate voice levels -Use time wisely	-Follow directions -Always walk
CLASSROOM	-Use classroom materials appropriately -Always walk -Keep hands, feet, and objects to yourself	-Complete your work -Do your best -Use coping strategies	-Be ready to learn -Stay on task -Participate -Ask for help	-Listen to adults -Follow instructions -Use kind words and actions -Raise your hand to speak
BUS	-Stay seated/face forward -Watch for traffic -Keep hands and feet to yourself	-Listen to the bus driver -No eating or drinking -Keep track of your belongings -Remember your bus number	-Keep backpack closed -Report problems to an adult	-Use appropriate voice levels -Use kind words and actions -Buckle -Walk between the bus and building

2026-2027

PARENT/STUDENT HANDBOOK

ODESSA-MONTOUR JR/SR HIGH SCHOOL

ENGAGE | EMPOWER | EDUCATE

300 COLLEGE AVE ODESSA, NY 14869

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Message to Families

On behalf of the Odessa-Montour Jr/Sr High faculty and staff, welcome to our students and parents for the 2026-2027 school year! Our dedicated team of faculty and staff is committed to our mission, which says:

At Odessa-Montour, we collaborate to engage, empower, and educate every student, every day.

We work to create an inclusive environment where every student can thrive. We believe in the power of community. A good home-and-school partnership can create a learning environment where all students are engaged and empowered to grow – academically, socially, and emotionally.

Your support and involvement are crucial as we encourage all students to become independent critical-thinkers and well-rounded young adults. By working together, we can provide a consistent and supportive framework for our students to reach their full potential. There are many pathways to graduation, and we want to support every student throughout their high school career.

We will maintain open lines of communication and resources to help you stay informed and involved in your students' experience. Please reach out to your student's teacher(s), counselor(s), or to me directly with any questions or concerns.

My door is open. Together we will create a dynamic learning environment that empowers all students to success. Please feel free to contact me via email at the address below or call to make an appointment to speak with me. Thank you for your continued support and partnership.

Go Grizzlies!

Kelsey M. Pinette
Odessa-Montour Jr/Sr High School Principal
kepinette@omschools.org
(607) 594-3341, ext. 3900

General Information

The purpose of this handbook – The Board of Education of Odessa-Montour Central School District has adopted a Code of Conduct for the entire district. This Student/Parent Handbook is intended to supplement the Code of Conduct and to provide additional relevant information to students, parents, and community members.

Contact Information

Odessa-Montour Jr/Sr High School
300 College Avenue
Odessa, NY 14869

(607) 594-3341	Extension
Jr/Sr High School Main Office	3900
Athletic Manager	3983
Transportation	4301
Cafeteria	3601
Student Services	3801
Guidance Office	3700
Health Office	3080

Bell Schedule

7:45 AM – Entrance Doors Unlock, Breakfast is served in the Jr./Sr. HS Cafeteria
7:50 – Buses dismiss for BC CATE (*students must be in a supervised area, ex. Cafeteria*)

Warning Bell	8:05
1st Period	8:10 – 8:57
2nd Period	9:01 – 9:44
3rd Period	9:47 – 10:30
4th Period	10:34 – 11:17
5th Period (7/8)	11:21 – 12:04
5th Period (9-12 Lunch)	11:17 – 11:47
6th Period (9-12)	11:51 – 12:34
6th Period (7/8 Lunch)	12:04 – 12:34
7th Period	12:38 – 1:21
8th Period	1:25 – 2:08
9th Period	2:12 – 2:55

First Period Announcements

At 8:10 am, morning announcements will begin. Students are expected to be in their first period classes for attendance and announcements. Any student-initiated announcements must be handed in to Mrs. Kastenhuber in the Main Office for approval and will be added to the daily bulletin.

After School Supervision

After school hours, students may not stay in the building unless they are under the supervision of a teacher or staff member. Students should be out of the building by 3:15 PM.

Communication

School Communication

Our school-to-home communication is called ParentSquare. This unified communications platform is designed to keep parents and guardians informed and encourage greater engagement and connection with Odessa-Montour School District.

It provides a safe way for district administrators, school principals, teachers, staff, and parents/guardians to:

- Send and receive school and class information.
- Share pictures and files.
- See calendar items.
- Sign up to volunteer.
- Schedule parent-teacher conferences
  … and much more… all in one centralized place!

All district and school, grade level and classroom information will now be sent to your computer or phone via email and/or text.

School Closings

School closings are announced on the local radio and TV stations the morning of the closing. The district also does an all-call system to announce delays and/or closings.

An announcement will also be placed on the school district's website (omschools.org) and the district's Twitter (@omschools) feed.

Delayed School Opening

There are times when the weather makes roads impassable or difficult or there are other reasons for delaying the opening of school. School bus pick-ups would be two (2) hours later than usual.

If school opening is delayed, the junior/senior high school will proceed with the following schedule:

1. Buses will unload at 10:00 AM.
2. Students will report to 1st/3rd period by 10:10 AM (pending rotation).
3. Attendance will be taken between 10:10 – 10:15 AM during which time morning announcements will be made.
4. The schedule for the first delayed school opening will be as follows:

1st Period	10:10 – 10:43 AM
2nd Period	10:47 – 11:17 AM

The schedule for the second delayed opening will be:

3rd Period	10:10 – 10:43 AM
4th Period	10:47 – 11:17 AM

5. We will follow the regular school schedule for the remainder of the day.

It is important to check the district website, district social media platforms and/or ParentSquare, listen to the radio and TV on days when there is a delayed school opening because there is always a possibility that a decision will be made to close school for the day if weather conditions do not improve.

Emergency Early Dismissal Notification

In case there is a need for an early dismissal due to an emergency, parents and the community will be notified by the district website, local radio and television stations, and the call home system. Students will be dismissed from school by the regular procedure, if permitted and sent home or to their normal after school care provider.

Fire Drills and Emergency Situations

Guidelines for Fire Drills and Emergencies:

1. Leave the building immediately when the fire alarm sounds. Students are to walk single file and not talk or run. All windows and doors are to be closed.
2. Each teacher will direct his/her students to designated fire drill areas; at least 200 feet from the building (see the fire exit instructions posted in each classroom).
3. Students in the cafeteria will go to the nearest exit as directed by teachers.
4. In case of a blocked exit, use the closest alternate safe exit.
5. STUDENTS: after a fire alarm goes off and you exit the building, NEVER re-enter the building until you are directed to do so by the FIRE DEPARTMENT or an Administrator. Students are to respond immediately to directions given by faculty or fire officials.

When a fire alarm sounds **after school hours:**

1. Coaches and students having practice inside the school should evacuate to the nearest outside exit.
2. During public gatherings the head proctor, school administrator, or person in charge will announce over the public address system the correct procedure for evacuating the building.

Students who do not comply with behavior expectations during fire drills and emergency situations are subject to the Code of Conduct and subsequent disciplinary action.

Accidents

Every accident in the school building, and on the school grounds, must be reported immediately to the staff member supervising the class or activity. **The school nurse must be notified of all**

accidents within 24 hours of the accident. It is the responsibility of the student and teacher to complete reports or claim forms within the required time limits.

Attendance Policies and Procedures

All students are required to attend school according to the adopted school calendar for the district. Under New York State law, every individual between the ages of six and sixteen must be in regular attendance in school unless he/she has a legal reason for absence. NYSED defines chronic absenteeism as missing 10% of school days within one academic year for any reason (including excused absences, unexcused absences, and suspensions).

If your student is absent or late for any reason, you must call the Jr/Sr High School Attendance Office at (607) 594-3341, ext. 3982 the evening prior to or the morning of the absence. This will allow us to verify that you are aware your child is not in school. Attendance is important. Being on time to an assigned location is equally important.

Excused and Unexcused Absences

Excused	Unexcused	Truancy
• Personal illness • Illness or death in the family • Religious observances • Quarantine • Required court appearances. • Attendance at health clinics with written excuse from doctor's office • Approved college visits • Military obligations • Detention of incarcerated youth • Religious education • School approved field trips • Early release for school sponsored activities • School music lessons • School sanctioned activities	Anything else not included in excused: • Hunting; fishing • Staying home to baby sit • Working on own • Oversleeping • Traveling; vacations • Needed at home. • Cold weather • Missing the bus or other transportation difficulty • Leaving school without approved excuse	Truancy is the willful violation by a student of the compulsory attendance provisions in Article 65 of the Education Law, which requires minors from 6 to 16 or 17 years of age to attend school full time.

Excuses

Education law requires that a child returning to school from an absence bring a written excuse signed by a parent describing the cause and date(s) of the absence. The student must take the excuse to the attendance office. If the student does not bring an excuse within three days, the absence will be marked as an unexcused absence.

Early Release for Appointments

If you must be excused from school early for medical appointments or other reasons, you must bring a note from your parents to the attendance secretary and sign out in the attendance office before leaving the building. If there is any doubt or question about being excused, you must have the approval of the Dean of Students or Principal.

Family Vacations

Vacation **is not** a legal reason for absence from school. Students planning a family vacation during the school year are to abide by the following rules.

1. Notify the principal, attendance secretary, and teachers at least one week prior to leaving.
2. All work must be made up within a period specified by the teacher. The students and parents must understand that missing school for a vacation could influence the student's grades.
3. The beginning and ending of grading periods should be avoided so that testing schedules will not be interrupted.

Extra-Curricular Participation

Students must be in school by **9 AM** and be in attendance until the end of the day in order to be able to participate in or attend any after school activities unless prior approval has been given by the principal or designee. If a student goes home early due to illness, they are ineligible for afterschool activities.

Minimum Attendance

Students are expected to attend all scheduled classes. A percentage of the student's grade is based on class participation. The teacher will decide upon this participation grade. Each member of the faculty shall provide a written explanation of his/her grading policy, including the percent for participation grade and procedure for making up missed work during the first week of class for student and parental review. Any student who is absent from class is responsible for the learning/assignment missed by an agreed upon deadline with their teacher. The school should be contacted immediately for any lengthy illnesses that are verified by a doctor. Special arrangements may be made with the student's counselor for home tutoring. A student on homebound instruction is considered the same as a student in attendance.

Intervention Strategies

An automated phone call system will be used to notify parents of their child's absences from school. The computer program will take the day's attendance information and start making calls to households where a child in the household was absent all or part of the day. This telephone contact is a means of keeping you informed of your child's attendance daily. If you have

questions regarding this information, please contact the Attendance Office. Specific questions may be referred to the teacher your child would have for a period for clarification.

In addition, the following intervention strategies are examples that may be employed on a case-by-case basis:

- Parent letter
- Private conference with student
- Conference with parent and student
- Hotline for educational neglect
- THREADS petition
- Tutoring opportunities
- Guidance counseling
- Contact probation officer and other community agencies.
- Principal's conference
- Teacher/Parent communication
- Parent/Guardian may request a building level review of their child's attendance record.
- Annual review of attendance records by the Board of Education

Extended Illness

Students who have an extended illness may be placed on home tutoring and will not be counted as absent during the extended illness.

1. A doctor's statement indicating the need for, the dates and the length of the home tutoring must be submitted by the parent/guardian before approval by the administration.
2. The request for home tutoring will be forwarded to the Superintendent for approval and to the Department of Student Services, who will make the arrangements for home tutoring.
3. Under the directions of the tutor, the student will complete all missed assignments and continue assigned course work. When the assignments are satisfactorily completed and approved by the teacher, the student will then be marked in attendance for the days missed due to illness.

Truancy and Tardiness

Any student NOT in his/her assigned first period class at the start of the scheduled school day is considered either absent or tardy. If a student arrives at school after first period has begun, he/she should report immediately to the attendance office to sign in. A written excuse is required to explain why the student is late. If the student does not have an excuse explaining his/her tardiness, he/she must submit a note from his/her parents/guardians the following day explaining the reason for his/her tardiness. Unexcused late arrivals to school will be processed through the Code of Conduct on the third and consequential late arrivals.

Skip Days

The Odessa-Montour Central School District does not condone student-organized skip days. Students participating in such activities will be subject to truancy regulations as outlined in the Student Code of Conduct.

Student Dismissal Precautions

No student may be released in custody of any individual who is not the parent or guardian of the student unless prior contact has been made between the parent/guardian and the school. Certified copies of any court order or divorce decrees provided by the custodial parent/guardian, which restrict a parent's/guardian's ability to seek the release of his/her child shall be maintained by the principal of each school. Individuals seeking the release from school of a student must report to the Attendance Office and present identification deemed satisfactory by the school principal. The principal will check relevant court orders or divorce decrees before a student may be released. The principal may release a student to an individual not appearing on the approved list only if the principal has determined that an emergency exists, and prior contact has been made. Any student with a health-related problem must be processed through the Health Office before exiting the building.

Building Review of Attendance Records

The building principal will work in conjunction with the building attendance clerk and other designated staff in reviewing attendance records on an on-going basis. The review is conducted to identify individual and group attendance patterns and to initiate appropriate action to address the problem of unexcused absences, tardiness, and early departures.

Senior/Junior/NHS Passes

Pass Type	Requirements
Senior Pass	• All Seniors will receive a pass at the beginning of the school year. • Students must be passing all courses to maintain their pass/privileges
Junior Pass	• After the first semester, juniors may apply for a junior pass – applications are in the Jr/Sr High Main Office • To maintain their pass/privileges, students must be passing all courses and maintain an average of 80 or above throughout the year.
NHS Pass	• Members of National Honor Society will receive a pass at the beginning of the school year and must maintain honor roll status (84.5 or above) for the year to maintain their pass/privileges.

Privilege(s):
Students with a Senior/NHS Pass may use it to sign out of study hall to go to one of the designated areas below:

- Hallway between Jack Davis Gym and District Conference Room
- Courtyard
- Senior Lounge

Senior Pass holders may also head to one of the designated areas during lunch.
Expectations:

- Conduct in this area is to be calm and appropriate.
- Keep the areas clean and litter-free.
- We are a closed campus; students may not leave school grounds early using an honor pass.

Students may lose their pass if:

- They are failing a class at the end of the marking period. Passes will be reinstated when passing grades are achieved and documented via the student's report card at the end of the marking period.
    - BOCES students – this includes CTE programming and grades.
- They have an incomplete grade at the end of the marking period. Passes will be reinstated when the incomplete is made up.
- They violate the Code of Conduct.
- Passes may be revoked at the discretion of the dean and/or principal.

Transportation

All information regarding: bus numbers, drop off/pick up locations/times, and questions or concerns are coordinated through the Odessa-Montour Transportation Office. The Assistant Transportation Supervisor can be reached at (607) 594-3341, ext. 4301.

Bus Expectations

OMCSD is pleased to offer our students the opportunity to utilize district-provided transportation to attend school and school-sponsored functions. All students must follow all bus safety expectations to promote safe transport to and from school and school functions.

School Bus Driver Responsibilities

The bus driver has sole responsibility for the safe transport of students on their bus. The driver must keep control of the students while operating the bus safely in accordance with all state and local transportation regulations.

School Bus Passenger Responsibilities

Students are expected to behave in a manner which enables the driver to operate the bus safely and to create a bus climate that is pleasant for all passengers.

Behavior Expectations

All behavior expectations in this code of conduct apply to the buses as well. In addition, the following rules will apply to all school transportation and to all passengers to ensure the safe transport of all passengers:

1. All passengers must remain seated and within the bus while the bus is in motion.
2. Students should remain in the seat they choose or are assigned by the driver. Changing seats is allowed only when the bus has safely stopped and with the permission of the driver or bus aide.
3. The bus aisle must remain clear of all passengers and/or personal belongings.
4. Voices on the bus must be kept to quiet conversations.
5. All garbage will be disposed of properly and should not be left on the bus. Glass is not permitted on the bus at any time.

Prohibited Items on School Busses

The following items are prohibited from being transported on school buses:

- Animals
- Lithium or vehicle batteries
- Extra-large items such as sleds, large class projects, golf clubs, etc. (unless previously approved by the Asst. Supervisor of Transportation).

The use of sprays or cologne on the bus is also prohibited.

Response to Bus Violations

In the event that a general code of conduct expectation or a bus specific violation occurs, the bus driver will immediately address it with the student. If further disciplinary action is warranted, the driver will inform the Assistant Supervisor of Transportation, and the next course of action will be decided upon. This may include one or more of the following:

- Discipline Referral
- Verbal Warning
- Parent Advised
- Seat Assignment (Temporary or Permanent)
- Lunch Detention
- After School Detention
- Bus Suspension
- Parent Conference with Administration and Transportation Supervisor
- Involvement of Law Enforcement
- Financial Restitution and/or Work Equivalent
- Superintendent's Hearing

Bus Notes

In order to maintain safety, the district requires special permission to ride a bus other than the one the student is assigned to ride. Bring a note from a parent or guardian stating the specific request for transportation. Students in grades 7-12 will be required to give the note to the driver.

Student Driver Regulations

1. Student drivers must park in the designated student parking lot.
2. Students will not be permitted to occupy or drive cars during the school day, unless prior approval has been granted by school administration.
3. Extreme caution must be exercised when driving on school property – ***a maximum speed of 5 miles per hour.***
4. No driver shall pass a parked school bus loading or unloading students.
5. All vocational students shall ride on the bus provided unless they complete the appropriate BOCES and home school forms for driving a private vehicle. The forms must be signed by the CTE Teacher, the CTE Principal, the Parent and the High School Principal or her designee.

Penalties for violating these regulations are:

1. Suspension of privilege of parking in the school district's lot.

2. Suspension from school.

Bicycles

To ride your bike to school you must park your bicycle in the rack provided and lock it up. You may not ride your bike during the school day. The school is not responsible for damage or theft. Skateboards, roller blades, hover boards and scooters are banned from school property both during the school year and during the summer.

Academics

Grade reporting is a requirement and a means of communication to the students and parents of the district. It is a way to evaluate student progress and academic achievement throughout the school year. It is therefore essential that grades be accurately reported and that students understand the grades they earn.

Odessa-Montour Jr/Sr High School grades are based on six marking periods and a final exam. Each marking period will be approximately 30 days in length.

1. The passing mark is 65.
2. The final grade in a full year course will be the average of the six marking period grades. *Note: some teachers may average in a final exam grade with (or in addition to) the six marking periods. In courses requiring a Regents Exam, the Regents Exam may serve as the final exam at the discretion of the teacher.*
3. The final grade in a twenty-week course will be the average of the marking periods and a final exam.
4. To receive regents' credit for a course the student must pass the course as well as the regent's exam. The granting of credit shall not be solely upon a passing regents examination score.
5. Per the Odessa-Montour Board of Education Policy, students who are enrolled in a regents course, must take the regents exam associated with that course. See BoE Policy for more information.
6. For college admissions, grade point averages (GPA's) are calculated at the end of the junior year. They are re-calculated after the 5th marking period of the senior year. Final GPAs are determined after graduation.

Report cards (marking periods 1-5) are sent home with students. The final report card will be mailed home at the end of June. Please refer to the school calendar for the dates report cards will be issued.

Honor Roll

Students must not have any incomplete grades and must pass all courses to be eligible for Honor Roll.

High Honor Roll	Average of 89.5 or higher
Honor Roll	Average between 84.5 and 89.49

Incomplete Grades

Incomplete grades will be made up no later than two weeks after the marking period ends. Students who make up incomplete grades later than two weeks after the end of the marking period will not be eligible for the honor roll. No incomplete grades will be given for the last marking period.

Withdrawal from Courses

1. Full year and half year courses may be dropped during the first 10 days of the class.
2. Parent, counselor, teacher & administrator permission are required to drop a course at any time.
3. The student must attend all classes until procedures are completed for withdrawing from a course.
4. The add/drop form must be completed before the student can drop the course.

Homework Guidelines

Purpose

Homework is an essential part of the student's educational process. The purpose of homework is to prepare for or reinforce daily lessons and to enhance the student's class work. Homework allows the teacher and student to assess what has been learned. In addition, it provides an opportunity for parents to participate in their children's education.

Objectives

All assignments should be purposeful and based on the abilities and needs of the students. Homework should provide the opportunity for students to:

1. Extend and reinforce learning.
2. Review material presented.
3. Practice the mastery of skills.
4. Obtain experience in data gathering and integration of knowledge.
5. Remediate learning problems.

Missing Work

Students should expect homework in any course in which they are enrolled. If you are absent from school, you are expected to be aware of the assignments you are missing and have them ready to hand in when you return.

Students who are on field trips, vacations, participating in enrichment program activities, at band lessons, etc. are responsible for missed class work.

If you are out ill for two or more days, you may contact the Main Office and request your homework. You must arrange for someone to pick it up and take it home for you. **Please do not ask the office to gather assignments for only one day's absence – plan to make up your work the next day.**

Teacher Responsibilities

In September, each teacher will provide the parents and students with details of homework expectations and consequences that apply specifically to his/her course.

Teachers will:

1. Make assignments clear, understandable, timely and appropriate to the subject matter.
2. Have the assignment posted in the front of the room and/or distributed on paper.
3. Be available to help.
4. Check homework in a timely manner.
5. Notify parents of frequent missed assignments through letter, phone call, email, etc.

Student Responsibilities
Students will:
1. Take home all materials you will need to complete the homework assignment. If absent from class, student is responsible for getting the assignment.
2. Do your own work, do it thoroughly and with quality. Do it to the best of your ability. If help is needed, ask for it in a timely manner.
3. Bring it back when it's due.

Parent Responsibilities
If students are to succeed in school, parents and school personnel must work together. Homework must be a part of that home/school partnership.

Parents will:
1. Provide an appropriate place and time to do homework/study. Create an environment conducive to study.
2. Provide the student with required materials needed to be successful in each class.
3. Offer assistance and seek help from school if needed (teacher(s), guidance department, peer tutors, library, high school principal and others).
4. Support and encourage students to take responsibility for their work and make it a priority.
5. Continually monitor the situation.

Passes/Sign-Outs
Students must sign-out when leaving class to go to the bathroom, locker, health office, another classroom or outside of a classroom. Any school personnel may ask a student to produce their pass (written by a teacher/staff member or an honors pass).

Schedule
Each student should have a copy of his/her schedule. Be sure to know days and room numbers for all your classes and activities. Ask for help until you can take care of following your schedule independently. If you should lose your schedule, you can get another copy in the Main Office or Guidance Office.

Study Halls
The period or periods during the day when a student does not have an assigned class becomes an instructional work period. Students have the opportunity to complete assignments or get additional support and help. Books and materials needed are to be taken to the study hall at the beginning of the period.

Study Hall Procedures:

1. Pre-signed passes must be presented to the study hall teacher at the beginning of the period.
2. Study hall teachers will not issue passes to students to any place except the Main Office or Health Office. Lavatory privileges may be granted by sign out, one student at a time.
3. Students are to have study materials with them when they arrive for study hall.
4. Individual study hall teachers may create reasonable rules and expectations for their study halls that vary slightly from these procedures.

Guidance Services

The Guidance Department provides several services for students in grades 7-12. These services include assistance with educational planning, interpretation of test scores, occupational information, career information, study skills, help with home, school and/or social-emotional concerns, or any question the student may feel he/she would like to discuss with the counselor. The staff of three counselors and a secretary are available throughout the school year. Students wishing to visit a counselor should contact the secretary in the Guidance Office to arrange an appointment.

We believe in the importance of the school and family partnership in a child's development. Parents who wish to meet their child's counselor should call or email for an appointment so that a mutually acceptable time can be arranged. This allows the counselor to reserve the time that is agreeable to both parties so that the discussion can be uninterrupted. Parents who are unable to meet during the school day should ask for an evening appointment.

Students are assigned to counselors by alphabet according to their last name or grade level.

Grades 7 & 8:

Cheyenne Barrett, (607) 594-3341 ext. 3211

Grades 9-12:

A-K – Dan Batchelder, (607) 594-3341 ext. 3702
L-Z – Colleen Coolican, (607) 594-3341 ext. 3701

All academic records, as well as the standard test records, are maintained by the Guidance Department. Counselors help students plan their high school programs, register for courses, and talk to students who are having academic difficulties. Parents who would like to discuss their child's academic progress are invited to reach out to the Guidance Office for an appointment.

Personal problems often interfere with work and school counselors are trained to help students address these problems. Appointments are made at the request of the student, a teacher, or a parent. Counselors will devote as much time as necessary to help address the problem. Students are advised to seek help from parents, teachers, nurses, doctors, or any other person or agency that the student feels can be of help.

Our counselors devote a great deal of time to our seniors as they set their post-graduation plans. This includes college/career/employment searches, financial aid assistance, college/employment application assistance, resume building, college/job fairs, college tours, etc.

The Odessa-Montour School Code for the College Entrance Exam test (ACT and SAT) is 334-275.

Guidance Plan

The counselors have followed a Guidance Plan that they filed with the State Education Department. This plan calls for certain activities in the following areas:

1. An annual review session with each student.
2. Group instruction on careers at various grade levels.
3. Counseling and advisory assistance for students exhibiting academic problems, with behavioral or adjustment problems, to help the student benefit from the curriculum, to help students develop and implement post-secondary education and career plans, and to help for students with attendance problems.
4. Encouragement of parental involvement.

A copy of the plan is available in the District Office and in the offices of each school. Please feel free to visit the school and review the plan during regular school hours.

Work Permits

Students under 18 years of age must obtain a working permit in order to accept employment in New York State. These permits are available in the Guidance Office. Students should make arrangements to get working permits before the end of the school year. It may take one to two weeks to get working permits during the summer months because the school nurse is in the office on a limited weekly basis. Students who must have their physical verified by the school nurse will have to wait until the nurse is in the office to do this. It is in the best interest of the student to get his/her working papers during the school year if there is a possibility that he/she will seek summer employment.

Homeschooling/Drop Out

Any student contemplating homeschooling/dropping out school or transferring should have their parents/guardians contact the Guidance Office. A student who homeschools, drops out or transfers must:

1. Return all books, materials, or other property that belongs to the school.
2. Pay all fines and/or dues.
3. Pick up homeschooling forms from the Director of Teaching & Learning, Mrs. Lewis, at vlewis@omschools.org, (607) 594-3341 ext. 4186.
4. Pick up drop out forms from the Guidance Office.

Ranking of Early Graduates

1. Any student graduating in less than four years after entering 9th grade – including early graduates – **will not** be eligible for salutatorian/valedictorian status or scholarships.
2. A transfer student must complete at least two years at Odessa-Montour to be eligible for salutatorian or valedictorian status.
3. Four-year graduates ranking will be compiled first. The three-year graduate will be placed on the list equal to where they would fall among four-year graduates. No four-year graduate's

ranking will be lowered because of a three-year graduate being added to the list. There would be two students sharing the one position.

Graduation Requirements

Regents Diploma	**Credits**
English	4
Social Studies	4
Math**	3
Science**	3
Foreign Language	2
Art/Music	1
Health	0.5
Physical Education	2
Sequence/Electives	2.5
Total Units	**22**

Required Regents Exams
English Language Arts Regents
Global Studies Regents
Algebra Regents
U.S. History Regents
Science Regents

Advanced Designation Regents Diploma	**Credits**
English	4
Social Studies	4
Math	3
Science	3
Foreign Language*	3
Art/Music	1
Health	0.5
Physical Education	2
Electives	1.5
Total Units	**22**

Required Regents Exams
English Language Arts Regents
Global Studies Regents
U.S. History Regents
Algebra, Geometry & Algebra II/Trig Regents
Two Science Regents
Foreign Language Exam

*Students are required to complete one unit of credit in a foreign language by the end of their freshmen year.

** An integrated course in mathematics/science/technology may be used as the third required unit of credit in math or science for those students in an Occupational Education program.

To help clarify student progress toward graduation, Odessa-Montour has adopted a policy for class standing. To move on to the next grade level a student must have met the following requirements:

- 10th grade – 4 credits (one must be English or Social Studies)
- 11th grade – 9 credits (3 units must be English and/or Social Studies)
- 12th grade – 14 credits (5 units of English and/or Social Studies)

Example: For a 9th grade student to be moved to 10th grade he/she must have earned 4 credits excluding physical education and one credit must be in English or Social Studies.

BOCES

As an extension of the regular high school program, the Board of Cooperative Education Services (BOCES) there are many opportunities for our Odessa-Montour students at BOCES: STEM, New Visions and Career and Technical Education (CTE) Programs.

Career and Technical Education (CTE)

The Career and Technical Education (CTE) Program offers high school students and the opportunity to learn job skills through instruction and hands-on experience. Students can use these skills to start a career right after high school or as preparation for college or the military.

The Career and Technical Education (CTE) Program gives students the chance to explore and experience careers in a setting that closely resembles a real-world workplace. Hands-on experience raises your understanding beyond the level of textbook theory and gives you a practical advantage whether you are planning to enter the workforce immediately after school or pursue a college or technical school.

Interested students should speak with our home school (OMCS) guidance counselors – Mr. Dan Batchelder and Mrs. Colleen Coolican.

BOCES CTE Offerings 26-27	
Program Descriptions can be found in the BOCES CTE Offerings 26-27	
Animal Science	Diesel Equipment Technology, Maintenance & Repair
Audio Media Design	Digital Media Arts
Automotive Technology	Early Childhood
Building Construction	Fashion Design, Merchandising & Marketing
Cisco Networking Academy	Heavy Equipment
Collision Repair and Refinishing Technology	Nurse Assisting
Conservation	Precision Machining
Cosmetology	Professional Business Financial Technologies
Criminal Justice	Welding
Culinary Arts	CTE Work Based Learning Opportunities
Dental Assisting	

New Visions

GST BOCES says the following:

New Visions courses are designed for accelerated, college-bound seniors. These programs are demanding and extremely rewarding for a highly motivated, mature and academically capable student. Students acquire new knowledge through hands-on, independent and experiential methods. Classroom time is supplemented with many different on-site rotations. \

New Visions students earn credit for senior English (1 credit), Participation in Government (.5 credits), and Economics (.5 credits), in addition to two credits in Occupational Education. * They also will earn college credits, tuition free, through ACE courses offered at BOCES. Students are expected to provide their own transportation to worksites (school transportation may be provided, depending on the school district).

Program Offerings of New Visions are:

- New Visions Health Careers Exploration
- New Visions Human Services & Education
- New Visions Innovation, Leadership & Business
- New Visions Engineering

BOCES Bus Pass

Students who are interested in an alternate form of transportation (other than the BOCES Bus) to drive or ride to their Career and Technical Education Program at BOCES must be a senior and get a permission slip from BOCES and have it signed by their parents and the BOCES administration **before** seeking approval from the OMCS principal. Both Odessa-Montour Central Schools and the BOCES administrations feel strongly about students using the provided school transportation to and from BOCES. Student safety is at the heart of what we do.

BOCES Bus Schedule for CTE Programming

AM BOCES Bus Departure	8:15 AM
Arrive at BOCES	8:40
AM students leave BOCES	10:50 AM
Arrive at OMCS	11:20 AM
PM BOCES Bus Departure	11:30 AM
PM students leave BOCES	2:10 PM
Arrive at OMCS	2:40 PM

Missing the BOCES Bus

Students who miss the BOCES bus must report to the High School Office. Missing the BOCES bus will be processed through the code of conduct for not following established rules and procedures.

Technology

Use of Odessa-Montour Central School District's computer network and internet access is intended to support student learning and must align with the district's educational goals. All users are expected to use school technology in an efficient, ethical, and legal manner.

Technology use is a privilege, not a right, and may be limited, suspended, or revoked at any time with or without notice.

Students must:

- Use school devices and internet access only for educational purposes consistent with the district's mission.
- Keep passwords private and never use someone else's login credentials.
- Refrain from using devices for personal gain, gaming, social media, or messaging unless directly approved by a teacher.

- Communicate respectfully in all digital spaces. Inappropriate language, harassment, and cyberbullying are strictly prohibited.
- Never access or attempt to access obscene, violent, or discriminatory content, or anything that promotes illegal activity.
- Immediately report accidental access to inappropriate content to a teacher or staff member.
- Respect the privacy and work of others. Do not access, modify, or delete files that do not belong to you.
- Avoid downloading files or streaming media without permission from the supervising teacher.
- Cite all sources appropriately and follow copyright laws; plagiarism is not permitted.
- Not access personal email, instant messaging, chats, or online message boards while using school devices unless given explicit permission.
- Handle all devices and equipment with care. Students must report any damage, loss, or malfunction to a staff member immediately.

Students and families may be held financially responsible for damage, loss, or misuse of devices. The district is not liable for any legal, disciplinary, or financial consequences resulting from inappropriate technology use.

Violations of this policy may result in:

- Verbal warning
- Parent notification
- Discipline referral
- Lunch detention
- After-school detention
- Parent conference with administration
- Involvement of law enforcement
- Financial restitution and/or work equivalent
- Superintendent's hearing
- Temporary or permanent loss of technology privileges

For additional information, please refer to the district's full Acceptable Use Policy, available on the Odessa-Montour CSD website or by contacting your school office.

Personal Technology (e.g., Cell Phones)

Personal technology use by students is **prohibited** during the school day at all times.

In accordance with the Board of Education Student Use of Personal Technology Policy, students in grades 7 through 12 must keep all non-school-issued personal technology turned off and in their lockers at ALL times during the school day.

The district understands that parents and students may still need to communicate throughout the instructional day. To accommodate this need, a designated phone in the main office(s) will be available for parent-student contact. Students needing to communicate with their parent/guardian may request access through the main office or building administrator.

What is Personal Technology?		

Devices that:	• Take photographs.
	• Record or play audio or video.
	• Input text.
	• Upload and download media.
	• Connect to or receive information from the internet.
	• And/or transmit or receive:
	  ○ Messages
	  ○ Telephone calls.
	  ○ Images	

Examples of Personal Technology *(without limitation)*	• iPods • iPad • Nook • Kindle • Tablets • Laptop Computers	• Cell phones • Smart phones • Smart watches • Ear buds • Other similar devices

For further information, please refer to the Board of Education's Policy on Student Use of Personal Technology and the Student Acceptable Use Policy.

Lockers & Backpacks

All students will be issued a locker. The expectation is that all personal belongings, including backpacks, book bags, purses, etc. will be kept in the locker all day. Defective locks must be reported to the office. *Keep your locker locked, and do not give your combination to other students*. The school district is not responsible for lost or stolen articles. *You must stay with your assigned locker.* If you have problems with your locker, go to the Main Office for assistance. Students will be required to make restitution for any damage done to their locker. Please do not kick the bottom of your locker to close it. Students may decorate the inside of their locker only.

Lockers are provided by the school for student use and the administration has the right to search lockers. A student may have exclusive use of a locker as far as other students are concerned but he/she does not have such exclusivity over the locker as against the school authorities. Backpacks, book bags, and duffel bags will only be allowed from the bus to the locker and back to the bus. Students will not be allowed to carry backpacks, book bags, duffel bags, etc. in the hallways or classrooms during the school day except with principal or health office approval.

Library Media Center

The Library Media Center is an information and technology center available from 7:50 AM to 2:55 PM each day.

The function of the library program is:

- to provide a place for quiet study and classroom instruction
- to support research needs through Internet access and print reference materials.
- to promote literacy by providing current, relevant ready materials

- to provide a safe space for students to quietly relax
- to maintain a well-balanced collection of materials appropriate to the needs of the school
- to provide assistance to both students and staff in locating and using instructional materials and enable them to become effective users of ideas and information.

Conduct in the Library Media Center

1. Respect other people and their property.
2. Respect the library staff.
3. Be prepared to read or work quietly while in the library.

Loan Policies

- The loan period for general book collection is 3 weeks. In many cases, books may be renewed for a second loan period.
- If a book is lost or damaged, students will be asked to replace or pay for the book.
- Special loans for research will be considered.
- If a student or staff member is unable to obtain a certain book through our school library, it may be possible to obtain from another library. These requests can take up to two weeks. Please see the librarian for help with this.

Health Information

The Jr/Sr High School Health Office is staffed by a registered nurse who serves grades 7-12.

If a student becomes ill during a class, he/she should get a pass from his/her classroom teacher and report directly to the Health Room. If a student becomes ill between classes, he/she should report to his/her next class to get a signed pass from the teacher. Only in the case of an emergency should a student report to the Health Office without a pass from the teacher.

A nurse will determine if the student is ill enough to be sent home or if the student should return to class. Any student with a health-related problem must be processed through the Health Office before exiting the building. ***It is critically important that parents keep the school personnel aware of new home and work phone numbers and emergency contact phone numbers.***

Medical Problems

The school nurse should be notified regarding any condition such as allergies to drugs, food and insects, any medical problems, for example, seizures, asthma, diabetes, etc. This information is kept strictly confidential and is available to other school personnel only on a need-to-know basis. Staff members who need to be aware of this information will be better able to handle health problems should they arise in the classroom and to help the student manage their school day safely.

Medication

Students on medication must have a form from their doctor prescribing the drug and giving the school nurse instruction regarding the administration of the medication. This form, along with an additional permission slip signed by the student's parent must be on file in the health room, before medication may be administered in school including over the counter drugs. Forms have

been provided to physicians or you may obtain them from the school Health Office. In certain individual cases, students may be allowed to carry and administer their own medications. The same form needs to be completed in all cases.

PE Participation

Students who are not able to participate in physical education for one day must bring a note from a parent. If an excuse is needed for longer than one day, a note from your doctor is necessary. An excuse from physical education must be presented to a nurse who will make out the necessary form for the physical education instructor. In all cases, wherever possible, we prefer to adapt a student's physical education program rather than restrict them completely.

Sports Physicals

Mandatory sports physicals and seventh and tenth grade physicals will be announced when the school physician is available. Listen to the morning announcements and check the bulletin boards for schedules. In addition to a once per year sports physical exam, all athletes must have parents complete an Interval Interview form prior to the beginning of each new sports season. These are obtained from the health Office personnel.

Physical Education

Students in grades 7 through 12 are required to change into appropriate dress for physical education classes. Appropriate dress consists of comfortable clothing that will not inhibit gross motor activities. Students must change for PE and have sneakers for safety reasons. Your child will not participate in physical education if he/she does not have sneakers on. Sometimes, an extra pair of sneakers that can be left in school is helpful. Legally, a student may be excused from physical education only if he/she has a signed medical excuse from a physician.

School Breakfast & Lunch Programs

The school cafeteria is maintained as a vital part of the health program of the school. Good manners, courtesy and cooperation are expected from all students. Cafeteria lines will move with order and efficiency if you are considerate and wait your turn.

Please:

1. Deposit lunch litter in waste cans provided.
2. Return trays, dishes, and silverware to the dish-washing area.
3. Leave table, chair, and floor around your place in clean condition for others.

Food is *not* to be consumed in other parts of the building without a staff member's supervision (exceptions: seniors may eat lunch in the student lounge or the courtyard).

Breakfast is available in the Junior/Senior High School Cafeteria from 7:45 AM to 8:05 AM to all students.

The Odessa-Montour Central School District is a **closed campus** for lunch. All students must eat their lunch in the junior/senior high school cafeteria and must remain there until the end of the lunch period. (Seniors may eat lunch in the senior lounge or the courtyard.) Students may use

cell phones during their lunch period. If you are going to a teacher's classroom for lunch, you must have a pre-signed pass.

Lunch Schedule:

Lunch for Grades 9-12 *PM BOCES will be dismissed for lunch at 11:15*	11:17 – 11:47 AM
Lunch for Grades 7-8	12:04 – 12:34 PM

Registrar Office/School Records

Several kinds of records are required to be maintained by the school. These records are a history of a student's education and include such things as cumulative records, health records and other legal documents. Legal documents include custody papers, guardianship adoption papers and other court orders. **It is important that these records are kept up to date at all times.** A copy of custody papers should be on file in the office. Without them, the school has no legal right to prevent the release of a student to a parent.

Student Address

Please inform the School Registrar if your address or telephone number changes. The contact number is (607) 594-3341 ext. 3801.

Custody

It is the parents' responsibility to see that the school is kept informed of any changes in custody. Only the custodial parent(s) can excuse their child from school. In the case of a split family, the non-custodial parent must present court papers showing joint custody with no limit to visitation rights in order to excuse the child from school.

Student Services

In the Odessa-Montour Central School District, we are committed to setting high standards for educational programs and services for students with disabilities. Our schools are equipped to support students academically, socially, physically, and emotionally. We provide a range of support services and integrate diversity into our planning to address the unique educational needs of each student. We ensure that student needs are met in the least restrictive environment possible. If you have any questions regarding IEPs or 504 plans, please contact Student Services at (607) 594-3341, ext. 3801.

ROAR

At OM from UPK through 8 we ROAR with Grizzly pride and display **R**espect, **O**wnership, **A**ccountability, and **R**esponsibility.

Our Junior High Team have worked in collaboration to build a system that incorporates a uniform P.B.I.S. (Positive Behavior Interventions and Support program), Code of Conduct, Character Education Program, and Social Emotional Learning strategies to support ALL students. The design of this project centered around the Mission Statement of the Odessa-Montour Central School District: "Engage, Empower, and Educate every student, every day".

National Honor Society

The Odessa-Montour chapter of the National Honor Society strives to uphold the ideals of the national organization. Elected members are responsible for achievements in scholarship, character, leadership and service. A student is eligible for selection with a cumulative average of 85 or above. If a student meets the academic requirements, he/she is sent an information/selection packet. Students wishing to be included in the selection must complete the following:

- List of leadership, service and character activities and a personal statement.
- Get one letter of recommendation from a person in the community who knows his/her accomplishments.
- Interview with the Faculty Council.

There is also a parent/student meeting to discuss the rules and regulations of Honor Society. Please consult the NHS rules and regulations for specific qualifications and policies.

Co-Curricular Participation

Athletic Participation

All students are encouraged to expand their school experience by participating in interscholastic athletics. Numerous team and individual sports are available. Please be aware of announcements that are made regarding the method of signing up for each sport. It is a privilege to represent your school on the athletic field and it is the hope that all participants will take that privilege very seriously.

Please see the Athletic Handbook for rules pertaining to athletic participation.

Sports for the 26-27 School Year

Fall	**Winter**	**Spring**
Football (JV/Varsity)	Wrestling (Mod/Varsity)	Baseball (Mod/Varsity)
Soccer (Mod/Varsity)	Basketball (Mod/JV/Varsity)	Softball (Mod/Varsity)
Cross Country (Varsity)	Bowling	Track & Field (Mod/Varsity)
Volleyball (JV/Varsity)	Boys Swimming	Golf (Mod/Varsity)
Girls Swimming (Mod/Varsity)	Volleyball (Mod)	

Clubs

Student participation in co-curricular activities, including clubs, is very important. These non-class situations give students a chance to develop new talents and meet new people. Specific information about the many co-curricular groups is available in the high school office and on the morning announcements.

Drama Club	Varsity O Club
Class Clubs (Senior, Junior, Sophomore & Freshman)	Diversity Club
Cheerleading Club	Rotary Interact
Junior and Senior High Student Council	Yearbook
Drone Soccer Club	Devotions Club
Dungeons & Dragons	Newspaper
Grizzly Grub Hub	National Junior Honor Society
Agriculture & Sustainability Club	National Honor Society

Extracurricular Programming

Field Trips

Field Trips are a privilege, and students are expected to represent our school and district in a positive manner. If a student has an excessive number of absences, he/she may be denied the privilege of going on field trips. Students who are unable to display positive behavior within the school as evidenced by 10+ discipline reports or have been a serious behavior problem on a prior field trip, may be banned from any further field trips for the remainder of the school year.

Assemblies & Evening Programs

From time to time there will be assembly programs in the auditorium. Students attend these programs by grades unless otherwise informed. Teachers will accompany their students when announced. We take pride in the courteous behavior of our student body at assemblies and concerts.

Dances

It shall be the responsibility of any person attending dances to comply with the following rules:

1. Junior High Dances – are limited to OMCS students in grades 7 and 8 only. High school student (grades 9-12) are not permitted to attend Junior High School dances.
2. High school dances are open to OMCS students in grades 9-12 and their approved guests. Junior high school students (grades 7-8) are not permitted to attend high school dances.
3. Prom is a junior/senior event and is open only to students in grades 11-12 and their approved guests. With the approval of **both** the class advisor and the principal, exceptions may be made allowing a sophomore (grade 10) or a high school graduate (under the age of 21) to attend Prom as a guest.
4. Non-OMCS high school students may attend high school dances as the guest of an OMCS student. The sponsoring OMCS student must obtain a guest pass form from the Main Office prior to the dance. The guest pass form must be completed, including all required signatures, and returned to the Main Office. An OMCS student may sponsor only one guest per dance.
5. A sign-in/sign-out sheet will be maintained at each dance. Students must sign in upon arrival. Any student leaving before the end of the dance must sign out, indicating the time of departure. No one may enter a dance after the first hour unless prior approval has been granted by the dance advisor and/or principal. Students who leave a dance will not be permitted to re-enter.

General Information

Care of Textbooks & School Property

Textbooks, workbooks, and library books are very expensive. For that reason, books are numbered, and teachers keep a list of the numbers. Students are expected to follow individual teacher instructions as to covering textbooks. No contact paper or other adhesive is to be used for coverings. Students are responsible for the proper care of all books, supplies, and furniture supplied by the school. All basic texts are loaned to students for their use during the school year. Textbooks are to be kept clean and handled carefully. Students who damage school property or equipment will be required to pay for the damages or replace the item.

Parent Conferences

Regular communication between home and school is essential to student success. Parent-teacher conferences provide an opportunity for parents/caregivers and teachers to discuss a student's academic progress, attendance, behavior, social development and educational goals. Formal parent-teacher conferences are scheduled in the fall semester, and families are encouraged to participate. In addition to scheduled conferences, parents/caregivers may request a conference with a teacher, counselor or administrator at any time by contacting the Main Office for an appointment. Likewise, teachers may request conferences when concerns arise or when additional collaboration is needed to support student success.

Personal Property

It is extremely important that you safeguard your personal property at all times while in any public building. It is good practice never to leave personal belongings unsecured. It should not be necessary for you to bring to school more than the usual amount of money needed for lunch. You are reminded to keep these in your locker and label your name on all clothing, books, musical instruments, eyeglasses, and other personal property.

If you must bring large sums of money with you to school, please take the money to the Main Office staff to be put in the office safe for the day. The school district is not responsible for lost or stolen items.

Signs & Posters

All signs and posters made by students in school must have the approval of the building principal before they are posted. Any signs or posters that represent organizations or individuals outside the school must have district office approval. The principal has the right and responsibility to take down any inappropriate sign or poster.

Signs and posters may only be posted in designated areas (brick surfaces only, not on painted surfaces) throughout the school. Once the event has occurred the organization that held the event is expected to remove the signs.

Trespassing

The Board of Education recognizes its responsibility to protect school property and declares its intent to take any and all legal action to prevent its damage or destruction. The Board will also

seek restitution from, and prosecution of, any person or persons who willfully damage school property.

Visitors

The Board of Education understands the need for visitors to enter the school buildings during the school day to attend meetings, participate in classroom activities, and attend programs. However, the safety and security of students and staff will always be the priority. The school day will be defined as weekdays from 7:00 am – 3:30 pm when regular classes are in session. The building principal or her designee is responsible for all persons in the building and on the grounds during the school day.

NOTE: During any emergency situations, visitors to the buildings may be limited. All safety measures in place from the C.D.C. and/or Department of Health must be followed exactly.

The following expectations apply to visitors to the school(s):

1. Anyone who is not a member of the Board of Education, a regular staff member or student of the school will be considered a visitor.
2. All visitors to a school must report to the office upon arrival at the school. They will be required to provide a government issued picture ID and will be issued a visitor's identification badge. This identification badge must be visible at all times while in the school or on school grounds. All visitors must return the identification badge to the principal's office before leaving the building.
3. Visitors attending school functions that are open to the public, such as performances, award assemblies, special events, etc. will be asked to go through a slightly different sign-in process.
4. Any unauthorized person on school property will be reported to principal or their designee. Unauthorized persons will be asked to leave immediately.
5. All visitors are expected to abide by the rules for public conduct on school property contained in this Code and other applicable District rules and policies. Failure to comply is grounds for immediate removal from school property. Egregious or repeated violations shall result in a temporary or permanent ban from school property at the Superintendent's discretion.

Further information about public conduct on school property can be found in the Code of Conduct, Section IX.

Student Visitors

All visitors to the building must sign in at the Attendance Office to obtain a visitor's pass. All visitors must follow the above visitor expectations outlined from the Code of Conduct, Section VIII.

Students are NOT allowed to bring student visitors without a legitimate purpose and *prior approval* from the building principal. Visitors may not ride the school bus without prior permission of the transportation supervisor. You must complete and return to the Main Office a visitor request form signed by all the O-M student's teachers prior to the visit. The principal must grant final approval.

Substance Abuse Policy

Introduction

The Board of Education of the Odessa-Montour Central School District is committed to the prevention of alcohol, tobacco, and other substance use/abuse. This policy described the philosophy of the District and the program elements the District will use to promote healthy lifestyles for its students and staff and to inhibit the use/abuse of alcohol, tobacco, and other substances.

No person may use, possess, sell, or distribute alcohol or other substances, nor may use or possess drug paraphernalia, on school grounds or at any school-sponsored events, except those drugs prescribed by a physician. The terms "alcohol and other substances" shall be construed throughout the policy to refer to the use of all substances including, but not limited to alcohol and other sedative chemicals, tobacco products, **(including chewing tobacco, e-cigarettes, or vaping devices)**, inhalants, marijuana, LSD, PCP, and other hallucinogens; amphetamines, cocaine, and other stimulants; heroin and other narcotics; and steroids, look-alikes, and any of those substances commonly referred to as "designer drugs". The inappropriate use of prescription and over-the-counter drugs shall also be prohibited.

The following persons shall be prohibited from entering school grounds or school-sponsored events, regardless of location: any person exhibiting behavior, conduct, or personal or physical characteristics indicative of having used or consumed alcohol or other substances.

Philosophy

It is the intention of the District to continue to plan, develop, implement, and evaluate a comprehensive system of prevention, intervention, and assistance programs to benefit our students, their families, and District staff.

The District will use the following principles as guides for the development of its substance use/abuse prevention efforts and for any disciplinary measures related to alcohol and other substances:

- Our goal is to be proactive as we provide ongoing appropriate education for students and staff in this learning organization.
- The prevention, intervention, and treatment of alcohol, tobacco, and other substance use/abuse will be a never-ending process. Prevention and intervention will be stressed. We will seek continuous total quality improvement in each component of the process.
- Alcohol, tobacco, and other substances use/abuse is preventable and treatable.
- Alcohol and other substance use/abuse inhibit the District from carrying out its central mission of educating students.
- The behavior of the Board of Education, the administration, and all school staff will model the behavior asked of students.
- While the District can and must assume a leadership role in alcohol, tobacco, and other substance use/abuse prevention, this goal will be accomplished only through long-term coordinated, collaborative efforts with parents, students, staff, and the community as a whole.

- Drug-Free School Zones have been established for each campus in the District.

Primary Prevention

The intent of primary prevention programming is to prevent or delay the onset of alcohol, tobacco, and other substance use by students. The components of this programming shall continue to include:

1. A sequential K-12 prevention curriculum that provides:
    a. Accurate and age-appropriate information about alcohol, tobacco, and other substances, including the physical, psychological, and social consequences of their use/abuse.
    b. Information about the relationship of alcohol and other substance use/abuse to other health-compromising issues such as AIDS, teen pregnancy, eating disorders, child abuse, suicide, and dropping out of school.
    c. Assistance to students to develop appropriate life skills and decision-making skills to resist the use of alcohol and other substances and to promote healthy lifestyles.
    d. Assistance to identify personal risk factors for alcohol and other substance use/abuse and the steps needed for risk reduction.
    e. Assistance to students to develop a positive self-concept.
    f. Assistance to students to help them identify when they are under stress and how to manage or reduce stress through non-chemical means.
2. Provide information and training to school staff, parents, and guardians regarding necessary skills to recognize the use of alcohol and other substances and to reinforce the components of this policy in the home, school, and community.
3. Community education about the issues of alcohol, tobacco, and other substance use/abuse as a basis for providing a consistent message to the District's youth.
4. Positive alternatives to alcohol and other substance use/abuse, such as peer leadership programs, service projects, and recreational and extra-curricular activities. Such activities will be planned collaboratively by students, school staff, parents, community members, and agencies.

Intervention

The intent of intervention programming is to eliminate any existing use/abuse of alcohol and other substances, and to identify and provide supportive services to kindergarten through 12th grade students at high risk for such use/abuse. The components of such programming shall include:

1. Providing alcohol and other substance use/abuse assessment and counseling services for students.
2. Developing a referral process between District schools and community providers.
3. Identifying and referring students to appropriate agencies when their use/abuse of alcohol and/or other substances requires counseling and/or treatment.
4. Providing information on individual, group, and family counseling for students at high risk for alcohol and/or other substance use/abuse.
5. Providing information to parents on when and how to access the District's intervention services.
6. Providing information on services to students in or returning from treatment to assure that the school environment supports the process of recovery initiated in the treatment program.

7. Within the above parameters, all matters will be kept confidential.

Disciplinary Measures

Alcohol, Tobacco Products and Other Substance Use/Abuse

Decision-making and judgment errors do occur. We believe students and parents need to be held responsible and accountable for choices and they can learn and grow from mistakes. Progressive disciplinary actions will be in accordance with the District Policy on Alcohol, Tobacco Products and Other Substance Use/Abuse.

Any staff member or employee may accept a student request for help in alcohol/drug abuse situations and refer them to the guidance counselors, school nurses, or school social workers. The request and referral for self-help will be kept in confidence. This confidence shall be limited to those cases where the staff member or employee has not been advised of facts which would lead him/her to believe that the safety, morals, health or welfare of others were endangered.

When the staff member or employee of a school has been advised of an alcohol/drug situation which would lead him/her to believe that the safety, morals, health, or welfare of any person may be endangered, he/she must report the same to the school principal or designee who will report to the appropriate police agency.

Disciplinary actions are listed in the Student Code of Conduct summary section of this document and can be found in further detail in the full Code of Conduct on the district website.

Student Athletes

We take pride in our students' participation in extracurriculars and athletics. If a student athlete violates the district policy on Alcohol, Tobacco Products and Other Substance Use/Abuse, they will face athletic suspension.

Student athletes who have not served the complete term of their substance abuse suspension by the last official day of school in June (Graduation Day), on the first offense will serve the balance of the suspension starting with the first official day of fall sports practices if the student is involved in a fall sport. Other students who have not served the complete term of their substance abuse suspension by the last official day of school in June will serve the balance of the suspension starting the first official student day of school in September. On the second or subsequent suspensions, those student-athletes who have not served the complete term of their substance abuse suspension by the last official day of school in June (Graduation Day) will serve the balance of the suspension starting the first official student day of school in September. No participation in practices before the first official day of school will be permitted.

Code of Conduct

Through our Code of Conduct, we are committed to creating and maintaining a safe school environment free from harassment, bullying, and discrimination and fostering civility on all school premises and functions. Furthermore, the District is committed to:

- Ensuring each student is healthy, safe, engaged, supported, and challenged.

- Helping students develop self-discipline and social and emotional growth; and
- Guiding students in improvement and corrections of inappropriate, unacceptable, and unsafe behaviors.

Student Responsibilities

All district students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Familiarize themselves with and abide by all District policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. Respond to direction given by teachers, administrators, and other school personnel in a respectful and timely manner.
6. Develop strategies to control emotions and recognize when mental support is needed.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might lead to discipline.
9. Follow the established Dress Code when attending school and school functions.
10. Accept responsibility for their actions.
11. Conduct themselves as representatives of the District when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

Prohibited Student Conduct

The Board recognizes the need to make clear its expectations for student behavior while on school property or engaged in a school function specific. 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 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 or other electronic devices, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the District's acceptable use policy.
8. Violation of this Code or any other applicable rules and policies.

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 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, or threatening to do so.
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 vandalism, 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 themselves or 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, or encouraging such act of violence.
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, as defined in this Code.
6. Harassment and/(or Bullying), as defined in this Code.
7. Intimidation, which includes engaging in actions or statements (verbal or written) that put an individual in fear of bodily harm.
8. Hazing, which includes an induction, initiation or membership process involving harassment.
9. Selling, using, distributing, or possessing obscene material.
10. Using vulgar or abusive language, cursing, or swearing.
11. Possessing, consuming, using, selling, offering, purchasing, manufacturing, distributing, exchanging or being under the influence of any Tobacco Product.
12. Possessing, consuming, using, selling, offering, purchasing, manufacturing, distributing, exchanging or being under the influence of any Prohibited Substance.
13. Gambling.
14. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
15. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
16. Knowingly making false statements or knowingly submitting false information to school staff during a disciplinary process.

F. Engage in conduct that is prohibited by this Code while on a school bus.
Examples of such this type of behavior include, but are not limited to:

1. Conduct prohibited in all sections of this Code.
2. Failure to remain seated, keep objects and body parts inside the bus, and/or obey the directions from the bus driver or monitor.
3. Failure to conduct oneself on the bus in a manner consistent with established standards for classroom behavior.
4. Engaging in excessive noise, pushing, shoving or fighting.

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

1. Plagiarism, meaning the unauthorized use of another's material that is represented as one's own work, and may include, but is not limited to, the following acts:
   - Using a piece of writing that has been copied from someone else and presenting it as being your own work including work generated by artificial intelligence (AI), i.e., taking someone's words or ideas as if they were your own.
   - Turning in another student's paper as your own.
   - Copying portions of another student's paper into your own.
   - Copying reference material into your paper without appropriate attribution, such as quotation marks and/or citations to the original author.

- Paraphrasing material into your paper without appropriate attribution, such as an in-text citation to author and page.
- Summarizing referenced material without citing original source.

2. Altering school records.

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 is not limited to threatening or harassing students or school personnel through any means off-campus, including cyberbullying.

Consequences

Students who are found to have violated this Code may be subject to the following consequences, either alone or in combination:

- Oral warning
- Written warning
- Written notification to parent/guardian
- Detention
- Suspension from transportation
- Suspension from athletic participation
- Suspension from social or extracurricular activities
- Suspension of other privileges
- In-school suspension
- Removal from classroom by teacher
- Short-term (five days or less) suspension from school
- Long-term (more than five days) suspension from school
- Permanent suspension from school

Further information regarding prohibited student conduct and disciplinary consequences can be found in the Code of Conduct, Section III and Section V.

Dress Code

Odessa-Montour Central School respects students' rights to express themselves in the way they dress. All students are expected to respect the school community by dressing appropriately for a K-12 educational environment. Dress code applies to the regular school days, summer days, the bus, as well as any school sanctioned functions.

Minimum Requirements:

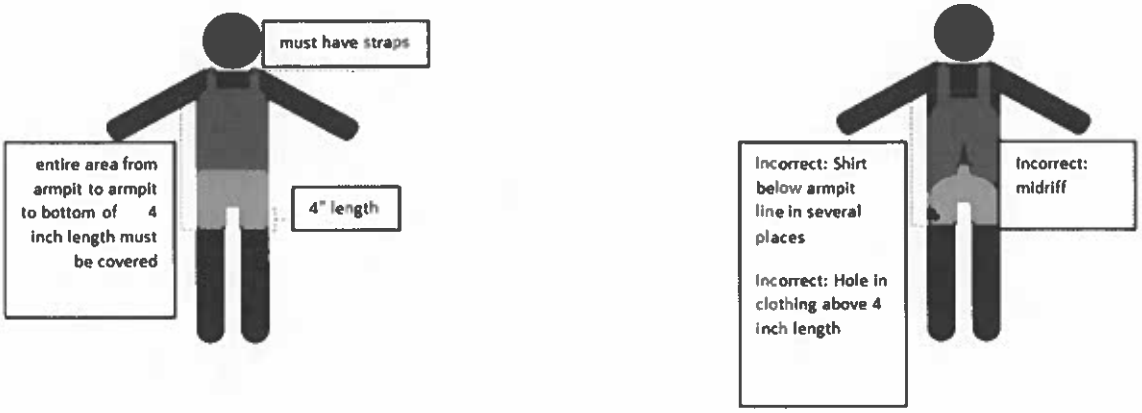
1. Clothing must cover areas from one armpit, both front and back, across to the other armpit continuously down the torso and down 4 inches in length on the upper thighs (see images below). Tops must have shoulder straps. Rips or tears in clothing must be lower than the 4 inches in length.
2. Shoes must be worn at all times and must be safe for the school environment and the activity in which the student is engaged. Footed pajamas, or slippers shall not be worn.
3. See-through or mesh garments must not be worn without appropriate coverage underneath that meet the minimum requirements of the dress code.

4. Head and face gear including hats, hoodies, caps, ski masks and bandanas as masks are not allowed unless permitted for religious, medical, or other reason as approved by school administration.
5. Specialized courses may require specialized attire, such as swimming, sports uniforms, or safety gear. Teachers will provide guidelines in these instances.
6. Special school events such as school spirit days, pajama days or other building/district wide events may allow for slight deviations from the daily dress code. In those instances, the principal will provide clear expectations.

Additional Requirements:

1. Clothing and accessories may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana, or other controlled substances.
2. Clothing and accessories may not depict or imply pornography, nudity, or sexual acts.
3. Clothing and accessories may not display or imply vulgar, discriminatory, or obscene language or images.
4. Clothing and accessories may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
5. Clothing and accessories may not communicate a message that is sexist or provokes/promotes any form of sexual harassment and/or violence against other individuals.
6. Sunglasses may not be worn inside the building.
7. Blankets or full "onesie" type costumes or pajamas may not be worn.
8. Clothing and accessories that endanger student or staff safety may not be worn.
9. Apparel, jewelry, accessories, tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior is prohibited.

The administration at each school reserves the right to determine what constitutes appropriate dress. Students who do not adhere to these guidelines will not be allowed to attend class. Parents will be called if appropriate clothing is not available or the student refuses dress-code appropriate clothing.



Further information regarding appropriate dress is included in the Code of Conduct, Section II.



ATHLETIC MANUAL
2026-2027

ODESSA-MONTOUR CENTRAL SCHOOLS

GO GRIZZLIES!

300 College Ave. Odessa, NY 14869

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Sportsmanship is an expectation.

Section I: Philosophy/Purpose of Athletics

The Odessa-Montour Central School District believes that student activities as a major contributor in the educational, social, and emotional development of our students. Athletics are a key part of the educational opportunity offered at Odessa-Montour.

Our vision of athletics is to provide athletic opportunities and learning experiences for our students. It is the District goal that our students learn through athletics such traits as: teamwork, ethics, values, dedication, a sense of responsibility, the importance of physical and emotional well being, and an attitude of community and pride in their school.

Winning is not the only measure by which an athlete or a team is successful. The District measures success by the amount of improvement and growth one makes over time. The District's objective is to provide opportunities for students to develop themselves into well rounded individuals with positive attitudes, who understand the concept of hard-work, sacrifice, and a healthy work ethic that will allow the student to be a life-long learner.

It is the goal of the Odessa-Montour District that the coaches, faculty and staff, and the student athletes and their parents help produce productive members of society and ready these student athletes for life after high school.

The district is proud to be in compliance with both the New York State Public High School Athletic Association (NYSPHAA) and the Section 4 Athletic handbooks.

Listed below are a number of attributes that we would like student athletes, parents, coaches, and spectators to keep in mind while attending events, practices, or school functions.

- To value and demonstrate the proper ideals of sportsmanship, ethical conduct, and fair play.
- To show respect to visiting teams.
- To establish a positive relationship between visitors, spectators, and hosts.
- To respect the integrity and judgment of sports officials.
- To achieve a thorough understanding and acceptance of the rules of the game and standards of eligibility.
- To encourage leadership, hard work, and good judgment by players and coaches on the team.
- To recognize that the purpose of athletics is to promote the physical, mental, moral, social, and emotional well-being of the individual student-athletes.
- To remember that an athletic contest is only a contest… let the players play, let the coaches coach, let the officials officiate and let the spectators be positive.

Section II: Sportsmanship

All student athletes should adhere to the characteristics of good sportsmanship in reference to teammates, opponents, officials, and spectators.

Sportsmanship can be defined as fairness in following the rules of the game; an aspiration that the activity will be enjoyed for its own sake, with proper consideration for fairness, ethics, respect, and sense of fellowship with one's competitor.

Student athletes who are ejected from activities/games may be suspended from the next regularly scheduled event for that activity/game. A student athlete who regularly displays poor sportsmanship will be referred to the Athletic Governing Council (stated in Section VIII). Penalties could include dismissal from the practice, contests, or even from the team.

Section III: Levels of Competition/Playing Time Philosophy

There are three major levels for competition in the Odessa-Montour Jr./Sr. High School; Modified, Junior Varsity (JV) and Varsity (V). Listed below are the criteria usually set for each level of competition and what is stressed for student-athlete development in each area.

A. Modified Level

- The Modified Level usually consists of 7th and 8th grade student-athletes. In some instances where there is no Junior Varsity or JV level, then the Modified level would consist of 7th, 8th, and 9th graders. Our goal is to provide the opportunity for as many student-athletes as possible to compete.
- The major focus at this level is to teach the fundamentals of the sport, the skills and development of those skills, sportsmanship, responsibility, and athletic integrity.
- Coaches will abide by IAC guidelines in the modified handbook. Coaches will make every effort to have each person on that team develop athletically. It will be the goal to ***try*** to get every athlete a reasonable amount of playing time.

B. Junior Varsity

- The Junior Varsity or J.V level typically consists of 9th and 10th grade student-athletes, or 7th and 8th grade students who have completed the Advanced Placement Process (See Section VI of this Handbook).
- The Junior Varsity level is designed to prepare student-athletes for the Varsity level. Winning is important; however, there will be continued emphasis placed on developing individual skills and sportsmanship. Player development, mastering individual and team fundamentals, and execution of said criteria by the coach are the primary focus.
- Coaches will stress skills and the development of each student-athlete in practice but there will be no guarantee of playing time. At higher levels of competition, the more skilled and knowledgeable student-athletes will receive more playing time. ***This may mean a younger student-athlete who has been matriculated via the State Advanced Placement process may play over an older student-athlete.*** At the JV level, student-athletes will begin to learn that there are many ways in which to contribute to the team's goals beyond playing time.

C. Varsity

- The Varsity level typically consists of 11th and 12th grade student-athletes. In some instances, because there is no JV level, this team could consist of 10th, 11th, and/or 12th grade student-athletes. Student-athletes in lower grade levels who have met eligibility requirements may be moved up to the Varsity level (See Section VI).

- At the Varsity level, winning is a priority. However, sportsmanship, ethics, fair play, and life-long learning will be stressed as well.
- As Coaches stress the philosophy of Odessa-Montour Athletics, the student-athletes with the highest skills may receive the most playing time. There is no guarantee of any playing time at the Varsity level. The coaches, at the beginning of the season will stress what is needed for playing time and it will be the student-athletes responsibility to work toward their goal to attain playing time. ***This may mean a younger student-athlete may play over an older student-athlete.***

Section IV: Team Selection

The District and Athletic Staff will do all that they can to include as many student-athletes as possible in each sport and at each level. There is no "blanket policy" in this manual to judge or critique athletes. However, if there are cuts due to supervision and safety concerns, the criteria for evaluation will be outlined by the coach to all student-athletes at the first practice of that season or first team meeting. The student-athletes will then have a try out period ranging from 3 to 5 days. At the end of this time, they will be informed of their status on the team by the coach in an individual meeting.

The following is a general philosophy by the District and Athletic Staff regarding cuts at each level.

- Modified / Junior Varsity
    - Each team will carry as many student-athletes as possible to allow all participants an opportunity to improve their skills. The number may be higher from sport to sport, depending on the number of participants allowed to play at one time (ex. Football may carry 30 student-athletes versus basketball may carry 13… 11 participate at one time in football while only five in basketball).
    - The District's goal is to promote a safe learning environment. If the coaching staff deems the learning and safety are being put in jeopardy because of a high number of student-athletes, cuts may be required.
- Varsity
    - At the Varsity level, student-athletes should be aware of the individual and team skills necessary for the success and competitiveness of the school. The team will carry as many student-athletes as possible.
    - The District's goal is to promote a safe learning environment. If the coaching staff deems the learning and safety are being put in jeopardy because of a high-number of student-athletes, cuts may be required.
    - Playing time is not guaranteed.

If a student-athlete is removed from a team in a prior season for substance abuse (see Section VII, Section B for clarification on what constitutes as substance abuse) or for disciplinary or academic reasons, and there are try-outs for a team, that student-athlete may risk participation in the next sport.

For example, if a student is removed from a fall sport for substance abuse and is serving a 30-day suspension from sports, and they would like to participate in a winter sport where cuts are

required; that student-athlete on suspension will not be allowed to try out and will not be a part of said team. The student may participate in a different sport once their suspension is over, with permission from school administration.

Quitting a Team

If a student-athlete removes themselves from the team, it will be the responsibility of the student-athlete to inform the coach immediately. The student-athlete must return school issued equipment and uniforms within a week of leaving the team.

If a student-athlete quits one sport to join another in the same sports season; that athlete must do so within the first 10 practices. They must get permission from the coach of the sport they are wishing to join and approval from the Athletic Manager. Failure to follow this protocol will result in the student being left off said team.

Uniforms

The school supplies most uniforms to student-athletes. These uniforms are expensive and a key piece to the Athletic budget. The student-athletes are required to keep track, take care of, and return the uniform or any school issued equipment at either the end of the season or when the athlete is done with that season.

Athletes are not allowed to keep any portion of the school supplied uniform. Failure of an athlete to return uniforms/equipment will result in financial obligations for the costs of such equipment or uniforms not returned.

Section V: Who do I contact?

Outlined below is the district a chain of command for any questions regarding playing time, cuts, philosophy of that particular sport and/or coach. If the student-athlete or parent/guardian skips a link in the chain, they will be asked to refer back to the proper person.

At the Varsity level, the student-athlete is expected to initiate contact with the coach.

Parent/Student → Coach → Varsity Coach → Athletic Manager

The Varsity coach is the head of the program. It is ultimately the Varsity coach's program and any problem or question regarding something happening in that program should be brought to their attention.

It is advised that a parent/guardian or a student-athlete who has concerns ~~to~~ about playing time or the process by which cuts were made wait until the next day before questioning that coach. A coach generally will not respond to parents, spectators or student-athletes upset about playing time on the same day of the game or contest. The coach will talk to the student-athlete or parent upon request for an individual meeting. In that meeting, topics will only pertain to your student-athlete.

The Athletic Manager is available to facilitate student-athlete and parent/guardian conferences with coach(es) upon request.

Section VI: State Advanced Placement Process

Steps 1-3 Outline the Odessa-Montour District Policy, Parent/Guardian Permission and Administrative Approval necessary for the NYSED Athletic Placement Process.
Steps 4 – 10 outline the remainder of the NYSED APP.

As stated in the NYSED APP –
The APP is intended for use by student-athletes in grades 7-12, and directly relates to specific interschool sport categories and levels of competition as follows:

Intermediate
- *Grades 7-8*

Commencement
- *Grades 9-12*

At Odessa-Montour, Steps 1-10 will be used for advanced placement from intermediate to commencement level. Steps 1-3 will be followed for advanced placement within commencement (i.e., JV to Varsity).

1. Coaching Discussion
   - The Varsity and/or JV Coach will discuss with the Modified or JV Coach the intention and rationale for their idea to place a student-athlete into the APP based on if the advanced placement is intermediate to commencement or within commencement.

- The results of this discussion will be shared with the Athletic Manager.
- Every attempt should be made to complete this no later than 2 weeks prior to the first practice of the season.

2. Administrative Clearance
If any of the following are not met, the process shall be halted by the Athletic Manager or Athletic Director.

- Academics – is the student at or above grade level academically? This is a discussion between the principal and the teachers, and other parties as needed.
- Social-Emotional Readiness – is the student socially and emotionally ready to be with high school students? This includes discussions with guidance counselors, teachers, and the dean of students.
- Playing Time – the student-athletes with the highest skills may receive the most playing time. There is no guarantee of any playing time at the JV or Varsity level – per the Odessa-Montour Athletic Handbook. At the beginning of the season, the coaches will stress what is needed for playing time and it will be the student-athlete's responsibility to work toward their goal to attain playing time. This may mean a younger athlete who has matriculated via the State Selection and Classification Exam may play over an older athlete.
- Fielding of Rosters – must determine if the advancement of a player or group of players could jeopardize the fielding of another roster in that sport. This is a discussion between the Coach(es), Athletic Manager, and/or Athletic Director.

  Parental Permission – if above bullets are met and all parties agree that beginning the process is warranted and appropriate – the Athletic Manager and/or Athletic Director will contact student-athlete's parent/guardian for verbal consent to move forward with NYS APP.

3. Permission
- If all parties agree that beginning the process is warranted and appropriate, the permission slip will be sent home to the parents.

Steps 4 – 10 outline the remainder of the NYSED Advanced Placement Process. Summary statements are provided below each step, please use the link to access the full NYSED APP policy.

4. Medical Clearance
- The medical director will assess whether the student has reached a level of physical development that will lessen the likelihood of injury. This includes height and weight being comparable to other team members.

5. Skill Evaluation
- The coaching staff will determine whether the skill level of the student is appropriate, either through personal observation or discussion with other coaches.

6. Physical Fitness Test
- A certified physical education teacher (not coaching the student in that sport) will conduct the physical fitness testing. Students must reach the appropriate level in 4 of the 5 tests to advance.

7. Qualification Determination: The results of the three evaluations outlined in Steps 4-6 will be sent to the Athletic Director. Only students who pass all parts of the APP are permitted to try out.

8. Tryout Period
- Student will attend three of the first five practice sessions, at which point the coach will determine whether the student will continue to play on that team or return to the modified level of competition.

9. Records
- The Athletic Director must maintain all records of students who have successfully completed the APP. Items to be kept in the student's file are:
    - Parent/Guardian Permission and Result Letters
    - Maturity Evaluation and Medical Director Form
    - Physical Fitness Results
    - Coach's Sport Skill Evaluation.

10. Notifications
A Notification List (see NYSED APP, Appendix F) of the scores of all athletes who have successfully completed the process and have been approved through the APP after the try-out period has been completed must be sent to:
- The physical education director and/or athletic director of competitor schools
- Athletic governing board or section office

Section VII: Code of Conduct Student-Athletes

All students' grades 7-12 participating in athletics at Odessa-Montour Central School will follow the Code of Conduct established by the Co-curricular Eligibility Committee and approved by the Board of Education.

It is an expectation of the District that athletes, whether they are at practices, scrimmages, the locker room, on the bus, on OMCS grounds, or at a different district, conduct themselves responsibly, show respect, and be proper sportsmen. This means students display respect towards opponents, spectators, coaches, officials, facilities and toward one another. Violations of these expectations may result in discipline action through the Student Code of Conduct, loss of playing time, or dismissal from the team.

Through our Code of Conduct, we are committed to creating and maintaining a safe school environment free from harassment, bullying, and discrimination and fostering civility on all school premises and functions. Furthermore, the District is committed to:
- Ensuring each student is healthy, safe, engaged, supported, and challenged.
- Helping students develop self-discipline and social and emotional growth; and

- Guiding students in improvement and corrections of inappropriate, unacceptable, and unsafe behaviors.

Student Responsibilities

All district student-athletes have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Familiarize themselves with and abide by all District policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. Respond to direction given by teachers, administrators, and other school personnel in a respectful and timely manner.
6. Develop strategies to control emotions and recognize when mental support is needed.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might lead to discipline.
9. Follow the established Dress Code when attending school and school functions.
10. Accept responsibility for their actions.
11. Conduct themselves as representatives of the District when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

Prohibited Student Conduct

The Board recognizes the need to make clear its expectations for student behavior while on school property or engaged in a school function specific. 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 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 or other electronic devices, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the District's acceptable use policy.
8. Violation of this Code or any other applicable rules and policies.

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 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, or threatening to do so.
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 vandalism, 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 themselves or 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, or encouraging such act of violence.
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, as defined in this Code.
6. Harassment and/(or Bullying), as defined in this Code.
7. Intimidation, which includes engaging in actions or statements (verbal or written) that put an individual in fear of bodily harm.
8. Hazing, which includes an induction, initiation or membership process involving harassment.
9. Selling, using, distributing, or possessing obscene material.
10. Using vulgar or abusive language, cursing, or swearing.
11. Possessing, consuming, using, selling, offering, purchasing, manufacturing, distributing, exchanging or being under the influence of any Tobacco Product.
12. Possessing, consuming, using, selling, offering, purchasing, manufacturing, distributing, exchanging or being under the influence of any Prohibited Substance.
13. Gambling.
14. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
15. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
16. Knowingly making false statements or knowingly submitting false information to school staff during a disciplinary process.

F. Engage in conduct that is prohibited by this Code while on a school bus.
Examples of such this type of behavior include, but are not limited to:

1. Conduct prohibited in all sections of this Code.
2. Failure to remain seated, keep objects and body parts inside the bus, and/or obey the directions from the bus driver or monitor.
3. Failure to conduct oneself on the bus in a manner consistent with established standards for classroom behavior.
4. Engaging in excessive noise, pushing, shoving, or fighting.

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

1. Plagiarism, meaning the unauthorized use of another's material that is represented as one's own work, and may include, but is not limited to, the following acts:
   - Using a piece of writing that has been copied from someone else and presenting it as being your own work including work generated by artificial intelligence (AI), i.e., taking someone's words or ideas as if they were your own.
   - Turning in another student's paper as your own.
   - Copying portions of another student's paper into your own.
   - Copying reference material into your paper without appropriate attribution, such as quotation marks and/or citations to the original author.

- Paraphrasing material into your paper without appropriate attribution, such as an in-text citation to author and page.
- Summarizing referenced material without citing original source.

2. Altering school records.

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 is not limited to threatening or harassing students or school personnel through any means off-campus, including cyberbullying.

Consequences

Students who are found to have violated the Student Code of Conduct may be subject to the following consequences, either alone or in combination:

- Oral warning
- Written warning
- Written notification to parent/guardian
- Detention
- Suspension from transportation
- Suspension from athletic participation
- Suspension from social or extracurricular activities
- Suspension of other privileges
- In-school suspension
- Removal from classroom by teacher
- Short-term (five days or less) suspension from school
- Long-term (more than five days) suspension from school
- Permanent suspension from school

A student subjected to a suspension from athletic participation, extra-curricular activities or other privileges is not entitled to a full hearing pursuant to Education Law § 3214. However, the student and the student's parent/guardian will be provided with a reasonable opportunity for an informal conference with the District official imposing the suspension from athletics to discuss the conduct and the consequence involved.

Further information regarding prohibited student conduct and disciplinary consequences can be found in the Code of Conduct, Section III, and Section V.

Substance Abuse Policy

The Board of Education of the Odessa-Montour Central School District is committed to the prevention of alcohol, tobacco, and other substance use/abuse. This policy outlines the philosophy of the District and the program elements the District will use to promote healthy lifestyles for its students and staff and to inhibit the use/abuse of alcohol, tobacco, and other substances.

No person may use, possess, sell, distribute, or be under the influence of alcohol or other substances, nor may use or possess drug paraphernalia, on school grounds or at any school-

sponsored events, except those drugs prescribed by a physician. The terms "alcohol and other substances" shall be used throughout the policy to refer to all substances including, but not limited to:

- Alcohol and other sedative chemicals
- Nicotine and tobacco products (including chewing tobacco, e-cigarettes, or vaping devices)
- Inhalants
- Marijuana and CBD products
- Hallucinogens, amphetamines, stimulants, narcotics, steroids and look-alikes (including but not limited to: LSD, PCP, cocaine, heroin) and any other substances commonly referred to as "designer drugs"
- The inappropriate use of prescription and over-the-counter drugs shall also be prohibited.

Any person exhibiting behavior, conduct, or personal or physical characteristics indicative of having used or consumed alcohol or other substances shall be prohibited from entering school grounds or school-sponsored events, regardless of location.

No student-athlete may possess, use, be under the influence of, transmit, distribute, or sell tobacco, alcohol, or drugs; or use or possess drug paraphernalia. If you are at a party where alcohol or drugs are present, this is a violation of the policy.

Any participant found violating any of the above, will be removed from the team for a duration of 30 days or the remainder of the season, which ever suspension is longer, if sufficient evidence is presented that the student used, possessed, was under the influence or distributed tobacco, alcohol, or drugs (illegal or sold prescription drugs) at anywhere or at any time.

This is a "ZERO TOLERANCE POLICY," meaning that any item that contains <u>any</u> alcohol shall be deemed to be an alcoholic beverage including, but not limited to, mouthwash, cough medicines and non-alcoholic beers. If there is any question regarding a particular item, have it checked by the principal's office for a determination prior to consumption. FOR EXAMPLE: If you are caught at the beginning of the season, you will miss the entire season or thirty days, whichever is longer. If you are caught at the end of the season, you will miss 30 days which could impact your next sport season.

Academic Eligibility

1. Every student will be considered academically eligible at the beginning of each school year. Academic eligibility will be assessed each marking period.
2. When the report card is issued, a student failing one or more classes will be deemed on academic probation.
   The week following the issuance of the report card and every week thereafter until the next report card, any student failing one or more classes will have to get a form filled out by their teachers verifying whether they are passing, showing reasonable effort toward passing or not making reasonable effort for that week. If the student is passing or showing reasonable effort in ALL classes the student-athlete was failing, then they remain on academic probation and can continue to play and practice.

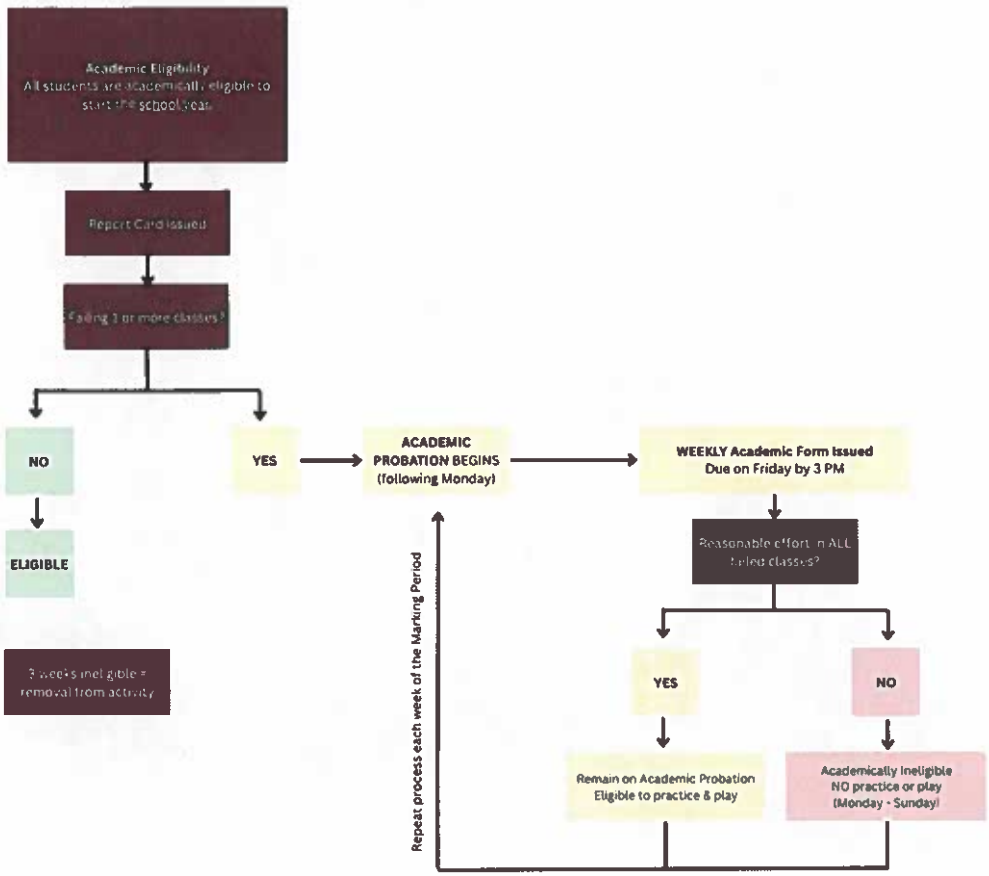
The form will be given to them by the Athletic Manager weekly and must be turned back into the Athletic Manager by 3 PM on the Friday of that week.

Example: Report cards are issued on a Wednesday. The student starts their academic probation on the following Monday. They are still eligible to practice and play games until such time as they do not fulfill their academic obligation.

3. If they fail to complete the form or receive a lack of effort in any classes that are on probation, they become academically ineligible for the following Monday-Sunday.
    a. If the student is absent on Friday, they may turn in their form the next day they are present in school. However, they are not eligible until doing so. Failure to turn in the form on that next present day makes them ineligible.
    b. If a teacher who is required to sign off is absent Friday, the Athletic Manager will decide on a case-by-case basis.
    c. Failure to complete a form or turn the form in is automatic ineligibility the following week. This includes, "I lost my form."
    d. The absolute deadline is 3 PM on Friday.
4. The student-athlete must follow this procedure until such time that the new report cards are issued, the activity is over, or they are no longer on the activity.
5. If a student is starting a new sport/activity their grades will be reviewed as of the last report card.

    Example 1: Student did not play a fall sport, and they are signed up for a winter sport. Grades will be reviewed and the policies above start when the sport starts.
6. If the student fails to meet eligibility standards for any three weeks before their next report card then they will be removed from the activity.
7. In-eligibility runs the following Monday-Sunday.

    Example: A student/athlete fails to complete the requirements. They are ineligible starting the following Monday-Sunday. They will not miss that weekends games. This prevents last minute "emergencies" of having kids ineligible that night. This is good for that week but the flip side is... even though they complete their card the following week on a Friday, they are not eligible until the following Monday so they do sit out the entire week. This affords the coach an opportunity to have the ability to adjust for the absence of an athlete.


Academic Eligibility
All students are academically eligible to start the school year.
Report Card Issued
Failing 3 or more classes?
NO
YES
ELIGIBLE
ACADEMIC PROBATION BEGINS (following Monday)
WEEKLY Academic Form Issued Due on Friday by 3 PM
Reasonable effort in ALL failed classes?
YES
NO
Remain on Academic Probation Eligible to practice & play
Academically Ineligible NO practice or play (Monday - Sunday)
Repeat process each week of the Marking Period

Attendance Requirements

- To participate in practice or a game, a student-athlete must be in school by 9 A.M. If a student fails to show to school by 9 A.M., they will be ineligible for that day.
- If a student has a doctors or dentist appointment and misses the 9 A.M. deadline, they will need documentation from the doctor or dentist to be allowed to participate.
- The School Administrator may give permission to be absent for extenuating circumstances (i.e., funeral, college visit etc.) for those student-athletes missing school for other reasons.
- A student-athlete who leaves school because they are sick, are not permitted to return to school for practice or be present for games.

Code of Conduct – Spectators

Spectator support is always welcomed and appreciated at OMCS. It is the expectation of the District that while in attendance, the spectators are going to abide by the rules and regulations of visitors outlined in the Code of Conduct in the hope of promoting sportsmanship and growth of student-athletes. It should be noted that spectators are representing their school and remember that their actions will influence others around them. It is asked that spectators abide by the following guidelines:

- Display proper sportsmanship. Please respect the players, coaches, and officials.
- Act appropriately. Please do not heckle, taunt, or shout obscenities toward players, coaches, fans or officials at any time.
- Maintain self-control.
- Maintain a safe and fun environment; throwing of items onto the field of play or the court is prohibited and can result in injury.
- Please stay out of locker rooms, changing rooms, and offices during and after the game.
- Be supportive after the game regardless of the results.
- It is the responsibility of authorized school personnel who supervise athletic events to make sure spectators conduct themselves properly as based on this code. Spectators who exhibit poor or unacceptable behavior will be asked to leave and may be denied admission to future events.
- Remember, this is a game between high school and middle school athletes; not professionals.
- Follow all applicable policies as an invitee to OMCS premises including no illegal substances, weapons, etc.

Further details on the expectations for Students and Visitors can be found in the OMCS Code of Conduct Policy.

Spectators who are removed from a contest may be required to complete a NYSPHSAA sponsored sportsmanship course to return to attendance at an event. Spectators who are removed from multiple contests may risk being permanently banned from attending any events at any location in Section IV for the remainder of the school year.

Code of Conduct – Coaches

A coach is often an influential leader among the student-athletes and coaches are held in the highest regard at OMCS. The Odessa-Montour Central School District expects our coaching staff to:

- Promote good sportsmanship by setting a good example.
- Demonstrate class, integrity, and dignity whether you win or lose.
- Respect the officials, athletes, and coaches from opposing teams.
- Communicate regularly ~~well~~ with others within the Athletic Department and community.
- Establish team expectations; carry out those expectations and abide by your team rules.
- Keep the lines of communication open between student-athletes and families.

Section VIII: Due Process

All student-athletes are entitled to appeal athletic related suspensions or violations of athletic policy. The Athletic Governing Council will be presented information first in a private meeting with the student athlete, then from the coach. The Athletic Governing Council will consist of the Varsity level coach from the sport in question, the Athletic Manager, Athletic Director/Building Principal, and two other coaches. The Athletic Governing Council will render a decision shortly after the hearing.

Section IX: Registration & Medical Information

To sign-up for a sport season, parents will register student-athletes via FinalForms. You can access FinalForms through our district website athletics page.

The objective of athletics is to promote healthy living standards and exercise. The District goes at great length to make sure the hundreds of student-athletes district wide are safe. In order to accomplish this goal, it is pertinent that the District be given proper health information and that the information given is up to date and accurate. It is with the safety of students in mind that the District requires physicals, emergency contact cards and interval sheets to be regularly filled out electronically (via FinalForms) before the students are allowed to partake in sports.

Physicals

In order to participate in any sport, students must have a sports physical. There is no guarantee that the school appointed doctor will be available for sports physicals prior to each season. Sports physicals are administered throughout the school year in the health office by a school appointed doctor. *The students are allowed to get physicals from their private doctor; however, in order to participate, the school doctor has to sign-off on the physical before the athlete may begin practice.*

Intervals

Physicals are good for one calendar year, but interval forms must be filled out on Final Forms ~~and signed~~ by parents in order for athletes to participate from season to season. If the intervals are not ~~filled out~~ completed, the student may not begin practice.

Emergency Contact Information

The emergency contact information needs to be updated in FinalForms each season so coaches have the most up to date information in the event of an emergency.

Section X: Injuries

It is extremely important that student-athletes report any injury an athlete suffers immediately to their coach. The school nurse will be notified within 24 hours of an injury. It is the responsibility of the coach to fill out an accident report within that time.

If a student receives medical attention at a clinic or hospital after an accident, the student must have clearance from a medical doctor to resume that sport. If a student-athlete fails to get ~~written permission~~ clearance, they will not be allowed to participate in practices, games, or weight-training during that time.

Students who are on medical restrictions for physical education and cannot participate must also get medical release from a doctor in order to participate in said sport.

Section XI: Insurance

It is the responsibility of the parents to carry health insurance for their student-athletes. While it is strongly recommended that athletes be covered for injuries by their own accident insurance policy, students will not be barred from participation without it. ~~a~~

Section XII: Transportation

All student-athletes must ride the bus provided by the school to and from all athletic events held at other schools. A student-athlete may ride home from an away contest with his/her parents/guardians as long as the parent/guardian signs them out with the coach prior to leaving.

In rare cases the principal may grant permission for an athlete to ride home from a contest with someone other than his/her parent. In order to do this, the athlete must get permission in advance with written rationale as to whom they would be riding with and why. After the principal signs the letter, a copy will be given to the coach. All student-athletes must ride the bus to the athletic competition.

Any student-athletes who cause distractions to the bus driver, damage the bus or other property, or are disrespectful may be suspended from the team for up to five days. Any student suspended from bus transportation for any reason will also be suspended from bus transportation to athletic events. *Students suspended from bus transportation cannot participate in away athletic events that occur during the suspension time.*

Section XIII: Athletic Opportunities by Level & Season

The following charts categorize what sports are normally open to what students during certain seasons. If there are any questions about the sports being offered, please feel free to contact the Athletic Manager at (607) 594-3341, ext. 3983.

Fall Season

Varsity/Junior Varsity Level	**Modified Level**
Girls Soccer (V)	Girls Soccer
Boys Soccer (V)	Boys Soccer
Girls Swimming (V)	Girls Swimming
Football (V)	Football
Volleyball (JV / V)	
Cross Country (V)	

Winter Season

Varsity/Junior Varsity Level	**Modified Level**
Cheerleading (V)	Girls Volleyball
Girls Basketball (JV / V)	Girls Basketball
Boys Basketball (JV / V)	Boys Basketball
Boys Swimming (V)	Boys Swimming
Wrestling (V)	Wrestling
Bowling	

Spring Season

Varsity/Junior Varsity Level	**Modified Level**
Girls Softball (JV / V)	Girls Softball
Boys Baseball (JV / V)	Boys Baseball
Track & Field (V)	Track & Field
Golf (V)	

DISTRICT ODESSA-MONTOUR — 2026-2027 School Tax Warrant — Ad $15,747 344 — 8/14/2026 12 24 FINAL

LEVY to Collect 6 015,079.98 (levy less PYO's)

TRUE VALUE. 627,267,238 83

TOWNSHIP	ASSESSED VALUATION FOR RATE/$1000	FIRE EXEMPTIONS	CLERGY EXEMPTIONS	OTHER EXEMPTIONS	ASSESSED VALUATION FOR TAX LEVY	EQUALIZATION RATE	ESTIMATED FULL VALUE	RATE ON TRUE VALUE	TOWNSHIP TAX LEVY	RATE PER $1000 ASSESSED
Catharine (4420)	$187,426 722	$0	$3 000	$0	$187 429,722	95 00%	$197 294 444 21	9 58934	$1 891,923.87	10.094206
Cayuta (4422)	$30,699,987	$0	$0	$0	$30,699,987	65 00%	$47,230,749 23	9 58934	$452 911 80	14 752834
Dix (4424)	$3 786 975	$0	$0	$0	$3 786,975	93 00%	$4 072 016 13	9 58934	$39,047 95	10 311120
Hector (4426)	$62 411,489	$0	$0	$0	$62 411 489	68 00%	$91 781 601 47	9 58934	$880 125 15	14 101973
Montour (4428)	$217,923,081	$0	$1 500	$0	$217 924 581	95 00%	$229 394 295 79	9 58934	$2 199,740 32	10 094114
Van Etten (0738)	$1,695,792	$0	$0	$0	$1 695 792	100 00%	$1,695 792 00	9 58934	$16,261 53	9 589342
Veteran (0740)	$43,177,100	$0	$0	$0	$43 177 100	100 00%	$43 177 100 00	9 58934	$414 039 97	9 589342
Enfield (5026)	$11 990 178	$0	$0	$0	$11 990 178	95 00%	$12 621 240 00	9 58934	$121 029 38	10 094044
TOTALS	$559 111 324	$0	$4 500	$0	$559 115 824		$627 267 238 83		$6 015 079 98	
PYOs									$1,036 02	
Total Levy								Total LEVY Including PYO's	$6,016,116.00	

TAX LEVY 319,791

TRUE VALUE 627,267,238 83

2026-2027 Library Levy

TOWNSHIP	ASSESSED VALUATION FOR RATE/$1000	FIRE EXEMPTIONS	CLERGY EXEMPTIONS	OTHER EXEMPTIONS	ASSESSED VALUATION FOR TAX LEVY	EQUALIZATION RATE	ESTIMATED FULL VALUE	RATE ON TRUE VALUE	TOWNSHIP TAX LEVY	RATE PER $1000 ASSESSED
Catharine (4420)	$187,426 722	$0	$3 000	$0	$187,429,722	95 00%	$197,294,444 21	0 50982	$100,583 90	0 536657
Cayuta (4422)	$30,699,987	$0	$0	$0	$30,699,987	65 00%	$47,230,749 23	0 50982	$24,079 00	0 784333
Dix (4424)	$3 786 975	$0	$0	$0	$3,786,975	93 00%	$4,072,016 13	0 50982	$2,075.98	0 548189
Hector (4426)	$62 411 489	$0	$0	$0	$62,411,489	68 00%	$91,781,601 47	0 50982	$46,791,75	0 749730
Montour (4428)	$217,923 081	$0	$1 500	$0	$217,924,581	95 00%	$229,394,295 79	0 50982	$116,948 93	0 536652
Van Etten (0738)	$1 695 792	$0	$0	$0	$1,695,792	100 00%	$1,695,792 00	0 50982	$864 54	0 509816
Veteran (0740)	$43,177,100	$0	$0	$0	$43,177,100	100 00%	$43,177,100 00	0 50982	$22,012 39	0 509816
Enfield (5026)	$11 990 178	$0	$0	$0	$11 990 178	95 00%	$12 621,240 00	0 50982	$6,434 51	0 536649
TOTALS	$559 111 324	$0	$4 500	$0	$559 115 824		$627 267 238 83		$319 791 00	
PYOs									$0 00	
Total Levy							total omitted	$1 036 02	$319,791.00	

Date BOE Approved _____

Signature	Date	Signature	Date
Signature	Date	Signature	Date
Signature	Date	S gnature	Date
Signature	Date		

24-25 Tax Rates

Town	Tax Rate	Uniform %	Actual tax bill on $100k no STAR	
CATHARINE	9.51478	100.00	$ 532,924,323.00	Full Value in District
CAYUTA	13.592317	70.00	$ 951.48	
DIX	9.514622	100.00	$ 951.46	
ENFIELD	9.514622	100.00	$ 951.46	
HECTOR	12.043826	79.00	$ 951.46	
MONTOUR	9.514688	100.00	$ 951.46	
VAN ETTEN	13.214753	72.00	$ 951.47	
VETERAN	12.857598	74.00	$ 951.46	
			$ 951.46	

25-26 Tax Rates

Town	Tax Rate	Uniform %		
CATHARINE	9.634373692	100.00	$ 587,988,752.00	Full Value in District
CAYUTA	13.76316173	70.00	$ 963.44	
DIX	9.881244318	97.50	$ 963.42	
ENFIELD	13.19755234	73.00	$ 963.42	
HECTOR	9.634279469	100.00	$ 963.42	
MONTOUR	9.63421321	100.00	$ 963.43	
VAN ETTEN	9.63421321	100.00	$ 963.42	
VETERAN	9.63421321	100.00	$ 963.42	
			$ 963.42	

26-27 Tax Rates

Town	Tax Rate	Uniform %		
CATHARINE	10.094206	95.00	$ 627,738,090.00	Full Value in District
CAYUTA	14.752834	65.00	$ 958.95	
DIX	10.31112	93.00	$ 958.93	
ENFIELD	10.094044	95.00	$ 958.93	
HECTOR	14.101973	68.00	$ 958.93	
MONTOUR	10.094114	95.00	$ 958.93	
VAN ETTEN	9.589342	100.00	$ 958.94	
VETERAN	9.589342	100.00	$ 958.93	
			$ 958.93	

WHEREAS the Board of Education has been authorized by the voters at the Annual District Meeting to raise for the current budget of the 2026-2027 school year a sum not to exceed **$6,016,116.**

THEREFORE, BE IT RESOLVED that the Board fix the equalized tax rates by towns and confirm the extension of the taxes as they appear on the following described tax roll:

***Tax Rate per $1,000 of Taxable Assessed Value**

Town	Assessed Value by Town	Equalization Rate By Town	Total Levy by Town
Catherine	$187,429,722	95%	$1,891,923.87
Cayuta	$30,699,987	65%	$452,911.80
Dix,	$4,072,016.13	93%	$39,047.95
Hector	$62,411,489	68%	$880,125.15
Montour	$217,923,081	95%	$2,199,740.32
Van Etten	$1,695,792	100%	$16,261.53
Veteran	$43,177,100	100%	$414,039.97
Enfield	$11,990.178	95%	$121,029.38

AND BE IT HEREBY DIRECTED THAT the tax warrant of this Board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin September 1, 2026 and end October 31, 2026 giving the tax warrant an effective period of sixty-one days at the expiration of which time the tax collector shall make an accounting in writing to the Board:

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties be fixed as follows: First 30-days penalty free period, Second 31-days interest of **2%** added.

WHEREAS: Chapter 238 of the Laws of 2007, amended Section 1318, subdivision 1 of the Real Property Tax Law; and

WHEREAS: the unencumbered, unreserved fund balance at the close of the last fiscal year must be applied in determining the amount of the school tax levy except for an amount not to exceed 4% of the current school year budget; and

WHEREAS: this latter amount may be held as surplus funds during the current school year; now therefore

BE IT RESOLVED: that the Board of Education retain as surplus funds of $926,028 from the fund balance and apply $764,828 to the reduction of the tax levy.

BE IT ADDITIONALLY RESOLVED, by the Board of Education of the Odessa Montour Central School District as follows:

To the collector of Odessa Montour Central School District, County of Schuyler, State of New York, Jennifer Morris,_School Tax Collector YOU ARE HEREBY COMMANDED:

1) To give notice and start collection on September 1, 2026(in accordance with the provisions of Section 1322 of the Real Property Tax Law).

2) To give notice that collections will end on October 31, 2026.

3) To collect taxes in the total sum of $6,015,079.98 in the manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.

4) To make no change or alterations in this tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board may order correction of errors or omissions on the warrant and tax roll in accordance with the provisions of Sections 554 and 556-b of the Real Property Tax Law.

5) To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his/her property on pre-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Section 540 and 544 of the Real Property Tax Law.

6) To receive from each of the taxable corporations and natural persons the sum listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first 30-days of the tax collection period. To add **two percent interest** penalties to all taxes collected during the second 31-days of the tax collection and to account for such sums as income due to the school district.

7) To issue pre-numbered receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 986 of the Real Property Tax Law.

8) To promptly return this warrant at its expiration and, if any taxes on the attached tax rolls shall be unpaid at the time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts collected and the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

9) This warrant is issued pursuant to Section 910, 912 and 914 of the Real Property Tax

Law and is delivered in accordance with Section 1306 and 1318 of this law. This warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, Subdivision 3 of the Real Property Tax Law.

Member	Vote	Date

Motion: _____

8/21/2026

ODESSA MONTOUR CENTRAL SCHOOL DISTRICT

Odessa, New York 14869

TAX NOTICE

The Tax Warrant for the collection of School Taxes on properties in the Odessa Montour Central School District has been received, and starting on Tuesday, September 1, 2026 all taxes need to be mailed to OMCS Tax Collection, PO Box 235 Elmira, NY 14902 and be postmarked by Wednesday, September 30, 2026. Taxes postmarked between October 1 and October 31, 2026 will be 2% interest added. Taxes postmarked November 1, 2026 or later cannot be accepted and will be returned and the County Treasurer will be notified to re-levy the taxes with the January Town and County taxes.

Jennifer Stevenson

District Clerk

AMENDED

Personnel Report
Thursday, August 20, 2026

A. Resignations: Non-Instructional

Recommendation to accept the resignation of Alexandra Kinney, Teacher Aide, effective October 31, 2026.

B. Resignations: Substitutes Instructional and Non-Instructional

Recommendation to accept the resignation of Stacey Husted, Substitute Teacher and Substitute Teacher Aide to take another position in the District, effective August 31, 2026

C. Appointments: Non-Instructional

Recommendation to appoint Stacy Husted to the position of Teacher Aide at a rate of $17.40 per hour effective September 1, 2026.

D. Appointments: Coaching

Recommendation to approve the following extra-curricular positions for the 2026-2027 school year:

Bradley Stephens

- Modified Boys Soccer; stipend $2,204.08

Current Vacancies

Special Education Teacher (3)
Food Service Helper, 3.75 hrs. (4)