



**Sodus Jr./Sr. High School**  
**2025-2026**  
**Student Handbook**  
**“Every Minute Matters”**

*Nurtured by the influence of a diverse community, our district is committed to the success of every student. We will support our students in developing the skills and strategies needed to achieve academic excellence and to become respectful, responsible, and kind citizens of a global society. We are dedicated to sustaining an environment that fosters a joy for life and continued learning.*

Name: \_\_\_\_\_

Date: \_\_\_\_\_

# **Table of Contents**

Principals' Message.....	5
Strategic Plan.....	6
The Regents Bill of Rights for Students.....	7
Student Management.....	8
<b>Academics .....</b>	<b>9</b>
Academic Integrity .....	9
Graduation & Regents Diploma Requirements .....	10
Additional Diplomas & Designations .....	11
Math or Science Mastery.....	11
Schedule Changes.....	11
Grading Period & Interim Notice .....	12
Weighted Coursework.....	12
Regents Credit .....	12
Incomplete Grades.....	13
Final Average .....	13
Grade Point Averages.....	13
Repeating Courses.....	13
Repeating Exams.....	13
Challenging a Regents Exam.....	14
Academic Acknowledgment .....	14
Recognition of the Top Ten Seniors.....	14
Class Rank.....	15
Valedictorian & Salutatorian.....	15
Meritorious Achievement.....	15
National Honor Society .....	15
Library.....	16
Academic Halls .....	16
<b>Behavior .....</b>	<b>17</b>
Inappropriate Language.....	17
Insubordination.....	17
Intimidation .....	17
Public Display of Affection.....	17
Theft .....	17
Harassment .....	18
Fighting, Physical Altercation, and Assault .....	18
Searches.....	18
Vandalism.....	19
E-Cigarettes / Vaping / Electronic Vaporizers .....	19

Smoking & Chewing Tobacco .....	20
Marijuana (THC).....	21
Alcohol & Other Drugs .....	21
Possess or use of Weapons.....	22
School Consequences .....	23
Attire / Dress Code .....	25
School Transportation .....	26
Cafeteria Rules .....	27
Assemblies.....	27
Dances .....	27
Cell Phones & Electronic Devices .....	28
Field Trips .....	29
Social Media.....	29
Hall Passes.....	29
Loss of Privileges .....	29
Bathrooms .....	30
Lockers / Hallway & Physical Education.....	30
Senior Privileges.....	31
<b>Attendance.....</b>	<b>32</b>
Educational Opportunities .....	32
Legal Absences, Tardiness, and Early Departures .....	32
Illegal Absences, Tardiness, and Early Departures .....	33
Impact on Attendance Awards .....	34
Absence Procedures .....	34
Criteria for Excellent Engagement/Attendance .....	35
Tardiness to School .....	35
Attendance During Lunch .....	35
School Day .....	35
Early Departure .....	35
Illness .....	36
<b>Athletics &amp; Extracurricular Activities.....</b>	<b>37</b>
Athletic Physicals.....	37
Academic Eligibility.....	37
Participation in Physical Education is Required for Athletics.....	37
Arrival to School .....	38
Academic Warning List (Level 1).....	38
Academic Ineligibility List (Level 2).....	38
Path Back to Eligibility .....	39
Ineligibility .....	39
Appeals.....	40
Accidents .....	40

Technology / Social Media Policy .....	41
Violations of Drug / Alcohol Policy.....	41
In-Season Participation.....	42
Out-of-seasons Participation .....	43
<b>Chromebooks &amp; Computer Usage: .....</b>	<b>44</b>
Chromebook Usage .....	44
Inappropriate Media .....	44
Decorations.....	44
Passwords .....	44
Network Connectivity .....	44
Accessing Non-District Networks.....	45
Additional Software .....	45
Inspection .....	45
Computer Usage Policy.....	45
<b>Other Important Information.....</b>	<b>46</b>
Fire Drills .....	46
Lock Down Drills.....	46
Food Services .....	46
Food Deliveries .....	46
Energy Drinks.....	47
Medication in School.....	47
Parking.....	48
Visitors .....	48
Volunteers .....	48

## **Principals' Message**

On behalf of the teachers and staff at the Sodus Jr./Sr. High School, we welcome you to the 2025-2026 school year! We will work closely with your teachers and counselors to ensure your academic and behavioral success. We are committed to maintaining an educational atmosphere that is safe, respectful, and comfortable for learning.

During your 7-12 grade school years, you will create memories that will be among your most cherished. We hope you take advantage of the many opportunities that Sodus Jr./Sr. High School offers all students for personal growth through strong programs in academics, athletics, and extracurricular activities. Be an active participant in your school community! The friends, skills, and memories that you make will last a lifetime! We want to provide you with the best education possible; however, we cannot do this without your help. You need to accept personal responsibility for your education by attending school daily, completing assignments on time, studying for exams, taking advantage of extra help or test review opportunities, and behaving appropriately.

Be Kind (help others, be a good friend, use nice words, etc.), Be Respectful (use appropriate language, treat school property with care, be honest, etc.), Be Responsible (follow directions and school rules, try your best, complete assignments, etc.), and Celebrate Success (recognize and enjoy the successes you and others around you experience while in school, build a strong school community) are phrases that you will hear and see daily over the course of the 2025-2026 school year. Developing these positive habits will not only ensure a successful school experience but will help ensure your continued success after you graduate and leave our school.

You need to become familiar with this Student Handbook. It provides information on our school's rules, procedures, activities, and services. Please read this handbook and review it with your parents. All students are responsible for knowing the contents of this handbook.

We want your time here at the Sodus Jr./Sr. High School to be enjoyable as well as educational. Please let us know if there is anything your teachers or we can do to help you. We will do everything possible to make this your best school year yet!

Sincerely,

Dr. Tina Peets, 7-12 Principal

Ms. Paula Matter, 7-9 Assistant Principal

Mr. Erik Deisinger, 10-12 Assistant Principal

*Be Kind, Be Respectful, Be Responsible, Celebrate Success!*

## **Strategic Plan**

We believe that:

- community depends on the cooperation of its members.
- learning is the tool that shapes our future.
- acceptance of all people strengthens a community.
- individual potential is unlocked by working toward a goal.
- the best education results from a positive family and school partnership.
- individuals are responsible for their actions.
- all people need nurturing.
- the essence of our diverse community must be embraced and promoted.

At the Jr./Sr. High School, every decision made is based on our vision for excellence:

*“Rooted in our diverse community, we are committed to every student’s success—fostering academic excellence, strong character, and a lifelong love of learning to be able to compete in a global society.”*

We believe in using restorative practices as a complement to disciplinary consequences.

Restorative practices refer to responding to a violation of the student handbook or conflict that focuses on owning the behavior and repairing the harm caused by the wrongful action. The goal is to restore the well-being of all those involved insofar as possible. We know students make mistakes, and rather than seek solely to punish, we wish students to learn from their mistakes in a caring and supportive environment. While maintaining consistency as much as possible, consequences may not be identical for everyone as we look at the whole child when making decisions around disciplinary actions.

## **Objectives**

- 100% of our students will be skilled in developing and achieving their personal goals.
- 100% of our students will be academically competent, as demonstrated by the successful completion of their cooperatively developed personal academic plans.
- 100% of our students at all levels will identify, develop, and pursue their particular passion(s) for learning.

We will not accept or continue any program without assuring its contribution to our mission, vision, and objectives, it has provision for adequate staff development, and there is a process to determine if it is successful in achieving its intended results.

## **The Regents Bill of Rights for Students**

- I. All children have the right to a healthy, secure, nurturing infancy and early childhood.
- II. All children have the right to live in circumstances that permit healthy intellectual, emotional, physical, and moral development.
- III. All children have the right to a free, sound, basic education.
- IV. Each child has the right to an education appropriate for his or her individual needs.
- V. All children have the right to an education that respects their culture, race, socioeconomic background, and home language.
- VI. All children have the right to school and effective educational programs.
- VII. All children have the right to educational programs that prepare them for jobs, college, responsible family life, and citizenship in a self-governing society.
- VIII. All children have the right to pursue their education without fear.
- IX. All children have the right to the resources needed to secure their educational rights.
- X. All children are entitled to an education, which involves responsibilities as well as rights.

## **Student Management**

We believe that all people are responsible for their actions. Operating from this belief, we have a proactive behavior support system. Schools are successful when they help students grow academically, socially, and emotionally. For this to happen, we must have a safe environment that is supportive and conducive to growth. By setting forth clear social and behavioral expectations and directly teaching students about those expectations, we aim to create this atmosphere for learning.

Our plan is based on Positive Behavioral Interventions and Supports (PBIS). PBIS supports students in developing personal responsibility through the establishment of standards that define acceptable conduct. These standards focus on our core beliefs in respect, responsibility, kindness, and celebration of success. These beliefs foster a school climate that facilitates both teaching and learning.

Discipline is most effective when it deals directly with the misbehavior at the time and place that it occurs and in a manner that is viewed by the student as being fair and impartial. Therefore, before seeking outside assistance, teachers will use tier 1 strategies to change inappropriate behavior in the classroom. Teachers may assign consequences or restrict student privileges without first referring the case to building administration, provided that the teacher gives the student notice of the reasons for the penalty action. Every effort should be made to keep parents informed in such instances. When a teacher has exhausted these resources and been unsuccessful in creating positive behavioral change, the student will be referred to their Assistant Principal/JSBS administration. Once done, the administration assumes responsibility for deciding what further action will be taken. Administrative discretion will be used in those instances where extenuating circumstances exist or in an attempt to keep students connected with the school.

# **Academics**

## **Academic Integrity**

Sodus Jr./Sr. High School has high expectations for all students regarding the integrity of academic achievement on homework assignments, quizzes, and tests. It is determined by school administration that if a student cheated or plagiarized on all or part of an assignment, quiz, or test, the student receives a zero and is subject to further corrective actions. If this happens on a final exam, this could result in failure to earn course credit and may impact graduation for seniors.

Self-Plagiarism occurs when a student submits their own previously produced work for which they have received credit in another course. Students are not allowed to self-plagiarize in any course offered at Sodus Central School District. If there is evidence that a student has copied from another student or from another source (such as the internet) without citing their source or has self-plagiarized, they will receive a zero for the assignment, and disciplinary action may be taken.

Giving or receiving assistance outside the direction of a teacher, including plagiarism, will be considered cheating. When working with peers on an assignment, there should be a clear understanding of which parts should be done together and which parts should be done independently. Students are encouraged to study together and discuss information and concepts covered in their classes with other students. However, it is academically dishonest to copy from someone OR to let someone copy from you. If a student allows another student to copy their homework, paper, or any other assignment, both students will receive a zero for that assignment, and disciplinary action may be taken.

Furthermore, using any academic work in part or in total created by Artificial Intelligence (AI) software when not expressly consented to or authorized by the classroom teacher and passing it off as your own is considered academic misconduct. In such cases, the student will receive a zero for the assignment, and disciplinary action may be taken.

The best way to improve your skills and be successful in school is to do your own work.

## **Compulsory School Age**

Students who have not yet reached the age of 16 or who turn 16 during the school year (July 1 through June 30) are considered to be of compulsory school age.

### **Graduation & Regents Diploma Requirements**

Graduation requirements may change. The year that students enter 9<sup>th</sup> grade determines the set of graduation requirements that they need to fulfill. Some students may need more than the traditional four years to complete the New York State graduation requirements.

Students who entered 9<sup>th</sup> grade in 2013-14 and thereafter will need to complete the following:

- Participation in a club (half a year) or a sport (full season)
- 20 hours of community service (additional hours are tracked and encouraged for scholarship opportunities)
- Career & Money Management course (CAMM)
- 20 hours of internship placement or career exploration field studies
- Senior Research Paper
- At least 22 units of credit are required for graduation.

Course / Credit Requirements:

- Four years (credits) of both English and social studies
- Three credits of math
- Three credits of science (also, meeting the lab requirement in 2 regents classes)
- Two credits in physical education (1/2 unit each year in high school)
- One-half (1/2) credit in health
- One credit of a second language (or passing a proficiency exam)
- One credit of art/music study (options include: Studio Art, Band, Choir, Design and Draw for Production or Theatre Arts)
- One-half (1/2) credit in Career and Money Management plus 20 hour internship
- Two and three-quarters (2-3/4) credits of elective coursework.

For a Regents Diploma, a score of 65 or higher is always required on all of the following Regents exams:

- English Regents
- Algebra 1 Regents
- One science Regents exam
- One social studies Regents exam
- One additional Regents exam in social studies, science, math or completion of an approved pathway in BOCES, art or music.

## **Additional Diplomas & Designations**

Advanced Regents Diploma requirements:

To earn an Advanced Regents Diploma, students must complete all coursework and exams required for a Regents Diploma, plus:

- Three units of credit in a foreign language and a score of 65 or higher on the Spanish 3 Final Exam OR successful completion of a 5 Credit major sequence (outlined in the table below).
- A score of 65 or higher on the Geometry & Algebra 2 Regents exams
- A score of 65 or higher on one additional Regents science exam (at least one exam in life science and one in physical science)

Sequences That Make Up a Five Credit Major:

Art	Successful completion of Studio Art and four credits in Art electives
Music	Successful completion of Music Theory and four credits in music electives
Technology	Successful completion of Design & Drawing for Production and four credits in technology electives
WTCC / BOCES	Successful completion of a two-year WTCC/BOCES Vocational Program
Business	Successful completion of five credits in Business electives

Regents or Advanced Regents Diploma with Honors: Students can receive their diploma “with Honors” if their scores on the Regents exams needed for that diploma average together to be 90 or higher.

### **Math or Science Mastery**

A student who earns an Advanced Regents Diploma and obtains three regents exam scores of 85 or higher in math will earn an Advanced Regents Diploma with Mastery in Math. Likewise, students who earn an Advanced Regents Diploma who score 85 or higher on three Regents science exams will earn an Advanced Regents Diploma with Mastery in Science. Earning a diploma with Mastery in both Math and Science is possible.

## **Schedule Changes**

Over the summer, a copy of the student's proposed schedule will be given to students. These schedules are considered tentative. Parents and students should scrutinize the schedules to verify accuracy. Students wishing to make class changes will be directed to do so at a designated period during summer vacation. Generally, changes will not be made based on who the teacher is or what students are or are not in the class.

A student requesting schedule changes once class lists have been printed must make this request before the end of the second week of school. For the second semester, changes must be requested by the end of the first week of this semester. Students changing classes after the start of classes will be held responsible for all classwork done since the first day of class.

When students request a schedule change, they must obtain written permission from their parent/guardian and their current classroom teacher. Course changes are not complete until this documentation is returned to the counselor, who will then authorize it. Changes in a student's schedule other than those made at the above-stated times would need building administrative approval.

Grade-level placement will be determined by the number of credits that a student has earned.

10<sup>th</sup> Grade - 4.5 or more

11<sup>th</sup> Grade - 10 or more

12<sup>th</sup> Grade - 15 or more

## **Grading Period & Interim Notice**

Four grading periods are approximately ten weeks in length. At the middle point of each grading period, interim reports will be sent home to update the progress of every student in every course. Parents who want to be updated at times other than interim or grading periods should contact the teacher directly, refer to SchoolTool, or call the school counselor. SchoolTool is our student database system and may be accessed through the District's website. School Tool's "Parent Portal Login Information" for first-time users may be obtained by calling the District Office at 315-483-5234 or emailing Laurie Arliss at [larliss@soduscscsd.org](mailto:larliss@soduscscsd.org)

## **Weighted Coursework**

In an effort to encourage students to challenge themselves, grades in advanced classes will be weighted. The student's actual grade will show on the report card; however, when used for 10-week report card averages and cumulative averages, these grades will be multiplied by 1.05. This will raise the assigned grade when used in these calculations. For example, a grade of 90 multiplied by 1.05 would equal 94.5. The 94.5 would be used in the honor roll and cumulative average calculations instead of the original grade of 90. Weighted courses include:

- Spanish 3
- Algebra II / Trigonometry
- Chemistry
- Physics
- All college courses

## **Regents Credit**

When a class has a required Regents examination, that test and the class must be passed in order to obtain Regents credit for a course. For credit in all courses where there is a Regents exam, passing the Regents exam is not sufficient to obtain credit. A final average of 65 must be obtained in the course.

## **Incomplete Grades**

Teachers may assign an "Incomplete" (I) rather than a grade when the teacher believes that the student is able and willing to make up class work that he/she failed to complete during the marking period. Any student with an "I" will be notified by his/her teacher of the policy for eliminating this deficiency. No "I" grades will be recorded on the final report card in June.

Grades for the marking period average will be weighted by the credit to be earned per class as well as the weight of the class.

## **Final Average**

Generally, the final average for a course will be determined by the following formula:

- each marking period is worth 20%
- if a midterm exam is given, the midterm is 5%, and the final exam is 15%
- if a midterm exam is not given, the final exam is 20%
- If there is no midterm or final exam, each marking period will be 25%

## **Grade Point Averages**

Cumulative averages will be figured at the end of 9<sup>th</sup> grade, as well as at the end of second, third, and fourth quarter in grades 10-12. Numerical grades for all credit bearing classes, except physical education, will be computed to determine a cumulative average. Calculations are weighted based on the amount of credit for the course. For example, half credit classes will be given a weight of .5 when calculating this average, as compared to full credit courses bearing a weight of 1.0 and so on.

## **Repeating Courses**

When a class has been repeated, the student's final course grade from the previous year and the summer school course grade will be averaged to determine the final course grade that will be reflected on the transcript.

## **Repeating Exams**

When a student repeats only a Regents examination, both exam grades will be listed on the student's transcript. Only one unit of credit may be obtained for any class.

## **Challenging a Regents Exam**

The New York State Board of Regents has made provisions for a student to earn credit for a Regents diploma without completing units of study for such credit. This implies that a student may earn credit for knowledge or study he/she has learned elsewhere. Our school will grant such credit based on specific requirements set by the NYS Education Department. Students must complete the following steps before the Superintendent or his designee will award credit:

- Discuss the option of credit by examination with the School Counselor, who will determine if the student's past academic performance supports a reasonable potential for success using credit by examination.
- Apply for credit through the Counseling Office by completing a Credit by Examination Application.
- Meet with the Department Chair in order to obtain approval.
- Achieve a score of at least 85% on the designated examination.
- Complete a special project approved by the High School Principal.

Students who earn credit by examination will have a final school grade for that course that is equivalent to the score earned on the Regents exam. This will be the grade used in calculating the student's GPA and may impact a student's class rank.

## **Academic Acknowledgment**

Students who have achieved a marking period average at or above a certain level will be acknowledged by placing their names on one of the following lists. However, if a student received an "I" (incomplete) or a "U" (unsatisfactory) on that report card, they become ineligible for designation to one of these lists.

- Principal's List Average of 95+
- High Honor Roll Average of 90+
- Honor Roll Average of 85+
- Improvement Roll - A student improves their overall grade point average by 5 points or more in two consecutive marking periods.
- On A Roll - Consecutive growth between any three consecutive marking periods and a passing GPA.

### **Recognition of the Top Ten Seniors**

In an instance where a difference of .030 or less exists among students near the top of the senior class, more than ten students shall be recognized.

### **Class Rank**

Class rank will be determined at the time the cumulative averages are figured. This information will be available from the Guidance Counselor. Foreign exchange students and students receiving an IEP diploma will not be included in the ranking.

Grades for all credit-bearing classes, except P. E., will be computed to determine class rank. Grades will be computed to determine class rank at the end of the third quarter, and the valedictorian, salutatorian, and top 10 students will be identified and publicized at that time. Ranking will be computed again, at forty weeks, following the completion of all coursework. This final ranking will be sent to post-secondary institutions as part of the college application and acceptance process by the end of the first week in July.

### **Valedictorian & Salutatorian**

The valedictorian will be selected after the third quarter of the senior year. The student with the highest overall grade point average will be named valedictorian and will be asked to deliver the valedictory speech at the commencement service.

The salutatorian will be selected after the third quarter of the senior year. The student with the second highest overall grade point average will be named salutatorian and will be asked to deliver the salutatory address at the commencement service.

### **Meritorious Achievement**

In an instance where a difference of .030 or less in grade point averages exists among students being ranked and identified for the top honors of valedictorian and salutatorian, the Board shall recognize an additional student(s) with a "Meritorious Achievement Award" at graduation. Any student selected for the meritorious achievement award will also deliver a speech at graduation.

## **National Honor Society**

The National Honor Society recognizes and encourages academic achievement while also developing other characteristics essential to citizens in a democracy. Membership in the F.S. Hungerford Chapter of the National Honor Society is based on excellence in four areas: scholarship, leadership, service, and character. Each category is judged independently. To be eligible for membership as a junior or senior, a student must have a cumulative average of at least 87.0%. In addition to the academic requirement, participation and leadership in school and other activities are required. Eligible students must complete a questionnaire describing how they meet the criteria for leadership, service, and character. Students return the questionnaires to the N.H.S. advisers. The Faculty Council reviews the questionnaires as well as receives input from the school faculty. The Faculty Council then makes the final decision for membership.

## **Library**

The library and its collection support the school curriculum. Students come to the library from class or study hall to do library research, choose books, do leisure reading, or use library computers. They are to bring sufficient work and materials for their entire time in the library. Books are signed out for 15 school days (or longer with permission). Students are expected to take good care of library materials. Lost or damaged library materials should be reported to the library staff. Students are expected to pay for lost or damaged library materials. Students failing one or more subjects need access to the library for academic purposes and should only be in attendance to support their learning. When in the library, these students should attend to their schoolwork for the duration of the time present. Students failing one or more subjects may have additional restrictions as deemed appropriate by the school administration.

## **Academic Halls**

Students whose schedule indicates an “Academic Hall” are to report to the assigned room at the beginning of the period. They are to bring sufficient work and materials for the entire period. Since Academic Halls are intended to provide an opportunity for students to meet classroom-related responsibilities, a quiet and orderly atmosphere is to be maintained. Students are to cooperate fully with the Academic Hall supervisor. Students may leave the Academic Hall with an approved e-pass from a teacher or other staff member. If students are failing one or more classes, they are to remain in Academic Hall to complete work unless they are receiving academic support from a staff member or have a counseling appointment from one of our mental health clinicians.

## **Behavior**

## **Inappropriate Language**

Students are expected to respect each other and respond appropriately to written and verbal directions given by all school personnel. Cursing and using vulgar or inappropriate language is specifically prohibited.

## **Insubordination**

Sodus Central School District is responsible for providing a school climate in which learning and working together successfully are a priority. Therefore, while on school property, attending classes, on the bus, and attending school functions, students are expected to comply with the lawful directions of teachers, administrators, or other supervisory personnel. Failure to comply is considered insubordination.

## **Intimidation**

Students shall not take any action or make verbal or written comments which are perceived by others as being intimidating, intending to cause physical aggression, or threatening force or violence while on school property or at a school function. If a student is subject to such treatment, they are encouraged to anonymously report it to the school's Dignity for All Students Act (DASA) Coordinator or the Assistant Principal.

The DASA Coordinator for the 2024-2025 school year is Paula Matter, Assistant Principal.

## **Public Display of Affection**

Students shall not engage in behavior that is indecent, overly affectionate, or sexual in nature in the school setting.

## **Theft**

On occasion, students discover that an item has been stolen from them in school. Available to them are the following procedures:

- Report the item stolen to the Discipline Office.
- Fill out a statement form located in the Discipline Office.
- If the item stolen is of sufficient value to be covered by the homeowner's insurance, report the theft to a police agency.

## **Harassment**

Students are expected to respect each other and respond appropriately to each other. Using inappropriate or intimidating language, including remarks intended to demean a person's race, religion, sex, national origin, sexual orientation, gender identity, lifestyle, handicapping condition, or intellectual ability, is specifically prohibited. Threats of violence and physical force are considered to be serious offenses and will result in serious consequences. Students are

encouraged to seek assistance from an administrator, counselor, or teacher if another individual is harassing them.

The Dignity for All Students Act (DASA) empowers school personnel to deal effectively should incidences of harassment or bullying arise. If a student is subject to such treatment, they are encouraged to anonymously report it to the school's DASA Coordinator or the Assistant Principal. An investigation into the matter will then begin. The DASA Coordinator for the 2024-2025 school year is Paula Matter, Assistant Principal.

### **Fighting, Physical Altercation, and Assault**

Respectful behavior and treatment of others is expected while on school property, on the school bus, or at school events and athletic contests on or off-site. No student shall intentionally hit, push, or touch another person aggressively while in school or at a school function. A student who is attacked may use reasonable force in self-defense but only to the extent of freeing himself/herself from the attack. Staff should be notified as soon as possible. A student who exceeds this reasonable force will be disciplined even though he or she may not have provoked the fight.

### **Searches**

The District reserves the right to search all school district property and equipment, including lockers, desks, cabinets, computers, and other property in which items, records or data may be stored by students, staff members, or others. This means that such property or places may be searched at any time, with or without prior notice to the user and with or without the user's consent. Users do not have a reasonable expectation of privacy with respect to such property or places, and school officials retain complete control over them. They should not expect that anything stored therein will be private.

For the safety of all students, the student and staff parking lots may be subject to random sweeps by law enforcement canine units. Vehicles found to be in suspicion of having drugs may be searched by law enforcement or school personnel.

### **Vandalism**

Vandalism is the willful destruction of property belonging to others. Vandalism will not be tolerated, and students who vandalize will be addressed via the discipline system, and/or restitution, and/or a referral to the police.

### **E-Cigarettes / Vaping / Electronic Vaporizers**

E-Cigarettes, vapes, and tobacco / nicotine products have no place in our school. The following actions are prohibited on school grounds and at school functions: smoking, vaping, and/or using

tobacco/nicotine products. Smoking and vaping are prohibited within 100 feet of the entrances, exits, or outdoor areas of any of the District's schools.

Consequences for such offenses are determined using three criteria:

- Possession / Use: The student has said device on his/her person or in a personal belonging on school property, including backpacks or lockers. Consequences for a first-time offender begin with a 3-5 p.m. detention and three 10th period counseling sessions with our Delphi Rise Drug and Alcohol Counselor.
- Sale or Distribution: The student passed a device to or received a device from another student. When this occurs, the school always considers this the sale or distribution of a controlled substance. This is regardless of monetary gain. Due to this consideration, all offenders will receive consequences beyond possession or usage.

If caught in any of these scenarios with an e-cigarette, vape, or any other type of vaporizer, the item will automatically be tested for THC (marijuana). All devices will be confiscated by the administration and destroyed or given to the School Resource Officer. If any item is found to have THC in it, it will become evidence in a legal matter, and the student will receive an automatic five-day suspension and a mandatory recommendation for a Superintendent's Hearing or Principal's Agreement Meeting, which will result in additional consequences including extending the out of school suspension beyond five days. Additionally, these consequences may escalate based on repeated offenses and are also cumulative, meaning it is NOT dependent on whether the offenses occurred in the same school year.

## **Smoking & Chewing Tobacco**

Smoking and chewing tobacco by anyone is prohibited anywhere in the building or on school grounds and during any school-sponsored function. Violations will result in a referral to the School Discipline Office. Students are not to carry smoking materials and/or devices on their person in the school building or on school grounds. Smoking on school grounds is prohibited by everyone at all times. Violators may be subject to fines. If caught with cigarettes, chewing tobacco, or any other type of vaporizer, the item will automatically be tested for THC (marijuana). All items will be confiscated by the administration and destroyed or given to the School Resource Officer. If any item is found to have THC in it, it will become evidence in a legal matter, and the student will receive an automatic five-day suspension and a mandatory recommendation for a Superintendent's Hearing or Principal's Agreement Meeting, which will result in additional consequences including extending the out of school suspension beyond 5 days. Additionally, these consequences may escalate based on repeated offenses and are also cumulative, meaning it is not dependent on whether the offenses occurred in the same school year.

Consequences for such offenses are determined by the following criteria:

- **Possession / Use:** The student has said device on his/her person or in a personal belonging on school property, including backpacks or lockers. Consequences for a first-time offender begin with a 3-5 p.m. detention and three 10th period counseling sessions with our Delphi Rise Drug and Alcohol Counselor. Students who continue to violate this policy will receive escalating consequences.
- **Sale or Distribution:** The student passed a device to or received a device from another student. When this occurs, the school always considers this the sale or distribution of a controlled substance. This is regardless of monetary gain. Due to this consideration, all offenders will receive consequences beyond possession or usage.

## **Marijuana (THC)**

Marijuana, THC, and all forms of it have no place in our school. Possession, vaping, smoking, or ingesting THC (Marijuana) by anyone is prohibited anywhere in the building or on school grounds at all times. Students are not to carry smoking materials and/or drug paraphernalia on their person in the school building or on school grounds. All devices will be confiscated by the administration and given to the School Resource Officer or other law enforcement. If any item is found to have THC in it, it will become evidence in a legal matter. The student(s) in possession of evidence will receive an initial five-day suspension and a mandatory recommendation for a Superintendent's Hearing or Principal's Agreement Meeting to include additional consequences. Typical consequences include extended suspension, drug and alcohol counseling, and loss of privileges. If a family chooses not to accept a Principal's Agreement Meeting, they will attend a mandated Superintendent's Hearing. Additionally, these consequences may escalate based on repeated offenses and are cumulative, meaning it is NOT dependent on whether the offenses occurred in the same school year.

## **Alcohol & Other Drugs**

The Sodus Jr./Sr. High School is committed to preventing the use of alcohol, THC, and other drugs. No person may manufacture, use, possess, or distribute alcohol or any other drug or drug paraphernalia on school grounds, in school vehicles, or at school-sponsored events. No person may arrive at school under the influence of drugs or alcohol.

For the safety of all students, random sweeps by law enforcement canine units will be conducted in the school building and in staff and student parking lots.

If school administrators or law enforcement have reasonable suspicion that a student may be in possession of drugs or alcohol, they may conduct searches of lockers, their persons, their property, and/or vehicles parked on school property.

Possible infractions may include, but are not limited to:

- Possession / Use of an alcoholic beverage, drugs, or illegal or controlled substances on school grounds, in school vehicles, or at school-sponsored events.
- Sale or distribution of alcoholic beverages, drugs, illegal or controlled substances on school grounds, in school vehicles, or at school-sponsored events.
- Use of an alcoholic beverage, drugs, illegal or controlled substances off school grounds but subsequently entering school grounds, a school vehicle, or attending a school-sponsored event while under the influence.

If a student manufactures, possesses, distributes, or is under the influence of alcohol or other drugs on school property, in a school vehicle, or at a school-sponsored activity, the following will occur:

- Law enforcement authorities will be called as necessary. Other medical or social agencies will be contacted as necessary.
- Parent(s) or guardian(s) will be contacted and asked to come to school to meet with their child and the principal or his/her designee to review re-entry procedures.
- The student will receive up to a five-day out-of-school suspension and a recommendation for a Superintendent Hearing. A suspension may be reduced if the student and parent/guardian agree to a Principal's Agreement Meeting where a chemical-use assessment performed by a licensed treatment agency and/or chemical dependency counseling is offered. The student will have to provide written documentation that this assessment was completed.
- The student's school counselor will be informed of the plan by the Principal's Office or Assistant Principal's Office.

Additionally, the following situation applies to students involved in interscholastic sports and extracurricular activities:

- Use, possession, sale, or distribution of alcoholic beverages, drugs, illegal or controlled substances off school grounds.
- Students who are present at a location (party, event, etc.) where alcohol and/or drugs are being consumed will be considered violating our "alcohol and other drugs" policy.
- Students must safely remove themselves from any location when drugs or alcohol are present. The Athletic Director shall make this determination based on an athlete's admission of guilt or on reasonable and reliable evidence.

### **Possess or use of Weapons**

Possession or use of a weapon(s) in or on school property or at a school function is strictly prohibited, except in the case of law enforcement officers or except as specifically authorized by the school district. Any weapons found shall be confiscated immediately. The parent of the student will be notified. The appropriate disciplinary action will be taken, up to and including permanent suspension and referral for prosecution. The Building Principal must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day the Principal learns of the violation.

### **School Consequences**

### **Detention with Teacher**

Students must report to the teacher's room from 2:15–2:55 pm. During this time, the teacher and the student are expected to problem-solve concerns and develop classroom success strategies. Failure to report to a teacher-assigned detention will result in additional consequences.

### **Lunch Detention**

Students who are assigned lunch detention must report directly to the designated lunch detention room (ISS) with their lunch in a timely manner. Students are no longer allowed to have cell phones or internet enabled devices in school. Students who refuse to attend this detention must make it up and may be assigned an additional consequence. In addition, students who fail to attend an assigned detention will be prohibited from participating in all extracurricular activities and interscholastic sports occurring after 3:00 pm that day.

### **Administrative Detention**

Students are to report to the In-School Suspension Room from 2:15–5:00 pm with academic work to be completed. This is a quiet and orderly period of time in which food and drinks are not permitted, and conversation is not permitted unless approved by the monitor. Students are required to turn in their cell phones in order for their detention to be valid. Students who fail to attend an assigned detention shall have that detention re-assigned and receive an additional one. Failure to attend the re-assignment and/or additional detention may result in additional consequences. In addition, students who fail to attend an originally assigned detention will be prohibited from participating in all extracurricular activities after 3:00 pm and modified/interscholastic sports until the assigned detentions are served.

### **Saturday Detention**

Students will report to the Jr./Sr. High School Main Office to serve detention with an administrator. Students are required to turn in their cell phones in order for their detention to be valid. Students who fail to attend their Saturday detention may be prohibited from participating in all extracurricular activities and interscholastic sports.

### **Suspension In-School (ISS)**

ISS is to be a quiet and orderly period of time in which food, drinks, and conversation are not permitted. Students may not sleep or put their heads down. Students must be consistently engaged in some form of learning. ISS shall be from 1<sup>st</sup> period through 9<sup>th</sup> period (7:25 a.m. - 2:11 p.m.). Students shall eat lunch in the ISS room. The administration may assign a half-day ISS for certain infractions. Half-day ISS will generally run from 1<sup>st</sup> period through 5<sup>th</sup> period or 5<sup>th</sup> period through 9<sup>th</sup> period.

Students assigned to full-day ISS or half-day ISS will not be permitted to participate or attend any extracurricular activity that day; this includes attending Sodus athletic events or other school events at off-site locations.

All outside-of-school activities are off-limits to suspended students. Because of the nature of some activities, suspended students may be in the general area of public places. When this occurs, the suspended student cannot interact with non-suspended students. In these instances, consequences for the suspended student will be similar to those of a student who has been found on school grounds during a suspension, which is typically an extension of their suspension.

### **Out-of-School Suspension**

During the period of suspension, other than attending tutoring, the student is not allowed on school property at any time without the permission of the administration and is not eligible to attend or participate in extracurricular activities; this includes attending Sodus athletic events or other school events at off-site locations. During the time of suspension, a student of compulsory school age shall be assigned a tutor. The Principal or Assistant Principal will meet with the parents of a student who is suspended for five days or more prior to the student returning to school.

All outside-of-school activities are off-limits to suspended students. Because of the nature of some activities, suspended students may be in the general area of public places. When this occurs, the suspended student cannot interact with non-suspended students. In these instances, consequences for the suspended student will be similar to those of a student who has been found on school grounds during a suspension, which is typically an extension of their suspension.

### **Superintendent Hearing**

A Superintendent's Hearing determines if a student shall be suspended in excess of five days. It is generally reserved for serious and/or persistent student discipline matters. Multiple suspensions within a school year may lead to a Superintendent Hearing at the Principal's discretion. Students and parents may be given the option of a Principal's Agreement Meeting in lieu of a Superintendent Hearing.

### **Attire / Dress Code**

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students understand appropriate appearance in the school setting. School Administration shall make the decision on whether a student's attire conforms to the dress code.

A student's dress and appearance, including accessories, shall meet the following requirements:

- Be safe and appropriate, and not disrupt or interfere with the educational process.
- All clothing must cover the midriff, lower abdominal area, gluteal area, and chest area, and students may not wear clothing with holes, rips, or sheer fabric through which these areas are visible.
- Students shall ensure that undergarments are completely covered with outer clothing.
- Students shall wear proper footwear at all times. Footwear that is a safety hazard will not be allowed (for example, slippers and "heelies").
- Headwear may be worn during the school day and must be safe and appropriate for the school setting. All forms of headwear must be removed during the Pledge of Allegiance/National Anthem and in the auditorium. The headwear rule will be evaluated every ten weeks. If it is determined that the wearing of headwear during the school day poses a disruption to the school environment, adjustments will be made. Hoods are not allowed to be worn on the head at any time.
- Chains in excess of 8 inches or spikes of any length are inappropriate for school.
- Students shall not wear attire that is vulgar, obscene, libelous, or offends others on account of race, color, religion, ancestry, national origin, gender, sexual orientation, or disability that is not appropriate for the school setting.
- Attire that promotes and/or endorses the use of alcohol, tobacco/nicotine, illegal drugs, sexual activity, and/or encourages other illegal or violent activities is inappropriate.
- Coats, jackets, blankets, and other types of outerwear must be removed and stored in lockers during the school day.
- Sunglasses (unless medically advised) must be removed while in school.
- A parent must pick up any item that violates the above regulations.

- Nothing in this Dress Code will be construed to limit the ability of students to dress and/or groom themselves in a way that allows them to express their gender identity or to discipline students for doing so. Additionally, nothing in this Dress Code will be considered to limit the ability of students to wear certain protective hairstyles (including but not limited to braids, locks, and twists) or to wear their hair in a particular texture, or to discipline students for doing so.

The School Principal and/or designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year.

Students who violate the student dress code must modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Failure to modify or replace one's attire may result in the student being sent home. The student may return when dressed appropriately.

### **Backpacks, Book Bags, Tote Bags**

All book bags/tote bags/backpacks/drawstring bags must be kept in students lockers. Searches of book bags/tote bags/backpacks/drawstring bags may be conducted by the administration if there is reasonable suspicion that it may contain items that violate the law or school rules.

### **School Transportation**

The District provides transportation for all students. Riding these buses is a privilege and may be withdrawn if the student does not comply with the District's rules and regulations. On those days when a student is suspended from transportation, the parents/ guardians of the student become responsible for seeing that their child gets to and from school safely.

Bus rules are as follows:

- Obey the driver at all times
- Must use a bus tag for Tyler Drive each time they get on/off a school bus.
- Students can be issued a second card for free, additional cards will result in a five dollar charge.
- The bus driver may assign seats to students as the driver feels necessary
- Once seated, stay seated
- All body parts are to remain in the bus
- No shoving, loud talking, eating or drinking on the bus
- Stand behind the white line
- Student conduct rules on the bus are the same as those for the school
- Keep hands and feet to yourself
- Use appropriate and respectful language at all times
- Skateboards are not allowed on buses

- Students who leave school property during 10<sup>th</sup> period will not be allowed to take the 3:00 pm bus home.

### **Transportation:**

If students choose not to use their bus tag or get a replacement for a lost tag, the following steps will be taken by administration:

Step 1: Warning to students from an administrator and a phone call home.

Step 2: 10th period detention

Step 3: 3-5 p.m. detention until the card is found and used.

Step 4: - If the student or parent refuses to attend the 3-5 p.m. detention, a bus suspension will be enforced until the card is found and the 3-5 p.m. detention does not go away.

Step 5 – If the loss of the card or continued refusal to use the card (if it has not been lost) becomes chronic, bus suspension will be issued.

### **Cafeteria Rules**

Students are expected to remain in the cafeteria during the entire period. Students may exit the cafeteria only with prior approval from a staff member. Students must present their pre-approved e-pass and sign out of the cafeteria. Students are expected to speak at a conversational voice level, throw away trash, return trays and utensils to their respective places, respect others and school property, and remain seated. Lunch activity time (lunch basketball, long base, ping pong, etc.) is a privilege that will be available most days during half of the 30-minute lunch period, provided there is adequate staff and space available. Students will lose this privilege if they fail to follow all adult directions during lunch or if they become overly competitive/ aggressive during these activities. The activity provided will be at the staff's discretion supervising the lunch activity period.

### **Assemblies**

When attending events in the auditorium, students must sit in their assigned seats for all activities unless directed otherwise. Students should be courteous, quiet, respectful, and attentive to performers and audience members. Hats, food, drinks, backpacks, cell phones, and personal music devices are prohibited during assemblies.

### **Dances**

School dances are sponsored by clubs, organizations, or grade levels, usually on Friday or Saturday evenings. Students must leave outerwear and book bags in the designated area arranged by the school. Guests are to be registered in the School's Main Office by the deadline given on the morning announcements. Guests are required to be registered secondary school students. Each Sodus student will be responsible for the behavior of his/her guest at the dance. Students

and guests are to remain inside the building throughout the dance. Students who leave the dance without permission from school staff shall not be allowed to re-enter. For school dances other than prom, no student may attend a dance with an attendance rate of less than 75% or be on the ineligibility list. Reasonable exceptions may be made by the building administrator due to extenuating circumstances.

Only students who are currently enrolled juniors or seniors may purchase prom tickets. Students who have dropped out of school may not attend the prom as a guest unless their cohort has graduated from high school. Additionally, students in grades 7-9 cannot be a guest of a junior or senior student attending prom.

All outside-of-school activities are off-limits to suspended students. Because of the nature of some activities, suspended students may be in the general area of public places. When this occurs, the suspended student cannot interact with non-suspended students. In these instances, consequences for the suspended student will be similar to those of a student who has been found on school grounds during a suspension, which is typically an extension of their suspension.

### **Cell Phones & Electronic Devices**

New York State's distraction-free schools policy will take effect this fall for the 2025-2026 school year. Governor Hochul's cell phone policy creates a statewide standard for distraction-free schools in New York including no unsanctioned use of smartphones and other internet-enabled personal devices on school grounds in K-12 schools for the entire school day from "bell to bell", including classroom time and other settings such as lunch and study hall periods.

"Internet-enabled devices" shall mean and include any smartphone, tablet, smartwatch, wireless earbuds, headphones, or other communication devices capable of connecting to the internet and enabling the user to access content on the internet, including social media applications. "School day" shall mean the entirety of every instructional day including all instructional time and non-instructional time, including but not limited to homeroom periods, lunch, recess, study halls, and passing time. "School grounds" shall mean in or on or within any building, structure, athletic playing field, playground, or land contained within the real property boundary line of an elementary, intermediate, junior high, vocational, or high school or a board of cooperative educational services facility, including Wayne Technical Career Center (BOCES).

Students who bring any electronic device to school, do so at their own risk. The school is not responsible for lost or stolen items. Electronic devices can never be used as recording devices or cameras in bathrooms and locker rooms. Personal headphones and earbuds are not allowed in school unless for instructional purposes under the direct supervision of a teacher.

### **Process for Cell Phones & Electronic Devices**

Upon arrival at school, students are expected to place all personal smartphones, tablets, smartwatches, wireless earbuds, headphones, or other communication devices, including but not limited to those capable of connecting to the internet and enabling the user to access content on the internet, including social media applications, into their school assigned lockers created specifically for these devices. These lockers are on wheels and will be located at Doors 5 for students in grades 10-12 and Door 6 for students in grades 7-9. Once students are in their first period classes, these lockers will be moved to a secure location until dismissal.

If students know that they will be dismissed early from school due to a medical appointment, we ask that parents keep these devices at home. If 12th grade students are awarded early dismissal, we request that they keep these devices in their personal vehicles.

If students are found with a smartphone, tablet, smartwatch, wireless earbuds, headphones, or other communication devices capable of connecting to the internet and enabling the user to access content on the internet, including social media applications between 7:38-2:55 p.m., the following consequences will be enforced:

First Offense: The student's personal device will be placed in the vault until the end of the day and the parent will be contacted.

Second Offense: The student's personal device will be placed in the vault until the parent arrives at school to pick it up and a 3:00-5:00 p.m. detention will be assigned.

Third Offense: The student's personal device will be placed in the vault until the parent arrives at school to pick it up and a 2:15-5:00 p.m. detention will be assigned due to insubordination.

Fourth Offense: The student's personal device will be placed in the vault until the parent arrives at school to pick it up and one day of ISS will be assigned due to insubordination.

Continued offenses will result in additional consequences.

Note: The first consequence never goes away. If the student fails to attend their initial assigned consequence, they must fulfil that consequence and any further consequences as result of their actions.

## **Field Trips**

Students will be held to the same standard of conduct on field trips as would be expected in the school building and are subject to the same disciplinary measures. Attending field trips is a privilege above and beyond the normal school day, and the school reserves the right to limit participation in field trips subject to guidelines.

## **Social Media**

A student cannot audio and/or video record, take pictures, or screen capture another student or staff member without that student or staff member's knowledge and permission. A student may not post another student or staff member's image or voice onto social media, regardless of permission granted to take the image or audio recording without their direct permission to post the image. Students may not post or share images or videos of violence, weapons, drugs, alcohol, vaping, inappropriate behavior, sexual activity, or the innuendo of such items/things on school property.

If students share these images, videos, or audio recordings off school property, disciplinary consequences may still occur if the images or video have the potential to cause a disruption to the school environment.

## **Hall Passes**

Students must have an electronic (e-pass) pass to travel through the hallways after classes have started. A teacher has the right to deny the use of a pass in the first five or last five minutes of a period or if that teacher feels it is not an appropriate time for the student to leave the classroom. When students are given a pass to a destination, it is expected that the shortest path shall be taken to reach that destination; and the trip shall be completed in a timely manner.

Passes should last no more than five minutes. Passes lasting between five - ten minutes will be subject to a teacher assigned consequence, those lasting longer than ten minutes will be considered as skipping, and result in an office assigned consequence.

## **Loss of Privileges**

Students will be denied privileges as a result of not following school rules. The privileges may include the following: passes from a classroom, participation in or being a spectator at extracurricular activities, computer use, parking privileges, or lunch activity.

## **Bathrooms**

When students enter bathrooms, they are expected to be there for a bathroom's intended use. Students should be alone in a bathroom stall. If students are found to be in the same stall

together, they are subject to immediate search by school officials and disciplinary action. Students are also expected to take care of their personal needs during passing time between classes. However, in the event that a student needs to leave a class to use the bathroom, the student must receive an e-pass from the teacher and follow bathroom pass procedures. If a student takes what is perceived to be an unreasonable amount of time in the bathroom, this may be questioned by staff and/or administration.

### **Lockers / Hallway & Physical Education**

Lockers are provided by the school for student use, and the administration has the right to search lockers. Lockers remain the property of Sodus Central School District. Lockers can be and will be searched by school authorities for any reason. Sodus Central School District is not responsible for lost or stolen articles. Students are to use only the lockers assigned to them. Sharing lockers or changing lockers is not allowed without permission from the Principal's Office. The inside of the locker door may be decorated tastefully. Writing on the inside or outside of lockers is considered to be vandalism. Stickers are not to be placed on the inside or outside of lockers. Each student is issued a lock and combination and is responsible for that lock. Locks other than school-issued locks are not allowed without the permission of the Principal's Office and will be removed.

### **Senior Privileges**

Senior privileges, including late arrival and early dismissal, will be agreed upon at an annual summer meeting with the Senior Class Officers, the Senior Class Advisors, and the Jr./Sr. High School Administration. These privileges will include late arrival or early dismissal from school. These privileges will be lost for a 5-week period for any senior failing a course required for graduation on interim reports or report cards.

Students and a parent/guardian must sign and submit the Late Entry/Early Dismissal form, which can be obtained in the Jr./Sr. High School Main Office. The school is willing to grant this permission based on the following stipulations:

- The late-entry student is not to enter or roam the school prior to the requested time of late entry unless special permission has been given by a Jr./Sr. High School Administrator. The early dismissal students must leave the building at the time of early dismissal unless special permission has been given by a Jr./Sr. High School Administrator.
- A student may not apply for or participate in the late entry/early dismissal program if he/she is on the Academic Ineligibility List. Late entry/early dismissal will be revoked until the student passes all classes and is removed from the list.
- If the student is assigned a disciplinary consequence, he/she will be expected to remain or return for detention. Repeated discipline will result in this early dismissal privilege being revoked. Parents and students will be notified.

- Students must provide his/her transportation at early dismissal. No special transportation will be arranged for late-entry students.
- Failure to comply with any of these rules will result in late entry/early dismissal privilege being revoked.
- If the privilege is revoked and the student becomes eligible at a later time, then he/she may reapply.

## **Attendance**

### **Educational Opportunities**

Every student has a right to educational opportunities that will enable them to develop their fullest potential, and regular classroom attendance is a major component of academic success. Learning is often sequential, and class discussions and lab experiences are hard to duplicate. Students who do not attend classes are at a serious disadvantage. By establishing an attendance policy and regulation, the administration and staff of the Sodus Jr./Sr. High School hopes to encourage responsible habits that will carry over into future adult work and will help ensure increased academic performance at all grade levels. Therefore, students are expected to attend all sessions of the classes in which they are registered.

Documentation of a legal absence, tardiness, or early departure should be submitted or communicated to the main office from the parent or guardian within two school days of the absence, tardiness, or early departure. Failure to do so shall initially cause the absence, tardiness, or early departure to be classified as illegal.

### **Legal Absences, Tardiness, and Early Departures**

The Sodus Central School District, recognizing local education and community needs, values, and priorities, defines the following as excused absences, tardiness, and early departures:

- Personal illness
- Death or illness in the family
- Court appearance
- Religious observance
- Approved college visits
- Road tests / DMV appointments
- Quarantine due to illness
- Medical, dental or mental health appointment
- Military obligation
- Impassable roads

- Students receiving approved home instruction

The following excused items will pertain to students considered present at school but not in class for some or all of the class period:

- Music lesson
- School counselor appointment
- Any pass from administrative offices
- Any pass from a staff member
- Related Service Provider
- School-sponsored field trip
- Approved interscholastic sports participation
- Approved class or specific group/organizational meeting
- Approved cooperative work program
- Sent to time-out, counseling, administrative, or nurse's office
- Student's presence at an alternative instruction site due to teacher removal
- Principal's approval for other circumstances not covered by the above items

### **Illegal Absences, Tardiness, and Early Departures**

The Sodus Central School District, recognizing the following as unexcused illegal absences, tardiness, or early departures:

- Vacations during school days not scheduled by Sodus CSD
- Hunting
- Missed the bus
- Overslept
- Caring for a child (babysitting)
- The student's locker is too far from the classroom
- Went to the bathroom without prior permission
- No pass from the staff
- Hair appointment
- Truancy
- Leaving the building or class without permission
- Deliberately avoiding or not attending class
- Deliberately not attending or avoiding a consequence for a behavior

### **Impact on Attendance Awards**

All absences, excused or unexcused, can impact eligibility for attendance awards such as Perfect Attendance and Quarterly MTSS Acknowledgement. If you have questions about whether an

absence will impact your child's eligibility for attendance incentives and awards, please contact the School Principal or School Counselor.

### **Absence Procedures**

Parents/guardians should telephone the Jr./Sr. High School main office at 315-483-5285 as early as possible when a student is absent or tardy. Students should bring a written note upon their entrance or return to school. The school will contact the student's home each day the student is absent unless prior notification from the parent/guardian occurs.

Generally, all written excuses from parents that do not specify the exact reason shall initially be considered an unexcused absence, tardiness, or early departure. Excessive excuses shall be reviewed by the Principal. The Principal's approval is required for circumstances not covered by the above items.

**Students missing school for legal, medical appointments who wish to participate in after-school activities must submit verification from their doctor's office of the appointment when signing in at school. Students who cannot provide verification of the medical appointment will be ineligible to participate in after-school events that day.**

**To be eligible to participate in a practice, game, or other extra-curricular activity, students must be in school by 7:38 a.m (start of 1st period). Students will not be allowed to participate in their practice, game, or other extra-curricular activity for any unexcused absence or tardy.**

If a student is tardy or needs to depart early due to an appointment, the student must bring a form of confirmation from that appointment to the main office upon signing into or out of school (a note from a parent will not be accepted). Failure to bring a legal excuse confirming the appointment will result in ineligibility from a game/practice that day. Students that go home sick from school may not be in attendance at practices, games, or other extra-curricular activities. Students who leave school without permission will not be allowed to attend or participate in practice, games, or any other extra-curricular activities.

For the above-stated items to be legal, there must be written communication between the parent/guardian with the appropriate school staff. The primary responsibility for this communication rests with the parent/guardian.

### **Criteria for Excellent Engagement/Attendance**

To be recognized for excellent engagement and attendance, students must meet the following criteria:

- Be in school every day.

- Any tardiness or early departure must be for an excused reason.
- No more than four combined tardies or early departures per school year.

### **Tardiness to School**

If a student is late to school, he or she will face disciplinary consequences. Chronic tardiness to school will result in escalated consequences. Students who drive to school and have a pattern of chronic tardiness (determined by the administration) may have their parking privileges suspended. Students who have lost parking privileges and continue to park on school property may have their vehicle towed at their expense.

The lists of legal and illegal absences, tardiness, and early departures are not meant to be totally inclusive. The status (legal or illegal) of situations not covered in the above lists shall be made by the administration.

### **Attendance During Lunch**

Sodus Central School does not have an open campus, and students will not be allowed to leave school for lunch. Parents and/or guardians must be present in the Main office to sign out their child for a lunchtime medical appointment. Verification from the medical office will be required.

### **School Day**

All students are expected to leave the building at 2:11 pm unless under the supervision of an adult for extra help, clubs, activities, or attending a class. Students must remain in the sports study hall or a teacher's classroom until 2:55 pm. Students are not to be in the halls between 2:15 and 2:55 pm. If students are involved in sports or clubs, we expect them to stay with a teacher for academic purposes first, prior to attending sports study hall.

### **Early Departure**

Early departure from school requires written communication from a parent/guardian indicating the time, date, and reason to the main office. At the time of the departure, the student shall report to the main office to sign out for the day. If the student returns later in the day, he/she shall report to the main office to sign in. School administrators will review patterns of chronic absenteeism due to early departure, which may result in these absences being labeled as illegal.

### **Illness**

Any student who leaves school during the day because of illness must see the school nurse before leaving. **Only the school nurse can legally dismiss a student from school due to illness.** Parents will need to sign their child out of school.

# **Athletics & Extracurricular Activities**

## **Athletic Physicals**

Sports physicals are valid for one calendar year. However, after 30 days, a sports physical form must be turned in for each team an athlete joins. Athletes can obtain a sports physical through their primary healthcare provider, which the school medical professional will finalize. Athletes will not be allowed to practice without a sports physical.

All athletes seen by a doctor for an injury during their season must be released (signed statement) to resume participation with their team. This release must be filed with the school nurse. If the injury is a concussion, the athlete must complete the Return to Play Protocol to return to their sport fully.

All students shall complete registration on Family ID prior to the start of try-out practice sessions at the beginning of each season. Any pupil whose safe participation is in question will be referred to the school physician for re-qualification. All athletes must have the Family ID registration approved by the school medical professional prior to practice.

## **Academic Eligibility**

Interscholastic athletics and extra-curricular activities are an integral part of the total school program through which students develop as a whole person mentally, physically, socially, and emotionally. Interscholastic athletics and extra-curricular activities function as extensions of the academic environment. Participation in interscholastic athletics and extra-curricular activities is a privilege, not a right, granted to any student who meets the standards set forth by the Sodus Central School District. In addition, students participating in interscholastic athletics shall meet the standards set by the New York State Public School Athletic Association.

These procedures apply to any Jr./Sr. High School student involved in or planning to attend interscholastic athletics and/or extra-curricular activities. Extra-curricular activities are defined as any club or organization meeting after the end of the regular school day (currently 2:11 PM) and are non credit-bearing.

## **Participation in Physical Education is Required for Athletics**

To participate in a practice or game, a student must participate in Physical Education class on the day of a practice or game.

## **Arrival to School**

To be eligible to participate in a practice, game, or other extra-curricular activity, students must be in school by 7:38 am. Students will not be allowed to participate in their game, practice, or

other extra-curricular activity for any unexcused absence or tardy. Students that go home sick from school may not be in attendance at practices, games, or other extra-curricular activities. Students who leave school without permission will not be allowed to practice, play in games, participate in, or attend other extra-curricular activities.

Students missing school for legal, medical appointments who wish to participate in after-school activities must submit verification from their doctor's office of the appointment when signing in at school. Students who cannot provide verification of the medical appointment will be ineligible to participate in after-school events that day.

### **Academic Warning List (Level 1)**

Students failing one subject at the end of the interim/marking period are automatically placed on the Academic Warning List for participation in interscholastic athletic/extracurricular activities. Students will need to meet with their coach and/or advisor. Students will still attend and participate in practice, rehearsals, and games. If a student continues to fail the same class at the end of the reporting time, they will be automatically placed on the ineligibility list (Level 2).

### **Academic Ineligibility List (Level 2)**

A student on the Academic Ineligibility List who is failing two or more classes (or a Level 1 student over two consecutive reporting periods) must meet with the teacher(s) of the failed class(es) before he/she is permitted to begin or continue participation in athletic/extracurricular activities. Academic contracts are available to you under certain circumstances. Students will still attend and participate in practice, rehearsals, and meetings. However, they cannot attend or participate in games, performances, or school functions.

### **Path Back to Eligibility**

Students must turn in a signed blue sheet to the Athletic Director and/or the Athletic Director's Secretary directly to report what courses he/she is currently passing. The information will be verified by their current grades in SchoolTool and/or communication with the actual teachers of the courses. If a student passes the courses, the reinstatement of athletic and extracurricular privileges will be posted immediately. This is the student's responsibility, not the teacher's, coach's, or advisor's. Students must communicate with the Athletic Office.

Athletic coaches, drama/musical directors, and all other extra-curricular club and activities advisors are responsible for monitoring and enforcing students' eligibility status. Any oversight in applying these procedures should be brought to the attention of the building administration.

A student on the Academic Ineligibility List:

- Remains active for athletic practices and drama/musical rehearsals.

- May not attend school activities (school dances, concerts, non-academic field trips, etc.) with one exception; students may still attend class activities such as the prom, senior trip, awards ceremony, or events approved by Building Administration.

## **Ineligibility**

Level 1 - Failing one class:

- Still eligible to participate in activities
- Must meet with coach/advisor
- Will move to Level 2 if failing the same course during the next report.

Level 2 - Failing two or more classes or failing one class for two consecutive lists

- May continue to practice/rehearse with the team
- Must meet with coach/advisor
- Ineligible to attend or participate in all extra-curricular contests, games, dances, etc., until the pass/fail sheet is signed and returned to the Athletic Director's Office or a new report is run.
- Additional school consequences will be assigned if guidelines are not followed.

Students who fail any courses at the end of the school year shall automatically be on the Academic Warning List for the next fall season. If the student successfully earns course credit for failed courses by attending summer school before the start of school, his/her status may change.

## **Appeals**

Any student participating in interscholastic athletics or any extra-curricular activity may appeal an eligibility status decision by notifying, in writing, the building principal of his/her appeal, indicating the basis for the appeal. The appeal process will follow these parameters:

- The appeal will be heard by an Appeals Board within 24 hours.
- The Appeals Board will consist of the Building Principal or designee, the Assistant Principal or designee, and one other neutral staff member who has agreed to serve on the Board.
- The student's coach or advisor and parents will be invited to attend the appeal.
- At least one varsity student-athlete will be included on the Appeals Board.

If a signature is forged, the student will be immediately placed on the ineligibility list. This may include a suspension into the next activity or sports season and will be referred to the Jr./Sr. High School Administration for possible additional consequences.

At the end of each school year, the staff will review the academic contract process and determine the most effective interventions.

### **Accidents**

All injuries resulting from accidents during a school-sponsored activity must be reported to the school nurse immediately. If the student cannot come to school, the parents should notify the school nurse. The parents/guardians are responsible for all expenses incurred.

If a student receives a concussion either in school or at home, that student must follow the Concussion “Return to Play” Protocol to participate in PE, athletics, or lunch activities. That protocol may not begin until the student has been cleared by a physician. The Concussion “Return to Play” Protocol can be found in the Health Office, the Sodus Central School District website, and the Extra-Curricular Expectations Packet. Students recovering from a concussion will also be subject to the “Return to Learn Protocol” and consultation with his/her physician.

## **Technology / Social Media Policy**

Improper use of social media has become a growing problem among all segments of society. Students must use the utmost discretion when they choose to use social media sources to address issues that are related to extracurricular activities.

Students will be considered in violation of the Technology/Social Media agreement if they break any of the following guidelines:

- Post derogatory or profane comments about their teammates.
- Post derogatory or profane comments about their coaches.
- Post derogatory or profane comments about opponents.
- Post derogatory or profane comments about spectators.
- Posts of illegal/controlled substances in any capacity.
- Insight conflict or violence through the use of social media.

A formal meeting with the student will take place with the Principal and/or Athletic Director. Based on the investigation, consequences will be assigned based on the severity of the comment(s) / incident(s).

Consequences are cumulative throughout the course of the student's Jr./Sr. High School career.

## **Violations of Drug / Alcohol Policy**

The use, sale, or distribution of an alcoholic beverage, tobacco/nicotine products, drugs, or illegal or controlled substances by students while either actively participating in an extracurricular activity or while out of season is prohibited.

**Guilt by Association:** Students who are present at a location (party, event, etc.) where alcohol and/or drugs are being consumed must make every effort to remove themselves from the location as safely and quickly as possible. Students who fail to remove themselves from these situations will be considered in violation of the drug and alcohol expectations and will be subject to the previously stated consequences.

Each suspension is determined by the number of offenses the student has incurred. The suspensions are cumulative over the course of the individual student's Jr./Sr. High School career. Offenses have been differentiated by in/out of season offenses. (In the case of activities and clubs, out of season refers to any point of the year when the activity or clubs are not actively meeting.) Out-of-season offenses have community service options that students may choose to complete in place of game suspension time. It is important to note that community service must be completed before the first day of the next season of participation.

## **In-Season Participation**

**First Offense** – A student found guilty of violating the drug and alcohol rule while in season will be suspended from 25% of the remaining contests/events. (This must equal a minimum of two games/events. In the event that the remaining season does not equal at least two games/events, the remainder of the penalty will be served during the next available season or activity in which the student participates.) A student who has been found guilty must continue to attend practices and meet team/activity expectations. If the student fails to attend practice and meet team/activity expectations, he/she will be subject to further consequences. The student will also be required to serve and complete ten hours of community service before being allowed to re-enter extra-curricular activities. Students must submit a completed community service form to the building administration.

**Counseling** – Students found guilty of violating the drug and alcohol rule must participate in at least five hours of drug and alcohol counseling. The student and/or their family must cover any cost incurred from this counseling. Official documentation must be submitted to building administration for counseling that takes place off campus. Students are encouraged to undergo a drug and alcohol screening to ascertain if they have a substance abuse problem.

**Second Offense** – A student found guilty of violating the drug and alcohol rule a second time while in-season will be suspended from participating in the remaining portion of the current season plus an *additional* 20% of the contests/events of the next extra-curricular activity in which they participate. A student who has been found guilty must attend practices at the start of the next season in which they choose to participate and meet team/activity expectations. If the student fails to attend practice and meet team/activity expectations, he/she will be subject to further consequences. The student will also be required to serve and complete 20 hours of community service before being allowed to re-enter extra-curricular activities. The student must submit a completed community service form to the building administration.

**Third Offense** – A student found guilty of violating the drug and alcohol rule for a third time while either in or out-of-season will meet with the Athletic Director and/or the Principal to determine the loss of the privilege of participating in any extracurricular activities for the duration of their Jr./Sr. High School Career.

The offenses and their consequences are cumulative over the course of the individual student's Jr./Sr. High School career.

## **Out-of-seasons Participation**

**First Offense** – A student found guilty of violating the drug and alcohol rule while out of season will be suspended from 20% of the contests/events of the next season in which they participate, plus 10 hours of community service. The student may *choose* to complete 10 hours of community service prior to the beginning of the next extra-curricular activity in which they participate. The student must submit a completed community service form to the building administration.

**Counseling** - Students found guilty of violating the drug and alcohol rule must participate in a minimum of five hours of drug and alcohol counseling. The student must cover any cost incurred from this counseling. Official documentation must be submitted to building administration for counseling that takes place off campus. Students are encouraged to undergo a drug and alcohol screening to ascertain if they have a substance abuse problem.

**Second Offense** – A student found guilty of violating the drug and alcohol rule a second time while out-of-season will be suspended for 40% of the contests/events of the next extra-curricular event in which they participate. The student may *choose* to complete 25 hours of community service prior to the beginning of the next extra-curricular activity in which they participate. The student must submit a completed community service form to the building administration.

**Third Offense** - A student found guilty of violating the drug and alcohol rule for a third time while either in or out-of-season will meet with the Athletic Director and/or the Principal to determine the loss of the privilege of participating in any extracurricular activities for the duration of their Jr./Sr. High School Career.

The offenses and their consequences are cumulative over the course of the individual student's Jr./Sr. High School career.

## **Chromebooks & Computer Usage:**

Chromebooks will be issued at the start of each school year and collected prior to summer vacation. School-issued Chromebooks are considered a primary instructional resource. All parents/legal guardians and students must read and sign the Student/Parent Chromebook User Agreement before a Chromebook will be issued. While students will be issued a Chromebook for use during the school year, Sodus retains full and complete ownership of the device. As the property of the Sodus Central School District, Chromebooks will be collected at the end of the school year and examined for any damages.

### **Chromebook Usage**

Chromebooks are essential for use at school each day. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars, and schedules may be accessed using the Chromebook computer. Students must be responsible for bringing their Chromebook to all classes unless their teacher specifically instructs them not to do so.

### **Inappropriate Media**

Inappropriate media may not be stored or displayed on the device. The presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drug, gang-related symbols or pictures, or other potentially offensive representation will result in disciplinary actions.

### **Decorations**

Students may want to personalize their devices. All students are to refrain from writing or drawing on devices with permanent markers or pens. If you add stickers or skins to the Chromebook, only use vinyl, not paper-backed stickers, so that they can be easily removed. Anything added to personalize the student Chromebook must adhere to the student handbook and be appropriate for school.

### **Passwords**

Students are expected to keep their school-issued passwords confidential. Students should notify their teacher, the Jr./Sr. High Technology Teacher Assistant (Mrs. Masser) or a building administrator immediately if a password change is necessary for any reason.

### **Network Connectivity**

Sodus Central School District cannot guarantee that the school district network will be up and running 100% of the time. In the rare case that the network is down, the district will not be responsible for lost or missing data.

### **Accessing Non-District Networks**

Students are allowed and encouraged to access other Wi-Fi networks on their Chromebooks outside of school. However, school personnel will not support network issues away from school. Internet filtering and monitoring will still apply, regardless of where the connectivity is obtained.

While in school, all students are expected to only use the Sodus network, and attempting to connect to, or use proxy servers is strictly prohibited. This may result in disciplinary action or loss of privileges.

### **Additional Software**

Do not add additional apps or extensions to the Chromebook that the district has not approved.

### **Inspection**

Students may be selected randomly or with reasonable suspicion to provide their Chromebook for inspection. If technical difficulties occur or illegal software is discovered, a school IT technician will then re-format or re-image the device. The student or students involved may be referred to the Discipline Office, and consequences may occur.

### **Computer Usage Policy**

Any use of school computers that violates any aspect of School District Policy, Student Discipline Procedures, or state, federal, and local laws or regulations is strictly prohibited. Using the school computer system to obtain, view, download, send, print, display, or otherwise gain access to or transmit materials that are unlawful, obscene, pornographic, or abusive is prohibited. Students should be aware that data files and electronic storage areas shall be considered the school district's property and are subject to control and inspection. Students who engage in unacceptable use may lose access and be subject to further discipline.

# **Other Important Information**

## **Fire Drills**

Drills are practiced in the event of an actual emergency. Students must remain quiet and orderly and walk quickly and quietly with their class to the nearest exit. Students are to remain with their classroom teacher as they exit the building. After exiting the building, students are to report to their assigned station and line up alphabetically to have attendance taken.

## **Lock Down Drills**

Drills are practiced in the event of an actual emergency. Students need to remain quiet and orderly. Students must find the nearest location with a locked door to hide behind. If possible, students and staff should be in locked locations and silent while waiting for room checks. For no reason should a staff member or student break the silence without permission from the administration or law enforcement. In most cases, staff will be told that they can return to teaching once their room has been checked; however, students must remain in their classrooms until an all-clear signal has been made. Persons who violate this rule may face serious consequences since this drill is extremely secure.

## **Food Services**

As of September 2019, the United States Government designated that all Sodus Central School District students will receive free breakfast and lunch. Should we lose this designation, the handbook will be updated accordingly.

## **Food Deliveries**

**Ordering food to be delivered to the school is a privilege reserved for seniors and is only acceptable on Fridays.** Deliveries may not interrupt any class, and seniors will only be called to the main office to accept a delivery during an assigned lunch or study hall. If the school receives a delivery from a business or service during a prohibited time, office staff may decline this delivery. Any delivery targeted for a student in grades 7-11 will be declined. Students are to pre-pay for their food orders prior to delivery.

**Parents may drop off food to students of any grade level, but it must be during a student's assigned lunch.** If the school receives a food drop-off from a parent, it will be kept in the main office until the student can retrieve it during their assigned lunch.

## **Energy Drinks**

In our commitment to promoting a healthy and supportive learning environment, Sodus has implemented a ban on energy drinks (i.e Red Bull, Spark, Monster) on school premises. This policy aims to encourage healthy dietary habits among students.

Students are encouraged to consume and bring the following beverages:

- Water
- Unsweetened milk and milk alternatives
- 100% fruit or vegetable juices
- Unsweetened teas and coffees

### **Medication in School**

The following procedures should be followed if it is necessary for a student to have medication while in school:

- Medications will be given only upon receipt of a physician's written order for giving such medication in school. This order should be addressed to the school nurse.
- Parents are requested to bring the medication to school and deliver it to the school nurse. Parents signed permission is needed to administer medication.
- The parent is responsible for an adequate supply of medicine in a drug store container, labeled properly with directions and the student's name.
- No change in dosage or frequency can be made by the school nurse without the physician's order.
- Specific guidelines also apply for medications on field trips, and appropriate forms will be provided to parents. They must be returned to the health office as directed prior to the field trip.
- Students may not carry any medication on their person unless the school receives documentation from the student's physician to carry and self-administer. This documentation must be on file with the school nurse and updated annually.
- Questions regarding these procedures should be addressed to the school nurse.

### **Parking**

Student drivers must park in a marked parking spot in the student parking lot only unless the student has earned the privilege to park in a staff lot by being named a Student of the Month. All students must register their vehicle with the school's main office in order to park on the school property. Students who do not comply with parking expectations may have their vehicle towed at their expense.

Please note that for all students' safety, the students and staff parking lots may be subject to random sweeps by law enforcement canine units. Vehicles found to be in suspicion of having drugs may be searched by law enforcement or school personnel.

### **Visitors**

Adult members of the Sodus community are welcome to visit our schools. Upon entering, visitors must report to the Main Office, present identification for Raptor verification, sign in, and

state the reason for their visit to the Principal or his/her designee. With approval from the Principal or his/her designee, the visitor will receive a pass and may proceed to his/her destination. Student visitors from other schools are generally not allowed.

Alumni who return to visit staff should only do so after 2:15 pm with prior arrangements made with that staff member. \*\*Exceptions (i.e., military alumni in full uniform) can be made.

For the safety of our students and staff, all entrances to school buildings are locked after student arrival in the morning. Visitors may enter the buildings through the main entrances. Each building has a video/buzzer system to allow access to school buildings. All adults must present identification to be “Raptored” for entry into the building.

### **Volunteers**

All persons wishing to attend field trips or volunteer in the Sodus Central School District must initially complete an application and verify their valid state-issued ID through the Raptor system. The system will accept the following forms of ID: State Issued Driver’s License, Military Issued ID, Mexican Consulate Card, and Passport ID Card. All approvals will be valid for that school year only. New applications must be completed for each new school year.

- The main office will verify that the application is completely filled out and signed.
- The main office will run the applicant’s license through Raptor.
- Once the applicant is cleared through Raptor, the application will be submitted to the Building Principal for approval.
- Upon the Principal’s approval or denial, the office will notify the applicant of the acceptance or denial of their services.