

ALDEN HIGH SCHOOL

STUDENT HANDBOOK 2026 – 2027

Bulldogs At Our Best

1. We are intrinsically motivated, independent learners. We exhibit effort and pride in our work and hold ourselves accountable for our success.

2. We are critical thinkers and demonstrate confidence by taking risks, asking questions, and self-advocating.

3. We are able to self-reflect and set goals.

4. We tolerate and accept others, treat others fairly, and we show respect by demonstrating positive communication and language.

5. We maintain a healthy physical and mental well-being.

CODE OF CONDUCT

Please note that this Student Handbook **does not** contain all of the behavior expectations this school has for you. You must read the entire Code of Conduct as you will be held responsible for knowing all its expectations. Ignorance of the Code of Conduct is not an excuse for being unaware of the expectations. For the complete Code of Conduct go to *www.aldenschools.org.*

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DIRECTORY
ALDEN CENTRAL HIGH SCHOOL

ADMINISTRATION
Mr. Patrick Quast
Principal

Mrs. Alison O'Neill
Assistant Principal

OFFICE STAFF
Mrs. Jamie Rapini
Mrs. Michele Fox

ATHLETIC OFFICE
Mr. Jeff Hart
Director

GUIDANCE COUNSELORS
Mrs. Sarah Korta
Ms. Elizabeth Wertheim

SOCIAL WORKER
Ms. Rachel Hiller

GUIDANCE OFFICE STAFF
Ms. Jen Trybuskiewicz

HEALTH OFFICE
School Nurse
Mrs. Shelly Schwab

ALDEN SCHOOL DISTRICT- BOARD OF EDUCATION

Michael Bennett
Lora Woodard
Andrew Malburg
Richard Karalus
Paul Roll, Jr.
Raymond Cooper
Maciej Kaczynski

Tracy Rogers, Clerk of the Board
Mr. Adam Stoltman, Superintendent

Note: The contents of this handbook is subject to change by action taken by the Alden Board of Education or the Principal.

Updated 7/1/2026

Alden High School Schedule

Effective 2026-2027 School Year

<table>
<tr><td>Bus/Student Arrival</td><td></td><td colspan="2">8:35 – 8:45</td></tr>
<tr><td>*Teacher Arrival</td><td></td><td colspan="2">8:10</td></tr>
<tr><th>BLOCK</th><th>PERIOD</th><th colspan="2">TIME</th></tr>
<tr><td>(Yearbook)</td><td>0</td><td colspan="2">8:10 – 8:50</td></tr>
<tr><td>I</td><td>1-2</td><td colspan="2">8:55-10:10
(National Anthem, Pledge of Allegiance)</td></tr>
<tr><td>II</td><td>3-4</td><td colspan="2">10:15-11:35
(Announcements at Beginning of Block)
HARKNESS Lunch 11:30 – 11:50</td></tr>
<tr><td rowspan="3">III</td><td>A
<u>Lunch</u>
11:40 – 12:15
5</td><td>AB
11:40 – 12:55
5-6</td><td>3A
11:40 – 12:15
5</td></tr>
<tr><td rowspan="2">BC
12:20 – 1:35
6-7</td><td rowspan="2">C
<u>Lunch</u>
1:00 – 1:35
7</td><td>B
<u>Lunch</u>
12:20 – 12:55
6</td></tr>
<tr><td>3C
1:00 – 1:35
7</td></tr>
<tr><td>Advisement Period</td><td>8</td><td colspan="2">1:40 – 2:15</td></tr>
<tr><td>IV</td><td>9-10</td><td colspan="2">2:20 – 3:35</td></tr>
<tr><td>Bus Departure</td><td></td><td colspan="2">3:35 – 3:40 PM</td></tr>
<tr><td colspan="4"></td></tr>
<tr><td>Staff Day Ends</td><td></td><td colspan="2">3:40</td></tr>
</table>

IMPORTANT DATES

September 4 ..... No School
September 7 .....Labor Day
October 2 ……Early Dismissal
October 12 ..... Columbus Day
November 11 ..... Veteran's Day
November 26 - 27 ..... Thanksgiving Recess
December 23 - January 1 ..... ……..Winter Recess
January 18 ..... Martin Luther King Day
January 26 - 29 .....Regents Exams
February 15 - 19..... Mid-Winter Recess
March 26 – April 2 .....Spring Recess
May 31 ..... Memorial Day
June 2-24..... Regents & Local Exams
June 24 or 25 ..... Graduation

INFORMATION GUIDE FOR STUDENTS

Where Do I Go For:

Absence/Excuses..... Attendance
Busing..... Transportation
Career Information..... Guidance
Clubs and Organizations..... Advisor/Main Office
Early Dismissal..... Main Office
Eating Lunch ..... Cafeteria
Fines ..... Main Office
High School Code Number 330105
Improvement of Study Habits..... Academic Learning Center

Locker Trouble..... Main Office
Lost and Found..... Cafeteria
Passes ..... Your Teacher (Digital – Securly Pass)
Problems in a particular class ..... Teacher/Counseling Office

Remaining after school ..... Teacher/Main Office
Scheduling..... Guidance Office
Sickness ..... Nurse
Sign up for sports ..... Athletic Director/Athletic Office

Social/personal problem..... Guidance Office/Social Worker

Tardy to Class ……Teacher
Use of Building ..... Main Office
Working Papers..... Main Office
Other concerns..... Main Office

ACADEMIC AND GUIDANCE SECTION

The Guidance program is designed to aid the student in whatever problems may arise whether they are of a social, personal, educational, or vocational nature. Each student is assigned to a counselor. Program planning, future educational or vocational plans or other problems should be brought to your counselor at any time. Feel free to request permission to drop in to browse in the occupational or vocational file, to look over college catalogs, or just talk over your plans. You will be scheduled for regular interviews, but you are welcome at any time.

GRADUATION REQUIREMENTS

Students are expected to review the following graduation requirements.

Subject Areas	Core Requirements	
	Regents Diploma	**Advanced Diploma**
English	4	4
Social Studies	4	4
Mathematics	3	3
Science	3	3
Second Language	1[1]	3
Arts	1	1
Health	.5	.5
Physical Ed.	2	2
Units in Core	18.5	20.5
Total Units Required:	**26**	**26**

- Students in grades 9-11 must carry a minimum of 7 credits per year.

- Students in grade 12 must carry a minimum of 6 credits plus PE.

New York State Testing Requirements

REGENTS DIPLOMA	ADV. REGENTS DIPLOMA
English 11	English 11
1 - Math	Algebra I
1 – Science	Geometry NG
1 – Social Studies	Algebra II
One (1) additional Regents in Math, Science or Social Studies	Two (2) Regents Science
	Global History & Geography
	US History & Government

HONOR AND MERIT ROLL

To qualify, a student must carry a minimum of seven credits for full-time students, grades 9-11. Seniors must carry a minimum of 6.5 credits to be eligible for the Honor or Merit Roll. In any given marking period, a student is not eligible for the Honor or Merit Roll if they receive an incomplete for any class.

Honor Roll - Average of 91% or better.
Merit Roll - Average of 85% - 90.99%.

COOPERATIVE COURSES

Vocational and Technical courses offered by the Board of Cooperative Education Services (see Guidance Counselor for BOE approved list) are open to qualified students. Completion of each course earns 3.75 units each year with integrated science and math available. Courses are designed for half of each school day.

DROP / ADD POLICY

This policy will be strictly enforced. At the beginning of each semester a student has two (2) school days to add or drop a course. After two (2) school days, students will not be allowed to drop courses. Students with extenuating circumstances will be considered on an individual basis. Changes to a student's schedule will only be accommodated in the following situations:

1. The student can demonstrate that there is a legitimate academic, emotional, or physical reason that he/she should not take the class.

2. The student has been misplaced in a course based upon his/her successful completion of a summer academic program (summer school).

Any drops after the two-day period must be approved by the high school principal. Dropping a class after this time period without extenuating circumstances will result in a Drop / Fail designation on the student's transcript with a grade of 50%.

REPORTS CARDS AND THE POWERSCHOOL STUDENT/PARENT PORTAL

Report cards will be posted to the Parent Portal at 10-, 20-, 30- and 40-week periods. Progress reports are available at the 5-, 15-, 25-, and 35-week marks. In PowerSchool teachers can add comments to any quarter grade or assignment. Please check grades, assignments and attendance regularly. Contact the teacher immediately with questions.

During the school year the passing grade is 65. At the end of the course, the passing average and minimum Regent's grade is 65. The granting of credit for a state course of study will not be based solely on the results of the state examination. No grade for any course will exceed 100%.

ADVISEMENT GUIDELINES

The advisement period will be used for the following: independent academic work, academic support from a teacher, sanctioned wellness activities, make-up work / assessments, re-teaching, review sessions, a meeting in Guidance, club meetings according to the club calendar, and assemblies/class meetings as necessary. The advisement period is not for parties or celebrations. Any and all advisement celebrations will need to be approved by administration. We will not be allowing /accepting daily food deliveries for advisement.

Your advisement is also part of our emergency preparedness plan. In an emergency, we may re-group by advisement to take attendance and determine if we have accounted for all students. This may occur at any time during the day and for any potential emergency situation. Please do your best to build positive relationships with all of your advisement students. It is likely you will have this group for four years.

1. At 1:40 PM daily all students should be present in their scheduled advisement room.
2. All advisement teachers will take attendance in Power School. If a student is missing, contact the main office, just as you would for any other class.
3. After taking attendance and accounting for all of your advisement students, those students who have an approved Securly Pass to leave advisement for academic support will SIGN OUT to a pre-determined location. **Students must always be with a teacher on their current schedule during the advisement period**. Advisement hopping and shopping are not allowed!
4. Teachers accepting students into advisement with a Securly pass must also take attendance in PS for the purpose of tracking academic support hours.
5. Only students who have advisement lunch on their schedule may be in the café or buy food/drink during this period! No exceptions.

6. All students travelling in the hallways must have approved digital pass from a staff member. Otherwise, the students will be returned to their advisement.
7. Students may sign-out and attend the library/guidance if they have an approved digital Securly pass.
8. Students may not go to the gym, fitness area or cafeteria to "hang out." If they have an approved digital Securly pass from a PE teacher for a make-up class, they can report to the PE area.
9. Each advisement will allow only ONE student out at a time with a pass to use the lavatory. Abusing this privilege may result in disciplinary consequences. If a student leaves and fails to return, call the main office.

WORKING PAPERS

Students under 18 years of age must apply for working papers before starting work.
These papers may be obtained in the Main office.

EXTRA-CURRICULAR ACTIVITIES

Art Club .....Mrs. Cometto & Mrs. Moran
Athletic Association .....Mrs. Osucha and Mr. Casillo
Audio Visual Club .....Mrs. Fagan
Creative Writing Workshop .....Mrs. Terech
Friends of Rachel.....Mrs. Tanner
Gamers Club.....Mr. Sigurdson and Mrs. Falsone
Bulldog Manufacturing Club .....Mr. Eggink and Mr. Turton
Future Teachers .....Mrs. Marchewka-Cornwell
Donate Life.....Mrs. Mertz & Mrs. Schaefer
High School Play.....Mrs. Tryka
High School Musical .....Mr. Dabkowski
International Club.....Mrs. Seney
Key Club .....Mr. Sigurdson
Mindfulness Club..... Mrs. Tanner
Model UN Club.....Mrs. Williams
National Honor Society .....Mr. Domino
PRISM.....Mr. Dabkowski and Mrs. Williams
Robotics Club .....Mr. Turton and Mr. Tibollo
Scholastic Bowl .....Mr. Domino
Science Club/Friends of the Planet .....Mrs. Wagner
Student Congress
School Spirit.....Mr. Domino
Community Service .....Mrs. Kornacki
Peer Wellness.....Ms. Hiller
Youth Development .....Mrs. Terech
Students Against Destructive Decisions
(S.A.D.D.) .....Mrs. Mertz
Theater Club .....Mr. Dabkowski
Yearbook.....Mr. Cox
Youth Against Cancer..... Mrs. Williams
Freshman Class Advisor..... Ms. Doktor and Mrs. Falsone
Sophomore Class Advisor..... Mr. Sigurdson and Mr. Tibollo
Junior Class/Prom Advisor..... Mrs. Wagner
Senior Class Advisor..... Mrs. Falsone

ACADEMIC LETTER

The High School Student Congress has instituted an award system whereby students in grades 9-12 may receive letters for academic and non-athletic extra-curricular work points. The minimum academic average needed to receive a letter is 85%.

Requirements to receive a letter are:

85% average and 10 points
86% average and 9 points
87% average and 8 points
88% average and 7 points
89% average and 6 points
90% average and 5 points
91% average and 4 points

Points are awarded by the club or class Advisors. They use the guideline that 8 hours of service to the group equals one Academic Award point. Students are capable of earning the following points:

Members of Club..... 2
Officer of Club (includes membership) 3
Student Government Rep 2
Officer of Student Congress 4
Officer of Class 3
Lead in Musical or Play..... 3
Other part in above..... 2
Homecoming Chairperson 1
Member of Major Student Congress/Class Committee….1

NATIONAL HONOR SOCIETY

The National Honor Society is a national honorary organization which brings recognition to outstanding high school students. Members are selected from the Junior and Senior classes based on four criteria: scholarship, service, leadership and character.

The selection process will begin at the end of grade 10. Students with an overall high school average of 91 or better are notified and must return a form to the NHS advisor indicating that they wish to be considered for membership. Candidates will then complete an activities sheet, two leadership forms, two service forms and a short essay to compile their application for membership. Faculty and staff members are invited to rate each candidate on the basis of his / her character. A faculty council then screens the applications and character forms and selects each candidate meeting all four criteria for initiation into the society. The National Honor Society Induction Ceremony will be held in October.

Membership carries with it certain privileges, as well as responsibilities. Among those are recognition at graduation and membership in a group known throughout the country for academic excellence.

FINAL EXAMINATION TESTING POLICY

A ZERO is to be issued to any student who is TRUANT and/or has an invalid reason for missing a Final Exam.

The law recognizes only a few legitimate excuses for absence from school, such as personal sickness, sickness in family, requiring the child in emergency, impassable roads, weather making travel unsafe, quarantine, attendance at clinics or court. Excuses noted as personal reasons are not acceptable. Absences for nearly all other reasons are not excused by the law.

If a student has been SUSPENDED, he will be subject to the issuance of an INCOMPLETE on his report card until the test/final exam has been made up at the convenience of the teacher(s).

Students absent because of ILLNESS will be issued an INCOMPLETE until such time the test/final exam has been made up at the convenience of the teacher(s). (Medical appointments are to be handled the same as illness excuses discussed above.) Illness/medical appointments must be verified in writing by the health provider.

A Regents exam that is missed cannot be made up for any reason during the original testing window.

TWO-YEAR COLLEGE PLANNER

Junior Year

FALL:

Meet with your guidance counselor to review courses
Senior year course selection
Plan for SAT/ACT preparation
Attend Financial Aid Night at Alden High School
WNY Colleges & Universities Consortium Visit
Take the PSAT/NMSQT
Use BIG FUTURE for College & Career Planning
Make a list of colleges
Register for SAT/ACT

SPRING:
Continue to gather college information
National College Fair – Buffalo Convention Center
Continue college search

SUMMER:
Visit selected colleges for interviews and tours
Start college applications

Senior Year

FALL:
Work on college applications
Review your Spring SAT or ACT scores with your counselor
Register to retake SAT/ACT to improve scores (if necessary)
Senior status meetings
Attend Financial Aid Night at Alden High School
Send college applications
Ask teachers for letters of recommendation
WNY College & University Consortium visit
Obtain the FAFSA information from Guidance/Register for FSA ID
Submit the Financial Aid forms (FAFSA, CSS Profile) soon after October 1st.
Adhere to application deadlines

SPRING:
Monitor your college applications to be sure that all materials are sent and received on time
Apply for local scholarships
Decide on the college you will attend and send your tuition deposit
May 1st – National College Acceptance Deadline
Sign and return Financial Aid package from your college
Final Senior review
Graduation
PLEASE NOTE: Your final high school transcripts will be sent to your college by the guidance office beginning of July.

STUDENT INFORMATION

LOCKERS

Students will be assigned a hall locker by the main office. It is the student's responsibility to keep the locker neat and clean. Nothing is to be stored on top of the lockers. Pictures should not be pasted in lockers, nor should there be any writing on the locker. Students may not use their own locks. The locker to which you are assigned remains the property of the school. It may be opened and examined at any time. **DO NOT GIVE YOUR COMBINATION OUT TO ANY OTHER STUDENT. ALWAYS LEAVE IT LOCKED. The school is <u>not responsible</u> for lost or stolen articles.**

BACKPACKS

Backpacks are not allowed in classrooms during the regular school day. The expectation is that students use their lockers in between classes to get what they need for class.

ACCIDENTS / INJURY

Any accident occurring in the school building or on the school grounds must be reported to the teacher in charge of the activity and to the school nurse. A report will be made and signed by the teacher in charge of the student. Parents will be notified immediately upon recommendation of the nurse and child may be referred to his/her family doctor. **A doctor's release is required to return to school if 911 has been called or the student is seen in the emergency room.**

SAFETY IN SHOPS AND LABORATORIES

Students will be required to be appropriately dressed and to use school provided safety equipment in certain shops and laboratories.

VISITORS

The term "visitor" includes any person not enrolled in or employed by the District on School Premises or at a School Function. All visitors must enter through the secured entrance at the main office and present valid Government issued photo ID to receive a Visitor's Pass. Students caught opening any exit door to let someone in will be subject to consequences. Visitors are encouraged to call ahead for an appointment during after school hours (after 3:35 PM). Only prospective students will be allowed to shadow a currently enrolled student during the school day. A Visitor's form must be filled out and signed by an administrator.

Non-student visitors who wish to talk with a guidance counselor must call guidance for an appointment.

Authorization to remain on School Premises or at a School Function may be revoked if a visitor violates the Code of Conduct expectations. In addition, visitors may be subject to further suspension from being on District property depending on the severity of the Code of Conduct violation.

EVENING ACTIVITY RESTRICTION

Because of limited space and a desire to limit the span of ages at dances, the High School Student Congress restricts these activities to students in grades 9-12. Plays, musical events and inter-scholastic sporting events are open to all students as well as the public. Young children should be supervised and not be allowed to wander the buildings and grounds. **ALL sporting event spectators must use the Athletic entrance and should confine themselves to the general area of the gymnasium or sporting venue.**

LOST AND FOUND

A lost and found items are placed in the cafeteria. Any found articles will be placed on the cart in the cafeteria.

SCHOOL RINGS

Most students purchase their rings in the fall of their sophomore year; however, anyone is invited to purchase the class ring in their Junior or Senior year if that's more convenient. A sales rep. visits the school in the fall to size students and take deposits for rings. See the Sophomore Class advisor for details.

VALUABLES

Students are not encouraged to bring valuables to school (including money, electronic devices, jewelry, etc.). Do not leave money or valuables in your locker. Any items left in your locker are done so at your own risk. **The school is <u>not responsible</u> for lost or stolen articles.**

ATHLETICS

CONDUCT AT ATHLETIC EVENTS

Vulgar language, rowdy behavior, and name calling cheers will not be tolerated at athletic events. Students who participate as spectators in such unacceptable ways will be asked to leave and will not be admitted to future athletic events for the remainder of the year plus one additional sports season. Additional information is in the code of conduct in the main office. Non-student spectators are subject to the expectations outlined in the Athletic Handbook.

PHYSICAL EDUCATION

Physical Education is included as a ½ credit in the final average. Every student is required to take physical education. Students with chronic or temporary medical conditions or disabilities must receive instruction in PE in accordance with their medical certificate of limitations, Individual Education Plan (IEP), or 504 Plan. Medical notes from health care providers must indicate the area of the program in which the student may participate.

The student should, however, report to physical education and will be assigned to a type of activity for which he is physically able. Recommended gym attire will consist of: Gym shorts, tee shirts, socks and sneakers. Crocs and flip flops are not permitted. Clothing and other equipment should be taken home to be cleaned/washed regularly. **All jewelry and piercings must be removed during physical education classes.**

Swimming is part of the regular physical education program. Regulations are established and must be adhered to by all students.

MEDICAL LIMITATIONS FOR PHYSICAL EDUCATION

If a student is given a medical limitation to be "out of P.E. until further notice", they must provide a copy to the school nurse immediately for the student's cumulative medical record. A P.E. excuse from anyone other than their primary medical provider will not be accepted unless accompanied by a note from their main medical provider. Please have your doctor indicate a time frame for the excuse period as well as the types of activity you may participate in.

INTERSCHOLASTIC ATHLETICS

The following sports are offered: Football, Cross Country, Basketball, Wrestling, Swimming, Track, Baseball, Rifle, Soccer, Bowling, Volleyball, Softball, Golf, Tennis, Cheerleading, Flag Football and Hockey.

In order to participate in Sports, you must have permission from your parent/guardian and pass a sports physical examination. Squad members must be in attendance from 8:55 AM - 12:15 PM or 12:15 PM - 3:35 PM, or equivalent of one half-day, in order to participate that day in practice or games.

VARSITY LETTER SYSTEM

An eight-inch chenille 'A', a gold metal insert designating the sport and certificate will be presented to each athlete upon his/her earning his/her first Varsity letter award. For every award earned thereafter, the athlete will receive a gold hash mark and a certificate. A certificate of participation will be presented to each boy/girl on a Varsity team if he/she does not earn enough points to receive a Varsity letter.

ELIGIBILITY STANDARDS FOR ALDEN HIGH STUDENTS

A contestant must be a bona fide student and must be taking at least four subjects including Physical Education.

Students under academic advisement will not be permitted to participate in any activities (dances, contests or competition, performances and club meetings or other extra-curricular events identified by Administration) of the extra-curricular program without the permission of all current teachers. The student who is unable to obtain his/her teacher's permission is limited in the sport or extra-curricular activity to practice and/or rehearsals. Also, students who are placed in academic advisement shall remain until the next marking period is completed

Students will be informed of their academic advisement by the Director of Athletics. In order to participate, approval must be sent to the coach of the athlete each week. See Athletic Handbook for more information.

This applies to **all students** and **all extra-curricular activities and functions**.

STUDENT DISCIPLINE

A complete Code of Conduct is available for review in the main office or available on the District website. All students must read the Code of Conduct and are expected to know all of the requirements for behavior.

Alden Central High School maintains policies and regulations which are designed to foster the growth of self-discipline as a means of maintaining a healthy school atmosphere to promote academic and social growth. These policies and regulations are subject to the interpretation of the principal.

Accordingly, the following guidelines have been adopted for use at the high school.

1. A breach (violation) of discipline may either be major or minor.

a) A major breach of discipline or repeated instances or minor violations is defined as one which has serious consequences for the well-being of the student or others in the school. Among, but not limited to, major breaches of discipline are the following: possession of over the counter or prescription medication in violation of proper procedure, possession of or drinking alcoholic beverages, or drug use connected with school functions, possession of illegal drugs or substances, use of inhalants, smoking/vaping in school or on the school campus or on buses, possession of weapons, inappropriate physical contact/conduct, fighting, leaving school property without permission, forging parental signatures on notes, vandalism, theft, insubordination*, obscene speech and/or gestures, missing administrative detention, trespassing on school property, conspiring to commit an illegal act, and abusive language/behavior including bullying/ cyberbullying/harassment/discrimination.

b) A minor breach of discipline includes but is not limited to one which has less serious consequences for the well-being of the student or others in the school. Minor breaches of discipline may include occasional violation of classroom rules, tardiness to school or class, occasional negligence in class or distracting behavior, occasional negligence in class work. It should be noted that frequent acts of minor misconduct may escalate the matter into a major breach of discipline.

** Refusal to comply with a reasonable directive of an administrator, teacher or other adult employee of the district.*

2. The means used by the school to deal with breaches of discipline are:

a) The principle sanction used for major breaches of discipline is suspension from school. A parent conference may be scheduled prior to being re-admitted from any in/out of school suspension. In addition, a student may be placed on pass restriction. A student placed on pass restriction will have their teachers notified that they are not allowed, except for an emergency, to sign out of class. Students on Out of School Suspension will be given all of their assigned work for the suspension period and attend the district out of school suspension program. Failure to complete the assigned work will result in a zero for each assignment.

b) The principle sanction used for minor breaches of discipline is detention. Detention may be assigned by teachers or the administration. Detention will be served after school only from 3:45 to 4:15. Bus transportation is available for students serving detention.

c) Late school detention will be served after school from 3:45 - 5:00 p.m. in a room to be determined by Administration.

d) Students on external suspension may not participate in any other school activities during the duration of the suspension, including weekends. This includes extracurricular activities, sports, club and organization activities, and athletic activities.

e) Students who have been assigned administrative detention are notified of the situation through the use of the Student Disciplinary Referral form.

f) Progressive Discipline: Each principal will record and carry over, from one year to the next, student violations and disciplinary action taken against a student and may be used to determine consequences for future violations.

g) A student who acts as a lookout to enable other students to violate the Code of Conduct or uses a device to record a violation shall be subject to a possible suspension out of school or other appropriate consequence.

SEXUAL HARASSMENT

It is the policy of the Alden Central School District to maintain a learning and working environment that is free from inappropriate verbal or physical conduct, sexual harassment and sexual violence. The building principal may receive oral or written reports of sexual harassment or sexual violence at the building level. Incidents may also be reported to the Title IX official.

Violations will be dealt with through progressive discipline and in accordance with the Code of Conduct and BOE policy.

STUDENT ATTENDANCE

OUTSTANDING ATTENDANCE RECOGNITION

Students having outstanding attendance will be recognized annually. To qualify for outstanding attendance, an individual may have a combined total of four early dismissals or tardies for the school year and no absences.

ABSENCE FROM SCHOOL

The parent/guardian is requested to call the attendance office whenever their student is absent from school. The attendance officer will call the parent/guardian when a student is absent. Students who are chronically late or absent may be required to submit a medical excuse from a doctor when they return to school. If the requested medical excuse is not submitted within three days of his / her return to school, the absences will be considered unexcused.

SICKNESS IN SCHOOL

If a student becomes ill during the school day, he/she should obtain a digital Securly pass from the classroom teacher and report to the school nurse. **Students are not to go home without permission.** The nurse will provide a return pass for the class missed while at the clinic. If the nurse is unavailable, a Building Administrator should be consulted. If an ill student leaves the building without permission from the nurse or an administrator, they will be subject to discipline.

USE OF OVER THE COUNTER AND PRESCRIPTION MEDICATION IN SCHOOL

Note that prescription and over-the-counter medication must be dispensed through the nurse's office. Possessing, bringing, sharing, distributing, or carrying on your person any prescription or over the counter medication while on school property or at a school sponsored event is prohibited. Over-the-counter medication includes, but is not limited to, aspirin, Tylenol, Advil, Motrin, allergy medication, cold medication and cough syrup (generic and name brands). Please see the Nurse and Code of Conduct for complete expectation.

INTERVENTION

Interventions will be initiated when student absences become excessive. Working with the attendance officer, teacher, school counselors and the social worker, the assistant principal will contact parents, convene attendance conferences, and assign possible disciplinary consequences as needed. Excessive absences may require contact with Child Protection Services and may be followed by a P.I.N.S. petition.

DISCIPLINARY CONSEQUENCES FOR ATTENDANCE VIOLATIONS

UNEXCUSED CLASS ABSENCE

A successful academic experience at Alden Central High School demands regular attendance in all classes. Any violations will be dealt with using appropriate interventions including but not limited to the progressive discipline model.

LEAVING SCHOOL WITHOUT PERMISSION

If it is determined that the student leaves the building without permission, he or she will be subject to:

1st Offense - 1 day of Late Detention, notification of parents by Asst. Principal.

Repeat infractions will be subject to progressive discipline.

TARDINESS

1. Students are to report to 1st block class before 8:55 each school day. Any student not in class by 8:55 is tardy.

2. If a student is tardy to school after 8:55, he/she will be required to sign in at the main office.

3. After 3 tardies progressive discipline will occur.

ATTENDANCE/GRADE POLICY

The Board of Education recognizes an important relationship between school attendance and student performance. Consequently, each marking period a percentage of the student's final grade may be based on classroom participation as well as student's performance on homework, tests, papers, projects, etc. Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation, unexcused absences will affect a student's class participation grade for the marking period.

Only those students with excused absences will be given the opportunity to make up a test or other missed work and/or turn in a late assignment for inclusion in their final grade. Make-up opportunities must be completed by a date specified by the student's teacher for the class in question.

EXCUSED ABSENCE FROM SCHOOL

If an excuse is not submitted within three (3) days of return to school, the absence will be considered unexcused. If a parent phones in, they must still send a note. An absence will not be considered excused unless a note is given to the Main Office.

a. Personal illness
b. Death in family
c. Illness in family
d. Impassable roads
e. Weather
f. Religious observance
g. Required to be in court
h. Quarantine
i. School music lessons & competitions
j. Attendance at health clinics
k. Approved college visits
l. Military obligations
m. Emergency situation - covers unexpected events which keep a student from attendance. Such cases will be considered individually by the principal.
n. Field trips
o. Suspension
p. Family planned absences - parents may submit a request in writing, two weeks in advance, to the principal of the school that a planned absence be excused for an unavoidable reason not listed above, such as a family wedding or other event. The principal shall grant or deny these requests based on the reason for the absence, the length of the absence, the student's attendance record, or for other reasons. Parents should note that the district discourages absences for family vacations and reserves the right to designate such absences as unexcused.

Students are responsible for all missed work.

FINAL EXAMINATION ATTENDANCE POLICY

If a student is unable to take a final exam due to illness or other circumstances, a parent/guardian must contact the main office immediately to make alternative arrangements. On the day of the exam, the school will make every attempt to contact absent students. If no prior communication is made with the school prior to the examination date and the school is unable to reach the student/parent/guardian on the examination day, the student may receive a zero on the final exam.

MEDICAL NOTES

When a student is absent due to medical reasons (ex. E.R visit or surgery), a doctor's appointment card or a note written on the physician's stationary should be submitted to the attendance officer for the school nurse upon the return of the student to school. This information must include the date(s) the student was under his/her care. The note should also indicate that the student is OK to return to school, and any restrictions should be specified (ex. participation in sports or P.E.). A note from a physician is required if an absence is for five (5) or more days. The absence will be considered unexcused unless a physician's note is submitted within three days of the student's return.

LEAVING THE BUILDING AND GROUNDS DURING SCHOOL HOURS/EARLY DISMISSALS

1. No student is to leave the high school building for any reason without permission.

2. Permission to leave school - Students who have dental, medical, or other appointment during the school day must bring a signed, dated note from their parent or guardian before school begins. If appointments cannot be confirmed by phone or by the parent in person, students will not be permitted to leave school. **No call-in early dismissals are allowed. A signed and dated note from a parent or guardian is required!**

3. Students who leave the building and grounds without permission will be subject to progressive disciplinary action.

4. All students are to remain in school during lunch hours. Students may NOT leave the building / campus during their lunch period.

5. "Senior skip days" are not sanctioned by the school and students participating will be subject to all disciplinary and academic consequences.

NO STUDENT, UNDER ANY CIRCUMSTANCE, IS TO LEAVE SCHOOL OR SCHOOL GROUNDS WITHOUT BEING OFFICIALLY EXCUSED. THE ONLY PERSONS IN THE HIGH SCHOOL AUTHORIZED TO OFFICIALLY EXCUSE STUDENTS ARE THE BUILDING ADMINISTRATORS, ATTENDANCE/MAIN OFFICE AND THE SCHOOL NURSE.

OTHER DISTRICT BUILDINGS

No high school student is to enter the Middle school or other school buildings without the permission of the school's building principal. Failure to comply with the above policy may result in disciplinary consequences.

BOARD OF EDUCATION CONDITIONAL RELEASE POLICY

Seniors must carry a minimum six credit course load plus physical education. Seniors may be released from their 1st or 4th block for educational merit or work release with parental permission. No transportation by the district will be provided in the event of release.

The guidance department will provide the application form for release and confirm parental consent. (Personally signed/witnessed by guidance office personnel and/or notarized.) Each request must be approved by high school Administration.

Seniors on release must maintain an overall average of 80% or higher and have an average of at least 65% in every course. If a student's average falls below 65% for any one course or if he/she has an overall average less than 80% at the end of a marking period, he/she will be assigned to the academic learning center for the release block. If the student meets the requirements at the end of the next marking period, the release block will be reinstated if approved by the high school principal.

Students must leave the building and school property during the designated time unless special arrangements are made with a teacher for extra help.

CLOSING OF SCHOOL BECAUSE OF INCLEMENT WEATHER

Should the school close for any reason, the District will send an emergency message to affected households through an automated phone notification system, as well as the use of social media. School closings will also be broadcasted over radio station WBEN AM 930, television stations Ch. 2, 4, 7, and Spectrum Cable TV, and will be posted on the District website. Announcements will normally be given between 6:00 and 6:30 a.m. and will be repeated. Unless otherwise noted, all scheduled use of schools is cancelled on a day that school is closed. All parents, especially working parents, should instruct students where to go if schools are dismissed unexpectedly during the day. When school is closed, all related activities – athletic events, field trips, extracurricular activities, and Community Education classes – will also be cancelled. Also, when Alden Schools are closed due to inclement weather conditions, Alden school buses will not transport any students, regardless of the school they attend.

TWO-HOUR DELAY SCHEDULE

In the event of a delayed school opening, all classes will run on this abbreviated schedule. The opening of school will only be delayed by two hours. No other time will be used.

Updated 7/1/2026

Two Hour Delay Schedule

Effective 2026-2027 School Year

Bus/Student Arrival		**10:35**
***Teacher Arrival**		**10:10**
BLOCK	**PERIOD**	**TIME**
I *46 Min.*	**1-2**	10:55-11:41 *(Anthem/Pledge of Allegiance/Announcements)*
II *44 Min.*	**3-4**	11:46-12:30
III	**A** *30 Min.*	12:35 1:05
	B *30 Min.*	1:10 1:40
	C *30 Min.*	1:45 2:15
Advisement Period *25 Min.*	**8**	2:20 – 2:45
IV *45 Min.*	**9-10**	2:50 – 3:35
Bus Departure		3:35 – 3:40
Staff Day Ends		**3:40**

HARKNESS STUDENTS

To expand vocational training at Alden Central High School, our district maintains a relationship with Harkness Center. Attendance in the program demands much responsibility on the part of the individual student with a special vocational program. Please refer to Harkness contract for specific information.

Driving to Harkness will only be permitted if there is a signed "permission to drive" form from your parent/guardian as well as permission from Harkness. Students are not permitted to ride with or drive other students. Failure to comply will result in both driving privileges being revoked along with progressive discipline.

BUS TRANSPORTATION GUIDELINES

Students living on the left-hand side of the road will not cross the road until the bus comes to a full stop and the driver signals it is ok to cross. Upon being discharged from the bus, the student is to cross the road at least 10 feet in front of the bus after the bus driver signals. Students are not permitted to cross Broadway from the Village of Alden to Ransom Road. They are to be picked up and discharged on the right-hand side of the road. Students are urged to gather in groups wherever possible. Please be at your bus stop 5 minutes before your scheduled time. Buses will not wait for students. In order to be picked up, students must be 15 feet from the road.

BUS CONDUCT

Students should recognize the school bus as valuable school property purchased and maintained at great district expense. Bus transportation is provided for the convenience of all students. The safety of all students using the bus is the responsibility of the school district. Thus, a disciplined atmosphere must be maintained. The following rules governing student behavior are in effect at all times.

1. Students who are provided district transportation are to remain on school property upon arrival at the high school. Students leaving school property without permission will be subject to disciplinary action.
2. **THE BUS DRIVERS ARE YOUR SUPERVISORS AND ARE IN CHARGE. THEIR INSTRUCTIONS ARE TO BE OBEYED.**
3. The same standard of conduct that applies in the classroom is expected on the bus.
4. Profanity will not be tolerated.
5. No smoking/vaping.
6. Remain in your seat. Driver is authorized to assign seats if necessary.
7. Identification must be shown or name must be given to the driver if requested.
8. Riding the bus is a privilege, not a right. Failure to abide by the rules will result in the loss of your bus riding privilege.
9. Buses are equipped with cameras.

STUDENT/SENIOR PARKING

Seniors may request permission to bring their automobiles to school and park them in the school's Senior lot. Other students may park in the Middle School lot. All students must secure a parking sticker and display it on their automobile on the rear-view mirror to enable it to be visible from the front window. Permission slips will be available in the Main Office. They are to be filled out by the student and parent and returned to the Main Office. Parking illegally or without proper parking stickers or driving recklessly will result in the revocation of driving/parking privileges.

CAFETERIA

Hot lunches are served in the cafeteria. Milk, ice cream, and soup are available at a reasonable price. A la carte items are also available during your lunch. It is intended that a pleasant informal atmosphere will exist, one which will allow you to enjoy your lunch and talk with friends. To insure such an atmosphere requires your cooperation and attention to the following regulations:

1. The supervisors' instructions must be followed promptly and politely.
2. You are responsible for throwing out all of your garbage and keeping your area clean.
3. Students must report promptly to the cafeteria during their assigned lunch period. You are not permitted to spend your cafeteria period in any other part of the building.

4. Students must seek the permission of a supervisor to leave the cafeteria & must have a pass for use of the first-floor restroom only.
5. Food is not to be taken out of the cafeteria without specific teacher or administrative permission.
6. Students must remain seated at all times unless they are in transit.

LIBRARY

Advisement: The library is open during the Advisement period from 1:40 to 2:15 PM, Monday through Friday. Students that would like to use the library during this time must sign up with Mrs. Sobol prior to 1:40 PM and must have an approved digital Securly appointment pass.

Lunch: Students using the library during their lunch must have permission from Mrs. Sobol and must have an approved digital Securly appointment pass before the start of the lunch period.

Study hall: Students wishing to go to the library during their study hall must first report to study hall for attendance purposes and must have an approved digital Securly appointment pass.

CARD PLAYING/GAMBLING

Card Playing is prohibited in classrooms. It is permissible to engage in card playing (no gambling), chess, checkers, etc., during your lunch period.

STUDY HALLS

Students will report on time and will have appropriate class work with them. This time is meant to be utilized as a work session. No sleeping is allowed. Students may sign out to see a teacher as long as a valid corridor pass is obtained. Students are to remain in their seats and always work quietly and independently. Special permission may be given by the instructor to work quietly in small groups.

DANCES/EXTRA-CURRICULAR ACTIVIES/EVENTS:

Student Behavior

1. Dress Code applies
2. No Running or horseplay.
3. No moshing, slam dancing, roughhousing, or dirty dancing. Dancing in designated areas only.
4. Inappropriate conduct is unacceptable. No public displays of affection.
5. No one is to be admitted after 8:00 PM or one hour after the event begins (exception made with prior administrative authorization only).
6. No re-admittance once you leave.
7. No lockers may be used. Secure all valuables. The District is not responsible for lost or stolen items.
8. Students thought to be under the influence of alcohol at any extra-curricular event may be subject to a breathalyzer test. If he/she refuses the test, he/she will not be admitted and parents will be called to pick up the student. School discipline will apply.
9. All dances are for Alden High School students grades 9-12 only. No exceptions.

DRESS CODE (Basic Philosophy):

The dress code is designed to allow for student comfort while maintaining an environment conducive to learning and appropriate for the educational setting. All students are expected to give proper attention to personal cleanliness, and to dress appropriately for school and school functions. We understand that a student's appearance affects daily behavior, the educational climate and productivity in the classroom. We are making a concerted effort to instill good grooming habits and personal character traits at Alden High School.

The following dress code applies to everyone and will be enforced during the school day and at all school functions. However, none of the following statements are to be interpreted to limit the District's responsibility and obligation to enforce unique safety and health requirements (e.g. technology classes, physical education classes, swimming classes, science labs, and sporting events).

A student's dress, grooming, and appearance shall:

1) Be safe, appropriate, and not present health or safety hazard to the students or others in the school.
2) Not interfere with the educational process.
3) Ensure that undergarments are completely covered with outerwear.
4) Always include proper footwear. Socks and/or slippers are not considered proper footwear.
5) Not include items that are sexually explicit, vulgar, obscene, libelous, or which denigrate others on account of race, color, weight, religion or religious practice, sex, sexual orientation, gender, gender identity, national origin, ethnic group, political affiliation, age, marital status, military status, or disability.
6) Not promote and/or endorse the use of alcohol, tobacco products, banned products, illegal drugs, counterfeit and designer drugs, or paraphernalia for the use of such drugs and / or encourage other illegal or violent activities.

Each building principal shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and whenever a revision to the dress code is made during the year.

Students who violate the dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to further discipline, up to and including out of school suspension. Any student who repeatedly fails to comply with the dress code shall be subject to further disciplinary action up to and including long-term suspension pursuant to this code.

The above Dress Code is in effect for the 2026-2027 school year.

The dress code will be reviewed and evaluated on a yearly basis.

ASSEMBLIES

The community has provided you with an outstanding auditorium. Please show your appreciation of this by the care you use when you are in the auditorium.

1. Students must enter the auditorium in an orderly manner according to the directions given.
2. Inappropriate behavior at any assembly will not be tolerated. Pep rallies are less formal than guest speaker presentations. However, respectful behavior is expected in all cases.
3. The auditorium is not to be used by students unless there is a teacher present and in charge of the activity.
4. Classroom rules apply to the auditorium in terms of participation. If the assembly requires you to listen, no talking will be tolerated. However, if participation is invited, enthusiastic but respectful responses are encouraged.
5. No food or drink is allowed in the auditorium.

BEHAVIOR IN THE AUDITORIUM

Show your appreciation through polite applause. Whistling, shouting, calling out names is inappropriate and distracting.

ACCEPTABLE USE POLICIES FOR DISTRICT COMPUTER RESOURCES, FOR INTERNET & NETWORK ACCESS

1. Any use of District Computer Resources to facilitate illegal activity is prohibited.
2. Any use of DCR are to be used only by the authorized user for the authorized purpose. ie: No "chain mail" materials may be transmitted.
3. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
4. All communications and information accessible via the network should be assumed to be private property and must be correctly cited as such. Copyrighted materials may not be uploaded/downloaded without permission.
5. No use of the network shall serve to disrupt the use of the network by others; hardware and software shall not be destroyed, modified, or abused in any way. Developing, uploading, or downloading programs designed to disrupt or damage any hardware or software (i.e.: viruses) is prohibited.
6. The user accepts his/her responsibility for all behavior on the network. Failure to follow the above policies will result in disciplinary action taken by the District, which may include consequences ranging from loss of DCR, Network and Internet access, to suspension from school. Users of the Internet are also subject to possible criminal prosecution under State and Federal law.

* Media, including but not limited to video and music, may not be downloaded for personal use. **DCR** = District Computer Resources

FIRE DRILLS

1. When the alarm sounds, students will leave the building immediately in silence in single, orderly lines as directed by the teacher.
2. In case an exit is blocked, the students in the lead will raise their right hands above their heads. This will continue along the line and become a signal for students to turn to the next nearest exit. DO NOT USE THE ELEVATOR.
3. Silence is necessary at all times so that it will be possible to hear additional instructions.

EMERGENCY DRILLS

1. These drills must be conducted with the greatest of care. Silence and order must be maintained at all times.
2. Notification may be given by means of the public address system.
3. Directions of teacher in charge must be followed.
4. Silence is necessary at all times so that it will be possible to hear additional instructions.
5. Students will return to classes in order after the all clear has been sounded.

Your teachers will review with you the specific procedures to follow in the event of a fire alarm or other emergency drill.

ACADEMIC HONESTY

Building and maintaining integrity is just as important as striving for high academic achievement. Academic dishonesty includes cheating and plagiarism. Plagiarism is the unauthorized use of someone else's material, whether it is published, unpublished, professional, amateur, graphic, visual, digital, internet-based or an on-line service, without giving credit to the owner.

Examples include:

- Unauthorized use of someone else's material, whether it is published or unpublished. Copying assignments, purchasing reports on-line or by other means, or using others' ideas without providing complete documentation is plagiarism. Proper documentation includes a bibliography and footnotes as directed by your teacher.
- Dividing questions on an individual assignment then sharing all of the answers is also considered plagiarism and cheating.
- Handing in another person's work as one's own.
- Unauthorized assistance in taking tests and / or quizzes.
- Unauthorized acquisition of tests, answers to the test or test material.

The following penalties may apply:

- The student may receive a zero on the assignment, project or test. Any student who aids in the offense may also receive a zero.
- The parent or guardian of the student will be notified.
- An Administrator and counselor will be notified.
- Additional consequences may result based on the circumstances.

DIGNITY FOR ALL STUDENTS ACT (DASA)

DASA is a New York State Law that requires the school district to provide a student with an environment free from harassment, bullying, cyberbullying, and/or discrimination. This obligation extends to school events, the school bus, and that conduct off school property which creates or would create a foreseeable risk of substantial disruption within the school environment. If you believe your rights are being violated by another student or adult under this law, you must report this misconduct to Ms. Hiller, the Dignity Act Coordinator in the Building. Additionally, if you witness another student's rights being violated under this law you must also notify the Dignity Act Coordinator who is the school social worker. Your report may either be in verbal or written form.

BULLYING, CYBER-BULLYING AND HARASSMENT

"Bullying is intentional, usually repeated acts of verbal, physical or written aggression by a peer (or group of peers) operating from a position of strength or power with the goal of hurting the victim physically or damaging his/her status and /or social reputation."

- Dr. Jean Alberti Center for the Prevention of Bullying, Abuse and School Violence, University at Buffalo Graduate School of Education

Posting information or images regarding Alden Central School students and/or staff members on web based information platforms without prior authorization that disrupts the educational environment will not be tolerated at Alden High School. Any such acts will be dealt with through education and progressive discipline.

RACHEL'S CHALLENGE

Rachel's Challenge is a district wide (K-12) initiative focused on inspiring and empowering every person to create a permanent, positive culture change in their school, business and community by starting a chain reaction of kindness and compassion.

Rachel Joy Scott (17-year-old high school student) was the first person killed in the Columbine High School tragedy on April 20, 1999. Immediately after the tragedy, her father Darrell began to speak around the nation and used writings and drawings from Rachel's many diaries to illustrate the need for a kinder, more compassionate nation. Today, Darrell and many others honor Rachel's life by reaching the nation with Rachel's simple but profound message:

Rachel's Five Challenges

1. Look for the best in others – eliminate prejudice
2. Dare to Dream – keep a journal
3. Choose Positive Influences – "input" determines "output"
4. Kind Words and Actions = Huge Results
5. Start a Chain Reaction of Kindness and Compassion

If you are interested in supporting these efforts in our school, please consider joining the Friends of Rachel Club.

STUDENT USE OF ELECTRONIC COMMUNICATION DEVICES

STUDENT USE OF ELECTRONIC DEVICES

The use of Personal & School provided Electronic Devices – PSEDs- (smart watch, phone, iPad, personal or school provided laptop) is regulated by NYS policy under Governor Kathy Hochul. The following Personal & School provided Electronic Device guidelines will require responsible use by all students.

For purposes of this policy, the following definitions apply:

a) "Internet-enabled devices" means and includes any smartphone, smartwatch, cellphone, e- readers, handheld video games, tablet, or other devices other than District issued that is capable of connecting to the Internet and enabling the user to access content on the Internet, including social media applications;
b) Any associated accessories such as headphones or earbuds that contribute to the use of internet-enabled devices.
c) "School day" means the entirety of every instructional day as required by subdivision 7 of the Education Law Section 3604 during all instructional time and non-instructional time, including but not limited to homeroom periods, lunch, recess, study halls, and passing time.
d) "School grounds" means in or on or within any building, structure, athletic playing field, playground, or land contained within the real property boundary line of a district elementary, intermediate, junior high, vocational, or high school, a charter school, or a BOCES facility.

Student use of Internet Enabled Devices other than School Issued Device: Students are not permitted to possess and use internet enabled devices and associated accessories during the school day. During the school day, devices are to be turned off and stored in lockers. Internet Enabled Devices are any device that connects to the internet and enables two-way communication of voice, data, images, video, or other content. Internet-enabled devices include smart watches, smart phones, tablets, e-readers, and other associated/connected devices such as Air pods or Bluetooth headphones. Classroom use of internet-enabled devices is at the discretion of staff members and should be used for instructional/educational purposes only. **Internet-enabled devices use must always be appropriate and responsible, adhering to the ACSD Code of Conduct and the Alden High School Student handbook.**

Students are prohibited from internet enabled devices and associated accessory use during the school day in any capacity, aside from explicit staff direction for an instructional purpose.

If a student violates this provision, then he or she is subject to discipline under this guideline and any other section of the District Code of Conduct and the HS handbook.

CONSEQUENCES:

Violating the PSED policy will result in one or more of the following consequences based on the severity and frequency of the infraction:

- First Offense- Device confiscated, parent notified, warning issued, may be returned to student at the end of the school day.
- Second Offense- Device confiscated, parent notified, warning issued, return to parent from High School Main Office
- Third Offense and beyond- Device confiscated, parent notified, progressive disciplinary action for insubordination will be followed in accordance with the District Code of Conduct.

Refusal to comply with policy will be considered insubordination and progressive discipline will follow.

Consequences will be assigned, including but not limited to detention, late detention, out of school suspension, and referral for a Superintendent's Hearing. See District Code of Conduct.

Possession and use of these PSEDs will be the sole responsibility of the students. The Alden School District is not responsible for loss or damage to PSEDs.

Notes:

1. School Protocols for communicating with parents/guardians will remain in effect. Calls related to illness, early dismissal, etc. will be made in one of the high school offices (main, health) by school personnel.