



Student Handbook

**Beacon High School
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ABOUT THE BEACON CITY SCHOOL DISTRICT

EDUCATIONAL PHILOSOPHY OF THE DISTRICT

“The Board of Education is dedicated to educating students to develop desired moral, ethical, and cultural values, to stimulate and expand a continual learning process, and to cultivate an understanding and appreciation of the rights and responsibilities of American citizens, which will enable them to function effectively as independent individuals in a democratic society. The Board is committed to the educational principle that each student is a unique individual with a capacity to learn and develop through the programming of a variety of educational experiences so that each student will ultimately acquire the skills necessary to function in our society with a measurable level of responsibility and success.”

COMPACT FOR LEARNING

The Beacon City School District recognizes the educational merit of the opportunities outlined in the New Compact for Learning, and is committed to the principles therein contained. These principles include: all children can learn, focus on results, aim for mastery, provide the means, provide authority with accountability, and reward success and remedy failure.

EQUAL OPPORTUNITY

“The Board of Education, its officers and employees, shall not discriminate against any student, employee, or applicant on the basis of race, national origin, creed, religion, marital status, sex, age, or handicapping condition.” (Board Policy 0100, Adopted December, 1992)

MILITARY RECRUITERS

Section 9528 of the No Child Left Behind Act (NCLB) requires that secondary schools make contact information available to military recruiters. THERE IS AN OPT OUT FOR PARENTS/GUARDIANS. If you DO NOT wish that your child's contact information be given to military recruiters, you must contact your child's guidance counselor. Inform them that you wish to exercise your right to withhold contact information to military recruiters.

BEACON HIGH SCHOOL

Approximately 900 students are offered a variety of instructional services that provide Beacon students with educational programs and classes to meet individual needs. The goal at Beacon High School is to prepare students for their future as they continue to pursue higher education or employment opportunities.

The current program at Beacon High School provides for all courses required for graduation by the state of New York. It includes advanced and/or college level courses in many different subject areas. Programs are committed to incorporating technology as a vehicle for knowledge acquisition and problem solving; consequently, Beacon High School students are encouraged to take at least one computer-related course. This prepares Beacon students to function in the technologically sophisticated work environments of the 21st century. Beacon High School students also have access to occupational programs provided by Dutchess County Board of Cooperative Educational Services (BOCES).

Students have many opportunities to participate in a wide variety of modified, junior varsity and varsity sports, music activities, theatrical production, newspaper, yearbook, literary magazine and many after-school clubs and programs.

ACADEMICS

The following sections will explain our academic programs and graduation requirements. The terms below will help you understand.

- **Mandated Course** – Any course required in order to obtain a high school diploma.
- **Prerequisite Course** – Any course which must be successfully completed prior to scheduling another course.
- **Unit of Credit** –The value given to the study of a subject meeting five days a week for the full school year. It should be noted that laboratory science courses require additional meeting time each week.
- **Half-Unit of Credit** –The value given to the study of subject meeting five days a week for one-half the school year or the study of subject meeting every other day for the full school year.

Students wishing to continue their education beyond high school should familiarize themselves with the entrance requirements of the educational institutions of their choice. Various colleges, business schools, nursing programs and technical institutes have unique requirements. Meeting the high school graduation requirements does not, in itself, guarantee admission to such institutions.

ADVANCED PLACEMENT

Advanced placement permits students to engage in college level course work at the high school. Upon completion of an AP course, students may take a nationally standardized exam to measure their achievement. Students who perform exceptionally well may receive college credit for the course. Certain AP courses may have prerequisites to enrollment.

ASSEMBLIES

Class meetings are presented to the student body at various times throughout the year. These programs are scheduled and planned so as to minimize loss of instructional time. They adopt an educational pattern and tone, helping to build school morale and spirit. Attendance at these programs is compulsory for students and teachers.

All Students are expected to:

- Exhibit proper decorum on the way to and during assemblies.
- Move to the front of the auditorium and be seated as quickly and quietly as possible.
- Show respect and attention until the termination of the assembly program by supporting the presenters with a round of applause at appropriate times.
- Refrain from eating while in attendance at assembly programs.
- Refrain from making noises that are inappropriate and distracting to others.
- Leave the auditorium at the conclusion of the assembly and promptly report to their next assignment.

BOOKS

Textbooks are the responsibility of the student. Students should be certain that they exercise care in maintaining their books. Hardcover texts should be covered by the student immediately after they are issued. All book fines should be paid in the Guidance Office. Students will be issued a receipt, which they should retain. Transcripts and schedules will be withheld until all outstanding fines have been paid in full.

BRIDGE PROGRAM

With parental and guidance counselor approvals, students may enroll in college courses while attending Beacon High School. All college coursework must be pre-approved by their high school guidance counselor, if they are intending to use earned college credits toward their high school diploma. Only certain college credits may be counted toward high school graduation requirements.

Currently, matriculation agreements exist with Marist College, Mount Saint Mary College, and Dutchess Community College. These agreements enable qualifying seniors to complete their first year of college at the same time they conclude their final year of high school.

College tuition and transportation is the sole responsibility of the student; however, the rates are favorable and so is the one year head -start.

COURSE LOAD

Each student must carry a minimum of 6.0 credits per year to be considered a full time student. This course load will ensure maximum exposure to all fields of study, thereby preparing students for post high school vocational and academic opportunities.

<u>Grade Level</u>	<u>Credits</u>	<u>Core Subjects</u>
9	5	4
10	5	4
11	6	3
12	6	3
Graduation	22	14

CSE-IEP

Pupils assigned to this program have been diagnosed as having special needs, and are referred to the program via the Committee on Special Education.

DROPPING A CLASS

Students may drop a semester course up to five school days before the end of the first progress report period and a year course up to five school days before the end of the first marking period. No grades or notations will be included in the student's report card or transcript. Students enrolled in college level courses (DCC) must check with the University's guidelines/ramifications before dropping a course. Colleges have different requirements than Beacon High School.

Please be aware that dropping a course may have a negative impact on college acceptances. Students are strongly encouraged to discuss any program changes with their counselors/parents/guardians before making a final decision.

If there is no agreement among all parties, the administrator, counselor and parent will meet to resolve the matter.

HEALTH EDUCATION

In accordance with the Commissioner of Education's regulations on Health Education, students are required to complete one semester Health course prior to graduation. The Health Education curriculum centers on topics related to:

- The Anatomy and Physiology of the Human Body
- Sex Education
- Physical and Mental Health
- Sanitation

- Safety and First Aid
- The Effects of Tobacco, Alcohol and Other Drugs

PHYSICAL EDUCATION

In accordance with the Commissioner of Education's regulations on Physical Education, students are scheduled for full year/every other day classes. This allows students to earn ½ credit each year. At the end of 4 years students will have the required two (2) units of mandated credit.

Recognizing physical fitness as an ongoing process, the purpose of the Physical Education curriculum is to introduce students to:

- The Basic Concepts of Exercise Physiology
- Satisfactory Levels of Personal Skill Building
- Activity Leadership
- The Impact Physical Activity has in Today's Society

Enthusiastic participation, daily preparedness, and knowledge of the subject matter are emphasized in the Physical Education grading process. Students are encouraged to review the Physical Education grading policy in September, in order to familiarize themselves with the expectations of the course. These are distributed to the students in Physical Education classes in September.

AQUATIC CENTER

Aquatics will allow students the opportunity to explore a new learning environment that provides for development of skills for pursuits in athletics, fitness, leisure, and employment. Through a wide variety of active experiences, students will acquire personal living skills including acceptance of risk, teamwork, fair play and an understanding of individual differences in ability.

Required Aquatic Attire:

- Women: one piece swimsuit (no bikinis)
- Men: loose fitting swimsuit (no shorts)
- No T-Shirts
- No Cut-off shorts (jeans, etc.)
- No jewelry

SENIOR EXEMPTIONS

Seniors who have maintained an average of 90 or above may be exempted from either a semester or a full year examination pending teacher approval. Although a senior may be eligible for an exemption, he/she may elect to take the examination to enhance his/her overall grade point average.

SENIOR DOUBLING-UP OPTION

Only seniors who are deficient in credits necessary for graduation may request permission to double-up in an area of deficiency. If a 12th grade student completes required graduation requirements prior to the end of the senior year, a letter of course completion may be given. The diploma however will not be issued until the end of that school year.

STEP

Student Technology Education Program is a New York State funded program to increase educational opportunities for minority students experiencing great achievement in Regents math and science courses. STEP participants are transported to New Paltz one Saturday each month to partake in special programs, hear guest speakers, and take courses that promote further success in the fields of math and science.

ATHLETIC PROGRAM ELIGIBILITY POLICY

BEACON ATHLETIC DEPARTMENT PHILOSOPHY

- Modified Program – This program is available to all students in the seventh and eighth grade. At this level, the focus is on participation, learning athletic skills and game rules, fundamentals of team play, social and emotional growth, physiologically appropriate demand on the adolescent body and healthy competition. In certain modified sports, “cuts” are made to determine team rosters.
- Junior Varsity Program – This program is intended for those who display the potential of continued development into productive varsity level performers. At this level, athletes are expected to have visibly committed themselves to the program, team, and continued self-development. To this end, increased emphasis is placed on physical conditioning, refinement of fundamental skills, elements and strategies of team play, in addition to social and emotional development. Junior varsity programs work towards achieving a balance between continued team and player development and striving for victory. The outcome of the contest becomes a consideration at this level. The realization that practice sessions are important is a premise that is vital to a successful junior varsity team and player. With the goal of becoming a varsity player clearly in sight, a high level of dedication and commitment is expected at the junior varsity level.
- Varsity Program – A sound attitude and advanced level of skill are prerequisites for a position on a varsity team, as is the realization that a varsity sport requires a strong commitment. The components of the philosophy of the junior varsity program are further developed and enhanced at the varsity level. In the determination of the team roster, participation on the varsity team during the previous year does not guarantee a spot on

the team the subsequent year. Those demonstrating the best level of skill and attitude will be selected.

Beacon High School offers a wide range of interscholastic sports. To be an active member of the sports program athletes are required to:

- Return all permission slips to coach/athletic director verifying parental consent for participation in athletics
- Pass a physical examination administered by the school doctor
- Meet appropriate age, successful scholastic, and good attendance requirements
- Meet ALL New York State Public High School Athletic Association requirements
- Adhere to ALL school rules and regulations, the Academic Eligibility Policy and follow the guidelines outlined in the Student/Parent Athlete Handbook.

ELIGIBILITY GUIDELINES

EDUCATION PHILOSOPHY OF THE DISTRICT This regulation is intended to be remedial as opposed to punitive. Students who become academically ineligible will have the opportunity to regain their full eligibility status.

GENERAL ACADEMIC ELIGIBILITY STATEMENT The Beacon Academic Eligibility regulation is a mandatory part of the Athletic Program and for participation in Co-Curricular Activities in Beacon High School and Rombout Middle School. It is required that all students maintain a level of eligibility in order to participate in the Athletic Program and Co-Curricular Activities.

ACADEMIC GUIDELINES In order for a student to maintain eligibility, he/she must be failing NO MORE than one (1) subject at any time during the season or activity he/she participates. ALL subjects carry equal weight in determining eligibility.

- Any student failing two (2) or more subjects is academically ineligible for a period of 5 week.
- However, after two (2) weeks the ineligible student may apply for full eligibility status by having a Teacher Recommendation Form signed by the teacher(s) of the class' he/she is failing as well Building Principal.
- During this two-week period the student must be seeking extra help, handing in homework assignments, completing all quizzes or tests and not have any illegal absences from the class' he/she failing.
- At any time after the two-week period, the teacher and Building Principal may recommend the student for full eligibility status. The student does not need to be passing if he/she has met the above criteria and has the recommendation of the teacher whose class' he/she is failing.
- Ineligible students may practice but cannot play in any scrimmages or contests and participate in any CoCurricular Activity (i.e. play, field trips).

- Students who are ineligible for two consecutive marking periods are not entitled to the two-week probationary period and, therefore, are ineligible for five weeks. During this time students will not be permitted to participate in any manner.
- The determination of a student's eligibility status will be done via the Progress Reports and issuance of the Report Cards. Notification will be made no more than two days after the dates designated in the Beacon High and Rombout Middle School handbook.

ATTENDANCE GUIDELINES

- Any athlete who is absent from school may not participate in a contest or practice session that day.
- Athletes must be in school and signed in by 11 AM to be eligible to practice or participate in any contests. Students must be in attendance for a minimum of four (4) periods to be eligible to practice or participate in contests. This does not apply when a student leaves school early due to illness. In this case, no matter how many periods of school they have attended, they will not be allowed to practice or participate in contests that day.
- Tardy to School: Any student who is consistently tardy to school is subject to the Beacon High School Code of Conduct as described in the high school student handbook. The enforcement of this provision of the Code of Conduct may result in an athlete being declared ineligible to practice or compete.
- An athlete must be in school on Friday to play in a Saturday contest.
- An athlete must be in school the day before a vacation to be eligible to play in any contest during vacation.
- The only exception to these rules 1, 2, 4 and 5 will be when an absence or lateness is for reasons beyond the control of the athlete, ie: college visitations, funerals. Participation will be allowed with PRIOR CONSENT from the Athletic Director. (24 hour notice)
- If an athlete has received an out-of-school suspension, he or she is also suspended from the team for the corresponding number of days, thus being ineligible to go to practice or to compete in any contest during that time until the suspension is terminated.
- Any athlete who receives a second out-of-school suspension during the same season shall be expelled from the team.

INTERSCHOLASTIC SPORTS

FALL

- JV and Varsity Boys Soccer
- JV and Varsity Girls Soccer
- Varsity Cheer
- JV and Varsity Girls Tennis
- Varsity Girls Swimming
- JV and Varsity Volleyball
- Varsity Cross Country
- JV and Varsity Football

WINTER

- JV and Varsity Boys Basketball
- Freshmen Boys Basketball
- JV and Varsity Girls Basketball
- Varsity Cheer
- JV and Varsity Wrestling
- Varsity Girls & Boys Bowling
- Varsity Boys Swimming
- Varsity Boys Winter Track
- Varsity Girls Winter Track

SPRING

- JV and Varsity Baseball
- JV and Varsity Softball
- JV and Varsity Boys Tennis
- JV and Varsity Girls Lacrosse
- Varsity Boys Spring Track
- Varsity Girls Spring Track
- Varsity Boys Golf
- Varsity Girls Golf

STUDENT ACTIVITIES

Student activities, the “Second half of the school curriculum,” are an essential part of the texture of Beacon High School. Co-curricular programs are designed to afford all students the opportunity to develop talents, goals, ethical behavior, leadership, life skills, positive attitudes, and teamwork while participating in activities geared to their individual interests. Beacon High School’s Student Activities Program provides important educational and social experiences for the academic, athletic, artistic, and career or service oriented student. The program is diversified, and each year continues to expand its many offerings. Maintaining the various clubs, teams and organizations of which the Student Activities Program is composed, is dependent on the enthusiastic and dedicated members of the Beacon High School student body. Students are encouraged to become involved and dedicated to the activity of their choosing. Participating students not only gain the benefit of experiencing success and leadership, but also later realize they have made a significant contribution to their school and community.

- Beacon Players (Drama)
- Black Student Union
- Chess Club

- Class of 2024
- Class of 2025
- Class of 2026
- Class of 2027
- Creative Writing
- Fashion Club
- Girls Who Code
- GSA
- Mock Trial/Debate
- MultiCultural Club
- National Honor Society
- SADD
- Science Club
- Student Council
- Video Club
- Women of the World

DANCES

Dances are held in the cafeteria or gymnasium and are usually sponsored by student organizations within the school. Typically a homecoming and various holiday dances are scheduled throughout the year. Junior and Senior proms are usually held in May or June. The proms are held off school property at facilities chosen by the classes planning the activity. The school calendar will state dates set aside for proms. Those planning dances should keep in mind the following:

- The dance must be placed on the Student Council calendar and a request to use the building be approved by the Administration. Arrangements must be made a minimum of two (2) weeks in advance.
- Chaperones must be present to share the responsibility in managing and supervising the dance.
- Only Beacon High School students with proper ID and who have been in school on the day of the dance will be permitted to attend the dance.
- Written administrative permission must be received for any other person to attend a dance. Written permission for guests planning to attend the dance must be given to the dance advisor prior to the event.
- All decorations must be removed immediately following the dance.

DRIVER EDUCATION COURSE

Any student who has earned a drivers permit is eligible to apply for inclusion to the driver's education program. Contact the main office for more information on the application process.

DRIVER TESTS

Students are urged to limit appointments for driving tests to after school hours or on days when school is not in session. In order for any student to be excused from school to take a driving test, a written request must be made by the parent in advance of the appointment. In addition, the appointment card from the Motor Vehicle Bureau, indicating the date and time of the test, must also be submitted. No student is permitted to be excused so he/she may serve as the “licensed driver” accompanying someone else who is taking the test. If the above procedures are not followed, any resulting absence will be regarded as illegal.

ACADEMIC INTEGRITY – CELL PHONES & OTHER ELECTRONIC DEVICES

Hand-held electronic devices such as cell phones, iPods, iPads, headphones, earbuds, speakers, etc. may only be used by students during the school day as per the descriptions of the following three zones:

- Red Zone: Classroom-No electronic devices unless directed by the classroom teacher. The Assistant Principal’s Office is also a red zone.
- Yellow Zone: Hallways-Use of electronic devices in hallways for the following: email, text, google search. Accessories such as earbuds, headphones, or speakers are not to be used or visible.
- Green Zone: Cafeteria-Use of electronic devices for the following: email, text, music only with earbuds (not audible to others). Phone calls may be made only during your lunch period and not to someone in a Red Zone or Yellow Zone.

Activated electronic devices will be confiscated by the staff and stored until the end of the day if you fail to adhere to the aforementioned. Students may claim a device up to 3 times during the school year. A letter will be mailed home upon the third violation. A parent/guardian will be required to pick up devices for each additional violation. Any student who refuses to surrender an electronic device when asked by a staff member is subject to immediate disciplinary action. Activated electronic devices found during an examination will automatically disqualify the student from the exam.

Picture taking and/or video recording of any student or staff member is an infringement of one’s rights and privacy. Any recordings from the school found on a device or downloaded to a web server will result in severe disciplinary action against the violator and/or those in possession of the device.

The Beacon City School District assumes no responsibility for lost, stolen or damaged cell phones and electronic devices.

ADMISSION TO BEACON HIGH SCHOOL

New students who wish to enroll at Beacon High School are required to present a verification of residency in the City of Beacon, their birth certificate, and all mandated immunization records for the office of the Assistant Superintendent for Business located at the District Office.

Nonresident students must pay tuition and must make arrangements to do so through the Central Administration Office.

- Proof of withdrawal from the former school district and a signed authorization for the release of the student's previous school's records must be submitted with the admission application to the District Registrar. Students who have completed the registration process will be referred to the high school Guidance Office to formulate a class schedule.

ANTI – BULLYING

The Beacon City School District strongly supports a school climate that is safe and welcoming to all students. The district recognizes that physical, emotional and social bullying, harassment or intimidation can jeopardize students' academic achievement and undermine their physical and emotional well-being and may provoke retaliatory violence.

ATTENDANCE

Per Board of Education Policy, "All children are required by New York State law to attend school full time, in a public, private or parochial school, unless exempt from attendance in conjunction with current law or regulation, and approved by the State Education Department from the first day of session in September of the school year in which the minor becomes six years of age through the last day of the school year in which such minor becomes sixteen years of age, unless he/she has completed a four-year high school course of study. A minor who has completed a four-year high school course of study is not required to attend.

Additionally, students between the ages of sixteen and seventeen are required to attend school until the last day of session in the school year in which they become seventeen, unless they are employed. Proof of employment must be furnished to the Superintendent of Schools in the form of a letter from the employer."

In addition, any student with more than nine unexcused absences for one-half year or 18 unexcused absences for a full year will not receive credit for that course. However, students with properly excused absences may make up the work for each absences, and those absences will not count toward the minimum attendance standard.

A course of study involves class participation, homework assignments, quizzes, tests, and other activities as well as the examination that is administered at the end of the course. The Board of Education of the Beacon City School District recognizes that success in a course of study is largely dependent upon regular classroom attendance. It is the intent of this policy to insure maximum student attendance in scheduled courses. It is designed to place a limit upon classroom absences and to place the responsibility for regular attendance with the students, the parents, and the school.

ABSENCE DURING EXAMINATION PERIODS

All students must be present for all mid-year and final examinations. A medical excuse signed by a physician is required to enable students to make-up examinations. Only in a unique and serious situation, such as an accident or death in family, will such an exception be granted. Written approval from the appropriate administrator is required prior to the teacher scheduling a make-up examination.

ABSENCE DUE TO EXTENUATING FAMILY CIRCUMSTANCES

If students must miss school due to extenuating family circumstances, parent notification of the absence and a request for work should be submitted to the Assistant Principal at least two weeks prior to the absence. Parents may request work with the understanding that the student is fully responsible for obtaining, completing, and returning all work when due. Unless other arrangements have been made with a teacher, students are expected to complete missed assignments within five school days of their return to school, depending on the circumstances. If work is not completed within the assigned time limit, the grade recorded will be the grade the student earned as of the date of the incomplete assignment(s), and a penalty may be assigned at the teacher's discretion. If an examination is given, the teacher is not required to give a make-up examination. It is the student's responsibility to keep up with the assigned work and to make-up work missed.

ABSENCE FROM CLASS

Any student with more than nine unexcused absences for one-half year or 18 unexcused absences for a full year will not receive credit for that course. However, students with properly excused absences may make up the work for each absences, and those absences will not count toward the minimum attendance standard.

- Students assigned to parallel programs are required to complete class work and assigned make up work in order to maintain eligibility for course credit.
- Parallel programs will include: in-school suspension, out-of-school suspension, psychological/educational testing, district approved homebound instruction, and approved school sponsored trips.

COURSE ATTENDANCE NOTIFICATION

- Following a student's 6th unexcused absence from a full-year course (3rd unexcused absence from a half-year course), the student's teacher will be required to submit a Notification of Absence form to the attendance office. The letter will be mailed home,

and copies sent to the student's Assistant Principal and guidance counselor. Teachers will contact the parent/guardian and create a log of the contact.

- Upon receipt of this letter, the student will be personally seen by his/her guidance counselor to discuss the matter. Upon the student's 12th unexcused absence from a full-year course (6th unexcused absence from a half-year course), notification letters will again be submitted (by the student's teacher) to the attendance office, which will send copies home, to the Assistant Principal and to the guidance counselor. Upon receipt of each notification letter, parents are requested to immediately contact their student's Assistant Principal and guidance counselor, to schedule a meeting to discuss their student's attendance record. Teachers will contact the parent/guardian and create a log of the contact.
- Upon a student's 18th absence from a full-year course (9th absence from a half-year course) the teacher will submit a final Notification of Absence form to the attendance office, and the principal. The principal will notify the student and his/her parent(s)/guardian via a letter that credit for the course is denied.

CLASS MAKE-UP OPTION

- Students, who submit a legal excuse verifying their reason for absence, must make up class work and complete make-up work in order to fulfill their class participation requirement, and thus, maintain their eligibility to receive course credit.
- Students are required to make arrangements for make-up work upon return to class, or within a reasonable amount of time, as established by the teacher.
- Make-up work may be done in one of the following settings, as determined by the teacher: study hall, an after/before school instruction session, and home.
- The type of work assigned will be at the discretion of the teacher.

ABSENCE FROM SCHOOL

Parents are requested to call the 24-hour Absentee Hotline at extension 3307 to report a student's absence from school. Students who are absent from school are required to submit to the Attendance Office upon their return to school an excuse (signed by their parent/guardian) stating their reason for their absence. Any student who is absent from school for five or more consecutive days must submit, to the Attendance Office, a doctor's note stating the reason for his/her absence. This note must be submitted upon the student's return to school, but not later than 48 hours.

NEW YORK STATE recognizes the following as legal excuses:

- Personal Illness
- Quarantine
- Critical illness/death in the family
- Impassable roads
- Recognized religious holiday
- Approved school sponsored trips

- Required court appearance
- Approved College Visits
- Medical appointments that cannot be made after school hours

Excuses must contain the following information in order to be considered for approval:

- Student's first and last name
- Reason for absence/tardiness
- Parent/guardian signature
- Dates of absence/tardiness

Inexcusable or illegal absence:

- Truancy
- Missing the school bus
- Shopping
- Baby-sitting
- Hunting and fishing
- Vacation
- Employment
- Car trouble or traffic delays
- Oversleeping
- Family business

BETA BOCES/CTI ATTENDANCE

The Beacon City School District holds the right to remove students from BETA BOCES/CTI programs for excessive absences.

CUTTING CLASS/SCHOOL

Students should realize that absence from class is perhaps the major reason for failure. Often, periodic absenteeism is only one step away from dropping out completely. Therefore, the Administration takes a very serious view of deliberate class cutting and truancy. Infractions of this nature automatically reduce learning. Students are warned that every step to prevent such infractions must be taken by the students themselves, the home and the school.

CONSEQUENCES FOR CUTTING CLASS

- First Offense 2 detentions per missed class
- Second Offense ISS and Conference with Counselor
- Recurring Offense ISS will be given for additional cuts

A student who is absent without the consent of his parent/guardian is truant, which is an unexcused absence. You are truant and insubordinate if you:

Students anticipating an extended absence for non-medical purposes must notify their Assistant Principal and/or school counselor at least three weeks prior to the foreseen absence.

LATENESS TO CLASS

In keeping with the expectations of the District's Attendance for Course Credit Policy, it is recognized that success in a course of study is largely dependent upon regular class attendance, including arriving to class on time. Students who are late to class are disruptive to teachers, students, and the educational process, and miss the full opportunity to participate in the learning activities of the classroom. Loss of instructional time due to tardiness or absenteeism may place a student at risk of becoming ineligible to receive course credit as a result of the valuable instructional time missed and the inability to fulfill their class participation requirement. Therefore, students must report to class regularly and on time in order to maintain eligibility for course credit.

All students are expected to follow their assigned schedule and report directly to their assigned location at the designated time. Students who fail to report to class on time without a legal excuse for their tardiness will have their attendance record reflect an unexcused tardiness.

Students who continue to arrive to class late may be disciplined for insubordination, including Central Detention after school, suspension for extra-curricular activities (interscholastic athletics, dances, even the prom and graduation depending upon the severity of the circumstances), In-School Suspension, Out-of-School Suspension or reassignment to an alternative school. In addition, the District may file a PINS Petition in Family Court on compulsory age students who are habitually tardy or truant.

Consistent with the attendance policy, students who submit a legal excuse verifying their reason for tardiness must make up class work and complete make-up work in order to fulfill their class participation requirement and, thus, maintain their eligibility to receive course credit.

LATENESS TO SCHOOL

Students must report to school on time and be in their period 1 class at 7:30 a.m. Any student arriving to school or class after that time will be considered "late to school". Late students will be expected to enter school via the main entrance and report directly to the Attendance Office to sign in prior to going to their lockers or classroom. Please see page 21 for legally accepted excuses for lateness/absences. Students who fail to sign in are in violation of school rules, considered to be trespassing and are subject to disciplinary action and a police referral. Students who are illegally late to school, and who miss classes due to tardiness will be subject to denial of course credit.

It is essential that you attend class and school regularly but equally important that you arrive for both on time. Students are expected to be in first period by 7:30 a.m. and in their classroom

before the bell rings for class to begin. Late arrival to class will be recorded by each of your teachers.

Tardiness to school can be the result of poor planning or lax attitude on the part of students and/or parents. Tardiness to school will not be tolerated and will result in disciplinary consequences. Guidance Counselors and Social Workers may be involved in chronic tardiness as well.

An automated notification will be sent out each day a student signs into school illegally tardy.

EACH QUARTER

- Step 1: 7th late = lunch detention + counseling (Guidance/Social Worker)
- Step 2: 8th late = lunch detention + counseling (Assistant Principal)
- Step 3: 9th late = lunch detention + parent meeting (Assistant Principal and Principal)
- Step 4: 10 or more lates = lunch detention and no involvement or attendance at school activities for the remainder of the quarter

Also, a referral to Youth Services, Family Court or Child Protective Services may also be written as a final result.

Failure to attend an assigned after-school detention will result in an in-school suspension. A wake-up call will be sent to the home at 6:30 A.M for any student who exceeds 10 illegal lates the morning following the most recent illegal late to school.

LATE NOTES

Notes for lateness should be submitted to the Attendance Office upon arrival to school. Awakening late is not an acceptable excuse for lateness to school. Reasons of chronic illness will be referred to the Health Office and/or the Pupil Personnel Team and will require a physician's note.

Notes should be written by a parent/guardian and should indicate the reason(s) for the lateness. These written excuses must include:

- The student's name
- The date(s) of lateness
- The reason for the lateness
- The signature of parent/guardian

Students who are late to school without a note from a parent/guardian will receive an unexcused pass to class may be assigned consequences. Upon the third lateness to school, the Assistant Principal may assign a detention. Continued lateness to school may warrant additional detention, suspension, loss of school privileges (i.e.: school parking, activities, etc.), and/or referral to Dutchess County Family Court.

LOSS OF COURSE CREDIT DUE TO ABSENCES

Students who fail to satisfy the attendance requirement shall be declared ineligible for course credit by the principal or his/her designee. Students so declared will remain in the assigned course and will be expected to continue to meet course requirements. Such student's work will be reviewed by the teacher but will not receive a grade. Additionally, the student shall be barred from taking any further examinations, including the final examination. No grade or credit shall be issued unless it is a mathematical certainty that the student would have achieved a passing grade without any additional point credits for the remaining examinations.

DUE PROCESS

A student and/or his parent(s) or guardian(s) may appeal the denial of course credit in accordance with the following procedures. The only issues that may be considered in such appeal are (1) whether the student has been present for the required number of days, or (2) whether the district has otherwise followed this policy. The burden of proof shall be on the appellant.

- **Stage 1:** An appeal to the Principal may be requested, after which a decision regarding the appeal will be rendered.
- **Stage 2:** If further appeal is requested at Stage 2, the Superintendent, or his/her designee will conduct a hearing as to the facts of the case and render his decision to the building principal.
- **Stage 3:** An appeal may be made to the Board of education only after the Superintendent has rendered a decision at Stage 2.

SUMMER SCHOOL

Since summer school course credit is based upon attendance in the regular school-year course, students may complete a course in summer school only if they have remained in the regular school-year course for all quarters of the course. This requirement also applies to students who become ineligible for credit and audit a course due to not meeting the minimum attendance criteria.

BOCES CRITERIA FOR C-TECH ENROLLMENT

Programs are offered in conjunction with the Board of Cooperative Education Services (BOCES) to prepare students for entry into an occupational area.

Students must meet their requirements for graduation in addition to attending their BOCES Program. If you are a high school student who wants to enroll in CTI, you should obtain an

application from your home school guidance department. The application is to be filled out completely including a second course selection and signed by a parent or guardian and the school nurse. The completed application should then be returned to your home school guidance counselor. Your guidance counselor will attach a copy of your high school transcript and forward the complete application packet to CTI.

The following criteria define district procedures for reviewing student requests to participate in BOCES Career and Technical Education programs. The procedure begins by applying the following process to review each student's potential eligibility for enrollment in a BOCES course or program:

- The student has been deemed to be in “good standing” which may include a determination that he or she has:
 - A record of good conduct as defined by our student code of conduct
 - A good attendance record which serves to predict the likelihood of his or her consistent course participation and probable course completion
- The student should be either a junior or a senior by the “credits earned” definition of our standards and benchmarks plan.
- The prospective student should be a senior and seeks to complete a BOCES program (two-year) in which he or she has participated successfully in the junior year.
- Students who have failed their first year of participation in a two-year program need not be readmitted to the same program.
- The prospective student should be a senior and wishes to enroll in a one-year BOCES program as part of his or her pre-existing program for graduation.
- The prospective student must attend one of the two scheduled official visits in the given year to be eligible to be considered for enrollment.
- The prospective student should be a junior and wishes to enroll in a two-year BOCES program as part of his or her pre-existing program plan for graduation

Courses at CTI are counted towards your necessary credits to graduate high school. Depending on the classes you take, CTE coursework may be eligible for a 4+1 Regents Pathway. In addition, there is now a 4+CDOS Credential Diploma Pathway. Speak with your school guidance counselor for more information on course credits and what credits you need to complete high school.

Bus transportation is provided by the local school districts to and from CTI for all students. Students are encouraged to use their school's bus transportation. Students may drive to CTI if they receive permission from their parents or guardian, their home school and CTI. If student drivers do not follow the driving rules at CTI, their privileges may be terminated.

Morning sessions are from 8:33 to 11:05 and afternoon sessions from 12:06 to 2:43.

Students attend one session, either AM or PM, at CTI and the rest of the day at their home school.

If your school is closed due to a weather cancellation or other reason, you do not have to attend CTI for that day. You need to be aware of your home school schedule, as it is sometimes different from the CTI schedule.

BUILDING LEADERSHIP COMMITTEE

The Building Leadership Committee (BLC) is a committee made up of parents, teachers, students, and administrators. The BLC contributes to the building-level decision-making process at Beacon High School. It is also a sub-committee of the District Leadership Council. If you'd like to participate, please contact Mrs. Murphy at 838-6900, Extension 3003. The meetings are held at the High School at 2:20 P.M. in LGI. Dates and times of the seminars will be announced.

BUILDING SAFETY AND SECURITY

The Beacon City School District is committed to providing a safe and orderly environment for all students, faculty, and staff. To that end, several safety measures are in place:

- All High School administration, faculty, staff, and students are responsible for contributing to a safe environment. If you are aware of an unsafe or a potentially disruptive or violent situation, please report the incident to administration immediately. All staff and faculty are expected to wear their badge.
- Safety Officers are assigned to the High School throughout the day. They are available to assist, de-escalate, or prevent an incident.
- Doors are monitored and locked throughout the school day. All students and visitors must enter the building through the main lobby. Please do not prop the doors open. Please direct anyone who attempts to enter the building to the main entrance.
- Closed circuit cameras are installed in the public areas and around the outer perimeter of the building. The combination of these safety measures as well as building-wide vigilance will help to ensure optimum safety.

AREAS OFF LIMITS TO PUPILS

Without specific authorization, certain areas of the building and grounds remain off limits to students and visitors. These areas include loading platforms, garages, custodial supply rooms, stockrooms, faculty restrooms, the faculty lunchroom, and faculty prep rooms, the backstage of the auditorium, the kitchen area and behind the counter in the main office.

CARE OF SCHOOL GROUNDS

Who owns your school? Your parents and all taxpayers are required by law to pay taxes that build and maintain schools. Therefore, any damage done to the building, equipment, buses or books will be charged to you and your family.

CAFETERIAS

The large and small cafeterias are the only locations in Beacon High School where students are permitted to eat. Students may not eat or drink in classrooms, corridors, hallways, or any other location in the building.

An excellent place to purchase a quick breakfast, hot meal, sandwich, salad, snack, slice of pizza, or a beverage, the Beacon High School Cafeteria is available to students for much of the school day. In order to better serve the members of the student body, students are asked to do the following:

- Respect the employees that work in the cafeteria (cafeteria aids, teachers, custodians, monitors, etc.) Be courteous and cooperative in the food line.
- Take care of the cafeteria and cafeteria equipment. Clean up after themselves, and if necessary others. Politely ask their fellow students to leave their area in a good order.
- Refrain from taking food out of the cafeteria. Failure to comply will result in disciplinary action.
- Any student who has a concern pertaining to the menu or food service should speak to a member/representative of the Student Council. The Student Council plays an important role in the menu selection of the cafeteria.
- Students must be issued passes to come during times other than their regularly scheduled lunch period by administration or Health services only.

FOOD AND BEVERAGES

Food is to be eaten in the cafeteria only. Food and drink in the corridors and classrooms are prohibited and are subject to confiscation.

“CHAT” WITH THE PRINCIPAL

“Chat” with the Principal is a forum for students to voice their ideas/suggestions/concerns to the administration. These seminars are held either during or after school and at various times throughout the year. Dates and times of the seminars will be announced.

CODE OF CONDUCT

The Safe Schools Against Violence in Education Act (Project SAVE) and Section 100.2(1) of the Regulations of the Commissioner of Education require that each school district adopt a written policy on school conduct and discipline “designed to promote responsible student behavior.” The Beacon City School District Board of Education adopted the Beacon K-12 Code of Conduct in June 2009. It supports a four-level approach to student management with prevention, intervention, and aftercare initiatives, and it also establishes the standard for appropriate conduct in school and on school property. The complete Code is available at all Beacon schools for any interested parent or community member as well as on the district website: [Beacon City School District Code of Conduct Summary](#)

COMPUTER USE/CHROMEBOOKS

The Beacon City School District (BCSD) views the use of electronic resources as central to the delivery of its educational program and expects that all students will use electronic resources as an essential part of their learning experiences. It is the policy of BCSD to maintain an environment that promotes ethical and responsible conduct in all electronic resource activities. With this privilege and extraordinary opportunity to explore resources, there are responsibilities for the parent and for the student.

Please click here to review the 1:1 Technology Device Handbook:

<https://www.beaconk12.org//cms/lib/NY01813524/Centricity/Domain/24/2020-2021%201%20Device%20Policy.pdf>

When signing the Student/Parent Agreement, you understand that:

- All students are allowed access to electronic resources unless the school is notified in writing by the parent/guardian.
- All users of the BCSD network and equipment must comply at all times with the BCSD Acceptable Use Policy.
- Devices are on loan to students and remain the property of BCSD.
- All users are accountable to all school, district, local, state, and federal laws.
- Use of the device and network must support learning.
- Students and families must follow all guidelines set forth in this document and by BCSD staff.
- All rules and guidelines are in effect before, during, and after school hours, for all BCSD computers whether on or off the school campus.
- All files stored on BCSD equipment or the network are property of the district and may be subject to review and monitoring.
- The term “device” or “equipment” or “technology” refers to computers, tablets, phones, batteries, power cord/chargers and cases. Each piece of equipment is issued as a learning resource. The conditions surrounding this equipment can be equated to those of a textbook or a school issued calculator
- Students are expected to keep the device in good condition.

- The device manufacturer's warranty will cover normal use and manufacturing defects during the first three years of normal use of the device.
- BCSD will provide an extended coverage plan which will provide additional coverage for accidental damage to the device.
- Students are expected to report any damage to their device as soon as possible. This means no later than the next school day.
- Students who identify or know about a security problem are expected to convey the details to their teacher without discussing it with other students.
- Students are expected to notify a staff member immediately if they come across information, images, or messages that are inappropriate, dangerous, threatening, or make them feel uncomfortable.
- All users are expected to follow existing copyright laws and educational fair use policies.
- Students may only log in under their assigned username. Students may not share their password with other students.
- Students may not loan their assigned device to other students for any reason. Students who do so are responsible for any loss of components.
- Any failure to comply may result in disciplinary action. BCSD may remove a user's access to the network without notice at any time if the user is engaged in any unauthorized activity.
- BCSD reserves the right to confiscate the device at any time

PARENT/GUARDIAN RESPONSIBILITY

In order for students to be allowed to take their device home, a student and their parent/guardian must sign the Student/Parent Device Agreement. The parent/guardian/student are responsible for the cost of repair or replacement as the date of loss if the property is:

- Not returned
- Damaged
- Lost because of negligence
- Stolen, but not reported to the school and/or police in a timely manner

DEVICE RULES AND GUIDELINES

The rules and regulations are provided here so that students and parents/guardians are aware of the responsibilities students accept when they use a district-owned device. In general, this requires efficient, ethical and legal utilization of all technology resources. Violations of these rules and guidelines will result in disciplinary action. Students will receive one district issued device. For students with disabilities or accommodation needs, the CSE or 504 Committees will determine assistive technology and/or accessibility needs and consider the type of device necessary for software application and student use.

ACCEPTABLE USE POLICY GENERAL GUIDELINES

All technology must

- Support learning
- Follow local, state, and federal laws
- Be school appropriate

SECURITY REMINDERS

- Do not share logins or passwords
- Do not develop programs that harass others, hack, bring in viruses, or change files
- Follow internet safety guidelines

ACTIVITIES REQUIRING TEACHER PERMISSION

- Using headphones in class
- Playing games

APPROPRIATE CONTENT

- All files must be school appropriate. Inappropriate materials include explicit or implicit references to:
 - Alcohol, tobacco or drugs
 - Gangs
 - Obscene language or nudity
 - Bullying or harassment
 - Discriminatory or prejudicial behavior

DEVICE USE, CARE AND CLASSROOM ROUTINES

Lockers

- Device should be stored on its side standing up, or on top of the books.
- Never pile things on top of the device or hang from locker hooks.
- Lockers should remain fully locked at all times.

Hallways

- Always use two hands to carry the device or place in a backpack or protective case.
- Never leave the device unattended for any reason.
- Log-off or lock the computer before you change classes.

Classroom Habits

- Center the device on the desk.
- Lock the device before walking away from it.
- Follow all directions given by the teacher.

Care of Device at Home

- Charge the device fully each night.
- Use the device in a common room of the home.
- Store the device on a desk or table - never on the floor!
- Protect the device from:
 - Extreme heat or cold
 - Food and drinks
 - Small children
 - Pets

Traveling To and From School

- Completely shut down the device before traveling.
- Avoid leaving the device in a vehicle.
- Use your backpack or carry the case by the handle or shoulder strap.

Report all stolen devices to school personnel immediately.

PROHIBITED ACTIONS

Students are prohibited from:

- Permanently marking device.
- Defacing BCSD issued equipment in any way. This includes but is not limited to marking, painting, drawing or marring any surface of the device.
- In the event of intentional damage, the student may be subject to disciplinary action and/or the cost for device replacement.

Unacceptable conduct includes, but is not limited to, the following:

- Using the network for illegal activities, including copyright, license or contract violations
- Unauthorized downloading or installation of any software including shareware and freeware
- Using the network for financial or commercial gain, advertising, or political lobbying
- Accessing or exploring online locations or materials that do not support the curriculum and/or are inappropriate for school assignments
- Vandalizing and/or tampering with equipment, programs, files, software, network performance or other components of the network; use or possession of hacking software is strictly prohibited
- Gaining unauthorized access anywhere on the network
- Revealing the home address or phone number of one's self or another person
- Invading the privacy of other individuals
- Using another user's account or password, or allowing another user to access your account or password
- Coaching, helping, observing or joining any unauthorized activity on the network
- Posting anonymous messages or unlawful information on the network

- Participating in cyberbullying or using objectionable language in public or private messages, e.g., racist, terroristic, abusive, sexually explicit, threatening, stalking, demeaning or slanderous
- Falsifying permission, authorization or identification documents
- Obtaining copies of, or modifying files, data or passwords belonging to other users on the network
- Knowingly placing a computer virus on a computer or network
- Attempting to access or accessing sites blocked by the KSD filtering system
- Downloading music, games, images, videos, or other media without the permission of a teacher
- Sending or forwarding social or non-school related email

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- Not returned
- Damaged
- Lost because of negligence
- Stolen, but not reported to the school and/or police in a timely manner

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 - Food and drinks
 - Small children
 - Pets

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- Unauthorized downloading or installation of any software including shareware and freeware
- Using the network for financial or commercial gain, advertising, or political lobbying
- Accessing or exploring online locations or materials that do not support the curriculum and/or are inappropriate for school assignments
- Vandalizing and/or tampering with equipment, programs, files, software, network performance or other components of the network; use or possession of hacking software is strictly prohibited
- Gaining unauthorized access anywhere on the network
- Revealing the home address or phone number of one's self or another person
- Invading the privacy of other individuals
- Using another user's account or password, or allowing another user to access your account or password
- Coaching, helping, observing or joining any unauthorized activity on the network Beacon City School District Student/Parent Technology Handbook Page 11
- Posting anonymous messages or unlawful information on the network
- Participating in cyberbullying or using objectionable language in public or private messages, e.g., racist, terroristic, abusive, sexually explicit, threatening, stalking, demeaning or slanderous
- Falsifying permission, authorization or identification documents
- Obtaining copies of, or modifying files, data or passwords belonging to other users on the network
- Knowingly placing a computer virus on a computer or network
- Attempting to access or accessing sites blocked by the KSD filtering system
- Downloading music, games, images, videos, or other media without the permission of a teacher
- Sending or forwarding social or non-school related email

CORPORAL PUNISHMENT

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any district employee is strictly forbidden.

However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

- Protect oneself, another student, teacher or any person from physical injury.
- Protect the property of the school or others.
- Restrain or remove a student whose behavior interferes with the orderly exercise and performance of school district functions

COVID

HYGIENE PRACTICES

- Stay home if a student feels sick.
- Cover nose and mouth with an acceptable face covering when unable to maintain social distance from others or in accordance with any stricter policy implemented by the school.
- Properly store and, when necessary, discard PPE.
- Adhere to social distancing instructions.
- Report symptoms of, or exposure to, COVID-19.
- Follow hand hygiene, and cleaning and disinfection guidelines.
- Follow respiratory hygiene and cough etiquette.

Students and staff must practice good hand hygiene to help reduce the spread of COVID-19. Hand hygiene includes:

- Traditional hand washing (with soap and warm water, lathering for a minimum of 20 seconds), which is the preferred method;
- Use of alcohol-based hand sanitizers (60% alcohol or greater) when soap and water are not available, and hands are not visibly dirty.

CLOTH FACE COVERINGS

Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. Cloth face coverings are not surgical masks, respirators, or other medical personal protective equipment. All individuals in school facilities and on school grounds must be prepared to put on a face covering if another person unexpectedly cannot socially distance. All students and staff members must wear cloth face coverings:

- Whenever they are within 6 feet of someone
- In hallways

- In restrooms
- In other congregate settings, including buses.

Students are required to bring and wear a mask at all times, to the extent practical, if medically capable of doing so. Teachers will facilitate mask breaks throughout the day, ensuring that students maintain 6 feet of physical distance when removing their masks. Please note that the following types of masks are not acceptable: -

- Bandanas
- Gator masks
- Masks with a breathing valve or “button” vent

If a student forgets their mask or does not have a mask, a disposable mask will be provided.

DAILY HEALTH SCREENING

The Beacon Central School District will require parents/guardians to submit a daily, online assurance of their family’s health status PRIOR to sending their child(ren) to school. You will only need to complete the survey once each day on behalf of your entire family. You will be asked to assert that your child(ren) have not, nor has anyone in your household:

- Tested positive or come in contact with an individual who has tested positive for COVID-19 in the past 14 days
- Traveled to a COVID-19 hotspot outside of New York State within the past 14 days. View restricted states.
- Experienced any one of the following symptoms in the past 14 days:
 - Fever above 100 degrees Fahrenheit
 - Cough
 - Respiratory distress
 - New loss of taste or smell
- Experienced two or more of the following symptoms in the past 14 days:
 - Fatigue
 - Muscle or body aches
 - Chills
 - Headache
 - Sore throat
 - Congestion or runny nose
 - Nausea, vomiting, or diarrhea

If your child is experiencing symptoms as noted above, please do not send them to school. We encourage you to seek medical counsel from a primary care physician prior to their return to school. If one of your children is experiencing symptoms and other children in your family are symptom-free, the symptom-free children may attend school. Please contact the school nurse to explain why you were not able to respond in the affirmative to the Daily Health Screener, and to provide the name of the symptomatic student(s).

ARRIVAL PROCEDURES

The Daily Health Screener must be completed prior to 7:00 am. The High School will designate two separate entrances: one for students who completed the Daily Health Screener and one for students who did not. Screening status will be verified by a member of the attendance or health support staff, and temperature checks will be performed on those who did not complete the screener. All high school students must check in at the high school building prior to going to class. Students may not board their bus or enter the building without a mask. Masks will be provided for those that have forgotten, lost, or damaged their masks. Hand sanitizer will be available at building entrances and in each classroom.

RETURN TO SCHOOL AFTER ILLNESS

Schools must follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19. If a person is not diagnosed by a healthcare provider (physician, nurse practitioner, or physician assistant) with COVID-19 they can return to school:

- Once there is no fever, without the use of fever reducing medicines, and they have felt well for 24 hours; •
- If they have been diagnosed with another condition and has a healthcare provider written note stating they are clear to return to school.
- If a person is diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until:
 - It has been at least ten days since the individual first had symptoms
 - It has been at least three days since the individual has had a fever (without using fever reducing medicine); and
 - It has been at least three days since the individual's symptoms improved, including cough and shortness of breath.

DETENTION

CENTRAL

Beacon High School has a Central Detention Program. Students referred to the Central Detention Room must report to the assigned room promptly at 2:15 p.m. for the number of days assigned. Central Detention is held on Tuesday, Wednesday, and Thursday. Failure to report for an assigned Central Detention will result in assignment to In-School-Suspension or Out-of-School Suspension. While in Central Detention, students sit in silence, remain in assigned seats working on class assignments and leave the classroom only when directed by the supervising personnel. If a student is more than five minutes late for an assigned detention, he/she is not allowed into the classroom and is either reassigned for the following day or to an administrator.

LUNCH

When a student is given Lunch Detention, he/she will fill out a form indicating their choice of sandwich/drink. Students who receive a lunch detention will report to the ISS room for their lunch period and a bagged lunch will be supplied.

DIGNITY FOR ALL STUDENTS ACT (DASA)

The Board of Education recognizes that a learning environment that is safe and supportive can increase student attendance and improve academic achievement. A student's ability to learn and achieve high academic standards, and a school's ability to educate students, is compromised by incidents of discrimination or harassment, including but not limited to bullying (including cyberbullying), taunting, hazing and intimidation. The district will, therefore, strive to create an environment free of discrimination and harassment and will foster civility in the schools to prevent and prohibit conduct which is inconsistent with the district's educational mission.

The district condemns and prohibits all forms of discrimination and harassment of students regardless of actual or perceived race, weight, color, national origin, ethnic group, religion, religious practice, gender identity or sexual orientation, sex or disability by school employees or students on school property or at school-sponsored events and activities that take place on or off of school property. In addition, any act of discrimination or harassment outside of school-sponsored events which can reasonably be expected to materially and substantially disrupt the educational process may be subject to discipline.

To that end, the administrators, faculty, staff and students will participate in activities designed to support a school climate of caring and respect, and to proactively prevent discrimination, harassment, and bullying, including cyberbullying. These developmentally appropriate activities are designed to foster an acceptance and understanding of differences, provide alternative behaviors and responses, and build the capacity to prevent and reduce bullying.

All students have the responsibility to treat each other with caring and respect. No student shall be treated differently or unfairly because of actual and/or perceived differences. This includes saying hurtful words and/or doing hurtful things either in person, on a computer or other electronic device, or in any other way. Students who feel uncomfortable and/or unsafe because of the words or actions of others should immediately speak with a teacher, administrator, coach, or other adult.

DIGNITY FOR ALL STUDENTS-DEFINITIONS

Race: White, Black, African American, Hispanic/Latino/Latina, American Indian or Alaskan Native, Asian, Native Hawaiian or other Pacific Islander; two or more races

Color: Color of a person's skin

Weight: The size of a person

National Origin: Where a person or his/her relatives were born

Ethnic Group: Being a part of a group of people who are connected by a shared language, culture, and/or common religion.

Religion: Religious or spiritual belief.

Religious Practice: The expression of a person's religious belief, customs, traditions, etc.

Disability: A person's body or mind that does not look or work the same as others.

Sex: Being a boy or girl

Sexual Orientation: A person liking a boy or girl.

Gender: Actual or perceived sex, including:

- Gender Expression: How a person expresses being a boy or girl to others; such as behavior, clothing, hairstyle, voice, mannerisms.
- Gender Identity: How a person thinks of oneself as being a boy or girl.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Please refer to the Procedural Safeguards notice posted on the Beacon City School District website for complete details and timelines of the due process rights for students with known or suspected disabilities under the NYS 201 Regulations of the Commissioner of Education.

Students with a 504 accommodation plan have due process rights similar to students with disabilities. Additional information, details and timelines are available at Beacon City School District website.

Students with disabilities and their families have protected educational and procedural rights regarding discipline issues. These same rights are entitled to students who may be suspected as having a disability or an impairment.

The impact of the disability, impairment, or suspected disability must be considered before the discipline consequence is set.

The Principal, Superintendent, or Board of Education may place a student with a known or suspected disability into another setting for up to 5 consecutive days.

The Superintendent has the authority to accept a decision to suspend a student with a known or suspected disability for more than 5 days if the district has ensured that the IEP was reasonably developed and implemented to support the student's disability needs.

The student's IEP must be reviewed and revised as needed in order to put evaluations, supports, strategies or services in place to address the student's behavioral needs. This may include changing a student's placement if necessary.

In cases of weapons, illegal drugs, and/or severe bodily injury, the Superintendent or Hearing Officer can order a 45 day suspension; regardless of disability or IEP support.

PROCEDURES FOR THE SUSPENSION OR REMOVAL OF STUDENTS WITH DISABILITIES BY SCHOOL PERSONNEL

- In cases involving the suspension or removal of a student with a disability for a period of five consecutive school days or less, the student's parents or persons in parental relation to the student will be notified of the suspension and given an opportunity for an informal conference in accordance with the same procedures that apply to such short term suspensions of non-disabled students.
- The suspension of students with disabilities for a period in excess of five school days will be subject to the same due process procedures applicable to non-disabled students, except that the student disciplinary hearing conducted by the Superintendent or a designated hearing officer shall be split into a guilt phase and a penalty phase. If the student is found guilty, a separate meeting will be conducted by the manifestation team prior to any penalty being issued to determine if the infraction was the result of the student's disability.

If the behavior was deemed a manifestation of the student's disability, the hearing will be dismissed, unless the behavior involved weapons, illegal drugs or controlled substances, or the infliction of serious bodily injury, in which case the student may still be placed in an alternative educational setting.

DISPLAYS OF AFFECTION IN PUBLIC

Students should not engage in displays of affection for each other in the corridors, classrooms, or around the school building. Students who are non-compliant after a warning will be subject to disciplinary action. Parents may be notified of this conduct.

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 develop an understanding of appropriate appearance in the school setting.

A student's dress, grooming and appearance shall:

- Be safe, appropriate and not disrupt or interfere with the educational process.
- Recognize that extremely brief garments including but not limited to: bodysuits, tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back) and see-through garments are not appropriate.
- Ensure that underwear is completely covered with outer clothing.
- Include footwear at all times. Footwear that is a safety hazard will not be allowed.
- Prohibit the wearing of hoodies, bandanas and all other headwear that poses security risks (except for medical and/or religious purposes).
- Not include items that are vulgar, obscene, and sexual in nature or contain derogatory expressions or comments towards others based on actual or perceived race, weight, color, national origin, ethnic group, religion, religious practice, gender identity or sexual orientation, sex or disability.
- Not promote and/or endorse the use of alcohol, tobacco, weapons or illegal drugs and/or encourage other illegal or violent activities.
- Not promote and/or reference gangs, gang colors and/or gang-related activities.
- Short length should fall between the bottom of the student's fingertips and where the fingers meet the palm.
- Dress and skirt length should fall below the bottom of the student's fingertips.

Students who violate the student 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 discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

DRUGS AND ALCOHOL

In order for the school to promote a healthful environment for learning and because of the serious threat that illicit drugs, tobacco and alcohol constitute to a person's physical and emotional well being, the possession, use, or being under the influence of these substances in school, on school grounds, or at any school sponsored function is strictly prohibited.

The Board of Education of the Beacon City School District recognizes its responsibilities to provide a program of drug education so that all students are made aware of the physical and psychological dangers incurred through the use of illegal drugs and alcohol. Furthermore, the school system will provide, without penalties, assistance to any student seeking drug and alcohol treatment or advice and will protect in accordance with the law, the due process rights of the individual.

However, once sufficient evidence has been gathered that a student used, possessed, distributed or sold alcohol, illegal drugs, or counterfeit illegal drugs or drug paraphernalia as defined in this policy, the following actions will take place:

- Suspension from school for a minimum of five (5) days.
- Forfeiture of the privilege to participate in, or attend all extra-curricular school activities during the suspension period.
- The student's parent or guardian will be called to remove him or her immediately from school property.
- The police will be notified promptly by means of a complete report prepared by the building Principal, which will include the controlled substances, alcoholic beverages and other physical evidence obtained for analysis and such criminal actions the police may determine.

Students are urged to exercise sound judgment. It is a student's responsibility to remove himself/herself from an area in which drug or alcohol use is taking place. Those who remain in close proximity to others who are drinking or using drugs must accept the risk of being held responsible as participants.

EMERGENCY RESPONSE

Emergencies in schools are defined as undesirable events that occur and have the potential to cause injury or illness to members of our school community or disrupt the orderly educational process. They range from acts of bullying or harassment to catastrophic natural or man-made events. Emergency management is the discipline of dealing with and avoiding risks. It is a discipline that involves preparing for an emergency situation or disaster before it occurs as well as supporting and rebuilding from the emergency after natural or human-made disasters have occurred.

Emergency management in our schools is the continuous process by which our staff, students, administrators, parents, school groups, emergency responders and our community manages hazards in an effort to avoid or mitigate the impact of disasters resulting from hazards. Preventive measures and good planning will reduce the likelihood that emergencies will occur and allow us to address those that do in an expeditious and effective manner.

Districts are required to develop district-wide school safety and emergency management plans designed to prevent and effectively manage such events to minimize the effects of serious incidents and emergencies. These plans also facilitate the coordination of the District with local and county plans and resources when incidents and emergencies occur.

The district-wide plan is responsive to the needs of all schools in the District and is consistent with the more detailed building-level emergency plans. Districts are vulnerable to a wide variety of acts of violence; and natural and manmade disasters. To address these threats, the State of New York has enacted the Safe Schools Against Violence in Education (S.A.V.E.) law. Project S.A.V.E. is a comprehensive planning effort that addresses prevention, response, and recovery with respect to a variety of emergencies in schools. The Beacon City School District supports the S.A.V.E. legislation. As such, the Superintendent of Schools, Board of Education, and the entire District and staff encourages and advocates on-going district-wide cooperation in support of Project S.A.V.E.

EARLY DISMISSAL

The District will conduct an Early Dismissal drill annually wherein students are dismissed early from each school. Parents will be notified of these drills well in advance. Transportation Officials and District staff may also take place in conducting and evaluation of this drill.

EVACUATION AND LOCKDOWN DRILLS

Evacuation and lockdown drills will be conducted during school days in each school within the District with staff and students twelve (12) months annually (September – June). The first eight (8) drills are conducted prior to December 31st of each school year. Eight of all such drills shall be evacuation drills. Four of all such required drills shall be lockdown drills. The appropriate Fire Department may, upon mutual agreement with the District, participate in some or all of the drills and offer feedback regarding effective building evacuation in the event of a fire. The appropriate Police Department may, upon mutual agreement with the District, participate in some or all of the lockdowns drills and offer feedback regarding the effectiveness of these drills. Drills shall be conducted at different times of the school day with at least one of the eight required evacuation drills occurring during a mass gathering event such as lunch or assemblies.

Controlled access to the building is extended to the campus perimeter. This procedure indicates that a serious situation exists within the building and that all staff and students are to

immediately move out of the hallways and into classrooms. Law enforcement will dictate subsequent actions until the situation has been curtailed.

Students, faculty, and staff will remain in their current locations and no one will be allowed to leave until the situation has been curtailed. Students will not be released from school. Parents should not attempt to pick up their children nor should they be present at the school. Parents should not call the school. Parents should monitor local radio stations and the Beacon High School website for information.

FIRE AND SAFETY DRILLS

Directions for exiting the building are posted near each classroom door and will be explained by the instructor of each class. It is vital that students note and adhere to the following regulations during all drills:

- Upon leaving the classroom all talking must cease, and all classroom doors and windows should be closed.
- Move through the corridors quickly and quietly, exit and move away from the building in an orderly fashion.
- Students are required to remain with their classes through the entire drill.
- Students are not permitted to trespass on private property that borders the school during drills.
- Students and staff are required to remain outside the building until the “all clear” signal has been given.

In the event of an emergency the public address system will be used to advise students and staff as to evacuation procedures.

SHELTER-IN-PLACE DRILLS

Each school in the District will conduct at least one (1) Shelter-in-Place Drill annually utilizing Shelter-in-Place protocols. The appropriate Police Department may, upon mutual agreement with the District, participate in some or all of the drills and offer feedback regarding the effectiveness of these drills.

The entire school population moves to a single or to multiple location(s) within a school building. The receiving areas of the building will have been checked and declared safe. The students will remain in that location until the situation has been curtailed. Short-Term Shelter in Place is most commonly used during bomb threats and weather emergencies. During Homeland Security Emergencies, students who cannot be sent home because a responsible adult is not home to receive the student will be sheltered at a designated location that will be protected by District personnel and law enforcement agencies. When a responsible adult is available, the student can be picked up.

TRANSFER TO ALTERNATE LOCATION OR EMERGENCY SHELTER

In the event that the building is evacuated (e.g. fire) and is not cleared for re-entry, all persons will be directed to an alternative evacuation site as directed by District administration and/or law enforcement.

ESSENTIAL PARTNERS

PARENTS

All parents are expected to:

- Recognize that the education of their child(ren) is a joint responsibility of the parents and the school community and collaborate with the district to optimize their child's educational opportunities.
- Send their children to school ready to participate and learn.
- Ensure their children attend school regularly and on time.
- Ensure absences are excused.
- Ensure their children are dressed and groomed in a manner consistent with the student dress code.
- Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
- Know school rules and help their children understand them so that their children can help create a safe, supportive school environment.
- Convey to their children a supportive attitude toward education and the district.
- Build positive, constructive relationships with teachers, other parents and their children's friends.
- Help their children deal effectively with peer pressure.
- Inform school officials of changes in the home situation that may affect student conduct or performance.
- Provide a place for study and ensure homework assignments are completed.
- Follow the Code of Conduct at all school-sponsored events or activities.

SCHOOL PERSONNEL

All school personnel are expected to:

- Maintain a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex, which will strengthen students' self-concept and promote confidence to learn.

- Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to a teacher's attention to the Dignity Act Coordinator in a timely manner.
- Maintain confidentiality in conformity with federal and state law.

TEACHERS

All district teachers are expected to:

- Communicate to students and parents:
- Course objectives and requirements
- Marking/grading procedures
- Assignment deadlines
- Expectations for students
- Classroom discipline plan.

GUIDANCE COUNSELORS

All guidance counselors are expected to:

- Assist students in coping with peer pressure and emerging personal, social and emotional problems.
- Initiate teacher /student /counselor conferences and parent/ teacher/ student/ counselor conferences, as necessary, as a way to resolve problems.
- Regularly review with students their educational progress and career plans.
- Maintain confidentiality in accordance with federal and state law.
- Make known to students and families the resources in the community that are available to meet their needs.

PRINCIPALS/ADMINISTRATORS

All administrators are expected to:

- Promote a safe, orderly and stimulating school environment, supporting active teaching and learning for all students regardless of actual or perceived race, weight, color, national origin, ethnic group, religion, religious practice, gender identity or sexual orientation, sex or disability.
- Ensure that students and staff have the opportunity to communicate regularly with the principal/administrators and have access to the principal/administrators for redress of grievances.

EXAMINATIONS: LOCAL AND STATE

Throughout the year, class examinations are given at the discretion of individual teachers. Final or Regents examinations are scheduled on designated dates at the end of the semester.

Students should note that they will not be admitted to a Regents examination in a laboratory science course if they have failed to complete the required number of laboratory exercises.

Students are required to be in their seats for all school-wide and Regents examinations fifteen minutes prior to the start of the test. Any student who becomes aware of a testing conflict (two exams scheduled during the same period of time) must immediately report this conflict to both of his/her subject teachers. Students will be provided the opportunity to take time-conflicting tests in a designated "Conflict Room." In order to ensure that proper testing procedures are followed, proctors will assign seats to all students taking examinations. In all cases, the exams will be taken on the scheduled day and in the presence of a proctor.

REQUIREMENTS

The New York State Board of Regents has mandated that all students graduating from high school pass the following Comprehensive Regents:

- Comprehensive English Regents
- Math Regents
- Comprehensive Global Studies Regents
- Comprehensive U.S. History and Government Regents
- Science Regents

Students who have not passed the State Regents tests will be offered remedial courses in the necessary subject areas.

TESTING INFORMATION

Information and registration forms for the Preliminary Scholastic Aptitude Tests (PSAT), Scholastic Aptitude Test I & II (SAT I & II), American College Test (ACT), and Advanced Placement Examinations (AP Exams) are available in the Guidance Office and online.

- Beacon High School Code for SAT's: 330360
- Test site code for Beacon High School: 33152

Students should consult with their guidance counselor for registration deadlines and actual test administration dates. SAT and/or ACT test scores are often used to determine the awarding of select scholarship monies and early admission acceptance; therefore, juniors and seniors should complete these tests as soon as possible.

Mid-Year Examinations, Regents

- TBD

End-of-Year Examinations, Regents

- TBD

EXTRA HELP

Students are strongly encouraged to seek extra help from their teachers. Students should ask the teachers for their office hours which are available before-and after-school. Instructors are available for student assistance before and after school and look favorably upon students that take the initiative to request additional support.

The most beneficial extra help sessions take place when students see teachers at a non-instructional time to discuss areas of concern and to schedule a mutually convenient time for assistance. Students are advised to plan ahead and seek help as soon as a problem occurs.

FIGHTING

Fighting is strictly prohibited anywhere within the school or on school grounds. All students are obligated to avoid physical confrontation. Students who engage in or promote fighting, and fail to avoid such activity are subject to a mandatory three to five-day out of school suspension.

Police Involvement: The Beacon City Police may be notified of any acts of violence (i.e. fighting) within the building. Upon return to school from such a suspension, students must participate in an anger management conference.

FIELD TRIPS

Teachers plan educational field trips to complement school class work. Occasionally an authorized athletic event is considered a field trip. In both situations, if a student is planning to attend a field trip, a permission slip signed by the student's parent/guardian is required and must be turned in to the Main Office prior to the trip. The student is also responsible to hand in all homework assignments due on the day of the trip and get all class work and homework assigned in his/her absence. All work must be returned to the appropriate teacher by the required due date.

FUNDRAISING

All fund raising projects must be approved by a club advisor, student council and the Principal. According to Board of Education policy, only a limited number of projects may involve the selling of merchandise to residents of the community. The sale of candy and cookies and other snacks is prohibited from being sold during the school day.

GRADE CLASSIFICATIONS

The following grading system has been devised for the purpose of evaluating students in their courses of study:

- 90-100 The student exceeds the demands of the course and teacher. His/her work is of superior quality. The student shows mastery of the subject matter and exerts a positive influence on the class.
- 80-89 The student meets the demands of the course and teacher and exerts a positive influence on the class. The student's work is of a very high caliber.
- 70-79 The student does the required work satisfactorily. The work is completed on time and is of average quality. The student is showing areas of achievement.
- 65-69 The student is not doing all of the assigned course work; he/she is dependent on others, is inconsistent, uncertain, and confused. Class work is not up to standard, but shows some evidence of growth and potential.
- Below 65 The student exhibits unsatisfactory work and study habits, with little signs of academic growth having occurred. A parent/student/teacher conference to outline suggestions for improvement is strongly encouraged.

GRADE POINT AVERAGE

Grade Point Average (G.P.A.) for students in the Beacon High School will be computed as follows:

- Difficulty factors of 1.07 for Honors courses and 1.10 for Advanced Placement NDDC, Regents 1.05 and other non-Regents courses are 1.00. Courses will be used to offset curricula complexities and expectations between the courses.
- Raw score subject grades will appear on all report cards and transcripts.
- A weighted quarterly average will also appear on report cards.
- A weighted senior G.P.A. will be calculated after 6 semesters (7 semester calculation to determine Valedictorian and Salutatorian).
- Class rank to be determined by weighted G.P.A.

WEIGHTED SUBJECT

Courses assigned a greater point value than local subjects which are assigned a value of 1.00 for a full year course, are considered to be weighted. These courses include Regents classes which are assigned a numerical value of 1.05; honors courses which are assigned a value of 1.07; and DCC college courses and AP classes are assigned a value of 1.10.

GRADING POLICY

The grading policy and grading procedures of Beacon High School include the following:

- Student grades shall be based on a variety of work samples, examinations, and class participation.
- Class work is the predominant activity in the school and absence from class for any reason is discouraged. It is the student's responsibility to take the initiative to get

assignments and to make up work that is missed due to legal absence. Students must recognize that the reconstruction of daily lessons and examinations on an individual basis is not always possible. Therefore, absences should be limited to times of emergency. The student's failure to make up missed class work will result in loss of credit for the respective assignments, and possibly, the course.

- The grading system of Beacon High School shall be whole numbers from 0-100. In order to receive academic credit in any given course, the grade of 65 shall be the minimum passing grade.
- For full year courses, final grades shall be determined by averaging four quarter grades and the final exam grade. In half-year courses, final averages will be determined by averaging twice the grades of the two quarters plus the final exam grade. Passing a Regents examination does not in itself qualify a student for school credit in a particular course.
- If a student receives a grade of Incomplete, all required work must be satisfactorily completed within two weeks, or the incomplete (I) will automatically be recorded as a failure (F). Students should direct all questions concerning grades to the teacher responsible for issuing them.

GRADUATION REQUIREMENTS

Graduation requirements are determined by the year in which the student enters ninth grade. Students who enter high school in September of 2001 and thereafter will be eligible to receive a Regents diploma or advanced Regents diploma. All Regents exam grades must be 65 or above to receive such a designation.

REGENTS STANDARDS

The increasing demands of higher education and the workplace, as well as our need to compete in a global economy, require a rigorous instructional program. The New York State Education Department has mandated the administration and passing of Regents Examinations to ALL students beginning with students who entered high school in 1999 as a requirement for earning a high school diploma

GRADUATION REQUIREMENTS

SUBJECT	REGENTS	ADVANCED REGENTS
English	4 units	4 units
Social Studies	4 units	4 units
Mathematics	3 units	3 units
Science (one life science)	3 units	3 units
Health	.5 unit	.5 unit
Art/Music	1 unit	1 unit

Language other than English	1 unit	3 units
Physical Education	2 Units	2 units
Electives/Sequences	3.5 Units	1.5 units
Total	22 Units	22 Units

Required Regents exams for students entering high school in September:

Regents Diploma

- English Regents
- Global or US History
- Algebra 1
- Science
- +1 additional exam in one of the following US History or Global, Science or Math

Advanced Regents Diploma

- English Regents
- Global
- US History
- Algebra 1
- Geometry
- Algebra II
- Science
- 2nd Science Regents
- LOTE Local Assessment

GUIDANCE SERVICES

Students are assigned to counselors by alphabet. School Counselors' offices are located on the main floor by the Main Office and students are encouraged to make an appointment to speak with them. School counselors will help to:

- Assure satisfactory progress toward graduation and the achievement of personal goals.
- Assist in the transition from high school to college, trade school, employment, or the military.
- Assist students in overcoming academic, personal, and social obstacles that can hinder progress.

ADVISEMENT AND COUNSELING

The school provides guidance and counseling services to assist students to understand themselves and to make the best use of their time and abilities both in and out of school. Each staff member plays an important role in the guidance of students, but the guidance counselors

play the most direct part. Counselors work with students over the course of their high school career, assisting with educational and personal development.

Counselors spend a large part of their time in individual conferences with students and parents, and serve as the student's prime school resource for receiving help in planning for future endeavors. While counselors cannot be specialists in all matters affecting each student, they are familiar with the resources of the school and can obtain specialized information or services if needed.

Counselors can be of great help in choosing levels and courses of study, improving study habits, planning the post high school years, and organizing career or life goals; however, it is ultimately each student's responsibility to see to it that all of the imposed graduation requirements and application deadlines are met. Group programs which are offered in career areas and college counseling can assist students in gaining a better understanding of the competitive future they will confront.

Students are encouraged to see the guidance secretary during non-instructional time to arrange appointments with their counselor.

CHANGE OF SCHEDULE

Students who requested a course during the pre-registration period, either as a required, alternate, or elective class, are expected to fulfill their commitment by maintaining their enrollment for the full duration of the course. No changes will be made to accommodate requests for a different teacher or to enable students to be in classes with their friends. Only those adjustments necessitated by summer school attendance, class failure, or scheduling error will be made. Course changes within a similar subject area, from one level to another cannot be authorized without the mutual consent of the parent, teacher, counselor and administrator. Students who wish to change a course must do so within the first (10) days of each new course.

Students are reminded that they are obligated to attend all classes until an official "Drop" or "Change of Schedule" is processed.

COLLEGE ADMISSIONS CRITERIA

Students who plan to further their education beyond high school should choose a program of study that satisfies the requirements of the particular school, or type of school, they wish to attend.

Colleges and technical schools differ widely in admissions requirements. It is wise to review these prerequisites well in advance of the application process.

Students who plan to work, learn a trade, or enter the Armed Forces upon graduation should also choose a program which will be most helpful to them in the career they wish to pursue.

Typically, the junior year is the time to begin formulating one's post -high school plans.

Colleges use several factors to evaluate a student applying for admission. Considerations include: class rank, level of course difficulty, three year cumulative average, teacher recommendations, co-curricular activities, volunteer and work experience, SAT or ACT test results, and for the most competitive schools, Achievement Test scores. Refer to the individual college catalogues for specific requirements.

COLLEGE ENTRANCE REQUIREMENTS

Very Competitive

- 4-5 years of English
- 4-5 years of Social Studies
- 4 years of Math
- 4 years of Science
- 4 years of a Language other than English (LOTE)
- *** Honors courses and Advanced Placement courses whenever appropriate; plus strong recommendation and solid participation in activities.

Competitive

- 4 years of English
- 4 years of Social Studies
- 4 years of Math
- 4 years of Science
- 4 years of a Language other than English (LOTE)
- *** Plus recommendations and activities

COLLEGE INFORMATION / APPLICATION / SERVICES

The Guidance Office has a wealth of information on colleges, their course offerings, admissions processes, and financial aid. Several computers are available in the Guidance Career Center with up- to - date computer programs which are useful to students looking for schools with specific characteristics such as location, size, course offerings and price range. Seniors are given preference in the use of these computers and access to college information.

During the fall semester, the Guidance Department schedules visits from college recruiters. An evening college fair, which is composed of representatives from various colleges is offered in the spring.

FINANCIAL AID INFORMATION

Financial Aid Forms, FAFSA are available on line (www.fafsa.ed.gov) The Guidance Office holds a Financial Aid Night for parents and students to learn more about financial aid programs.

Plan to attend this important meeting to consult with college counselors who specialize in techniques and information concerning financial aid opportunities!

PARENT-TEACHER CONFERENCES

Parents are encouraged to have office conferences with their student's teachers as often as they feel it is necessary. It usually takes two to three days to arrange a conference. Parents should first try to contact the teacher through his/her voice mail or e-mail. If that is not convenient, then the parent should call the Guidance Department and the student's counselor will arrange for an appointment.

SCHOLARSHIPS AND AWARDS

Scholarships change yearly. Students are encouraged to listen to announcements daily. Local scholarships are available in the spring. Please visit www.cfhvny.org for more information.

SENIOR INFORMATION

Students planning to graduate in January, June or August, should note the following information:

- Colleges, future employers, and your guidance counselors rely on your guidance record to assist YOU in obtaining your future goals. Keep your guidance record up to date at all times. This serves as your *resume* for post high school placement.
- In order to receive a high school diploma, you MUST have completed the requirements for graduation as outlined by New York State Department of Education.
- Students interested in "Early Decision Programs" should see their guidance counselor and contact the admission's officer at the institution(s) of their choice to learn more about application requirements, strategies and deadlines.
- Admissions counselors from various colleges visit Beacon High School on a regular basis. Announcements and postings offer information regarding the visitation schedule. Obtain a pass from the guidance office to enable you to attend the recruitment session(s) of your choice.
- It is not necessary to wait until you have taken the SAT's to apply to college. SAT scores may be forwarded to colleges at a later date. It is critical, however, to forward your applications to colleges as early as possible.
- Post- high school planning should be a major activity for prospective graduates. Use the resources in the Guidance Office to gather information about educational, vocational and social experiences available to high school graduates.
- Some colleges use the ACT Test as an evaluative tool to determine admission.
- Financial Aid information is available in the guidance office by mid December. Families are strongly urged to complete these forms in order to be considered for financial assistance.
- Only seniors who have completed ALL diploma and graduation requirements will be permitted to participate in the June commencement ceremony.

SENIOR PERMANENT EARLY RELEASE

Any senior who wishes to apply for a permanent early release should obtain an application from the guidance office. Any student placed on PDL will lose their privilege to have early release for the duration of their PDL.

Listed below is the process for seniors who wish to apply for an Early Release.

PROCEDURE

- Students apply for Early Release as usual through Guidance.
- Qualifying students' applications are reviewed by the Principal.
- Approved applications are forwarded to Assistant Principal
- Assistant Principal meets with students to review rules, regulations, (and consequences) of the Early Release Privilege.

EXPECTATIONS

- Seniors must have Early Release in order to sign out
- Must leave through the main entrance only.
- Must leave school grounds.

CONSEQUENCES

If the student leaves school without following the procedures he/she will:

- FIRST OFFENSE –lose Early Release Privilege - 2 weeks.
- SECOND OFFENSE –lose Early Release Privilege - 1 month
- THIRD OFFENSE – lose Early Release Privilege - 1semester

STUDENT CONFERENCES

Students are encouraged to speak with their respective teachers concerning academic progress. With prior notice, teachers are always available for student conferences. Many teachers have specific times or periods during the day for consultation purposes. Teachers are also available on a daily basis to assist students. Students should assume the responsibility of seeing their instructors during a non-instructional time in order to arrange for extra help sessions at a time which is mutually convenient. Students are also encouraged to schedule appointments with guidance counselors to review and discuss their scholastic achievement.

STUDENT RECORDS

Parents of a student under 18, or students who have reached their 18th birthday, have a right to inspect and review any and all of the student's official records and files. The following procedure is to be followed to inspect and review these records:

- A written request to review a student's Pupil Record Folder should be directed to the principal who will set the time and place for the review within a reasonable time following the request.

- The principal or a designated representative will be present to explain and interpret the material in the folder.
- The parent or student over 18 has the right to challenge, in writing, any part of the contents of the folder.
- In the event of a written challenge, the principal will respond in writing regarding his findings related to the challenge. If the parents or students are not satisfied with the principal's response, they will be given an opportunity to present their position to the Superintendent of Schools.
- A request for a hearing before the Superintendent must be made in writing. The request must include the details of the challenge.
- The Superintendent will hold a hearing within ten (10) school days of this receipt of the written challenge. His/Her decision will be transmitted, in writing, to the parent or of age student within five school days following the hearing.
- Student records are confidential and may not be released or made available to persons other than parents or students without their written consent, with the exception of certain school officials, teachers, and certain state and federal agencies as allowed by New York State Education Law.

STUDENT SCHEDULING

Each spring semester, the guidance office meets with students to choose courses for the upcoming year. These course requests are then sent home with the students for parental review. Final schedules are mailed home prior to the beginning of the new school year.

TRANSCRIPT AND TRANSCRIPT REQUESTS

The transcript is the official record of a student's performance while in high school. A transcript contains the final report of each course completed in a given year. This report includes the exam grade, final average and units of credit received. Cumulative absences, tardiness, key test scores, and activities are also recorded. Seniors should review their transcripts for accuracy, early in the senior year. Seniors may receive unofficial copies of their transcripts when they are applying to schools of higher education. Upon written request, the guidance office will provide official transcripts to the colleges, armed services or workplaces of a student's choice. Students who are not currently enrolled in Beacon High School are requested to pay two (\$2.00) dollars for each transcript requested.

WITHDRAWAL OF STUDENTS (Dropping Out)

Students who are planning to withdraw from school should schedule a conference with their parents/guardians and guidance counselor. Before a withdrawal can be authorized, a discussion of future goals and objectives, as well as exiting procedures, must be held. Withdrawing from school requires students to go through serious decision-making processes. While students are strongly discouraged from leaving the school setting, it is recognized that there may be occasion for such a transition. It is imperative that any student contemplating this

step familiarizes him/herself with the difficulties that exist for students that choose *dropping out* as an educational option. This will alleviate the possibility of students making uninformed decisions that may prove to be unsound.

SPECIAL SERVICES & PROGRAMS

RESPONSE TO INTERVENTION COMMITTEE

- The Response to Intervention Committee's (RTIC) major purpose is to determine the needs of any student in the building and to determine the manner in which each child's needs are best served. It is the responsibility of the RTIC to recommend to the Committee on Special Education (CSE) students suspected of being in need of special education services, or changes in program or support services for those students presently placed in special education.
- Teachers and/or parents may request that a student be reviewed by the RTIC. RTIC referral forms are located in the guidance office and should be completed and returned to the RTIC Chairperson.

PUPIL PERSONNEL SERVICES

A District-wide program consists of services offered by administrators, guidance counselors, psychologists, social workers, teachers, librarians and school health officials.

WORKING PAPERS

According to the New York laws, any minor between the ages of 14 and 18 who wishes to secure employment must have gained legal working papers. To obtain the papers, a student must apply in person at the Guidance office located on the first floor, with a copy of a fitness certificate issued by the BHS Nurse's office or a private doctor. The student must also possess a social security number and have passed a physical examination conducted by a school or family physician within the past year.

Workplace Rules for Students according to the State of New York Department of Labor: Employment Certificates:

- All minors (under age 18) must have employment certificates. They must give their certificates to businesses that hire them when the job begins. When a student is leaving a job, the employer must return the certificate. A student can get information and an application for an employment certificate from her/his school.
- There are two different certificates. A student non-factory employment certificate (form AT-18, which is blue) is issued to students aged 14 and 15. A student general employment certificate (AT-19, green) is issued to students aged 16 and 17.
- In addition, a full-time employment certificate (AT-20, salmon) is issued to minors aged 16 and 17 who do not attend school or who are leaving school for full-time employment.

Students aged 14 and 15

- When school is in session, students aged 14 and 15 may work three hours on school days, eight hours on other days, up to 18 hours a week, and six days a week. They may work between 7 a.m. and 7 p.m.
- When school is not in session, they may work eight hours a day, up to 40 hours a week, and six days a week. From June 21 to Labor Day, they may work between 7 a.m. and 9 p.m.

Students aged 16 and 17

- When school is in session, students aged 16 and 17 may work four hours a day on Mondays, Tuesdays, Wednesdays and Thursdays, and eight hours on Fridays, Saturdays, Sundays and holidays. They may work up to 28 hours per week, six days a week, between 6 a.m. and 10 p.m.
- When school is not in session, they may work eight hours a day, up to 48 hours a week, and six days a week. They may work between 6 a.m. and midnight.

Minors aged 16 and 17, who do not attend school:

- Minors, aged 16 and 17, who do not attend school may work up to eight hours a day, 48 hours a week, six days a week. They may work between 6 a.m. and midnight.

PROHIBITED OCCUPATIONS

New York State law bars minors from working in some jobs for reasons of safety and health. Examples of prohibited occupations include construction work, the operation of power-driven tools, the manufacture of brick and tile, logging, mining, and the manufacture of explosives.

WORKPLACE RIGHTS

Everyone must be paid at least the hourly minimum wage required by state and federal law. A meal period of at least 30 minutes is required if an employee works more than six hours. An employer must post a schedule of hours and meal periods for minors. Every employee must receive a statement with each payment of wages showing hours worked, wages paid and all deductions.

Additional information is available from the Division of Labor Standards, New York State Department of Labor, Building 12, State Office Campus, Albany, NY 12240.

SPECIAL SERVICES/PROGRAMS

Information about the following special services and programs is available through the Guidance offices:

- Youth Leadership
- HOBY Youth Leadership Seminar
- Boys State and Girls State
- Dutchess County Youth Council
- SUNY STEP Program
- DiaTeens

- ACE Mentor Program
- Career Awareness & Planning
- Psychological Counseling
- Social Work
- Speech Therapy
- Student Assistance,
- Academic Intervention Services
- BOCES
- Early Graduation
- BETA
- Home Instruction
- Honors
- Teen Outreach Program
- Learning and Physical Disabilities

For a complete listing and full description of course offerings, special services and programs, academic opportunities, and graduation requirements, please refer to the Beacon High School website.

GUN-FREE SCHOOLS ACT

No student shall have in his or her possession upon school premises any rifle, shotgun, pistol, revolver, other firearm, knives, dangerous chemicals, explosives, or any object which is not necessary for school activities and which could be used as a weapon. A weapon is defined as any instrument or any simulated instrument capable of firing a projectile, the frame or receiver of any such weapon, a firearm muffler or silencer, any explosive device or any other instrument capable of inflicting bodily harm.

In accordance with the Gun-Free Schools Act of 1994, a student found guilty of bringing a firearm as defined in federal law, onto school property after a hearing has been provided pursuant to Section 3214 of the Education Law

Consistent with the Gun-Free Schools Act of 1994, any pupil who is determined (in accordance with the procedures provided in Educ. Law 3214) to have brought a weapon to school shall be suspended for a period of not less than one calendar year. The Superintendent of Schools shall have authority to modify this suspension requirement for all students on a case-by-case basis. The Superintendent's determination will be subject to review by the Board of Education in accordance with Educ. Law 3214(a) and thereafter to the Commissioner of Education pursuant to 310 of the Education Law. Nothing in this policy shall be deemed to authorize suspension of a student with a disability in violation of either the IDEA or Article Eighty-Nine of the Education Law. The Superintendent shall refer a pupil under the age of sixteen who has been determined to have brought a weapon to school in violation of this subdivision to a presentment agency for a juvenile delinquency proceeding consistent with Article Three of the Family Court Act. The

Superintendent shall refer any student sixteen years of age or older who has been determined to have brought a weapon to school in violation of this subdivision to the appropriate law enforcement officials.

HALL TRAFFIC

There is a four-minute interval between classes to allow students to pass from one room to another. When passing through the hallways, students should keep to the right. There should be no running or loitering in the halls at any time. Use of the outside walkways in passing from one class to another is prohibited. Students are prohibited from congregating and loitering in any parts of hallways and common areas between periods.

HEALTH OFFICE

As you know, it is the mission of the Beacon City School District to provide our students with a safe and secure environment. We take this responsibility seriously and strive to prepare ourselves for any type of emergency. Please contact the school nurse if your child takes medication at home and would need to take it in the event of an emergency. The school nurse will assist you in obtaining the proper documentation and arrange for storage of the medication in school.

A well-equipped Health Office and examining rooms are provided for first aid, medical care and physical examinations. The Office is staffed by a professionally licensed nurse and is located on the first floor. Students who become acutely ill during the school day should obtain a pass from their teacher to report to the nurse. If the student is too ill to remain in school, his or her parents/guardians or designated emergency contact will be informed and arrangements will be made for the student to leave school early. Students who need to take medication during school hours are required to leave all medications in the health office, in the original prescribed container. The nurse will dispense medication(s) with parent/guardian written permission and a physician's written orders.

Additional services coordinated by the Health Office include:

- Physical examinations for tenth graders, Special Education, and working papers when needed
- Physical examinations for students participating in competitive sports
- Health counseling and communication of health findings, with students and parents
- Maintaining a personal cumulative health record for each student
- Maintaining current source materials on health promotion and disease prevention available to students
- Hearing, vision and scoliosis screenings when indicated by the school nurse

Except in case of an emergency or to receive medication ordered by a physician, no visits are to be made to the Health Office during the passing period between classes. Students must obtain a pass from their classroom teacher prior to visiting the Health Office. If the Health Office is closed, students should report to the information desk at the Main Office for further information. The Health Office is open from 7:30 a.m. to 2:10 p.m. each school day.

INJURY PROTOCOL

Students who need to use medical equipment (i.e., crutches, wheelchair, etc.) must submit a doctor's note to the nurse's office, specifying the medical diagnosis, the order for use of the equipment needed, and the length of time it will be used. Please note that students are encouraged to provide their own medical equipment and that a temporary elevator pass will be given to injured students, allowing them to leave classes five minutes early, with a student buddy to assist them.

Students who become injured while on school property or while participating in a school activity are required to immediately report the incident to their teacher or activity supervisor. Expenses incurred due to treatment of any such injury should be submitted to the student's family insurance carrier. School insurance may be used to assist in subsidizing an unpaid balance which remains after all family insurance plans have been exhausted. **Note:** Insurance claims cannot be processed unless the incident has been reported to the Health Office. Any questions pertaining to the payment of claims should be directed to the Board Office at 838-6900.

PHYSICAL EXAMINATIONS

New York State law requires that a current physical examination is on record for:

- All tenth grade students.
- All interscholastic sports participants.
- All working paper applicants.

Appointments for physicals with the school practitioner must be pre-arranged through the Health Office.

HIV/AIDS

The Board of Education recognizes the public concern over the health issues surrounding Human Immunodeficiency Virus (HIV) and Acquired Immune Deficiency Syndrome (AIDS). The Board recognizes, based upon the current state of medical knowledge, that the virus associated with AIDS is not easily transmitted and there is no evidence that AIDS or the HIV virus can be transmitted by casual social contact in the open school setting.

The Board further recognizes the privacy rights of students diagnosed with HIV infection or AIDS and their right to a free appropriate public education; the rights of HIV infected employees to privacy and reasonable accommodations; the rights of all non-infected individuals to a safe environment free of any significant risks to their health; and the rights of all students to instruction regarding the nature, transmission, prevention, and treatment of HIV infection, pursuant to the Commissioner's Regulation, Part 135.3.

No individual shall be denied access to any program or activity sponsored by or conducted on the grounds of the district, solely on the basis of his/her status as an HIV-infected individual.

STUDENTS

It is the policy of the Board that:

- A student's education shall not be interrupted or curtailed solely on the basis of his/her HIV status. HIV-infected students shall be afforded the same rights, privileges, and services available to every other student.
- No student shall be referred to the Committee on Special Education solely on the basis of his/her HIV status. A student who is infected with HIV shall be referred to the Committee on Special Education (CSE) only when the student's disability interferes with his/her ability to benefit from instruction. Such referral shall be made in accordance with Part 200 of Commissioner's Regulations.
- If a student who is HIV-infected requires special accommodations to enable him/her to continue to attend school, the student shall be referred to the appropriate multi-disciplinary team as required by §504 of the Rehabilitation Act.
- No disclosure of HIV-related information involving a student shall be made without first obtaining the informed consent of the parent, guardian or student on the Department of Health (DOH) approved form.

EMPLOYEES

It is the policy of the Board that:

- No employees shall be prevented from continuing in his/her employment solely on the basis of his/her HIV status; such employees are entitled to all rights, privileges, and services accorded to other employees and shall be entitled to reasonable accommodations to the extent that such accommodations enable such individuals to perform their duties.
- No disciplinary action or other adverse action shall be taken against any employee solely on the basis of his/her status as an HIV infected or a person with AIDS. Such action will only be taken where, even with the provision of reasonable accommodations, the individual is unable to perform his/her duties.
- All employees shall have access to the district's exposure control plan as required by the federal Office of Safety and Health Association (OSHA).

- In accordance with OSHA regulations, training in universal precautions and infection control shall be offered to all employees and shall be provided to every employee with potential occupational exposure.

CONFIDENTIALITY

Any information obtained regarding the HIV status of an individual connected to the school shall not be released to third parties, except to those persons who are:

- named on an Authorization for Release of Confidential HIV Related Information form
- named in a special HIV court order
- as indicated in Public Health Law §2782, when necessary to provide health care to the individual (i.e., to the school physician and the school nurse).

Any employee who breaches the confidentiality of a person who is HIV infected shall be subject to disciplinary action in accordance with applicable law and/or collective bargaining agreement.

To protect the confidentiality of an HIV infected individual, any documents identifying the HIV status of such individuals shall be maintained by the school nurse (or another authorized individual) in a secure file, separate from the individual's regular file. Access to such file shall be granted only to those persons named on the Department of Health approved Authorization for Release of Confidential HIV Related Information form, or through a special HIV court order. When information is disclosed, a statement prohibiting further redisclosure, except when in compliance with the law, must accompany the disclosure.

HIV/AIDS Testing

No school official shall require a student or employee to undergo an HIV antibody test or other HIV-related test. In accordance with OSHA regulations in the event of an incident involving the exposure of one individual to a potentially infectious body fluids of another individual, particularly blood or any other fluid which contains visible blood, an HIV test may be requested but NOT required. The request and refusal must be documented.

However, school officials shall not be precluded from requiring a student or employee to undergo a physical examination pursuant to Education Law §§903 and 913, when other illness is suspected (e.g., tuberculosis), as long as no HIV antibody test or other HIV-related test is administered without the individual's informed consent as required by Public Health Law §27-F.

To implement this policy, the Superintendent of Schools is directed to arrange for staff training, to distribute copies of this policy to all employees of the district, and to include it in the district's student handbook, and to establish an advisory council to make recommendations on the development, implementation, and evaluation of HIV/AIDS instruction as a part of comprehensive health education.

HOMEROOM

All students are assigned to a homeroom. Homeroom will be the last four minutes of Period 1. It is during homeroom that daily attendance is taken, announcements are made over the public address system, written announcements are read to the class and any information regarding school functions or activities is made available to students.

HOMEWORK

“It is the conviction of the Beacon Board of Education that meaningful and regular homework assignments constitute an indispensable element of a sound educational program. Homework provides excellent opportunities for developing good study habits and responsibility, providing for individual differences and abilities, and encouraging self-initiative on the part of the student. In Grades 6–12, homework should be assigned a minimum of four days per week, but should not, as a rule, exceed 30 minutes per subject.” (Board Regulations 4730-R, Adopted: December 1992).

The Beacon High School faculty and administration believe that homework provides students with an opportunity to process and review information, practice learned skills, and to develop positive study habits such as note taking, time management, realistic goal setting, and independent thinking. Homework may also provide students with an opportunity to be exposed to material that is not covered in the classroom. Homework assignments will vary with the course and level of the subject and are determined with consideration of the total curriculum, co-curricular, and family responsibilities of the student. Homework is a major grading component of all courses.

HONOR ROLL

To be eligible for the honor roll, students must be passing all courses including Physical Education. Incomplete or failing grades in any subject automatically disqualifies a student from honor roll consideration.

- Principal's Honor Roll: Students with an average of 95% and above.
- High Honor Roll: Students with an average of 90%-94%.
- Honor Roll: Students with an average of 85%-89%.

ID CARDS

Students are required to carry their ID cards at all times while in the High School, and are expected to present their ID cards to all faculty and staff as requested. Students will be given new ID cards in September and should use their old cards until the new ones are issued.

Please be reminded that students are required to show ID cards:

- Prior to participating in some after school activities. Specifically, when purchasing dance and prom tickets, to gain entrance to dances, Talent Show, etc.
- When taking items out from the library.
- To buy/pick-up a Yearbook
- When taking college entrance exams, specifically, the SAT and/or ACT examinations.

LIBRARY/MEDIA CENTER

Beacon High School has a Library Media Center located on the main floor. It is open Monday through Friday from 7:30am-2:10pm. Instructional and recreational materials are available for use by students and faculty.

A variety of resources including books, maps, AV materials, magazines, newspapers, and reference items are provided. A professional library staff offers a full range of services to individuals and classes. Accommodations for specific class needs are coordinated with instructors and the librarian. Equipment is available for staff and students to use for instructional purposes.

Students should obtain a pass from their classroom teacher in order to use the library. Limited passes from study hall are permitted first come, first served. Students are expected to report to the Library until the end of the period. Students who enter the Library late or wish to leave before the end of a period must have a pass. Books and other materials are released on loan to students using the library identification card.

Food and drink are not allowed in the Library. Unacceptable conduct in the Library will result in the student's immediate removal from the library. Referral to the student's grade administrator for disciplinary action is at the discretion of the librarians.

LOCKERS

Students are assigned lockers for the storage of books and equipment. Combination locks are provided by the school. All students should maintain orderly lockers and keep them locked at all times. Access to lockers is permitted before and after school and between classes where there is no danger of being late for class. Students may not leave class to go to their lockers except with special teacher permission.

Students should be aware that student lockers are school property and they may be inspected by appropriate school personnel for various reasons, including health and safety. Lockers may be subject to search at any time by school officials, without prior notice to students and without their consent.

Students should assume NO expectation of privacy for school lockers or any of the contents therein contained.

LOITERING

Students are not to loiter in classrooms, hallways, or on school grounds before or after the regular school day. Students, who persist in loitering in the building or on school grounds when they are not scheduled to be in school, will be subject to disciplinary action by an administrator and/or referral to the Beacon City Police Department.

LOST AND FOUND

The Main Office handles lost and found items. Students who find lost articles are asked to bring them there. Materials which are not claimed within a reasonable length of time are donated to the Goodwill Industries.

NATIONAL HONOR SOCIETY

Membership in the National Honor Society is both an honor and a responsibility. Students selected for membership are expected to continue to demonstrate the qualities of scholarship, service, leadership and character by which they were selected. Members of the National Honor Society at a middle school or junior high who move to a high school do not automatically become members of the National Honor Society. Ninth graders are not eligible for membership. Membership is reserved for juniors and seniors.

Selection (National Honor Society)

- Membership is granted only to those students selected by the faculty council, provided the student satisfies the prerequisite. The academic requirement set by the National Council is based on a student's cumulative grade point average. The minimum grade point average allowable is 85% (weighted GPA). While the academic criterion is important, membership is not based on grades alone.

Selection Procedure

- The student's academic record is reviewed at the end of nine quarters for a junior and 13 quarters for a senior, to determine academic and scholastic eligibility.
- Students who are academically qualified for membership are notified and invited to submit a National Honor Society application for further review and consideration for membership to the National Honor Society Faculty Council. A list of names citing qualified students shall be submitted to the faculty and staff for additional input and evaluation. However, the ultimate selection is the responsibility of the National Honor Society Faculty Council.

- The National Honor Society application shall be reviewed by the faculty council, along with other verifiable information pertaining to each individual candidate.
- Candidates receiving a majority vote of the faculty council are invited to an induction ceremony and officially become members of the N. H. S.
- Induction ceremonies will take place in January.
- Consideration of disciplinary records will be included and may prevent students who are academically eligible from being invited to apply to the National Honor Society.

OPEN HOUSE

The fall Open House is an evening event which enables parents to follow their child's schedule and meet his/her teachers. It is held in the early part of the school year. It is during this time that parents are afforded an opportunity to visit the school and learn about the specific goals and objectives being pursued in each class. Teachers are available to speak with parents collectively in an effort to provide them with an overview of the course curriculum, home- and class work expectations, testing styles, and grading procedures. From the Open House visitation, parents learn how to contact teachers for enhanced home/school communications and to schedule individualized conferences to discuss their student's progress in a more private setting.

A second Open House is held in the early part of the spring semester to again introduce parents to new semester courses, and offer a very broad overview of individual student progress with an explanation as to how it may affect the student's plans for the future.

PARENT TEACHER ASSOCIATION (PTSO)

Beacon High School PTA is proud to be an active part of our National PTA, the oldest and largest volunteer organization in the United States that works exclusively on behalf of our youth. In striving to fulfill the mission of the PTA we:

- Support and speak on behalf of youth
- Encourage parent and public involvement with the issues facing our youth today, both in and out of school.
- Work to strengthen the relationship between home and school so that parents and teachers may collaboratively educate our youth.
- Develop between educators and the general public unified efforts that will secure for all our youth, the highest advantages in public education.

PARENT/TEACHER CONFERENCES

Parents are encouraged to have office conferences with their student's teachers as often as they feel it is necessary. It usually takes two to three days to arrange a conference. Parents

should first try to contact the teacher through his/her voice mail or e-mail. If that is not convenient, then the parent should call the Guidance Department and the student's counselor will arrange for an appointment.

Fall Conference Dates

- Thursday, November 19, 2020
- Friday, November 20, 2020

PARENTAL PERMISSION

Parental permission is required for field trips, Independent Study, course/schedule changes, early dismissal, parking on campus, etc. Only those students who have the approval of their parents and the administration may utilize these privileges. Approval is granted at the discretion of the administration.

PARKING

Students must apply for parking stickers.

Students must attend the CAPE: Teen Driving Program accompanied with a parent/legal guardian for student drivers prior to applying and receiving parking privileges on high school property. Contact the 2nd floor assistant principal's office for dates of scheduled teen driving classes. Priority will be given to seniors who have earned the appropriate number of credits and are in good academic and behavioral standing. Depending on parking availability, juniors with a 75% or better and a good behavior record, will be given an opportunity to receive a parking permit. This option will not be made available until after the first marking period report card grades have been received. Everyone must complete an application stating your license plate number, make, model and color of the vehicle and your driver license number. You will also need signed approval from a parent and the school.

A sticker fee of \$10.00 is charged. In the event of a revocation, refunds will NOT be given.

All parking is by permit only and students may only park in the STUDENT PARKING LOT. Stickers MUST be displayed on the left, back, passenger seat window (driver side).

Student parking will be on a first come basis. Currently there are 120 spots. There will not be any assigned parking spots. Those students who do not arrive in time for a parking spot must park their vehicle off school grounds.

Any vehicle driven onto school grounds must be appropriately registered, inspected, and insured under the laws of New York State. All student drivers must have a valid New York State Driver's License.

Driving to school is a privilege. Students and parents assume responsibility for themselves and their passengers when they drive their personal motor vehicles to school and school sponsored programs. The privilege may be revoked as a result of disciplinary, attendance and/or academic concerns.

APPLICATIONS WILL BE ACCEPTED IN THE UPSTAIRS ASSISTANT PRINCIPAL OFFICE BETWEEN 7:30 AM AND 3:00 PM. ANY STUDENT PLACED ON THE PRIVILEGE DENIED LIST (PDL) IS NOT PERMITTED TO PARK ON SCHOOL PROPERTY FOR THE DURATION OF THE PDL.

Due to limited parking facilities, ONLY seniors and juniors with a parking permit may park in the Athletic Parking Lot. Infractions will result in the automobile being towed at a cost to the student. Students should note the following:

STUDENT PARKING REGULATIONS

- Student vehicles are parked at their own risk.
- Vehicles are not to be driven more than 5 M.P.H. on school grounds. Students may not go to their vehicles during free periods and lunch periods without being escorted by a security guard or staff member.
- Student vehicles may not leave the parking lot during the school day, except with a pass from the Attendance Office and a note from home.
- Students who plan to leave school grounds and return must have a pass from the Attendance Office and a note from home.
- Students who have been granted parking privileges must adhere to the Academic Eligibility Policy. Students failing two or more subjects will have their parking privileges suspended or revoked.
- Students driving a vehicle other than the vehicle with a permit sticker must get a temporary permit from the AP Office that morning.
- Loud playing of vehicle audio systems on school property is prohibited.

REQUIRED DOCUMENTATION

- A valid driver's license – Not a Learner's Permit
- A valid vehicle registration
- A valid vehicle insurance card
- A completed application form
- Must have attended a CAPE: Teen Driving Program (*Please note that students do not have to currently possess a permit or license to take the seminar.)

Completed applications will be reviewed in the order in which they are received. Students who submit incomplete applications or are deemed ineligible will be contacted by an administrator. All other applicants may assume that they have been approved. Students will be contacted if/when they are placed on a waitlist once parking lot capacity has been reached.

VEHICLE CHANGES

All vehicle changes must be reported to Dr. Simms' office.

- Students who change cars permanently must bring a new registration and insurance card along with the Beacon permit from the original car in person to Dr. Simms' office.
- Students who need to drive a different car for a short period of time must notify Dr. Simms' office, in person, of the make, model and plate number of the vehicle.

From the first day of school through the end of the school year, only those students who have parking permits will be allowed to park on campus.

PASSES

HALL PASSES

Students are not permitted in the halls during class time unless they have a pass signed by an authorized staff member. Going anywhere other than the area to which you are assigned requires a pass. Hall passes are a privilege. If students abuse pass privileges, they will lose all pass privileges and may be assigned to in-school suspension.

PERFORMANCE REPORTS

QUARTERLY PERFORMANCE REPORTS

Progress reports are mailed home to parents/guardians at the midpoint of each marking period. The purpose of the progress report is to alert parents about unsatisfactory progress as well as commend good work. Teachers may require progress reports to be signed and returned. Parents are encouraged to contact their child's teachers to discuss progress reports and request specific suggestions for methods of improvement, where indicated.

WEEKLY PROGRESS REPORT (ROUTING SLIPS)

Arrangements for receiving weekly reports of academic progress are available to parents when evidence indicates the need for special supervision for a limited period. These are available through the Guidance Office. The student is responsible for presenting this weekly sheet to his or her teachers at the beginning of each class period. Teachers provide daily feedback on overall class performance, enhancing home/school communications.

POSTER DISPLAYS

Students should obtain permission from an administrator and a faculty advisor prior to posting anything on school property. Information displayed is a reflection of the total school community. Therefore, it is important that the material posted be in good taste, neatly lettered and purposeful. Materials that become outdated should be removed by the students who posted them.

PRIVILEGE DENIED LIST (P.D.L.)

The PDL is a list generated through the assistant principals offices. The listing contains names of students that may not participate in any extracurricular activities including all interscholastic sports teams, clubs, intramurals, all after school events/games, or any other school sponsored activity that is not part of the educational curriculum.

PUBLIC CONDUCT ON SCHOOL PROPERTY

The district is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school or district events or activities. For purposes of this section of the code, "public" shall mean all persons when on school property or attending a school or district-sponsored event or activity including students, teachers and district personnel.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The district recognizes that free inquiry and free expression are indispensable to the objectives of the district. The purpose of this code is to maintain public order and prevent abuse of the rights of others.

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

REFERRALS

Referral forms are used to refer students to their grade administrators for consultation regarding attendance issues and disciplinary action. Referrals are mailed home directly to the parents at

the end of each week. Parents are encouraged to contact their student's grade administrator periodically to discuss referrals.

RELIGIOUS HOLIDAYS

When holidays occur on days when school is in session, students are urged, whenever possible, to attend religious services before or after school hours. Students who are absent due to religious observance must submit a note from their parent/guardian indicating the reason for absence to the attendance office upon their return to school. A note must also be submitted in order for a student to be admitted late or released early on days of religious observance.

REPORT CARDS-QUARTERLY

Report cards are issued every (10) weeks. The grades received on the report cards are the average of the student's class work and tests. The final grade for each course will be entered on the permanent transcript, and is to be an average of the quarterly grades and the final exam. All Regents and final examination grades are recorded on the permanent transcript. Report cards sent home at the end of the year will contain the fourth quarter grade, class average, final exam or Regents grade, and the overall course and cumulative average for the school year.

REPORTING VIOLATIONS

All students are expected to promptly report violations of the code of conduct to a teacher, guidance counselor, the Building Principal, or his or her designee. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function shall report this information immediately to a teacher, the Principal, the Principal's designee or the Superintendent of Schools.

Any weapon, alcohol or illegal substance found shall be confiscated immediately, if possible, followed by notification to the parent of the student involved and the appropriate disciplinary sanction, which may include permanent suspension and referral for prosecution.

RESTROOMS

Restrooms are located on the first and second floors of the building. They are available to students before and after school, during lunch and in between class periods. Use of the restrooms during class periods should only be on an emergency basis, and a special pass must be obtained from the teacher. Restrooms are used by the whole school population, and students are expected to keep them clean and in good order. If a student does not feel well, he/she should report to the Nurse's Office, not remain in the restroom.

SCHOOL CLOSINGS

WEATHER RELATED DELAYS/CLOSINGS

On days when school must be closed due to inclement weather or an emergency, announcements will be made via a district generated automatic call to numbers listed from contact information provided by parents and/or guardians. Local radio stations (see list below) may also announce this information. Listen for delays and cancellations and note that transportation will adjust accordingly.

For clarification purposes, whenever the district is on a weather-related delay or closing, all busing for the district follows that delay or closing for all schools, public and private. So if Beacon Schools are closed due to weather, there is no transportation to private/parochial schools or out of district special education.

The decision to close or delay is made primarily on what is safest for the students. When conditions are such that we do not feel it safe for buses to be picking up students within the district, these same conditions exist for both public and private school students residing within the district.

In terms of notification, the district notifies a great number of local media, including the following radio/television stations:

Pamal Broadcasting:

- WHUD 100.7 FM www.whud.com/storm-center/
- WSPK 104.7 FM www.k104online.com
- WBNR 1260 AM & WLNA 1420AM www.hvradionet.com
- WBPM 92.9 FM www.wbpmfm.com
- Time Warner Cable www.twcnews.com
- WABC-TV www.7online.com
- WNBC-TV www.nbcnewyork.com/weather
- Cancellations.com www.cancellations.com
- Beacon City School District Website <http://www.beaconcityk12.org>
- WHUD also offers a texting notification service.

To receive text messages about closings/delays for your child's school, go to:
<http://whudstore.hipcricket.com/default.asp>

Days are labeled A or B. If a school closing occurs (holiday, snow day, etc.), the day school resumes will follow the sequence – i.e., if Tuesday was an A day, and school is cancelled on

Wednesday, Thursday would be an B day. The purpose of the two-day cycle is to provide for continuity of instruction.

SEXUAL HARASSMENT

The Board of Education recognizes that harassment of students and staff on the basis of sex, gender and/or sexual orientation is abusive and illegal behavior that harms targets and negatively impacts the school culture by creating an environment of fear, distrust, intimidation and intolerance. The Board further recognizes that preventing and remedying such harassment in schools is essential to ensure a healthy, nondiscriminatory environment in which students can learn and employees can work productively.

Sex-based harassment can be comprised of two types of behavior: sexual harassment and/or gender-based harassment. Sexual harassment is unwelcome conduct of a sexual nature, which can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature (see regulation 0110-R for examples). Gender-based harassment includes verbal, nonverbal or physical aggression, intimidation or hostility that is based on actual or perceived gender and sexual stereotypes (see regulation 0110-R for examples). Sexual or gender-based harassment of a student can deny or limit the student's ability to participate in or to receive benefits, services, or opportunities from the school's program.

The Board is committed to providing an educational and working environment that promotes respect, dignity and equality and that is free from all forms of sexual harassment. To this end, the Board condemns and strictly prohibits all forms of sexual harassment on school grounds, school buses and at all school-sponsored activities, programs and events including those that take place at locations outside the district.

Because sexual harassment can occur staff to student, staff to staff, student to student, student to staff, male to female, female to male, male to male or female to female, it shall be a violation of this policy for any student, employee or third party (school visitor, vendor, etc.) to sexually harass any student or employee.

The district will designate, at a minimum, two (2) Compliance Officers, one (1) of each gender.

In order for the Board to effectively enforce this policy and to take prompt corrective measures, it is essential that all targets of sexual harassment and persons with knowledge of sexual harassment report the harassment immediately. The district will promptly investigate all complaints of sexual harassment, either formal or informal, verbal or written, even anonymous complaints. However, the district may be limited in how effectively it can respond to anonymous complaints, depending on the amount of detail provided. To the extent possible, all complaints will be treated in a confidential manner. Limited disclosure may be necessary to complete a thorough investigation. If the complainant reports that they feel unsafe at school due to the

nature of the complaint, the district will determine if accommodations need to be made until the issue is resolved.

If, after appropriate investigation, the district finds that a student, an employee or a third party has violated this policy, prompt corrective action will be taken in accordance with the applicable collective bargaining agreement, district policy and state law. All complainants and those who participate in the investigation of a complaint of sexual harassment have the right to be free from retaliation of any kind.

The Superintendent of Schools is directed to develop and implement regulations for reporting, investigating and remedying allegations of sexual harassment. These regulations are to be attached to this policy. In addition, training programs shall be established for students and employees to raise awareness of the issues surrounding sexual harassment and to implement preventative measures to help reduce incidents of sexual harassment. Age-appropriate instructional materials will be incorporated into the curriculum to educate students so that they can recognize and reduce the incidence of sexual harassment.

This policy shall be posted in a prominent place in each district facility, on the district's website, and shall also be published in student registration materials, student, parent and employee handbooks, and other appropriate school publications.

A committee of administrators, teachers, parents, students and the school attorney shall be convened periodically, as recommended by the Superintendent of Schools, to review this policy's effectiveness and compliance with applicable state and federal law, and to recommend revisions to the Board.

Inquiries regarding these policies may be directed to:

Compliance Officer
Title IX and Section 504
Beacon City School District
10 Education Drive
Beacon, New York 1250

SCIENCE LABORATORY POLICY

Science laboratory requirements are part of most science courses at Beacon High School. For Regents courses, laboratory experience is mandated by the State Education Department. These are required courses in laboratory sciences which demand certain hands-on experimentation; successful completion of all of them earns for the student one unit of credit. Students must be engaged in laboratory activities for at least thirty 46-minute periods, or an equivalent period of time as certified by the high school principal.

Satisfactory written reports of these laboratory experiences must be prepared by the student. These reports are kept in school on file for a period of six months following the date of the final examination.

*Pursuant to Section 207 of the Education Law-Section 8.2 of the rules of the Board of Regents amended December 19, 1979, by the addition of subdivision (c) as follows: (c) Only those persons who have satisfactorily met the laboratory requirements as stated in the syllabus for a science shall be admitted to a Regents examination in such science.

SMOKING

Due to the health hazards associated with the use of tobacco products, and in accordance with Federal and State law, the board of Education prohibits smoking or other tobacco use in all school buildings, on school property, in school vehicles and at school-sponsored activities effective January 30, 2004.

The District's tobacco prohibition policy shall be prominently posted in each building. The Board designates the Superintendent of Schools or his/her designee as an agent responsible for informing individuals who are smoking or using tobacco products, that they are in violation of Article 13-E of the Public Health Law and/or Federal Pro-Children Act of 1994.

Any student found in possession of tobacco will have the product confiscated and not returned.

First Offense

- One (1) day In School Suspension.

Second Offense

- Two (2) day Out of School suspension.

Third Offense (and all subsequent offenses)

- Suspension of up to five (5) days, possible Superintendent's Hearing due to excessive misconduct.

USE AND POSSESSION OF E-CIGARETTES AND/OR VAPORIZERS/OTHER DEVICES THAT MAY CONTAIN DRUGS

The use of e-cigarettes, vaporizers, and/or any other products that may typically contain nicotine among young people for illegal drug use has also become an increasing problem in the United States. The use and/or possession of e-cigarettes, vaporizers, and/or any other products that

may typically contain nicotine but can be utilized for illegal drug use are strictly prohibited on school grounds and at school events.

Paraphernalia such as e-cigarettes, vaporizers, and/or any other products that may typically contain nicotine but can be utilized for illegal drug use shall be seized by the District. The District reserves the right to give such paraphernalia to law enforcement, as it deems necessary and appropriate.

Students who use and/or possess e-cigarettes, vaporizers, and/or any other products that may typically contain nicotine but can be utilized for illegal drug use shall be subject to disciplinary action as the facts may warrant, in accordance with the District's Code of Conduct.

STATE-OF-THE ART TECHNOLOGY

Beacon High School opened its doors in the fall of 2002 on a 32-acre site directly across the street from Rombout Middle School. This state-of-the-art learning facility improved and expanded programs, extra-curricular offerings, arts-in-education opportunities and educational partnerships. It is used in conjunction with business and community agencies serving youth, as well as the residents of our Beacon school-community. This educational facility includes:

- Wi-Fi access coverage throughout the entire campus
- Chromebooks for all students
- All classrooms have an interactive board
- 8 custom designed Science laboratories with Teacher prep rooms;
- A Large Group Instruction room (LGI) that seats 60 to 80 people in a tiered design. The room is enhanced with a surround sound system, an interactive board, DVD player, a projection unit and computerized lighting, all controlled by a touch screen monitor. This room can be used for video conferencing presentations. Presentations in this room can also be live streamed and recorded. The room features 50 connections to voice, video, and data.
- A Gallery for presenting/displaying student art works.
- An acoustically designed Instrumental Music Rehearsal Studio with record and playback capacity for 20 tracks of digital music.
- A Choral Music Rehearsal Studio designed to record, mix and play back 20 tracks of digital music.
- A 6000 square foot library-media center that features both print, electronic data and video formats. Capable of accommodating multiple classes, the center has a main room, three small group rooms, and a full function computer enhanced classroom.
- A Television Production Complex with two studios, an eight station control room, and four dedicated editing rooms.

- 4 large interconnected art rooms including a kiln, photo darkroom and oversize doors for stage scenery design and movement.
- A 1000 seat acoustically designed Theater with a “Broadway” stage that includes 26 lines of rigging and an overhead door.
- A 400 seat Dining Hall with multiple station food court
- A 1200 seat gymnasium with 2 full basketball courts
- An Aquatic Center with a six lane pool and Colorado timing system and video board display
- A Fitness Center with a full line of electronic fitness equipment

STUDENT COUNCIL/GOVERNMENT

The Beacon High School Student Council is the official voice of the student body of Beacon High School. The purpose of the student council is to determine the wishes and concerns of the student body and to make them known to the faculty and administration. The council also organizes numerous school projects aimed at helping the community. Regular meetings are held between the student council and the Principal to keep the lines of communication open and to maximize student involvement in decisions that affect their education.

The Beacon High School Student Government consists of an eight-member Student Council and separate governments representing each class. The Student Council and the Student Government provide opportunities for student leadership development. The Beacon High School Student Government is the very heart of the school.

The Student Council represents student opinion, addresses student and campus needs, and promotes student interests through representation and advocacy. The Student Council also supports and sponsors a variety of programs and acts as the central fundraising organization of the student body. The Council itself is made-up of a president, vice-president, corresponding secretary, recording secretary, treasurer, and four house representatives.

The Student Government is the voice of the student body. Each class is represented by a president, vice-president, secretary, treasurer, and two senators. In addition, there are House representatives who aid in the dissemination of information to the student body. The elections for all of the representatives take place in the fourth quarter of every year except for the freshman class elections, which take place in September of the current school year.

The Beacon Student Government accomplishes its goals in various ways:

- It identifies student needs and concerns.
- It communicates those needs and concerns to High School administration.

- It contributes to building-wide and district-wide committees that work with administration, faculty, and the community.
- It champions initiatives and activities that promote diversity and foster a unified student body.

The Student Council and class officers of the Student Government are available to the student body in various ways. The officers of the student government are available to students during their lunch periods and students are encouraged to attend meetings. Check the Daily Announcements for additional details about the meetings.

STUDENT SEARCHES

School officials are not required to contact a student's parents before questioning the student. However, school officials will tell all students why they are being questioned. An authorized school official may search a student or the student's belongings based upon information received from a reliable informant.

STUDENT STORE

The Student Store is located by the Main Office. It contains several school supplies and various sundry items. The Student Store, an entrepreneurial extension of the Special Education Department, is managed by Rebecca Cady and is open during lunch periods (4, 5, 6, & 7).

STUDENT VALUABLES

Students are urged not to bring large amounts of money, watches, cameras, electronic devices or other valuables to school. Valuables, especially money, should never be left in a school locker. The school does not assume responsibility for students' personal property.

STUDY HALL

Study halls are designed for students to do productive, school-related work. All students who are assigned to study halls should bring work to the study period. During study hall, it is possible to meet with another teacher if a pass has been issued by that teacher for the assigned study period. The pass must be presented to the study hall teacher for his/her approval. A pass from study hall to the library Limited passes from study hall are permitted first come, first served.

Students should adhere to the following study hall guidelines:

- Permission should be obtained from the teacher to talk or study together.
- Students must bring all required study materials to study hall. Locker passes will not be issued.

- Attendance is mandatory and regular seats are often assigned by the teacher.
- Parents may be notified of students not using the study hall time effectively.
- Games are not permitted in the study halls.

SUSPENSIONS

When warranted, students are suspended from school as a consequence for a major or repeated infraction of school rules. Although time out of class can be considered “just what the student wants,” it is also considered a denial of the privilege to attend class and school.

IN-SCHOOL SUSPENSIONS (ISS)

In-school suspension (ISS) is a consequence that denies students access to areas of the school normally accessible by students. An email is sent to the teachers of the student who is assigned ISS requesting work to complete while in ISS. The ISS teacher receives the work requests and monitors the student’s completion of all class work while in ISS. Students who are disruptive in ISS will be suspended out of school. Students who “cut” an ISS assignment are subject to additional days in ISS or out-of-school suspension.

The In-School-Suspension day will begin at 7:30am and end at 2:10pm. Attendance will be taken and recorded by the ISS Supervisor. The following guidelines are to be in effect.

- Students are to have sufficient materials and books with them to study during the period of their suspension.
- Students are not to communicate with each other unless given special permission to do so by the supervising personnel. (This permission should be given only when the communication involves clarification of study material.)
- Students are to remain in their designated seats at all times. There is a supervised lunch break and two scheduled, supervised lavatory breaks.

OUT-OF-SCHOOL SUSPENSIONS (OSS)

Out-of-School Suspension is used only for the most serious infractions in accordance with The Code of Conduct. This might include continuous and willful refusal to accomplish school tasks even though able to do so, insubordination, disorderly, vicious, illegal or immoral conduct, and persistent violation of school regulations. Violations of federal, state or local laws can be cause for suspension. In particular, violations of narcotics laws, use of alcoholic beverages, and use of weapons or fireworks are a few examples.

- OSS students are ineligible for attendance and/or participation in any school related activities.
- Parents/Guardians are notified by phone and in writing of the suspension.
- Further restrictions for OSS students will be provided in suspension papers at time of infraction.

- Students may be suspended out of school from one to five days when it is determined that they violate the code of conduct.

OSS INSTRUCTION TIME

Students who are suspended out of school will be offered 2 hours of instructional time each day of their suspension. Time and location of OSS instruction will be determined at the time of the offense.

Students who are suspended from school may not be on school property for any reason during the day(s) of their suspension. Also, they may not attend any school-sponsored event or activity at or away from school during the day(s) of their suspension. When a student is suspended, it will be the student's responsibility to make up missed work. All tests, quizzes and work assigned while the student was suspended out of school must be completed and submitted within five school days of their return to school. If the work is not made up or submitted within this time, grades of zero may be recorded.

Work that was assigned prior to the out-of-school suspension will be due on the first day that the student returns to school. Work that is not turned in on the first day of return to school shall be graded as a late assignment.

STUDENT PRIVILEGES

Beacon High School encourages students to attend extra-curricular activities including, but not limited to, dances, athletic contests, student performances and school ceremonies. Students that show a disregard for the rules and regulations as stated in the code of conduct may be subject to the loss of these privileges.

TEACHER REMOVAL OF DISRUPTIVE STUDENTS

On occasion, a student's behavior may become disruptive. A classroom teacher may remove a disruptive student from class. The removal from class applies to the class of the removing teacher only.

If the disruptive student does not pose a danger or ongoing threat of disruption to the academic process, the teacher must provide the student with an explanation for why he or she is being removed and an opportunity to explain his or her version of the relevant events before the

student is removed. Only after the informal discussion may a teacher remove a student from class.

If the student poses a danger to himself/herself or others, the teacher may order the student to be removed immediately, and the student should be referred to administration. If the student presents an ongoing threat of disruption, the teacher may order the student to be removed immediately. The teacher must, however, explain to the student why he or she was removed from the classroom and give the student a chance to present his or her version of the relevant events within 24 hours. A full explanation of the teacher removal process is in the Beacon City School District.

TELEPHONES FOR STUDENT USE

Phones are available in the assistant principal's offices for emergency use only. Before and after school, and during lunch period, students may use the phones with a pass from an appropriate staff member. Any other use of the phones must be with the approval of an administrator. Students should not be released from class to use the telephone.

TRANSPORTATION

Bus transportation is provided for those students meeting the requirements set up by the State. Students must be at designated loading zones on time. It is the responsibility of those using the bus to behave in an appropriate manner so that the safety and comfort of others are not jeopardized.

A student not adhering to the bus regulations and/or directions of the bus driver may lose riding privileges and/or be subject to disciplinary action. **RIDING A BUS IS A PRIVILEGE; IT IS NOT A GUARANTEED RIGHT.**

The following guidelines should be adhered to at all times:

- Be at the designated bus stop five (5) minutes prior to the time the bus is to arrive.
- While walking to and waiting for the bus, avoid the road at all times. Line up off the roadway.
- When the bus has come to a complete stop, move ahead to board the bus. If you are on the opposite side of the road, cross the roadway only when signaled to do so by the bus driver.
- Upon boarding the bus, immediately sit in an available seat. Keep head hands, and arms within the bus at all times.
- The driver is in complete charge of all operations. Students are required to cooperate with the driver at all times. In case of an emergency, carefully follow all directions given by the driver.

- While in transit, students are expected to remain seated and keep the aisles clear of all books, packages, coats, etc.
- Buses should be kept clean; litter should be carried off the bus and disposed of properly. Never throw anything in or out of the bus.
- Be courteous to all persons on the bus. Loud talking, horseplay, yelling, cursing, obscene language, scuffling, fighting, smoking, eating, playing cards and other games are distracting to the driver and other riders, and are not permitted.
- Any damage done to bus equipment will be paid for by the offender.

SAFETY RULES FOR RIDING THE BUS

- Students must follow the instructions of their driver.
- Students must remain in their seat while the bus is in motion, keeping aisles clear at all times.
- Students must remain quiet and orderly; stop, look and listen with the bus driver at all railroad crossings.
- Students must be courteous to the bus driver and fellow passengers. No fighting, yelling, or throwing objects. Foul language or rude behavior will not be tolerated. Students are not permitted to smoke, eat or drink on the bus and must help to keep the bus neat and clean.

SAFETY RULES FOR THE BUS STOP

- Students must leave home early enough to arrive at the bus stop five minutes before the bus is due. Buses will not wait for tardy students.
- Students must wait for their bus well off the roadway and respect the property of others.
- Students must enter the bus in a single file and in an orderly manner.
- Do not approach the bus until it is completely stopped, the red lights are activated, and the driver signals you to board the bus.
- When leaving the bus, if students must cross, they should always cross in front of the bus. Walk 10 feet. Look both ways and wait for the driver to signal approval. A child must never attempt to return to the bus unless instructed to do so by the driver.
- If your child misses the bus, do not attempt to chase it down. For safety, please drive your child directly to school.

PARENT RESPONSIBILITIES TO SUPPORT SAFE BUS TRANSPORTATION

- Ensure that your child rides the same bus daily.
- Establish a set time to have your child leave home for the morning pick-up.
- Allow for delays due to inclement weather or construction.

- Stress the importance of remaining seated on the bus, waiting for the driver to signal and looking both ways before crossing the street.
- Familiarize your child with the rules and regulations of safe school bus riding.
- Meet younger students at the stop.
- Recognize that the Transportation Department policies and procedures are designed to provide safe and efficient transportation. Disruptive behavior may result in suspension of bus privileges.

INCLEMENT WEATHER

- Please be patient when inclement weather, road conditions, and traffic are less than optimal. Snow, Ice, Rain and wind can all cause delays.
- Please listen to your radio for closing and delays. Closing and delay information is also posted on the district website.
- Please do not call the bus garage except in an emergency. They must keep the phone lines open for critical calls.

MOTORIST INFORMATION

- It is illegal to pass a school bus stopped with its Red Lights On.
- Red Lights flashing indicate that the bus is stopped and children are getting on or off.
- Flashing Yellow lights indicate that the bus is preparing to stop to load or unload children. Motorists should slow down and prepare to stop.
- Slow down, watch for children congregating near bus stops. This applies to school grounds, parking lots, multiple lane roadways, as well as both sides of a divided highway.

THE HIGH SCHOOL BUS SCHEDULE:

- 7:00 A.M. — Buses start to arrive at the High School
- 2:15 P.M. — Regular Dismissal buses depart from the High School
- 3:30 P.M. — Late Bus departs from the High School Tuesday-Thursday

VISITORS

In order to promote a safe and secure educational environment, all visitors are subject to the approval of the school administration, which will authorize visitor passes. Social visitations are not permitted for any reason during school hours. Visitors must enter the school via the front door, and sign in at the Reception Desk. Visitors are expected to adhere to all school policies.

All visitors to the school must enter through the designated single point of entry and report to the security desk/greeter upon arrival at the school. There they will be required to present photo identification, sign the visitor's register and will be issued a visitor's identification badge, which must be worn at all times

while in the school or on school grounds. The visitor must return the identification badge to the Principal's office, security desk or greeter before leaving the building.

All visitors are expected to abide by the rules for public conduct on school property contained in this code of conduct.

ZERO TOLERANCE APPROACH

A zero tolerance approach to student disciplinary action deems specific school infractions unacceptable to the District and/or illegal, and therefore, referable to local law enforcement agencies. The Beacon High School zero tolerance approach ensures that administration has the discretion to waive a referral to the police based on age/grade appropriateness or individual mitigating circumstances.

The District complies with the Gun-Free Schools Act of 1994. The Gun-Free Schools Act was adopted as part of the Goals 2000: Educate America Act (Pub. Law 103-227). Any student who, after a hearing, is found to have brought a weapon onto school property shall be suspended for a period of not less than one calendar year provided that IDEA is not violated.

The Gun-Free Schools Act enables the Superintendent of Schools to modify this requirement on a case-by-case basis (subject to review by the School Board and the Commissioner). Students may be referred to an agency for juvenile delinquency proceedings if under the age of 16 or to a law enforcement authority if 16 years of age or older.

The District also has a commitment to addressing harassing and bullying behavior. The District takes seriously and will not tolerate harassing and bullying behaviors. It takes seriously and will not tolerate inappropriate and offensive communication in any form. It takes seriously and will not tolerate threats of bodily harm.

BEACON HIGH SCHOOL

DIRECTORY OF OFFICE TELEPHONE NUMBERS

Phone Number 845-838-6900
Fax Number 845-838-0796

ADMINISTRATIVE OFFICES

Principal's Office	Mr. Corey Dwyer	x3003
Main Office	Mrs. LaDue	x3001
Asst Principal (A-L)	Dr. Candyce Edwards-Allen	x3033
Asst Principal (M-Z)	Mr. O'Neil	x3136
Athletic Office	Mr. Giametta	x3218
*Kiosk calls after 4 pm	Security	x3213

GUIDANCE OFFICES

Guidance Secretary	Ms. Wyskida	x3020
Students A-Dia	Mrs. Orlando	x3023
Students Dib-Lin	Ms. Morales	x3222
Students Lio-Rob	Ms. Polhamus	x3025
Students Roc-Z	Ms. Smith	x3027

ATTENDANCE OFFICE

Attendance Secretary	Mrs. Heaton	x3147
Hotline		x3307

HEALTH OFFICE

Health Office Secretary	Ms. Grohosky	x3229
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STUDENT SERVICES OFFICE

Student Services Secretary	Mrs. Bonanno	x3241
Social Worker	Ms. Acevedo	
Social Worker	Ms. Faiella	
Social Worker	Ms. Harriott	
Psychologist	Mr. DeMarco	

BEACON CITY SCHOOL DISTRICT BOARD OF EDUCATION

Ms. Flora Stadler, President
Ms. Meredith Heuer, Vice President

BOARD MEMBERS

Ms. Semra Ercin
Ms. Kristan Flynn
Ms. Alena Kush
Mr. Christopher Lewine
Ms. LaVonne McNair
Mr. Eric Schetter
Mr. Anthony White

ADMINISTRATION

Dr. Matthew Landahl
Superintendent of Schools

Mrs. Ann Marie Quartironi
Deputy Superintendent

Dr. Sagrario Rudecindo-O'Neill
Assistant Superintendent of Curriculum and Student Services

Dr. Heather Chadwell Dennis
Assistant Superintendent of Pupil Personnel Services

Ms. Christina Bartley
Assistant Director of Pupil Personnel Services

Ms. Alexis McKoy-Yakle
Assistant Director of Pupil Personnel Services

Mr. Brian Archer
Director of Evaluation and Student Services

Mr. John Giametta
Director of Physical Education, Athletics, Health & Recreation

Mark Thomas
Director of Security

BUILDING ADMINISTRATION

Mr. Corey Dwyer, Principal
Mr. Thomas O'Neil, Assistant Principal
Dr. Candyce Edwards-Allen, Assistant Principal

WHERE YOU CAN GO FOR HELP WITH...

Accident Forms	Nurse's Office
Attendance, Absences of Lateness	Attendance Office
Change of Address	District Office
Changing Schools	Guidance Office
College Information	Guidance Office
Discipline	Assistant Principal's Office
Drug and Alcohol Problem	Guidance, Social Worker, Psychologist
Early Dismissal	Attendance Office
Locker Problem	Assistant Principal's Office
Personal Problem	Guidance, Teacher, Nurse, Administrator
Relationships	Guidance Office
Scholarships	Guidance Office
School Closings	www.beaconcityk12.org
Sickness	Nurse's Office
Theft Reporting	Administrator, Security Officer
Transcripts	Guidance Office
Visitors	Kiosks
Working Papers	Guidance Office