



2018-2019 Calendar of Events

Altmar-Parish-Williamstown

Central School District



Superintendent's message

Dear APW family.

Welcome to the 2018-2019 academic year. We are so excited to have our halls full of students once again. While many have been away on summer vacation we have been hard at work getting our buildings ready and our team members prepared to meet the needs of your children. During the summer months many of our faculty and staff members have been on campus working with students in the rebel club, (ESY) extended school year, a variety of enrichment programs in addition to professional development opportunities. As a newcomer to this district I am so pleased to see the spirit of hard work and dedication that exists in APW schools.

I am honored to share that we have new additions to our leadership team this year. Dr. Naomi Ryfun joined our team in July as Assistant Superintendent for Curriculum, Instruction, and Pupil Personnel Services. In addition Meredith Furlong joined our team in July as the Director of Special Education. We are very fortunate to have added such talented and caring educators to our team. I can't wait to see what opportunities they will create for our kids.

Board of Education

The APW Board of Education (BOE) is comprised of residents of the school district elected at-large from the community. The members are unpaid and hold office for a three-year term unless elected or appointed to fill a partial term. The BOE is dedicated to providing the best quality learning experience and environment for all of the children in APW. They have a mission statement and adopt goals to set the course for the district. Annually, the board reviews its progress and success in achieving these goals. Goals are then set for the subsequent year. The authority of a board member to act is limited to those times when the board is meeting. Individual members cannot act on behalf of the board unless specifically authorized to do so.

School Board Meetings

Regular meetings of the BOE are generally held on the second Thursday of each month at 6 p.m. BOE meetings are open to the public and community residents are encouraged to attend.

Important Dates

The CiTi BOCES Annual Meeting, held at the Center for Instruction, Technology & Innovation, is scheduled for Wednesday, April 4, 2019.

On Tuesday, May 14, 2019, the BOE will hold a Public Hearing on the proposed 2019-2020 budget in the Junior-Senior High School Cafeteria at 6 p.m.

The annual budget vote will take place Tuesday, May 21, 2019 from noon to 9 p.m.

Minutes of Meetings

A record of the proceedings of the BOE is contained within the minutes and is available for inspection by interested community residents on the school website under "Board of Education" and then "BoardDocs."

Over the summer our entire leadership team spent a great deal of time defining what will guide our work this year. We are committed to a shared vision that education at its best requires the following:

- Positive relationships.
- A culture of high expectations.
- Evidence based decision making.

These core beliefs will be the driving force behind all of our work this year and we will always act in the best interest of students.

As the year progresses I encourage you to reach out and contact us individually with any questions or concerns as we work together to ensure a successful school year for each of our children.

Wishing all of you a fantastic 2018-2019 school year.

Sincerely,
Eric Knuth

Board of Education Message

It's that time of the year when our doors will open and the halls will be filled once again with the hustling and bustling of our children eager to learn. I hope everyone enjoyed their summer vacation and are ready to dive into another school year.

Our facilities staff has been hard at work cleaning and prepping the buildings for the start of school. These staff members work tirelessly through the summer cleaning and repairing every inch of our buildings to be sure our facilities stay top notch. On behalf of the BOE, I would like to thank them for all that they do.

Our schools have also remained busy during the summer with ESY and summer enrichment. Thank you to all staff and faculty involved with these programs.

We have some new faces on the Board of Education. These community members have chosen to volunteer their time to help do what is right for the children of our district. I am very excited to work with all of these individuals and to continue to move this district forward.

Last year the BOE completed its most important task of hiring a superintendent. In January we welcomed Mr. Eric Knuth to our district. Superintendent Knuth was able to jump right in and lead our district in a positive direction. We look forward to being able to start this school year with Superintendent Knuth already at the helm.

As we enter another school year I encourage everyone to be involved. As can be seen in this calendar, there are many opportunities to see the children in this community do great things. I invite you all to enjoy these events. Being involved and meeting new people helps build a stronger community and a stronger community helps our children succeed.

On behalf of the BOE, I would like to welcome all faculty, staff and students back to school. I look forward to an exciting 2018-2019 school year. The BOE continues to work towards our vision of: Academics at its best, Pursuit of excellence, Where students come first.

Thank you,
Mark Mattison, *BOE President*

APW Board of Education



Mr. Mark Mattison, Pres.
mmattison2@apw.cnyric.org



Mr. Shawn Clark, VP
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Visit the APW District website for additional information regarding Board of Education meetings, agendas and policies: www.APWschools.org

CEP Brings FREE Breakfast and Lunch to APW ES

A new nutrition initiative in the APW Central School District is bringing free breakfast and lunch to elementary school students this year.

The Community Eligibility Program (CEP), offered through the New York State Education Department, provides the meals to the students at no out-of-pocket cost. There are no income restrictions, and all elementary school students can participate in the program. To maintain the program in the future, all families are requested to complete an income eligibility form, which will be included in the packet sent to homes prior to the start of school.

Although the junior/senior high school does not qualify for this program this year, eligible students may still receive free or reduced price meals when an application is submitted. An expansion of the program to the JSHS is anticipated providing the district continues to qualify for the CEP.

“Eligibility for state aid, grants, free and reduced funding, along with the Community Eligibility Program is dependent on receiving the applications back,” said Food Service Director David Bartholomew. “Everyone must complete the applications to ensure continuation and expansion of the program.”

For more information about the program, contact the child nutrition department.



Public relations use of student data/photos

From time to time, school district officials may release student information (name, address, grade level, photograph, artwork, academic interest, participation in officially recognized activities and sports, awards received, future educational plans, etc.) for use in school district publications and within district websites and district social media sites, or to the media for public relations purposes.

Parents who object to the release of their child's information and/or photograph should notify both their child's building principal and the District Office, 639 County Route 22, Parish, NY 13131, in writing on or before the first day of classes for students each year.

School Nutrition Program

Breakfast and lunch are served in both APW schools. A School Nutrition Packet (including free and reduced meal applications) will be available to all students on the first day of school. If you feel you may be eligible, fill out a confidential application and return it to your child's school. Only one application per household please. If you need assistance, please call the district's School Nutrition Office at (315) 668-4254. The cost for breakfast and lunch at the Junior/Senior High School is as follows:

Grades 7-12		Grades K-6	
Breakfast	\$1.25	Breakfast	FREE
Lunch	\$2.35	Lunch	FREE
Reduced Breakfast/Lunch	\$0.25	Milk	\$0.50
Milk	\$0.50	<i>(Milk is included with meals but may be purchased separately)</i>	

**The APW CSD is in compliance with the mandated federal nutrition standards for the National Lunch and Breakfast Programs for the 2018-2019 school year.*

Monthly menus are posted on the district's website at www.apwschools.org and will be sent home with students in grades K-6. Junior and senior high school students will have access to the menus at their school.

Please review the menu and food item costs with your child daily. (Note: Milk is included in the full lunch price.)

Prepayment for meals is available to all students. Lunches can be prepaid at any time and for any amount you want. Payments can be made through www.myschoolbucks.com or cash/checks (payable to Food Service Department) can be sent in at any time with the student to the cafeteria. Please make sure that your child's name is on the check.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

*(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;*

(2) fax: (202) 690-7442; or

*(3) email: program.intake@usda.gov.
This institution is an equal opportunity provider.*

When to Call the Teacher?

You suspect that your child is having a problem in school. Should you call the teacher? Should you say nothing and hope for the best? Most teachers say that they want to know what is going on in their students' lives. Chances are, if you have noticed a problem, your child's teacher has observed it also. By working together, you may be able to come up with a solution that is right for your child. Here are some times when you should definitely call your child's teacher:

- You see a dramatic change in your child's behavior.
- Your child's grades drop.
- You suspect that your child may not be telling you all of the truth about school.
- There has been a sudden change in the family.

Conferences

Parent-teacher conferences are an important aspect of the APW School District's reporting program. Formal conference schedules are established each year in every school. Other conferences may be scheduled whenever a teacher or parent deems it necessary. Parents are encouraged to call their child's school and make an appointment whenever they have a need to talk to their child's teacher.

Student Responsibilities

A school environment conducive to learning is founded upon appropriate student conduct. The district maintains high expectations of our students in terms of their conduct. Conduct should be based upon respect and regard for others. It will permit the right of others to receive instruction.

Counseling Services

The counseling department is an integral part of the APW school program. In order for students to learn effectively, they must feel comfortable and happy in their environment. To help accomplish this goal, counselors devote much time to individual counseling as well as group activities. Counseling services may include the following:

Elementary

Individual/personal counseling, group counseling, classroom presentations, parent-staff conferences/consultation and active parenting workshops.

Junior High School

Individual/personal counseling, group counseling, parent-student-staff conferences, course selection and scheduling placements and testing.

Senior High School

Parent-student-staff conferences, individual/personal counseling, grade level seminars, course selection and scheduling, career counseling, standardized testing, college advising and applications, parent nights and orientation programs.



The PTSA Welcomes YOU!

APW Central PTSA is a district-wide (Pre-K through grade 12) organization open to all parents, teachers, students and community members. We are dedicated to:

- advocating on behalf of our children's well-being and educational opportunities
- sponsoring quality educational and social programming for students and their families throughout the year
- facilitating communication between parents and the schools
- giving parents and community members a voice in the education of our children.

PTSA holds a monthly face-to-face meeting in addition to regular conference calls. Follow us on social media or visit our websites for updates throughout the year. We're always accepting new members!

Facebook: APW Elementary PTSA and APW High School PTSA

Twitter: @apw_ptsa

Web: apwelementary.com and apwhighschool.com

Email: apwcentralptsa@gmail.com

We welcome and encourage you to become involved. There are many different ways to put your talents and interests to use: you can volunteer to help with one of our events, assist with behind-the-scenes preparation or clerical work, be a part of a planning committee or simply make a donation. Your involvement is what makes our organization work. Please come and see what we are all about!

August						
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September

October						
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28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Labor Day School Closed	4 Staff Orientation No School for Students Modified Soccer and Cross-Country Begins	5 First Day of School for Students	6	7 Bus Evacuation Drill	8
9	10	11 Fall Sports Pictures	12	13 BOE Meeting 6:00 pm	14	15
16	17	18 Dollars for Scholars Meeting, JSHS Guidance Of., 6:30 pm	19 JSHS Pictures	20	21	22 PTSA Rebel Day & Carnival ES Book Fair
Elementary School Color Day Week						
23	24 PTSA ES Book Fair	25	26	27 Elementary Picture Day BOE Committee Meeting, DO 4:30 pm	28 Sr. Blue and Gold Photo 7:35 am JSHS Homecoming Pep Rally Homecoming Game, 4 pm; Dance 7 pm	29
JSHS School Spirit Week						



Athlete's Code of Conduct

Every student athlete is required to sign a statement of personal commitment. A parent's signature acknowledges this commitment.

Student athletes are expected to attend all of their assigned classes. Any student athlete absent from school for more than four classes on a given day will need permission from the athletic director to play or practice on that day, unless they have a legal excuse. Students absent from school on Friday may not participate on a Saturday. Any student athlete suspended either in or out of school will not be allowed to play or practice that day.

Basic rule: never do anything that will have an adverse effect on your ability to perform or create unfavorable impressions of yourself, your team or your school.

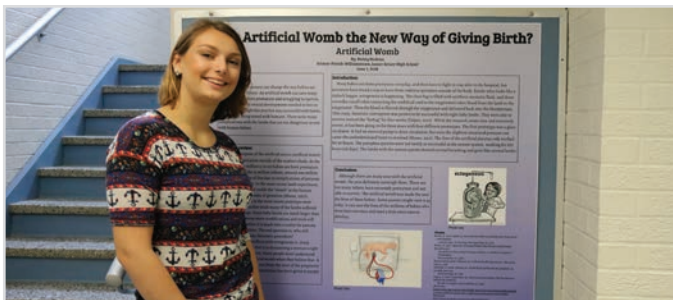
Violations that will be dealt with by the Interscholastic Code of Conduct include, but are not limited to:

- use and/or possession of drugs or alcohol
- use of tobacco or tobacco products
- repeated disregard to school or team rules
- theft of property
- vandalism or destruction

Violation of the athletic code will result in restriction from participation, a suspension for a period of time, or a loss of eligibility.

Sports Physicals

All students participating in interscholastic sports programs, regardless of grade level, must have a physical exam before participating in any sport practice. This physical includes health history signed by a parent, blood pressure reading and urine test. Physicals expire after one year. Please contact Mrs. Sylvia Krupke, School Nurse, at 315-625-5223 concerning sports physicals.



Visitors

The District has initiated a single-point of entry during school hours; all visitors, including parents, must use the front doors only and report to the school office upon entering the building.

To aid visitors, prevent the interruption of classes and to prevent unauthorized individuals from entering the school building, each visitor shall be required to present a driver's license or government-issued identification badge and will be given a visitor badge to wear during his/her duration at the school. This request is made to aid visitors, to prevent the interruption of classes and to prevent unauthorized individuals from entering the school buildings.

Report Cards

An important part of the total program of reporting to parents involves the use of formalized written report cards. The primary purpose of this report is to give the parent information concerning a child's progress and achievements in the various subjects being studied, as well as an appraisal and evaluation of the child's development. If you have a question concerning a child's report card, please do not hesitate to contact the child's teacher. 2018-2019 Report Card Dates:

Elementary School UPK-Grade 6	Junior-Senior High School Grades 7-12
November 19 & 20 Report cards will be distributed at P/T conferences	November 14 Report cards mailed
January 28 Report cards sent home with students	January 30 Report cards mailed
April 10 Report cards sent home with students	April 10 Report cards mailed
June 26 Report cards sent home with students	June 28 Report cards mailed

September						
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October

November						
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
 1		2	3 JSHS Title I Parent Meeting, 5:30 pm JSHS Open House, 6:00 pm	4 ES Title 1 Parent Meeting, 5:30 pm ES Open House 6:00-7:30 pm	5	6
7	8 Columbus Day Observed School Closed	9	10 PSAT Test Date JSHS Progress Reports Mailed	11 BOE Meeting, 6:00 pm	12	13
14	15	16 Senior Portraits Dollars for Scholars Meeting, JSHS Guidance 6:30 pm CCC College Fair	17	18	19	20
21	22	23 JSHS Picture Retakes	24	25 PTSA Bingo for Books BOE Committee Meeting, DO 4:30 pm	26	27
28	29 Elementary Halloween Spirit Week	30	31 ES Early Dismissal 1:40 pm NO LATE BUSES Halloween →			



Jr./Sr. HS Questions

Contact the teacher for a question regarding the student's classroom progress and grades. Please leave a message if the teacher is engaged in instruction.

Contact the counselor for a question regarding a student's future plans, schedule, personal concerns, etc. The counselor is the key communication link between home and school.

Contact the principal for serious concerns or questions you may have.



Graduation Requirements

Credits: Students must earn 22 credits for a Regents Diploma or Regents Diploma with Advanced Designation.

Required Courses: Students must earn the number of credits listed for the following subjects:

English	4 credits
Social Studies	4 credits
Math*	3 credits
Science*	3 credits
Foreign Language*	1 credit
Health	1/2 credit
Art/Music	1 credit
Physical Ed.	2 credits

*Please see the Guidance Office for additional Advanced Designation credit requirements.

Electives: In addition to the required subjects and sequences, students must earn sufficient credits in elective subjects to earn the required credits for a diploma. Students are encouraged to explore elective courses in an area of interest. Some electives have prerequisites; others do not. Some are designed for students in all grades; others are for students in specific grades. Use the individual course descriptions as guides for appropriate selection of electives.

Exam Requirements: Each student must satisfy exam requirements in Mathematics, English Language Arts, Science and History to be eligible for a diploma at any high school in NYS.

Emergency School Closings

When schools are closed because of adverse weather conditions or other emergencies, early announcements will be made over local television stations. Parents are encouraged to tune into the following television stations which have been designated as official stations to be used: Channel 10, Channel 3, Channel 9 and Channel 5.

In the event of an emergency mid-day dismissal, to ensure that your child will be properly cared for if no one is at home, please make arrangements at the beginning of the school year so that your child will be assured shelter upon arriving home. It is suggested that you make arrangements with a family member on your child's bus route. At the beginning of the school year, students bring home a school registration sheet; room is provided on this form for emergency information. The APW District has the capability of using a mass communication notification process, and in the event of an emergency, parents will be notified using the emergency numbers provided on the registration forms. Please be sure to keep your child's school informed of any revisions to this important contact information.

Follow us on Social Media!

Connect with us on the new APW Districtwide Facebook Page and more!

www.Facebook.com/APWCSD

JSHS's Facebook page:

www.Facebook.com/APWJSHS

Follow APW Superintendent on

Twitter: [@KnuthEric](https://twitter.com/KnuthEric)

Search APW on the following

formats:



October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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November

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Elementary Halloween Spirit Week Continues	2 Elementary All County Festival (Hannibal)	3 SAT Test JH Area All-State Festival (Ithaca)
4 Daylight Saving Ends	5 Varsity & JV Winter Sports Begin	6 Elementary MP1 Ends	7	8 JSHS MP1 Ends	9 Staff Development Day - No School for Students JSHS Fall Drama Production	10 JSHS Fall Drama Production
11	12 Veteran's Day School Closed	13	14 JSHS Report Cards Mailed	15 ES Picture Retakes Senior Citizen Thanksgiving Dinner, 5:00 pm BOE Meeting 6:00 pm	16 SH Area All-State Festival (SUNY Potsdam)	17 SH Area All-State Festival (SUNY Potsdam)
18	19 Parent Conferences, Early Dismissal, JSHS 12:30; ES-1:40 ES Report Cards Available	20 Parent Conferences, Early Dismissal, JSHS 12:30; ES-1:40 ES Report Cards Available Dollars for Scholars Meeting, JSHS 6:30 pm	21	22 Thanksgiving Day	23	24
			Thanksgiving Recess			
25	26 Winter Sports Pictures	27	28	29 NYSSMA Conference (Rochester)	30 NYSSMA Conference (Rochester)	



School Attendance

In accordance with NYS law, children must attend school from September of the year in which they became six (6) through June of the year in which they turn sixteen (16). All students are expected to be in attendance whenever school is in session. Legal excuses for absence are personal illness, death or illness in the family, impassable roads due to inclement weather, driving tests, military obligation, approved cooperative work programs, quarantine, religious observation, remedial health treatment, required appearance in court and approved college visits.

Family Vacations

Occasionally, parents remove their children from school for family vacations. Teachers will do their best to assist students who were absent, but they must balance this task with their normal teaching responsibilities. Students are responsible for initiating the make-up process with teachers. Studies show that regular attendance leads to success in school. A family vacation is considered an unexcused absence.

Elementary School

A parent or guardian should call the school (in the morning) the day their child is absent. If a call is not received, school personnel will call a parent or guardian. Upon returning to school, the student must bring in a note, signed by parent or guardian, stating the reason for absence or tardiness and the date of the absence or time of late arrival.

Junior-Senior High School

On the day of absence or late arrival, the parent or guardian should call the school between 7:30 and 9:30 a.m. If no call is received, school personnel will call a parent or guardian. Upon returning to school, the student must bring in a note, signed by parent or guardian, stating the reason for absence or tardiness and the date of the absence or time of late arrival.

Early Dismissal of Students From School

A written request from a parent or guardian stating the reason, time and date for early dismissal from school must be presented on the day of early dismissal.




Special Programs

The district provides educational programs for students with a wide range of disabilities. Specific programs are provided by special education teachers, speech and language therapists, teachers of the hearing and visually impaired and occupational and physical therapists. These programs include resource, consultant teacher services and a variety of special class options in our district. Questions regarding programs for students with a disability may be directed to the Director of Special Education at (315) 625-5234.

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December

January						
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 NYSSMA Conference (Rochester) Dollars for Scholars Applications Open
2 NYSSMA Conference (Rochester)	3 Hanukkah Begins	4 JSHS Winter Holiday Concert, 6:30 pm	5 SNOW DATE: JSHS Winter Holiday Concert, 6:30 pm	6 10th Grade CTE Orientation	7 SNOW DATE: 10th Grade CTE Orientation Bus Evacuation Drill	8 SH All-County Vocal Auditions (Central Square)
9	10 Hanukkah Ends	11 ES Concert and Art Show K-3, 6:30 pm	12 Clubs and Organizations Pictures ES Concert and Art Show 4-6, 6:30 pm	13 Clubs and Organizations Pictures SNOW DATE BOE Meeting, 6:00 pm	14 JSHS Progress Reports Mailed	15
16	17 Elementary Holiday Spirit Week	18 Dollars for Scholars Meeting JSHS 6:30 pm	19	20	21	22
23	24 Christmas Eve	25 Christmas Day	26	27	28	29
30	31 New Year's Eve	Holiday Recess				



Seasonal Flu Guide for Parents

Is seasonal flu more serious for kids?

Infants and young children are at a greater risk for getting seriously ill from the flu. That's why the NYS Department of Health recommends that all children six months and older get the seasonal flu vaccine.

Flu vaccine may save your child's life.

Most people with seasonal flu are sick for about a week, and then they feel better. But, some people, especially young children, pregnant women, older people and people with chronic health problems can get very sick. Some can even die. A flu vaccine is the best way to protect your child from seasonal flu.

What is seasonal flu?

The flu, or influenza, is a viral infection of the nose, throat and lungs. The flu can spread from person to person.

Flu shot or nasal-spray vaccine?

Flu shots can be given to children six months and older. A nasal-spray vaccine can be given to healthy children two years and older. Children younger than five years who have experienced wheezing in the past year – or any child with chronic health problems – should get the flu shot, not the nasal-spray vaccine. Children younger than nine years old who get a vaccine for the first time need two doses.

What are signs of the flu?

The flu comes on suddenly. Most people with the flu feel very tired and have a high fever, headache, dry cough, sore throat, runny or stuffy nose and sore muscles. Some people, especially children, may also have stomach problems and diarrhea. The cough can last two or more weeks.

How else can I protect my child?

Get the seasonal flu vaccine for yourself. Encourage your child's close contacts to get seasonal flu vaccine, too. This is very important if your child is younger than five or if he or she has a chronic health problem such as asthma (breathing disease) or diabetes (high blood sugar levels). Wash your hands often and cover your coughs and sneezes. This will prevent the spread of germs. Tell your children to: Stay away from people who are sick; Clean their hands often; Keep their hands away from their face; and Cover coughs and sneezes to protect others. It's best to use a tissue and quickly throw it away. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.

How does the flu spread?

People who have the flu usually cough, sneeze and have a runny nose. The droplets in a cough, sneeze or runny nose contain the flu virus. Other people can get the flu by breathing in these droplets or by getting them in their nose or mouth.

How long is a sick person contagious?

Most healthy adults may be able to spread the flu from one day before getting sick to up to five days after getting sick. This can be longer in children and in people who don't fight disease as well (people with weaker immune systems).

What should I use to clean hands?

Wash your children's hands with soap and water. Wash them for as long as it takes to sing the "Happy Birthday" song twice. If soap and water are not handy, use wipes or gels with alcohol in them unless they are visibly soiled. The gels should be rubbed into hands until the hands are dry.

What can I do if my child gets sick?

Make sure your child gets plenty of rest and drinks lots of fluids. Talk with your child's doctor before giving them over-the-counter medicine. If your children may have the flu, never give them aspirin or medicine that has aspirin in it. It could cause serious problems.

Can my child go to school/day care with the flu?

No. If your child has the flu, he or she should stay home to rest. This helps avoid giving the flu to other children.

When can my child go back to school/day care after having the flu?

Children with the flu should be isolated in the home, away from other people. They should also stay home until they are symptom-free for 24 hours (that is, until they have no fever without the use of fever-control medicines and they feel well for 24 hours.) Remind your child to protect others by covering his or her mouth when coughing or sneezing. You may want to send your child to school with some tissues, wipes or gels with alcohol in them if the school allows gels.

For more information about the flu, visit:
www.health.ny.gov or www.cdc.gov/flu

**Information courtesy of the State of New York Department of Health*


Student Records

Parents of students under the age of 18 and students over 18 have the right to inspect official student records. School principals can supply information on how to inspect student records. Contact the principal for serious concerns or questions you may have.

December						
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January

February						
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17	18	19	20	21	22	23
24	25	26	27	28		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 New Year's Day School Closed	2	3 OCMEA Scholarship Auditions (Oswego)	4	5
6	7	8	9	10 BOE Meeting, 6:00 pm	11 OCMEA All-County Band Festival (Oswego HS)	12 OCMEA All-County Band Festival (Oswego HS)
13	14	15 Dollars for Scholars Meeting JSHS 6:30 pm	16 Parent Conferences, Early Dismissal, JSHS 12:30; ES-1:40	17	18 PTSA ES Snowball Dance	19
20	21 Martin Luther King Jr. Day - School Closed	22 ES MP2 Ends	23	24 BOE Committee Meeting, DO 4:30 pm	25 JSHS MP2 Ends PTSA ES Glow in the Dark Dance	26
Regents Exam Days						
27	28 Winter Sports Pictures ES Report Cards Sent Home	29	30 JSHS Report Cards Mailed Home	31		



Physical Ed. & Medical Release

Excuses from physical education class must be based upon a statement from a physician. After an injury or illness requiring medical treatment, it is necessary for a student to obtain a medical release before returning to active participation in physical education.

Injury or Illness

Each school is served by a school nurse offering a variety of services to students and their parents. The school nurses provide emergency care for injured and ill students, dispense prescribed medication, follow up on all students absent for long periods of time and maintain health records. Any student who is ill or injured should report immediately to the teacher who will refer the student to the nurse's office. When necessary, the nurse will contact a parent to take the ill student home. In cases of severe injury or illness, the local ambulance will be called and parents will be notified.



Universal Pre-K Program

UPK is open to children four years old and provides an opportunity to develop academically, socially and emotionally. Students are given the freedom to experiment, explore, seek and question while learning to interact with children their own age and with adults. The program encourages students to reach their highest potential, fosters listening and communication skills and prepares them for the APW kindergarten programs.

UPK helps students develop the language, literacy, math and social skills needed to be successful in kindergarten. UPK's young learners can get comfortable in a classroom setting early on in a two-and-a-half-hour, five-day week before transitioning to a full-day kindergarten program.

UPK is a federally-funded program that is free to all APW residents. The morning and afternoon sessions provide students with a daily breakfast or lunch at no charge. District transportation to and from school is available, and UPK students attend weekly classes taught by certified instructors in music, art, library and occasionally, physical education. This is in addition to the curriculum lessons of the New York State Common Core Learning Standards.

For more information about APW's UPK program, contact the APW Elementary School office at (315) 625-5260.

For more information about the pre-kindergarten curriculum, visit www.EngageNY.org, and look for the link under "Common Core."

Medication

The district requires that all students who need medication (including all medicines prescribed by a physician as well as over-the-counter medications) during school hours must have the following:

- A written request from a family physician indicating the condition being treated, the drug, the dosage and the frequency.
- A written request from the parent/guardian that this medication is to be administered and at which times it is to be given.
- The medication brought in the original prescription bottle, properly labeled by a registered pharmacist as prescribed by law.
- Parent/guardian is responsible for the transport of medication to and from school. No student should be responsible for carrying any medications on the school bus.

Homework

In an effort to provide an education that will meet the varying needs of all students, it is the policy of the APW School District to assign some directed out-of-class work beyond the regular school day. Homework is assigned to help the student become more self-reliant, learn to work independently, improve the skills that have been taught and complete certain worthwhile books, projects and/or research.

A parent can be an invaluable partner and co-worker by participating with his or her child in locating materials, sharing knowledge, experimenting together in an art or science media and listening to or viewing school work in progress. It is essential that parents provide a good atmosphere for work at home. A specific place should be set aside for the student that is well-lighted, ventilated and free from distractions. Parents should observe the child at work and be available to give guidance if the need arises.

Use of School Facilities

The district encourages the use of school facilities by citizens, civic groups and community organizations as long as there is no interference with regular school activities. Those interested should visit the website for a facility use form. Fees will be charged based on activity. Proof of insurance is required. Contact Building and Grounds at (315) 625-5295 for more information.

February

January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Staff Development Day - No School for Students	2 Groundhog Day
3	4	5	6	7	8 SNOW DATE: PTSA Elementary Family Dances	9 JSHS Talent Show, 6:00 pm
10	11	12	13	14 ES Valentine's Day Parties BOE Meeting 6:00 pm Valentine's Day	15 Dollars for Scholars Applications Due & Closed ES Outdoor Fun Days	16
17	18 Presidents' Day	19	20	21	22	23
Mid-Winter Recess						
24	25	26	27	28		



Student Physicals

Per NYS Education Law 136.1, parents may have their own family physician perform the exam if it is administered not more than 12 months prior to the commencement of the school year in which the examination is required. The results of the physical must be provided to the district within 30 days of entry or an examination may be performed by the school. The New York State Department of Education requires physical examinations of children when they: are a new entry into the district; are in Grades Pre-K or K, 2, 4, 7 and 10 participate in interscholastic sports in grades 7-12; need working papers; are referred to the Committee on Special Education.

NYS Dignity For All Students Act

Signed into law September 13, 2010, and effective as of July 1, 2012, The New York State Dignity For All Students Act (Dignity Act or DASA) applies to all public schools. The Dignity Act addresses issues related to harassment and discrimination in schools, including incidents on school property and at public school functions. No student shall be subjected to harassment, discrimination or bullying by employees or students. Incidents of harassment or discrimination shall be reported to the district's DASA Coordinators or to the APW Superintendent of Schools:

APW District DASA Coordinator: Naomi Ryfun
Assistant Superintendent
(315) 625-5274

Elementary DASA Coordinator: Andrea Swan
(315) 625-5260 or aswan@apw.cnyric.org

Jr./Sr. High School DASA Coordinator: Richard Algie
(315) 625-5229 or ralgie@apw.cnyric.org

Nondiscrimination

The APW Central School District is in accordance with the Title IX of the Educational Amendments of 1972 and section 504 of the Rehabilitation Act of 1973 and does not discriminate on the basis of sex or handicap in the educational programs or activities it operates. This includes recruitment and employment of employees; pay and benefits; counseling services for students; access by students to educational programs, courses and activities. The Title IX Coordinator of activities relating to compliance:

District Coordinator: Bethany Centrone, Esq.
Bond Schoeneck & King Attorneys (315) 218-8223.

Civil Rights Compliance Officer*
Bethany Centrone, Esq.
Bond Schoeneck & King Attorneys (315) 218-8223.

*The Civil Rights Compliance Officer will be responsible for coordinating the District's efforts to comply with and carry out its responsibilities regarding non-discrimination and anti-harassment, including investigations of complaints alleging discrimination, harassment, or the failure of the District to comply with its obligations under relevant non-discrimination and anti-harassment laws and regulations (e.g., the Americans with Disabilities Act, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973).

School-Based Health Centers

The APW School-Based Health Center (SBHC) is a full-service health center operated by the Pulaski Health Center and partially funded by the State of New York.

The SBHC provides prompt, quality and convenient primary health care to students enrolled in pre-kindergarten through grade 12. Services include: treatment of illnesses and ability to prescribe medication; treatment of minor injuries; ability to monitor and treat chronic illnesses such as asthma and hay fever; give immunizations and give comprehensive physical examinations in accordance with the American Academy of Pediatrics guidelines. The SBHC also offers mental health services to students and their families. This could include: individual counseling; group counseling; psychoeducational and behavioral case reviews; substance abuse counseling and family counseling.

Where is the SBHC Located?

The SBHC office is located next to the nurse's office at the elementary school and at the APW Junior-Senior High School. To reach the elementary school's health center, call (315) 625-5210. To contact the high school's SBHC, call (315) 625-5213.

How do I sign my child/children up?

All school-aged children are eligible to participate. Please complete an application form for each child that you wish to enroll. Application forms are available in the main office of each school building and at the Pulaski Health Center.

What is the cost?

There is no cost to visit the SBHC. The SBHC bills most insurance companies and accepts as payment what these companies have paid. Parents are not responsible for co-pays, deductibles or balance of visits: There is no expense to you.

What costs am I responsible for?

While services at the SBHC are at no cost, there are some costs that patients are responsible for. These include: prescriptions, lab work, x-rays and specialty appointments. The SBHC will not perform these services without a guardian's permission.

Rebel Alliance Newsletter

The school district newsletter, The Rebel Alliance, is distributed throughout the district to residents and families of enrolled students. If you are not receiving the Rebel Alliance by mail, please call the district office and ask to be placed on the list for future mailings.

February						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28		

March

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 ES Read Across America Day	2
3	4 Varsity & JV Spring Sports Begin	5	6 JSHS Progress Reports Mailed	7	8 Spring Musical 7:00 pm Elementary Music in our Schools	9 Spring Musical 7:00 pm SAT
10 Daylight Saving Time Begins Spring Musical 2:00 pm	11 PTSA ES Spring Book Fair	12 PTSA Family Literacy Night	13	14 BOE Meeting 6:00 pm	15 St. Patrick's Day	16
17	18 Staff Development Day - No School for Students	19 Dollars for Scholars Meeting JSHS 6:30 pm	20 Spring Sports Pictures NHS Induction Ceremony	21 NJHS Induction Ceremony NHS Induction Ceremony SNOW DATE	22 OCMEA All-County Orchestra (Fulton)	23 OCMEA All-County Orchestra (Fulton)
24 DFS Phone-a-Thon 12-4:00pm	25 Dollars for Scholars Phone-A-Thon HS Guidance 6:00-8:00 pm	26	27 Parent Conference Day Early Dismissal, JSHS-12:30; ES-1:40	28 Budget Workshop or BOE Committee Meeting 4:30	29 ES Pep for the Test Celebration	30



District Transportation

APWCSD transports approximately 1,300 students daily and travels approximately 650,000 miles per year involving approximately 20,000 trips. The district meets strict federal and state regulations covering the training and hiring of school bus drivers as well as the Department of Transportation regulations for the safe condition of the school buses.

Parents/Guardians are responsible for the students while they are waiting for the school bus. Be at your bus stop on time; drivers are NOT required to stop if students are not out waiting. When the student boards the bus, the district is responsible until they leave the bus at the end of the day.

If there is an incident of seriously bad behavior, the bus driver will record the problem on a student discipline report and give it to the building principal, grades K-6, and the transportation supervisor, grades 7-12, for follow up. It may be necessary at this point to deny the child the privilege of riding the bus. Parents will then be responsible for transporting the child to and from school. Once transportation privileges have been denied, the student cannot ride any school buses until the suspension is lifted.

The safe transportation of our students depends on the cooperation of all involved: students, drivers, parents and administrators. By understanding and abiding by the bus rules, we feel that we can provide the APW student population with the safe transportation they deserve.

Board Transportation Policy

Transportation is available for all students in the APW school district. Transportation to a

non-public school must be requested by April 1 for the following school year. Requests should be addressed to the district clerk and should include the child's name, address, age, grade level and the school to which busing is requested.

Riding a School Bus is a Privilege

Riding a school bus is a privilege, not a right, that may be denied or suspended upon violation of these district transportation rules:

- Cross 10 feet in front of the bus after the driver signals you to do so.
- Wait for the bus 15 feet back from the edge of the road.
- Enter and leave the bus in an orderly and safe manner.
- Stay seated until the bus stops.
- Keep arms, hands and head inside the bus.
- Use of tobacco, drugs or alcohol is prohibited by law on school property and will be reported to authorities.
- Books, bags, parcels or musical instruments must be held on the student's lap.
- Sports equipment such as baseball bats, golf clubs, balls of all kinds, skateboards, roller skates and blades, etc. are not allowed on the bus.
- No glass containers or dangerous objects are allowed.
- Indecent or profane language will not be tolerated.
- Unauthorized persons cannot ride our school buses.
- Riders must follow the driver's instruction at all times.

Alternate Pick-up and Discharge Points

Students should be picked up and discharged at the same location everyday. Request by parent/guardians for variations of this policy will be considered on an individual basis with a maximum of two (2) pick-up points and two (2) drop-off points. These locations must be established the first week in August and, unless family conditions change, should be permanent.

Should it be necessary to change daycare or other child supervision arrangements during the school year, parents/guardians should send written notification to the district's transportation office and a copy to the child's school office.

There is still the "Emergency Drop-Off Point" indicated on the student's registration form; this is the only location a student will be dropped off to when a parent calls in with a true emergency. Should the designated drop-off point need to change (maximum of three times per year), there must be a written notice at least two weeks in advance sent to the transportation supervisor, and the parent must validate the note with a telephone call to the transportation supervisor.

The BOE is committed to providing safe transportation for its students, while also exhibiting reasonable flexibility in handling emergencies.

Transportation of Students To School-Sponsored Events

When the district sponsors an activity, it is responsible for transporting students to and from away events. All students are to ride to the activity and are to ride back to the school. The exception to this policy: The parent(s) of the student is/are at the activity and they make a request of the coach to take their son/daughter home.

Questions or concerns can be communicated to: Nate Metcalf, Transportation Supervisor, (315) 625-5241.

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 ES MP3 Ends CiTi Annual Meeting	4	5 Bus Evacuation Drill JSHS MP3 Ends OCMEA All-County Choral Festival (Hannibal)	6 OCMEA All-County Choral Festival (Hannibal)
Grades 3-8 ELA Testing and Make Up Days						
7	8 Spring Modified Sports Pictures	9	10 ES Report Cards Home JSHS Report Cards Mailed Home	11 BOE Meeting 6:00 pm	12	13
Grades 3-8 ELA Testing and Make Up Days						
14	15	16	17	18	19 Good Friday	20
Spring Recess						
Easter 21	22 Spring Recess	23 Dollars for Scholars Meeting JSHS 6:00 pm	24 BOE Meeting 6:00 pm (Vote on CiTi Budget)	25	26 Earth Day ES School Clean Up	27
28	29	30 Grades 3-8 Math Assessments				



Student Directory Information

The APW Central School District classifies the following student information as “directory information”: Name, address and telephone number, parent’s name(s) and address(es), class designation, date and place of birth, participation in school clubs, activities and sports, dates of attendance, degrees and awards received, most recent educational institute or agency attended by student and student’s picture.

“Directory information” may be available for bona fide purposes to outside parties such as colleges, newspapers, social service agencies and the military. Any eligible student or parent wishing to limit the availability of this information must do so within 14 days of this notification by contacting the student’s guidance counselor (middle or high schools) or building principal (elementary schools) and request the “Reservation of Consent for the Release of Certain Student Information Form.” This should be done on a yearly basis.

Other questions regarding these rights should be referred to the student’s building principal.



School Elections

School district meetings, elections, bond votes or referenda are conducted at the discretion of the BOE. These meetings occur when it is necessary to transact business that is beyond the authority of the BOE, and voter approval is required. Such items of business include: electing members of the board of education, adoption of an annual operating budget and issuance of bonds for site purchases, bus purchases or facility construction or renovation.

Notice of a district election is published 45 days in advance to the meeting. Generally, a budget-related newsletter is published describing in detail the item or items to be voted upon. The meetings or elections are typically held at the Junior-Senior High School.

Voting Eligibility

To be eligible to vote in a school district election a person must be:

- a citizen of the United States;
- 18 years of age or older;
- a legal resident of the school district for the 30-day period immediately preceding the date of the election;

Proof of voter eligibility may be requested. This may include, but is not limited to; driver’s license, passport, non-driver ID card, utility bill or voter registration card.

Voter Registration

Questions regarding school district elections, voter registration and polling should be directed to the school district clerk at (315) 625-5251.

Absentee Ballots

Qualified voters who will be away from home or otherwise unable to vote in person on election day may vote by absentee ballot. Call the school district clerk at (315) 625-5251 for an application. District voters must request absentee ballot applications in advance. Application must be received seven days prior to election if ballot is to be mailed to the voter. Absentee ballots must be received by the school district clerk no later than 5 p.m. on election day.

Public Budget Hearing
May 14, 6:00 pm
JSHS


Budget Vote and
BOE Election
May 21, Noon to 9:00 pm

Don't
 forget
 to **vote!**

April						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Feats of Clay Exhibition NYSSMA Solo Festival (Mexico)	4 NYSSMA Solo Festival (Mexico)
	Grades 3-8 Math Assessments					
5	6	7	8 JSHS AP Testing ES Spring Concert and Art Show, K-3, 6:30 pm	9 ES Spring Concert and Art Show, 4-6, 6:30 pm	10 JSHS AP Testing	11
Grades 3-8 Math Assessment Make Ups						
12 Mother's Day	13 JSHS AP Testing	14 JSHS AP Testing Public Hearing and BOE Meeting, 6:00 pm	15 JSHS Report Cards Mailed Home	16	17 Feats of Clay RAIN DATE	18 JSHS Prom
19	20	21 JSHS Music & Arts Festival, 6:00 pm Dollars for Scholars Meeting, JSHS 6:30 pm BUDGET VOTE & BOE Election Noon - 9:00 pm	22 NYSSMA Majors Festival	23 NYSSMA Majors Fest. BOE Committee Meeting, DO 4:30 pm JSHS Spring Concert 6:30 pm	24	25
Grades 4 & 8 Science Performance Test						
26	27 Memorial Day	28	29	30 Varsity Sports Banquet 6:00 pm	31	
Grades 4 & 8 Science Performance Test						

Immunization Requirements

Please send proof of immunization to the school nurse where your child will be attending school.

Proof of immunization must be **any one of the three** items listed below:

- ✧ An immunization certificate signed by your health care provider
- ✧ Immunization Registry report (NYSIIS or CIR from NYC) from your health care provider or your county health department
- ✧ A blood test (titer) lab report that proves your child is immune to the diseases
 - For varicella (chickenpox), a note from your health care provider (MD, NP, PA) which says your child had the disease is also acceptable.

If you have questions or concerns about immunizations, please contact the school health staff.

New York State Law Section 2164 requires certain immunizations (shots) to attend school. Please check with your health care provider to make sure that your child has all the needed immunizations. They are listed below:

Required Immunizations for K, 1, 2, 3 & 4	
Immunization	Number of Doses
Polio	4 doses or 3 if the 3rd dose at 4 years of age or older
Hepatitis B	3 doses
Diphtheria/Tetanus/Pertussis	5 doses or 4 doses if the 4th dose given at 4 years of age or older or 3 doses if series started at age 7 or older
Measles/Mumps/Rubella	2 doses
Varicella (Chickenpox)	2 doses

Required Immunizations for Grade 5	
Immunization	Number of Doses
Polio	3 doses
Hepatitis B	3 doses
Diphtheria/Tetanus/Pertussis	5 doses or 4 doses if the 4th dose given at 4 years of age or older or 3 doses if series started at age 7 or older
Measles/Mumps/Rubella	2 doses
Varicella (Chickenpox)	1 dose

Required Immunizations for Grades 11, 12	
Immunization	Number of Doses
DTaP/DTP	3 doses
Tdap	1 dose
Polio	3 doses
MMR	2 doses
Hepatitis B	3 doses or 2 doses of adult hepatitis B Vaccine (Recombivax)
Varicella (chickenpox)	1 dose
Meningococcal conjugate (MenACWY)	By Grade 12: 2 doses or 1 dose if the dose was received at age 16 or older

Required Immunizations for Grades 6, 7, 8, 9, 10	
Immunization	Number of Doses
DTaP/DTP	3 doses
Tdap Tetanus and Diphtheria toxoid-containing vaccine and Pertussis vaccine booster	1 dose
Polio	4 doses or 3 doses if the 3rd dose was received at age 4 or older
MMR	2 doses
Hepatitis B	3 doses or 2 doses of adult hepatitis B Vaccine (Recombivax)
Varicella (chickenpox)	2 doses
Meningococcal conjugate (MenACWY)	Grades 7, 8, 9: 1 dose



Student Registration

Children who will be five years of age on or before December 1 are eligible to attend kindergarten starting in September of the school year.

Information on kindergarten registration procedures and kindergarten orientation is mailed to parents each Spring.

New students that are Kindergarten-Grade 12 will be registered at the APW Registrar's Office located in the District Office at the Jr. Sr. High School Building.

Pre-K Students will be registered at the Elementary School Office, by contacting Colleen Kugler at (315) 625-5260.

A birth certificate, academic records from previous school, up-to-date immunization records, proof of residency and custody papers (if applicable) are required at the time of registration.



Registration packets are available on the school district website, www.apwschools.org.

For more information on the registration of K-12 Students, contact Denise Ackerman at (315) 625-5275.

May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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26	27	28	29	30	31	

June

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Regents Exams	4 Senior Awards Night, 6:00 pm	5	6 PTSA ES Learning Fair	7	8 APW Alumni Banquet
PTSA BOGO Elementary Book Fair						
9	10	11	12	13 BOE Meeting 6:00 pm	14 ES Flag Day Celebration Flag Day	15
16 Father's Day	17 JSHS MP4 Ends	18 Elementary Fun Days Dollars for Scholars Meeting JSHS 6:30 pm	19 Elementary Fun Days	20 Elementary Fun Days	21 ES MP4 Ends	22
Regents Exams						
23	24	25 6th Grade Moving Up Ceremony, 10 am	26 Last Day of School for Students ES Report Cards Sent Home	27	28 JSHS Report Cards Mailed Graduation 6:30 pm	29
30	Regents Exams					



Attmar-Parish-Williamstown

Central School District

Academics at its best! Pursuit of excellence! Where students come first!

2018-2019 APW CODE OF CONDUCT

CODE OF CONDUCT TABLE OF CONTENTS

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I. Introduction

The board of education (“board”) is committed to providing a safe and orderly school environment where students may receive, and district personnel may deliver, quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents, and other visitors is essential to achieving this goal.

The district has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty, and integrity.

The Board of Education recognizes that teaching students respect, civility and understanding toward others, as well as the practice and reinforcement of appropriate behavior and values of our society, is an important function of the School System.

The APW School District wishes to foster an environment where students exhibit behavior that promotes positive educational practices, allows students to grow socially and academically, and encourages healthy dialogue in respectful ways. By presenting teachers and staff as positive role models, the district stresses

positive communication and discourages disrespectful treatment. This policy is not intended to deprive and/or restrict any student of his/her right to freedom of expression but, rather, seeks to maintain, to the extent possible and reasonable, a safe, harassment free and educationally conducive environment for our students and staff.

Furthermore, the district shall provide that the course of instruction in grades K through 12 includes a component on civility, citizenship and character education in accordance with Education Law, with an emphasis on discouraging acts of harassment, bullying and/or discrimination. Character education is the deliberate effort to help students understand, care about and act upon core ethical values.

The Board recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to see to it that discipline when necessary is administered promptly and fairly. To this end, the Board adopts this code of conduct (“code”) in accordance with board policy 3410.

Unless otherwise indicated, this code applies to all students, school personnel, parents, and other visitors when on school property or attending a school function.

II. Definitions

For purposes of this code, the following definitions apply.

“Principal” is defined as the building principal, or that person acting in the principal’s absence.

“Act of violence” is an act against a person that includes, but is not limited to, biting, hitting, kicking, punching, pushing and shoving, and scratching.

“Disruptive student” means a student under the age of 21 who is substantially disruptive of the educational process or substantially interferes with the staff member’s authority over the classroom.

“A substantial disruption” of the educational process or a substantial interference with a staff member’s authority occurs when a student demonstrates a persistent unwillingness to comply with the staff member’s instructions, or repeatedly violates

the school or classroom rules.


“Illegal/Inappropriate/Prohibited Substances” include but are not limited to, inhalants, marijuana, synthetic “marijuana” cannabinoids (synthetic cannabinoids consist of plant material coated by chemicals that mimic THC, the active ingredient in marijuana), cocaine, LSD, PCP, amphetamines, barbiturates, ecstasy, heroin, steroids, any substances commonly referred to as designer drugs, look-alikes, alcohol, tobacco, energy drinks, and prescription or over-the-counter drugs when possession or use has not been authorized in accordance with district policy and procedure or such are inappropriately used or shared with others.

A person shall be considered “Under the Influence” if he or she has used any quantity of an inappropriate substance or alcohol within a time period reasonably proximate to his/her presence on school property, on a school bus, in a school vehicle, or at a school-sponsored function and/or exhibits symptoms of such use as to lead to the reasonable conclusion of such consumption.

“Chain of Command” is a list of people that are put in place in sequential order to solve a problem.

“Dignity for all Students Act” or (DASA) was enacted in response to the increasing number of incidents involving harassed, ostracized and socially isolated students who, as a result of their maltreatment, engaged in dangerous behavior. The Dignity Act was signed into law to create a safe learning environment for our state’s public school students. Under The Dignity Act, no student shall be subjected to discrimination based on their: actual or perceived race; color; weight; national origin; ethnic group; religion; religious practice; disability; sexual orientation; gender, or sex (in accordance with board policy 7531). The Dignity Act applies to all incidents on school property (in a school building, athletic playing field, playground, parking lot, school bus); The Dignity Act applies to public school functions (school extracurricular events or activities – on or off school property). The Dignity Act prohibits those acts of harassment, bullying, cyber-bullying that occur off school property, where such acts create or would foreseeably create a risk of substantial disruption within the school environment; where it is foreseeable that the conduct, threats, intimidation or abuse might

July

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 Independence Day	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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reach school property. A violation may occur if the action or actions and/or behavior adversely affect the educational process and/or endangers the health, safety or morals of students; subjects the student to a hostile school environment (i.e., when the conduct of another has unreasonably and substantially interfered with a student's education performance, opportunities, or benefits, or mental, emotional and/or physical well-being), and may be subject to disciplinary consequences. A violation is committed when conduct of another cause physical injury or fear for one's physical safety.

Dignity Act Coordinator (DAC) – The Dignity Act requires that at least one staff member at every school be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex (Education Law §13[3]). Staff who know or have reasonable knowledge of acts of discrimination and/or harassment must report such incidents to the Building Dignity Act Coordinator; students who have witnessed such acts of discrimination and/or harassment must report such incidents to the Building Dignity Act Coordinator. Building and district DASA Coordinator (DAC) contact information is provided below.

APW District DASA Coordinator
Dr. Naomi Ryfun, Assistant Superintendent
(315) 625-5274 • nryfun@apw.cnyric.org

APW Elementary School
Ms. Andrea Swan, DASA Coordinator
(315) 625-5260 • aswan@apw.cnyric.org

APW JR/SR High School
Mr. Richard Algie, DASA Coordinator
(315) 625-5229 • ralgie@apw.cnyric.org

“Sexual Orientation” is defined as heterosexuality, homosexuality, bisexuality, or asexuality, whether actual or perceived.

“Harassment/Intimidation” is repeated, unprovoked aggressive behaviors of a physical or psychological nature, carried out against an individual or a group of individuals that result in harm or injury to the individual or the group. If it involves peer harassment, the behavior must be unwelcome by the recipient and have the effect of creating a hostile environment. Harassment/Intimidation is further defined as any communication (verbal, written, or graphic), gesture and/or physical contact based on an individual's actual or perceived race, creed, religion, national origin, political affiliation, sex, sexual orientation, age, marital or veteran status, or disability; or distinguishing characteristic or by any other status protected by local, state, or federal law.

“Bullying” in general is defined as: “a variety of negative acts

carried out repeatedly over time.” However, a single negative act may also constitute bullying based on particular circumstances such as the seriousness of the act and/or the intent of the actor. “Internet bullying” also referred to as “cyber-bullying” includes, but is not limited by definition to, the use of instant messaging, e-mail, web sites, chat rooms, and text messaging when such infringes upon the general health, safety and welfare of district students or employees and/or interferes with the operation of the school.

“Hazing” is defined as the performance of any act or the coercion of another to perform any act of initiation that causes or creates a risk of humiliation or dangerous activity, or that risks inflicting mental or physical harm. Permission, consent or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in the policy.

“Teacher removal of a student from a class” refers to when a classroom teacher removes a disruptive student from the class for up to two days. This applies to the class of the removing teacher only.

“Parent” means parent, guardian, or person in parental authority to a student.

“School property” means in or within any building, structure, athletic playing field, playground, parking lot, or land contained within the real property boundary line of a public elementary or secondary school, or in or on a school bus, as defined in Vehicle and Traffic Law §142.

“School function” means any school-sponsored extra-curricular event or activity.

“Threat” means an expression of intention to cause harm, do violence, intimidate, or punish.

“Violent student” means a student under the age of 21 who:

1. Commits an act of violence upon a school employee, or attempts to do so.
2. Commits, while on school district property or at a school function, an act of violence upon another student or any other person lawfully on school property or at a school function, or attempts to do so.
3. Possesses, while on school property or at a school function, a weapon.
4. Displays, while on school property or at a school function, what appears to be a weapon.
5. Threatens, while on school property or at a school function, to use a weapon.
6. Knowingly and intentionally damages or destroys the personal property of any school employee or any person lawfully on school property or at a school function.
7. Knowingly and intentionally damages or destroys school district property.

“Weapon” means a firearm as defined in 18 USC §921(a) and 18 USC §930(g)(2) for purposes of the Gun-Free Schools Act and the district weapons policy. It also means any other gun, BB gun, pistol, revolver, shotgun, rifle, machine gun, paint ball gun, disguised gun, air-gun, spring-gun or other instrument or weapon in which the propelling force is a spring, air, piston or CO2 cartridge, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, sling shot, metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or look-alikes (i.e., fake items made to look like any of the aforementioned or other weapon or any object that could be considered a reasonable facsimile of a weapon), pocket pen or other knife, or other device, instrument, material, or substance (“other item”) that can cause physical injury or death when used, or when such other item is brandished as a weapon.

“Plagiarism” is the use or close imitation of the language and ideas of another author and representation of them as one's own original work. This includes copying from electronic sources (from the World Wide Web), even with minor alterations.

“Copyright” is the exclusive legal right to reproduce, publish, and sell the matter and form of a literary, musical, or artistic work. Copyright infringement occurs when the copyright owner's rights are violated; when someone other than the copyright holder copies the “expression” of a work; i.e., when the “infringing” work is substantially similar to the copyrighted work. This means that the idea or information behind the work is not protected but how the idea is expressed is protected.

III. Student Rights and Responsibilities

A. Student Rights

The district is committed to safeguarding the rights given to all students under state and federal law. The District's aim is to provide an environment in which a student's rights and freedoms are respected, and to provide opportunities, which stimulate and challenge the student's interests and abilities to his or her highest potential. These opportunities will be available as long as the student pursues these interests and studies in an appropriate manner, and does not infringe upon the rights of others. In addition, to promote a safe, healthy, orderly, and civil school environment, all district students have the right to:

1. Take part in all district activities on an equal basis regardless of race, color, creed, national origin, religion, gender, gender identity, gender nonconformity, gender expression, sexual orientation, or disability, or any other categories of individuals protected against discrimination by federal, state, or local law. See board policy 7560.

August

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

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2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.

3. Access school rules and, when necessary, receive an explanation of those rules from school personnel.

4. To have a safe, healthy, orderly, and courteous school environment.

5. To attend school and participate in school programs unless suspended from instruction and participation for a legally sufficient cause as determined in accordance with due process of law.

6. To be suspended from instruction in accordance with the rights provided under Education Law Section 3214 (pg. 13-14).

7. Students should not expect privacy of lockers, backpacks, and cars on school grounds. Lockers are provided for the purpose of storing school-related materials securely and to maintain privacy between students. All lockers, locks, combinations and/or keys are school property, and school officials have the right to search lockers at any time.

B. Student Responsibilities

All district students have the responsibility to:

1. Accept responsibility for their actions.

2. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.

3. Be familiar with and abide by all district policies, rules and regulations dealing with student conduct.

4. Attend school daily and be in class on time and prepared to learn.

5. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.

6. Respond to direction given by teachers, administrators, and other school personnel in a respectful, positive manner.

7. Work to develop mechanisms to deal with their anger.

8. Ask questions when they do not understand.

9. Seek help in solving problems that might lead to disciplinary actions.

10. Dress and groom appropriately for school and school functions.

11. Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

12. Follow school and societal rules.

13. Immediately report any health or safety issues to school staff (e.g. presence of drugs or weapons).

IV. Essential Partners

The Altmar-Parish-Williamstown Central School District believes that appropriate student behavior is a result of cooperative efforts among students, parents, staff members, the administration and the Board of Education. All essential partners will demonstrate respect for school and societal rules. The district therefore emphasizes the need for the entire school community to provide a meaningful educational experience to all district students.

School Level Parent Involvement Policy: The district will develop a school-parent compact jointly with parents that outlines how the parents, school staff and students will share the responsibility for improved student academic achievement and detail the means by which the school and parents will build and develop a partnership to help all children achieve the state's standards.

The compact shall include:

1. A description of the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served in Title I schools to meet the State's student academic achievement standards and shall include, but not be limited to those items outlined in Section IV. B-F;

2. A description of the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, television watching, volunteering in their child's classroom and participating, as appropriate in decisions relating to the education of their children and positive use of extracurricular time; and shall include, but not be limited to those items outlined in Section IV. A.

3. The compact shall address the importance of communication between teachers and parents on an ongoing basis including, but limited to:

a) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;

b) Frequent reports to parents on their children's progress; and

c) Reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities: Parent Teacher Conferences, parent helpers, emails, phone calls, Web site/web access; Open House, Weekly Folders, Sign-In, Newsletter, Home and School, Planners, Calendars,

Monthly Calendars.

A. Parents

All parents are expected at all times to:

1. Recognize that the education of their child(ren) is a joint responsibility of the parents and the school community.

2. Send their child(ren) to school every day ready to participate and learn.

3. Ensure their child(ren) attend school regularly and on time.

4. Insist their child(ren) be dressed and groomed in a manner consistent with the student dress code.

5. Help their child(ren) understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.

6. Know school rules and consequences for violating them and help their child(ren) understand the rules and consequences.

7. Convey to their child(ren) a supportive attitude toward education and the district.

8. Build positive relationships with teachers, other parents and their child(ren)'s friends.

9. Help their child(ren) deal effectively with peer pressure.

10. Inform school officials of changes in the home situation that may affect student conduct or performance.

11. Provide a place for study and ensure homework assignments are completed.

12. To follow the chain of command when problems arise so that problems can be solved at the lowest level (staff member/teacher, school counselor, vice-principal/principal, superintendent, Board of Education)

B. Teachers

All district teachers are expected at all times to:

1. Maintain a climate of mutual respect and dignity, which will strengthen students' self-concept and promote confidence to learn.

2. Be prepared to teach all his/her students.

3. Demonstrate interest and enthusiasm in teaching and concern for all students' achievement.

4. Know school policies and rules, and enforce them in a fair and consistent manner.

5. Communicate to students and parents:

a. Course objectives and requirements

b. Marking/grading procedures

c. Assignment deadlines

d. Expectations for students

e. Attendance Policies

6. Communicate regularly with students, parents, and other teachers concerning growth and achievement.

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C. School Counselors

All district counselors are expected at all times to:

1. Assist students in coping with peer pressure and emerging personal, social, and emotional problems.
2. Initiate teacher/student/counselor conferences and parent/teacher/student/counselor conferences, as necessary, as a way to resolve problems.
3. Regularly review with students their educational progress and career plans.
4. Encourage and provide information to assist students/parents with student career planning.
5. Encourage students to make the most of the curricula and extracurricular programs.

D. Administrators

All district administrators are expected at all times to:

1. Promote a safe, orderly and stimulating school environment, which supports active teaching and learning.
2. Facilitate regular communication (including the redress of grievances) among staff, students, and parents.
3. Evaluate on a regular basis all staff and instructional programs.
4. Support the development of and student participation in appropriate extracurricular programs and assess and adjust as needed.
5. Be responsible for enforcing the code of conduct and resolving all cases promptly and fairly.

E. All School District Employees

All school district employees are expected at all times to:

1. Maintain a climate of mutual respect and dignity, which will strengthen students' self-concept and promote confidence to learn.
2. Demonstrate interest, enthusiasm and concern for student health, safety, and achievement.
3. Know district policies and enforce them in a fair and consistent manner.
4. Be familiar with and enforce all Local, State and Federal laws, rules and regulations.
5. Communicate to students:
 - Expectations for students
 - Board approved Code of Conduct
6. Communicate regularly with students, parents, and other staff members concerning safety.

F. Superintendent

The Superintendent is expected at all times to:

1. Promote a safe, orderly and stimulating school environment,

which supports active teaching and learning.

2. Review with district administrators the policies of the Board of education and state and federal laws relating to school operations and management.
3. Inform the Board about educational trends relating to student discipline.
4. Work to promote and support instructional programs that encourage positive behaviors sensitive to student and teacher needs.
5. Work with school personnel in enforcing the code of conduct and resolving all cases promptly and fairly.

G. Board of Education

All school Board members are expected at all times to:

1. Collaborate with student, teacher, administrator, and parent organizations, school safety personnel and other school personnel to develop a code of conduct that clearly defines expectations for the conduct of students, district personnel and parents/visitors on school property and at school functions.
2. Adopt and review at least annually the district's code of conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.
3. Lead by example by conducting Board meetings in a professional, respectful, and courteous manner.
4. Support the efforts of teachers, staff, and community to provide the highest quality education for students.
5. Be student advocates and interact with parents; helping students achieve success by promoting a clear and open line of communication between parents and the Board of Education.

V. Student Dress Code

The intent of the dress code is to foster an environment that is sanitary, safe and conducive to teaching and student learning. It is also intended to provide guidance to prepare students for their role in the work place and society. All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. The school cannot and does not dictate styles. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should help students develop an understanding of appropriate appearance in the school setting.

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

1. Be safe, appropriate, and not disrupt or interfere with the educational process.
2. Recognize that revealing garments are not appropriate and may disrupt or interfere with the educational process.

3. Ensure that underwear is completely covered with outer clothing.

4. Wear footwear at all times. Footwear that is a safety hazard will not be allowed. Not wearing footwear is a violation of the health codes.

5. Recognize wearing of headwear that could be a disruption or interfere with the educational process will not be allowed unless for a medical and/or religious purpose/reason.

6. Recognize items that are, or are implied as, vulgar, obscene, and libelous or denigrate others on account of race, color, religion, creed, national origin, disability, gender, or sexual orientation could be a disruption or interfere with the educational process and will not be allowed.

7. Recognize promoting, advertising, and/or endorsing the use of alcohol, tobacco, tobacco promotional items (e.g., brand names, logos and other identifiers) or illegal drugs and/or encourage other illegal or violent activities, sexuality/sexual acts could be a disruption or interfere with the educational process and will not be allowed.

8. Recognize that accessories that are hazardous, damaging, or present danger to school property or persons could be a disruption or interfere with the educational process and will not be allowed.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item(s) and, if necessary or practical, replacing it (them) with an acceptable item. Any student who refuses to do so shall be subject to disciplinary action. Any student who repeatedly fails to comply with the dress code shall be considered insubordinate and subject to further discipline.

VI. Prohibited Student Conduct

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities, equipment, and district vehicles.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function (e.g. field trips, alternative education tutoring after hours, athletic contests, etc.) specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. These provisions apply whether

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the conduct is in person, in writing, via cell phone, texting, e-mail or any other electronic means of communication. Students who violate these school rules will be required to accept the penalties for their conduct.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

A. Engage in conduct that is disorderly or disruptive. Such as but not limited to:

1. Running in hallways.
2. Making unreasonable noise.
3. Using language or gestures that are profane, lewd, vulgar or abusive.
4. Obstructing vehicular or pedestrian traffic.
5. Engaging in any willful act, which disrupts the normal operation of the school community.
6. Trespassing. Entering any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
7. Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites; hacking into or accessing without authorization, secured sections of the district's or other's computer networks; or any other violation of the district's acceptable use policy. Unauthorized use of personal computer, laptop and/or other computerized information resources through the APWCSD computer system is prohibited.
8. Unauthorized use of electronic devices such as radios, cell phones, mp3 players, games, CD players, cameras, and pagers during instructional time, except as expressly permitted in connection with authorized use in the buildings.

B. Engage in conduct that is insubordinate. Examples of insubordinate conduct include:

1. Failing to comply with the reasonable directives of teachers, school administrators or other school employees, law enforcement officers, or other adults with supervisory authority.

2. Missing, leaving, or lateness for school, or class, without permission.

3. Skipping detention.

C. Engage in conduct that is disrespectful.

D. Engage in conduct that is violent. Examples of violent conduct include:

1. Committing an act of violence upon a teacher, administrator or other school employee, or attempting to do so.

2. Committing an act of violence, or attempting to do so, upon another student or any other person lawfully on school property or at a school function.

3. Possessing/displaying a weapon or what appears to be a

weapon capable of causing physical injury or death while on school property or at a school function. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.

4. Threatening to use any weapon.

5. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.

6. Intentionally damaging or destroying school district property.

7. Using weapons

8. Communication by any means, including oral, written or electronic (such as through the Internet or e-mail) off school property, where the content of such communication (a) can reasonably be interpreted as a threat to commit an act of violence on school property; or, (b) results in material or substantial disruption to the educational environment.

E. Engage in any conduct that endangers the safety, morals, health or welfare of others.

Examples of such conduct include:

1. Lying, deceiving or giving false information to school personnel.

2. Stealing district property or the property of other students, school personnel or any other person lawfully on school property or while attending a school function.

3. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by defaming them. This can include posting or publishing video, audio recordings or pictures (written material, cell phones, Internet, YouTube, etc.)

4. Discrimination, which includes the use of race, age, sexual orientation, color, creed, national origin, religion, gender or disability or other status protected by local, state, or federal law as a basis for treating another in a negative manner in accordance with board policy 3233.

5. Harassment, against any student, by employees or students on school property, at a school function, or off school property when the actions create or would foreseeably create a risk of substantial disruption within the school environment or where it is foreseeable that the conduct might reach school property, that creates a hostile environment by conduct, with or without physical contact, which includes a communication (verbal, written, electronic or graphic) and/or physical conduct based on an individual's actual or perceived race, color, religion, national origin, political affiliation, sexual orientation sex, age, marital or veteran status, disability or any other status protected by local, state, or federal law in accordance with board policy 3233.

6. Bullying and intimidation, against any student, by employees

or students on school property, at a school function, or off school property when the actions create or would foreseeably create a risk of substantial disruption within the school environment or where it is foreseeable that the conduct might reach school property, that creates a hostile environment by conduct, with or without physical contact, which includes engaging in actions or statements that put an individual in fear of bodily harm and/or emotional discomfort; for example, "play" fighting, extortion of money, overt teasing, etc.

7. "Internet bullying" (also referred to as "cyberbullying") including, but not limited to, the use of instant messaging, e-mail, Web sites, chat rooms, and text messaging, when such use interferes with the operation of the school; or infringes upon the general health, safety and welfare of students or employees.

8. Sexual harassment, which includes unwelcome sexual advances, requests for sexual favors, taking, sending or receiving sexually explicit videos, pictures or auditory recordings and other verbal or physical conduct or communication of a sexual nature in accordance with board policy 7532.

9. Displaying signs of gang affiliation or engaging in gang-related behaviors that are observed to increase the level of conflict or violent behavior.

10. Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining membership in any district or school sponsored activity, organization, club or team. Hazing is a form of harassment and bullying, as those terms are defined for the purposes of policy number 7531 (DASA Student Harassment and Bullying Prevention and Intervention, and may constitute discrimination.

11. Selling, using, possessing or distributing obscene material.

12. Possessing, consuming, selling, attempting to sell, distributing or exchanging alcoholic beverages, tobacco, tobacco products (for purposes of this policy, tobacco is defined to include any lighted or unlighted cigarette, cigar, cigarillo, pipe, bidi, clove, cigarette, spit/spitless tobacco and any other smoking or tobacco product i.e., smokeless, dip, chew, snus and/or snuff in any form, including look-a-like tobacco products such as smokeless or "vapor" cigarettes) or illegal substances, or being under the influence of any of these. "Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, drug paraphernalia and any substances commonly referred to as "designer drugs."

13. Inappropriately using, sharing, selling, attempting to sell, distributing or exchanging prescription and over-the-counter drugs.

14. Possessing, consuming, selling, attempting to sell, distributing, or exchanging "look-alike drugs"; or, possessing or consuming (without authorization), selling, attempting to sell, distributing or exchanging other substances such as dietary supplements, weight loss pills, etc.

15. Gambling and gaming.

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16. Inappropriate touching.

17. Initiating or reporting warning of fire, bomb threat, or other catastrophe without valid cause, misusing 911, or inappropriately discharging a fire extinguisher.

18. Violating gender privacy when using school restroom facilities.

19. Indecent exposure, that is, exposure to sight of the private parts of the body or other lewd or indecent behavior.

20. Failure to report, when you have knowledge of, an intended false bomb threat.

F. Engage in misconduct while on a school bus, school operated vehicle or private vehicle being utilized for the transport of students. It is crucial for students to behave appropriately while riding on district buses to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.

G. Engage in any form of academic misconduct. Examples of academic misconduct include:

1. Plagiarism.
2. Cheating.
3. Copying or otherwise transmitting answers to or for other students.
4. Altering records.
5. Assisting another student in any of the above actions.

VII. Reporting Violations

All students are expected to promptly report violations of the code of conduct, and to immediately report any individual possessing a weapon, alcohol or illegal substance on school property or at a school function, to a teacher, school counselor, the assistant principal, the building principal or other district staff. To the extent possible, the reporting student's identities will not be disclosed.

All district staff members that are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner. District staff members that are not authorized to impose disciplinary sanctions are expected to promptly report violations of the code of conduct to their supervisor, who shall in turn impose an appropriate disciplinary sanction, if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction.

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 if warranted, which may include permanent suspension and referral for prosecution. Notification of law enforcement

officials is a probable consequence.

The building principal or his or her designee may notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical. The notification may be made by telephone, followed by a letter. This notification must identify the student and explain the conduct that violated the code of conduct and constituted a crime.

VIII. Disciplinary Consequences, Procedures & Referrals

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that is fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to develop in self-discipline.

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's age.
2. The nature of the offense and the circumstances, which led to the offense.
3. The student's prior disciplinary record.
4. The effectiveness of other forms of discipline.
5. Information from parents, teachers and/or others, as appropriate
6. Other extenuating circumstances.

Discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student may be related to a disability or suspected disability, discipline, if warranted, shall be administered consistent with the separate requirements of this code of conduct for disciplining students with a disability or presumed to have a disability.

A. Consequences

Students who are found to have violated the district's code of conduct may be subject to the following consequences either alone or in combination. The school personnel identified after each consequence are authorized to impose that consequence, consistent with the student's right to due process. The listed sanctions are advisory and discipline will be progressive. However, district personnel may impose any level of discipline, even for the first violation, that is proportionate to the misconduct at issue. Administration may adjust the consequence based on the infraction and or frequency.

1. Oral warning – any employee of the district staff
2. Time Out – any employee of the district staff
3. Written warning – any employee of the district staff
4. Written notification to parent – transportation supervisor, athletic director, coaches, School counselors, teachers, teacher assistants, assistant principal, principal, superintendent
5. Detention – teachers, teacher assistants, assistant principal, principal, transportation supervisor, superintendent
6. Suspension from transportation – transportation supervisor, assistant principal, principal, superintendent
7. Suspension from athletic participation – coaches, athletic director, assistant principal, principal, superintendent
8. Suspension from social or extracurricular activities – activity director, athletic director, assistant principal, principal, superintendent
9. Suspension of other privileges – transportation supervisor, athletic director, assistant principal, principal, superintendent
10. In-school suspension – assistant principal, principal, assistant principal, or superintendent
11. Temporary removal from classroom by teacher, principal, assistant principal, or principal's designee.
12. Short-term (five days or less) suspension from school – principal, superintendent, Board of Education. In the absence of the principal, the assistant principal may suspend.
13. Long-term (more than five days) suspension from school – superintendent, Board of Education
14. Permanent suspension from school – superintendent, Board of Education.

B. Procedures

In all cases, regardless of the consequence imposed, the school personnel authorized to impose the consequence must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the consequence.

Students who are to be given consequences other than an oral warning, written warning or written notification to their parents are entitled to additional rights before the consequence is imposed. When any suspensions occur and the school is closed on the suspension dates, then the suspension(s) will carry over to the next attendance day. These additional rights are explained below.

1. Detention

Teachers, assistant principals, principals, and the superintendent may use school detention as a consequence for student misconduct in situations where removal from the classroom or suspension would be inappropriate. After school Detention will be imposed as a consequence only after the student's parent has been notified to confirm that the student has

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appropriate transportation home following detention.

2. Suspension from transportation

If a student does not conduct himself/herself properly on a bus, the bus driver is expected to bring such misconduct to the transportation supervisor's, principals, or assistant principal's attention. Students who become a serious disciplinary problem may have their riding privileges suspended by the transportation supervisor, assistant principal, building principal or the superintendent. In such cases, the student's parent will become responsible for seeing that his or her child gets to and from school safely. Should the suspension from transportation amount to a suspension from attendance; the district will make appropriate arrangements to provide for the student's education.

A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the district official imposing the discipline to discuss the conduct and the consequence involved.

3. Suspension from athletic participation, extra-curricular activities and other privileges

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

4. In-school suspension

The Board recognizes that school must balance the need of students to attend school and the need for order in the classroom to establish an environment conducive to learning. As such, the Board authorizes building principals, or assistant principals and the superintendent to place students who would otherwise be suspended from school as the result of a code of conduct violation in "in-school suspension."

A student subjected to an in-school suspension is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the district official imposing the in-school suspension to discuss the conduct and the penalty involved.

5. Teacher disciplinary removal of disruptive students

A student's behavior can affect a teacher's ability to teach and can interfere with the rights of other students in the classroom to learn. In most instances the classroom teacher can control a student's behavior and maintain or restore control over the

classroom by using good classroom management techniques. These techniques may include practices that involve the teacher directing a student to briefly leave the classroom to give the student an opportunity to regain his or her composure and self-control in an alternative setting. Such practices may include, but are not limited to: (1) short-term "time out" in an elementary classroom or in an administrator's office; (2) sending a student to the principal's office for the remainder of the class time only; or (3) sending a student to a school counselor or other district staff member for counseling. Time-honored classroom management techniques such as these do not constitute disciplinary removals for purposes of this code.

On occasion, a student's behavior may become disruptive. For purposes of this code of conduct, a disruptive student is a student who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom. A substantial disruption of the educational process or substantial interference with a teacher's authority occurs when a student is grossly insubordinate or disrespectful, demonstrates a persistent unwillingness to comply with the teacher's instructions or repeatedly violates the teacher's classroom behavior rules.

A classroom teacher may remove a disruptive student from class for up to two days. 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 or 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.

The teacher must complete a district-established disciplinary removal form and meet with the principal as soon as possible, but no later than the end of the school day, to explain the circumstances of the removal and to present the removal form. If the principal is not available by the end of the same school day, the teacher must leave the form with the secretary and meet with the principal prior to the beginning of classes on the next school day.

Within 24-hours after the student's removal, the teacher and the principal must notify the student's parents, via telephone or email, that the student has been removed from class and why. The principal will verify the teacher notification by calling the parent and reminding them of the opportunity for an informal hearing at school with all parties involved. This will be followed by a written notice, sent within 24 hours, to inform parents of their right,

upon request, to meet informally with the principal to discuss the reasons for the removal. The principal may require the teacher who ordered the removal to attend the informal conference.

If at the informal meeting the student denies the charges, the principal must explain why the student was removed and give the student and the student's parents a chance to present the student's version of the relevant events. The informal meeting must be held within 48 hours of the student's removal. The timing of the informal meeting may be extended by mutual agreement of the parent and principal.

The principal or the acting principal may overturn the removal of the student from class if the principal finds any one of the following:

1. The charges against the student are not supported by substantial evidence.
2. The student's removal is otherwise in violation of law.
3. The conduct warrants suspension from school pursuant to Education Law §3214 and a suspension will be imposed.

The principal may overturn a removal at any point between receiving the referral form issued by the teacher and the close of business on the day following the 48-hour period for the informal conference, if a conference is requested. No student removed from the classroom by the classroom teacher will be permitted to return to the classroom until the principal makes a final determination, or the period of removal expires, whichever is less.

Any disruptive student removed from the classroom by the classroom teacher shall be provided continued educational programming and activities until he or she is permitted to return to the classroom.

Each teacher must keep a complete log (on a district provided form) for all cases of removal of students from his or her class. Copies of such logs shall be provided weekly to the building principal.

Removal of a student with a disability, under certain circumstances, may constitute a change in the student's placement. Accordingly, no teacher may remove a student with a disability from his or her class until he or she has verified with the principal or the chairperson of the Committee on Special Education that the removal will not violate the student's rights under state or federal law or regulation.

The principal may, in his/her discretion, designate a school district administrator to carry out his/her functions for student removal.

6. Suspension from school

Suspension from school is a penalty which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare of others. Students suspended from school are prohibited from being on school district property and

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from attending or participating in any school function on or off school district property. The consequence in terms of suspension is subject to the Superintendent's review for extenuating circumstances. The Board retains its authority to suspend students, but places primary responsibility for the suspension of students with the superintendent and the principals.

Any staff member may recommend to the superintendent or the principal that a student be suspended. All staff members must immediately report and refer a violent student to the principal or the superintendent for a violation of the code of conduct. All recommendations and referrals shall be made in writing unless the conditions underlying the recommendation or referral warrant immediate attention. In such cases a written report is to be prepared as soon as possible by the staff member recommending the suspension.

The superintendent or principal, upon receiving a recommendation or referral for suspension or when processing a case for suspension, shall gather the facts relevant to the matter and record them for subsequent presentation, if necessary.

a. Short-term (5 days or less) suspension from school

When the superintendent or principal (referred to as the "suspending authority") proposes to suspend a student charged with misconduct for five days or less pursuant to Education Law §3214(3), the suspending authority must immediately notify the student orally. If the student denies the misconduct, the suspending authority must provide an explanation of the basis for the proposed suspension. The suspending authority must also notify the student's parents in writing, that the student may be suspended from school; the written notice shall be delivered in a manner reasonably calculated to assure receipt within 24 hours of the decision to propose suspension. Notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting the parents.

The notice shall provide a description of the charges against the student and the incident for which suspension is proposed and shall inform the parents of the right to request an immediate informal conference with the suspending authority, where the parents, upon request, shall be permitted to ask questions of complaining witnesses under such procedures as the suspending authority may establish. The notice and opportunity for informal conference shall be provided prior to the suspension unless the student's continuing presence in the school poses a continuing danger to persons or property, or an ongoing threat of disruption. Where the student's continuing presence in the school poses a continuing danger to persons or property, or an ongoing threat of disruption, the student may be immediately suspended and the notice and informal conference shall be afforded as soon as reasonably practicable. Both the notice and informal conference shall be in the dominant language or mode of communication

used by the parents.

If the informal conference is requested, it will be scheduled at the earliest convenience of the school official.

After the conference, the suspending authority shall promptly advise the parents in writing of his or her decision. The suspending authority shall advise the parents that if they are not satisfied with the decision and wish to pursue the matter, they must file a written appeal to the superintendent within five business days, unless they can show extraordinary circumstances precluding them from doing so. The superintendent shall issue a written decision regarding the appeal within 10 business days of receiving the appeal. If the parents are not satisfied with the superintendent's decision, they must file a written appeal to the Board of education with the district clerk within 10 business days of the date of the superintendents' decision, unless they can show extraordinary circumstances precluding them from doing so. Final decisions of the Board may be appealed to the Commissioner within 30 days of the decision.

b. Long-term (more than 5 days) suspension from school

When the superintendent, or his/her designee, determines that a suspension for more than five days may be warranted, he or she shall give reasonable notice to the student and the student's parents of their right to a fair hearing. At the hearing the student shall have the right to be represented by counsel, the right to question witnesses against him or her and the right to present witnesses and other evidence on his or her behalf. When the Board of Education determines to conduct the fair hearing itself, it must provide the required notice of hearing.

The superintendent shall personally hear and determine the proceeding or may, in his or her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths and to issue subpoenas in conjunction with the proceeding before him or her. A record of the hearing shall be maintained, but no steno-graphic transcript shall be required. A tape recording shall be deemed a satisfactory record. The hearing officer shall make findings of fact and recommendations as to the appropriate measure of discipline to the superintendent. The report of the hearing officer shall be advisory only, and the superintendent may accept all or any part thereof.

An appeal of the decision of the superintendent may be made to the Board that will make its decision based solely upon the record before it. All appeals to the Board must be in writing and submitted to the district clerk within 30 calendar days of the date of the superintendent's decision, unless the parents can show that extraordinary circumstances precluded them from doing so. The Board may adopt in whole or in part the decision of the superintendent. Final decisions of the Board may be appealed to the Commissioner within 30 days of the decision.

c. Permanent suspension

Permanent suspension is reserved for extraordinary circumstances including, but not limited to, where a student's conduct demonstrates a reckless disregard for the health, safety and welfare of others and/or poses a life-threatening danger to the safety and well-being of other students, school personnel or any other person lawfully on school property or attending a school function.

C. Disciplinary Actions and Procedures

This Code of Conduct section is a guide to possible violations and their resulting disciplinary action. Disciplinary action may be taken for violations that occur on school grounds or at school sponsored activities, or off school grounds when violations endanger the health or safety of staff, students or visitors within the educational system, or adversely affect the educational process. The administrator has the right to consider the frequency and duration of time between the same level of violations. The listed sanctions are advisory and, as a general rule, discipline will be progressive. However the district may impose any level of discipline, even for a first violation.

Level I Violations: Misconduct

- Unprepared for class, not having homework, books, supplies, or other items deemed necessary for instruction, or failure to complete expected work
- Inappropriate behavior; behavior that is offensive, derogatory, or disrespectful to any person
- Insubordination, verbal or non-verbal refusal to comply with a reasonable request of any staff member
- Inappropriate displays of affection (e.g. kissing, hugging, groping)
- Unauthorized food and/or beverages (e.g. candy, gum, etc.)
- Running or "horseplay"
- Unsafe Hallways
- Unreasonable Noise
- Computer Misuse
- Truancy is the unlawful absence or irregular attendance upon instruction by a student of compulsory education age. A significant, unexcused absentee rate that has a detrimental effect upon the child's education can serve as the basis for a finding of educational neglect against a parent.
- Throwing objects (e.g. rubber bands, spit balls, food items, etc.)
- Gambling, Panhandling
- Unauthorized use of electronic devices (e.g. Tape/CD/mp3 players, pagers, cellular phones, camera, headsets, TVs, etc.)
- Arriving late to school, or class without a pass

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- Out of assigned area without permission
- Low level of threat
- Class disruption
- Possession of a lighter or matches
- Possession of any Tobacco products

Misconduct Level I	PK-6 Elem 1 st Offense	PK-6 Elem 2 nd Offense	PK-6 Elem 3 rd Offense
<ul style="list-style-type: none"> • Insubordination • Running or “horse play” • Throwing objects • Computer Misuse • Unauthorized use of electronic devices • Continual disruptive behavior • Disrespecting others within learning environment (adults and students) • Lying/cheating/copying 	1. Verbal reprimand & counseling by a staff member (teacher)	1. Verbal reprimand 2. Parent notification 3. Recess restriction (1 period), and/or Time Out (less than 60 minutes) 4. ISS	1. Verbal reprimand 2. Parent notification 3. Recess restriction (1-5 periods) and/or Time Out (less than 60 minutes) 4. ISS 5. Detention
Misconduct Level I	Gr. 7-12 1 st Offense	Gr. 7-12 2 nd Offense	Gr. 7-12 3 rd Offense
<ul style="list-style-type: none"> • Unprepared for class • Inappropriate behavior • Insubordination • Inappropriate displays of affection • Unauthorized food / beverage • Running or “horse play” • Throwing objects • Gambling/panhandling • Possession/Use of look-a-like tobacco products such as smokeless or “vapor” cigarettes • Truancy 	1. Verbal reprimand and counseling by a staff member.	1. Verbal reprimand and: • Staff detention(s) • Parent notification by referring staff member	1. Verbal reprimand and • School discipline referral submitted to the office • Parent notification by

Level II Violations: Unacceptable Conduct

Other Disruptive Incidents

- Excessive and/or repeated Level I violations
- Falsifying information, repeated lying, cheating or plagiarism, forgery, or withholding information from school authorities or altering school records.
- Inappropriate language; use of language that is offensive, derogatory, or disrespectful to any person
- Minor altercations such as: fighting between two or more individuals involving physical contact but no physical injury
- Riot: four or more persons simultaneously engaging in tumultuous and violent conduct and thereby intentionally or recklessly causing or creating a serious risk of physical injury, or substantial property damage or causing public alarm
- Reckless Endangerment: subjecting individuals to danger by recklessly engaging in conduct that creates a risk of death or serious injury but no actual physical contact
- Vandalism, the destruction or serious defacing of property (applies to school or personal property valued at a maximum of \$50.00)
- Theft or possession, sale, receipt of stolen property, (applies to school or personal property valued at a maximum of \$50.00)
- Leaving school without school and parental permission (including not riding school transportation for school programs/activities), or truancy (defined as being absent from school, any part of class, study hall, or other assigned areas without permission, or forging passes or excuses)
- Intimidation, abusive treatment, menacing/bullying, extortion, discriminating behaviors, or harassment, which includes vulgar language and gestures: involving no physical contact – intentionally placing another in fear of imminent physical injury
- Sexual contact
- Lewd behavior (including voluntary and involuntary indecent exposure)
- Pornographic Materials: Possession and/or distribution of Pornographic Materials including texting.
- Sexual Harassment, threatening or abusive behavior that is sexual in nature and would likely cause offense, annoyance, alarm, or interference with learning
- Lighter or Matches: Use of a lighter or matches
- Tobacco: Use of any Tobacco products
- Medium Level of Threat: A threat, which could be carried out, although it may not appear entirely realistic:
 - The threat is more direct and more concrete than a low level threat.
 - Wording in the threat suggests that the person making the threat has given some thought to how the act will be carried out.
 - There may be a general indication of a possible place and time (though these signs still fall well short of a detailed plan).

- There is no strong indication that the person making the threat has taken preparatory steps, although there may be some veiled reference or ambiguous or inconclusive evidence pointing to that possibility - an allusion to a book or movie that shows the planning of a violent act, or a vague, general statement about the availability of weapons.
- There may be a specific statement seeking to convey that the threat is not empty: “I’m serious!” or “I really mean this!”

Level III Violations: Dangerous or Unlawful Offenses

Dangerous or unlawful offenses include endangering the safety, moral, health or welfare of others, or violating federal, state, or local law and ordinance. “Strict enforcement” and/or “serious consequences” to express the district’s aggressive stance while preserving administrative flexibility will be employed.

- Assault, with physical injury
- Homicide
- Sexual Conduct (Consensual)
- Sexual Offenses involving forcible compulsion
- Arson, any act utilizing fire, smoke, or explosives which causes alarm or danger to life and/or willful or malicious burning of school property, its contents, or the personal property of others
- Robbery: forcible stealing of property from a person by threatening the use of immediate use of physical force
- Criminal mischief including: vandalism and the destruction or serious defacing of property (applies to school or personal property valued at a minimum of \$50.01)
- Illegal Substances: Use, possession, sale, purchase, gift, receipt or being under the influence of illegal substances or possession, sale, purchase, gift or receipt of drug paraphernalia
- Synthetic Drugs: Use, possession, sale, purchase, gift, or receipt of synthetic drugs.
- Kidnapping: to abduct a person or restrain a person with the intent to prevent his or her liberation
- Alcohol: Use, possession, sale, purchase, gift, receipt or being under the influence of any alcohol product
- False alarms (including false 911 calls), bomb threats, tampering with emergency or safety devices (e.g. fire extinguishers)
- Firearm/Weapon: Possession of a firearm or weapon
- Burglary: entering or remaining unlawfully on school property with intent to commit a crime
- Larceny or possession, sale or receipt of stolen property, (applies to school or personal property valued at a minimum of \$50.01)
- Criminal Mischief: intentional or reckless damaging of school property or the property of another person, included but not limited to vandalism and the defacing of property with graffiti
- High Level of Threat: A threat that appears to pose an imminent and serious danger to the safety of others:
 - the threat is direct, specific and plausible

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• the threat suggests concrete steps have been taken toward carrying it out, for example, statements indicating that the person making the threat has acquired or practiced with a weapon or has had the victim under surveillance.

• Smoking or Use of Tobacco Products on school property (or while attending school activities) is prohibited. Students who violate this rule in addition to the Level Consequences will be penalized as follows:

• Parent notified. Administrators, at their discretion, may request a Superintendent's Hearing for multiple offenses.

• Transportation and district Vehicles:

The consequences outlined in this section may be increased and/or accelerated to a higher level should misconduct occur on district vehicles.

D. Additional avenues for disciplinary concerns

1. Counseling

The school counselors shall handle all referrals of students for counseling and determine if further intervention(s) are necessary.

2. Preventive Services – contact Guidance Counselor or Psychologist.

3. PINS Diversion

The district may file a PINS (person in need of supervision) petition in Family Court (following the family court guidelines)

4. Juvenile Delinquents and Juvenile Offenders

5. Youth Court / Peer Court

6. Agreeable Community Service

In accordance with Education Law Section 3214(3)(d), where a student has been determined to have brought a weapon (as defined in the Education Law) to school, the superintendent is required to refer such student under the age of 16 to the County Attorney. Except for any student 14 or 15 years old who qualifies for juvenile offender status under the Criminal Procedure Law §1.20(42). The superintendent is required to refer students age 16 and older or any student 14 or 15 who qualifies for juvenile offender status to the appropriate law enforcement authorities.

IX. Alternative Instruction

When a student of any age is removed from class by a teacher or a student of compulsory attendance age is suspended from school pursuant to Education Law §3214, the district will take immediate steps to provide alternative means of instruction for the student.

X. Discipline of Students with Disabilities

The Board recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The Board also recognizes that students with disabilities receive certain procedural protections whenever school authorities intend to impose discipline upon them.

The Board is committed to ensuring that the procedures followed for suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations.

This code of conduct affords students with disabilities subject to disciplinary action no greater or lesser rights than those expressly afforded by applicable federal and state law and regulations.

A. Authorized Suspensions or Removals of Students with Disabilities

1. For purposes of this section of the code of conduct, the following definitions apply.

A "suspension" means a suspension pursuant to Education Law § 3214.

A "removal" means a removal for disciplinary reasons from the student's current educational placement other than a suspension and change in placement to an interim alternative educational setting (IAES).

An "IAES" means a temporary educational placement for a period of up to 45 days, other than the student's current placement at the time the behavior precipitating the IAES placement occurred, that enables the student to continue to progress in the general curriculum, although in another setting, to continue to receive those services and modifications, including those described on the student's current individualized education program (IEP), that will enable the student to meet the goals set out in such IEP, and include services and modifications to address the behavior which precipitated the IAES placement that are designed to prevent the behavior from recurring.

2. School personnel may order the suspension or removal of a student with a disability from his or her current educational placement as follows:

a. The Board, the district (BOCES) superintendent of schools, superintendent or a building principal may order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed five consecutive school days and not to exceed the amount of time a non-disabled student would be subject to suspension for the same behavior.

b. The superintendent may order the placement of a student with a disability into an IAES, another setting or suspension for up to 10 consecutive school days, inclusive of any period in which the student has been suspended or removed under subparagraph (a) above for the same behavior, if the superintendent determines that the student has engaged in behavior that warrants a suspension and the suspension or removal does not exceed the amount of time non-disabled

students would be subject to suspension for the same behavior.

c. The superintendent may order additional suspensions of not more than 10 consecutive school days in the same school year for separate incidents of misconduct, as long as those removals do not constitute a change of placement.

d. The superintendent may order the placement of a student with a disability in an IAES to be determined by the committee on special education (CSE), for the same amount of time that a student without a disability would be subject to discipline, but not more than 45 days, if (i) the student carries or possesses a weapon to or at school, school premises or a school function; (ii) the student knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises or at a school function; or (iii) the student has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function.

1) "Weapon" means the same as "dangerous weapon" under 18 U.S.C. § 930(g)(w) which includes "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury, except...[for] a pocket knife with a blade of less than 2 1/2 inches in length."

2) "Controlled substance" means a drug or other substance identified in certain provisions of the federal Controlled Substances Act specified in both federal and state law and regulations applicable to this policy.

3) "Illegal drugs" means a controlled substance except for those legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or any other federal law.

4) "Serious bodily injury" means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ or mental faculty.

5) Subject to specified conditions required by both federal and state law and regulations, an impartial hearing officer may order the placement of a student with a disability in an IAES setting for up to 45 days at a time, if the hearing officer determines that the school district has demonstrated by substantial evidence that maintaining the student in his or her current educational placement is substantially likely to result in injury to the student or others.

B. Change of Placement Rule

1. A disciplinary change in placement means a suspension or

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removal from a student's current educational placement that is either:

- a. for more than 10 consecutive school days; or
- b. for a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year and because of such factors as the length of each suspension or removal, the total amount of time the student is removed and the proximity of the suspensions or removals to one another.

2. School personnel may not suspend or remove a student with disabilities if imposition of the suspension or removal would result in a disciplinary change in placement based on a pattern of suspension or removal.

However, the district may impose a suspension or removal, which would otherwise result in a disciplinary change in placement, if the CSE has determined that the behavior was not a manifestation of the student's disability, or the student is placed in an IAES for behavior involving weapons, illegal drugs or controlled substances, or serious bodily injury.

C. Special Rules Regarding the Suspension or Removal of Students with Disabilities

1. The district's Committee on Special Education shall:

- a. Conduct functional behavioral assessments to determine why a student engages in a particular behavior, and develop or review behavioral intervention plans whenever the district is first suspending or removing a student with a disability for more than 10 school days in a school year or imposing a suspension or removal that constitutes a disciplinary change in placement, including a change in placement to an IAES for misconduct involving weapons, illegal drugs or controlled substances. If subsequently, a student with a disability who has a behavioral intervention plan and who has been suspended or removed from his or her current educational placement for more than 10 school days in a school year is subjected to a suspension or removal that does not constitute a disciplinary change in placement, the members of the CSE shall review the behavioral intervention plan and its implementation to determine if modifications are necessary. If one or more members of the CSE believe that modifications are needed, the school district shall convene a meeting of the CSE to modify such plan and its implementation, to the extent the committee determines necessary.

- b. Conduct a manifestation determination review of the relationship between the student's disability and the behavior subject to disciplinary action within 10 school days of a decision

is made to place a student in an IAES either for misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension that constitutes a disciplinary change in placement.

2. The parents of a student who is facing disciplinary action, but who has not been determined to be eligible for services under IDEA and Article 89 at the time of misconduct, shall have the right to invoke applicable procedural safeguards set forth in federal and state law and regulations if, in accordance with federal and state statutory and regulatory criteria, the school district is deemed to have had knowledge that their child was a student with a disability before the behavior precipitating disciplinary action occurred. If the district is deemed to have had such knowledge, the student will be considered a student presumed to have a disability for discipline purposes.

- a. The superintendent, building principal or other school official imposing a suspension or removal shall be responsible for determining whether the student is a student presumed to have a disability.

- b. A student will not be considered a student presumed to have a disability for discipline purposes if, upon receipt of information supporting a claim that the district had knowledge the student was a student with a disability, the district either:

- 1) conducted an individual evaluation and determined that the student is not a student with a disability, or

- 2) the parent of the student has refused services; or

- 3) the parent of the student has not allowed an evaluation of the student pursuant to Section 200.4 of the Commissioner's Regulations. If there is no basis for knowledge that the student is a student with a disability prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures as any other non-disabled student who engaged in comparable behaviors. However, if a request for an individual evaluation is made while such non-disabled student is subjected to a disciplinary removal, an expedited evaluation shall be conducted and completed in the manner prescribed by applicable federal and state law and regulations. Until the expedited evaluation is completed, the non-disabled student who is not a student presumed to have a disability for discipline purposes shall remain in the educational placement determined by the district, which can include suspension.

3. The district shall provide parents with notice of disciplinary removal no later than the date on which a decision is made

to change the placement of a student with a disability to an IAES for either misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his/her current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension or removal that constitutes a disciplinary change in placement. The procedural safeguards notice prescribed by the Commissioner shall accompany the notice of disciplinary removal.

4. The parents of a student with disabilities subject to a suspension of five consecutive school days or less shall be provided with the same opportunity for an informal conference available to parents of non-disabled students under the Education Law.

5. Superintendent hearings on disciplinary charges against students with disabilities subject to a suspension of more than five school days shall be bifurcated into a guilt phase and a penalty phase in accordance with the procedures set forth in the Commissioner's regulations incorporated into this code.

6. The removal of a student with disabilities other than a suspension or placement in an IAES shall be conducted in accordance with the due process procedures applicable to such removals of non-disabled students, except that school personnel may not impose such removal for more than 10 consecutive days or for a period that would result in a disciplinary change in placement, unless the CSE has determined that the behavior is not a manifestation of the student's disability.

7. During any period of suspension or removal, including placement in an IAES, students with disabilities shall be provided services as required by the Commissioner's regulations incorporated into this code.

D. Expedited Due Process Hearings

1. An expedited due process hearing shall be conducted in the manner specified by the Commissioner's regulations incorporated into this code, if:

- a. The district requests such a hearing to obtain an order of an impartial hearing officer placing a student with a disability in an IAES where school personnel maintain that it is dangerous for the student to be in his or her current educational placement, or during the pendency of due process hearings where school personnel maintain that it is dangerous for the student to be in his or her current educational placement during such proceedings.

- b. The parent requests such a hearing from a determination that the student's behavior was not a manifestation of the student's disability, or relating to any decision regarding

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placement, including but not limited to any decision to place the student in an IAES.

1. During the pendency of an expedited due process hearing or appeal regarding the placement of a student in an IAES for behavior involving weapons, illegal drugs or controlled substances, or on grounds of dangerousness, or regarding a determination that the behavior is not a manifestation of the student's disability for a student who has been placed in an IAES, the student shall remain in the IAES pending the decision of the impartial hearing officer or until expiration of the IAES placement, whichever occurs first, unless the parents and the district agree otherwise.

2. If school personnel propose to change the student's placement after expiration of an IAES placement, during the pendency of any proceeding to challenge the proposed change in placement, the student shall remain in the placement prior to removal to the IAES, except where the student is again placed in an IAES.

2. An expedited due process hearing shall be completed within 15 business days of receipt of the request for a hearing. Although the impartial hearing officer may grant specific extensions of such time period, he or she must mail a written decision to the district and the parents within five business days after the last hearing date, and in no event later than 45 calendar days after receipt of the request for a hearing, without exceptions or extensions.

E. Referral to law enforcement and judicial authorities

In accordance with the provisions of IDEA and its implementing regulations:

1. The district may report a crime committed by a child with a disability to appropriate authorities, and such action will not constitute a change of the student's placement.

2. The superintendent shall provide copies of the special education and disciplinary records of a student with disabilities for consideration to the appropriate authorities to whom a crime is reported, to the extent consistent with the Federal Educational Rights and Privacy Act.

XI. 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:

1. Protect oneself, another student, teacher or any person from

physical injury.

2. Protect the property of the school or others.

3. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of school district functions, powers and duties, if that student has refused to refrain from further disruptive acts.

The district will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with Commissioner's regulations.

XII. Prohibited Staff Conduct

The Board of Education, per Board policy #6112 "Staff/Volunteer-Student Relations (fraternization)", requires that all school district employees and/or volunteers maintain a professional, ethical relationship with district students that are conducive to an effective, safe learning environment.

Staff members and/or volunteers are prohibited, under any circumstances, to date or engage in any improper fraternization or undue familiarity with students, regardless of the student's age and/or regardless of whether the student and/or the student's family may have "consented" to such conduct.

Inappropriate employee and/or volunteer behavior includes, but is not limited to the following: flirting, making suggestive comments, dating, requests for sexual activity, physical displays of affection, giving inappropriate personal gifts, frequent personal communication with a student (via phone, e-mail, letters, notes, etc.) unrelated to course work or official school matters, providing alcohol or drugs to students, inappropriate touching, and engaging in sexual contact and/or sexual relations.

XIII. Visitors to the Schools

The Board encourages parents and other district citizens to visit the district's schools and classrooms to observe the work of students, teachers, and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. The building principal or his or her designee is responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

1. Anyone who is not a regular staff member or student of the school will be considered a visitor.

2. All visitors to the school must report to the office of the principal upon arrival at the school and receive permission to visit. There they will be required to 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 before leaving the building.

3. Visitors attending school functions that are open to the public, such as parent-teacher organization meetings or public gatherings,

are not required to register.

4. Parents or citizens who wish to observe a classroom while school is in session are required to arrange such visits with the classroom teacher(s) at least 24 hours in advance, so that class disruptions are kept to a minimum.

5. Teachers are expected not to take class time to discuss individual matters with visitors.

6. Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.

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

8. All visitors will conduct themselves in accordance with the normal conventions of respect, responsibility, and sportsmanlike conduct.

XIV. 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 functions. For the purposes of this section of the code, "school property" shall mean any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of the District's elementary or secondary schools, or in or on a school bus. A school function shall mean a school-sponsored extracurricular event or activity regardless of where such event or activity takes place, including those that take place in another state. For purposes of this section of the code, "public" shall mean all persons when on school property or attending a school function including, but not limited to teachers, administrators, other school personnel, the Board of Education, students, and parents/persons in parental relation to the student.

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 activity(ies) that they are attending.

A. Prohibited Conduct

No person, either alone or with others, shall:

1. Intentionally injure any person or threaten to do so.

2. Intentionally damage or destroy school district property or

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the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.

3. Disrupt the orderly conduct of classes, school programs, or other school activities or non-school activities held on school grounds.

4. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.

5. Intimidate, harass, threaten, or discriminate against any person on the basis of race, color, creed, national origin, religion, age, disability, gender, or sexual orientation.

6. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.

7. Obstruct the free movement of any person in any place to which this code applies.

8. Violate the traffic laws, parking regulations, or other restrictions on vehicles;

9. Possess, consume, sell, distribute, or exchange alcoholic beverages, controlled substances, or be under the influence of either on school property or at a school function.

10. Possess, use, or threaten to use weapons (or facsimiles thereof) in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the school district.

11. Loiter on or about school property.

12. Gamble on school property or at school functions.

13. Refuse to comply with any reasonable order of identifiable school district officials performing their duties.

14. Willfully incite others to commit any of the acts prohibited by this code.

15. Use tobacco products of any kind in or on school property or while attending a school function.

16. Violate any federal or state statute, local ordinance or Board policy while on school property or while at a school function.

B. Penalties

Persons who violate this code shall be subject to the following penalties:

1. Parents/Visitors: Authorization, if any, to remain on or at (and/or return to) school grounds or school functions shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection and/or arrest.

2. Students: Shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements, as stated in this Code of Conduct.

3. Tenured faculty members: Shall be subject to immediate ejection and/or arrest, and disciplinary action as the facts may

warrant in accordance with Education Law §3020-a or any other legal rights that they may have.

4. District Employees (in the classified service of the civil service entitled to the protection of Civil Service Law §75): Shall be subject to immediate ejection and to disciplinary action as the facts may warrant in accordance with Civil Service Law §75 or any other legal rights that they may have.

5. Staff members (other than those described in subdivisions 3 and 4): Shall be subject to immediate ejection and/or arrest, warning, reprimands, suspension or dismissal as the facts may warrant in accordance with any legal rights they may have.

6. Other(s): Authorization, if any, to remain on or at (and/or return to) school grounds or school functions shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection and/or arrest. A ban may be imposed by the district requiring notification of and permission from the building principal and/or superintendent prior to any visit to school property or school related function.

C. Enforcement

Designated persons in a supervisory capacity, including but not limited to: building principals, assistant principals, advisors, athletic directors, teachers, staff and chaperones shall be responsible for enforcing the conduct required by this code.

When the building principal or his or her designee becomes aware of an individual engaged in prohibited conduct, which in his or her judgment does not pose any immediate threat of injury to persons or property, the principal or his or her designee shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop. The principal or his or her designee shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the principal or his or her designee shall have the individual removed immediately from school property or the school function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

The district shall initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above. In addition, the district reserves its right to pursue a civil or criminal legal action against any person violating the code.

XV. Dissemination and Review

A. Dissemination of Code of Conduct

The Board will work to ensure that the community is aware of this code of conduct by:

1. Providing copies of a summary of the code to all students at a general assembly held at the beginning of each school year.

2. Making copies of the code available to all parents at the beginning of the school year.

3. Mailing a summary of the code of conduct written in plain language to all parents of district students before the beginning of the school year and making this summary available later upon request.

4. Providing all current teachers and other staff members with a copy of the code and a copy of any amendments to the code as soon as practicable after adoption.

5. Providing all new employees with a copy of the current code of conduct when they are first hired.

6. Making copies of the code available for review by students, parents and other community members.

The Board will sponsor an in-service education program for all district staff members to ensure the effective implementation of the code of conduct. The superintendent may solicit the recommendations of the district staff, particularly teachers and administrators, regarding in-service programs pertaining to the management and discipline of students. The Board of education will review this code of conduct every year and update it as necessary. In conducting the review, the Board will consider how effective the code's provisions have been and whether the code has been applied fairly and consistently. The Board may appoint an advisory committee to assist in reviewing the code and the district's response to code of conduct violations. The committee will be made up of representatives of student, teacher, administrator, and parent organizations, school safety personnel and other school personnel. Before adopting any revisions to the code, the Board will hold at least one public hearing at which school personnel, parents, students and any other interested party may participate. The code of conduct and any amendments to it will be filed with the Commissioner no later than 30 days after adoption.

NOTE: Refer also to: Board of Education Policy #7531 and #7532



APW Parent Bill of Rights

Parent Bill of Rights for Data Privacy and Security: The Common Core Implementation Reform Act enacted in 2014 requires school districts to publish a "Parents' Bill of Rights for Privacy and Security" on their website. At APW:

- A student's personally identifiable information cannot be sold or released for any commercial purposes;
- Parents have the right to inspect and review the complete contents of their child's education record, including any

student data stored or maintained by the district. This right of inspection is consistent with the requirements of the Family Educational Rights and Privacy Act (FERPA);

- State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls, and password protection, must be in place when data is stored or transferred;
- A complete list of all student data elements collected by the State is available for review at <http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx> or parents may

obtain a copy of this list by writing to the Office of Information & Reporting Services, New York State Education Department, Room 363 EBA, 89 Washington Avenue, Albany, NY 12234;

- Parents have the right to have complaints about possible breaches of student data addressed. Complaints may be submitted to the Network Administrator, at APW School District, PO Box 97, Parish, NY 13131 or (315) 625-5231. Complaints to NYSED should be directed in writing to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234, email to CPO@mail.nysed.gov.

Altmar-Parish-Williamstown CSD

DISTRICT OFFICE

639 Co. Rt. 22, Parish, NY 13131

Mr. Eric Knuth,

Superintendent of Schools (315) 625-5251

Naomi Ryfun, Assistant Superintendent. (315) 625-5274

Sandra Robinson, District Clerk (315) 625-5251

Victor Holl, School Business Administrator... (315) 625-5254

Meredith Furlong,

Director of Special Education..... (315) 625-5234

APW JUNIOR/SENIOR HIGH SCHOOL

639 Co. Rt. 22, Parish, NY 13131

Joseph Olsen, Jr./Sr. High School Principal(315) 625-5220

James Heffron, Director of Instructional

Technology, Evaluation and Discipline..... (315) 625-5200

Guidance Office..... (315) 625-5229

Sylvia Krupke, Nurse..... (315) 625-5223

School Based Health Center (315) 625-5213

APW ELEMENTARY SCHOOL

640 Co. Rt. 22, Parish, NY 13131

Julie Woolson, Principal..... (315) 625-5260

Heather Costello, Assistant Principal..... (315) 625-5260

Guidance Office..... (315) 625-5209

Kathy Treat, Nurse..... (315) 625-5203

School Based Health Center (315) 625-5210

TRANSPORTATION

Nate Metcalf, Supervisor . (315) 625-5241/ (315) 625-5242

CHILD NUTRITION

David Bartholomew, Child Nutrition

Director..... (315) 668-4254

ATHLETICS

Jamie Coppola, Director of Health, Physical Education,

and Athletics..... (315) 625-5232

INFORMATION SERVICES

TBD, Network Manager (315) 625-5231

BUILDING AND GROUNDS

David Poore,

Director of Facilities..... (315) 625-5295/ (315) 625-5245

APW TAX COLLECTOR

Jahnyne Huckabone (315) 625-5215

Lookup school taxes for APW on www.taxlookup.net/apw

www.apwschools.org

Child Safety For Our Community

www.criminaljustice.state.ny.us

- Enhancing Public Awareness
- Missing Children
- Sex Offender Registry
- Operation SAFE Child

Drug Task Force Tip Line: 1-888-511-8997

Poison Control Center: 1-800-222-1222

Student Bill of Rights

The district is committed to safeguarding the rights given to all students under state and federal law. The district's aim is to provide an environment in which a student's rights and freedoms are respected, and to provide opportunities, which stimulate and challenge the student's interests and abilities to his or her highest potential. These opportunities will be available as long as the student pursues these interests and studies in an appropriate manner, and does not infringe upon the rights of others. In addition, to promote a safe, healthy, orderly, and civil school environment, all district students have the right to:

- Take part in all district activities on an equal basis regardless of race, color, creed, national origin, religion, gender, gender identity, gender nonconformity, gender expression, sexual orientation, or disability, or any other categories of individuals protected against discrimination by federal, state, or local law (see Board Policy 7560).
- Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
- Access school rules and, when necessary, receive an explanation of those rules from school personnel.
- To have a safe, healthy, orderly, and courteous school environment.
- To attend school and participate in school programs unless suspended from instruction and participation for a legally sufficient cause as determined in accordance with due process of law.
- To be suspended from instruction in accordance with the rights provided under Education Law Section 3214 (page 13-14 of the Code of Conduct).
- Students should not expect privacy of lockers, backpacks, and cars on school grounds.
- To be free from discrimination, harassment and/or retaliation on school property or school functions including but not limited to the educational program, activities, or admission policies of their school.

PLEASE NOTE: This calendar is planned one year in advance. Therefore, it is possible that some dates may change due to weather, scheduling conflicts and/or unforeseen hazards. We are sorry for any inconvenience this may cause. Please visit www.apwschools.org for the most up-to-date information.



APW
Central
School District
639 County Route 22
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Parish, NY 13131

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