

THIS PLANNER BELONGS TO: _____

Welcome to North Syracuse Junior High School.

This planner has been prepared to give you some information about North Syracuse Junior High School.

This is a valuable resource to help you be successful at the Junior High School. We all want to create the best possible atmosphere for the education of all our students. Your good use of this planner will be to your advantage, and will also help to maintain the high standards we all expect.

Every staff member at the Junior High wants each of you to have a good year. Remember your main responsibility is to take advantage of the educational resources made available to you in a safe, respectful, and responsible manner.

The NSJHS community offers you many opportunities to make this a great year. The choices you make and the attitude you have will determine your successes. Make good decisions and choose wisely.

— North Syracuse Junior High School Staff

All pages must remain in the planner for the planner to be valid.

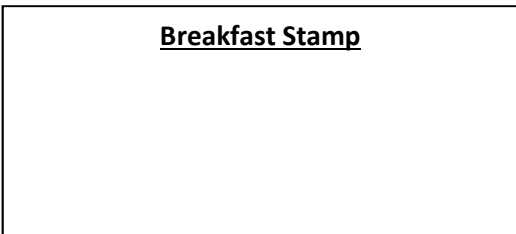
How Do I Use My Student Planner?

Your student planner allows you to have passes in the building during the school day. **It is your responsibility to carry your planner at all times.** No student will be given a pass without a planner. When you need a pass, you must make a reasonable request to a staff member, have your planner signed, and present it to the receiving staff member. You are also responsible to present your planner as proof of your whereabouts to any staff member upon request.

- It is the student’s responsibility to treat this planner like a textbook. All pages must remain in the planner. No pages are to be torn out.
- You have up to 20 passes for each month. Be reasonable in your requests for a pass: remember teachers do not have to sign the planner.
- Only you can use your planner. Should you lose your planner, see the Dean to purchase a replacement at the school Bookstore. Replacement cost of the planner is \$5.00.

Your student planner is also a device for you to keep track of your daily homework as well as long-range assignments. Planners may be utilized for correspondence with teachers and your parents.

Breakfast Stamp



The follow area must be stamped in order to get off the bus and come in for breakfast each morning. Stamps can be done in both the Main Office and in the cafeteria breakfast line. Stamped handbooks should be shown to your bus driver in order to receive “permission” to get off the bus upon arrival to the junior high.

North Syracuse Central School District

Board of Education

Robert A. Crabtree
 Paul Farfaglia
 Matthew Hermann
 Beth Kramer
 Joshua Ludden
 Michael A. Mirizio
 Xavier Moody-Wusik
 Amanda Sugrue
 Mark Thorne

T.B.D. Ex Officio Student Board Member

Central Administration

Daniel D. Bowles
 Superintendent of Schools

Donald F.X. Keegan
 Associate Superintendent for Business Services

T.B.D.
 Assistant Superintendent for Human Resources

Christopher R. Leahey Ed.D.
 Associate Superintendent for Teaching and Learning

Building Administration

Building Principal	Ms. Constance L. Turose
Secretary	Ms. Timarie Schipani
House I (A-L)	Mr. Charles P. Yonko Jr.
Secretary	Mrs. Brooke Beechner
House II (M-Z)	Ms. Melissa A. Potratz
Secretary	Mrs. Raeanne Ameele

Dean / Attendance

Dean	Mrs. Liz Cannella
Attendance (A-L)	Mrs. Lynn Fairchild
Attendance (M-Z)	Mrs. Debra Scicchitano

Counseling

Student	Counselor
A-Ch – 8 th grade	Mr. Scullion
A-Cla – 9 th grade	
Ci-Gal – 8 th grade	Mr. Whittico
Cle-Gas – 9 th grade	
Gam-Kz – 8 th grade	Mr. Greeno
Gat-Ka – 9 th grade	
L-O – 8 th grade	Ms. Szlosek
Kb-Nat – 9 th grade	
P-SI – 8 th grade	Mrs. Bednarski
Nau-Sch – 9 th grade	

Counseling cont'd

Student	Counselor
Sm-Z – 8 th grade	Mr. Kulakowski
Sci-Z – 9 th grade	

Career Center

Mrs. Ciarico

Health Office

Mrs. Barnes
 Mrs. Kelly
 Ms. Ashby

Library Media

Mrs. Forsyth

SCHOOL CALENDAR 2024-2025

* All dates are subject to change *

September	4	First Day of Classes
	10-13	School Pictures
October	3	Open House
	10	5 Week Progress Report
	11	1/2 Day for Student/Staff Wkshp.
	14	No School/Columbus Day/Indigenous People's Day
	31	1/2 Day of School for Students
November	1	Student Picture Make-ups
	5	No School/Supt Conf. Day
	11	No School/Veterans' Day
	15	10 Week Report Card
	27-29	Thanksgiving Recess
December	5/6	Honor Roll Breakfast
	20	15 Week Progress Report
	23-31	Holiday Recess
January	1-3	Holiday Recess cont'd
	20	No School/Martin L King Day
	28	1/2 Day for Students/Staff Wkshp.
	29	No School/Lunar New Year
February	4	20 Week Report Card
	13/14	Honor Roll Breakfast
	17-21	Mid-Winter Recess
March	14	25 Week Progress Report
	19	1/2 Day Students
	31	Superintendent's Conf. Day
April	7	NYS Testing Window Begins
	11	30 Week Report Card
	14-18	Spring Recess
May	1/2	Honor Roll Breakfast
	9	CNS/NSJH Talent Show
	15	35 Week Progress Report
	16	NYS Testing Window Ends
	16	1/2 Day for Student/Staff Wkshp.
	26	No School/Memorial Day
	30	1/2 Day for Student/Staff Wkshp.
June	4	Regents Exam Day
	10	Regents Exam Day
	10	9 th Grade Awards Convocation
	19	No School/Juneteenth Observation
	17-25	Regents Examination Days
	30	Final (40 Week) Report Card

NON-DISCRIMINATION POLICY

The North Syracuse Central School District does not discriminate on the basis of race, color, age, national origin, military status, marital status, or sexual orientation in the employment and educational opportunities it offers, including vocational educational opportunities. The District is committed to adhering to the non-discrimination provisions of Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act and the New York Human Rights Law.

The North Syracuse Central School District also does not discriminate on the basis of sex with respect to employment or in the educational programs and activities it provides (including vocational programs), including the appointment of employees, employment pay, benefits and opportunities, counseling services for students, access by students to educational programs, course offerings, textbooks and student activities, as required by Title IX of the Education Amendments of 1972.

The North Syracuse Central School District does not discriminate on the basis of disability in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and the New York Human Rights Law. Furthermore, the District does not discriminate on the basis of disability in admission or access to its programs. No person shall be denied employment or employment advancement solely because of any physical, mental or medical impairment, provided the individual is capable of performing, with or without reasonable accommodation, the essential functions of the job applied for or held.

Inquiries regarding the District's Non-Discrimination Policy should be directed to:

Section 504 Compliance Officer:

NSCSD Special Education Office
North Syracuse Central School District
North Syracuse Central Schools
5355 West Taft Road
North Syracuse, NY 13212
(315) 218-2120

**Title IX, Title VI, Title VII, ADA, ADEA
and New York Human Rights Law Compliance Officer:**

T.B.D.
Assistant Superintendent for Human Resources
North Syracuse Central Schools
5355 West Taft Road
North Syracuse, NY 13212
(315) 218-2125

The complete grievance procedures applicable to the District's Non-Discrimination Policy are available for review in the offices of each of the above-named persons, and the office of each District Director and Supervisor, and in the front office of each school building within the District. Copies will be available upon request.

AHERA NOTIFICATION

The District has been inspected for building materials containing asbestos as required under the Asbestos Hazard Emergency Response Act ("AHERA"). Copies of the Management Plan and the three year re-inspection are available in the main office of each building. AHERA requires the District to appoint a "Designated Person" for asbestos-related concerns. Matthew Erwin, Director of Facilities, has been appointed as the "Designated Person" for asbestos-related concerns in the North Syracuse Central School District.

Table of Contents

Introduction	7
Pride	7
School Sprit	7
General Information	
Afterschool Schedule	51
Attendance Policy Procedures	14
Block Schedule	8
Career Center	17
Class Attendance Definition	15
Counseling Services	15
District Calendar	10
Frequently Asked Questions	13
Hall Locker & Locks	16
Homeroom Procedures	17
How to Open Lockers	16
Lates to Class	15
Library Media Center	17
Locker Pass	16
Lost & Found	17
NSJH Faculty & Staff	11
NSJH School Calendar	2
Role of the Student	13
School Breakfast/Lunch Program	18
School Closings	18
Contingent School Days	18
Emergency School Days	18
Social Work Services	18
Special Situations	8
1/2 Day Schedule and 2 Hour Delay	8
Student Schedule	9
Working Papers	18
Health & Safety	
Accidents	19
Athletic Physical	19
Emergency Bus Drills	19
Emergency Evacuation Procedure	20
Fire Drill Procedures	20
Health Office	20
Illness	20
Immunization Policy	21
Medication	21
Academic Program	
Academic Intervention Services	21
Auditing a Course	21
Bonafide Student	21
Celebrating Success	22
College Bound High School Programs	22
Course Placement & Review Policy	22

End of Day Tutoring	23
Extra Help	23
Final Examinations	23
Grade Computation — School Final Averages (SFA)	23
Grade Reports & Grades	23
Homework Requests	23
Music Program	24
Physical Education Program	24
Progress Reports/Schedule	26
Report Cards/Schedule	26
Schedule Change Guidelines	26
Student Schedules/Schedule Changes	27
Structured Study Halls	27
Summer School	27
Textbooks	27
Student Activities	
Athletics	27
Clubs/Activities	28
Co-Curricular Programs	28
Codes of Conduct — Athletic, Band, & Other	28
National Junior Honor Society	28
Music Department	30
Student Government	30
School Regulations	
Alcohol & Drug — Administration	30
Definition of Terms Connected to Drugs	31
Back Packs, Bags, Purses	32
Bomb Scares	32
Bus Discipline	33
Bus Transportation	32
Cafeteria/Lunch Room Program	33
Breakfast Program	34
Lunch Room Activity Program	34
Recreation Rules	34
Candy Sales	34
Card Playing/Dice Games	34
Cheating on Examinations	34
Dances & Guests	34
Dangerous or Unsafe Items	34
Display of Affection	35
Disruption of Quizzes, Tests, & Final Examinations	35
Electronic Equipment & Cell Phones	35
Fighting/Student Conflicts	35
Food and Water Policy	35
Hair Equipment	35
Late to Class	35
Late to Lunch	35
Leaving Building at End of the School Day	36
World Languages Translating Aids	37

Parent Notification Regarding Student Images	36
Pass Procedures	36
Plagiarism	37
School Sponsored Events — Discipline Guidelines	37
Smoking or Possession of E-cigarettes, Tobacco or Tobacco Products	37
Socializing in Corridors	38
Student Pass Pages	52
Students Searches	38
Technology Guidelines (NSJH)	38
Class Issues, Computer Use, Consequences	38
Toys	39
TV Studio/Announcements	36
Vandalism	39
Violation of Civil Statutes	39
Visitors to School Building Guidelines & Procedures	39
Visitor Code of Conduct	40
Yearbooks	41
Board Policies	
Athletic/Co-Curricular Code of Conduct	41
Scholastic Eligibility	42
Comprehensive Attendance	45
Homework	45
Sexual & Other Forms of Prohibited Discrimination & Harassment	46
Student Conduct & Discipline (K-12)	47
Student Medication	47
Acceptable Computer, Internet, Email Use	47
Student Searches, Seizures, and Interrogations	48
Dignity for All Students Act	49
Personal Privacy Policy	49

Introduction

The purpose of this planner is to familiarize you with the organizations, activities, and functions of North Syracuse Junior High School. Also, we hope that it will help you to understand better the responsibilities which you have as a citizen in our school. Changing from a middle school to a junior high school is both an exciting and frightening experience.

In the world of today, our success or failure is often determined by how well we learn to live and work in close relationship with other people. In school you have an opportunity to develop and practice honesty, trustworthiness, cooperation, respect, loyalty, courtesy, and other qualities which help to make our society function successfully.

Always keep in mind that this is your school, and that the building, equipment and program have been designed to give you every opportunity to grow — intellectually, physically, and socially. Take advantage of this opportunity you have and make every day count.

Students and parents are urged to read this planner and develop a better understanding of the educational programs available to your child. It is also our goal to help our students and parents make the transition from middle school to junior high and from junior high to high school a happy, smooth, productive, and safe one.

School Spirit

School spirit is very difficult to define. It is something you sense as you walk through a school; it is something you notice about students. When a student body has a high degree of school spirit, you notice that pupils are neatly dressed and that the building and grounds are kept clean and attractive. Boys and girls in this type of school are interested in both academic work and after school activities. They respect their fellow students and help them when help is needed. The students show respect for their teachers, the custodial staff, the bus drivers, the secretarial personnel, the lunchroom staff and themselves. Everybody works as a team and the students say with pride, "This is my school!"

The team concept will be a slogan; a battle cry and our overall school motto this year. We all need to work as a team, at school, at home and at our place of employment. You are the most valuable entity that we have. You are very, very important to the school, the district, your parents, and to the entire staff at North Syracuse Junior High School. I know that through our cooperative efforts, we, in working as a team, will develop and expand our school spirit.

Pride

The North Syracuse Central School District has a rich heritage. Its programs, facilities, staff and students are among the finest in this part of the country. Because we are rich in tradition, we take great pride in the school and hope that the student body will do likewise.

We ask you to show your pride: in your dress, because a school's image is reflected by its student body; in your care of the facility in keeping it clean and attractive; in your behavior in school, at school functions, and in the community; in the respect and consideration which you show for others.

NORTH SYRACUSE JUNIOR HIGH SCHOOL
SCHOOL SCHEDULE
PHONE NUMBER: 218-3600
Main Office Hours: 7:00 a.m. — 3:15 p.m.
WEBSITE: <http://www.nscsd.org>

NSJHS Block Schedule

1 or 5	7:30 – 8:58			
2 or 6	9:02 – 10:26			
3 or 7 and Lunch	10:30 – 11:00 Lunch	10:30 – 11:00 Class	10:30 – 11:30 Class	10:30 – 12:00 Class
	11:04 – 12:30 Class	11:00 – 11:30 Lunch		
		11:34 – 12:30 Class	12:04 – 12:30 Class	12:00 – 12:30 Lunch
		4 or 8		12:34 – 2:00
Afterschool	2:05 – 2:45			

Special Situations

Half Day Schedule

1 or 5	7:30 – 8:14 (44 minutes)
2 or 6	8:18 – 8:58 (40 minutes)
3 or 7	9:02 – 9:42 (40 minutes)
4 or 8	9:46 – 10:26 (40 minutes)

Two Hour Delay

1 or 5	9:30 – 10:17			
2 or 6	10:21 – 11:06			
3 or 7 and Lunch	11:10 – 11:40 Lunch	11:10 – 11:40 Class	11:10 – 12:10 Class	11:10 – 12:40 Class
	11:44 – 1:10 Class	11:40 – 12:10 Lunch		
		12:14 – 1:10 Class	12:44 – 1:10 Class	12:40 – 1:10 Lunch
		4 or 8		1:14 – 2:00

My 1st Semester Schedule

	A Day	B Day	C Day	D Day
Block 1/5 7:30 – 8:58				
Block 2/6 9:02 – 10:26				
Block 3/7 10:30 – 12:30				
Lunch Time				
Block 4/8 12:34 – 2:00				

My 2nd Semester Schedule

	A Day	B Day	C Day	D Day
Block 1/5 7:30 – 8:58				
Block 2/6 9:02 – 10:26				
Block 3/7 10:30 – 12:30				
Lunch Time				
Block 4/8 12:34 – 2:00				



NORTH SYRACUSE CENTRAL SCHOOL DISTRICT
2024-2025 SCHOOL CALENDAR
BOE Approved 3/18/2024



	M	T	W	T	F
S - 19	AUG/SEPTEMBER				
T - 21				29	30
	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30				

	M	T	W	T	F
S - 22	OCTOBER				
T - 22		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

	M	T	W	T	F
S - 18	NOVEMBER				
T - 17					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

	M	T	W	T	F
S - 15	DECEMBER				
T - 15		2	3	4	5
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

	M	T	W	T	F
S - 18	JANUARY				
T - 18			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31

(S - 90) (T - 93)

LEGEND

- No School for Students and 10-Month NSCSD Staff
- Shortened Day for PreK-12 Students / Staff Workshops
- Shortened Day for Pre-K-6 Students / Parent Conferences
- Shortened Day for Pre-K-4 Students / Parent Conferences
- No Students - Superintendent's Conf. Day/Staff Workshops
- Regents Test Days
- Depending on snowday usage, these days may be shortened for K-7

Totals
S Student Days 181
T Teacher Days 186

NYS Education Department refers to 1/2 days as "shortened days". The dismissal times remain the same.

	M	T	W	T	F
	FEBRUARY				
	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

	M	T	W	T	F
	MARCH				
	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

	M	T	W	T	F
	APRIL				
	1	2	3	4	
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		

	M	T	W	T	F
	MAY				
		1	2		
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

	M	T	W	T	F
	JUNE				
	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25+	26+	27

(S - 91) (T - 93)

Aug. 29	Superintendent's Conference Day	Feb. 17-21	President's Day/Winter Recess
Sep. 2	Labor Day	Mar. 13	Shortened Day PreK-4 Parent Conferences
Sep. 3	Superintendent's Conference Day	Mar. 19	Shortened Day PreK-12
Sep. 4	First Day of School	Mar. 31	Superintendent's Conference Day
Oct. 11	Shortened Day PreK-12	Apr. 14-18	Spring Recess/Good Friday
Oct. 14	Columbus/Indigenous Peoples Day	May 16	Shortened Day PreK-12
Oct. 31	Shortened Day PreK-12	May 26	Memorial Day
Nov. 5	Supt. Conf. Day/Election Day	May 30	Shortened Day PreK-12
Nov. 11	Veterans Day	Jun. 4	Regents Exam Day
Nov. 27-29	Thanksgiving Recess	Jun. 10	Regents Exam Day
Dec. 5	Shortened Day PreK-6 Parent Conferences	Jun. 17-25	Regents Exam Days (Except June 19)
Dec. 23-Jan. 3	Holiday Recess	Jun. 19	Juneteenth (No Regents Exams)
Jan. 20	Martin Luther King Day	Jun. 20	C-NS Graduation (Tentative)
Jan. 21-24	Regents Examination Days	Jun. 26	Last Day - Students K-7
Jan. 28	Shortened Day PreK-12	Jun. 26	Rating Day
Jan. 29	Lunar New Year	Jun. 27	Rating Day/Last Day Staff

For the most up to date calendar see www.nscsd.org → District → Calendars

North Syracuse Junior High School Faculty and Staff

2024-2025

Main Office	218-3600	
Principal	Ms. Constance L. Turose	218-3602
Secretary	Ms. Timarie Schipani	218-3602
House I (A-L) Office		
House I Principal	Mr. Charles P. Yonko Jr.	218-3613
Secretary	Mrs. Brooke Beechner	218-3613
House II (M-Z) Office		
House I Principal	Ms. Melissa A. Potratz	218-3614
Secretary	Mrs. Raeanne Ameele	218-3614
School Resource Officer	Deputy Betsy Lehmann	218-3638
	Deputy Jason Wright	218-3616
Deans' Office		
Dean	Mrs. Liz Cannella	218-3621
Attendance (A-L) Counseling	Mrs. Lynn Fairchild	218-3620
Attendance (M-Z) Rm 184	Mrs. Debra Scicchitano	218-3621
School Counseling Staff		
A – Ch – 8 th grade	Mr. Patrick Scullion	218-3626
A – Cla – 9 th grade		
Ci – Gal – 8 th grade	Mr. Wil Whittico	218-3627
Cle – Gas – 9 th grade		
Gam – Kz – 8 th grade	Mr. Jordan Greeno	218-3631
Gat – Ka – 9 th grade		
L – O – 8 th grade	Ms. Beth Szlosek	218-3628
Kb – Nat – 9 th grade		
P – Sl – 8 th grade	Mrs. Hope Bednarski	218-3652
Nau – Sch – 9 th grade		
Sm – Z – 8 th grade	Mr. Mark Kulakowski	218-3630
Sci – Z – 9 th grade		
Secretaries	Mrs. Masako Murakami (A – K)	218-3622
	Mrs. Christine Stock (L – Z)	218-3653
Health Office		218-3603
Nurses	Mrs. Jody Barnes	218-3636
	Ms. Nicole Ashby	218-3637
	Mrs. Amanda Kelly	218-3656
Library		
Librarian	Mrs. Kelly Forsyth	218-3604
Library/Audio Visual Aides	Mrs. Mary Cali-Rachetta	
	Ms. Susan Coleman	
	Ms. Barb Sauta	
	Ms. Linda Weber	

Custodial, Food Service, Bookstore

Custodial Office	Mr. Rick Miles, Head Custodian
Food Service Office	Ms. Denise DeSantis, Cook Manager
Bookstore	Mrs. Lisa Bower, Store Manager
Career Center	Mrs. Tiffany Ciarico

Department Chairpersons

Art	Bethany Riordan
ELA	Kimberly Bertollini
Family & Consumer Sciences	Mrs. Danielle Todisco
World Languages	Mr. Shane Kelsen
Mathematics	Mrs. Kelly Moen
Music	Mr. John Halpin
Physical Education	Mrs. Danielle Licata
Science	Mrs. Diane LaChance
Special Education	T.B.D.
Social Studies	Mr. Phil Deaugustine
Technology Education	Mr. Luke Morse

Special Services

School Psychologist	Mrs. Alexandra Sassaman (8 th grade)	218-3654
School Psychologist	Mrs. Rosanne Ferrara (9 th grade)	218-3634
Social Worker	Mrs. Beth Robbins	218-3632
Social Worker	Ms. Rebecca Petrie	218-3658
Speech	Mrs. Noelle Raymond	218-3625

District Administration

Director of Athletics & Co-Curricular	Mr. Timothy Bednarski
Director for Fine Arts and Co-Curricular	Mr. Daryle Redmond
Director of Special Education	Ms. Sara Kees
Director of Social Emotional Learning & DEI	T.B.D.
Executive Director for Data, Accountability, & School Improvement	Ms. Donna M. Norton
Director of Science and CTE	Mr. John Rice
Director of Elementary Education and ELA	Mrs. Jamie Sullivan
Director of Math	Mr. Nickolas Scholz
Director of Instructional Technology	Mr. Jason Clark
Director of Instructional Leadership	Mr. David Lunden

Other Supervisors

Director of Facilities	Mr. Matthew Erwin
Director of Food Services	Ms. Wendy Swift
Director of Transportation	Mr. Matthew Conti

FREQUENTLY ASKED QUESTIONS

If you:

If your last name begins with A-L and you need to speak with your Principal

If your last name begins with M-Z and you need to speak with your Principal

Are late to class

Are late to school

Become injured or ill

Have a hall locker problem

Have a Physical Education locker problem

Have a Physical Education question

Have a problem with another student

Need to use a phone

Lost your agenda

Lost personal items

Must be dismissed early

Need a bus pass/want to ride a different bus

Need advice about schedules

Need a room for a meeting

Need career planning

Need to leave early for an appointment

Need to report an absence

Need to take medication in school

Need working papers

Recover or report lost books

Return from suspension

Want "extra" help in a subject

Want a morning announcement made

Will be attending another school

Then go to:

House I Principal's Office — Mr. Yonko 218-3613

House II Principal's Office — Ms. Potratz 218-3614

Report directly to class

Security Desk

Health Office

Counseling Office

Physical Education Teacher

Physical Education Teacher

The Dean — Mrs. Cannella (Room 184)

Counseling Office

The Dean — Mrs. Cannella (Room 184)

Security Desk / Lost and Found Closet

Attendance Office (Counseling/Room 184)

Library

Counseling Office

Principal's Office — Ms. Timarie Schipani

Counseling Office or Career Center

Attendance Office (Counseling/Room 184)

Attendance Office (Counseling/Room 184)

Health Office

Counseling Office

Counseling Office

The Dean — Mrs. Cannella (Room 184)

Your Teacher or Counselor

Email Junior High TV Studio

Counseling Office

The Role of the Student Is To:

1. Be sure you understand the assignment before leaving class. If you don't, ask the teacher to explain it.
2. Use your student planner to write down the class name, the assignment, and the due date.
3. Do the assignments as soon as possible after class while the material is still fresh in your mind.
4. Use your time in school effectively. Make use of your study hall time to work on your assignments.
5. Check your student planner before leaving school so that you take home all the materials you will need to do the assignment.
6. Set aside a certain time each day for homework. If you have no homework, use the time to review earlier assignments.
7. Choose a certain place to do your homework each day that is comfortable, has good light, and few distractions.
8. Take short breaks when you feel tired or your mind begins to wander.
9. Pace yourself for long-range assignments, and don't try to complete the entire assignment the night before it's due.
10. Be responsible for turning in the homework assignments when it is due.

General Information

Attendance Policy Procedures

The Attendance Office is open from 7:15 a.m. — 12:15 p.m.

All students are required to be in their Block 1 or Block 5 class by 7:30 a.m.

Attendance will be taken in each block every day. Parents will be notified by an automated call service if the student is absent.

Please note: Excuses for absences will only be accepted up to 48 hours from the date of student's return to school. Phone calls and/or notes must be from a parent or guardian (not the student).

Students should be in class by 7:30 a.m. Students who arrive after 7:30 a.m. must report to the attendance office where they will receive an "Excused/Unexcused Late Pass." The "Excused/Unexcused Late Pass" allows the student to go directly and immediately to their scheduled class. If a student reports to class without the "Excused/Unexcused Late Pass", they will be sent (with a planner pass) to the attendance office to sign in and acquire a pass.

Students who are to be excused from school early must present a note from their parents and guardian to their Attendance Office before 7:30 a.m. All excuses should include a telephone number in case personal verification is necessary. Students must obtain an "Early Dismissal Pass" from the Attendance Office before leaving the building.

Students are required to provide the Attendance Office with their home telephone number, parents' work numbers, and an emergency number (relative, neighbor, etc.) at the start of the year. They must also notify the Attendance Office if any of these numbers change during the school year.

All student absences from school must be accounted for. It will be the parent's responsibility to notify the school within at least **48 hours** of the student absence, tardiness, or early departure from class or school or to provide a written excuse upon the student's return to school.

Excused Absence

An excused absence is one in which the student is not in school. But has an excuse that is within the district's acceptable excused absence regulations. Excused absences include:

Sick	Power Outage
Injury	Dental/Orthodontic/Doctor Appointment
Family Emergency	Family Death
Religious Observance	Incarceration*
College Visit *	School Suspension
Military Obligation	Quarantine *
Hospital *	Attendance at Health Center
Surgery *	Attending a Funeral
Attending Career Center	Take Your Child to Work Day *
Counseling/Social Service Visit *	School Event/Field Trip/School Approved Work Program

Unexcused Absence

Unexcused absences are defined as occurrences where a student is not in school with parent's knowledge or consent, but not within the district guidelines for acceptable absences. Unexcused absences include:

Car Trouble	Non School Sporting Event
Family Vacation	Road Test
Missed Bus	No Excuse Submitted
Truant / Skip School	Personal

Employment
Babysitting
Overslept
Shots Incomplete

Half-Day Session of School
Parents Thought There Was No School
Away
Unknown

Excused Tardies

The attendance policy also delineates between excused and unexcused tardiness. Excused tardies include:

Attendance in Court
Attending a Funeral
Dental/Orthodontic/Doctor Appointment
Family Emergency

Attendance at Health Center
Counseling/Social Service Visit *
Roads Impassable/Weather
Went directly to BOCES

Unexcused Tardies

Employment
Car Trouble
Missed Bus
Road Test
Unknown

Present in school but not homeroom
Failure to Sign into School Late
Arriving Late to School
Overslept

* Certain student absences will require written verification from a physician, health care provider, dentist, social service agency, court, or college. In the absence of such written official verification, student absences will be considered unexcused. A student whose absence is "unexcused" will not be allowed to participate in any afterschool activity.

Students who cut a class are subject to a "zero" grade in class work due to be handed in or performed in class that day and will not be permitted to make-up work missed. An unexcused absent student may not perform or participate in school events on the day of the absence nor on a non-school day following an absence.

For further information, please see the entire Board of Education policy on Comprehensive Attendance (Policy 5100.1) located at www.nscsd.org under District > Board Home > Board Docs.

Late To Class

Teachers will contact parents and keep the student for teacher detention before referring to the dean. Chronic lateness is defined as a student who has been late to class three times. Teachers will take the first steps in dealing with lateness to class by contacting parents and keeping the student for student detention. If the problem persists, teacher may refer student to the Dean.

Class Attendance Definition

Students will attend all assigned classes, including BOCES, during both the regular and/or extended school day for the entire time the classes are in session. A student shall be considered in attendance if that student is (a) physically present in the classroom and/or working under the direction of the classroom teacher, (b) working pursuant to an approved independent study program, (c) receiving homebound instruction, or (d) scheduled to be in two classes during a single class period, or in one class and a required curricular activity (including testing), and is physically present in the class or activity which the building principal has determined to be the assigned class or activity for that class period.

Counseling Services

School Counselors play a multifaceted role in the educational environment, serving as a support system to help students in a number of areas including:

Academic advising to assist in setting academic goals, choosing appropriate courses, managing schedules, and helping support students who are struggling academically.

Personal and social/emotional support by providing short term counseling to help students navigate personal and social challenges. This includes crisis counseling, addressing issues such as interpersonal relationships, self-esteem, stress management, and coping with trauma.

Career counseling to help students explore career interests, aptitudes, and goals by providing resources toward career planning and post secondary options including higher education, military, and workforce preparation.

School Counselors collaborate with parents, teachers, administrators, and community organizations to address the diverse needs of students. This may involve participating in multidisciplinary teams, developing intervention plans, and coordinating referrals to external resources to advocate for the needs of students.

Our school counseling team is here to support academic success, personal growth, and the emotional well-being of all students. Please see your counselor by making an appointment in the counseling office, by email, or by calling 315-218-3622 (A-K) or 315-218-3653 (L-Z).

Hall Locker and Locks

Hall lockers are available to all students. Students are to use only the locker assigned to them unless otherwise directed by Administration. Lockers are not to be shared or traded. No locker number or combination will be given out to anyone except the student it is assigned to. Students are NOT allowed to decorate lockers. It is recommended that only necessary items are kept in lockers and that they be kept clean and neat at all times. Locker problems are to be brought to the attention of the student's respective counseling secretary in the Counseling Office.

Lockers in the classroom wings should be opened only during the passing periods and before and after school. Students entering school late or leaving school early must follow this same procedure: plan ahead.

Only students with a teacher-signed pass are allowed to quietly open their lockers during a class block in the classroom wings.

Locker assignments are maintained in SchoolTool. If any changes in assignments are necessary, the respective secretary will make them in the Counseling Office.

STUDENTS ARE RESPONSIBLE FOR THE SECURITY OF THE CONTENTS OF THEIR ASSIGNED LOCKERS. THIS CANNOT BE STATED STRONGLY ENOUGH.

How to Open Lockers

Be sure you have found the locker assigned to you. The following is an example on how to open your locker. If your combination is 26-34-32:

1. Turn the dial Right two or more whole turns and stop at 26.
2. Then turn Left one whole turn past the above number and stop at 34.
3. Now turn Right and stop directly at 32.
4. Lift locker handle. (This releases the lock on both the lower locker and the upper locker door) and pull door open.
5. To close locker door, lift handle, making sure that both handle and door are in a STRAIGHT LINE. When closed, bring down handle, and turn dial. To ensure a lock on the new locks, the dial MUST be turned to the LEFT.
6. After closing locker always be sure to close the door, spin the lock, and make sure it is locked.

Locker Pass

Students are expected to have all required materials with them when they enter class. Students are to be excused from class settings on an emergency basis only and then only with a pass. No locker passes are given during lunch periods.

Library Media Center

The mission of the North Syracuse Junior High Library is to ensure that students become lifelong learners and readers who are effective users of ideas and information.

The library is a place to read, learn, wonder, and create. We feature a great collection of fiction, non-fiction, and graphic novels as well as a wealth of online resources for research. We also have Makerspace activities such as board games, coloring, origami, Legos, Magformers and robots. The technology office is also housed in the library, so stop down if you have issues with your chromebook or other technology concerns.

The library is open Monday through Friday 7:15 – 2:00 and after school on Monday, Wednesday and Friday from 2:00-2:45. To stay after school in the library, students must sign up for a pass before 2:00pm with the online system in the library. There are a limited number of passes available for afterschool, so make sure you come to the library to sign up as soon as you can.

Student may visit the library:

- Before homeroom — stop by the library to use the computers, printers, or book circulation
- During lunch — sign up ahead of time for a pass or check with the hall monitor
- During study hall — study hall teachers will distribute passes
- After school — stop by the library before 2:00 to sign up any Monday, Wednesday, Friday

When visiting the library, students are expected to sign in at the front desk, refrain from disruptions, and keep materials and furniture neat.

Career Center

The North Syracuse Junior High School Career Center offers a variety of informational resources readily available to all students, parents, and staff. Students may use the Choices software, the Occupational Outlook Handbook, Vocational Biographics, college catalogs, or any of the other resources during their visit. These resources are accessible to students either independently or as part of a class project during the year. One of the objectives of the Career Center is to provide an opportunity for students to explore career options, develop career interests and values, and relate skills, aptitudes, and abilities to future career decisions. To support this process, students learn to identify their personal interests, values and abilities. In addition, they learn about career clusters, career planning, and educational options. Exploring a variety of careers will help the students learn about the world or work and how to prepare for the future.

The workplace is increasingly becoming more global and technologically advanced with change happening every day. Many of the career exploration projects integrate the usage of technology along with a student's own creativity. Students will learn and identify the skills needed to perform required tasks in specific occupations and how these skills are applied in the workplace. Guest speakers from the community are invited to share their experiences in the workplace with the students. This helps the students make the connections between school and the world of work.

Freshman are always welcome to start exploring different educational options by researching post-secondary education information using the Choices software, college catalogs, or the Internet.

The Career Center welcomes anyone interested in learning more about a career and educational options.

Lost and Found

When an item is missing or lost, the student should check with the security guard at the front desk as soon as possible, describing the circumstances under which the loss occurred. The names of students or staff who may have knowledge of the loss should also be reported.

The student should check with the front desk again later in the day or the next day to see if the lost item has been turned in. In the meantime, the student should reconstruct the circumstances surrounding the loss and search the immediate area.

The school district does not assume responsibility for a student's personal items, nor items borrowed by a student from the school. The responsibility lies totally with the student.

Taking common sense precautions with one's belongings will go far toward preventing loss. (For ex., lock lockers securely; keep locker combination private; mark all belongings with name; not leaving possessions unattended are all ways to insure the safety of personal belongings.)

Provisions for School Closings

Contingent School Days

In the event that classes have to be cancelled for more than (5) days, school will be in session beginning April 18 then April 17, April 16, April 15, and April 14 if needed. As a result, students are cautioned not to commit themselves to any irrevocable plans for these days in the event that any or all of these days will be required to make up for the lost instructional days.

Emergency School Closings

When schools are closed, Syracuse radio/TV stations will announce this information on their early morning programs. PLEASE, DO NOT CALL the Principal, Associate Principals or staff members for this information. **REMEMBER that the rotation of A/B/C/D days continues, no day is skipped.** When schools are closed or dismissed early due to weather or emergencies, ALL after school and evening activities are also cancelled.

In case of emergency where students are evacuated to a different location, the telephone numbers for the Main Office and Health Office of the school will be transferred to a central location to provide information to parents. The media will be provided those numbers, at that time, for parents to call regarding the safety and location of students.

Social Work Services

Two Social Workers are available to students and parents to assist with issues which may interfere with a student's education. Services include: confidential mental health counseling, crisis assessment and interventions, attendance issues, behavioral challenges, basic needs support, conflict mediation, information sharing between family members and staff, providing safe spaces for students, referrals to Liberty Resources and ACCESS, and information about community resources. The Social Workers may be reached by contacting the Counseling Office.

School Breakfast/Lunch Program

The North Syracuse Central School district is pleased to announce that in partnership with the United States Department of Agriculture (USDA), breakfast and lunch will be available to all students in the district for the 2024-2025 school year.

For current school breakfast and lunch prices please go to the NSCSD Food Services web page located at www.nscsd.org > Departments > Food Services or <http://www.nscsd.org/districtpage.cfm?pageid=820>

It is imperative that free and reduced applications continue to be filled out by families so the district can obtain a true indication of the poverty rate within the district. Failure to complete and submit these applications will result in a reduction in the amount of aid our district receives. This will negatively impact all students and some programming.

Any child with a food or milk allergy must submit a doctor's note to the school nurse. Children with milk allergies will be provided with Lactaid unless otherwise directed by the doctor's note.

Breakfast is served each day from 7:00 a.m. to 7:25 a.m. and lunch is served from 10:30 a.m. to 12:30 p.m.

Working Papers

Students seeking an employment certificate, also called working papers, may pick up an application (AT-17) from the Counseling Office. All students between the ages of 14 - 18 must have working papers to obtain a job.

Direction to complete the application:

Part I - Complete and have a parent/guardian sign

Part II - Fill in your date of birth

Part III - Go to the Health Office to have them check their records. If they have a current (within the last year) physical on file, they can certify and complete this part. If not, you will need to bring a current (within the last year) copy of a physical for nursing certification and for their records.

Once these parts are completed, return to one of the counseling secretaries for card issuance

Health and Safety

Accidents

All injuries to student or staff occurring at school must be reported to the Health Office as soon as possible after the occurrence. The school nurse will assess the injury and take the necessary steps, including the filing of an accident report.

In emergencies, an ambulance will be called and the parent will be notified along with the family physician, if necessary.

Students who have working parents must file the parents' work phone number or that of a close relative with the Health Office and Dean's Office each September as requested; this should be updated by the student if there are any changes.

Athletic Physical

- Students who wish to participate in an interscholastic sport or selected co-curricular activities (Winter Guard, Color Guard, Marching Bands, Dance Ensemble) must have passed an athletic physical and the physical must be turned in to the School Nurse only.
- Athletic physicals for Fall sports are given prior to the start of the season. Listen to announcements in the building for day, time, and location or call the Athletic Director's Office for information.
- Athletic physicals for Winter and Spring sports are scheduled prior to each season at North Syracuse Junior High School.
- Students who miss the athletic school physical or who wish to obtain an athletic physical with their own physician must have a white athletic physical form completed by their physician. These forms may be obtained in the Health Office and at the District's Health Service Department. The school physician has the final decision on determining a student's fitness to participate in a sport.
- Re-approval must be obtained from the school physician or a private physician before a student may resume a program or play, if the student has been absent from school five or more consecutive days, or suffers a significant injury.

A working paper physical or regular school physical is not an athletic physicals.

Emergency Bus Drills

We are required by law to have three emergency bus drills during the year. The purpose of these drills is to practice evacuating buses in the event that there is a fire or an accident, and to learn the location and use of the various emergency equipment, such as the first aid kit, fire extinguisher, emergency doors and windows, and road flares.

The following rules should be followed:

1. Two responsible students should sit near the emergency door to open the door when the driver signals and to help students out of the bus
2. All students will leave their lunches and books on the bus during the drill.
3. Students should keep their arms bent at the elbows and knees slightly bent when exiting through emergency doors. a) Buses with side emergency doors: Students are to go around the rear of the bus after leaving emergency door and at least 50 to 75 feet away from the bus onto the school lawn. (This is the only time students will cross behind the bus.) b) Buses with rear emergency doors: Students are to move away from rear of bus after exiting through the emergency door and move at least 50 to 75 feet away from the bus.

Emergency Evacuation Procedure

In the case of an emergency where students are evacuated to a different location, the telephone numbers for the Main Office and Health Office of the school will be transferred to a central location to provide information to parents.

Fire Drill Procedures

1. Wait for teacher directions.
2. Quietly leave the room and line up double file in the hall.
3. Remain standing in the hall; wait for teacher instructions.
4. Walk down the stairs and out of the building in an orderly fashion; no running, talking. Some directions may have to be given on the P.A. in case of a true emergency, so being quiet is important.
5. Move away from the building as directed by the teacher and remain with your class. Teacher will check class attendance.
6. Remain outside until directed by the teacher to re-enter the building.
7. Return to classes in a quiet, orderly fashion.
8. Disabled students in the PE, TECH, or MUSIC wing will exit per routine exits. Disabled students in the academic wing will move to the following Rescue Assistance Rooms:
9. Second Floor - Room 212
10. Third Floor - 312
11. Elevators cannot be used during a fire drill.
12. Students exiting through the front doors must walk to the rear of the former student parking lot.

Health Office

The Health Office provides many services, which center around the health, safety and well-being of the student. These services which are provided by the school nurse include:

1. Attend to the daily medical needs of students and staff.
2. Vision, hearing, and scoliosis screenings.
3. Scheduling and supervising athletic and school physical exams.
4. Administering prescription and over-the-counter medication to student with written permission from the physician and parents.
5. Maintaining student health records.
6. Attending to all accidents and emergencies.
7. Contacting physicians concerning emergency health problems and to implement necessary modifications in the educational program for students with chronic or acute health problems.
8. Serving as a resource for parents, students, and staff on health issues, concerns, community resources.
9. Membership on the Student Support Team.
10. Membership on Special Education Review Team (SERT).

Illness

If a student becomes ill at school, the student should report to the Health Office immediately after obtaining permission of the staff member in charge. Student visits are written in the Health Office daily log and time of the visit appears on the afternoon attendance report. This is the only proof that a student was in the Health Office.

The school nurse will make arrangements for ill or injured students to leave school.

ILL STUDENTS MAY NOT LEAVE THE SCHOOL WITHOUT HEALTH OFFICE AUTHORIZATION.

Being ill in a lavatory or in any other place except in the Health Office is not an acceptable excuse for missing a homeroom, class, or study hall assignment.

Immunization Policy

New York State law requires that new students provide evidence of immunization for the following diseases: measles, rubella (German or 3 day measles), polio, diphtheria, and mumps. They will not be admitted to school until such evidence is produced. Please be advised that on June 13, 2019, the law that allows parents to request and obtain an exemption from immunization requirements based upon statements of religious belief was repealed.

Medication

Students who need to take medication (**prescription or over the counter**) during the school day must provide a physician's statement and written parents' permission to take medication in school.

The physician's statement must include the name of the medication, the dosage, frequency of administration, and the duration.

The medication is to be delivered to the school nurse by the parent/guardian. Students should not transport medications on the school bus.

Asthmatic/allergic students who need to self-medicate and carry an inhaler for acute symptoms must have written authorization from both the student's physician and parent in their health record specifying the need to carry their inhalers.

Students who do not follow the above procedures may be subject to the disciplinary procedures of the District (see Alcohol and Drug).

For further information, please see the entire Board of Education policy on Student Medication (Policy 5601) located at www.nscsd.org under District > Board Home > Board Docs.

Academic Program

Academic Intervention Services

The A.I.S. at North Syracuse Junior High School is designed to meet the needs of students who have been identified as having weak skills in reading, writing and/or math through either standardized testing, state testing, or teacher recommendations. A.I.S. teachers, through on-going communication with classroom teachers and school counselors, share information, concerns and progress regarding their students. A.I.S. teachers coordinate their program objectives to support the goals and objectives of the content area. Such cooperative strategies provide additional academic support to students at risk. In addition, this program attempts to equip the student with reading, writing and/or math skills necessary to demonstrate competency. All instruction is provided in a small group setting with a supportive climate for learning.

Auditing a Course

In some special cases students will be allowed to audit a course (enrollment in a course without earning Carnegie units or credit toward promotion). In these instances students will be expected to sign an auditing contract which indicates that they understand the objective of auditing is to acquire the skills necessary to succeed in the next level course and that they realize they will lose the privilege of auditing immediately if they fail to follow the guidelines set forth in the contract. These guidelines cover attendance, work and behavior expectations.

Bonafide Student

Each student shall carry a minimum of 5 units plus Physical Education each year.

Celebrating Success

The Junior High is a nice place to learn. There is much to celebrate and throughout the year we recognize our students' successes and achievements.

Honor Roll Breakfast

Three times a year the Junior High hosts a breakfast for students who have achieved honor or high honor roll. Parents and other family members are invited to join us. A short program is held in the auditorium before attendees move to the dining rooms for bagels, donuts and juice.

Merit Roll Celebration

During the first three marking periods students who achieve merit roll status are invited to gather and be recognized for their accomplishment. Students enjoy a frozen treat and also receive a recognition gift.

Students of the Month

Each month a celebration is held for students worthy of special recognition. Nominated by their teachers or other staff, these students exemplify many different qualities that go beyond academic achievement. Integrity, character, improving the school culture are characteristics that may cause a student to be nominated. A celebration is held in the library right after morning announcements. Students hear who nominated them and why. They receive a certificate and have their picture taken for the display case. Tasty treats are also shared.

8th Grade Awards Ceremony

This is an informal celebration of some of the successes of our first year Junior High students. This end-of-year event recognizes students chosen by teachers for a variety of reasons, including academics, attitude and effort. Held immediately after dismissal, students gather in the auditorium to receive their certificate and/or medal. A reception occurs after in the South Dining Room for students and parents in attendance.

9th Grade Honors Convocation

A formal celebration for the Junior High's best and brightest. "Excellence in" awards are given by subject area as determined by department/teacher criteria. The Principal's Award, the Presidential Award for Educational Excellence and the Triple "C" Award are presented. Scholar/Athletes are recognized. The student with the highest overall academic average is also named. This evening event is for students and their families. After the program, attendees are invited to a cookie and punch reception in the South Dining Room.

College Bound High School Program

Students who are interested in college and who earn good grades throughout junior high school should consider the possibility of attending college upon graduation from high school. To be competitive with other students applying to four-year liberal arts colleges, it is advisable to complete at least three years of Mathematics, Science and Language. Colleges, in general, place particular emphasis for admission purposes on subjects within the five academic areas of English, Social Studies, Mathematics, Science and Foreign Languages.

Course Placement and Review Policy

Student schedules at the secondary level will be made in accordance with district graduation requirements and State Education regulations. Students, parents, and instructional staff will have an opportunity to influence initial course selection.

When a student, parent or instructional staff member believes that a course placement is inappropriate, contact should be made with the student's school counselor to resolve inappropriate placement. If resolution cannot be obtained at this step, the next level would be the administrator in charge of the subject area.

The final review of course placement and the final decisions regarding placement shall be the responsibility of the Superintendent or his designee.

End of Day Tutoring

Teachers will identify those students that need to stay after school for extra help. Parents and students will be notified of this via the comment codes on the student progress report. These students will be tutored in their areas of concern. Teachers will indicate whether a student: consistently stays for extra help, inconsistently stays for extra help or never stays for extra help, again via the comment codes. Teachers will post the dates on which they will be tutoring after school.

Afterschool Extra Help

Teachers are available after the regular school hours to offer extra help. Students wanting to stay after school with a faculty member should obtain a pre-signed pass from that faculty member prior to 2:00 p.m. Any student staying with a teacher after school must report by 2:10 to the teacher's room. Students are required to have a pass from a teacher in order to move between locations after school.

Final Examinations

Final examinations are mandatory except for reasons beyond the student's control such as illness or emergency, and cases determined by Administration. Failure to take the examination, except as indicated above, will result in failure of the course. In this case, a zero is to be recorded as the examination grade and "F" is to be recorded as the School Final Average grade.

Grade Computation — School Final Averages (SFA)

In most courses:

Full Year Subjects: $SFA = \text{Sum of the 4 quarters} + \text{Final Exam (Regents)}$

Half Year Subjects: $SFA = 2 \times \text{Sum of 2 quarters} + \text{Final Exam}$

Grade Reports and Grades

Students are encouraged to reach a high scholastic average as well as to perform to the utmost of their capabilities. Grade reports are issued periodically to indicate to the student and parents how well the student is performing. The quarterly average is a composite of grades received in class work, homework, quarterly examinations and unit test scores.

High Honor Roll Average is 94.5 to 100

Merit Roll Average is 85.0 to 89.49

Honor Roll Average is 89.5 to 94.49

The school passing grade is 65.0 or better

To calculate an average, divide the total number of credits into the sum of the numerical grades. A grade of 70, or lower, on any quarter grade automatically eliminates the student for selection to High Honor, Honor, or Merit Rolls.

Homework Requests

If your child is ill and out of school two or more days, please start by having your child contact their teacher directly as most assignments are posted directly to Google Classroom. You may also call the Counseling Office to request homework.

- Please call the appropriate Counselor's secretary to process your request for homework. The parent understands that teachers require 24 hour notice and may not be able to provide work on the day it is required.
- Students should also check their teacher's individual classroom webpages for assignments they may miss while absent.
- Upon the student's return to school, he/she needs to check with teachers about missed work, which may necessitate staying after school, as well as asking about due dates.

Music Program

Large Ensembles — Concert Band, Orchestra, Girls' Chorus, and Mixed Chorus

These are regularly scheduled classes that meet during the school day and satisfy State graduation requirements. Attendance at evening performances is mandatory (including after school rehearsals for chorus), which is the purpose for participating in a musical ensemble. Unexcused absence from a performance will result in an automatic failure for the marking period. Parade Band is a co-curricular activity. Students in Concert Band are encouraged to participate in Parade Band but they are not required.

Instrumental Music Lessons

According to the North Syracuse School District Policy, all Concert Band and Orchestra members will take weekly instrumental music lessons, on a 5-week rotating schedule 30 minutes in length. The quality of music performance during lessons affects the student's proficiency ranking, and large ensemble grade. Each student is responsible for any missed class work or assignments.

Any student who is interested in learning to play a musical instrument may be scheduled for lessons. It is expected that each student will attend one individual lesson per week and, when he/she has attained the necessary degree of proficiency, will be scheduled for Concert Band. The length of each lesson will be 30 minutes. All students must maintain steady forward progress on their instruments to remain a part of this program.

Physical Education Program — North Syracuse Junior High School

For further information, please see the entire Board of Education policy on Physical Education / Grades 8-12 (Policy 4316) located at www.nscsd.org under District > Board Home > Board Docs.

Participation

All students are required to attend class, change into appropriate and safe attire, and participate in all activities, unless excused, in writing by a physician.

Dress

Appropriate and safe attire

T-Shirt

Shorts or Sweatpants

Athletic sneakers and socks

Unprepared and Absent from School

Unprepared

- Total points will be lost for the day and individual will be sent to the PE holding room for that class period. The student will have an opportunity to make up class as per the make-up policy of completing either a written assignment or a physical activity.

Absent from School

- Students who miss physical education class due to an excused or unexcused absence from school will have the opportunity to make-up the class as per the make-up policy rules explained under the section "Make up Class".

Lockers

1. All students will be assigned a physical education locker.
2. All locker assignments will be kept on file in the physical education locker book in the appropriate Physical Education Office.
3. No student will share a locker with any other student unless no other lockers are available for his/her class.
4. No locker numbers or combinations will be given out to anyone, except the student the locker was assigned to.
5. The Physical Education Department is not responsible for those things not locked in your locker.

6. Students are allowed to use a “sling” bag to transport their physical education clothes to and from their physical education locker to their regular locker. Outside of this explicit use, all bags are subject to building’s “Backpacks, Bags, Purses” policy.

Medicals

1. Students who have a physician’s statement excusing them from all physical education activities are excused from dressing and participating in class. The statement must indicate the date that the medical will begin and the date it will end. This statement will be given to the student’s Physical Education teacher.
2. When physician’s medical excuse does not have a date to return to Physical Education class or does not specify the exact amount of time the student will be excused, the student will be responsible for bringing in an updated excuse to his/her Physical Education teacher every 30 days.
3. Students excused on a medical will be assigned to a study hall or will remain in class and will receive a medical grade, provided, however, that the District shall provide appropriate activities adapted to meet the needs of the pupils who are temporarily unable to participate in the regular program of physical education.
4. Pupils who have parent notes cannot be excused. Those students must dress for class and make arrangements with their physical education teacher to make up any time/participation as per the make-up policy rules explained under the section “Make up Class”.
5. Students missing PE class due to an unexcused absence or being unprepared cannot participate in interscholastic sports, lunch recreation, intramurals, or co-curricular activities such as winter guard, marching band, majorettes, dance ensemble, cheerleading, and drum line on day(s) they do not participate in PE class. In the case of students not participating in PE class on Friday, participation in any of the above listed activities is prohibited on that day, as well as for the following weekend.
6. Students spending their physical education period in the health office will be marked unprepared and will not receive credit for their physical education class that day, unless they make-up the missed class in accordance with rules explained under the section “Make up Class”.
7. Students will need a medical release if the student abstains from going to see medical services. Students will need a medical release to return to PE class following treatment.

Medical: Short Term

1. Students missing physical education class due to a short-term medical excuse (1-4 consecutive medical absences from physical education during the semester), will have the opportunity to make-up the class(es) as per the make-up policy rules explained under the section “Make up Class”.
2. Students may participate on a limited basis in physical education class by physician’s recommendation on the limited participation form or at the discretion of the physical education instructor.

Medical: Long Term

1. Students receiving a medical grade for two or more marking periods during the school year will receive a medical grade for the entire year, which results in no Physical Education credit earned.
2. Students with long-term medical excuses (5 or more consecutive medical excuses) may be permitted to recover missed credit by completing an alternate study assignment or will have the opportunity to make-up the classes as per the make-up policy rules explained under the section “Make up Class”.
3. Students may participate on a limited basis in physical education class by physician’s recommendation on the limited participation form or at the discretion of the physical education instructor.

Make up Class

1. All students shall be afforded the opportunity to make up physical education classes. To receive make up credit, students must stay after school to make up a physical education class. This is based on the amount of missed instructional time. The make-up must take place sometime during the current 10-week marking period. Permission to make up missed physical education by completing an alternate written assignment instead of attending after-school physical education classes shall only be granted in exceptional circumstances by the

student's building principal and only if recommended by the student's physical education teacher. Students who neglect or refuse to avail themselves to the opportunity to make up physical education classes shall forfeit academic credit proportionate to the number of days of missed instruction.

2. Students must be in the locker room at 2:10 p.m. or they will not be allowed in the make-up class.
3. Students will sign in with the physical education teacher after getting prepared for the class.
4. The class will be released to the locker room at 2:55 p.m.

Progress Reports

Student Progress Reports will be available online via SchoolTool. Teachers will issue a Progress Report for any student with an average of 80 or lower for the five-week mid-quarter reports. Teachers are also encouraged to use Progress Reports to report the progress of their outstanding students, improvement, or severe grade reduction. A copy of the Progress Report will be filed with the School Counselor.

Progress Report Schedule

WEEK	END OF MARKING PERIOD	REPORTS AVAILABLE ONLINE
5	10/4/24	10/10/24
15	12/13/24	12/20/24
25	3/7/25	3/14/25
35	5/9/25	5/15/25

Report Cards

Student Report Cards will be available online via SchoolTool every ten weeks.

Report Card Schedule

WEEK	END OF MARKING PERIOD	REPORTS AVAILABLE ONLINE
10	11/8/24	11/15/24
20	1/28/25	2/4/25
30	4/4/25	4/11/25
40	6/18/25	6/30/25

Student Schedules / Schedule Changes

Schedule changes will be kept to a minimum. Only the following schedule revisions will be processed between the third Monday in August and the third Monday in September.

1. The repair of obvious errors.
2. Changes resulting from a previous failure.
3. Changes resulting from the passing (or failing) of a summer school course.
4. The development of schedules for students new to the District.
5. The correction of "garbled" schedules.
6. Appropriate administrative approval.
7. Elective changes.

Requests for elective changes will be allowed until the end of the first full week of that semester. (September 16th for the first semester, February 10th for the second semester). After this time a student may drop an elective for a study hall only.

Students are to continue attending classes as scheduled until schedule changes have been completely processed. Student will not be allowed to drop a course after the second week of the course.

Schedule Change Guidelines

The following procedures will be followed in processing student schedule changes:

If a student changes level in a course, drops a course to take another course, or enters a study hall, he/she must complete the following procedure:

- a. Obtain a "Request for Schedule Change" card from the School Counselor.
- b. Obtain the required signatures and comments of persons listed on the request card, following the directions on the back of the card.
- c. "Request" cards not approved by the teacher, the counselor, or the parent should be returned to the counselor for consultation. A conference may be necessary at this point to determine the outcome.
- d. All cards must receive final approval from the Building Principal.
- e. Student remain in the current class until they receive their new schedule in homeroom and the teacher receives the "notification of schedule change" sheet.
- f. Once the notification process has been completed, the student is subject to class cut penalties in the new class or study hall.

Structured Study Hall

Structured study hall is a formal, quiet setting where scheduled students must:

1. Arrive on time and study in an assigned area.
2. Leave only with a signed pass and return before the block ends, signing out and in.
3. Refrain from talking, except with permission.
4. Arrive prepared to do school work all block.
5. Refrain from using cell phones.

Note: Pre-signed passes will have priority. Passes are a privilege, not a right.

Summer School

For a student, grades 9-12, to be eligible for Summer School, he/she must have a: (1) school final average of 55 or better or (2) passing grade in two of the four marking periods or (3) have a passing final exam grade.

Textbooks

Basic textbooks are issued to each student at the beginning of the semester without charge. Each book is numbered and a complete record of issued books is maintained. Students are responsible for taking good care of their books and must pay a fee for any book lost or mutilated. The required fee should be paid in the Counseling Office. If a lost book that was paid for is found and turned in, the money will be refunded.

Student Activities

Athletics

The North Syracuse Junior High School athletic teams are members of the New York State Public High School Athletic Association. We compete in the Central New York Counties League and also in Regional, Sectional and State Tournaments when qualified. We are located in Section 3 of the State Athletic Association.

Among the athletic activities that students may participate in are the following: baseball, basketball, bowling, cross country, track, football, golf, hockey, indoor track, lacrosse, outdoor track, soccer, softball, swimming, tennis, weightlifting, wrestling, and volleyball.

Clubs/Activities

Among the activities that students may participate in are the following: Alliance, Announcement Broadcast Team, Chess Club, Class of 2028, Community Builder's Club, DECA, Drama Club, Mural Art Club, National Junior Honor Society, Positivity Project, Science Olympiad, Spelling Bee, Student Government, 4D Productions Tech Crew, Teacher's Club, Yearbook, and Robotics Club.

4D Productions

Our school has a professional award-winning production team that puts on all the shows and events that take place in the district's largest auditorium – right here at NSJHS! The team consists of 8th-12th grade students who take part on individual crews: Lighting, Sound, Backstage, and Video. Applications are available the first week of school and tryouts usually happen the second or third week of school. No experience is required, but you will need a lot of time, good grades, and a willingness to work hard. This club will change your life for the better. More information about this Tech Crew can be found at www.4dproductions.org

Co-Curricular Programs

Besides offering a full range of curricular pursuits, the North Syracuse Junior High School offers a wide choice of co-curricular activities in which students can participate after the regular day school hours. Intramural and interscholastic athletic programs for both boys and girls are plentiful. Opportunities to participate in Music, Art, Drama, Journalism, and many other activities and clubs are widespread. Every student is urged to consider the co-curricular program offerings and to participate in as many as he/she may desire. For further information consult with your School Counselor.

Students are to stay out of the physical education areas after school unless accompanied by a coach who is supervising. At no time should students be in the gyms or locker rooms without supervision or specific permission.

Code of Conduct — Athletic, Band and Other Co-Curricular

All students will receive a copy of the Code of Conduct from their coach or advisor.

National Junior Honor Society

Selection to the National Junior Honor is a privilege, not a right. Students do not apply for membership in the National Junior Honor Society. Instead, they provide information to be used by the Faculty Council for review. Members will be selected on the basis of scholarship, leadership, service, character, and citizenship. Membership to the North Syracuse Chapter of the National Junior Honor Society is granted to those students who meet all the requirements established in the constitution and by the Faculty Council.

How do I know if I qualify for a STUDENT ACTIVITY INFORMATIONAL FORMS?

Students in eighth and ninth grade, who earn an overall average of 90 or better (should not have any incompletes or grades below 70), be well-regarded for their behavior and have attended North Syracuse Junior High School in the first two marking periods, will receive a National Junior Honor Society STUDENT ACTIVITY INFORMATIONAL FORMS in homeroom the week that report cards go out for the 2nd quarter. If a student does not receive information forms and believes he/she meets the grade requirement then please bring your report card to Mrs. Beebe in Room 139.

How is membership granted to any given student?

Membership to the North Syracuse Chapter of the Elizabeth Glies National Junior Honor Society is granted to those members who meet all the requirements established by the constitution and by the Faculty Council. The Faculty Council will review all completed forms and grant membership, by a majority vote, to students who prove themselves to be outstanding in each of the following areas: Scholarship, Leadership, Service, Character, Citizenship

To be eligible for consideration a student must attend North Syracuse Junior High school for at least 2 consecutive quarters and have a minimum of:

- A cumulative GPA of 89.5 or above with no incompletes or grades below 70
- Students should be well-regarded for their behavior.
- Participation in at least three extracurricular activities (sports, music or clubs in school) and/or outside supervised activities.
- Provide evidence of 13 or more service hours done for a verifiable organization.
 - a. Service should be a continuous accumulation of hours
 - i. 9th graders - hours can be counted from the spring of 2024 until February 25, 2025
 - ii. 8th graders - hours can be counted from September 1, 2024 until February 25, 2025
 - b. Only 6 hours will accepted for the month of February
- Exemplary character and citizenship based on the letter of recommendation and teacher input.

Meeting the above minimum requirements DOES NOT guarantee acceptance.

What happens after I earn a student informational packet?

Students are asked to complete the student informational packet by providing information concerning their school activities, community activities AND volunteer hours. Ninth graders can only include all activities, projects and honors from spring of eighth grade to the present. Eighth graders can only include all activities, projects, and honors from September to the present. Each form must be filled in correctly by your coaches and advisors and each item must be signed by the appropriate coach or advisor.

Students are also required to obtain a letter of recommendation from an adult who is neither a relative nor a staff member at the Junior High.

The student informational packet includes the date the forms are due. The faculty council does not consider late forms.

The entire faculty and support staff is asked to rate the eligible students on the criteria of Leadership, Character and Citizenship.

The faculty council is convened to review the faculty rating sheets and the student forms. Participation in school and community activities and acquiring volunteer hours is required for membership. The National Junior Honor Society Advisor, who is a non-voting member, chairs the faculty council. The committee makes the final selection of inductees.

Students and parents are notified by mail of the final selections. The induction takes place at an annual induction ceremony held at North Syracuse Junior High School on **Thursday, March 27, 2025 at 6 p.m.**

All members of the National Junior Honor Society are expected to keep up the levels of scholarship, citizenship, service and character that were first required for initial membership.

Students accepted into the National Junior Honor Society are expected to attend monthly meetings, participate in all fundraising and service projects for the Society, and to maintain an academic average and participation level that enable them to be accepted into the Elizabeth Glies National Junior Honor Society.

When are Inductions?

The National Junior Honor Society Inductions will be held **Thursday, March 27, 2025 at 6 p.m.** in the Auditorium with a reception to follow.

Where do I go for additional help?

The advisor for the Honor Society is Mrs. Beebe. Students who have questions or need help with their student informational forms should see her in Room 139, email at mbeebe1@nscsd.org or can send a parent square message.

Music Department

The Music Department offers a large variety of musical ensembles and activities, for special school and community functions, that rehearse and perform after school and in the evening. Students are chosen for participation in these advanced organizations by teacher recommendation or audition. These co-curricular activities are: chamber orchestra, string quartet, select vocal ensemble, small ensembles, winter guard, select band, and CNS field band.

Student Government

Student Government is a service organization. Some of the purposes of Student Government are to:

1. Promote harmonious student-teacher-administrative relationships
2. Improve school spirit
3. Assist in school management by providing a place for student expression
4. Promote qualities of democratic government
5. Encourage wholesome student activities
6. Foster proper conduct
7. Provide a place for developing leaders
8. Promote the general welfare of the school

Student Government meetings are held bi-weekly. Officers must also attend an additional weekly meeting. Members are expected to set an example in behavior and citizenship. They must maintain an academic grade average no lower than a 75.

Some of the Student Government projects include dances and flower sales. They also sponsor the annual canned goods drive for the Salvation Army and help support the education of a student in Africa. The members listen to the many student suggestions and present many of them to the administration for consideration. They are dedicated to making North Syracuse Junior High School the best possible.

School Regulations

Note: The Principal has the right to request a formal Superintendent's 3214 hearing for any disciplinary infraction. The purpose of the hearing is to determine whether the student should be suspended in excess of five days. The Superintendent renders a decision following such a hearing and determines whether an additional period of suspension shall be imposed and the conditions under which the student returns to school.

Student Conduct and Discipline (K-12)

For further information, please see the entire Board of Education policy on Student Conduct and Discipline (Policy 5311.1) located at www.nscsd.org under District > Board Home > Board Docs.

Alcohol and Drug — Administration

A student who is suspected of being under the influence of drugs or alcohol will be sent to the Principal immediately.

The Principal or Dean will contact the student's parents to explain the function and services of the Student Assistance Program and urge the parents to meet with the Student Assistance Counselor.

The student's parents will have the option of selecting the Student Assistance Program or an outside agency/resource at this time. The student will be released to a parent or guardian for the remainder of the day.

If the behavior continues and the parents have not involved the student in an outside agency/resource, the Principal will then mandate in-school suspension and a referral to the Student Assistance Program will be initiated.

Any student who is apprehended on school district property with drugs or alcohol in his/her possession will be disciplined as follows:

1. If the drug has been prescribed by a doctor for the student's consumption during school hours and is in a properly labeled container, the medication must be placed in the Health Office and the School Nurse will administer it to the student after receiving the physician's note and parental permission. The parent(s) or guardian(s) will be notified of this incident and told that any future violations of this sort will result in severe disciplinary action.
2. If the student is found to have over-the-counter or mail order drugs in his/her possession on school district property, the parent(s) or guardian(s) will be notified of this incident and the student will be immediately suspended for five (5) days.

If the student is found to have over-the-counter or mail order drugs in his/her possession on school district property, he/she:

- a) will be suspended immediately for five (5) days
- b) will have his/her parent(s) or guardian(s) called to come to school immediately and remove him/her from school.
- c) prior to the end of the five (5) days suspension period must attend a formal suspension hearing with his/her parent(s) or guardian(s).
- d) will be given six (6) months from the date of the Formal Suspension Hearing to successfully complete a district-approved drug intervention program.

Upon written notification of program completion from the agency, the initial infraction will be deleted from the student's school record but noted for future reference in the District Office. This opportunity will be offered only once, and only during the six (6) month period following the administrative review meeting.

If the student is apprehended on school district property at any time during his/her school career for possession of over-the-counter or mail order drugs, the Building Principal will recommend formal suspension to the Superintendent.

If a student is insubordinate while being questioned concerning a possible violation of this policy, such act of insubordination will receive the same disciplinary action as provided for the possession of drugs. The superintendent will formally suspend that student as follows:

- a) If the student is 16 years of age or older, the suspension will be for an indefinite period of time.
- b) If the student is under 16 years of age, he/she will be immediately removed from formal classroom instruction in the home school for the rest of the school year and be assigned to the formal suspension class at a non-school location. The student will be allowed to return to school in September unless he/she has reached the age of 16 during the formal suspension period. At the age of 16, the formal suspension becomes indefinite.
- c) A student, under 16 years of age, who returns to school in September after being formally suspended for drug possession, will be formally suspended under the conditions stated in "1" or "2" if he/she is apprehended again on school property with over-the-counter or mail order drugs.

Definition of Terms Connected to Drugs

Drugs

In general terms, a drug is any substance, including alcohol, which alters body function. Specifically, for the purpose of this policy, a "drug" will refer to any substance that has a potential for abuse because of its psychological mind-altering capability.

Sell

Means to sell, exchange, give or dispose of to another, or to agree to do the same.

Drug Abuse

Considered to be un-prescribed, unsupervised use of legal drugs** in a manner or amount not intended, and the use in any way of an illegal drug.

School District Property

Any property which is owned, operated or supervised by the school district or its personnel.

In Possession

Means the person has the substance on one's self, in his/her clothing, in an assigned locker or in a vehicle operated by the individual.

1. If the student is found to have alcohol beverages, illegal drugs and/or prescription drugs not in a properly labeled container in his/her possession on school district property, he/she:
 - a) Will be immediately suspended from school for five days.
 - b) Will have his/her parent(s) or guardian called to come to school immediately and remove him/her from school.
 - c) Will be reported to the appropriate law enforcement agency.
 - d) Prior to the end of the five days suspension period he/she must attend an informal Superintendent's hearing with his/her parent(s) or guardian.
 - e) Will be given six (6) months from the date of the informal hearing to successfully complete an approved alcohol or drug intervention program. Upon written notification of program completion from the agency, the initial infraction will be deleted from the student's school record but noted for future reference in the District Office. This opportunity will be offered only once and only during the six month period following the informal hearing.
2. If the student is suspended a second time on school district property at any time during his/her school career for possession of an alcoholic substance or drugs, regardless of which substance was possessed during the first apprehension, the Building Principal will recommend formal suspension to the superintendent. If a student is insubordinate while being questioned concerning a possible violation of this policy, such act of insubordination will receive the same disciplinary action as provided for the possession of drugs or alcohol. The Superintendent will formally suspend that student as follows:
 - a) If the student is 16 years of age or older, the suspension will be for an indefinite period of time.
 - b) If the student is under 16 years of age, he/she will be immediately removed from formal classroom instruction in the home school for the rest of the school year and be assigned to the formal suspension class at a non-school location. The student will be allowed to return to school in September unless he/she has reached the age of 16 during the formal suspension period. At the age of 16, the formal suspension becomes indefinite.
 - c) A student under 16 years of age, who returns to school in September after being formally suspended for alcohol or drug possession will be formally suspended under the conditions stated in "a" or "b" if he/she is apprehended again on school district property with alcohol or drugs.
** As defined by State Law

Back Packs, Bags, Purses

All backpacks and sport bags (**INCLUDING SLING BAGS**) are to be placed in lockers upon arrival into the building. No backpacks or bags are to be carried during the school day. If a book, folder or notebook can fit into a backpack, bag or purse then the bag needs to be put into your locker.

Bomb Scares

The North Syracuse Central School District is entrusted with the health and welfare of all students in our school. With this in mind, all bomb scares are treated seriously and dealt with in accordance with the standards set forth by the New York State Education Department. The North Syracuse Central School District will therefore prosecute any and all perpetrators to the fullest extent of the law.

Bus Transportation

Disruptive and/or reckless behavior cannot be tolerated on a school bus. The driver will deal with initial incidents of disruptive behavior with a parent notification letter. Students who are repeatedly disruptive or behave recklessly on the bus will be referred to the appropriate administrator for disciplinary action.

Bus Discipline

- First Referral: Student conference held with the Dean or Associate Principal. Some form of disciplinary action may be taken depending on the situation.
- Second Referral: 1 to 3 day suspension from bus transportation, parents contacted. If warranted, Detention, ISS, or EDS will be assigned.
- Third Referral: 5 day to indefinite suspension from bus transportation, parents contacted.
- Fourth Referral: Indefinite suspension from bus transportation, parents contacted.

Electronic Equipment and Cell Phones on Buses

Students may not use prohibited electronic devices (Including but not limited to cell phones, pagers, beepers, etc.) in school or on a school bus.

For further information, please see the entire Board of Education policy on Student Conduct and Discipline (Policy 5311.1) and Student Transportation – Conduct and Discipline (Policy 8411.1) located at www.nscsd.org under District > Board Home > Board Docs.

Smoking on the Bus

- First Offense: 3 days out of school suspension
- Second Offense: 5 days out of school suspension and Administrative Review Meeting

To Ride or Not to Ride

If a student normally does not ride the bus and the situation changes, causing the student to have to ride the bus, a note must be brought to the Library by 9 a.m. for a pass to allow the student to take the bus. The student will need to pick up the pass at the end of the day. Sudden and/or emergency situations will be dealt with through the Main Office. If a student leaves the school grounds at the end of the school day he/she will not be allowed to ride a bus. Bus passes are not permitted on half days.

Cafeteria / Lunch Room Program

Students will be assigned to lunch during the 3rd or 7th block. The Cafeteria, besides being a lunch room, is also a place where good human relations should be developed, in order to make the lunch period as safe, pleasant and relaxed as possible, each student is expected to practice the following rules:

1. Observe good dining room standards at the table and sit at the seats that you have selected and were recorded by the monitor.
2. Leave the table and the surrounding area clean and orderly.
3. Put trash in the proper containers.
4. Do NOT leave the Cafeteria while eating or carrying food.
5. Dispose of ALL trash in your area. The student nearest to a mess will be required dispose of it.
6. No arm wrestling, horseplay, "mooching" money, or card games are allowed.
7. Use of cell phones, Airpods, headphones or other electronic devices in the cafeteria is NOT permitted.
8. Twelve students to a table.
9. No line cutting or loitering around the doors.
10. Remain seated during the last ten minutes.

Penalties for violating the above rules include:

1. Assigned lunchroom and/or seat
2. Dean referral
3. Other

Lunch Room Activity Program

Dependent on appropriate student behavior, we will continue our lunch room activity program throughout the school year. After the first ten minutes of each lunch period, students will be allowed to move to designated recreation areas (outside or in a gymnasium) for lunchtime activities (e.g. basketball).

Students who are out of Physical Education classes are also not allowed to participate in the lunch recreation program.

Recreation Rules

1. Students should not line up for the Recreation Area until two (2) minutes prior to the time.
2. Students are not allowed to bring food or beverages in the Recreation Area.
3. Sneakers are required for active participation.
4. Students are not allowed to hang on rims or backboards.
5. Basketball games are limited by points or time when other students also want to play.
6. Students must stay in the assigned Recreation Area for the entire period.
7. Students who break the rules in the Recreation Area will be warned and then may be removed from recreation for the day, week, month, or longer.

Breakfast Program

Each school morning a breakfast program is available to students at NSJH. In order to participate, students must have permission indicated by a breakfast stamp. Participation in this program is contingent upon student behavior. Breakfast hours run from 7:00 – 7:25 a.m.

Candy Sales

Candy sales related to school programs must have the approval of the Building Principal.

Card Playing/Dice Games

Card playing/dice games are not permissible anywhere in the building.

Cheating on Examinations

Students are expected to be honest in test situations. Definite cases of dishonesty on regular or final examinations will be treated as fraud. Students will receive a "zero" in definite cases of cheating on examinations. Attention is called to Section 225 of the Education Law, which makes fraud in an examination a misdemeanor (Regents exam).

Dances and Guests

Regular school dances will be conducted from 7:00 p.m. to 9:30 p.m. All such dances are closed dances, open only to North Syracuse Junior High School students. Students will not be admitted after 8:00 p.m.

In general, students are expected to conduct themselves in a socially acceptable manner. Students who give the impression that they have been drinking, who may be under the influence of an illegal substance, or who are not properly dressed shall not be permitted to attend a dance.

Students who engage in a public display of affection will be subjected to the normal discipline procedure.

Any student found to be in possession of or under the influence of any drugs and/or alcohol will be suspended from ALL future dances this academic year inclusive of the 9th Grade Dance in June. Additionally, any student on homebound instruction is not to be on school property at any time and cannot attend school dances.

Dangerous or Unsafe Items

Inappropriate chains or jewelry are not permissible in the building. They will be confiscated and dealt with according to the "Electronic Equipment and Games" procedures.

Display of Affection

Kissing, hugging, walking with arms about one another, and other such forms of behavior have no place in school. They are in poor taste here, as in any public place.

Teachers have been directed to report the names of students who continuously ignore the above rule to their respective deans. The Deans will impose discipline ranging from: warning, Detention, parent notification, ISS, EDS, OSS.

Disruption of Quizzes, Tests and Final Examinations

Students must remain completely quiet in all such test situations through the termination of the test or examination. Violators will receive a "zero" grade on the quiz, test, or examination, which is to be entered in the teacher's class book.

Electronic Equipment and Cell Phone

Due to the potential disturbance to the educational process and other students and teachers, as well as safety concerns, **electronic devices and listening devices must be turned off and not in use upon entrance to the building (This includes during the morning breakfast program). Cell phones and other electronic devices must be placed in lockers during the school day (7:15 a.m. – 2:00 p.m.).** If a cell phone or electronic device is seen between 7:15 a.m. – 2:00 p.m. students will be subject to progressive disciplinary consequences. Electronic devices include cell phones, AirPods, earbuds, etc.

Fighting / Student Conflicts

Physical confrontations (fighting) will not be tolerated at the Junior High School. Students involved in a fight will be assigned a minimum of five (5) days out of school suspension and a formal hearing may be held at the discretion of the Building Principal.

Food and Water Bottle Policy

For cleanliness and health reasons, eating is not permitted outside of designated areas. In accordance with nutritional guidelines, students are permitted to maintain hydration during the school day. Approved containers are limited to plastic water bottles/containers. The use of water bottles for hydration is restricted to the cafeteria unless a student is given permission within a specific classroom by the teacher. Possessing beverage containers with anything other than plain water is not permitted in the halls. All containers are subject to inspection and/or confiscation in order to monitor this policy. Students may not take food or water into other areas of the building without teacher permission.

Hair Equipment

Curling irons, hair sprays, or hair dryers of any kind will not be allowed in school. From past experiences these items have disrupted classes and study halls, have been stolen from students, and represent a very real possible hazard to any student using or standing near a working unit.

First Offense: Confiscation of the equipment by the Dean or Teacher. The equipment will be returned at the end of the day.

Second Offense: Insubordination policy will be followed. Confiscation of the equipment by the Dean. The equipment will be returned only to the parent.

Late to Class

Teachers will contact parents and keep the student for teacher detention before referring to the Dean. Chronic lateness is defined as a student who has been late to class three times. Teachers will take the first steps in dealing with lateness to class, by contacting parents and keeping the student for teacher detention. If the problem persists, teachers may refer students to the Dean who will then use the step procedure.

Late to Lunch

Each class period begins at the time indicated on the Time and Period Schedule printed in this planner.

Consequences for being late to lunch range from: warning, student held from lunch 5 minutes, disciplinary referral.

Leaving Building at End of the School Day

Regular school hours end at 2:00 p.m. Students who are staying after school should report to their location upon dismissal by 2:10 p.m. Students leaving for the day must exit the building by 2:10 p.m.

Students who leave the building at the end of the school day without permission will not be allowed back into the school building. However students will be allowed to go home and return to school at 3:00 p.m. for extra-curricular activities.

Students who leave the school grounds unsupervised at the end of the school day will not be allowed to take district provided transportation.

T.V. Studio / Announcements

Announcements to the student body will be made using the T.V. studio at the beginning of the homeroom block. Teachers/coaches wishing to have a general announcement made should electronically submit the announcement on an Announcement Form via the building website by 2:00 p.m. the day before it is to be made. Announcements will be made at 1:57 p.m. only if necessary.

Pass Procedures

Students allowed to leave structured study halls or classes are to carry a privilege pass (in student planner) signed by the teacher in charge. All students are to return to that teacher prior to the end of the block with the pass signed by the teacher to whom the student has been sent. Passes will not be issued the last 10 minutes of the block.

Student Passes - Pre-signed passes (in student planner) must be obtained by a student before entering the room from which one wishes to be excused. Pre-signed passes should only be secured from a student's class teacher. A pre-signed pass is to be a request to be excused; it is not a pass to leave until signed by the granting teacher.

In the event that a student needs to telephone a parent, passes (in student planner) may be given to the Deans' Office only, where the call will be placed for the student.

National Junior Honor Society pass - Members of the National Junior Honor Society may use their personalized National Junior Honor Society I.D. cards as passes. If a member misuses the pass, the teacher is to take the pass and refer the incident to that student's Dean. The I.D. card and the privilege of using it as a pass will be revoked at that time.

Library Passes — During study hall and lunch periods, students are encouraged to use the Library. Students may obtain a pre-signed pass (in student planner) from one of their subject area teachers or from their study hall teacher. To use the Library during lunch, students may obtain a pass from the hall monitor. Students are limited to using the Library to one block per day.

Late Bus Passes — Are required and must be secured from the staff member with whom the student remains after school. That teacher or administrator must sign them.

Locker Passes — Students are expected to have all required materials with them when they enter class. Students are to be excused from class settings on an emergency basis only and then only on a pass (in student planner).

Early Dismissal Passes — All students who leave the building before 2:00 p.m. must carry an early dismissal pass and must show it to any staff member who requests it.

Students are not to be excused for lunch outside the building, even with parental permission.

Parent Notification Regarding Student Images

During the school year, your son or daughter may have the opportunity to have his/her photo taken, video image and voice recorded, and/or art and written work published in connection with a school district activity or program. Your child's photo (image) and school work may be published in local newspapers, posted (displayed) on the district's Internet site, or used by the requesting organization (local TV or print media) for their programming, i.e., backup and their news stories.

If you DO NOT want your child's picture or schoolwork to be used in newspaper articles, video, and/or district publications, including our District's website, please inform your school principal in writing.

Plagiarism

Essentially, plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when:

- A. The work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work,
- B. Parts of the work were taken from another source without reference to the original author,
- C. The whole work (e.g., an essay) is copied or downloaded from another source, and/or,
- D. A student submits or presents work in one course which has also been submitted in another course (although it may be completely original with the student) without the knowledge of prior agreement of the instructor involved.

While it is recognized that scholarly work often involves reference to the ideas data and conclusions of others, intellectual honesty requires that such references be explicitly and clearly noted. Plagiarism is an extremely serious offense. (From Red Hook School District Student Handbook)

World Languages — Translating Aids

In accordance with New York State's Checkpoints as well as the North Syracuse Central School District's Standards and Benchmarks, students are expected to communicate in World Languages without translating aids.

The following are considered translating aids:

- computer websites
- computer programs
- translators
- persons who speak the World Languages (native speakers)
- paper dictionary (excessive use)

The use of any of the above to complete assignments given to students at North Syracuse Junior High School defeats the goals outlined by the New York State Syllabus and North Syracuse Central School District's Standards and Benchmarks.

Students who violate the intent of the goals described above by using translating aids will receive a grade of "0" for the assignment. In addition, multiple offenses will be reported to the Dean on a discipline referral citing insubordination and cheating.

School Sponsored Events — Discipline Guidelines

Any student who appears to be under the influence of drugs and/or alcohol or who is disruptive during school-sponsored events, either at home or an away site, will be disciplined as follows:

1. Asked to leave event and school property.
2. If the student becomes abusive and/or disruptive after being asked to leave, the student will be suspended immediately for 1 - 3 days. In addition, students who are suspended for this reason will be prohibited from attending school-sponsored events taking place within the next thirty (30) days. Students found in attendance at a school-sponsored event during the time they are prohibited from attending will have their prohibition extended to a minimum of ninety (90) school days.
3. The parent/guardian will be notified of the incident and told that further violations of this sort will result in further disciplinary action.

Smoking or Possession of E-cigarettes, Nicotine Products, or THC products

No student will be allowed to smoke or have possession of e-cigarettes, nicotine products, or THC products on school property. Smoking (e-cigarettes) in the building or on school property will result in consequences ranging from: a minimum one to five day out of school suspension, Administrative Review Meeting.

Any student turned into the Dean's Office and found to have lighters, cigarettes, e-cigarettes (vapor pens), cigars, pipe, or smokeless tobacco will have it confiscated and not returned and a discipline will be assigned.

Socializing in Corridors

The free passage of students and staff through the corridors and on the stairwells is a priority consideration. Students are not allowed to sit on the floor before homeroom, during blocks, or between blocks. Loitering on landings and stairs is a safety hazard and is not permitted at any time! Public displays of affection are not appropriate in school. Students engaging in such activities are subject to the progressive discipline process.

Students Searches

The purpose of these guidelines is to insure the rights of students, protect the district and its employees from civil rights violation liability and to maintain the health, safety and welfare of all students. Lockers and textbooks are considered to be the property of the school district.

1. Where students have been informed in advance that lockers are subject to search, such searches may be made for safety (bomb threat), administrative (rotting food) or disciplinary (illicit materials) reasons. Two persons should conduct the search with an inventory being recorded.
2. Illicit materials being observed in the open should be reported to the Principal and appropriate disciplinary measures instituted.
3. Possession of unobserved illicit materials must be supported by "reasonable suspicion" that a particular person possesses such materials.

Such suspicion may be based upon such facts as: an identifiable bulge under clothing, such as a knife, gun or pipe; unauthorized presence in an area known for drug trafficking; suspicious actions by a suspected student; confirmation by a credible informant of the specific location of such material, previous incidents involving a suspected student, characteristic odors on or about a student.

4. Prior to a search, the Principal must ascertain that reasonable suspicion is supported by facts and related to a specific student. No sweeping searches are permitted.
5. An attempt will be made to contact the suspected student's parents who will be requested to immediately appear at the Principal's office. The school authorities will continue to conduct their investigation.
6. The suspected student should be confronted by the Principal in the presence of another Administrator or Teacher, preferably the person with supporting facts, and the parent(s), if possible.

Technology Guidelines

Classroom Issues

Computer/Technology issues which are not violations of the district AIUP - Acceptable Internet Use Policy and are not actions that could cause damage to the computer itself or to the network (i.e. disregarding classroom rules about computer use) will be dealt with by the individual classroom teachers with a warning and/or parent notification and/or teacher assigned detention. Repeat offenses of this type would then follow the step process for classroom infractions through the deans' referral system. The Dean or an Administrator may decide to take the Student's Computer Use Pass (and therefore suspend his/her privileges) for repeat classroom infractions of this type.

District Policy/Computer Use Issues

Computer/technology issues, which are violations of the AIUP and/or appropriate student use of computers will be dealt with according to the step process detailed below.

These infractions include, but are not limited to:

- downloading of any files or installing any programs to the U or C drives;
- downloading of inappropriate, non-educational, or pornographic material or games to any drive;
- changing or altering any settings, files, or profiles on desktops or within the computer or NT system;
- inappropriate use of the Internet such as: playing games, using chat rooms, or ordering any items;
- use of anyone else's or sharing of one's, "computer use page" or password;
- use of any email program (until trained by District staff);

- and violations of Federal, State, Local law, rules or regulations or District Policy.

Infractions which are already delineated (such as: theft, forgery, plagiarism, vandalism) will be dealt with according to the stated procedure. In addition to those consequences, there would be a suspension of computer privileges assigned by administration in line with the step process, detailed below.

Consequences

Consequences range from: Suspension of computer privileges, along with a warning, DT, ISS, a minimum of 1-5 days OSS, Administrative Review Hearing, or Formal Hearing

Toys

For a variety of reasons, including disturbance to classes, other students and staff, as well as damage to or theft of the item, students will bring no toys of any type to school. This includes but is not limited to items such as squirt guns, hacky-sacs, dice, balloons, stuffed animals, etc. These items will be confiscated and not returned.

Vandalism

All students should be aware that if they are found to have vandalized school buses, school equipment, school fixtures, school property or someone's personal property, they are subject to arrest, suspension from school, and making restitution for damage or loss. The District Billing Office will bill students. This includes defacing desk tops, tables, walls, floor covering or other surfaces with instruments or footwear. Students involved with unauthorized use of or misuse of computer equipment will be denied access to computer equipment in the building. These students will be subject to school disciplinary and/or legal actions. All staff members have the responsibility of reporting any damage or vandalism to the nearest Administrative Office immediately upon recovery. The names of the persons involved along with the conditions under which the event took place should be included in the report.

Violation of Civil Statutes

All students should be aware that if they are found to be in violation of Civil Statutes while on school property or in school buildings, they are subject to suspension from school and subject to suspension from all co-curricular activities for a period of time to be determined following such violations. In addition, law enforcement agencies will be involved.

Visitors

All visitors are to report to the Security Desk, sign-in and receive a visitor's pass, upon entering the building. As a general rule, visitors are not permitted to visit the school as guests or friends of students. Under unusual circumstances, the Principal may be consulted at least 24 hours in advance for special permission. Students from other area schools will not be received as guests and are not permitted on school property. Students will not be allowed to bring young children with them to school.

Visitors to School Buildings Guidelines and Procedures

All buildings in the North Syracuse Central School District have an open door philosophy and encourage the visitation of all residents of the district, subject to the following procedures:

1. All visitors who drive to North Syracuse Junior High School must park in the parking lot on the East side of the building.
2. Parents may request a visit to their child's classroom(s) through the Building Principal. The purpose of the visit will be established at that time. The date and time of the visit shall be mutually agreed upon directly between parent and teacher. The Building Principal shall be notified, in advance, of the arrangements, which have been agreed upon for the visit.
3. Teachers may request a parent to visit the classroom by directly contacting the parent and establishing a mutually agreed upon date and time. The Building Principal shall be notified of the visit, in advance.
4. Parental visitations shall be limited to those situations which involve the placement or change of placement of a child into, or from, a specific classroom, nor any manner of evaluation of members of the District's classroom teaching staff.
5. Visitations by other than parents shall be arranged directly between the Building Principal and the individuals requesting the visit. The purpose of the visit shall be made clear in order for appropriate arrangements and scheduling to occur.

6. Visitation(s) shall take place in such a way that no disruption of the normal classroom routine shall occur.
7. When a visitor(s) arrives at a particular building, she/he (they) shall initially report to the Main Office.
8. Such visitations shall not be limited to parent conference days or other organized events.

Visitor Code of Conduct

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

Prohibited Conduct

No visitor, either alone or with others, shall:

1. Injure any person or threaten to do so.
2. Damage or destroy school property or the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property, including engaging in graffiti or arson.
3. Disrupt the orderly conduct of classes, school programs or other school activities.
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 or discriminate against any person on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation or disability.
6. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
7. Violate the traffic laws, parking regulations or other restrictions on vehicles.
8. 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.
9. Smoke a cigarette, cigar, pipe or use chewing or smokeless tobacco in or on school property or at a school function.
10. Possess or use weapons 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 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. Incite others to commit any of the acts prohibited by this policy.
15. Violate any federal or state statute, local ordinance or board policy while on school property or while at a school function.

Yearbooks

Presales for yearbooks will begin around September 15th and run until approximately November 15th. Questions about yearbooks should be directed to Ms. Bertollini or Mrs. Walsh.

Items I should remember when in the classroom

Items I should remember when testing

I. PHILOSOPHY

It is the belief of the North Syracuse Central School District that once a student becomes a member of an athletic/co-curricular team/group representing the North Syracuse Central School District that the student assumes a major responsibility. The student represents his/her school, his/her coach, his/her family and himself/herself. The student is expected to maintain the high standards, which are accepted along with the opportunity to represent the school.

II. POLICY

All students must follow the Athletic/Co-Curricular Code of Conduct, beginning the first day of the first practice/meeting in the specific sport or activity. No student will participate or practice until ALL paperwork is complete (permission slip, physical examination, Athletic/Co-Curricular Code of Conduct). These rules and regulations are in effect for all students participating on any athletic team or co-curricular activity that represents the North Syracuse Central School District.

III. AMPLIFYING INSTRUCTIONS AND GUIDELINES

1) ATTENDANCE

All students are required to attend school and classes regularly. All students must be enrolled in a minimum of five (5) subjects, including physical education.

Rule:

All students who expect to play in a scheduled game, practice or, activity/event must be signed into school no later than 30-minutes after the official start of the school day and attend a full schedule of classes on the day of, or in the case of a weekend game, or activity the day before the event. (In case of physical education, student athletes must dress and participate.) All student absences, tardiness, and early departures from class or school must be accounted for. It is the parent's responsibility to notify the school prior to the student absence, tardiness, or early departure from class or school or to provide a written excuse upon the student's return to school.

Excused Absences (See page 14)

This Excused Absence section is intended only to provide examples of excuses which, for purposes of this Athletic/Co-Curricular Code of Conduct, are sufficient to permit a student to participate in a scheduled event despite missing class on the day of the event.

Penalty

Failure to comply with this attendance rule will result in the student not being able to participate in the practice/meeting, game, or event of that day. In the case of a Friday or day before a holiday, the penalty will be imposed the next practice or event.

2) PARTICIPATION EXPECTATIONS

It should be understood that the North Syracuse Central School District believes that representing the school is a privilege and not a right. We expect students to be willing to meet a higher standard of character and behavior.

Rule:

1. Students are required to travel on the school bus to and from athletic and co-curricular events, as long as a school bus is provided. Only under verifiable circumstances will a student be allowed to leave an event with only his/her parent/guardian (i.e., family medical emergency, funeral/wake, wedding). When leaving an event with a legal excuse, the parent/guardian must personally provide the coach/advisor with a signed note at the time of departure.
2. No student will use or smoke tobacco or use electronic cigarettes at any time during the athletic/co-curricular season.
3. No student will drink alcoholic beverages at any time during the athletic/co-curricular season.

4. No hosting or remaining at parties where illegal distribution of alcohol, drugs or other performance enhancing substances are present and/or used.
5. No student will use, take, ingest, swallow, rub or massage into the skin, or otherwise use any substance whose known or unknown quality is to, according to advertisements, supposedly enhance body size, strength or performance, at any time before, during or after any athletic/co-curricular season. These substances include, but may not be limited to anabolic steroids, "steroids", "roids", amino acids, human growth hormones, etc., except as prescribed by a physician to treat an illness or condition.
6. No student will use non-prescription drugs or medicine of any kind for reasons other than medicine for an ailment or illness at any time or place during the athletic/co-curricular season.
7. No student will be in possession of or distribute tobacco products (including electronic cigarettes), alcoholic beverages or any illegal drugs at any time during the athletic/co-curricular season.
8. No student will engage in indecent exposure at any time during the athletic/co-curricular season.
9. No student will engage in any illegal activity.
10. No student will commit offenses on or off school property which involves police or court actions. Due to the severity of this type of allegation the student(s) involved will have "rule infraction" applied from the date the allegation is known to school personnel.

First violation will be immediate dismissal from the program for that athletic season or for the balance of the co-curricular trimester.

The trimesters will be as follows:

1 st	August 15 — November 20	(95)
2 nd	November 21 — March 1	(89)
3 rd	March 2 — June 1	(91)

Students may reenter the full year club or activity on the commencement of the next trimester.

The student will attend mandatory drug/alcohol counseling for a minimum of four (4) sessions with the student assistance counselor for any drug or alcohol violation.

Second violation will result in total prohibition for one calendar year from all athletic/co-curricular activity/teams from date of infraction to the same date a year later.

Additionally – If any infraction occurs that is not specifically covered under these rules and regulations and a coach/advisor believes it warrants punishment, a committee comprised of the coach/advisor, director and a building administrator shall meet to determine the nature of the punishment.

3) SCHOLASTIC ELIGIBILITY

It is recognized that one of the fundamental reasons for a student's attendance in school is to gain academic competency. It is also recognized that the District is interested in developing the whole individual, particularly in the areas of health, sportsmanship, teamwork, government, and social competencies.

All students involved in interscholastic and co-curricular activities will be encouraged to succeed in every subject. High scholastic achievement is, and should be, the number one goal of all students.

The staff must take an active part in the encouragement and the "helping" process.

Policy:

All students involved in athletic/co-curricular activities, and clubs, in grades 8-12 are expected to be doing satisfactory work in all subjects.

Criteria for Eligibility:

For participation in interscholastic, co-curricular activities, and clubs, an overall average of 70% must be reached in the previous quarter, with not more than one failing course. Throughout the school year, eligibility will be determined quarter by quarter, **not by final average grade**. For example, eligibility for all fall activities will be determined by the previous year's fourth quarter grades (in June); eligibility for winter activities will be determined by the first quarter grades (in November); eligibility for spring activities will be determined by the second quarter grades (in February). Summer school grades will not be considered. Student may enter or re-enter (at quarterly marking periods as eligibility is maintained or reacquired) year-long activities throughout the school year, in keeping with individual program criteria and schedule.

Students must meet the eligibility criteria in order to participate in a seasonal interscholastic, co-curricular activity or club. Students who do not maintain eligibility criteria will be permitted to continue in the seasonal activity until that activity terminates, but would not meet eligibility criteria to enter a new seasonal interscholastic, co-curricular club or activity.

During each ten-week quarter (at 5, 15, 25, and 35 weeks), the parent/guardian of each student will receive an interim cautionary report if the student is failing one or more courses. This report will inform students and parents that the student's continued eligibility may be in jeopardy.

Coaches and advisors will be notified of students' interim cautionary reports at 5, 15, 25, and 35 weeks and, students' quarterly report card grades.

Academic assistance is available for all students. It is the student's responsibility to seek extra help.

There are no provisions for limited eligibility.

4) EQUIPMENT LOSS

Any loss of equipment, or locker damage must be paid for at the end of each activity season. Failure to pay by the end of the activity season will result in the student not being able to go out for another activity. Failure to pay by the end of the school year will result in the student's ineligibility for future activities.

5) CHANGING SPORTS/ACTIVITIES

A student may change sports or co-curricular activity during the same season after a conference and approval of the two coaches/advisors involved and cleared with the Director/Principal.

6) LEAVING A SQUAD

Athletic participation is an educational experience that involves responsibility and commitment through good times and bad. Varsity athletes who try out for and make a squad, are committed to that squad throughout the end of the season. If no cuts are made, varsity athletes are committed after the first two weeks or the first contest, whichever comes first.

Junior varsity and modified level athletes may leave a squad at any time if in good standing and if done properly:

a.) By meeting with the coach, explaining the reasons and handing in all equipment in a timely manner.

Varsity participants who leave a squad beyond the initial period, and JV or modified participants who leave a squad without fulfilling the above responsibilities, will forfeit some playing time during their next sport season as specified by the behavior code.

The Athletic Director and Coach, may, upon mutual agreement, and in their full discretion, allow for exceptions for a student athlete's withdrawal from a team after the first interscholastic competition.

7) BEHAVIOR CODE

Athletic participation is meant to teach commitment and responsibility and therefore athletes may not leave a squad beyond the initial tryout period without consequences. Varsity athletes who choose to leave a squad after the initial tryout period will forfeit contest participation for the first 20% of the competitions during the next sport that they try out for and make the team.

Junior varsity, freshman squad, and modified team athletes who leave a squad after the initial tryout period, must be released by their coach after meeting in a timely manner to explain the circumstances and return all equipment. Junior varsity, freshman squad and modified team athletes that leave a squad under adverse circumstances will be held to the 20% penalty. Athletes who are removed from a squad for disciplinary reasons, will have their situation reviewed and the circumstances could affect future athletic program participation.

8) ADDITIONAL GUIDELINES

8.1 CURFEW

Each coach or advisor may establish his/her own curfew and conditions. Such conditions must be approved by the appropriate Director prior to dispensing these conditions to the student.

Penalty - One (1) game/activity suspension.

8.2 CONTRACTS

In addition to any of the preceding information, a coach/advisor may add additional rules that are pertinent to a particular activity. These "extra rules" will be dealt with by the coach/advisor via a contract system. These extra rules must be approved by the appropriate Director or building administrator before they are given to the students. Rules must meet and be within District Policy.

8.3 PHYSICALS

Each student who wishes to participate in an interscholastic or athletic team or selected co-curricular activity must have a physical examination performed by a Primary Care Provider once each school year and return the properly completed and signed Physical Form to the Health Office. If a student is absent due to illness or injury for five (5) or more consecutive days, he/she must be given, and pass, another "school physical" in order to return to competition. (Co-curricular, Winterguard, Color Guard, Marching Bands, Dance Ensemble).

8.4 INSURANCE/PERMISSION

Students will only be allowed to participate when the advisor/coach has a properly signed permission slip.

*NOTE: The North Syracuse Central School District will provide limited secondary student/athletic medical insurance for each athlete.

8.5 MEMBERSHIP IN LOCAL CHAPTERS OF NATIONAL ORGANIZATIONS

Local chapters of national organizations may have more stringent requirements and standards of expected behavior. Failure to comply with these requirements may result in additional penalties and/or dismissal from the organization.

9) STUDENT HEARING PROCESS

The Athletic or Co-Curricular Director shall review the coach's/advisor's recommendation or in consultation with the principal (or designee) and will make the final decision on suspensions.

The student shall be given the opportunity to present his/her explanation to the appropriate Director (or designee), School Principal (or designee) and a Varsity Head Coach or Advisor that would not coach or advise the student. The hearing must be requested in writing within five (5) school days of the start of the suspension.

10) DISTRIBUTION OF THIS POLICY

All students will be provided a copy of these rules and they and their parents must sign an appropriate consent form that they understand and will follow these rules before they will be allowed to practice, participate or play.

For further information, please see the entire Board of Education policy on Athletic/Co-Curricular Code of Conduct (Policy 5311) located at www.nscsd.org under District > Board Home > Board Docs.

Comprehensive Attendance — 5100.1

(Effective 1/17/23, Next Review 1/2026)

Please see the Attendance Policy Procedures as listed on Page 14.

For further information, please see the entire Board of Education policy on Comprehensive Attendance (Policy 5100.1) located at www.nscsd.org under District > Board Home > Board Docs.

Homework — 4730

(Effective 9/26/2023, Next Review 9/2026)

GUIDELINES AND PROCEDURES FOR IMPLEMENTING POLICY 4730 — HOMEWORK

A. Definitions:

1. Homework

a. Homework is any reading, research, or practice activity that is completed outside the instructional day.

B. Planning and Assigning Homework

1. Homework should be planned and assigned in such a way that it will:

- a. Help students see how homework is related to learning standards.
- b. Ensure that the assignments, procedures for accomplishing them, and the due dates are clear.
- c. Ensure that the amount of homework is appropriate to students' needs and abilities.

Consider:

- The grade level of the student;
- The level and degree of difficulty of the subject being studied;
- The maturity level of the student;
- The instructional needs of the student;
- The total daily homework load of the student; and
- The Individual Education Plan (IEP), 504 Plan.

2. Suggested Guidelines when assigning homework:

Grades	Minutes Per Day
7 th – 8 th	No more than 20 minutes per class period or 25 minutes per block or 1½ hour total
9 th – 12 th	No more than 20 minutes per subject or 30 minutes per block or 2 hours total

C. Accepting, Evaluating, and Returning Homework

- 1. It is expected that homework be completed by the due date.
- 2. All homework completed and handed in will be evaluated and returned within one week of when the assignment was submitted.

D. Calculating Grades

Homework may not count for more than 10% of a student's quarterly grade.

I. PHILOSOPHY

The North Syracuse Central School District Board of Education is committed to a school environment which is free of discrimination and harassment based on actual or perceived race, color, creed, religious practice, ethnicity, national origin, weight, gender/sex, gender identity, sexual orientation, disability, and any other characteristic protected by law. Further, the Board endeavors to increase the awareness of its students and employees to the nature of prohibited discrimination and harassment and to maintain a high-quality educational environment that promotes respect, dignity, and equality. To that end, discrimination or harassment based on any one of the characteristics set forth above (i.e., race, color, creed, religious practice, ethnicity, national origin, weight, gender/sex, sexual orientation, and/or disability, and any other characteristic protected by law) will not be tolerated and offenders will be subject to disciplinary action.

II. POLICY

It is the policy of the North Syracuse Central School District that all students be free from prohibited discrimination, including harassment and sexual violence, on school grounds, on school buses, in the classroom, at co-curricular and extra-curricular activities, and at all school-sponsored activities and programs. Furthermore, through the enactment of this policy a grievance procedure exists to deal with any allegations of prohibited discrimination or harassment.

III. EXCEPTIONS TO THE POLICY

None

IV. AMPLIFYING INSTRUCTIONS AND GUIDELINES

A. DEFINITION

For the purpose of this policy, the term “discrimination” means a decision or action which negatively impacts a student and which is based on actual or perceived race, color, creed, religious practice, ethnicity, national origin, weight, gender/sex, gender identity, sexual orientation, and disability, or any other characteristic protected by law.

For the purpose of this policy, the term “harassment” means unwelcome, offensive, abusive or humiliating behavior which is based on a person’s actual or perceived race, color, creed, religious practice, ethnicity, national origin, weight, gender/sex, gender identity, sexual orientation, disability, or any other characteristic protected by law. Harassing behavior may take many forms, including but not limited to, verbal, written, visual, physical, or any other form of communication or conduct.

Sexual harassment merits more precise definition. Sexual harassment means unwelcome conduct of a sexual nature, which can include sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- 1) submission to such conduct is made explicitly or implicitly a term or condition of a student's education;
- 2) submission to or rejection of such conduct by a student is used as the basis for education decisions affecting the student; or
- 3) such conduct has the purpose or effect of substantially or unreasonably interfering with a student's education or has the purpose or effect of creating an intimidating, hostile, or offensive educational environment.

This policy prohibits sexual harassment, including sexual assault and other forms of sexual violence, against any District students, whether conducted by employees, volunteers, other individuals doing business with

the District or participating in District activities (e.g., vendors, visitors, etc.), or other students. Sexual violence includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. Sexual violence includes, but is not limited to, acts such as rape, sexual assault, sexual battery and sexual coercion.

This policy prohibits conduct which would violate equal education opportunity laws. However, the District reserves the right to respond to and discipline behavior which the District deems unacceptable, detrimental, or otherwise inappropriate, even if the conduct is not sufficiently severe or pervasive to violate the law.

B. REPORTING AND FILING OF A COMPLAINT

Anyone who believes she/he has been or is being harassed or discriminated against in any manner in violation of this policy should promptly report the incident. The procedures for students to report discrimination or harassment are attached to this policy and are published and distributed annually to students. To the extent that any discriminatory or harassing conduct which is reported to the District occurs on school grounds and constitutes child sexual abuse, child abuse in an educational setting, or some other crime, it will be reported to local law enforcement agencies in accordance with the law and other District policies.

For further information, please see the entire Board of Education policy on Sexual and Other Forms of Prohibited Discrimination and Harassment (Policy 5010.2) located at www.nscsd.org under District > Board Home > Board Docs.

Student Conduct and Discipline (Pre-K - 12) — 5311.1

(Effective 4/18/23, Next Review 4/2024)

For further information, please see the entire Board of Education policy on Student Conduct and Discipline (Pre-K - 12) (Policy 5311.1) located at www.nscsd.org under District > Board Home > Board Docs.

Student Medication — 5601

(Effective 4/5/22. Next Review 4/2025)

For further information, please see the entire Board of Education policy on Student Medication (Policy 5601) located at www.nscsd.org under District > Board Home > Board Docs.

Acceptable Technology Device, Account, Internet, E-mail and Telephone Use Policy — 4201

**(Effective 7/10/2023,
Next Review 6/2026)**

As per North Syracuse Central School Board Policy 4201, **computers and peripherals are to be used for educational instructional purposes only.**

In an effort to ensure that all parties understand and agree to the rules and regulations established in this Acceptable Computer, Internet, E-mail, and Telephones Use Policy, it is mandated that all students must acknowledge the District's approved Computer, Internet, and E-mail policies and procedures each time they log onto the system.

Please note: Students who abuse their network privileges may lose credit in a course.

RESPONSIBILITY

1. It is the responsibility of the North Syracuse Central School District to provide approved users of the district's Data Network with legally acquired computer resources (hardware, software, networks, accounts, databases, etc.).
2. It shall be each user's personal responsibility to recognize and honor the intellectual/instructional work of others.

3. To access or disseminate information that is illegal, defamatory, abusive, offensive, and/or adult-oriented is strictly prohibited and may result in denial of access rights.
4. Each user of the North Syracuse Central School District Network is responsible:
 - a. To respect and value the rights of privacy of other users.
 - b. To recognize and respect the diversity of opinions in the educational community.
 - c. To comply with legal/ethical restrictions regarding the use of information resources and electronic databases
 - d. To use the Network access for educational/instructional purposes.
 - e. To maintain, private and secure, the password assigned to each individual, and to access the District's Internet connection using only the individual's assigned password.
5. The following uses are examples of uses that are not permitted:
 - Sending or displaying offensive messages or pictures.
 - Using obscene language.
 - Damaging devices, systems, or networks, including uploading or creation of computer viruses.
 - Violating copyright laws.
 - Using others' passwords-accounts.
 - Trespassing in others' accounts, files, directories, or work and harming or destroying data of another user.
 - Intentionally wasting resources.
 - Employing the network for commercial purposes.
 - Posting any information regarding the North Syracuse Central School District, District policies and/or District events without proper authorization.
 - Posting any comments or information about North Syracuse Central School District Board members, staff members or students without proper authorization.
 - Activities deemed to be a security risk to the network.
 - Accessing or dissemination of adult-oriented materials.
 - Unauthorized downloading.
 - Gambling
 - Connecting non-district equipment to the network without prior authorization
 - Use of any school resources, including e-mail, for distributing partisan information relative to political or school board member/budget elections.
7. The students and staff should have no expectation of privacy or confidentiality in the content of electronic communications or other files sent and received on the school devices, network or stored in his/her/their directory. The school computer network system operator, or other school employee, may, at any time, review the subject content and appropriateness of electronic communication or other computer files, and remove them if warranted, reporting any violation of rules to the school administration or law enforcement officials.
8. Cyberbullying is not permitted within the North Syracuse Central School District's Technology System. Cyberbullying includes but is not limited to the following: harassing, insulting, or attacking others, including racist or sexist comments and derogatory remarks.

Consequences Range From: Parent Contact / 10 – 20 days off the network / DT – minimum 5 days OSS / Network privileges suspended for up to 1 academic year / Superintendent Hearing

For further information, please see the entire Board of Education policy on Acceptable Technology Device, Account, Internet, E-mail and Telephone Use (Policy 4201) located at www.nscsd.org under District > Board Home > Board Docs.

Dignity for All Students Act — 4201.2

(Effective 6/21/23, Next Review 6/2024)

For further information, please see the entire Board of Education Dignity for All Students Act (Policy 4201.2) located at www.nscsd.org under District > Board Home > Board Docs.

Personal Privacy Policy — 5010.1 / 9010.1

(Effective 4/18/22, Next Review 4/2025)

I. PHILOSOPHY

The Board of Education values civility, respect for the individual and the privacy of students, visitors and staff. These values include safeguarding against inappropriate invasions of personal privacy rights. In addition to the privacy protections provided by applicable laws and regulations, other policies of the Board of Education, and reasonable regulations promulgated by building and District administrators, the following policy shall apply to photographs, video recordings and audio recordings on District premises.

II. POLICY

Except as specifically set forth in this policy, no person present on District premises shall make, publish or distribute any photograph, video recording, or audio recording (collectively, "Recordings") capturing the image or voice of any other person on District premises (a "Recording Subject") without the express prior permission of the Recording Subject. Violations of this policy shall be subject to the following potential consequences:

- a. In the case of violations by staff, disciplinary action as permitted by law and subject to the terms of any applicable collective bargaining agreement;
- b. In the case of violations by students, (i) confiscation of recording equipment until any unauthorized Recording has been erased, and (ii) disciplinary action pursuant to the District's Code of Conduct;
- c. In the case of visitors, ejection from District premises and other appropriate action.

III. EXCEPTIONS

The following Recordings may be made without the prior consent of a Recording Subject, subject to any further privacy protections provided by applicable laws and regulations, and provided, further, that no otherwise-permitted Recording shall be distributed or disseminated for the purpose of annoying, intimidating or harassing any Recording Subject:

- A. Recordings made by or on behalf of the District for inclusion in District publications and newsletters, or for dissemination to the news media for the purpose of publicizing District programs or events.
- B. Recordings made by representatives of news media, parents, and other persons lawfully on District premises to attend District events open to the public, including dramatic productions, athletic events, meetings of the Board of Education and other meetings open to the public on District premises; provided, however, that Recordings may be limited in the case of performances of copyrighted material.
- C. Recordings made in connection with certification and other credentialing processes applicable to teachers and teaching assistants.
- D. Recordings made with the prior approval of the Superintendent of Schools for the purpose of assessing or improving the quality of instruction.
- E. Recordings made by faculty members for educational purposes, or for dissemination only in the faculty member's classroom or school.
- F. Recordings made for use in connection with class photographs, student publications and yearbooks.
- G. Recordings (audio) made by a parent/guardian of their child's Committee on Special Education proceedings.
- H. Recordings made and maintained by the District for security purposes.

- I. Recordings of interior or exterior scenes where the presence of Recording Subjects who have not given consent is merely part of an incidental background.
- J. Such other Recordings as are approved in advance by the Superintendent of Schools.

For further information, please see the entire Board of Education Personal Privacy Policy (Policy 5010.1 / 9010.1) located at www.nscsd.org under District > Board Home > Board Docs.

After School Schedule

Use this chart to keep track of when your teachers are available to stay after for extra help. Write down what room they stay after in and check what days of the week they are available. Teachers stay after school from 2:00-2:45. There are usually meetings on Tuesdays so teachers will not be available on that day unless special arrangements are made ahead of time.

Course Name	Room #	Mon	Tues	Wed	Thurs	Fri
ELA						
Social Studies						
Math						
Science						
World Language						
Physical Education	Gym					
Art or Music:						
Elective:						
Elective:						
Elective:						
Elective:						

If you need help creating a weekly after school schedule, please stop into the counseling office and talk to your counselor.

SEPTEMBER

Name: _____

STUDENT REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

STAFF REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

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Name:

STUDENT REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

STAFF REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

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FEBRUARY

Name:

STUDENT REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

STAFF REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

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MARCH

Name:

STUDENT REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

STAFF REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

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APRIL

Name:

STUDENT REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

STAFF REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

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MAY

Name:

STUDENT REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

STAFF REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

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JUNE

Name:

STUDENT REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

STAFF REQUEST

Date	Time	From	To	Staff Signature	Time	To	Staff Signature

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