

GENERAL INFORMATION

ATTENDANCE

At Paul J. Gelinas JHS, we are interested in every student learning to his/her full potential. To learn, you must be in class. **When you are absent from school, please ask your parent to report your absence by calling the Health Office (730-4710) on the morning of your absence, and provide a note with the reason for your absence upon returning to school.**

Late Arrival

All students arriving to school after 7:35 a.m. need to sign in at the security desk and follow established sign-in procedures. A note from the parents must be provided with an explanation for the lateness.

Frequent unexcused lateness/absence to class will result in appropriate disciplinary action. Period by period attendance will be taken for all three grades. The 9th graders will be under the attendance for credit policy.

Attendance for Credit Policy

For the following classes, any student with greater than 27 days of absences for a full year course, or 14 absences for a one-half year course may be denied credit for that course: all Grade 9 classes, Grade 8 Spanish I, Grade 8 French I, Grade 8 Italian I, Grade 8 Algebra I Honors, Grade 8 Earth Science Honors, Grade 8 Earth Smart, Grade 8 Algebra I Honors Theory, Grade 8 Geometry Honors Theory, and Grade 8 Computer Programming I.

Three tardies to any given class will count as **one** absence. **All excused and unexcused** absences will be deducted from the maximum allowable total in each course. Parents will be contacted by mail at appropriate intervals prior to the student reaching the thresholds described above.

Anticipated Early Dismissal

If you must leave early (to attend a required court appointment or an emergency doctor/dentist appointment), you are to present an excuse note to the Health Office before Homeroom on the day of early dismissal. The secretary will give you a dismissal pass which you are to present to the appropriate classroom teacher. The student will then come to the Security Desk at the appropriate time to meet his/her parent.

Should the student return before the end of the school day, he/she should sign in at the Security Desk. The student will be given a pass to present to his/her teacher.

Parents are encouraged to schedule professional appointments after school, whenever possible.

BUS TRANSPORTATION

Transportation is assigned by the District Office. Buses leave at the end of each day at approximately 2:30 p.m. Students should ride assigned buses only. They should remain seated and respect the rights of others.

Alternate Bus

Students who request permission to ride a bus other than the bus to which they have been assigned, must bring a note signed by their parents(s) to the Main Office where they will be issued a bus pass for that day.

Late Buses

Late buses have been scheduled to transport children who have stayed late at school to participate in extra-help classes, clubs, activities, or athletic events, at the following times: 4:10 p.m. and 4:50 p.m.

BUS PROCEDURES AND REGULATIONS

1. Students will receive an assigned bus stop and an a.m. pick up time during the month of August.
2. Parents will be informed of all bus incidents involving their child.
3. If a child is involved in, or responsible for, a bus incident, s/he will be disciplined accordingly if it is the first incident. A second incident could involve a five-day bus suspension and a third incident will involve bus suspension for an extended period of time.
4. Parents are liable for individual acts of vandalism on the part of their children.
5. Late bus runs do not follow normal school stops. A list of stops is posted for your convenience on the windowed wall of the Main Office.

CAFETERIA

While in the cafeteria students are expected to maintain a clean and orderly environment. Each student is expected to clean up after themselves and engage in appropriate conduct.

CHILD ABUSE REPORTING

In **Subsection 5300.15, *Essential Partners***, members of the Board of Education are now required, as are all certificated school personnel, to report in writing to the building Principal any knowledge of child abuse.

INTERNET/NETWORK USE

The Board of Education of the Three Village Central School District desires to have students and staff use modern technology to meet the information needs of their work and assignments. As a result, the District will provide students and staff with access to the Internet/network. Access to the Internet/network will enable students and staff to explore thousands of libraries and databases. Internet/network access from school computers and through district network is reserved solely for educational purposes. The District reserves the right to monitor all Internet/network access in order to maintain educational goals.

Inappropriate use of the Internet/Network System is prohibited and is subject to discipline, including written reprimand and cessation of access privileges. (Ref.: Policy 4526 Internet/Network Use)

EVACUATION DRILLS

A fire emergency exit plan is posted in each room. Students should familiarize themselves with the plan. Classroom teachers will assist students with a review of alarm procedures.

When the fire alarm sounds, students will immediately stand, forming a line, and follow teacher instruction as they leave the room. Running is not permitted.

HOMEROOM/ADVISORY

The basic function of Homer

Students who lose personal articles should look for them in the Lost and Found located in the cafeteria, before or after school or during your lunch period. Textbooks found on school property will be returned to you if your name appears on the textbook label.

MARKING PERIODS AND REPORTS

Quarter 1, Quarter 2, and Quarter 3 report cards are posted on the Parent Portal. The final report card is mailed home in late June. Dates can be found on the district calendar. Please check the Parent Portal throughout the year for updates.

NATIONAL JUNIOR HONOR SOCIETY

Criteria for eligibility to the Catherine Walsh Chapter of the National Junior Honor Society is established by a Faculty Council as directed by the National Junior Honor Society. This criteria includes the following:

1. Scholarship: A cumulative grade point average of 89.5 and above for four consecutive marking periods during 7th and 8th grade years.
2. Leadership: Demonstration of active participation, enriching the classroom activities (i.e. fulfilling assignments, striving to individual's academic potential); ability to generate a positive influence with peers and participation in school activities and community programs (i.e. The Ward Melville Heritage Organization's Youth Corp; Kiwanis, church, synagogue).
3. Service: Evidence of active participation and involvement in school/community programs beginning July 1 of the year of application whose aim is to make a direct contribution to the lives of others. **A minimum of 10 hours is required.**
4. Character: It must be demonstrated that a student upholds the rules and standards of the school and the laws of society. She/he shall exhibit a high degree of trustworthiness, reliability and truthfulness. She/he is respectful in words and actions toward his/her peers, teachers, administrators and school staff.
5. Citizenship: A student who demonstrates this quality understands the importance of civic involvement and participates in activities, such as scouting, community organizations and school clubs. There is evidence of a high regard for freedom, justice and the American form of government.

Membership is determined by majority vote of a Faculty Council. Council decisions are based upon a thorough review of:

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STEP 2 - Written warning identifying the specific problem(s).

STEP 3 - Hearing of the case by the President and members of the Executive Council of The Catherine Walsh Chapter of The National Junior Honor Society (student officers).

STEP 4 - Hearing on the subject of dismissal by the Faculty Council.

Once a student has been dismissed from membership in the National Junior Honor Society, the dismissal is permanent.

NIGHT FUNCTION RULES AND REGULATIONS

1. Parents should observe that students enter the building using the auditorium entrance located on the north side of the building.
2. No student will be permitted to leave the activity until it is completed and s/he is called for by a parent/guardian.
3. Students who do not follow the code of conduct will have their parents called immediately.
4. Any child who has to be sent home for any disciplinary reason will be banned from school activities