

Alma Mater

In among the pleasant valley
we see our school so dear,
It will stand for truth and wisdom
throughout the coming years.
Through the four long years of high school
midst the scenes we know so well
and our love for Alma Mater
in our thoughts will ever dwell.

We will think of Alma Mater
in every act and deed,
while we work for dear old Greenville
no honors will she need,
Our colors stand before us,
they signify our might,
and recall the days of gladness
'neath the old Maroon and White.

Principal's Message

Welcome back to another exciting school year. This student handbook contains information that will be of value to all students at Greenville High School. Questions will arise during the school year. This document should be used as a reference to provide answers to these questions.

This student handbook specifies our guidelines, expectations, and procedures that promote a safe and positive learning environment. As a school community, we intend to provide an environment that is conducive to student excellence and allows for varied experiences.

It is critical that we all review and keep this handbook readily accessible. Administration, faculty and staff are available to provide clarification. We, as a school community, look forward to sharing the successes of our students.

My best wishes for a productive and rewarding school year.

Michael S. Laster
High School Principal

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Greenville Central School District

Board of Education

Wilton Bear, Jr., President
Anne Mitchell, Vice-President
Ann Holstein
Tina Dombroski
Gregory Lampman
Rosanne Stapleton
Lawrence Tompkins

Administrative Staff

Superintendent of Schools, Ms. Cheryl A. Dudley
Assistant Superintendent for Business, Mrs. Tammy J. Sutherland
Elementary Principal, Mr. Peter Mahan
Elementary Assistant Principal, Miss. Donna Accuosti
Middle School Principal, Mr. Brian Reeve
High School Principal, Mr. Michael S. Laster
High School Assistant Principal/Athletic Director, Mr. Scott Turrin
Director of Pupil Personnel Services, Mrs. Lisa Knowles
Director of Communications and Curriculum, Mrs. Colleen Hall
Director of Instructional Technology, Mr. Scott Gardiner

Supervisors

Building and Grounds Supervisor, Mr. Robert Schrader
Assistant Building and Grounds Supervisor, TBA
Transportation Supervisor, Ms. Karen Morin
Food Service Director, Mr. Paul Ventura

High School Clerical Staff

Principal's Secretary, Ms. Deborah Geurtze
High School Secretary, Mrs. Daphane Pearson
Attendance Officer, Mrs. Allyson Benjamin
Guidance Secretary, TBA

Pupil Personnel Services

Guidance Counselor, Mr. Kenneth Landversicht
Guidance Counselor, Ms. Nicole Susser
School Psychologist, Dr. Pam Agan-Smith
School Psychologist, Ms. Amanda Caulkins
School Nurse, Mrs. Loretta Crotty, R.N.
School Nurse, Mrs. Deborah Theiss-Mackey, R.N.

Secondary Faculty

Agriculture/TechnologyMr. Mark Cunnan
Agriculture/Technology Mrs. Michaela Kehrer
Agriculture/Technology Ms. Rachel Anderson
ArtMr. James Crossett
Art Mr. Sean Stewart

Business Mrs. Linda Esposito
 Challenge Program Mrs. Melissa Palmer
 EnglishMr. Bruce Roepe
 EnglishMs. Diane Bischoff
 EnglishMs. Alenore Cusick
 EnglishMs. Julie Hamilton
 EnglishMs. Martha Robins
 EnglishMs. Susan Toohy
 HealthMr. James Tyrrell
 Home and Career Skills Mrs. Kathy Schlenker
 Library Media Center Mrs. Donna Bartlett Ruot
 LOTE LatinMr. Douglas Davidson
 LOTE JapaneseMr. John Gleason
 LOTE SpanishMr. Jose' Roselli
 MathematicsMs. Dorothy Reyngoudt
 MathematicsMr. Glenn Evans
 MathematicsMr. Tadhg Russell
 MathematicsMiss Casey Gannon
 MathematicsMs. Sheron Malcolm
 Music, Instrumental Mr. Michael Benedict
 Music, VocalMr. John Meredith
 Physical EducationMrs. Eve Tuttle
 Physical EducationMr. Victor Zeh
 ScienceMrs. Margaret Finch
 ScienceMr. John Leck
 ScienceMs. Erin Sharkey
 ScienceMrs. Brynda Shultes
 ScienceDr. Brian Lovelace
 Social StudiesMr. Benjamin Katagiri
 Social StudiesMr. Timothy Albright
 Social StudiesMr. Brian Thela
 Social StudiesMr. Robert Gray
 Social StudiesMr. Stephen Siebrecht
 Social Studies/WSC.Mr. Andrew Murphy
 Special EducationMrs. Sandra Arnone
 Special EducationMs. Denise Mickelsen-Jones
 Special EducationMrs. Linda Campbell
 Special EducationMs. Karen Gotham
 Special EducationMrs. Kristine Raskopf
 Special EducationMrs. Jennifer FitzGerald
 Teaching AssistantMrs. Susan Evans
 Teaching AssistantMs. Julie Hallenbeck
 Teaching AssistantMrs. Susan Knott
 Teaching AssistantMrs. Faith Bowers

Support Staff

K-12 Teacher Aide.....Ms. Linda Covais
 K-12 Teacher Aide.....Ms. Rose Trotta
 K-12 Teacher Aide.....Mrs. Elizabeth Rosen

Food Service Personnel

Mrs. Kathy Allen
 Ms. Frankie Callahan
 Mrs. Mary Haller
 Mrs. Georgina Jones
 Mrs. Marilyn Nevins
 Ms. Denise Ridings
 Mrs. Michelle Weidman

Maintenance Staff

Building and Grounds Secretary.....Ms. Marybeth Favicchio
 Cleaner.....Ms. April Bishop
 Cleaner.....Mr. Mary Ann Giglio
 Cleaner.....Mr. Ken Winnie
 Cleaner.....Mr. Frank Conte
 Custodian/Night Foreman.....Mr. Sky Ben
 Custodian.....Ms. Holly Irwin
 Custodian.....Mr. Thomas Reinhard
 Custodian/Driver.....Mrs. Marianne Augstein
 MaintenanceMr. Frank Pigeon

Greenville Central School District ~ School Calendar for 2009-2010

September	7	Monday	Labor Day (School Closed)
	8	Tuesday	Superintendent's Conference Day (No
School - Students)			9 Wednesday School
Begins - Full Day Grades 1-12;			Kindergarten Open House – no
transportation			
	10	Thursday	1/2 Day Kindergarten (Kindergarten
Dismissal 11:30)			
October	12	Monday	Columbus Day (School Closed)
	21	Wednesday	Lockdown Drill (Only this drill to be
announced)			
November	11	Wednesday	Veterans' Day (School Closed)
	13	Friday	End of First Quarter (6-12)
	13	Friday	Emergency Drill (15 minute early
dismissal)			
	16	Monday	Second Quarter begins (6-12)
	16	Monday	End of First Elementary Trimester (K-5)
	16	Monday	Parent Conferences K-12, 1/2 Day
			(Dismissal Elem-11:30, MS/HS-11:47)
	17	Tuesday	Second Elementary Trimester Begins
(K-5)			
	20	Friday	Parent Conferences K-12, 1/2 Day
			(Dismissal Elem-11:30, MS/HS-11:47)

School – Students)	25	Wednesday	Superintendent’s Conference Day (No
	26-27	Thurs-Fri	Thanksgiving Recess (School Closed)
December	24-31	Thurs-Thurs	Winter Holiday (School Closed)
January	1	Friday	Winter Holiday (School Closed)
	4	Monday	School Reopens
	18	Monday	Martin Luther King, Jr. Day (School
Closed)			
	26-29	Tues-Fri	Regents & Finals - 9-12 (K-8 regular
classes)			
	29	Friday	End of Second Quarter (6-12)
February	1	Monday	Third Quarter Begins (6-12)
	15-19	Mon-Fri	Winter Recess (School Closed)
	22	Monday	School Reopens
March	12	Friday	End of Second Elementary Trimester
(K-5)			
Begins (K-5)	15	Monday	Third and Last Elementary Trimester
	18	Thursday	Parent Conferences K-12 - 1/2 Day
			(Dismissal Elem-11:30, MS/HS-11:47)
	23	Tuesday	Parent Conferences K-12 - 1/2 Day
			(Dismissal Elem-11:30, MS/HS-11:47)
April	2	Friday	Superintendent’s Conference Day (No
School – Students)			
	5-9	Mon -Fri	Spring Recess (School Closed)
	12	Monday	School Reopens
	16	Friday	End of Third Quarter (6-12)
May	19	Monday	Fourth Quarter Begins (6-12)
	31	Monday	Memorial Day (School Closed)
June	15-24	Tues-Thurs	Regents Examinations (Grades 9-12)
	18	Friday	Final Exams - Grade 6 (No classes
grades 7 & 8)			
	21	Monday	Final Exams - Grade 8 (No classes
grades 6 & 7)			
	22	Tuesday	Final Exams - Grade 7 (No classes
grades 6 & 8)			
	22	Tuesday	Graduation – Grade 5 (8:30 a.m.)
	23	Wednesday	MS Graduation (1:00 p.m.)
	24	Thursday	End of Third Elementary Trimester (K-
5)			
	24	Thursday	End of Fourth Quarter (6-12)
	25	Friday	Superintendent's Conference Day
	26	Saturday	Graduation

MS&HS Marking Periods: 1st: Sept.9-Nov.13 (46) 2nd: Nov.16-Jan.29 (44) 3rd: Feb.1-Apr.16 (44) 4th: Apr.19-Jun.24 (48)
Elementary Trimesters: Sept.9-Nov.16 (47): Nov.17-Mar.12 (69): Mar.15-June 24 (66)
182 Days of student attendance + 4 Superintendent’s Conference Days = 186 Days for the School Calendar
Emergency Closing Makeup Days: In order starting April 2, 9, 8, 7, 6, 5

Academic Intervention Services

Academic Intervention Services will be provided to students who may not meet academic standards established by the NYS Board of Regents. We will provide AIS services during the course of the school day in Social Studies, English, Math and Science. Students who require AIS will be scheduled accordingly.

AIS is not an option for students, it is state mandated and has been shown to increase student success. Disruption of the learning process in these smaller learning environments will meet with disciplinary action according to the School's Code of Conduct.

Entrance criteria to AIS for all 4 content areas (Science, English, Math, Social Studies):

- Unsatisfactory grades on 8th grade assessments
- Below average academically
- Has failed a Regents exam
- Teacher recommendation
- Recommendation by Instructional Support Team (IST)

Exit criteria for AIS for all 4 content areas (Science, English, Math, Social Studies):

- 75% in content subject
- Agreement between AIS teacher and content teacher or recommendation by IST
- Review will happen every 5 weeks by departments

Grading for AIS for all 4 content areas (Science, English, Math, Social Studies):

- S – Satisfactory
- U – Unsatisfactory
- N – Needs improvement
- JE –Just entered

A grade of a "U" or an "N" requires a comment.

Access to Building

Students must enter and exit our professional learning community through the front entrance. All other exterior doors will remain locked for security purposes. Building access procedures are critical to ensure building safety.

Activities

Greenville high school students have opportunities to participate in a wide variety of academic, service, vocational and sports activities. A 4:15 PM late bus is provided for students who participate in activities scheduled after school.

For those involved in disciplinary action, he/she is only allowed to attend an after-school activity when the assigned consequence has been completed or alternative arrangements and prior approval from Administration has been obtained.

Students who are suspended from school are also prohibited from attending home games or activities during the suspension period. Students involved in any sport or extra-curricular activity may not arrive late or leave early on a day in which an event is scheduled (unless they have early release). The only exception would be a legal note from a doctor on doctor's letterhead detailing their late arrival or early dismissal. Failure to do this results in not participating in the scheduled sporting event or extra-curricular event. After school activities begin promptly at 3:00 PM. All students participating in after school activities are required to be in these instructional spaces no later than 3:00 PM. The high school cafeteria is available and supervised for students to take a break or access our vending machines from 2:42 to 4:00. Students who exit the school building or campus will not be allowed re-entry to the building. Students who finish working with a teacher prior to the arrival of the 4:15 late buses, should report to the after school homework center until the buses are ready to depart. All school rules and expectations are to be followed for these after school opportunities.

Athletics

Students have opportunities to participate in a variety of interscholastic sports at the modified, junior varsity, and varsity levels, including soccer, cross country, golf, basketball, volleyball, wrestling, track, baseball, softball, and tennis. Participants in any sport will be subject to a set of rules for student-athletes. Student athletes who participate in an interscholastic sport or cheerleading must have a physical exam on file in the nurse's office before practice begins. If a student athlete is injured and requires medical attention, a medical release will be required and on file in the nurse's office before resuming practice. Please see the coach for more information. All athletes will be required to sign an Athletic Code of Conduct to participate in sports. This Code outlines specifically the rules and regulations of our sport's program. Students involved in any sport or extra-curricular activity may not arrive late or leave early on a day in which an event is scheduled (unless they have early release). The only exception would be a legal note from doctor on doctor's letterhead detailing their late arrival or early dismissal. Failure to do this results in not participating in the scheduled sporting event or extra-curricular event for that day.

Attendance

Attendance for minors (age 6-16) is compulsory in New York State. This age requirement extends until the end of the school year in which the student reaches the age of 16. Some of the legal exceptions to the compulsory requirement are: sickness, death in family, court appearance, religious observance, and educational related visitations, i.e. field trips. As educators, we recognize the importance of a student's attendance in school. All classes are equally important to the educational development of the student. Strategies to encourage this responsibility are beneficial to academic success. GCS has adopted the following Attendance Policy:

Comprehensive Attendance Policy:

1. The purpose of the policy shall be to ensure maintenance of an adequate record verifying the attendance of the children at GCS, and to establish a mechanism by which the problems of pupil absences can be examined to develop effective administrative strategies to improve school attendance.

2. Specific strategies are employed to accomplish these objectives: The following strategies will be employed to assure that the Attendance Policy set forth by the Greenville Central School is adhered to:

- a) Parental contact after each absence
- b) Encouragement of pupil attendance incentives: awards for perfect attendance, public recognition for outstanding attendance.
- c) Disciplinary action (progressively):

- 1. Detention
- 2. In School Suspension
- 3. Out of School Suspension

- d) PINS Petition - for all students under 16 years of age
- e) Child Protective services-possible educational neglect
- f) Possible referral to the Greene County District Attorney for prosecution under Penal Law of the State of New York Section 2610.

3. Determination of excused and unexcused absence - Excused absences are absences that are the result of the following:

- a) Doctor's appointment (verified on doctor's letterhead)
- b) Court ordered appearances (verified by documentation from the court)
- c) Death/sickness in the family
- d) College visitation (verified by documentation from the Admissions Office)

An unexcused absence is any absence not covered under excused absences. Parental requests excusing their child from school for reasons not included under Excused Absences (i.e., to take a driver's test, to get a haircut, to go shopping, to go on a family trip or not stating a specific reason) are Unexcused Absences under State Law. Excuses that the student overslept or had car trouble are unacceptable and will be considered unexcused and illegal.

4. Coding System. The following coding system will be used at GCS:

- a) UNV-Unexcused Absence
- b) EXC-Excused Absence
- c) XTDY-Excused Tardy
- d) TDY-Unexcused Tardy
- e) ER-Early Release
- f) SUS-Suspension
- g) SUS/W/T-Suspension with Tutor
- h) Act-Activity such as field trip, band lesson
- i) EXC/W/T-Excused with Tutor

5. The attendance committee is in full agreement with the Commissioner that there is a link between attendance and improved academic performance. This critical link is necessary for our students to meet the rigid state standards that have been put into effect.

Each High School Department will establish a percentage that will be reflected in their quarterly grade. Should a student have multiple absences due to an extreme circumstance, that student may appeal their case. A committee consisting of the administration, guidance, and faculty will review the appeal and make a determination.

6. Tardiness - The State Education Department has determined that tardiness has as much effect on student achievement as absenteeism. GCS will adopt the following procedure regarding tardiness as it relates to school and to individual classes: a) If a student is tardy 3 times per marking period, he/she will serve one day of after school detention.

b) After the 6th tardy, the student will serve one day of after school detention. The student will see the Principal or the Assistant Principal and parental contact will be made. c) After the 9th tardy, the student will serve one day of in-school suspension. He/she will see the Principal or the Assistant Principal and parental contact will be made. The Principal and Assistant Principal have the discretion to revoke school privileges as necessary.

d) After the 12th day, the student will be placed in in-school suspension for a period of up to 3 days. The student will meet with the Principal or the Assistant Principal and a parent conference will be scheduled. The Principal and Assistant Principal have the discretion to revoke school privileges as necessary.

7. GCS will offer perfect attendance awards for those students who have perfect attendance. This award will be announced to the general student body and will be given out on the High School Awards Night.

8. Parental cooperation is a necessity for any school policy to work. The GCS Attendance Policy puts a premium on such notice. Every two weeks an Attendance Committee consisting of administration, guidance, faculty and the attendance officer will meet and review the absentee list. The following are the steps that will be taken when a GCS student is absent from school without an excuse:

a) Whenever a student is absent, a parent will be called to notify them of such an absence by our attendance officer.

b) After 8 absences, an informational letter will be sent home identifying the absences.

c) After 16 days an additional letter will be sent home notifying the parent of the absences. A copy of this letter will be forward to the Greene County District Attorney.

d) After 20 days, a final certified letter will be sent home, followed up by correspondence from the Greene County District Attorney that requests a parent conference regarding options to rectify the attendance/truancy concerns. At this time, parental contact needs to be made to administration within five (5) days of the receipt of this letter. This Greene County District Attorney involvement is for extreme cases involving at-risk students.

9. In order to curtail absentees and tardiness, there should be a process available to address these two problems. GCS will employ the following process:

a) Use of incentives to encourage attendance and timely arrival

b) Enforce a progression of disciplinary action

c) Parental contact

d) Revocation of student privileges

e) Disciplinary action

f) PINS petition

g) Educational neglect charges

h) Referral to the Greene County District Attorney for possible persecution

10. The High School Attendance Committee consisting of Administration, Guidance, and Faculty will be responsible for reviewing pupil attendance records and to initiate appropriate action to address unexcused pupil absence, tardiness and early dismissal consistent with this policy.

11. In order for a student to stay after school or participate in any club, dance, or sport activity, etc. after school, they must be in school that day by the 1st period bell. If a student is late to school,

they must have a doctor's note on doctor's letterhead in order to document their late arrival and participate in any extracurricular activity.

12. If a student is absent on a Friday, they may not participate in any after school activity that evening. This does not preclude them from participating in any activities over the weekend.

High School Bell Schedule

Department 7:40 -8:05

Period 1 8:12 -8:55 (includes homeroom 8:12-8:15)

Period 2 8:58 -9:38

Period 3 9:41 - 10:21

Period 4 10:24 - 11:04

Period 5 11:07 - 11:47

Period 5A 11:07 - 11:59

Period 6 11:50 - 12:30

Period 7 12:33 -1:13

Period 7A 12:21 - 1:13

Period 8 1:16 -1:56

Period 9 1:59 -2:42

One-Hour Delay

Two-Hour Delay

Period 1 9:12 -9:46

Period 2 9:49 - 10:22

Period 3 10:25 - 10:58

Period 5 11:01 - 11:34

Period 5A 11:01 - 11:46

Period 6 11:37 - 12:10

Period 7 12:13 - 12:46

Period 7A 12:01 - 12:46

Period 4 12:49 -1:24

Period 8 1:27 -2:02

Period 9 2:05 -2:42

Period 1 10:12 - 10:39

Period 2 10:42 - 11:08

Period 5 11:11 - 11:41

Period 5A 11:11 - 11:53

Period 6 11:44 - 12:14

Period 7 12:17 - 12:47

Period 7A 12:05 - 12:47

Period 3 12:50 -1:16

Period 4 1:19 -1:45

Period 8 1:48 -2:14

Period 9 2:17 -2:42

Bus Rules and Regulations

The purposes of Bus Rules and Regulations are to ensure that the bus ride to and from school is a safe and orderly experience. The following are bus regulations:

- 1) Baby-sitters must reside within district for transportation.
- 2) Route changes will only be allowed for childcare and dire emergency.
- 3) The procedures for notifying the school about transportation changes are:
 - A. A written note handed to the attendance officer and then information is forwarded to the Transportation Office.
 - B. A phone call to the attendance officer and then the information is forwarded to the Transportation Office
- 4) Be on time for your morning pick up. It is recommended that students be at their bus stop 5 minutes early. If the buses have to wait for students to walk from their houses, then the bus will be that much later for the rest of the stops.
- 5) Kindergarten students will only be released at a bus stop when a parent/guardian or older sibling is present. If you desire to have your

kindergarten student dropped off without an adult or sibling present, please have that in writing for our files.

6) All late bus riders must have a late bus pass signed by the teacher or person in charge of the after school activity to board the bus.

7) The proper crossing will be enforced for your child's safety. Students must walk 10 feet away from the front of the bus to see the driver and cross with the signal.

Bus Rules

The driver is in charge of a bus and can assign seats if necessary.

- Obey the driver and remain seated.
- Keep body parts inside the bus and the aisle clear at all times.
- No eating or drinking or use of tobacco products.
- No throwing things in or out of the bus.
- Respect the health, safety, and morals of others in language and actions
- Live pets or items that cause a disturbance are not allowed on the bus.
- You must remain on the bus until your destination is reached.
- Proper crossing procedures must be followed at all times.
- Use emergency exits for emergencies only.
- All large items must be approved by the driver.

No student shall prevent the bus driver from driving a bus safely and no student shall prevent another student from having a safe and orderly trip. Students and parents must understand that transportation services are an extension of the school building. The Code of Conduct will be enforced and the same expectations apply.

Student Management

The Greenville Central School District has established rules and regulations that provide for a safe and orderly learning environment. As members of the school community, we must all work together to ensure that this atmosphere continues. Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

As outlined in the District Code of Conduct, disciplinary action will be firm, fair, and consistent, so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

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

As a general rule, depending on the severity of the violation, discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education. Discipline, if warranted, shall be administered consistent with the separate requirements of the code of conduct for disciplining students with a disability or presumed to have a disability. A student identified as having a disability shall not be disciplined for behavior related to his/her disability

District Code of Conduct

The code of conduct is district wide and has been approved by the Board of Education. Each student will have received an abbreviated version of our code of conduct and the complete version is available in the high school office or the district office.

Prohibited Student Behavior-Category I

Category I prohibited student behavior occurs when the student engages in conduct that is disorderly. Disorderly student conduct is defined as behavior that impedes orderly classroom procedures or interferes with the orderly operation of the school.

Category I behavior will usually be addressed by an individual staff member but may, at times, require the intervention of other school support personnel. There will be immediate intervention by the staff member who is supervising the student or who observes the behavior. The staff member will maintain a proper and accurate record of the student actions and the school response.

Prohibited Student Behavior-Category II

Category II prohibited student behavior occurs when the student repeatedly engages in conduct that is disorderly, as well as conduct whose frequency or seriousness tends to disrupt the learning climate of the school.

Category II prohibited behavior shall be addressed through one or more of the following procedures:

1. The teacher may initiate a meeting with the student and the student's guidance counselor to discuss the situation. The teacher must notify the building administrator and the student's parent/guardian.
2. The building administrator may initiate an investigation of the allegation and confer with staff on the appropriate school response.
3. The building administrator and or teacher may meet with the student and confer with the student's parent/guardian about the student's conduct and resulting school response.
4. The building administrator will maintain a proper and accurate record of student behaviors and school response.

Prohibited Student Behavior-Category III

Category III prohibited behavior includes conduct which constitutes academic dishonesty and misconduct.

Category III prohibited behavior shall be addressed through one or more of the following procedures:

1. The teacher may initiate a meeting with the student and the student's guidance counselor to discuss the situation. The teacher must notify the building administrator and the student's parent/guardian.
2. The building administrator may initiate an investigation of the allegation and confer with staff on the appropriate school response.
3. The building administrator may meet with the student and confer with the student's parent/guardian about the student's conduct and resulting school response.

Prohibited Student Behavior-Category IV

Category IV prohibited student behavior occurs when the student engages in conduct that is insubordinate. Insubordinate student conduct is defined as behavior that occurs when a student is unwilling to modify any prohibited behavior identified above, as well as any behavior that is substantially disruptive to the school environment. Prohibited behavior in this category may also include certain conduct that is in violation of law.

Category IV prohibited behavior shall be addressed through one or more of the following procedures:

1. The building administrator will investigate the allegations and consult with staff as to the appropriate consequences if the allegations are supported by substantial and credible evidence.
2. The building administrator will meet with the student and confer with the student's parent/guardian, regarding the student's conduct and the resulting school response. The building administrator will maintain a proper and accurate record of student behavior and school response.

Prohibited Student Behavior-Category V

Category V prohibited student behavior occurs when the student commits or threatens to commit an act of violence, or indulges in conduct conducive to acts of violence or threats of acts of violence, as well as any conduct which poses a direct threat to the emotional and physical well-being of others, and certain conduct which is in violation of law.

Category V prohibited behavior shall be addressed through one or more of the following procedures:

1. The building administrator will investigate the allegations and consult with staff as to the appropriate consequences if the allegations are supported by substantial and credible evidence.
2. The building administrator will meet with the student and confer with the student's parent/guardian, regarding the student's conduct and the resulting school response.
3. The building administrator will maintain a proper and accurate record of student behavior and school response.

Prohibited Student Behavior-Category VI

Category VI prohibited student behavior occurs when the student commits or threatens to commit an act of violence, as well as any conduct which poses a direct threat to the emotional and physical well-being of others, and certain conduct which is in violation of law.

Category VI prohibited behavior shall be addressed through one or more of the following procedures:

- The building administrator will investigate the allegations and consult with staff as to the appropriate consequences if the allegations are supported by substantial and credible evidence.
- The building administrator will meet with the student and confer with the student's parent/guardian, regarding the student's conduct and the resulting school response.
- The building administrator will maintain a proper and accurate record of student behavior and school response. As provided by law, the range of possible school responses may include: any student, other than a student with a disability, found guilty of bringing a weapon onto school property, will be subject to suspension from school for at least one calendar year. Before being suspended, the student will have an opportunity for a hearing pursuant to Education Law §3214. The superintendent has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the following:

1. The student's age.
2. The student's grade in school.
3. The student's prior disciplinary record.
4. The superintendent's belief that other forms of discipline may be more effective.
5. Input from parents, teachers and/or others.
6. Other extenuating circumstances.
7. A student with a disability may be suspended only in accordance with the requirements of state and federal law.

Greenville Central School District Alternate Instruction Program

The Greenville Central School District provides, with prior administrative approval, an alternate instruction program for students of the age of compulsory attendance who are absent from instruction due to a violation of the code of conduct.

For students absent from instruction for a code of conduct violation, the district participates in Questar III's Program Alternative to Student Suspension (PASS) which is held at the Columbia-Greene Educational Center in Hudson. This program provides an alternative to school suspension by focusing on behavioral and social skill development while assisting students with academic skills. Students receive at least two hours instruction per day from a certified teacher with the remainder of the day supervised by either a certified teacher or teacher assistant. Parents are invited and encouraged to participate with students and staff in the development of an individual plan to help the student successfully return to school.

Approved student participation is only for the Alternate Instruction Program, not other activities on school grounds for the duration of the absence or suspension unless prior approval for any participation has been granted in writing by the building administrator.

Guidelines:

Students placed in the Program Alternative to School Suspension (PASS) will be transported to and from the Columbia-Greene Educational Center in Hudson.

Upon arrival for the PASS program, students participating are required to sign-in with the head teacher at Questar III, Columbia-Greene Educational Center in Hudson.

While in PASS, students will receive alternate instruction by a New York State certified educator. This teacher will be in communication with your child's regular classroom teacher. Completed work will be instructed, collected and sent back to the home school upon completion.

Attendance will be taken daily and reported to the building administrator.

If a child will not be in attendance for the alternate instruction, parental notification should be made as soon as possible, but no later than that day by 8:00 am to the appropriate office.

A student must successfully complete the assigned days in the PASS program in order to return back to their regular academic program. Additional days may be assigned if a student does not abide by the rules and expectations of the PASS program. A final determination of a successfully completed day will be made by the building administrator.

If you have any questions regarding this alternative instruction program please contact the high school office.

Tobacco

In compliance with New York State Law, the Greenville High School is a tobacco-free environment. Use or display of any type of tobacco product is prohibited at all times anywhere on the campus. Students using or displaying tobacco products will be subject to disciplinary action. All tobacco products found in a student's possession on school property will be confiscated and immediately destroyed. In addition, it may be necessary for the state police to interview students to determine the source of tobacco products in the hands of the minor student. Smoking cessation assistance is available through the nurse's office.

Cafeteria (Breakfast and Lunch)

GCSD has an outstanding Food Service Department under the direction of Mr. Paul Ventura. With the assistance of a dedicated staff, they provide students with a nutritional culinary menu. The following programs are offered:

Breakfast: Breakfast starts at 7:45 a.m. and will continue until 9:15 a.m. At 8:12 students need to report to their first period class. Only students who are assigned to study halls in the cafeteria are permitted to purchase breakfast at the discretion of their teacher. Students are not permitted to leave class to go to the cafeteria for breakfast.

Lunch: The lunch program is scheduled for fifth, sixth, and seventh periods. Teachers will expect students to be on time for class when they are returning from lunch. Appropriate behavior is expected during lunch.

Free and Reduced Lunch: Students will receive applications for Free and Reduced Lunch at the beginning of the year. Please return this application to the district office as soon as possible. Once returned, the administration will complete the processing of the application.

All food and drinks (except bottled water) must be consumed in the cafeteria.

Dances

1) High School dances are open to Greenville High School students only. The high school Semi Formal and the Junior/Senior Prom are the only dances open to students from other schools. Students need to have the guest forms which are available in the high school main office, signed and on file in the principal's office two weeks prior to the dance. Please see advisor in charge of club/activity dance for more information.

2) Greenville Central School District faculty and staff must supervise all dances. There must be at least five chaperones approved by the principal three weeks before the dance.

3) All school rules are in effect during dances, and the disciplinary code applies.

4) Any student who leaves a dance before it is over must leave the school grounds immediately and will not be allowed to return.

5) Students who are not in school the day of the dance may not attend.

Attendance at dances is a privilege which will continue as long as the student's academic standing and compliance with the student management code remains satisfactory.

Prom

1) Only Greenville high school juniors and seniors are allowed to purchase a ticket to the junior prom. A student's class standing is determined by the number of academic credits completed.

2) You must be a high school student (grade 9 - 12) or age 20 or younger to attend prom.

3) If you are not a junior or senior at the Greenville Central School District, you must be a guest of a Greenville Central School District junior or senior.

4) Anyone who does not attend GCS must be a guest of a Greenville Central School District junior or senior.

5) When a Greenville Central School District junior or senior purchases a ticket for a guest who is not a junior or senior at the Greenville Central School District, that person's name must be submitted to the class advisor. The guest must fill out a form that must be submitted to the main office no later than the close of school on Monday prior to the prom.

6) Voting for the prom's King and Queen and their court can only be done by members of the junior class who attend the prom. On the evening of the prom, each eligible student will receive a ballot after he/she has signed for it. They will return the ballot to one of the chaperones in charge of the voting. Only juniors who attend the prom may vote for the court.

7) Only members of the junior class can be eligible for the King's or Queen's Court.

8) The Greenville Central School District prom is a privilege that can be revoked based on disciplinary infractions or at the Administrator's discretion.

Early Dismissal for Seniors

Requests for regular early dismissal for seniors are subject to the following terms and conditions established by the Board of Education:

- 1) The student must be taking an academic program of no less than four units.
- 2) The student's program and time and attendance will be arranged on an individual basis.
- 3) The student must present a written request to the principal from the parent or guardian.
- 4) The student must provide proof, satisfactory to the District, that s/he is gainfully employed, with the hours of work specified.
- 5) The student must leave the building within seven minutes of the end of his/her last period class. If staying on campus, the student must be signed in with a teacher for a designated time. Any unapproved presence in the building will result in loss of early dismissal privileges.
- 6) Once the above requirements are satisfied and a student's schedule has been established leading to graduation the following June, the student may be excused by the high school principal when recommended by the guidance office and with the approval of the Superintendent of Schools.
- 7) Once granted, early dismissal for a senior will continue as long as academic standing remains satisfactory (passing all classes). If and when it becomes unsatisfactory, the student will receive a warning and have a three week period to correct the deficiency. Continued failure can result in the privilege being revoked.

Repeated violations of this policy may result in disciplinary action against the student, in a manner consistent with the student Code of Conduct and Bill of Rights.

Eligibility

Greenville Central School is committed to excellence. Our students and their ability to succeed are our first priority and the main motivation in creating this extracurricular policy.

Academic Standards

- 1) Student's grades will be reviewed at each interim marking period and at the end of each quarter.
- 2) At the time of the initial review, any student failing two or more subjects will be placed on probation.
- 3) The marks given at progress report time will always stand and may not change therefore their eligibility status will remain the same. At report card time, teachers may change grades for up to two weeks, and this may/may not change their eligibility status.
- 4) For students who change their academic status (moving from the regular school setting to the WSC or moving from a Regent's level course to a non-regents level course) will continue their eligibility status as it stands for 5 weeks. Any students who are in WSC and regular classes will be considered for eligibility/ probation the same as everyone else.

Terms of Probation:

- 1) Probation period will be five weeks in duration.
- 2) Students on probation will be assigned Homework Center Support for at least two hours per week. This time may be completed in two ways. Students may receive extra help in the detention room for a period of up to two hours in one day, or may work with an individual teacher and hand in a note that is signed and dated indicating the time spent with the teacher.
- 3) Students on probation who fail to fulfill their two-hour assignment, will be suspended (ineligible) for all activities for the remainder of their assigned 5 week probation and the next five week report period also, unless prior approval has been granted.
- 4) Those students who attend Homework Center Support may continue to participate in activities. Note: In the event of any away contest activity/event, students will be excused at team or event bus departure time. Students on field trips will be permitted to miss class to attend.
- 5) All students on probation will be reviewed at the end of the five-week probation period. Those students passing at the end of the five-week period will be considered off probation restrictions. Students will always experience a probationary period for an additional five weeks prior to becoming ineligible.
- 6) Students failing one subject must remain on probation.

7) Students failing two subjects declare themselves ineligible for five weeks. During this period, students are not permitted to attend field trips during the academic day.

8) After five weeks on the ineligibility list, those students still failing one subject will return to being on probation for an additional five weeks and must attend extra help. We call this Probation II

9) This eligibility policy will apply to all non-credit/non-academic bearing events, including ski club, basketball games, dances, etc.

***Students who feel that there are extraordinary circumstances may appeal their case to the Appeals Committee, which will consist of the building principal, assistant principal, a student representative, a co-curricular advisor and a representative from the student support personnel.

Extra Help

Teachers may require a student to remain after school for extra help. A student who has been absent or who is not making satisfactory progress must attend these classes. Homework Center is provided for those students who complete their work before dismissal time. The school offers one late bus run at 4:10. In order to ride the late bus, a student must obtain a late bus pass from their teacher.

Field Trips

Field Trips may be considered as an extension of the classroom and related to some phase of class work. Teachers will notify students of field trip procedures and requirements. Students will be permitted to attend field trips with the approval of their teachers. Permission must be obtained two weeks prior to the field trip date. Field trip sponsors will be notified of permission or denial and they will notify students. Students who do not meet these requirements will be assigned to a study hall in lieu of their assigned class. The classroom teacher will assign appropriate class work. Students who have current disciplinary consequences, or who have other school obligations, will not be allowed to attend field trips, unless the trip is utilized as part of the curriculum.

Grades

The final grade for a class is based on 80% quarterly report card grades and 20% final examination grades. All quarterly grades will be numerical. Teachers have two academic weeks after the quarter ends to adjust the student's grade if needed.

In all other situations, the grade must be adjusted with the principal's approval. All grades must be finalized by the end of the school year, or these grades will be recorded as they are earned.

Adding and Dropping Courses

A student may add or drop a course within the first two weeks of each semester provided they have an add/drop form signed by their parent or guardian. Students should consult with their Guidance Counselors

before deciding to add or drop any course. We do not allow students adding or dropping a course based on teacher preference.

- 1) Within the first two weeks, a student may add or drop a class with the proper add/drop form and the course then will not appear on a student's transcript.
- 2) A student may not drop a course after the two-week period.
- 3) Students may only drop or add a course after appropriate academic evaluation is done by Guidance, Administration and Faculty.
- 4) Students will not be allowed to add/drop a course based on teacher preference.

Course Requirements

- 1) Students must sit through the entire course for the required time (semester or full year courses) in order to receive credit. This is referred to as "seat time" which is regulated by the State of New York.
- 2) Guided Independent Study courses are granted under the discretion of the Building Principal and are not allowed for courses that we already offer.
- 3) There is no private tutoring for course credit. This includes summer school credit. A student must attend a regular summer school program in order to receive credit.
- 4) A student may not receive any credit for on line coursework without pre-approval according to Board of Education policy. Check with the guidance office.
- 5) Any home schooling must be approved by the District Office.
- 6) Any student who fails a course must repeat the course in its entirety regardless of whether or not they pass the regents at midyear.
- 7) a. A student may not "double up" on coursework in 9th and 10th grades. This means a student may not take two sequential courses in one academic school year.
b. The English and Social Studies Departments each have procedures in place for limited participation in doubling up for juniors and seniors. The selection of eligible students will be conducted by Administration, Department Heads and Guidance.
c. Doubling up will be allowed for English 11 and 12. The student will be evaluated every five weeks throughout the school year. If his/her interim report shows a failing grade for either course, he/she will automatically be placed on probation and/or ineligibility. In addition to probation/eligibility, possible consequences may include being dropped from English 11 or English 12, given an addition AIS class, or strongly recommended to attend after school help.
- 8) Retaking courses: A student may retake a course they passed either in summer school or during the regular school year in order to improve their current grade.
 - a. If they attend summer school they will still have to take the course with the 1/3-2/3 rule. Example: Regular school year mark 68, summer school mark 95 calculate as $68 + 68 + 95 = 75$ course average.
 - b. If they retake a course during the school year they must get the principal's approval and must take the course for the entire school year. The average will be based on the whole year, not the best four quarters from both years.
- 9) Advancing to the next grade level will be based on the following criteria:
 - a. To advance from 9 to 10 you must have finished 5 credits (minimum).

- b. To advance from 10 to 11 you must have finished 5 credits (10 cumulative minimum).
- c. To advance from 11 to 12 you must have finished 5 credits (15 cumulative minimum).
- d. Students will not be notified of retention officially until the end of August, therefore allowing students to be able to make up classes in summer school.
- e. Students who fail to meet minimum requirements will be retained until they meet the specified requirements. Students who are retained will receive the privileges of their retained grade level only.
- f. A grade level change cannot happen at the midyear point (semester break). If a student achieves their 5 credit standing in January, they can not go to the next grade level. You will keep your grade level status all year.

Graduation Requirements

- 1) A list of students who can be reasonably assured of graduating will be compiled on the first day of class. This list will be made available to seniors. In order to be considered a senior, a student must be able to complete graduation requirements by June of the current academic year.
- 2) At the end of the second and third marking periods, the marks of the seniors will be reviewed. If a senior is in danger of not graduating in June, parents will be notified.
- 3) The main office will notify the parents of students who have failed to meet the requirements for graduation after all examinations are completed.
- 4) Students planning to complete their graduation requirements early must obtain prior approval from the secondary principal and guidance counselor as per Board of Education policy.
- 5) Seniors only have the option of taking early admit college courses instead of a regular academic program but only if done on a fulltime basis.

Graduation Ceremony

- 1) The High School Principal and the Superintendent will review all speeches for the ceremony.
- 2) All seniors must fulfill high school graduation requirements in order to participate in the graduation ceremony.

New York State Graduation Requirements

Local Diploma		Regents Diploma		Advanced Regents Diploma	
Units		Units		Units	
English	4	English	4	English	4
Social Studies	4	Social Studies	4	Social Studies	4
Science	3	Science	3	Science	3
Math	3	Math	3	Math	3

Foreign Lang. 1	Foreign Lang. 3	Foreign Lang. 3
Health ½	Health ½	Health ½
Art and/or Music 1	Art and/or Music 1	Art and/or Music 1
Physical Ed. 2	Physical Ed. 2	Physical Ed. 2
Sequence (See Below)	Sequence (See Below)	Sequence (See Below)
Students must pass with Comprehensive English, Glob. History 10, US History, Math and Science Regents. For a local pass, a student May receive a 55-64 in two Out of the 5 above Regents And must pass with the other Three with a 65.	Students must pass the Comprehensive English, Glob. Studies 10, US History Math and Science Regents with a 65 or better.	Students must pass the Comprehensive English, Glob. Studies 10, US History two Math, two Science and Foreign Language III Regents exams with a 65 or better.

*Note: Students are required to complete one unit of foreign language by the end of 9th grade. Four years of physical education are required of all students. One unit is one period per day for one year. Physical Education will be given 1/2 credit each year starting with the Class of 2008.

A sequence may be taken in one of the following areas: social studies, science, math, language, music, art or occupational education. In addition, regents diploma students must pass the Regents exams in any three credit sequence.

Sequence Options:

A sequence of 3 credits in 2 subject area. (Subjects for sequences include science, math, language, music, art or occupational education.) A sequence of 5 credits in one area (science, math, language, music, art or occupational education). A 3 credit sequence plus 5 credits in English or social studies.

For those students entering grade 9 in the fall of 2008 and thereafter, all five scores on the required Regents exams must be 65% or above.

Occupational Education equals technology, business, agriculture, and BOCES Vo-Tech programs.

Students who score at the one and two level of the 8th grade State Performance Tests in English (ELA) and Math will be required to participate in the AIS Program (Academic Intervention Services)

Advanced Placement Courses

The Advanced Placement program allows high school students to take courses that are challenging, rigorous, and in-depth - exactly the kinds of courses they will face in college. AP prepares students to succeed in college and earn college credit based on the result of the AP exams given in May.

The following Advanced Placement courses will be offered: school year: AP Statistics, AP Calculus, AP Economics, AP Language and Composition; AP Literature, AP United States History and AP Art History.

- 1) Students interested in electing any one of these college level courses, should consult with their teachers or guidance counselors. Colleges may give credit and/or advanced course placements to those students who take the AP examination and demonstrate mastery of the material presented in the course. Students and parents should contact college directly for full information about their AP credit policies.
- 2) All students must pay for the AP examination by October 1st. Students requesting financial aid should contact the guidance office for information.
- 3) Students will only be considered for placement in AP Courses if they have maintained an average of 85 or better in a pre-requisite course and/or have received a recommendation from that particular department.
- 4) If a student under an 85 average is recommended by a teacher to be in an AP class, that student will be on probation for the first quarter. If the student does not maintain a 75 for the 1st quarter, he or she will go back to the original course. Example: AP US History will go back to US History and that mark will be used for their 1st quarter.
- 5) For more information, go to www.collegeboard.com.

Ranking

- 1) The class rank will be determined for students at the end of their 7th semester.
- 2) Students must be enrolled in the Greenville School District for at least 3 semesters which is defined as two semesters in the 11th grade (enrolled from the first day of school) and the fall semester in the 12th grade. This is required to be eligible for class ranking and any honors.
- 3) Grades will be weighted to show relative difficulty of different levels of courses and will be used to constitute the student's official class rank only. Teachers will enter the actual grade, and the computer will calculate the levels of courses.
- 4) The weighted factors are as follows:

AP & College Level Courses .05

Honors Classes .025

Guidance

Counselors are available to give assistance to students regarding school and personal problems. The guidance staff provides students with educational and occupational information and assists students in interpreting and recognizing their abilities, interests, and needs while in school. Although regularly scheduled conferences are held throughout the school year, students are invited to visit the guidance office whenever a question or problem arises.

It is recommended that students visit the guidance office during their study hall and/or lunch periods. If it is necessary to leave an academic subject class or study hall, a pass signed by the teacher in charge is required.

Counselors are readily available to assist students with:

1) Personal problems, 2) choice of courses, 3) selection of college or vocational schools, 4) employment opportunities, 5) information on financial aid, 6) choice of future occupations, 7) selection of extracurricular programs and 8) poor school achievement.

Each student develops a four-year high school plan with his/her counselor at the end of the eighth grade. This plan is revised yearly in accordance with the student's expectations and career goals. Parents are included in the plan and any subsequent revisions.

Schedule changes or a request to drop a course made after the first two weeks of school will not be permitted. A conference with teachers, guidance counselors and secondary principal will be required in considering any course changes.

Parents are encouraged to call the guidance counselor(s) to discuss the educational program or emotional health of their child. Appointments can be made by calling the guidance office at 966-5190.

The Armed Services

The High School Guidance Office welcomes recruiters for any branch of the Armed Services under the following conditions:

- 1) All enlisted personnel must go through security at the main entrance and properly checked in before going to guidance.
- 2) Recruiters must have a scheduled visit through guidance at least two weeks prior in order to be in the building.
- 3) Any single branch of the military is only allowed two visits per semester. All "table visits" are one hour long during lunch periods from 11:30 until 12:30.
- 4) No private meetings shall occur between recruiters and students on school grounds at any time during the school day unless there is verbal or written permission by the parents to the high school principal.

School Nursing Services

Health Information: If your child becomes ill at school, it is necessary for him/or to report to the nurses' office. Students who are ill must obtain a pass from their teacher to visit the nurse. The nurse will place a telephone call to the appropriate person listed on the emergency card. Any injury during the school day or at a school activity must be reported immediately to the teacher or other adult in charge. The teacher will either send the student to the nurses' office or send for the nurse. The nurse may administer first aid for students who are injured. A student who is considered ill or injured by the school nurse will need to be escorted home by the parent or guardian. Please notify the school nurse if your child is ill for 3 days, if he/she has an injury, contagious disease, or has been put on medication by a health care provider.

Immunizations: Public health Law #2164 was recently amended to require all children enrolled in seventh grade, starting September 2000, to have the Hepatitis B Vaccine (a series of three vaccines are necessary for immunity). A tetanus booster is recommended at 11-12 years of age if at least five years have elapsed since the last dose of DPT or TD.

Subsequent routine TD boosters are recommended every ten years. The school nurse must be informed in writing, that a vaccine or booster was given to ensure accuracy of student health records. This note should include the date, and be documented by a health care provider or public health nurse.

Medication Administrations: All medications, including over-the-counter drugs and inhalers are subject to New York State Education Department guidelines. As a result, written permission from the health care provider and a parent/guardian signature are necessary for your child to receive medications. Medication forms are available in the nurse's office. Parents are advised to ask the pharmacist for an additional container to be used at school.

Annual Health Screening: The New York State Education Department requires an annual health assessment on every student. The annual health assessment includes height, weight, blood pressure, pulse, vision and scoliosis testing until the tenth grade. Students in grades 6, 7, and 10 receive a hearing screening as well. A letter will be sent home to the parent/guardian if there are any health concerns identified during the health assessment for a referral to their health care provider. Students who have been referred for vision/hearing/scoliosis/heart or other specialists are to have a copy of these evaluations on file. Recommendations for sports/gym must be sent to the school nurse annually. A gym excuse from the parent/guardian may be given to a physical education teacher, but a note from the health care provider is necessary for excuses that are longer than a week. The note should specify the reason and length

of time a student is to be excused. The note from the health care provider is to be given to the nurse.

Physicals: The New York State Education Department requires a physical examination for students in grades, 7-10 and new entrants to the school district. Parents/guardians are encouraged to have this done by their own health care provider. Blank physical forms may be obtained from the school nurse. Physical exams will be scheduled during the school year for those students not examined by their own health care provider. Physicals conducted in school are at no cost to parents/guardians.

Sports and Working Paper Physicals: A physical is required each year prior to participation in a sport or practice. The sport physical is conducted in school during April. This examination covers all sports for one year, unless the student is absent for five consecutive days or has been injured. The New York State Education Department requires clearance for gym/sports after an injury. A document from your health care provider must be obtained before your child will be allowed to participate again.

Resources: Parents/Guardians may also contact the nurse with other health concerns. The nurse can provide information about county health services or resources available through other agencies. Phone: 966-5190 ext 420.

Administration of Medications for Field Trips and After-School Activities

Oral medications should be maintained in an original pharmacy or manufactured labeled container when taken on field trips or after-school activities. Parents should be advised to ask the pharmacist for an additional container to be used.

Honor Letter Award Information

The Greenville Central School awards an Honor Letter on the basis of points accumulated in various types of school activities. Students in grades 9-12 who are eligible and accepted will receive their letters at annual awards assemblies.

The regulations governing these awards for high school students are as follows:

- 1) The number of points, which must be earned before an award may be approved, is 35 for a "G" award. Points accumulated towards a Junior "g" do not apply towards the "G" award.
- 2) An individual pupil record of points earned shall be on file in the High School office and be available to faculty and pupils. Records shall be kept for all pupils. Students are encouraged to review their records.
- 3) If a pupil earns a letter and permits any person, other than himself or herself to display it in any manner, it is to be forfeited.
- 4) If a pupil has earned the required number of points and satisfactorily meets all other requirements, the student may receive an award at the end of the sophomore year, providing that at least fourteen (14) points of the 35 points have been earned through scholarship.
- 5) Acceptable school citizenship in curricular and extra curricular activity shall be a prerequisite for any credit. A pupil guilty of poor school citizenship may be required to forfeit an award.
- 6) All points, except those for scholarship, shall be awarded only on the recommendation of the teacher in charge of the activity.
- 7) All points granted by teachers shall be reviewed, approved and certified by the secondary principal.

8) Points shall be granted as follows:

Scholarship.....	Points
Valedictorian	25
Salutatorian	20
Honor Society Induction	10
Scholastic Rank (each year) One point for Honor Roll possible total...	3
Two points for High Honor...possible total.....	6
Three points for Principal's Honor... possible total.....	9
Publications	
Editor-in-chief.....	0-10
Business manager	0-10
Staff member.....	0-5
Musical Major role	0-5
Minor role and production.....	0-2
Music Programs	

Soloists and special group	0-2
Athletics (Interscholastic)	
Captain.....	0-5
Team member	0-3
Scorekeeper	0-3
Student Council	
President	
.....	0-7
Members	0-5
Class Officers	
Senior.....	0-3
Junior	0-3
Sophomore.....	0-3
Freshmen.....	0-3
Members	0-2
Clubs	
Officers	
.....	0-4
Members	0-3
Math Tournament.....	2-5

Honor Roll

There are several academic recognition levels students can achieve at Greenville High School. Students with an average of 95% or better, with no failing grades, will be included on the Principal's High Honor Roll. Students with an average between 90-94.9%, with no failing grades, will be included on the High Honor Roll. Students with an average between 85-89.9%, with no failing grades, will be included on the Honor Roll. These academic recognition rolls will be given to local papers so we may celebrate their success. Congratulations!

Leaving School during Lunch - Senior Privilege

Only Seniors will be permitted to leave school during their assigned periods under the following conditions:

1. Senior is passing all classes.
2. Senior does not have any outstanding disciplinary consequences
3. Senior has provided written permission form signed by their parent/guardian to the principal. This senior privilege will be suspended at the discretion of the administration for the remainder of the year under the following circumstances:

1. Senior not in compliance with the above conditions.
2. Senior transports any unauthorized student(s) off campus.
3. Senior fails to abide by the rules and regulations of the NYS Department of Motor Vehicles or the Greenville Central School District during the fifth, sixth or seventh period lunches.

Library

The library is an important resource for students and teachers. While there is an area set aside for casual relaxation, the room is meant for

quiet study and research. The library is open to students Monday through Friday.

Books may be borrowed for a two-week period and may be renewed if no waiting list exists for the book. Reference materials may not be taken from the room. A coin operated copy machine, operated by the student council, is available for student use.

Students who need to use the library during a study hall should sign up with the library staff at the beginning of the day. Students in regular scheduled classes may go to the library only with a clearly written pass from the classroom teacher, and may stay only for the amount of time noted by that teacher. All decisions regarding the use of the library are subject to the discretion of the Library Media specialist and the Administration.

Internet access is available for research and school-related work. Students, along with their parents/guardians, must sign an Accepted User Policy to use the computers. Students who violate the rules as outlined in that document will be subjected to disciplinary actions.

Lockers

All hall lockers and Physical Education lockers should be kept closed and locked. Broken lockers should be reported immediately to the office. Students should never share locker combinations. Students are responsible for personal property. Money or other valuables that are not needed should not be brought to school. Lockers are school property and school administrators have the right to inspect them. No cash or valuables should be left in gym lockers at any time. A safe for the temporary storage of such items is available in the athletic director's office. The school is not responsible for any contents in unlocked lockers.

National Honor Society

The Greenville Central School Chapter of the National Honor Society was officially organized in the summer of 1948 "to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to encourage the development of character in students of Greenville Central School."

Juniors and seniors are eligible for membership based on the national criteria of leadership, service, character and scholarship. Candidates must have an average of at least 90%. They must complete an application process that involves an essay. All applications are rated by a faculty council, who then selects the students to be admitted.

Posters

Any student or club that wants to display posters or other wall displays must have the item(s) approved and initialed by a building administrator before it is displayed.

Psychological Services

Students are referred to the psychologist for counseling and/or evaluation through the secondary office or guidance office. Students and parents may also request services from the guidance office.

Religious Observances

A student should present the attendance officer with a written request from a parent or guardian to be excused to attend religious services. The students should sign out and report to the attendance officer to sign in when returning to school.

Report Cards

Reports on students' academic progress will be prepared at the end of each marking period. Report cards also contain a record of attendance. Interim reports are prepared at the midpoint of each marking period. If parents have a question about a student's report card or interim report, they should request an appointment to speak with the student's teachers or guidance counselors, or they may simply request a return phone call.

School Closings

In the event of school closing, students should listen to the following media stations that are part of the School Closings Network:

95.5 FM, 92.3 FM, 99.5 FM, 810 AM, 590 AM, 98.3 AM; TV Channels 6, 10 & 13

Special Services

The Greenville School District has special pupil services. These include guidance, health services, psychological services, BOCES vocational educational programs, and speech therapy. Please see the guidance office or main office for more information.

Student Council

The Greenville Central Schools Student Council includes student representatives in school affairs. Interested students are elected to serve as representatives and officers of the student council. Students should communicate concerns with elected representatives who will then present these concerns at a student council meeting.

Student Parking

Since parking space is limited on our campus, parking permits are a privilege and can be revoked when violations occur. Parking permits will be issued to seniors and alternative education students first, followed by juniors, if space is available.

To secure a parking permit, students must see the principal, pay a \$10 nonrefundable fee to cover the cost of the permit and the maintenance of the parking lot and fill out a form to identify the insured vehicle. Students will be issued a parking sticker. Any vehicle not registered will be towed at the owner's expense. Students must:

1. Follow all driving and parking rules.
2. Park in the student parking lot.
3. Follow all school disciplinary rules.

Violations of parking, driving and school regulations will result in the suspension of parking privileges.

Student Dress

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance, including hair style/color, jewelry, make-up and nails. Students shall:

- a. Be safe and not disrupt or interfere with the educational process.
- b. Recognize that extremely brief garments that are revealing or provocative are not appropriate. Examples of such clothing, but not

limited to are: tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back), see through garments, and tops that do not cover the midriff.

- c. All shorts should be a reasonable length.
- d. Ensure that underwear is completely covered with outer clothing.
- e. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
- f. Not include the wearing of hats, head coverings in the classroom except for a medical or religious purpose.
- g. Not include items that are vulgar, obscene, and libelous or denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
- h. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.

Each building principal or his or her designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so will be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

Student Passes

Students who need to travel from one area of the school to another during class time must be in possession of a teacher signed blue pass. Passes are given on the following basis:

- Students who want to use the library must sign up at the beginning of the day in the library. This sign up is limited to six students per study hall, so plan ahead.
- If students want to leave study hall to go to see a teacher, they must have a pre-signed pass from that teacher in order to leave.
- If a student wants to leave a study hall to go to guidance, they must have a pre-signed pass from guidance to go there.
- Students who are in the halls without passes will be considered "cutting" a class and appropriate disciplinary actions will result.
- Teachers will not issue passes to the gym, cafeteria, or any other areas.

Study Hall

The purpose of study hall is to provide time for students to complete homework or to prepare for tests or other projects. The following guidelines have been set up for study halls:

- Students are expected to be engaged in an academic activity during study halls.
- If students have no other work to do, the time should be used for reading.
- Students should not be talking; there will be silent study halls.
- There will be no card playing, or game playing in study halls
- There will be no headphones on during study hall or use of cell phones
- Students will have assigned seats in study hall.
- Students must have a pre-signed pass to leave study hall for any reason (i.e., library, guidance, another teacher).

Summer School

Greenville High School offers a limited summer school program. The state guidelines require that the regular school's average and the summer school's average be averaged together to obtain a final grade. Our current practice is to blend these averages in using a 2/3-1/3 ratio respectively. A student must have had at least a 50 in their course to be eligible for summer school.

Students who fail courses during the year would have to go to summer school and receive credit or readjust their schedules and graduation date. Please take advantage of these programs for your educational success.

GCS will not accept any Independent Study courses or course tutoring over the summer for credit.

Telephones

One pay telephone for student use is located in the hall across from the high school main office. Students are not to be excused to use this phone during class time. This phone should be used during lunches and between periods if time permits. Students should always have money to make a phone call or learn how to use a pay phone without using coins (i.e. calling cards). Students will not be permitted to use the office phones except in unusual circumstances.

Textbooks

- 1) Students are responsible for all textbooks and equipment issued to them.
- All textbooks must be returned at the end of the school year.
- 2) Damage to books and equipment beyond reasonable wear will be reported and students will be assessed the cost of repair.
- 3) Students will be assessed the cost replacement if a textbook or equipment is not returned.
- 4) Students who do not return materials will be billed directly by the District.

Statement of Nondiscrimination Sexual Harassment and Bullying

It is the policy of the Greenville Central School District not to permit discrimination

or harassment on the basis of race, creed, color, sex, national origin, religion, age, economic status, marital status, sexual orientation or disability in the district's educational programs, activities or employment.

Harassment may take the form of comments, name-calling, jokes, stalking, perpetuating rumors or gossip, offensive gestures or language, assault or any other behavior that is designed to annoy, intimidate or cause fear.

Bullying and/or hazing of students and staff are prohibited behavior and will not be tolerated at the Greenville Central School District.

"Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a risk of emotional, physical or psychological harm to a person, in order for the student to be initiated into or affiliated with a student organization, club or for any other purpose.

Bullying consists of inappropriate persistent behavior including threats, or intimidation of others, treating others cruelly, terrorizing, coercing, or habitual put downs and/or badgering of others. Bullying, similar to all forms of harassment and hazing, are prohibited behaviors.

Common characteristics of bullying:

- Physical - hitting, kicking, taking or damaging a victim's property
 - Verbal - using words to berate, hurt or humiliate
 - Relational - maliciously spreading rumors, and/or actively excluding a person from the peer group to cause emotional harm
- Student Complaints and Grievances

Students will be given an opportunity to be heard on complaints and grievances they may have by school administrators or the guidance department.

A student filing a complaint for any matter, or alleging discrimination on the basis of disability and/or sex including sexual harassment or harassment on the basis of sexual orientation, should read the following information regarding the resolution of the complaint. The following procedures may also apply to student grievances over other matters, such as racial harassment:

Investigation of a Complaint

Upon receipt of a formal or informal complaint, a prompt, thorough and impartial investigation of the allegations will follow. All witnesses shall be interviewed and complainants will be notified of the outcome of the investigation.

Informal Complaints

The Greenville Central School District encourages the resolution of all student complaints as promptly as possible and at the lowest level possible. Accordingly, students are urged to discuss complaints first with the appropriate teacher, staff member or Building Principal.

However, if the complaint concerns sexual harassment, the student and/or parent should notify the Compliance Officer. The Greenville Central School District Title IX coordinator is the Director of Special Education, Mrs. Lisa Knowles. The Section 504 Compliance Officer is the Superintendent of Schools, Ms. Cheryl Dudley. They both can be reached by calling 966-5070. These officials will provide information on compliant procedures to any student or employee who feels that the district or its officials may have violated his or her rights, under Title VI, Title IX or Section 504. Upon receipt of an informal complaint the Compliance Officer, designee, Building Principal or other appropriate staff member will conduct a prompt investigation to determine what occurred and then take appropriate steps to resolve the situation.

Complainants have the right to end the informal process at any time and begin the formal stage of the complaint process.

Formal Complaints

Formal complaints may be submitted either to initially report a complaint or as a follow-up to an unsatisfactory resolution of an informal attempt to resolve a complaint.

Use of Facilities

Students should not use any school facilities unless they are supervised by adult chaperones. All students are expected to leave the building and grounds at dismissal unless they are participating in a supervised activity. Students participating in such activities must remain on the school grounds under the supervision of an adult chaperone until dismissal from the activity. Students will not be allowed to ride the late bus without a late bus pass which will be issued by the activity chaperone.

Visitors

All visitors to the school must report to the attendance officer in the front foyer to sign in and receive a visitor's pass. Visiting students are not allowed to accompany GHS students through any part of the school day. They are allowed to visit only for appointments with school officials.

Working Papers (Employment Certificates)

All students between the ages of 14 and 17 must have working papers in order to be employed at any time during the calendar year. Newspaper carriers between the ages of 12 and 17 must also have permits. Farm Work Permits are issued to students 14 and 15 years of age.

To apply for an employment certificate, the student must obtain an application and instructions for completion from the high school office. A physical examination form must accompany this application. Minors over 16 applying for full-time employment certificates must have their parents or guardians signature on the application and this must be signed in the high school office.

Mission Statement

The mission of the Greenville Central School District, with vital community partners, is to present the world with a gift of well-educated graduates who will forge ahead as confident thinkers, empowered learners, and compassionate, responsible leaders by ensuring superior instruction with total support for excellence and vision.

Belief Statements

- . We believe that every individual has equal value.
- . We believe that trust, respect, and caring are essential for a healthy community.
- . We believe that the meeting of clear and defined standards are the starting point for success.
- . We believe that every individual has the right to fully realize his/her potential.
- . We believe that the pursuit of excellence cannot be compromised.
- . We believe that every individual has the responsibility to contribute to the common good.
- . We believe that individual responsibility and self-discipline are crucial to achieving one's goals.