

*Herkimer-Fulton-Hamilton-Otsego BOCES
Regional Summer School 2023*



2023

Regional Summer School Student Handbook

Location:

Gregory B. Jarvis Middle School
28 Grove St. Mohawk, NY
July 10, 2023- August 15, 2023
Monday - Thursday

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Important dates

June 21 – June 28 until 12:00 PM– Summer School Registration is Open

July 10 –Summer School Begins @ 7:15 AM for a mandatory orientation.

August 15– Summer School Classes End @11:30 AM

August 16 & August 17– Regents Exams

Wednesday, August 16

8:30 AM: Algebra I, English Language Arts

12:30 PM Global History and Geography II, Algebra II

Thursday, August 17

8:30 AM United States History and Government (Framework), Physical Setting/ Earth Science, Physical Setting/ Chemistry

12:30 PM Geometry, Living Environment

July 6–Deadline to Register for Regents Exams

July 31– Regents Review Classes Begins 11:45 am to 1:15 pm

August 7 –Earth Science Practical Exam Begins. *Must attend the practical in order to sit for the regents

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Registration Procedures

1. All students must have a completed online registration after speaking with your school counselor and/or principal.
2. School counselors will register students through SchoolTool.
3. IEP or 504 Plans must be attached to the registration.
4. A photo ID must be attached to the registration. (wallet size)
5. Parents & Students must complete this form:
<https://forms.gle/9SBgcdEF4KVqas4u7>
6. Students must bring in a signed copy of the Acknowledgement of Code of Conduct sheet the first day of classes.

If you have any questions please contact:

RSS Secretary

Pamela Streeter at 315-867-2909

Or at pstreeter@herkimer-boces.org

RSS Principal

Jennifer Stanton at 315-867-2909

Or at jstanton@herkimer-boces.org

RSS School Counselor

Shannon Buttacaroli @ 315-867-2909

Or at sbuttacaroli@herkimer-boces.org

Director of School Services and Outreach

Zane Mahar @ 315-867-2909

Or at zmahar@herkimer-boces.org

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Dear Student,

*Welcome to the HFHO Regional Summer School 2023. We are looking forward to having you in our summer program. **The program allows you to retake classes and earn credits toward graduation.** You will also strengthen your academic skills for your next school year and for the future.*

*Use your time in the summer program wisely. The faculty, administration, and staff will support you in your endeavors. We ask for your cooperation in helping us to maintain a comfortable learning environment. Although summer school is more relaxed than the rest of the year, **the rules and regulations remain as outlined in our Code of Conduct.***

Best of luck to you!

**Jennifer M. Stanton
Principal of RSS
Herkimer-Fulton-Hamilton-Otsego BOCES**

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CODE OF CONDUCT

The following Code of Conduct **MUST be STRICTLY** adhered to according to the SAVE Legislation. There will be **NO EXCEPTIONS**. The **student and their parent or guardian must acknowledge reading the document** and be willing to comply with the following rules and guidelines.

Grades

A grade of 65 is considered passing. Grades will be distributed to the student's home district. It is up to the home district to determine how the summer school grade is averaged with the grade from the school year to determine if credit for the course is received.

Regent grades will be distributed by the student's home district, please do not call the Summer School office for them.

Attendance

Since participation is a requirement of HFHO BOCES Regional Summer School, students must be in attendance. Students who **miss two classes will be removed from the program.** There are **no exceptions** to this policy. There are no excused absences during the Summer School program, so please do not schedule doctors' appointments during summer school hours. **Please note:** work, sports, vacations, oversleeping, and missed rides will not be recognized as excused absences. **Again, during Summer School, there are no excused absences.**

Tardiness will not be tolerated. When the bell rings, students are expected to be in their classroom, in their seats, and ready to work. This is strictly enforced due to state regulations. **Late arrival/tardiness of more than 15 minutes** for the 2-hour block class will **result in half of an absence.** **Late arrival/tardiness of more than 30 minutes** will result in a **full absence.**

Class time missed due to disciplinary referrals is treated as necessary and may result in an absence against the student.

PLEASE REMEMBER

AFTER the second absence (2), the student will not receive credit for the course.

Because of the very large number of students served over the summer, it is impossible for the school to notify parents of their child's absences/tardies.

We are encouraging parents/guardians to schedule appointments (such as medical, dental, driving tests, etc.) for days when summer school is not in session or in the afternoon.

If you experience any situations deemed true emergencies, at the discretion of the RSS Principal, a decision or plan will be made by the Principal of RSS on whether or not the absences count.

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Arrival Policies

Students should arrive at Regional Summer School no earlier than 7:25 AM except on day 1, July 10, where they should arrive at 7:15 AM for a mandatory orientation. Students are otherwise not permitted into the building until 7:25 AM. Student loitering will not be permitted. The Village of Mohawk Police Department encourages strict compliance with all obedience, congregation of students, and other civil matters. Every effort will be made to ensure the well-being and safety of all students, staff, and community members while Summer School is in session

Student Drivers

Vehicle parking is allowed in the student parking area. See map. **Permits must be obtained and issued by the Summer School Office.** Vehicle use on Summer School property is a privilege and can be revoked at any time.

Transportation

Transportation is only provided at the discretion of the home district. If your district does not bus students to Regional Summer School then parent/guardians/caregivers must arrange transportation for their student.

Bicycles/Scooters

Students may ride bicycles or scooters to Summer School. However, they must be left outside and locked in the designated area upon arrival to school.

Individual Education Plans (IEPs)/504 Plans

Students with an Individual Education Plan (IEP) or 504 plan must submit a copy of the plan at the time of registration.

Dress Code

All students are expected to give proper attention to personal appearance and to dress appropriately for the school day. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and other District personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting. A student's dress and appearance shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. Recognize that extremely brief or revealing garments are not appropriate.
3. Ensure that undergarments are completely covered with outer clothing.
4. Include footwear at all times. Footwear that is a safety hazard will not be permitted.
5. Not include items that are vulgar, obscene, libelous or denigrate others on account of race, color, religion, creed, national origin, gender (including gender identity or expression), sexual orientation, disability or weight.

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6. Not promote and/or endorse the use of alcohol, tobacco, marijuana or illegal drugs and/or encourage other illegal, violent gang activities, or depict weapons.

7. Not conceal a student's identity or obscure or hide the face (e.g., sunglasses, masks, bandanas or hoods)

If a student's dress or appearance in school is deemed questionable, a teacher and/or administrator will hold a personal private discussion with the student to advise the student of the potential violation. Students who violate the 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 individual who refuses to do so may be subject to discipline or removal from school grounds. Visitors are expected to abide by the school dress code; those who do not may be asked to leave the premises.

As a reminder, students must not wear hats or hoods or other apparel (clothing) which is distracting or interferes with the health, safety, and learning process of others in the school building. Students not in compliance will be asked to remove items and to respectfully do so. Not adhering to this request will result in insubordination.

Summer School Code of Conduct

Disruptive Behaviors Behavior Code

The school behavior code will be in effect for the summer session. Violation of the behavior code, or lack of effective application to school work, will result in dismissal from summer school. For information on Behavior Code see your home schools Code of Conduct. Student handbooks are available through home school districts and many are online.

Obscene Language

Obscene Language (profanity) will not be tolerated within the school environment.

Dishonesty (Cheating)

Students are expected to be honest when completing all work and test assignments. Cheating in any form is a serious offense and the equivalent of fraud. Cheating in any form will result in serious consequences ranging from receiving a "zero" to being dropped from Summer School.

Insubordination/Disrespect

In the school community, as well as outside and online, all students are expected to learn to conduct themselves in a polite and courteous manner. Insubordination occurs when a student is openly defiant and wilfully disregards a reasonable directive issued by a staff member.

The following are examples of insubordination or disrespectful behavior

1. Deliberate disobedience
2. Flagrant acts of rudeness

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3. Disrespectful language
4. Refusal to follow directions

Prohibited Behaviors

An academic environment should be congenial and safe for all students. Any objectionable behavior affecting the rights of others, especially those that could result in bodily harm or injury are unacceptable. **Prohibited behaviors may result in suspension from Summer School.**

Prohibited behaviors are as follows:

1. Fighting, physical intimidation, threats
2. Actions that might cause injury
3. Vandalism, stealing
4. Misuse of property belonging to others
5. Offensive gestures, verbal intimidation, inappropriate or foul language
6. Inappropriate displays of affection
7. Possession of display of obscene or pornographic material
8. Riding of skateboards, inline skates, and scooters
9. Use of Heely shoes and Hula hoops
10. Boisterous behavior or running in the hallway
11. Non compliance with directives from teachers or other staff members
12. Disruptive behavior to the learning environment
13. The improper use of electronic devices, cell phones, headphones etc during class time
14. Discrimination, harassment, bullying as covered under the Dignity for All Students Act
15. Use of tobacco or tobacco related products including vapes and chewing tobacco

Smoking/Vaping/Chewing Tobacco

It is positively forbidden for students to smoke, vape, or use chewing tobacco or to display such items in the school building or in an online classroom, school grounds, or during any school activity taking place off school property. Possession of cigarettes/e-cigarettes, Juuls, lighters, chewing tobacco, drugs or alcohol is not allowed on school property, nor is their usage.

Disciplinary action and/or legal action will result if a student violates this code. In accordance with the NYS Law, possession or use of tobacco products is strictly prohibited on school grounds including parking lots.

District Computer Use Guidelines

Use of district computers and the school's computer network is made available to students to further the educational mission of the school. In order to be granted access to these privileges and retain them, students must abide by the policies and guidelines described in the site's district student handbook.

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Electronic Devices

The use of electronic devices such as ipods, ipads, tables, CD players, beepers/pagers, cellphones, video games, SMART watches, Gear wearables etc. is prohibited in the school building. Disciplinary action will result in cases where use of electronic devices disrupts the educational environment.

Vandalism

When a student is responsible for having committed some act of vandalism in the school or on school property, the student and their parent/guardian are responsible for the cost of the damages/repairs. Disciplinary action and or legal action will also result.

Consequences for Behavior Code Violations

Any violation to this code of conduct or home school code of conduct may result in dismissal from Summer School.

ACKNOWLEDGEMENT OF CODE OF CONDUCT/ACKNOWLEDGEMENT AGREEMENT

Please use this form from the Acknowledgement of Code of Conduct/Acknowledgement agreement after reviewing it the Handbook for Regional Summer School with your child. **This form must be returned to the summer school office after it is signed by both the parent/guardian and student by Monday, July 10, 2023.**

By returning this form, you agree that you have reviewed the contents of this document with your child.

We agree to abide by the Code of Conduct/Acknowledgement Agreement for Regional Summer School 2023.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Student Name: _____

Student Signature: _____

School District: _____

Date: _____