



The Eastchester High School Mission Statement

The mission of Eastchester High School is to empower all of our students to be responsible participants in their personal and academic growth and development as valued contributors to our community and society at large.

We provide a rich environment fostering the intellectual, social, aesthetic, cultural, physical, and ethical education of our students.

Eastchester High School promotes academic excellence, responsible citizenship, appreciation and respect for diversity, and the importance of lifelong learning in an ever-changing and competitive technological world.

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**Eastchester High School
2 Stewart Place
Eastchester, New York 10709
914-787-2323**

High School Administration

Dr. Jeffrey Capuano, Principal
Mrs. Patricia Principio, Assistant Principal
Mr. Joe DiMaio, Assistant Principal

District Administration

Dr. Walter Moran, Superintendent
Ms. Lisa Sanfilippo, Asst. Superintendent of Business
Dr. Ron Hattar, Asst. Superintendent of Curriculum and Instruction
Dr. Noreen Urso, Asst. Superintendent of Pupil Personnel Services

Board of Education Trustees

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Mr. David Carforo, Secretary
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 Mr. Vito Catania
Ms. Mary Messner Martin
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 Ms. Sally Veltidi



Dear Students,

Welcome to Eastchester High School!

It is going to be an exciting year, as the opportunities for you to excel **academically, athletically, artistically,** and **altruistically** are virtually limitless.

As you begin another year of schooling, commit to giving your best:

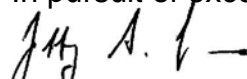
- Make it your primary focus to excel scholastically. This should be your main focus. All other school-related endeavors should be secondary to your academic success.
- Become involved in one of our sixty-plus sports teams or clubs. Don't miss out on the opportunity to become invested in an interest, activity, or sport. Well-roundedness is an important attribute as you plan for your post-high school lives.
- Give of your time and talents to help someone in need. Involve yourself in service activities within the school and the community.

If you commit to working hard academically, participating in the school community through clubs and activities, and giving of your time to a good cause, not only will you get the most out of your high school experience, but you will one day have the opportunity to enter the university and career of your choice as a well-rounded and caring individual.

Our graduates go to fine schools because they made the most of their high school education. You can do the same thing! Remember, excellence is a habit. While natural ability is part of the equation, success in high school also requires desire and hard work.

If you do only one thing this year, promise yourself not to settle for less than your best effort. The results will be amazing. If there's anything I can do to assist you, please don't hesitate to speak to me.

In pursuit of excellence,


Dr. Capuano

**High School Administration/Departmental Numbers
793-6130**

	Extensions
Dr. Jeffrey Capuano, <i>Principal</i>	4221
Patricia Principio, <i>Assistant Principal</i>	4224
Joe DiMaio, <i>Assistant Principal</i>	4224
Rachel Sydlowski, <i>Art Chairperson</i>	4236
Bryan Johnson, <i>English Chairperson</i>	4728
Lucrezia Lindia, <i>Foreign Language Chairperson</i>	4285
Larry Ellis, <i>Mathematics Chairperson</i>	4652
Jason Karol, <i>AD/Physical Education Chairperson</i>	4230
Robert Ross, <i>Science Chairperson</i>	4418
Michael Boyle, <i>Social Studies Chairperson</i>	4417
Candida Ambroseo, <i>School Nurse</i>	4246
Eileen Egan, <i>School Nurse</i>	4693
Lisa Massi, <i>School Nurse</i>	4327
Nancy Brown/Eleanor Schuster, <i>Librarians</i>	4276

Student Support Services

Heather Reilly, <i>Guidance Chairperson/School Counselor</i>	4581
Janice Crisci, <i>School Counselor</i>	4305
Julie Meyers, <i>School Counselor</i>	4250
Marcos Monteagudo, <i>School Counselor</i>	4253
Emily Morton, <i>School Counselor</i>	4261
Deona Patane, <i>School Counselor</i>	4262
Marguerita Cortese, <i>Psychologist</i>	4606
Gianna Fleischmann, <i>Special Education Chairperson/Psychologist</i>	4304

Secretarial and Support Staff

Principal's Office, <i>Ms. DiLegge</i>	4221
Assistant Principal's Office, <i>Ms. Forgione</i>	4224
Attendance Office	4228
Athletic Office, <i>Ms. Tarsia</i>	4230
Youth Employment Office, <i>Ms. Tarsia</i>	4257
Health Office, <i>Ms. Caccavo</i>	4694
Guidance Office, <i>Ms. Rich</i>	4248
Library, <i>Ms. Morris</i>	4276
Head Custodian, <i>Mr. Grassi</i>	4237
Cafeteria Manager, <i>Ms. Paruch</i>	4234

High School Faculty

All staff members can be reached by calling 793-6130 and accessing the directory or by visiting the High School website (www.eastchester.k12.ny.us) and viewing the “Email and Telephone Directory” located on the toolbar.

Other Important Numbers

If you have a concern about:	Call:	Extension:
Academic Help/Student Tutors	Classroom teacher National Honor Society Counseling Office	4250 4248
Absence	Attendance Office	4228
Alumni Association	Senior Class Advisor	
Awards/Scholarships	Counseling Office	4248
BOCES	Counseling Office	4248
Bus Information	Transportation	4207
Career Information	Counseling Office	4248
Change of Address, Phone, etc.	Registration	4777
Clubs and Activities	Club Advisor Assistant Principal	4224
College Information	Counseling Office	4248
Driver's Education Program	Adult Education Program	4235
Employment	Youth Employment Service	4257
Financial Aid	Counseling Office	4248
Graduation Requirements	Counseling Office	4248
Health Issues	Nurse	4246
Lateness to School	Attendance Office	4228
Leaving School Early	Attendance Office	4228
Lockers	Assistant Principal	4224
Lost and Found	Assistant Principal	4224
Personal Issues	School Counselors School Psychologists Nurse	4248 4304/4606 4246
Report Cards/Progress Reports	Teacher Counseling Office Assistant Principal	4248 4224
SAT/ACT Prep Courses	Counseling Office	4248
School Closing	Local Radio Station Local Television	1230 AM Channel 78
Student Schedules	Counseling Office	4248
Special Education Programs	School Psychologist	4304
Sports	Athletic Director	4257
Transcripts	Counseling Office	4249
WISE Program	WISE Director	4553
Work Study Program	Work Study Coordinator	4553
Working Papers	Athletic Office	4257

School Calendar 2016-2017

September 6	School Opens for Students
October 3-4	Rosh Hashanah
October 10	Columbus Day Observance
October 12	Yom Kippur
November 8	Prof. Development Day – No Classes
November 11	Veteran’s Day Observance
November 23	Thanksgiving Recess Begins - ½ Day
November 24-27	Thanksgiving Recess
December 23	Holiday Recess Begins - ½ Day
Dec 24 - Jan 2	Holiday Recess
January 3	School Reopens
January 16	Martin Luther King Day
January 23-27	Regents & Midterm Exams
February 20-24	Winter Recess
April 7	Spring Recess Begins – ½ Day
April 10-14	Spring Recess
April 17	Prof. Development Day – No Classes
May 1-12	Advanced Placement Exams
May 29	Memorial Day Observance
June 12-22	Regents & Final Exams
June 23	Last Day of School
June 23	Graduation Day

In the event that schools are closed for emergencies for more than two days, the order for makeup will be: 4/17, 4/7, and 4/10.

Additional dates and information are available on the school district calendar and updates of events are provided regularly through school meetings, the school website, and Channel 78.

Eastchester High School Bell Schedules

Regular Schedule

Period / Time

P1: 7:47 - 8:30

Homeroom 8:30 - 8:40

P2: 8:43 - 9:23

P3: 9:26 - 10:06

P4: 10:11 - 10:51

P5: 10:54 - 11:34

P6: 11:37 - 12:17

P7: 12:20 - 1:00

P8: 1:03 - 1:43

P9: 1:46 - 2:26

Assembly Schedule

Period / Time

P1: 7:47 - 8:23

Homeroom 8:23 - 8:30

Assembly 8:33 - 9:15

P2: 9:18 - 9:54

P3: 9:57 - 10:33

P4: 10:36 - 11:12

P5: 11:15 - 11:51

P6: 11:54 - 12:30

P7: 12:33 - 1:09

P8: 1:12 - 1:48

P9: 1:51 - 2:26

Class Meeting Schedule

Period/Time

P1: 7:47 - 8:27

Homeroom 8:27 - 8:35

P2: 8:38 - 9:15

Class Meeting 9:18 - 9:39

P3: 9:42 - 10:20

P4: 10:23 - 11:01

P5: 11:04 - 11:42

P6: 11:45 - 12:23

P7: 12:26 - 1:04

P8: 1:07 - 1:45

P9: 1:48 - 2:26

Two Hour Delay Schedule**

Period/Time

P1: 9:47 - 10:14

Homeroom 10:14 - 10:22

P2: 10:25 - 10:52

P3: 10:55 - 11:22

P4: 11:25 - 11:53

P5: 11:56 - 12:24

P6: 12:27 - 12:55

P7: 12:58 - 1:26

P8: 1:29 - 1:57

P9: 2:00 - 2:26

2:26 - 2:55 Extra Help

Late bus for activities 3:40pm

** Bus Transportation: Pickup will be two hours later than your usual time.

Student Support Services

Counseling Department

The high school Guidance Center provides important services to students, parents, and guardians. The main focus is on student success. Counselors are available to provide information and to assist students in making decisions regarding their high school program, career interests, and post high school plans. They also attempt to help students resolve personal problems that may be impeding their social, personal, and academic progress. It is important that students establish and maintain regular contact with their counselor throughout their four years of high school.

During the school year, each counselor will schedule individual appointments with students. Counselors also visit classes to discuss guidance information. Parents are regularly invited and encouraged to attend all conferences and evening programs.

Student Support System

In an effort to personalize the educational process for every Eastchester High School student, an administrator and counselor will work closely with the teaching staff to facilitate success for each student. The following chart outlines the student support team:

	Ms. Patane x4262	Ms. Reilly x4581	Ms. Morton x4261	Mr. Monteagudo x4253	Ms. Meyers x4250	Ms. Crisci x4305
	Ms. Principio	Ms. Principio	Ms. Principio	Mr. DiMaio	Mr. DiMaio	Mr. Dimaio
12	A- Damon	DeAlam-Giamarella (<i>Cunningham</i>)	Giangregorio- Liang (<i>Gaffney, George</i>)	Lin- Piscatelli	Popov-Sesti (<i>Michalski, Olivier, Patrylow</i>)	Shabani-Z
11	A-Cavaris (<i>Chiodi</i>)	Ceesay-Devaney	DiRoma-Kishida	Kozak-Moran	Mrijaj-Russo	Santamaria-Z
10	A-Contant	Corbi-Ehtesham	Estrada-Johnson	Jones-McSpedon	Medici-Rooney	Rowe-Z
09	Abdel-Christiano (<i>Damiano</i>)	Ciarletta-DiCostanzo (<i>Chavez-Caetano, Esposito, Green, Gallucci</i>)	DiLeo-Iovino	Johnson-Murtagh	Murtha-Sabatino	Sanchez-Zingaro

Students who have personal issues relating to drugs, peer relationships, or family matters can seek assistance through either school psychologist, Mrs. Fleischmann and Ms. Cortese, located in Room S201.

College Planning

In addition to annual academic planning, counselors meet with all juniors and parents in January and February to discuss the college admission process, including ACT/SAT, admission plans, Naviance, college visits, and more. Additionally, counselors strive to match each student with an appropriate group of colleges based on the student's academic record and goals. The process continues with ongoing individual meetings with students during the fall semester of senior year.

In addition to college planning meetings, parents and students are invited to attend our annual College Fair, College Night and Financial Aid Night. At each event, students and parents get firsthand information from college admissions and financial aid professionals.

College Visits

Throughout the year the Counseling Office sponsors visits to our school from a variety of colleges and post-secondary programs. Each representative meets with interested students to provide information regarding his/her school's admissions policies and academic requirements. In addition, each representative is available to visit with Counselors to learn of EHS updates. This is an opportunity for juniors and seniors to speak informally with many representatives, which will help students gather and compare information, learn about the wide variety of options available, and help them make choices for the future. Reminders of the visits are posted in the Counseling Office and on Family Connection, and are announced daily.

Extra Help

The high school provides academic support to students through labs and the EHS Study Center (see p. 13). Additionally, students may have access to resource room assistance, learning workshop, and study skills classes. For those students learning English as a New Language, ENL classes are available.

All teachers are available from 2:30 to 2:55 to support students who have questions or need that extra time to master the material.

Computer Center

In addition to the computers available in the library, a computer area located in the Old Gym is available for student use throughout the day. Students are encouraged to use this area as a "drop in" center when class is not in session or when they have a study hall. Computers are designated for school work, and playing games is forbidden. Students should receive permission from their study hall teacher prior to going to the Computer Center. Food and drinks are prohibited. The Computer Center closes daily at 3 PM.

Study Center

In a continued effort to support student learning, students can visit the Study Center during their lunch period. The Study Center will have teachers of English, Social Studies, Math, and Science available to serve as resources. Even if a student's specific classroom teacher is not accessible at this time, other teachers from their respective department will be in the Study Center to answer student questions.

Students are encouraged to use the Study Center as a "drop in" center when they have questions on assignments or projects. Teachers will be there on a regular basis to assist in this regard.

Additionally, students in need of additional academic support may be scheduled for the Center to ensure student success.

The Study Center will be open daily during lunch periods, Periods 4-7.

Parental Communication and Involvement

Parents and guardians are encouraged to be active participants in all aspects of their child's education. Our goal is to provide clear, consistent communication on all school related issues.

Phone Calls and E-mails

Parents are encouraged to contact their child's teacher or counselor during the school year as often as they feel necessary. A strong collaboration between home and school supports student success.

All staff members can be reached by calling 793-6130 and accessing the directory or through e-mail using the address:

first initial, last name @ eastchester.k12.ny.us

For example: Mary Smith

MSmith@eastchester.k12.ny.us

Conferences

In an effort to address student needs quickly, parents, counselors, or teachers may initiate a meeting to address student issues. Those in attendance generally include the parent, student, school counselor, and all of the student's teachers. Parents are encouraged to contact their child's assistant principal or counselor whenever a concern or need arises.

Electronic Information

The school and district websites (www.eastchester.k12.ny.us) are sources of excellent, up-to-date information. Information on specific courses, departments, and events can be accessed at these sites.

Additionally, the Eastchester School District offers its parents the opportunity to be notified by e-mail about school closings, early dismissals, calendar updates, district news, and other school-related matters. Parents can register via the school district website.

Newsletter

“Highlites” is mailed to parents throughout the school year, outlining specific information about school events, policies and issues. Please use this as a resource to remain abreast of all school activities.

Open House/Back to School Night

All parents are encouraged to attend Back to School Night to meet with teachers and counselors. This time is set aside to provide an overview of the various courses, including academic expectations, grading policies, and general class rules and procedures.

Parent Organizations

All parents are encouraged to join our Parent Teacher Association, SEPTA, Music Boosters, or Sports Club. These meetings provide excellent opportunities to discuss school events and policies.

School Psychologists

Our school psychologists work collaboratively with students, parents, teachers, and other professionals to help our students succeed academically, socially, and emotionally. In their capacity, they serve in areas related to evaluation, intervention, and prevention.

- Evaluation Services- screening for special education services to determine eligibility and appropriate programming.
- Intervention Services-
 - Counseling services to help resolve issues interfering with school performance.
 - Social skills training.
- Prevention Services-
 - Daily interaction with students to promote success.
 - Program development for students in danger of failing.

Our school psychologists, Mrs. Fleischmann and Ms. Cortese, can be reached via phone at 793-6130 at extensions 4304 and 4606, respectively.

Academic Procedures

Academic Success

The opening of each school year is the most important time of the year. It is during this time that students establish proper behavior, study habits, and attitude. It is essential that parents use this time to work with their child in developing strong school habits.

Such habits to be fostered include:

- Goal-setting for school
- Attending school daily
- Being prompt for school and class
- Desiring to do your best
- Being prepared for every class
- Completing homework in a timely fashion
- Evaluating academic progress
- Reviewing the graduation plan
- Adhering to school policies and rules

If these basic habits are instilled and followed, you will have a very successful school career.

Awards/Scholarships/Contests

During the year, there are scores of opportunities for students to earn recognition. Announcements regarding these opportunities will be made through your classroom teacher, guidance counselor, or student government. Additional possibilities appear in school newsletters as well as in local newspapers and magazines. Most of these have fixed deadlines and criteria to which the student must pay close attention.

The Counseling Department maintains an internet-based site, *Family Connection*, which provides scholarship information to seniors. All students, beginning in their sophomore year, are trained in the use of this excellent resource.

Class Attendance/Course Credit

Attendance is taken in every class. Students must be in attendance for six class periods to be eligible to participate in extra-curricular activities. It is the student's responsibility to justify an absence from any class. A student who has in excess of **24 absences** from a full year course or **12 absences** from a half-year or half-credit course may be denied credit. **Please be aware that absences include both excused and unexcused absences.** See the *Appendix* for more information on the district attendance policy.

Class Rank/Grade Point Average (GPA)

Eastchester High School does not rank its students. A cumulative, weighted GPA is computed at the end of 11th grade and includes all Eastchester High School credit bearing courses with numerical averages as well as EHS courses taken at the Eastchester Middle School.

Advanced Placement (AP) and college level courses are weighted at 1.10

Honors courses are weighted at 1.05

No other courses are weighted

The Valedictorian and Salutatorian of the graduating class are determined after the third quarter report cards are distributed in the spring of senior year. All high school credit-bearing courses with numerical averages are included in the computation. The student with the highest average earns the distinction of Valedictorian while the student with the second highest average becomes the class Salutatorian. Should a tie occur (the average carried to 4 decimal places), there would be co-Valedictorians for the graduating class and no salutatorian.

Only grades earned in courses taken at Eastchester will be calculated in the GPA. Candidates for the two highest awards must have attended Eastchester High School for the entirety of their sophomore, junior, and senior years.

Course Catalog

A complete list and description of courses are outlined in the Eastchester High School Course Catalog. The catalog is updated in February every year and is available on the EHS Counseling Department website.

Ethics in Education: Academic Integrity

It is important to emphasize that hard work and effort lead to true success. Students are encouraged to avoid taking “short cuts” in their studies, not only because it is unethical, but also because it robs them of the knowledge they are supposed to gain.

Representing someone else’s work as one’s own is dishonest. For this reason academic misconduct is considered a serious issue. Examples of academic misconduct include:

- Copying or allowing others to copy test answers.
- Copying or allowing others to copy work that is intended to be completed individually and independently.
- Sharing information about a test or assignment with students who have not yet completed the assignment.
- Using someone else’s ideas or words without affording proper credit (inappropriate citation methods).

Students who are involved with plagiarism, cheating, copying, altering records, or assisting others in these endeavors are subject to disciplinary action. Disciplinary consequences for academic misconduct include but are not limited to:

- A grade of zero (0) for the assignment or school test in question with no opportunity to make up that work. This grade may lead to failure for the quarter and/or course.
- Notification of Honor Society advisors for possible action.
- Referral to administration for further disciplinary action.

Colleges desire to admit students who have demonstrated a high degree of academic integrity. Please know that the **Common Application**, used by many colleges and universities, asks students to honestly answer the following question: *“Have you ever been found responsible for a disciplinary violation at any Secondary School you have attended, whether related to academic misconduct or behavioral misconduct, which resulted in your probation, suspension, removal, dismissal, or expulsion from the institution?”*

Grading

Student course work is graded numerically. Grades of **incomplete (I)** must be resolved within 10 school days of the end of the marking period in which they occur. Unresolved incomplete grades become a “45.” The exception to this rule is the fourth quarter where all work must be completed and turned in before the last day of school prior to final exams.

Final Grades

A final grade in a full year course is the average of the four quarter grades and the final examination grade. Each grade represents 20% of the final grade.

In half-year courses, each quarter grade represents 40% of the final grade and the final examination represents 20% of the final grade.

Regents Examination Retakes

Eastchester High School believes students should strive for mastery. When a student retakes a Regents exam, the higher grade will be reflected on the student’s transcript. There will be no recalculation of a final course grade nor will there be any change in the student’s GPA. In the event a retake results in a lower grade, no notation will be made on the student’s record.

Doubling in Courses

Doubling is not permitted for students in grades 9, 10 and 11. If a student in those grades fails a course required for graduation, it is expected that he/she will attend summer school.

Should a junior fail a required course in English, social studies, math, or science, he/she may be permitted to “double” in the senior year.

Graduation Requirements

All students are required to pass 22 units of credit, including: 4 English, 4 social studies, 3 math, 3 science, 1 foreign language, 1 art/music, .5 health, and 2 physical education as mandated by the New York State Education Department.

Students must also complete 5 Regents examinations.

In order to obtain a **Regents Diploma**, students must earn a passing grade of 65 on all five exams. In order to obtain a **Regents Diploma with Honors**, students must earn an average of 90 on all five exams.

In order to obtain a **Regents Diploma with Advanced Designation**, students must also:

- Earn a passing grade on two additional exams in Mathematics.
- Earn a passing grade on a second Science Regents exam. (All 3 science courses must be Regents level courses.)
- Earn a passing grade on a Foreign Language “Regents” level commencement exam.*

and **one** of the following:

- 3 credits in a language other than English.*
- 5 credits in business.
- 5 credits in art.

In order to obtain a **Regents Diploma with Advanced Designation with Honors**, students must meet the course requirements for the Advanced Regents Diploma while earning an average of 90 on all eight Regents exams.

In addition, students can graduate with a **High Honors Designation** if their cumulative GPA at the end of senior year is at least 95. **Honors Designation** is awarded to seniors who earn a cumulative GPA of at least 92.

In order to obtain a **Local Diploma**, students with special needs must attain a score of 55-65 on five required Regents examinations.

Homework

Homework contributes greatly to successful student achievement and is an important and necessary element of the school program. Students at the high school level are expected to spend a significant amount of time on homework assignments including preparation for classes, reports, projects, term papers, and independent reading. An average of one half hour per subject per day or 2-3 hours per subject per week is expected. Please call the Counseling Office to make arrangements to get class assignments when an extended absence (3 or more days) is anticipated.

Suggestions for Students

- Set up a place to study that is as free from distraction as possible. Be sure to have good lighting. Eliminate noise, phone calls, and other interruptions.
- Establish a study schedule or routine. Organize your time; decide what tasks need to be done; don't put it off; do more difficult subjects first; take a short break if you get tired.
- Plan ahead to study for exams and to complete long-term assignments. Try not to leave assignments for the last minute.
- Not all homework takes the form of a written assignment. Reading, studying, and reviewing are also homework.
- If you do not understand an assignment, ask your teacher for clarification.
- Make every effort to complete each assignment to the best of your ability.
- Be able to distinguish between a reason and an excuse for not completing an assignment.
- Attend extra help sessions if you are experiencing difficulty with a subject.

Honor Roll

Eastchester High School recognizes two levels of academic honor.

Students who meet the criteria below, carry a minimum of 5 credits, and have no incompletes and no failures, earn placement on one of two Honor Rolls at the end of each quarter.

- Honors with Distinction - Students earn a weighted GPA of 95
- Honor Roll - Students earn a weighted GPA of 90

NOTE: During the 2016-17 school year, EHS will be considering the possibility of raising the average for Honor Roll to 92 for the 2017-18 school year.

Honor Societies

A major focus at Eastchester High School is academic excellence. For this reason, we wholeheartedly endorse the following honor societies. We encourage all students to strive for excellence and invite all qualified students to apply for membership in these organizations. Induction into the various societies is based on consistent **academic achievement** and **behavior**. Students should consequently focus on both outstanding achievement and character from the beginning of their 9th grade year.

National Honor Society

Selection for membership into the Eastchester High School Chapter of the National Honor Society is based on outstanding scholarship, character, leadership, and service. While selection occurs after completion of the junior year, ***building a record of success in each of these four areas is critical beginning in ninth grade.*** A Faculty Council of 5 faculty members will evaluate each application in the following required areas:

- Scholarship- Students must have a cumulative weighted average of at least 92% at the end of junior year. Your course of study should reflect an academically rigorous course load.
- Character- Students with outstanding character consistently exemplify desirable qualities of behavior. They:
 - Contribute to a positive atmosphere in class, activities, and sports.
 - Comply with all school regulations and policies while on and off campus.
 - Demonstrate the highest standards of reliability, honesty, and integrity, both in and out of school.
 - Show courtesy, concern, and respect for others.
 - Demonstrate concentration and perseverance in order to attain goals.
- Leadership- Students should hold at least one leadership position and demonstrate meaningful participation in two or more school organizations.
- Service- Students should evidence contributions to the school and the surrounding community by volunteering/giving of themselves in ways to benefit others.

The selection procedures for the National Honor Society, as suggested by the national organization, are as follows:

1. Academic records for students are reviewed after the completion of junior year to determine which students are scholastically eligible for membership.
2. Scholastically eligible candidates are notified that they have met the academic threshold and are then given the opportunity to complete the membership application. Students cite their accomplishments in the areas of Service and Leadership.
3. All EHS faculty members are invited to provide confidential input via a Faculty Evaluation Form to the five-member Faculty Council for review. The teachers, based on professional interaction with the students, comment on the candidates' record of leadership, service, and character.
4. Upon receipt of the student application and the Faculty Evaluation Form, the Faculty Council reviews all student applications along with any other verifiable information about the candidates relevant to their consideration for membership.
5. Those candidates receiving a majority vote of the faculty council will be formally notified in writing about their selection and the date of the induction ceremony. Those not selected will be notified in a timely and considerate manner.

Selection to the National Honor Society is a privilege which must be maintained throughout the duration of the member's high school career. Should a member fall below the standards of acceptability for scholarship, character, leadership, or service, the member will be promptly warned in writing by the chapter advisor and given a reasonable amount of time to correct the deficiency. In the case of a flagrant violation of school rules or the law, no warning is necessary. In the instance of impending dismissal, a member shall have a right to a hearing before the Faculty Council prior to the Council rendering a decision. A person who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals at Eastchester High School.

Art Honor Society

Academic: 92 average in at least 3 semesters of high school art and currently enrolled in an EHS art course.

Character: Demonstrates excellent character.

Business Honor Society

Academic: Maintains an 85 average in at least 3 credits in Business/Computer courses; accounting is required; teacher recommendation is required; probationary period for juniors who have at least 2 ½ credits by spring of junior year and scheduled to take a Business course during the next school year.

Character: Demonstrates excellent character.

Service: Participates in all BHS-sponsored activities.

French Honor Society

Academic: 90 average or above in French during semester of selection; cumulative 90 average in French during 3 prior semesters; 80 average or above in all other subjects during semester of selection, as well as during 3 prior semesters; must be actively engaged in the study of French.

Character: Demonstrates excellent character.

Service: Tutoring and fundraising activities.

Italian Honor Society

Academic: Maintains a 90 average in a minimum of 2 courses in high school; must be enrolled in a high school Italian course to maintain membership.

Character: Demonstrates excellent character.

Service: Participation in all IHS-sponsored activities.

Math Honor Society

Academic: 90 average in Math; 88 average overall; 3 years of high school Math and currently enrolled in a high school Math course.

Character: Demonstrates excellent character.

Service: Participation in all MHS-sponsored activities.

Science Honor Society

Academic: Must be a junior or senior currently enrolled in a Regents level or higher science course, and must have a minimum 90 average in all science courses. Applications are available in September of each year.

Character: Demonstrates excellent character.

Spanish Honor Society

Academic: 92 average in Spanish III. If average is 90-91, the average of Spanish II and current third level course must be 92.

Character: Demonstrates excellent character.

Service: ½ hour per week tutoring for students taking Spanish and participation in all SHS-sponsored activities.

Midterm and Final Examinations

Students and parents will be advised concerning the special schedules for mid-year, final and Regents exams in January and June.

Progress Reports and Report Cards

Progress reports are mailed to all parents at mid-quarter. Report cards are issued at the end of each 10-week quarter and will be mailed home approximately two weeks after the quarter ends. For concerns about your academic success or attendance please call the teacher or counselor.

Marking Period	Progress Reports	Report Cards
1	Sept. 30, 2016	Nov. 4, 2016
2	Dec. 16, 2016	Jan. 27, 2017
3	March 3, 2017	March 31, 2016
4	May 5, 2017	June 23, 2017

Promotion Requirements

5 credits are needed to enter Grade 10 with at least 3 in English, math, social studies, and science

11 credits are needed to enter Grade 11 with at least 7 credits in English, math social studies, and science

17 credits are needed to enter Grade 12 with at least 11 credits in English, math, social studies, and science

Schedule Changes

Adding a Course

An elective course may be added to a student's schedule within the first 10 school days of the semester.

Dropping a Course

Full Year Course

Students may drop an elective course during the first 20 school days *of the semester* with no notation on their permanent record. After 20 school days, WP (*withdraw passing*) or WF (*withdraw failing*) will be noted on their transcript.

Half-Year Course

Students may drop an elective course during the first 10 days of school and the first 10 days of the third quarter with no notation on their transcript. After 10 days, WP (*withdraw passing*) or WF (*withdraw failing*) applies. This change must occur prior to the end of the first (semester 1 course) or third (semester 2 course) marking period.

BOCES Program

Students wishing to drop this program must do so officially with their guidance counselor no later than September 25.

A student must attend class until the guidance counselor officially removes him or her. No course may be dropped without appropriate reasons and permission of the parent, teacher, counselor, and assistant principal.

Study Halls

Ninth and tenth graders are assigned to study halls when no class has been scheduled. Students are expected to use their time quietly and productively. Students may request a pass to the library during the study hall period.

Students in grades eleven and twelve have the privilege of an unscheduled study period to spend in the cafeteria or library. They may be assigned to a study hall if they misuse the privilege or are in jeopardy of failing a course.

Testing Program

At the high school, the testing program is coordinated by the Counseling Department and school administration. In addition to the tests listed, students will be exposed to career interest surveys and value inventories during their freshman and sophomore years as counselors meet with small groups to focus on career development and decision-making.

GRADE	TEST	AVAILABLE DATES
9	New York State Regents Exams	June
9	Departmental Exams	January/June
9	Advanced Placement Exams (AP)	May
10	Preliminary Scholastic Assessment Test (PSAT)	October
10	New York State Regents Exams	June
10	Departmental Exams	January/June
10	Pre-ACT	May
10	Advanced Placement Exams (AP)	May
10	SAT Subject Tests	May/June
11	Preliminary Scholastic Assessment Test (PSAT)	October
11	New York State Regents Exams	June
11	Departmental Exams	January/June
11	Advanced Placement Exams (AP)	May
11	SAT Test	May/June
11	SAT Subject Tests	May/June
11	ACT	June
12	SAT	October/November
12	SAT Subject Test	October/November
12	ACT	October
12	New York State Regents Exams	June
12	Departmental Exams	January/June
12	Advanced Placement Exams (AP)	May

Test Descriptions:

NEW YORK STATE REGENTS

These are mandated comprehensive examinations in various subject areas prepared by a statewide committee of educators and administered to students in Regents courses.

AP

Advanced Placement Exams are offered and graded by the College Board and are designed to evaluate a student's level of achievement in course work designed by the College Board and college professors. EHS offers 19 Advanced Placement courses. Each May, a student is required to take the AP exam in each AP course in which he or she is enrolled. There is a fee for each exam.

College Admission Tests:

Most colleges require a standardized test for admission. Two options are available: the ACT and the SAT. Colleges view them equally and typically allow students to submit their preferred test scores. Please check with your Counselor to determine the best testing plan for you.

ACT

The ACT is a 3-hour test with 4 sections: English, mathematics, science reasoning, and reading. There is an optional Writing test, which students are encouraged to take.

SAT

The SAT is a 3-hour exam with 2 sections: Evidenced-Based Reading & Writing and Math (with both a calculator-permitted and a no-calculator section). Similar to the ACT, students are encouraged to take the optional Writing portion of the test.

SAT Subject Test

These 1-hour exams are available in 19 specific subject areas. Many of the more competitive colleges and universities require two or three subject tests for admission.

PRE-ACT

The Pre-ACT is a practice test that is a predictor of success on the ACT and predicts an estimated ACT score range. Only you, your parents, and your Counselor will see your scores, which will not be recorded on your transcript or sent to colleges. The Pre-ACT can help you become familiar with the kinds of questions and directions that will be on the ACT, identify strengths and weaknesses, and help you to decide the best method to prepare for the ACT.

PSAT

Similar to the Pre-ACT, the PSAT is a practice exam for the SAT. It covers the same subjects as the SAT and predicts your SAT score range. Only you, your parents, and your Counselor will see your scores, which will not be recorded on your transcript or sent to colleges. The PSAT can help you identify strengths and weaknesses, and help you to decide the best method to prepare for the SAT. The PSAT is also the qualifying test for the National Merit Scholarship for juniors. If scores are high enough (typically within the top 2%), students may be eligible for the National Merit Scholarship Competition.

Registration for the PSAT and ACT is handled through the Counseling Office and tests are administered at EHS. Student must register online for the ACT, SAT, and Subject Tests. All test dates are listed on the district calendar. Not all ACT, SAT and Subject Tests are offered on all dates at Eastchester High School. Please check with your Counselor for the most current information.

Testing Schedule For Classroom Tests

Full period classroom tests will be given according to the following schedule:

	<u>1st Semester</u>	<u>2nd Semester</u>
ENGLISH	Monday, Wednesday	Tuesday, Friday
SOCIAL STUDIES	Tuesday, Thursday	Monday, Thursday
MATHEMATICS	Monday, Thursday	Monday, Thursday
SCIENCE	Tuesday, Friday	Tuesday, Friday
LANGUAGES	Wednesday, Friday	Monday, Wednesday
ALL OTHER	Tuesday, Wednesday, Thursday	Monday, Wednesday, Thursday

Testing and Absence

Excused Absence:

- A grade reduction may be made for each day a student does not hand in an essay or project, or take a test on a prescheduled date.
- Students may have to take a different version of any scheduled test that is missed.
- All students are responsible for notifying teachers of any pre-arranged absence from class.

Unexcused Absence:

- A student who has an unexcused absence or cut receives a "0" for all class work for that day and forfeits the right to take a make-up exam for a test given that day.

Attendance Procedures

Attendance

Regular school attendance is a major component of academic success. Students are expected to be present and on time for school and all classes throughout the year. Students must be in attendance for six class periods daily to be eligible to participate in extra-curricular activities.

New York State Education Law requires that all pupils be in school during all days and hours that school is in session. It also specifies the following as “excused” reasons for absence, tardiness, or early dismissal from school:

- Personal illness or illness of a family member that requires the student to remain home to assist
- Death in the immediate family
- Required court appearance
- Required discharge of religious obligation
- College visit
- Pre-approved educational trips with family
- Inclement weather
- Quarantine
- Approved cooperative work programs
- Military obligations

Attendance and Denial of Credit

A student who has in excess of 24 absences from a full year course or 12 absences from a semester course may be denied credit for the course. **Both excused and unexcused absences will count toward minimum class attendance requirements for achievement of course credit.**

As attendance issues arise, parents shall be notified in at least four ways. First, parents of any student illegally absent from a class will be notified on a daily basis via phone call. This should prompt an **immediate parental call** to the child’s teacher or assistant principal. Second, interim reports as well as report cards provide up-to-date attendance information every five weeks. Third, teachers will call parents when attendance issues arise, typically when a student accrues 6 absences in a full year course or 4 absences in a semester course. The teacher will also notify the child’s assistant principal. Fourth, the school will notify the parent via letter, apprising them of any classes in which attendance thresholds are crossed.

When a student accrues 12 absences in a full year course or 6 absences in a semester course, the teacher will notify the child’s assistant principal so a conference may be arranged. A concerted effort will be made to resolve any

difficulties concerning absences. At this time, a suggested plan of support will be recommended.

When a student accrues 18 absences in a full year course or 8 in a semester course, the parent will receive administrative notification that an attendance review meeting is mandated. A meeting between student, parent, and assistant principal shall be held to determine further action. The student's teacher may be invited to provide documentation or assistance. The meeting may have one or more of the following outcomes:

- The student may remain in the course under contract with the assistant principal and teacher. The contract may include aspects related to attendance, effort, and homework. Laboratory requirements will also be stipulated if the course in question is a science course.
- The student may be assigned to Saturday School for a limited number of days. The teacher will provide the equivalent of two days' work and the student will complete and submit said assignments to the teacher. If the work is satisfactorily completed, the three-hour session will count for two class periods.
- The student may be referred to alternative programming.

A student's failure to follow through with the determinations as set forth in the attendance hearing will result in an administrative hearing to establish further action.

When the student reaches 25 absences in a full year course or 13 absences in a half-year course, the teacher will notify the child's assistant principal. The parent will receive administrative notification that no credit can be earned. Two options remain:

- The student may remain in the course with administrative or teacher permission only to participate in summer school. No credit will be given for the course and the transcript will reflect the denial of credit due to absence. ***Only those students remaining in the course for the full year will be eligible to attend summer school.*** Continued absences will result in further administrative action.
- The student may be removed administratively from the course with no credit. The student may be placed in an appropriate study hall or his/her schedule may be abbreviated or "squashed." ***Such students will have to repeat the course the following year.***

Appeals Process

The purpose of having an appeals process is to ensure that all absences are treated equally and that there is accuracy and fairness in the application of the policy. The appeals committee shall consist of:

- The teacher(s) of the class(es) for which credit is being denied.
- The student's assistant principal.

- The student's guidance counselor.

An appeal must be scheduled within 5 school days after a written denial of credit. After exceeding the class absence limit, those who believe that there were extenuating circumstances concerning their absences may present an appeal in writing, with supporting evidence, to their assistant principal. In turn, the Appeals Committee will meet with the student to review the absences and consider documentation. The committee will resolve the matter in a timely fashion and the decision will be communicated in writing to all parties involved. If the committee denies the appeal, the student may appeal the committee's decision to the high school principal within five days of the committee's decision. If the principal sustains the committee's decision, the student may appeal to the superintendent of schools within 5 days of the principal's decision. All appeals must be requested via letter.

Absence from School

Parents and guardians should call the school each time a child will be absent.

Calls on absence and other matters related to school attendance and lateness should be made to Attendance at 793-6130 ext. 4228 by 7:30 AM.

Students absent for one or two days should have the phone number of a friend or classmate and should try to stay current with class assignments.

Students absent for three (3) or more days may request work by calling the Guidance Office. The parent or guardian may pick up work. Students with a long-term illness (two or more weeks) may be eligible for homebound instruction. The guidance counselors have information on procedures for homebound instruction.

When a student is absent from school for any reason, he/she may not participate in or attend any after school activity sponsored by the school district. Should any absence occur on a Friday or the day before a vacation or holiday, a student may not participate in or attend any activity or event during that holiday, vacation, or weekend. Any exception to this must be discussed with a school administrator before noon on the day of the absence.

Immediately upon his or her return to school, the student should bring a parent-signed note indicating the reason for the absence to the attendance office.

Lateness to School

A student who arrives late to school must sign in at the front door and go directly to his/her class. The student must present a note from a parent explaining the reason for the lateness, the date, and a daytime phone number for verification. If

the student does not present a note excusing the lateness, the student will be considered illegally tardy and will be assigned detention.

If, as a result of a legal tardy, a prescheduled test or project is missed, the student must make-up the work by the end of the day, after school, or at the teacher's discretion.

To be eligible to participate in extracurricular activities and athletics, a student must be present at least 6 periods on the day of the activity.

Early Dismissal

Pupils who must be out of school for an appointment must bring a note from home prior to their absence and obtain an early release from the Attendance Office to cover the part of the day that they will be absent from school. Students returning to school from an appointment should check in at the Attendance Office. College visits must have *prior* approval from the Guidance Office. A letter on college letterhead indicating the date of the visit should be submitted to the attendance office upon your return.

Class Attendance

Attendance is taken in every class. It is the student's responsibility to justify his/her absence from any class. If a student cuts a class, detention, suspension, or being dropped from the class may result. A student who cuts a class receives a "0" for all class work for that day and forfeits the right to take a make-up exam for a test given that day.

Emergency School Closing/Delayed Opening

If it is necessary to close school or have a delayed opening for any reason, an announcement will be made on the district website, WFAS (1230 AM and 103.9 FM), WHUD (100.7 FM), WVOX (1460 AM), WCBS Cablevision Channel 12, and Cablevision Channel 78.

Homeroom

A short homeroom period is attached to the end of period 1. The purpose of the time is to communicate information about both activities occurring that day as well as upcoming events. The student government, guidance department, and school administration use the time regularly. It is important to pay attention. The homeroom time will begin with the Pledge of Allegiance.

Campus Procedures

Assemblies

At various times throughout the year, the school will have class meetings, student productions, concerts, speakers, and other special events. When the school congregates in the auditorium, there are guidelines for appropriate conduct. Generally, the event will begin with the Pledge of Allegiance.

For all events, hats may not be worn. Students are assigned seats with a particular class group and attendance is taken. Eastchester High School students are expected to welcome speakers and performers in a polite and courteous manner and to give attention to the program being presented.

Bus Regulations

- A student is to ride only on his or her assigned bus.
- Students are expected to remain seated on the bus at all times.
- Students are to refrain from any and all behavior that might distract the driver or interfere with the safety or rights of the other children.
- Smoking is not permitted on school buses.
- Fighting, tampering with or vandalizing equipment, profanity, and boisterous behavior are prohibited on the bus and will result in disciplinary action.
- Any student who does not observe the bus regulations will be denied the privilege of riding on the bus.
- Bus drivers should be treated with courtesy and respect.
- Late buses will leave the school at 3:30 pm for those students who have remained after school for clubs, sports or extra help. Students are required to have a pass to board the late bus. Passes may be obtained from your teacher or advisor.

Building Usage

Students are encouraged to remain after school for extra academic support with their teachers, to become involved in various clubs and activities, and to participate in the athletic events available at Eastchester High School.

Please remember that only students participating in school-sanctioned activities are permitted in the building or on the premises after school hours. No students are allowed in the building or on school grounds unless accompanied by a school employee.

Cafeteria

The cafeteria is open for student use during the day. All food and beverages must be consumed in the cafeteria. No food is permitted outside the cafeteria without written permission of the teaching staff.

Cell Phones and Other Electronic Devices

The use of electronic communication devices is prohibited in the school building during school hours except in the cafeteria during a student's lunch period. Personal electronic devices include but are not limited to phones, iPods, and televisions. The district is not responsible for lost, stolen, or damaged electronic devices.

Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. An individual's appearance does have a bearing on how he/she behaves and how others respond to him/her. 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 dress and help students develop an understanding of appropriate appearance in the school setting. Student attire must follow these guidelines:

- The attire must not interfere with or disrupt the educational process.
- Footwear must be worn at all times for safety reasons.
- Midriff tops, halter-tops, tube tops, plunging necklines and see-through garments are not appropriate and may not be worn.
- Shorts and skirts may be no shorter than mid-thigh length.
- Underwear must be completely covered with outer clothing. This includes tank top undershirts.
- Doo-rags and bandannas are not permitted.
- Sunglasses, hats, visors, or any other headwear may not be worn in the classrooms, unless it is for religious or medical purposes.
- Clothing that is vulgar, obscene, libelous, or denigrates others on account of actual or perceived race, color, weight, religion, creed, national origin, ethnic group, religious practice, gender (identity or expression), sex, sexual orientation, disability, or height will not be tolerated.
- Clothing that promotes, endorses or makes reference to alcohol, tobacco, illegal drugs, or violence is not permitted.
- Clothing which advocates gang identity is not permitted.
- Chains, spikes and other dangerous ornaments are not permitted.
- Coats and other outerwear should be placed in lockers.

Teachers and other staff members will send students who violate any article of this dress code to the assistant principal's office. A student who violates the student dress code will be required to modify his/her appearance by covering or removing the offending item. Students who repeatedly fail to comply with the dress code will be subject to disciplinary measures. The consequences for violating the dress code or any other school policies can be found under the heading **Code of Conduct and Consequences**.

Driving and Parking

No students are permitted to park on campus.

End of Year Procedures

All students are expected to attend to any fines, clean out their lockers, and return library books and textbooks, uniforms, and other school property before the end of the academic year.

Field Trips

For any trip sanctioned by the school, a permission slip signed by the parent or guardian must be returned to the teacher in charge five days prior to the trip. It is the responsibility of the student to obtain permission from each of his/her subject teachers to attend the trip. All school rules apply during a field trip.

Hall Passes

It is expected that students will remain in class the entire period unless extenuating circumstances arise.

If a student leaves a class, he or she is **required to carry a teacher-signed pass** stating the student's name, room of origin, destination, and time. When in the halls, students are expected to walk quietly and not distract classes which are in session.

If a student abuses this privilege, he or she may be placed on pass restriction or face other disciplinary action.

It should be emphasized that juniors and seniors, as any other students, are required to carry a teacher-signed pass in the hallways when classes are in session. Choosing not to abide by any school policy leads to forfeiture of this privilege or other disciplinary action.

Identification Cards

A photo identification card will be issued to each Eastchester student at the beginning of the school year. Students are required to carry this card at all times while in school or while attending school-related activities and must present it when requested by school staff. When re-entering the building during the school day, all students must present a current ID card. Identification cards are required for students taking SAT tests. Identification cards must not be defaced or altered in any way. There will be a fee to replace a lost or mutilated identification card.

Internet and Network Usage

Any student using the District network and the Internet must abide by the policies detailed in the Eastchester Network and Internet Agreement. Parents and students must sign the agreement and must understand that failing to abide by the policies will lead to disciplinary action by the Assistant Principal/Principal. Students who have submitted the user agreement form do not have to submit the form again.

Students should not share their passwords and are responsible for all transactions on a terminal accessed by their login password.

Any questions about the user agreement shall be directed to Bill Blum at 793-6130 ext. 4244. A copy of the Internet agreement can be found in the Appendix of this handbook.

Leaving School Grounds

- Students in grades 9 and 10 are required to be in classes, including study halls, each period of the day except during lunch. At lunchtime, ninth and tenth graders may be permitted to use various campus locations as designated by the high school administration.
- Students in grade 11 are required to be present in the building every period except lunch. During free periods, students may use the cafeteria or library. Students in grade 11 may leave school grounds during their lunch period only and should not plan to re-enter the building until the end of the period. If students return a few minutes before the bell, they must wait quietly at the front entrance.
- Students in grade 12 may leave school grounds during their lunch or any unassigned period. School administrators may revoke privileges for poor academic performance or disciplinary reasons. Seniors returning to the building after an unassigned period must enter at the main or cafeteria entrance and wait quietly for the bell in that area in order to maintain the learning environment and minimize distractions.
- Only students participating in school-sanctioned activities are permitted in the building after school hours or in the evening.
- **All students re-entering the building during school hours must present a current school ID card.**

Library Media Services

The school library is a state of the art facility offering services in the print, non-print and computer areas. The library is open daily from 7:15 AM until 4:00 PM. The main purpose of the library is reading, research, and study. Therefore, the library at all times should be quiet and orderly enough so that all who are there can read or study undisturbed. Thoughtful consideration for others will help everyone use the library successfully.

Students may go to the library from a study hall or from lunch. A pass from a study hall teacher or cafeteria teacher must be obtained to be admitted. Students must remain in the library for the remainder of the period. Students from subject classes may go to the library only with a pass from that teacher.

Library materials must be checked out at the circulation desk before leaving the library. The student ID card should be used.

Students using the computer terminals in the library must sign in to a particular carrel/terminal and accept responsibility for that station during the period.

Library Rights and Responsibilities

- All students have the right to be treated with respect and have the responsibility to treat others with respect.
- All students have the right to a quiet place to study and have the responsibility to respect other people's right to a quiet place to study.
- All students have the right to seek information freely and to exchange ideas.
- Students have the right to a clean, well-lighted place in which to work and have a responsibility to help each other keep the library orderly.
- Students have the responsibility to maintain a learning environment in the library.

Library procedures are explained to students in the first weeks of school. The library staff is service oriented and enjoys being of assistance to students and staff alike.

Food and beverages are not permitted in the library.

Lockers

Students are required to use only the locker assigned to them. **Money and valuables should not be kept in school lockers.** Combinations to lockers should not be shared with friends.

If a locker should fail to work and needs repair, report the problem to the Attendance Office as soon as possible.

Lockers remain the property of the school, and the administration reserves the right to search any locker whenever necessary without the student's permission.

Gym Lockers

All students should place a personal lock on gym lockers during physical education class or during sports events. **No valuables should be kept in these lockers.**

Lost and Found

Any belongings found by custodians, staff, and students should be returned to the office of the assistant principal. Items clearly marked will be returned to the owner as soon as possible. Items not marked will be kept 60 days and then dealt with appropriately. Books will be returned to the proper department or to the library. Clothing items will be donated to a charitable organization. Other items will be donated or discarded.

Printed Materials

The distribution or posting of any materials without the prior permission of school officials is not permitted. All materials must first be reviewed and approved by the Assistant Principal's Office prior to posting. Permission to post items advertising functions that are not school related will rarely be given. In all cases, students bear responsibility for the content of the materials and for the cleanup after the posting.

Senior Privileges

Eastchester High School Seniors earn privileges exclusive to the class. They are subject to the school's co-curricular eligibility requirements and are therefore subject to revocation or modification. The privileges are reviewed quarterly with report cards, satisfactory progress toward graduation, attendance, and acceptable school citizenship. Examples of senior privileges are open campus, graduation ceremony, and the prom.

Smoking

Students and all others are prohibited from smoking anywhere on school property or at school functions and activities. This includes electronic cigarettes and devices that produce vapor.

Student Government

EGO EXECUTIVE OFFICERS

PRESIDENT	Matthew Roche
VICE PRESIDENT	Cindy Lin
SECRETARY	Lauren Gresia
TREASURER	Joanna Georgiou

CLASS OF 2017

PRESIDENT	Tereza Shkurtaj
VICE PRESIDENT	Jack Francisco
SECRETARY	Skylar Russo
TREASURER	Skylar Capasso

CLASS OF 2018

PRESIDENT	John Mancusi
VICE PRESIDENT	Sophie McIntyre
SECRETARY	Dana Shina
TREASURER	Bobby Hyland

CLASS OF 2019

PRESIDENT	Lick LoParrino
VICE PRESIDENT	Miranda de Leon
SECRETARY	Keeva FAY
TREASURER	Connor Collins

Student Pranks

Because the school year ends with preparation for final examinations and Regents testing, any disruptions or pranks that interfere with the educational process will be considered a threat to the rights and well-being of the student body. Students engaged in any disruption or prank will be subject to a zero tolerance policy. If a suspension or superintendent's hearing is merited, notification of such action may be part of the student's permanent record and may be forwarded to universities or colleges.

Student Privacy

The Eastchester School District takes pictures and videos of students involved in school activities throughout the year for submission to local newspapers, for use in our own publications, and for the District's Cable Channel 78. Information released with these pictures may include: student's name, grade in school, participation in officially recognized activities and sports, and awards. If for any reason you do not want to have your child included in pictures used in any of the district's publications, other media, or on Cable Channel 78, you must indicate this in writing to your child's building principal before the first Friday of the school year.

Family Educational Rights and Privacy Act (FERPA)

Federal law protects the privacy of student education records. The high school does not disclose directory information (student name, address, telephone number, date of birth) to organizations or companies for purposes of solicitation or fundraising. Part of federal legislation known as "No Child Left Behind" (NCLB) requires schools to provide directory information to military recruiters. Should you wish to have your child's name (a junior or senior) deleted from that list, you must notify the high school office at extension 4221 before the first Friday of the school year.

Student Searches

School lockers, desks, and other such equipment are the property of the school district and as such may be opened and subject to inspection from time to time by school officials.

Under special circumstances, school officials may search students. This is particularly true if there is reasonable suspicion that a student possesses illegal matter.

Telephone Messages

Only telephone messages of an emergency nature from a parent or guardian may be given to students during the school day.

Visitors

All guests and visitors must register at the front door. Visitors are not allowed to accompany students to class unless permission is obtained in advance from the principal.

“Wheels”

Roller blades, roller skates, skateboards, scooters and bicycles may not be used on school property. If these are used as transportation to and from school, they must be walked from the perimeter of the school grounds and then stored in lockers or locked in a safe area.

Health and Safety Procedures

Emergency Drills

The school holds a series of fire and emergency drills during the year to test our preparedness for emergency evacuations. Students are expected to cooperate with staff in moving quickly and silently toward designated exits. No one is permitted to stop at lockers and all must vacate the building. All students must move at least 100 feet away from the building and remain clear of all roadways while remaining with their teacher. No one may return to the building until the all-clear signal is given.

Should an evacuation of the school become necessary, the following plan would be implemented:

- A school-wide announcement would inform students and staff of the situation and would provide necessary information such as dismissal time and bus schedule.
- Students must report immediately to evacuation sites and remain with their teachers until directed otherwise.
- If students are to be dismissed, parents, guardians and/or emergency contacts will be notified.
- Due to safety concerns, students may not leave and cannot be released prior to the official dismissal time as stipulated by Administration.

Health Services

Students becoming ill during the school day should ask their classroom teacher for a pass to report to the nurse. If it is necessary to go home, the nurse will inform the parent and the student will be released from school. Students who leave school without permission will be given an unexcused absence for classes missed and will face appropriate disciplinary measures.

Accidents

Any accident in the school building, on the school grounds, at practice sessions, or at any athletic event or other sponsored activity must be reported as soon as possible to the person in charge and to the Health Office.

Use of Medicine

Medication to be administered to a student must be in a prescription bottle with a note from a parent and a physician authorizing the use of said medicine. All medicine must be kept in the Health Office.

School Closings and Emergency Procedures

Weather related information about school closures is broadcast in multiple ways: School Messenger (phonecall and email to your preferred accounts), Eastchester Schools Website, News 12, Fios 1, Cablevision Channel 78, and Fios Channel 24.

Co-Curricular Procedures

Co-Curricular Activities

In order to have a well-rounded educational experience at Eastchester High School, it is recommended that students participate in at least one extracurricular activity.

The Eastchester High School student activities program is designed to help meet the recreational, social, and academic interests of all students, and to complement instruction. Contact the activity advisor or your counselor for further information.

Students involved in co-curricular activities or extracurricular sports are expected to maintain the highest academic standings of which they are capable. In addition, they are expected to be models for the community they represent. Students involved in extracurricular or interscholastic activities must follow the guidelines outlined in the academic eligibility clause of this handbook. Students are encouraged to support their peers in athletics and co-curricular activities by attending contests, programs, and athletic events on regular basis. Students who are at home or away programs sponsored by Eastchester High School must follow all school-related policies.

9 th Grade Advisor	Ms. DiMase/Ms. Crowley
10 th Grade Advisor	Ms. Astarita
11 th Grade Advisor	Mr. Weisman
12 th Grade Advisor	
Academic Challenge Team	Mr. Ellis
Act Now Club	Ms. Bernaschina
Art Club/Art Honor Society	Ms. Johnson
Chemistry Club	Mr. Gorycki
Debate Club	Ms. O'Connor
<i>Eaglet</i> Newspaper	Mr. Johnson
Eastchester Government Organization	Ms. Ahern-Kenny
Forum	Mr. Benveniste
French Club/Honor Society	Ms. Marcoccia
Gay Straight Alliance	Mr. Gedge
Going Green Club	Ms. Woods-Ray
Habitat for Humanity	Ms. Astarita
Human Rights Club	Ms. Caine
Italian Club/Italian Honor Society	Ms. Lindia
Jazz Co.	Ms. Zambelli/Ms. Palmieri
Jazz Band	Mr. Olsen
<i>Le Souvenir</i> – Yearbook	Ms. Sydlowski/Mr. Perry
Math Honor Society	Ms. Barbara
Music Honor Society	Mr. Dodge
National Honor Society	Ms. Meyers

Operation Smile
 Orchestra
 Pep Band
 Photography Club
 Player's Club
 Political Science Club
 Ski/Snowboarding Club
 SLAM Poetry Club
 Social Skills Golf Club
 Spanish Club/Spanish Honor Society
 Special Olympics
 Student Athletic Council
 Video Production Club

Ms. Marcason
 Ms. Odierna
 Mr. Dodge
 Mr. Perry
 Mr. Gwardyak
 Ms. Crowley
 Mr. Gruber
 Dr. Kamar
 Mr. Gibson/Ms. Reilly
 Ms. Paulino
 Mr. Gibson/Ms. Fraina
 Mr. Karol
 Mr. Goldstein

HS Sports

FALL SPORTS	WINTER SPORTS	SPRING SPORTS
Varsity Boys Soccer J.V. Boys Soccer	Varsity Boys Basketball J.V. Boys Basketball	Varsity Baseball J.V. Baseball
Varsity Girls Soccer J.V. Girls Soccer	Varsity Girls Basketball J.V. Girls Basketball	Varsity Softball J.V. Softball
Varsity Football J.V. Football	Varsity Gymnastics	Varsity Boys Tennis J.V. Boys Tennis
Varsity Volleyball J.V. Volleyball	Varsity Ice Hockey	Varsity Track & Field- Boys & Girls
Varsity Swimming	Varsity Wrestling	Varsity Golf
Varsity Girls Tennis J.V. Girls Tennis	Varsity Boys Indoor Track Varsity Girls Indoor Track	Var. Boys Lacrosse
Varsity Cheerleading J.V. Cheerleading	Var. Comp. Cheerleading J.V. Comp. Cheerleading	Varsity Girls Lacrosse J.V. Girls Lacrosse
Varsity Cross Country- Boys & Girls		

Athletic and Extra-Curricular Eligibility

Eastchester High School offers a broad range of activities and encourages all students to participate. There is research proving that students who participate in athletics and other school activities are more successful in school. With participation, however, comes student responsibility.

Rationale for Academic Requirements

The primary responsibility of Eastchester High School to its students is to provide them with an effective education. We recognize that an effective education has many facets and appreciate the value that social, cultural, and athletic activities add to a student's educational experience. Nevertheless, the core of an effective education is academics. Therefore, it is reasonable to assert that participation in co-curricular activities should be subject to the attainment of some minimum level of academic performance by a student. The goals of these regulations are to:

1. Improve student academic achievement
2. Foster an environment in which students, parents, administrators, and teachers value and strive for academic excellence

Applicability: These regulations shall apply to any Eastchester High School co-curricular organization or activity that has an advisor or coach.

Academic Eligibility

A student who has **two or more failing quarter grades** will be ineligible to play on an interscholastic team or to participate in extracurricular activities. **Course failures** incurred at the end of the school year shall affect fall sports and extra-curricular activity eligibility. Failures must be made up in summer school or, if the course is being repeated, the student must be passing the course at the beginning of the sport or activity.

A student who has one failing grade will be placed on academic probation. These students are responsible for getting after-school help at least **twice per week** to improve their grades.

Students who are academically ineligible to participate in extracurricular activities have the right to appeal the decision by contacting their coach/advisor, the athletic director, or their school administrator.

Attendance Requirement for Activities

A student must be in attendance at least six periods (with no unexcused absences) to be eligible to participate in an athletic contest or extracurricular activity that same day. Extenuating circumstances must be explained to a school administrator prior to the late arrival.

If the student has an unexcused absence from school on a day preceding a holiday or weekend event, he/she will not be permitted to participate in this event. If the offense is not identified in time, the student shall be suspended for the next

event. Coaches and advisors will monitor attendance and furnish the attendance office with an accurate roster prior to the first game or meeting.

Students who are suspended from school are not allowed to participate in rehearsals, practices, or contests and are not allowed on school grounds or at a site where a school-sponsored event is taking place until reinstatement occurs.

Students who are ineligible to participate in extracurricular activities have the right to appeal the decision by contacting their coach, the athletic director, or their school administrator.

Medical Examinations

A student must satisfactorily pass the prescribed medical examination given by the school physician prior to the sports season. School medical forms can be downloaded from the Eastchester Union Free School District Website:
www.eastchester.k12.ny.us

Code of Conduct and Consequences

The policies related to the Student Code of Conduct are established through New York State Law and the Eastchester Board of Education. Such policies, by law, must be in writing and explained to students and parents on an annual basis. Questions about the Code can be directed to any administrator or in writing to the principal.

With respect to students identified with handicapping conditions, this policy shall apply in concert with the regulations established by the Commissioner of Education.

The district has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity. No student shall be subjected to harassment by District staff or students on school property or at school functions. Nor shall any student be subjected to discrimination by District staff or students on school property or at school functions based upon his/her actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, sex, or height.

All provisions of the Student Code of Conduct apply to students on the property of Eastchester High School, at school-sponsored events, or in vehicles provided by the Eastchester School District. School property is defined as the building structure, athletic playing fields, parking lots, or land contained within the boundary line of the Eastchester Schools campus, or on a bus. A school function means any school-sponsored event or activity. Additionally, off-campus conduct that endangers the health and safety of students or staff within the school or substantially disrupts the educational process is also subsumed in the Code.

Students may also be disciplined for **off-campus misconduct** that endangers the health and safety of students or staff or interferes with the educational process in the school. Examples of such misconduct include, but are not be limited to:

1. Cyberbullying (i.e., inflicting willful and repeated harm and/or harassing, threatening or intimidating messages through the use of electronic text, including but not limited to electronic text on a computer or via the internet and through wireless technology, such as text messaging).
2. Threatening or harassing students or school personnel either over the phone, in person, in writing or via any form of electronic communication including the internet.
3. Using message boards, social networking websites to convey threats, derogatory comments or post pornographic pictures of students or school personnel.

Student Responsibilities

Eastchester High School supports the view that a school exists primarily to educate students. A calm, orderly atmosphere must exist if learning and academic excellence are to be successfully achieved. Students must develop both academically- and socially-responsible behaviors if the school is going to positively and productively realize its mission. All students have the responsibility to:

- Contribute to maintaining a safe and orderly school environment that is conducive to learning.
- Show respect to other persons and property.
- Be familiar with and abide by all district policies, rules, and regulations dealing with student conduct.
- Be regular and punctual in attendance to class, meetings, and activities.
- Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
- React to and interact with teachers, administrators, and other school personnel in a respectful, positive manner.
- Work to develop mechanisms to control their behavior.
- Ask questions when they do not understand and be honest in all circumstances.
- Seek help in solving problems that might lead to inappropriate behavior.
- Dress appropriately for school and school functions.
- Accept responsibility for their actions.
- Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.
- Report incidents of violence or potential incidents to appropriate adults.
- Not to engage in discrimination based upon another student's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, sex, or height.

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

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

The rules of conduct listed below are intended to focus on safety and respect for the rights and property of others. Students who will not accept responsibility for

their own behavior and who violate these school rules will be required to accept the penalties for their conduct.

Level One

Procedure

The supervising teacher or staff member carefully investigates the infractions observed or reported. Based on the past behavior of the student and the nature of the infraction, the teacher applies the most appropriate disciplinary response. The frequency of the occurrence or degree of the infraction may be reasons to reclassify these misbehaviors at the next level, notifying the Assistant Principal/Principal by disciplinary referral form.

Infractions

The following examples of disorderly conduct are considered Level One infractions:

- Disruptive behavior in the halls including running, shouting, or causing excessive noise
- Copying assignments or work
- Using language or gestures that are profane, lewd, vulgar, or abusive
- Eating in unauthorized area(s)
- Engagement in a willful act to disrupt the normal operation of the school community
- Failure to be prepared with class materials
- Failure to carry out directions given by any staff member
- First class cut
- Lateness to class
- Littering or property damage
- Loitering in the halls or other areas
- Unauthorized sale of non-harmful items
- Violation of the Dress Code
- Obstructing vehicular or pedestrian traffic
- Trespassing/Unauthorized Area

Level Two

Misbehaviors at this level are acts where their frequency or seriousness disrupts the climate of the school and/or when Level One infractions continue to occur.

Procedure

The teacher or staff member reports the behavior to the Assistant Principal and/or the Principal using the disciplinary referral form. The AP/Principal meets with the student and/or the teacher to investigate the incident and determines the most appropriate disciplinary response. The AP/Principal records the disciplinary response on the referral form. Copies of the referral form are sent to the referring faculty/staff member, to the Guidance Counselor, to the parents, and a copy is also placed into the student's discipline folder.

Infractions

The following examples are Level Two infractions:

- Repeated or more severe Level One infractions
- Cheating on quizzes, tests, projects, etc.
- Cutting class repeatedly
- Defacing school property
- Excessive school absences
- Excessive tardiness
- Forgery
- Insubordination
- Leaving school without permission
- Participation in games of chance/gambling
- Plagiarism
- Use of tobacco, chewing tobacco or electronic cigarettes, including devices that produce vapor or mist
- Obscene or indecent behavior
- Possession or distribution of obscene or indecent materials
- Vandalism
- Violation of the Internet Usage Contract
- Lying or stealing
- Cutting detention
- Forgery

Level Three

Misbehaviors included at this level occur when the frequency or seriousness of an act disrupts the climate of the school and/or when Level One or Level Two infractions continue to occur.

Procedure

After verification of the offense, the Assistant Principal and/or Principal meets with all parties involved. Procedures are initiated according to the established policy for excluding the student from school. The parents and the Superintendent are notified. The Assistant Principal and/or the Principal record the infraction and the disciplinary response in the student's cumulative file. A report is submitted to the Superintendent.

Infractions

The following examples of disorderly conduct are considered Level Three infractions:

- Unmodified or more severe Level Two actions
- Use or possession of a weapon or facsimile
- Mistreatment of animals
- Altering records
- Defamation
- Discrimination
- Engaging in violent or dangerous conduct

- Extortion
- Fighting
- Harassment: verbal, physical, or sexual (Such conduct shall include, but is not limited to, threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender, sex, or height.)
- Harassment, threats, or derogatory comments toward staff and students via electronic media
- Hazing
- Selling, distributing, or exchanging prescription or over-the-counter drugs
- Indecent exposure
- Initiating a report of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher
- Physical/verbal assault
- Phoning, verbalizing, or leaving a note pertaining to a bomb threat
- Possession of incendiary devices
- Intimidation
- Possessing, consuming, selling, distributing, or exchanging drug related paraphernalia or illegal substances, including alcohol and synthetic cannabinoids
- Selling, using, or possessing obscene material
- Theft or willful possession of another's property
- Inciting a riot
- Using message boards, social networking websites to convey threats, derogatory comments or post pornographic pictures of students or school personnel

Disciplinary Action(s)

- Notification to parent/guardian
- Student/Counselor conference
- Student/Teacher conference
- Verbal warning or reprimand
- Written warning or reprimand
- Teacher detention
- After school office detention
- Saturday School
- Full restitution for damages
- In School Suspension/Restricted Study Hall
- Suspension from transportation
- Temporary removal from activities (including participation and attendance)
- Out of School Suspension
- Parental Conference
- Removal from classroom by an administrator
- Alternative School

- Superintendent's Hearing
- Notification of law enforcement or proper authorities

Also know that the **Common Application**, used by many colleges and universities, asks students the following question: *“Have you ever been found responsible for a disciplinary violation at any Secondary School you have attended, whether related to academic misconduct or behavioral misconduct, that resulted in your probation, suspension, removal, dismissal, or expulsion from the institution?”*

The district policies concerning Title IX compliance, Part 504 Guidelines, Substance Abuse and Sexual Harassment are available in the High School Office.

This handbook is subject to revisions during the school year. Parents, guardians, and students will be informed of any revisions.

Appendix