

Cobleskill-Richmondville
High School



Student Handbook
2021-2022

NOTICE

Because of the COVID Pandemic, there are portions of the handbook which may not be relevant for the 2021-2022 school year and there may also be additional information that will be communicated outside of this book.

This includes but is not limited to:

- Daily schedule
- Health and safety protocols
- Adjustments to the school day

Please note that each of these items should be considered fluid and subject to change. We will continue to communicate frequently with any updates.

**COBLESKILL-RICHMONDVILLE HIGH SCHOOL
TIME SCHEDULE
(2021-2022)**

BUS ARRIVALS - STUDENT ACCESS

8:30 am – 8:45 am

HIGH SCHOOL BELL SCHEDULE

8:50 am – 9:35 am	Homeroom/Period 1 Class
9:38 am – 10:20 am	Period 2 Class
10:23 am – 11:05 am	Period 3 Class / Lunch
11:08 am – 11:50 am	Period 4 Class / Lunch
11:53 am – 12:35 pm	Period 5 Class / Lunch
12:38 pm – 1:20 pm	Period 6 Class / Lunch
1:23 pm – 2:05 pm	Period 7 Class
2:08 pm – 2:50 pm	Period 8 Class
2:53 pm – 3:35 pm	Period 9 Class

BUS DEPARTURES

8:15 am	Schoharie Vo-Tec (AM) Bus Departure
10:30 am	Mohonasen Vo-Tec (AM Bus Departure)
11:25 am	Schoharie Vo-Tec (PM) Bus Departure
3:41 pm	PM Bus Departure

TWO-HOUR DELAY

10:50 am – 11:21 am	Homeroom/Period 1 Class
11:24 am – 11:52 am	Period 2 Class
11:55 am – 12:23 pm	Period 3 Class / Lunch
12:26 pm – 12:56 pm	Period 4 Class / Lunch
12:59 pm – 1:29 pm	Period 5 Class / Lunch
1:32 pm – 2:02 pm	Period 6 Class / Lunch
2:05 pm – 2:33 pm	Period 7 Class
2:36 pm – 3:04 pm	Period 8 Class
3:07 pm – 3:35 pm	Period 9 Class

**COBLESKILL-RICHMONDVILLE HIGH SCHOOL
STUDENT HANDBOOK**

TABLE OF CONTENTS

COBLESKILL-RICHMONDVILLE CSD..... 3
*Our Mission; Our Vision; Our Core Beliefs; Civil Rights Discrimination;
Welcome Letter*

PUBLIC INFORMATION 8
Board of Education; Administration/Guidance; Contact Information

GENERAL INFORMATION..... 9
*Visitors to the School; Parental Involvement; School Ceremonies and
Observances; Assemblies; School Store; Dances; Clubs and Activities;
Fundraising Guidelines; National Honor Society*

GUIDANCE AND COUNSELING SERVICES13
*Courses of Study; Graduation Requirements; Testing Requirements for an
Advanced Regents Diploma; Course Drop Policy; Course Audit; Credit for
Out-Of-School Study; Credit by Examination; Important Guidance Dates;
Honor Roll; Senior Options; Valedictorian and Salutatorian Selection*

OTHER PUPIL SERVICES18
*Student Employment; Health Services; Medication; Student Records;
Parent/Student Consent Release of Student Information to Recruiters; Lost
and Found; Lockers; School Library/Media Center*

STUDENT INFORMATION24
*Academic Expectations; Student Automobile Use and Campus Parking
Privileges; Backpacks; Bulletin Boards; Cafeteria and Noon Hour Activities;
Care for School Property; Citizenship; Conferences; Corridor Traffic;
Emergencies; Honor Pass; Pass Restriction; Student Dress; Study Halls;
Textbooks; Tips for Talking to Teachers; Transportation/Busing;
Unauthorized Areas; After-School Policy; Personal Electronic Policy;
Unauthorized Items; Work Release*

STUDENT CODE OF CONDUCT 37
*Code of Conduct Summary; Student Bill of Rights and Responsibilities;
District Attendance Policy Summary; Leaving the Building/School Grounds;
Unauthorized Absence from Class/Study Hall; Late to Class or Homeroom;
Prohibited Conduct*

REPORTING VIOLATIONS OF THE CODE OF CONDUCT46

DISCIPLINARY PENALTIES AND PROCEDURES.....47
Penalties; Disciplinary Procedures; Lunch Detention; After-School Detention; In-School Detention—Short Term Educational Program (STEP); Out-of-School Suspension (OSS); Corporal Punishment; Referrals; Searches; Security Cameras

BEHAVIORS REQUIRING DISCIPLINARY CONSEQUENCES 52
Illegal Alcohol/Drugs Consequences; Dangerous Weapons; Smoking/Use or Possession of Smoking Paraphernalia (Including Vaping); Harassment, Intimidation, Bullying and Sexual Harassment

ACADEMIC ELIGIBILITY/EXTRACURRICULAR ACTIVITIES.....57
Attendance Requirement; Weight Room

ATHLETIC CODE OF CONDUCT58
Responsibilities and Ethics for the Athlete; Guidelines; Definitions; Violation of Athletic Code of Conduct and Outlined Guidelines; Drugs, Alcohol, Prescription and Non-Prescription Drugs; Course of Discipline for Violations of Drugs (Prescription and Non-Prescription) & Alcohol Policy

RISK OF INJURY STATEMENT—ALL SPORTS.....68

ATHLETIC CODE OF CODUCT—BASIC RULE.....68

APPENDIX69
Scholarships and Awards; Acceptable Use Policy; School Map; Time Schedule (inside front cover); Telephone Listing (inside back cover); Alma Mater (outside back cover)



COBLESKILL-RICHMONDVILLE CSD

Our Mission

To educate, inspire and empower each student to become a creative, engaged and productive citizen.

Our Vision

We aspire to graduate all students prepared to pursue their hopes and dreams.

Our Core Beliefs

- Students are our number one priority.
- We always deliver our personal best.
- We believe everyone can learn.
- We provide appropriate opportunities and supports to all.
- We foster a climate of collaboration and partnership within our school and community.
- We use data to inform decisions and drive continuous improvement.
- All are welcomed in a safe, positive, respectful and supportive environment.
- We value integrity, diversity and respect for all.
- Building relationships is paramount to our success.
- We teach and nurture the whole child.

Adopted by the Strategic Planning Team: February 12, 2016
Adopted by the Board of Education: March 21, 2016

Civil Rights Discrimination

Notification of Title IX/Section 504 Grievance Procedures

It is the policy of the Cobleskill-Richmondville Central School District to not discriminate on the basis of handicap, sex, national origin, religion, race, sexual orientation, or age in its educational programs, activities, or employment as required by Section 504 of the Rehabilitation Act of 1973. Copies of the full policies (9140 and 0110.0) are available on the district website.

Any student having a complaint at any time should feel free to discuss the issue with any school representative. District personnel shall discourage harassing or discriminating behavior. If you believe that you have been discriminated against on the basis of handicap, sex, national origin, religion, race, sexual orientation, or age you may make a claim that your rights have been denied. Complaints should be directed to the administrators, designated by the Board of Education in the area of complaint:

Section 504 & Title IX Compliance Officer

Melissa L. Ausfeld
Director of Student Services
Ryder Elementary School
143 Golding Drive
Cobleskill, NY 12043
(518) 234-3165

Title IX Compliance Officer

F. Scott McDonald
Director of Teaching and Learning
Ryder Elementary School
143 Golding Drive
Cobleskill, NY 12043
(518) 234-3165

You may also file a complaint of illegal discrimination with the Federal Office for Civil Rights, United States Department of Education, Customer Service Team, 550 12 Street, SW, Washington, DC 20202-1100 or telephone (800) 421-3481; TDD (877) 521-2172; e-mail OCR@ed.gov at the same time you file the district grievance, during or after the use of the district grievance process, or without using the district grievance process at all.

If you wish to discuss your rights under Section 504, to obtain a copy of the full Section 504 grievance procedure(s), or to obtain help in filing a grievance, contact Melissa Ausfeld, Section 504 Compliance Officer, Ryder Elementary School, 143 Golding Drive, Cobleskill NY 12043 or telephone (518) 234-3165.

Additional Options for Filing Complaints

There are other agencies with which complaints alleging discrimination based upon handicap, sex, national origin, religion, race, or age can be filed. Please note that since each agency has its own rules on deadlines for filing complaints, an inquiry should be made with the agency to determine its particular rules for filing complaints.

The Complainant may also file a complaint alleging civil rights discrimination with:

- | | |
|---|--|
| a. US Department of Education
Office for Civil Rights
Customer Service Team
550 12 Street, SW
Washington, DC 20202-1100 | Telephone (800) 421-3481
TDD (877) 521-2172
e-mail: OCR@ed.org |
|---|--|

b. New York Office for Civil Rights
US Department of Education
32 Old Slip, 26th Floor
New York, NY 10005

Telephone (646) 428-3900
TDD (212) 637-0478
e-mail: OCR_NewYork@ed.gov

c. Complainants who are employees (not students) may also file a complaint of employment discrimination with:

Equal Employment Opportunity Commission (EEOC)
New York District Office
33 Whitehall Street
New York, NY 10004
Telephone 212-336-3620

Also, as detailed in Section 310 of the New York State Education Law, and Part 275 of the Regulations of the Commissioner of Education, “Any person conceiving himself aggrieved may appeal or petition to the Commissioner of Education...” The address is:

New York State Commissioner of Education
The State Education Department
59 Washington Avenue
Albany, NY 12234

Although not legally required, it is strongly recommended that complainants go through the school district’s grievance procedures before filing a complaint through the other agencies listed above.

Procedures in this regard may be found in School Board Policies #5020.1 “Policy on Sexual Harassment” and #9140 “Civil Rights Discrimination Grievance Procedures—Americans with Disabilities Act (ADA) and Section 504.”

Notification of Rights under FERPA For Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days of the day the school receives a request for access. *Parents or eligible students should submit to the school Principal a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.*

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. *Parents or eligible students who wish to ask the school to amend a record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.*
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. *One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted as its agent to provide a service instead of using its own employees or officials, such as an attorney, auditor, medical consultant, or therapist; or a parent or student serving on an official committee, or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll*
4. *The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:*

Family Policy Compliance Office

US Department of Education

400 Maryland Avenue SW

Washington, DC 20202-5920



Cobleskill-Richmondville High School



1353 STATE ROUTE 7
RICHMONDVILLE, NY 12149

Telephone: 518-234-3565

Fax: 518-234-9006

Brett W. Barr, Principal
Coriellen E. Houck, Assistant Principal



Dear Students:

Welcome to Cobleskill-Richmondville High School! This booklet is an invitation to all students to make the most of their high school years. School rules, procedures, schedules, activities, and graduation requirements are all covered in detail. Students, teachers, and many others have taken the time to collectively provide information to assist in making this a useful resource. Please use this as a guide and reference.

We encourage you to familiarize yourself with our school's Mission, Vision, and Core Beliefs, outlined on page three. This is our commitment to you! We are here to support and encourage each and every one of you as you work toward commencement. We also urge you to take advantage of the opportunity to participate in extracurricular activities and athletics. Getting involved helps form lasting relationships with peers and faculty members that you will remember and cherish long after graduation.

Make the most of your education by balancing how you spend your time and work to maximize your potential in each of your classes and activities. If you need extra help in a class, take the initiative and make an appointment with your teacher. You will find that your teachers are willing to work with you and give you the necessary support and encouragement you need to be successful.

We want all students to know that you are welcome to come in and meet with us about questions or concerns that you may have. In addition, our teachers, counselors, and social workers are available to talk and listen. Any problem, no matter how large, can be overcome by working together.

We wish you all the success in the coming school year and beyond. Have a great year!

Sincerely,

A handwritten signature in black ink that reads "B. Barr". The signature is written in a cursive style with a long horizontal line extending to the right.

Brett W. Barr
High School Principal

A handwritten signature in black ink that reads "Coriellen E. Houck". The signature is written in a cursive style with a long horizontal line extending to the right.

Coriellen E. Houck
Assistant High School Principal

PUBLIC INFORMATION

Board of Education

Parents, students, and members of the community are encouraged to attend and participate in public Board of Education meetings, which are usually held on the second and fourth Monday of each month in the Golding library. Meetings begin at 7:00 pm.

Mr. Bruce Tryon – President
Mr. Steven Philbrick – Vice President
Mrs. Mary Black
Mrs. Dominga Lent
Mr. Joshua McCann
Mrs. Susan Emerson Strasser
Mrs. Aimee Yorke

Administration/Guidance

Mr. Carl Mumenthey, Superintendent of Schools	(518) 234-4032
Mrs. Tracy Fraleigh, School Business Manager	(518) 234-4032
Mrs. Melissa Ausfeld, Dir. of Student Services	(518) 234-3165
Mr. F. Scott McDonald, Dir. of Teaching & Learning	(518) 234-3165
Mr. Brett Barr, High School Principal	(518) 234-3565 / Ext. 1001
Mrs. Coriellen Houck, Assistant High School Principal	(518) 234-3565 / Ext. 1000
Mr. James Deschamps, High School Counselor	(518) 234-2579 / Ext. 1009
Mrs. Kristin Komarinski, High School Counselor	(518) 234-2579 / Ext. 1012
Mrs. Jessica Lyons, High School Counselor	(518) 234-2579 / Ext. 1010

Contact Information

Athletics	Mr. John Henry	(518) 234-3565 / Ext. 1123
Bus Schedule	Mrs. Laura Rickard	(518) 234-7491 / Ext. 5301
Food Service	Ms. Amy Stuart	(518) 234-3565 / Ext. 1052
Discipline	Mrs. Coriellen Houck	(518) 234-3565 / Ext. 1000
Health Concerns	Mrs. Stephanie Cooney	(518) 234-3565 / Ext. 1104
Attendance & Lockers	TBA	(518) 234-3565 / Ext. 1106
Lost and Found	High School Office	(518) 234-3565 / Ext. 1000
Personal Issues	Guidance & Counseling Ctr.	(518) 234-2579 / Ext. 1007
Use of Building	High School Office	(518) 234-3565 / Ext. 1001

Parents and community members wishing to obtain further information about the school district should inquire first through the office of the Building Principal.

GENERAL INFORMATION

Visitors to the School

Parents and other community members are encouraged to visit the school periodically during the school year. Persons who are not students or staff are requested to report immediately to the High School Office when they enter the school building. All persons should enter by the front doors leading to the administration offices. Student visitors from other schools, unless they have a specific reason and prior approval of the Building Principal are not permitted to enter school buildings during the school day. Alumni are encouraged to set up a time with teachers or other staff members after school hours. Generally, student visitations are discouraged unless unique circumstances are involved.

Visitors to the schools of the district shall be governed by the following rules:

- Whenever possible, the person or group wishing to visit should contact the building Principal and obtain approval prior to the visit.
- All visitors must report to the High School Office, show photo ID, sign in, leave your photo ID or set of car keys, and be issued a visitor's pass, which must be displayed at all times.
- Parents are encouraged to visit teachers, guidance counselors, school nurses, school psychologists and other support personnel by appointment in order to discuss any problems or concerns.

Parental Involvement

Cobleskill-Richmondville School District believes that student achievement is directly linked to parental involvement and encourages parent participation in their sons' and daughters' educational programs. Parental involvement may occur at home, in the classroom, or during extracurricular activities. Direct parental involvement at home (planned home reading or quiet time, informal learning activities, homework assistance) is strongly encouraged.

For information on how parents can assist their sons and daughters academically, contact the Guidance & Counseling Center at 518-234-2579.

School Ceremonies and Observances

The school district recognizes the value of certain ceremonies and observances in promoting patriotism and good citizenship among the students; therefore, activities in school commemorating national holidays such as Memorial Day, Thanksgiving, Martin Luther King, Jr. Day, and President's Day are encouraged.

The Board of Education reminds students, faculty, and administration of the diversity of religious beliefs and encourages students to respect the sensitivities of others. With parental notice, students may be excused from participating in those parts of a program or curriculum which conflict with their own religious beliefs. If a parent or student has any questions regarding the use of religious music, artwork and/or symbols in a particular course/activity, the teacher or advisor should be contacted.

Assemblies

Student assemblies are considered part of the overall educational program. School assemblies are held to provide recognition of student accomplishments or to offer curricular enrichment.

School Store

The school store is provided as a service to students and parents to make purchases and can be accessed from the portable kiosk run by students which is opened at selected times at the High School or online at www.myschoolbucks.com. Prices charged are a minimum plus sales tax. School promotional items such as T-shirts, sweatshirts, water bottles, travel mugs, blankets, lanyards, etc. are available for purchase. Please contact Mrs. Katie Schweigard (Student Store Director) at 518-234-3565, Ext. 1298 or schweigardk@crcsd.org.

Dances

Dances are a privilege and the same rules of conduct that apply for other school activities are in effect. Students must have been in attendance at school the day of the dance to be eligible to participate. High School dances are for enrolled high school and approved IHIP students only. Students who wish to bring an out-of-school person of high school age, should check with the High School Office during the week prior to the dance and sign them in upon arrival at the dance. Past students and former graduates are not permitted to attend, unless admitted through the visitor policy. A student takes full responsibility for their guest and their guest's actions at all times. Approval of outside guests is at the discretion of the Principal/Assistant Principal. Advisors and class/club officers are in charge of dances. Event approval forms are available in the High School Office.

Clubs and Activities

Activities include athletic contests, dramatic and musical performances, dances, field trips, or any event which is not part of the standard school day. Students are encouraged to get involved in those areas which hold the greatest interest for them.

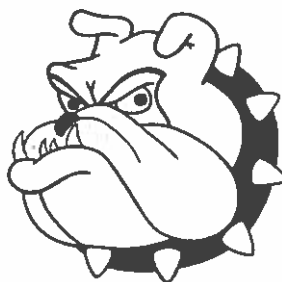
Student clubs may include but is not limited to:

- Academic Challenge
- Agents of Positive Change
- Art Club
- Best Buddies Club
- Book Club
- Environmental Science Club
- FBLA (Future Business Leaders of America)
- FCCLA (Family Career & Community Leaders of America)
- FFA (Agricultural Education)
- French & Spanish Honor Society
- High School Newspaper
- Homecoming
- NHS (National Honor Society)

- “Odyssey of the Mind”
- SADD (Students Against Destructive Decisions)
- Select Choir
- Stage Band
- Stage & Lighting
- Stage Performances (Plays, Musicals, etc.)
- Student Council
- “The Spirit” (Literary Publication)
- Tri-M National Music Honor Society
- Varsity Club
- Yearbook Club

Fundraising Guidelines

- A student fundraising form, available in the High School Office, must be completed and returned to the Principal before any items are ordered or any commitments are made to either outside companies or to students.
- No more than two major fundraising activities will be approved in any month except in November and December when no more than three will be approved. These regulations will apply to the sale of any item or service.
- No sale of food will be allowed in the building during school hours.
- Approval for fundraisers will be based on the degree of financial need of the organization and the benefit to which the proceeds will apply.
- All student organizations including athletic teams are subject to these rules and regulations.
- All approved fundraising activities will be placed on that calendar. The approved fundraising form will be communicated to staff via e-mail.
- Student organizations conducting approved fundraising activities may announce the existence of these activities to faculty and may by bulletin or order blank invite school district employees to purchase the item or service. However, school district employees are not to be personally solicited by students.
- Failure to comply with these guidelines may result in the immediate termination of any fundraising project. The financial obligations in such instances will be borne by the club members and advisors through club funds and/or the personal sharing of the expenses.



National Honor Society

The purpose of this chapter shall be to create an enthusiasm for scholarship, render service, promote worthy leadership, and encourage the development of character in students.

Selection of Members

1. The Cobleskill-Richmondville Chapter of National Honor Society recognizes students who excel in academics, serve their school and community, are leaders in and outside of the classroom, and promote outstanding character through words and actions.
2. To be eligible for membership, students must be a junior or senior with an 88 or higher cumulative average and have attended C-RHS for at least one semester. Students will be notified of their eligibility in the fall.
3. Members are selected by majority vote of a five-person Faculty Council. The Council uses the activity form submitted by the student, recommendations from teachers and administrators, and school records to make their decision. Students are judged based on the pillars of Scholarship, Leadership, Service and Character. More specific information and the activity form is available on the Cobleskill-Richmondville website.

Dismissal

- The procedure for dismissal of National Honor Society members shall be determined by the Faculty Council in compliance with the rules and regulations of the National Honor Society.
- Members who fall below the standards which served as the basis for their selection shall promptly be warned in writing by the chapter advisor. They will be given a reasonable amount of time to correct the deficiency.
- The Faculty Council and Principal shall determine when an individual has exceeded a reasonable number of warnings.
- Circumstances involving member infractions of school rules or civil laws do not require warning of imminent dismissal.
- In all cases of impending dismissal, a member shall have a right to a hearing before the Faculty Council.
- A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district.

GUIDANCE AND COUNSELING SERVICES

The Guidance & Counseling program is an integral part of the total school curriculum. Assisting students with the choice of appropriate educational programs, helping students plan for continuing education or employment following graduation, and providing personal counseling are among the many services available through the Guidance & Counseling Center. Counselors are available for parent conferences during the school day by appointment.

Courses of Study

The school offers a comprehensive curriculum including more than one hundred courses within thirteen disciplines of study. These disciplines are English, Social Studies, Science, Mathematics, LOTE, Art, Technology, Business, Music, Physical Education, Agriculture, Family & Consumer Sciences and Vocational Education. The Vocational Education programs are offered through the high school program at the BOCES Career & Technical Education Centers. A complete description of courses and related information is available through the Curriculum Handbook available in the Guidance & Counseling Center.

Graduation Requirements

Students in Grades 9-12 are required to register for a minimum of five courses, excluding Physical Education and Applied Music. Program planning should be closely coordinated with the student, parent, and school counselor to assure program development to satisfy graduation requirements and career planning needs. A description of the requirements for the New York State Regents Diploma and the School Diploma are as follows:

For Senior status: Must be able to be scheduled to graduate.

Course Requirements	Local/Regents Diploma Units	Advanced Regents Units
English	4	4
Social Studies	4	4
Science (2 lab sciences required)	3	3
Math	3	3
Health	½	½
Art and/or music	1	1
Second Language	1	3*
Electives	3 ½	1 ½
Physical Education	2	2
<hr/>		
TOTAL	22	22

* Students may elect to complete a 5-unit Career & Technical sequence instead of Foreign Language. See your counselor for details.

Testing Requirements for an Advanced Regents Diploma

In order to graduate with an Advanced Regents Diploma, students need to pass the following Regents Exams with a 65 or better:

English Language Arts
Algebra I
Geometry
Algebra II
Global History
U.S. History
Science (two--one in a life science and one in a physical science)

Course Drop Policy

Students have the option of dropping courses. A first semester, half-year course may be dropped without penalty before November 1. A full-year course or a second semester, half-year course may be dropped by March 1. After these dates, students will receive a *WP* if they withdraw from the class and have a passing grade or a *WF* if they have a failing grade. The *WP* or *WF* will appear on the student's report card and permanent record.

Students will follow the procedure below when choosing to drop a course:

- Students must meet with the school counselor to discuss the course drop request and receive parent approval.

Course Audit

Students may audit courses with permission of the teacher, counselor and High School Principal. The audit policy provides a means by which a student may repeat courses previously passed in order to improve competency in the subject. A student auditing courses is required to complete all course work as directed by the teacher. Grades will be recorded on the student's permanent record. Audited courses may not be used as one of the five subjects required to meet full-time student status or for the calculation of honor roll, cumulative average, rank in class, or other academic recognition(s).

Credit for Out-of-School Study

A student may receive credit for art, music and/or physical education by participating in an advanced, out-of-school activity with pre-approval of the appropriate department head and building Principal. An applicant must submit in writing the goals, activities, and method of evaluating progress for review and approval.

Credit by Examination

A student may earn a maximum of 6.5 units of credits for either a Regents or a school diploma without completing courses of study for such units of credit if:

- Based on the student's past performance, the High School Principal determines that the student will benefit academically by exercising this alternative.
- The student achieves a score of at least 85% or its equivalent as determined by the Commissioner on a New York State-Developed or New York State-Approved examination.
- The student successfully completes a special project to demonstrate proficiency in the subject matter as determined by the High School Principal and the appropriate department chair person.

Important Guidance Dates

Report cards will be issued at the close of each 6-week marking period:

First Marking Period	ends October 19, 2021
Second Marking Period	ends December 9, 2021
Third Marking Period	ends January 27, 2022

**** ** 2nd Semester begins on January 31, 2022 *****

Fourth Marking Period	ends March 18, 2022
Fifth Marking Period	ends May 6, 2022
Sixth Marking Period	ends June 14, 2022

Honor Roll

Academic excellence is an integral part of the educational process. Honor rolls will be published following each marking period as determined by the following criteria:

- High Honors will reflect outstanding achievement and are indicated by an overall grade point average (GPA) of 90% or better.
- Honors will indicate very good achievement and an 85—89% GPA.
- Grades in all subjects, excluding Physical Education, are used for honor roll computation.
- The formula for calculating honor roll eligibility is done by totaling all eligible grades and dividing the sum by the number of eligible courses. Averages are not rounded to determine honor roll recognition.

Senior Options

Part-time College Courses During the School Year

- College course approvals must be obtained in advance to receive high school credit. Approval by the High School Principal is required.
- Qualified high school students having an average of 80, are eligible, pending approval, to enroll in college courses.
- Students taking an evening course for credit must still maintain a minimum of five courses in their high school program.
- It should be noted that differences in the college and high school calendar and time schedules might conflict. It is the student's responsibility to anticipate these conflicts and resolve them in advance.
- Students who fail or withdraw with a failing grade in the first semester will not be permitted to enroll under the part-time college course option for the second semester.
- All courses must be 3 credits or more to meet required course and transfer policy.
- All financial obligations and transportation arrangements are the responsibility of students and parents.
- Letter grades will be converted to a numerical value based on the following conversion (for college attendance and high school transfer students):

Course Grade	Numerical Conversion Value	Numerical Course Grade	Conversion Value
A+	99.0	C	76.0
A	95.0	C-	73.0
A-	91.0	D+	70.0
B+	88.0	D	67.0
B	85.0	D-	65.0
B-	82.0	F	50.0
C+	79.0	INC.	0

Full-Time College Study

Academically talented juniors, with a recommended average of 85 or better, may apply to take courses on a full-time basis at a college of their choice during their senior year. Other requirements of the program are:

- Approval of the parent/guardian, school counselor, High School Principal, and a college official at the cooperating institution.
- All financial obligations and transportation arrangements are the responsibility of students and parents.
- Full-time college students may not be eligible to participate in any high school activities except those related to graduation.
- Students who are planning to use college course credits to meet high school diploma requirements must have prior course approval from their school counselor. Approved credit will be recognized in accordance with the policy as outlined in "part-time college courses." High School Principal approval is required.
- Full-time college students may be eligible for high school honors for which they meet the criteria.

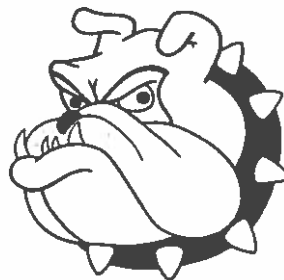
- High School grade point average will be based on the high school program plus the college course credit transferred to meet high school requirements. (First semester grade reports must be received no later than February 1.)
- Students must assume all responsibility for information and counseling processes associated with the high school senior year. Students are encouraged to establish periodic meetings with their school counselor and senior advisors to assure communication of essential information.

Valedictorian and Salutatorian Selection

Valedictorian and Salutatorian selection are based on the highest cumulative average in the following manner:

- Completion of seven semesters in the high school program (senior full year courses use grades from Marking Periods 1, 2 and 3 and are weighted proportionately as semester courses).
- The student with the highest cumulative average at the end of the seventh semester will be Valedictorian and the student with the second highest average will be Salutatorian.

A representative of the Guidance & Counseling Program will act as chairperson of the Scholarship and Recognition Committee. Other permanent committee members are: the High School Principal, the Assistant Principal, High School Guidance Counselors, and Senior Class Advisors. Faculty representatives will be asked to participate on the committee on a rotating basis.



OTHER PUPIL SERVICES

Pupil Services include psychological, social work, speech, occupational therapy, physical therapy, school health services and language services. Students who wish to make an appointment with professional staff for these support programs should make the request through their school counselor.

Student Employment

Students under 18 who are interested in a working card may obtain applications in the Guidance & Counseling Center. Available job information will be posted on the bulletin board. Please be advised there is a 24-hour turnaround time for working card processing.

Despite the attraction of having a part-time job after school hours, students should give careful thought to the amount of time and energy such a job can demand. Students should remember that school responsibilities always take precedence over employment.

Health Services

The Nurse's Office is open from 7:50 a.m. to 3:01 p.m. A full-time nurse is on duty during the school day. If a student is injured or feels ill during the school day, he or she should report to the nurse immediately. **If a phone call home needs to be made it will be done from the Nurse's Office.** If the nurse is not available, students should report to the High School Office. **Students are not to go home without the approval of a school official.**

Health Service Reminders

- Pupils will be scheduled for annual vision screening in Grade 10. Students in Grade 10 will also have a hearing test, physical examination, and BMI (Body Mass Index). Call the school nurse if you choose to opt out of the BMI.
- All students participating in athletics at the interscholastic level are required to have a complete medical examination before active participation is permitted.
- Parents preferring to have their children examined by their family physician are requested to secure medical forms from the school nurse by September 15. These forms should be returned no later than October 15.
- Parents will be notified of any conditions which the school physician feels warrants further study or treatment. Regulations do not permit the school physician to diagnose or treat any problems. The school physician acts only as a referral agent.
- Illness or accidents that have occurred in school are referred to the Nurse's Office.
- New York State regulations require that all students must be immunized against diphtheria, polio, mumps, measles, and rubella before entering school, meningitis in Grade 12, and varicella.
- Consultation is available through the school physician and dentist by referral from the school nurse.

Medication

If a student needs to take medication during the school day, he/she must follow these rules:

- Give medications to the nurse for storage.
- Bring a note from his/her parent/guardian, which gives the nurse permission to store the medication for the student's use, releasing the Board of Education and its employees of liability for the administering of medication.
- Give the nurse a doctor's note with instructions for dosage, times given, etc. Bring a copy of the prescription.
- Early releases for medical purposes will be handled by the nurse or the attendance officer. **Students are not allowed to call to arrange early dismissal due to illness without a nurse screening.** If determined necessary, the nurse or another school official will make appropriate parent/guardian contact.

Student Records

The procedures for the confidentiality of student records shall be consistent with federal statutes, including the *Family Educational Rights and Privacy Act of 1974* (FERPA) and the Commissioner's Regulations. The District shall arrange to provide translations of the following notice to non-English speaking parents in their native language.

This section is intended to advise you of your rights with respect to the school records relating to your son or daughter) pursuant to the *Federal Family Educational Rights and Privacy Act of 1974*.

Parents of a student under 18, or a student 18 or older, have a right to inspect and review any and all official records, files, and data directly related to their children or themselves, including all material that is incorporated into each student's cumulative record folder, and intended for school use or to be available to parties outside the school or school system, and specifically including, but not necessarily limited to, identifying data, academic work completed, level of achievement (grades and standardized achievement test scores), attendance data, scores on standardized intelligence, aptitude, psychological tests, interest inventory results, health data, family background information, teacher or counselor ratings and observations, and verified reports of serious or recurrent behavior patterns.

A parent of a student under 18 years of age or a student 18 years of age or older shall make a request for access to that student's school records, in writing, to the building Principal. Upon receipt of such requests, arrangements shall be made to provide access to such records within a reasonable period of time, but in any case, not more than forty-five (45) days after the request has been received.

Parents and students are also entitled to a hearing to challenge the content of such records, to insure they are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students, and to provide an opportunity for the correction or deletion of any such data contained therein.

Student records and any material contained therein which is personally identifiable, are confidential and may not be released or made available to persons other than parent(s) or student(s) without the written consent of such parent(s) or student(s). There are a number of exceptions to this rule, such as other school employees and officials, and certain state and federal officials, who have a legitimate educational need for access to such records in the course of their employment.

Students with disabilities shall have the option of deciding whether to disclose the existence of their disability on their high school transcripts.

A parent/guardian or the eligible student has the right to file a complaint with the U.S. Department of Education alleging failure of the district to comply with FERPA.

Student Privacy Policy

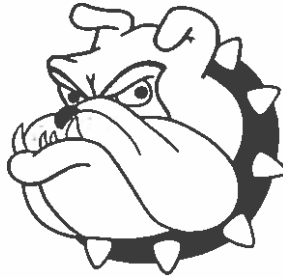
The Board of Education recognizes that student surveys are a valuable tool in determining student needs for educational services. Parents have the right to inspect all instructional material that will be used for a survey, analysis, or evaluation as part of a Department of Education funded program. A full copy of the Student Privacy Policy is available by contacting the District Office at 518-234-4032.



Parent/Student Consent Release of Student Information to Recruiters

Pursuant to Federal Education Legislation, C-RCS must disclose to military recruiters, upon request, the names, addresses, and telephone numbers of high school students. The district must also notify parents of their right and the right of the child to request that the district not release such information without prior parental consent.

Parents (or students if they are age 18 or older) wishing to exercise their option to withhold their consent to the release of the above information to military recruiters are asked to sign and return the attached form to the High School Principal. (Source: NYSSBA Department of Legal and Policy Services)



Reservation of Consent for the Release of Certain Student Information

Please do not release the name, address, and telephone number of (print name of student):

Parent/Student Signature: _____

Date: _____

Lost and Found

Found articles are to be brought to the Cafeteria. Pupils should report losses to the High School Office and complete a theft report (if applicable) to aid in recovery. It is strongly recommended that valuables and significant sums of money *not* be brought to school. The school is *not* responsible for loss or theft of property from lockers, rooms, or bookshelves.

Lockers

With the start of the school year, each student is issued a hall locker and a Physical Education locker. Each pupil is responsible for maintaining both in good condition. It is the student's responsibility to report to the High School Office any condition which would prevent the normal operation of the locker. The following guidelines apply for locker usage:

- Pupils are cautioned not to share lockers or lock combinations.
- The school does not take responsibility for personal or other articles lost or removed in connection with the use of lockers.
- The storage of illegal items such as firearms, flammable substances, or explosives in the locker is strictly forbidden.
- Pupils are not to bring their own locks for the lockers. Only school supplied locks are to be used; all others will be removed.
- Misuse or mistreatment of the lockers may result in the denial of locker privileges.
- No decorations or writing is permitted on the interior or exterior of the locker door. Pupils will be held financially responsible for locker cleaning or repairs caused by abuse.
- Lockers are the property of C-RCS and may be inspected by authorized personnel at any time.
- Pupils should clean out their lockers in June prior to final examinations.



School Library/Media Center

The Library staff welcomes students for research, quiet work activities, and leisure reading. A member of the Library staff is available during the school day to help students find or retrieve Library materials. Designated materials may be checked out, while reference materials are restricted to overnight loan. If materials are lost or damaged, replacement costs will be charged. Students who have overdue materials may not borrow Library resources until they have returned or paid for their overdue materials.

Library Guidelines:

- The High School Library/Media Center promotes reading, research and study skills.
- All students must sign in when they enter the Library, regardless of length of stay. Grades 9-11 sign on the sheet near the door and seniors sign in on the senior sign-in sheet.
- If students leave before the end of the period, they must sign out.
- When students wish to go to their lockers, the Guidance & Counseling Center, the High School Office or to see a teacher, they must request permission from one of the Library staff. They must then put the destination next to their name and time. Upon return, they should note their returning time.
- Except for seniors, all students must have a pass when they come to the Library. An honor pass is considered a pass. Passes must be presented when entering the Library.
- All students including seniors must stay to the end of each period, including Period 9.
- All students in the Library must use the bathroom in the Library. To use the Library bathrooms, students must request the bathroom key and sign for it.
- Students must behave appropriately in the Library. If a Library staff member or other adult needs to speak with that student more than one time, they will be asked to leave the Library and return to Study Hall, Lunch or class. Further inappropriate behavior will result in the loss of Library privileges.
- Students must follow the guidelines set forth in the District Acceptable Use Policy (AUP) which they signed in order to use a school computer. All web sites accessed must be appropriate for school.
- The Library staff may decide if other activities not described above are inappropriate for the Library and not be permitted.
- No food or beverage (including water) will be allowed anywhere in the Library. Snacks and beverages should be stowed away in book bags.
- Please visit the Library's website for more information.

STUDENT INFORMATION

Academic Expectations

The classroom is a setting for learning; therefore, it is your responsibility:

- To arrive to class on time.
- To use class and study time for learning.
- To complete assigned work on time.
- To prepare thoroughly for each class.
- To respect the rights of other students.
- To participate in class discussions and activities.
- To respect the authority of the teacher or substitute.
- To follow classroom procedures as determined by the teacher.
- To use textbooks, school technologies & other class materials appropriately & with care.

Student Automobile Use and Campus Parking Privileges

Student parking on the Cobleskill-Richmondville High School campus is a privilege. It is imperative that students maintain good attendance habits, are in good academic standing, and follow the *Student Code of Conduct* if they want to acquire and maintain their driving privileges.

All student parking is located in the west side parking lots near the Gymnasium unless otherwise directed by school administration. Due to limited parking space and traffic flow considerations, parking permits are limited to Seniors and Juniors on a first-come, first-served basis. Sophomores with special circumstances may be given consideration providing there is parking space available.

Student drivers and a parent/or guardian must read and sign the Student Driver Informational Packet prior to receiving their parking permit. In addition, students are required to attend a High School Driving Meeting during the first month of school.

Guidelines for Student Drivers

- Students must register their vehicle with the High School Office and acquire a parking permit prior to driving to school and utilizing the parking lot. There is a \$5.00 refundable parking tag fee.
- The parking tag should be placed on the rear-view mirror.
- If a student changes his/her vehicle during the school year, the High School Office must be notified.
- The speed limit on campus is 15 mph.
- Driving to/from school is a privilege extended for transport only. Students are not allowed to visit their vehicle or the parking lots during the school day without prior permission from the High School Office.
- The Cobleskill-Richmondville High School is a closed campus. Students are not allowed to leave campus for lunch, to visit area businesses, or for any reason other than attending college courses or for early work release without express permission from the High School Office.

- All general school regulations apply to the parking lot areas and to all vehicles including all aspects of student conduct. Possessing or using tobacco/nicotine is not allowed on the school campus—even in the student’s vehicle.
- The orderly dismissal of vehicles from the student parking lots is under the direction of the Traffic Coordinators.
- The following are inappropriate actions for the safe management of the parking lot areas and will be cause for violations and/or loss of parking privileges: riding on hoods, bumpers, or fenders; spinning tires; rocking vehicles; revving engines; dodging or swerving; blowing horns; and other actions judged unsafe by the Traffic Coordinators.
- Permission of the Traffic Coordinator(s) and/or the High School Office is required for jump-starting or for providing/receiving other assistance, or for moving a vehicle prior to bus departures.
- Drivers must remain in vehicles when the motor is running.
- Firearms are not permitted in vehicles even when secured in the trunk, disassembled, and/or in the presence of a validly licensed hunter.
- Students are expected to be in school on time. Chronic tardiness will result in the suspension of parking privileges.
- Leaving school at a time other than the end of the regular school day without first completing sign-out procedures in the Attendance Office will result in the suspension of parking privileges.
- It is illegal to pass a stopped school bus with its red lights on while on the roadways or in the school driveway [effective 11.1.90, Chapter 62 of the laws of 1990 amends Section 117(1) and (b) of the Vehicle and Traffic Law dealing with the overtaking and passing of a school bus].

Driving to the Career & Technical Education (CTE) Center

- Students should see the CTE Principal first to secure the necessary approval form.
- Only those students who require a vehicle for work before or after CTE will be granted permission to drive to the Center.
- One-day permits may be granted at the discretion of the CTE Principal and home school Principal.
- Transport is for the driver only. Providing transport to/from the CTE center for other students will result in loss of parking and driving privileges.

Consequences for Student Driving Violations

- Depending on the severity of the violation, actions may range from verbal to written warnings, short-term driving suspensions, longer-term loss of parking privileges or permanent suspension of parking privileges, and other penalties as noted in the *Student Code of Conduct*.
- Traffic violations may also be referred to law enforcement authorities.
- The student and the vehicle are considered as one related to restrictions and suspensions (eg.: restricted students may not have another student drive their vehicle on campus).
- The parking lots are considered an extension of the school with all discipline policies and enforcements applicable.

- If you wish to appeal a decision made on an infraction of the rules, you may do so by contacting Mr. Brett Barr, High School Principal, at (518) 234-3565, or Mr. Carl Mummmenthey, Superintendent of Schools, at (518) 234-4032 within five days of receipt of notice of the penalty.

Backpacks

It is recognized that backpacks and other bags assist students in moving from class to class without having to continually stop at lockers. However, student backpacks are subject to specific safety concerns. Student bags must be able to fit in the student's locker, securely under the desk, or be placed in another teacher-approved area. Student backpacks and bags are subject to the same restrictions under the Student Dress Code as those applied to appropriate student attire.

Bulletin Boards

Bulletin Board use is restricted to school sponsored activities. All signs, posters or announcements are subject to review by the Principal. Announcements for non-school related activities must be pre-approved by the Principal. Advertisement of commercial products or services is prohibited.

Cafeteria and Noon Hour Activities

Lunch - The campus of Cobleskill-Richmondville is closed, and students are not permitted to leave the school grounds during lunch. Students are not to be in cars or in the parking lot.

Cafeteria Rules – There are four Lunch periods so that all students may be accommodated. Be safety conscious. Stay in line and do not crowd, shove or cut. **No food is to be taken out of the Cafeteria.** Bringing in of an “outside” food such as McDonalds, Taco Bell, etc. is not allowed. **Charging** – policy is 2 meals per student not to include a la carte items. When charging is allowed, a la carte items may not be purchased. Keep talking or noise down to a quiet conversational level. **All students are expected to pick up after themselves in the Cafeteria.** All used items should be recycled or deposited in trash cans. Keep your table and floor clean for the next person. Expect others to do the same for you. You are to follow directions of the school/cafeteria staff. All students will remain inside the Cafeteria for thirty (30) minutes. After this time, students may enter the Commons area, Library, or go to a teacher's classroom with a pre-signed pass only.

The Cafeteria and Commons section will be closed off during the Lunch periods. Students will be granted three minutes beyond the normal passing bell at the beginning of their Lunch period. This time should be used for bathroom and locker stops. Students may use the restrooms in the Commons area during all Lunch periods.

Care for School Property

All students are expected to show respect and care for school property. Any damage to property should be reported to the High School Office, a teacher, or custodian.

Acts of vandalism are crimes against the school district and the community which supports the schools. Students who willfully destroy, damage, or deface school property shall be subject to disciplinary action, and may be prosecuted to the fullest extent possible under the law. If a student damages school property, such student and/or his/her parent(s) or guardian(s) shall be required to pay the district for the value of the damaged property.

Citizenship

School provides an opportunity to learn to communicate with others, to respect the rights of others, and to operate within certain rules for the common good. It is your responsibility:

- To treat other people as you wish to be treated.
- To respect the rights, property, and safety of others.
- To assist in keeping the school clean and free from litter and vandalism.
- To understand that the school operates within established rules and regulations and these rules and regulations must be followed.
- To respect the property of the school.
- To follow the directions of people in authority.
- To avoid inappropriate physical contact.
- To behave appropriately.
- To avoid inappropriate public displays of affection. Inappropriate public displays of affection are those which make others uncomfortable.
- To avoid hazing, bullying, or other behavior that threatens or demeans or harasses others.
- To avoid initiating or participating in sexually harassing behavior. Sexual harassment may include, but is not limited to, sexually degrading words or gestures; verbal sexual abuse; obscene phone calls; offensive sexual graffiti, pictures or cartoons; subtle pressure for sexual activity; leering or staring; insulting remarks to a person about his or her gender or sexual orientation; demands for sexual favors accompanied by implied or overt threats; and unwanted touching, petting, pinching or brushing. The Cobleskill-Richmondville School District Policy #50201 on Sexual Harassment may be obtained from the High School Office.
- To use appropriate language while at school and while on school property.

Conferences

During the school day, teachers frequently schedule individual or small group sessions with students who need assistance with remedial, make-up, or enrichment work. Students are urged to request conference appointments.

Occasionally, a teacher may require a student to attend a remedial or make-up session during the regular school day. Such requests will take precedence over extracurricular or interscholastic activities.

Teachers may require students to stay following dismissal for class work that was not completed, back homework assignments, or academic advisement. Students must be under supervision of a teacher, coach, or other staff member when in the building after dismissal.

Corridor Traffic

Movement through the corridors during class periods is kept to a minimum to avoid disturbing classroom instruction. Individuals who are in the corridors during this time are required to have one of the following:

- Corridor Pass - Issued by faculty/ staff to those pupils who are to report directly to other members of the faculty/staff or other areas of the building.
- Visitor's Pass - Issued by the Principal/Assistant Principal to persons who are not pupils but have business in the building. All visitors are to report to the High School Office upon entering the building.
- Honor Pass - Earned for academic achievement and citizenship.
- No self-determined hall movement is permitted by students regardless of previous passes or privileges.

Emergencies

The following are general instructions for emergency situations:

- School officials and teachers will provide instructions for emergencies.
- Pupils are to proceed quietly, in single lines, keeping in order, and moving briskly without running. Pupils who are unable to follow the line or drill pattern should step aside and await assistance.
- Fire Emergency: Regardless of the time the alarm sounds, including after regular school hours, pupils must vacate the building.
- Students should be at least one hundred feet away from the building and fire hydrants.
- All driveways and parking lots must be kept clear to allow the passage of emergency vehicles.
- The signal for students and teachers to return to the building will be given over the PA system.

Honor Pass

The Honor Pass is a personalized identification card issued each grading period to those students who achieve academic scholarship, who exemplify good citizenship, and who maintain a good attendance record. The Honor Pass will be issued following the posting of averages. A new card is issued each marking period.

Students are required to present the honor pass directly to the Study Hall teacher before privileges can be granted. All students in Grades 9-12 are eligible for the Honor Pass.

The Honor Pass is a privilege that may be revoked by any teacher at any time.

Pass Restriction

Students on pass restriction are permitted to sign out of Study Hall or class only if specific arrangements have been made for tutorial or research assistance. Bathroom privileges are granted at the discretion of the teacher.

Student Dress

An individual's First Amendment rights of freedom of expression extend only to the point where they begin to impinge upon the rights of others. In this vein, all students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. A student's dress and grooming, including hair style/color, jewelry, make-up, and nails, shall be safe and appropriate and not disrupt or interfere with the educational process. In addition, students must understand that:

- Extremely brief garments and see-through garments are inappropriate.
- Bare midriffs are not permissible.
- Sleepwear (eg: pajamas) is not acceptable apparel for school.
- Underwear must be completely covered with outer clothing.
- Footwear must be worn at all times. Footwear that is a safety hazard will not be allowed.
- References that are vulgar, obscene, libelous, or that denigrate others because of race, color, religion, ancestry, national origin, sex, sexual orientation, or disability are unacceptable.
- The promotion and/or endorsement of alcohol, tobacco/nicotine, or illegal drugs and/or encouragement of other illegal or violent activities is unacceptable.
- Wallet chains longer than 12 inches are considered dangerous and will be confiscated. Chains shorter in length may be deemed as inappropriate & may be confiscated as well.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to disciplinary consequences.

Study Halls

Study Halls are scheduled to support and complement classroom activities. Study Hall is just what the name implies – a quiet atmosphere where students can gainfully employ their time in preparation for class assignments. All students are required to bring books or materials for work to Study Hall. Study must be independent. Unexcused absence and tardiness to Study Hall is counted the same as for class. No sleeping is permitted in Study Hall. Study Hall regulations are as follows:

- Be in assigned seat when tardy bell rings.
- Students will remain quiet.
- Students must bring schoolwork or acceptable reading material to Study Hall.
- No food in Study Halls held outside of the Cafeteria.
- Leave your area clean at the end of the period.
- Follow the teacher's directions.

A student may be excused from Study Hall to work with a teacher. The teacher who wants the student excused will give a note to the student which must be given to the Study Hall teacher at the beginning of the period each day. The student is then the responsibility of the excusing teacher. Students are expected to return to Study Hall prior to the end of the period unless other arrangements have been made with the Study Hall supervisor. If the student must regularly leave Study Hall to work with a teacher, this change may be made permanent by requesting a schedule change from your counselor. Study Hall rules will be distributed and discussed at the beginning of school and by your Study Hall supervisor.

Textbooks

Textbooks are issued without cost to students. A fine will be assessed for lost books or damage to books. Textbooks that are lost, stolen, or damaged are the responsibility of the student.

The minimum replacement cost of damaged or lost books will be assessed according to the following schedule:

Year(s) of Use	Price
1	Full
2	$\frac{3}{4}$ Price
3-4	$\frac{1}{2}$ Price
5 or more	\$10.00

Tips for Talking to Teachers

(from *The Gifted Kids' Survival Guide: A Teen Handbook* by Judy Galbraith)

- 1. Make an appointment to meet and talk.** This shows the teacher that you're serious and you have some understanding of his or her busy schedule. Tell the teacher about how much time you'll need, be flexible, and don't be late.
- 2. Think through what you want to say before you go into your meeting with the teacher.** Write down your questions or concerns. Make a list of the items you want to cover. You may even want to copy your list for the teacher so both of you can consult it during your meeting. Or, consider giving the list to the teacher ahead of time.
- 3. Chose your words carefully.** Example: Instead of saying, "I hate doing reports; they're boring and a waste of time," try, "Is there some other way I could satisfy this requirement? Could I do a video instead?" Strike the word "boring" from your vocabulary.
- 4. Don't expect the teacher to do all of the work or propose all of the answers.** Be prepared to make suggestions, offer solutions, even recommend resources. The teacher will appreciate that you took the initiative.
- 5. Be diplomatic, tactful and respectful.** Teachers have feelings, too. And they're more likely to be responsive if you remember that the purpose of your meeting is conversation, not confrontation.

6. **Focus on what you need, not on what you think the teacher is doing wrong.** The more the teacher learns about you, the more he or she will be able to help. The more defensive the teacher feels, the less he or she will want to help.
7. **Don't forget to listen.** Strange but true, many students need practice in this essential skill. The purpose of your meeting isn't just to hear yourself talk.
8. **Bring your sense of humor.** Not necessarily the joke-telling sense of humor, but the one that lets you laugh at yourself and your own misunderstanding and mistakes.
9. **If your meeting isn't successful, get help from another adult.** "Successful" doesn't necessarily mean that you emerged "victorious." Even if the teacher denies your request, your meeting can still be judged successful. You had a real conversation if you communicated openly, listened carefully, and respected each other's point of view. Congratulate yourself on a great meeting. If the air crackled with tension, the meeting fell apart and you felt disrespected or acted disrespectfully, then it's time to bring in another adult. Suggestions: a guidance counselor or another teacher you know and trust. Once you've found help, approach your teacher and try again.

Transportation/Busing

Passing School Busses: It is illegal to pass a stopped school bus with its red lights on while **on the highway or in the school driveway.** (Effective November 1, 1990, Chapter 62 of the Law of 1990 amends Section 1174(a) and (b) of the Vehicle and Traffic law dealing the overtaking and passing of a school bus).

School Bus Transportation: The school day begins with a bus ride for most students. The school's responsibility starts when the student boards the bus in the morning and does not end until he/she is returned home safely in the afternoon. A safe, pleasant trip to and from school helps foster positive student attitudes toward school. A very important tip for parents is to **be sure that your child knows what bus he/she rides.**

Students are assigned a specific bus to transport them to and from school. Some high school students are assigned a transfer bus that will take them to either the Golding campus or the Radez campus where they will board their regular bus home. Careful deliberation is given to these bus assignments. In the event that a student must take a different bus from his/her regularly assigned one, provisions should be made in advance with the Transportation Department and the High School Office. When it is not possible to provide advance notice to the Bus Garage, a note signed by the parent/guardian should be presented to the bus driver in order for the student to board a bus other than that assigned. Failure to do so may result in denial of transportation privileges. The District does not transport students to friend's homes or for any other non-educational purposes (i.e. employment).

Bus Stops: Students should be **at the bus stop 5 minutes prior** to arrival of the bus.

Safety: Safety measures pertaining to transportation include carefully planned student instruction. Please review the following at home:

1. Be ready to board the bus when it arrives. Students should always pass at least ten feet in front of the bus when the driver signals them to cross the street. Go immediately to your seat and remain there until the bus comes to a complete stop at your destination.
2. Bus aisles should be kept clear of all objects-including legs, arms and heads.
3. Windows are not to be opened unless the driver grants permission.
4. Students should keep all parts of the body inside the bus at all times.
5. Students are not allowed to eat or drink on the bus.
6. Students are asked to speak quietly so that the driver will not be distracted. Refrain from speaking to the bus driver when the bus is in motion, except in the case of emergency.
7. No articles are to be thrown from or on the bus. Throwing anything from the bus is not only a bus violation, but also a violation against state littering laws, subject to a \$50.00 fine.
8. No glass (bottles, jars, etc.) is allowed on the bus.
9. No pets, including snakes, frogs, bugs, worms, etc. are allowed on the bus. Parents/Guardians may seek permission to personally bring animals to school by contacting their child's teacher for approval.
10. No skateboards, roller blades, skis, golf clubs, fishing poles, plants, portable radio/tape/CD players, trading cards and the like are allowed on the bus.
11. Follow all directions from the bus driver.
12. Respect the health, safety, and morals of others in language and actions.
13. No aerosols or any liquid that is flammable (ex. perfume/deodorant) is allowed on the bus.
14. Cell phone policy – same as the District policy – Emergency use only.

Violations: The rules will be reviewed in school. Bus transportation is a privilege extended to all students provided that conduct is acceptable. If a violation occurs, the following procedures will take place:

1. The driver will take reasonable action to prevent further difficulties. These actions may include reprimand, seat re-assignment, and/or parent/guardian contact. The bus driver may fill out a discipline referral form.
2. Continuing violations will be reported in writing to the student's Principal, who will use procedures listed below. **More serious cases may require termination of bus-riding privileges.** This decision will apply particularly to situations in which the behavior causes a clear and immediate threat to the safety and welfare of others.
 - a) Conference between student(s) and Principal.
 - b) Continued behavior problems will result in the Principal holding a conference with parents/guardians to review past behavior and to gain parent/guardian support in preventing further problems. At this stage, the student and parent will be made aware of possible withdrawal of bus privileges should there be repeated offenses.
 - c) Transportation privileges will be withdrawn for an increasing length of time should violations persist. The Superintendent will determine removal of these privileges beyond five consecutive days.

Safety Drills: A minimum of three emergency bus drills will be held during the school year. These drills will include information on the following: 1) use and operation of the emergency doors and windows, (2) fire extinguisher and two-way radio, (3) first aid equipment.

Emergency Change in Transportation: In those rare situations where emergencies arise, students will be kept at the school he/she attends until arrangements can be made by the parent/guardian to pick up the child. In these situations, parents/guardians who call the schools will be asked for identifying information relative to the child. For the safety and protection of students, the District maintains the right to deny telephone requests. Each office will maintain emergency information, contact/approved pick-up information for each child in the building. The school will monitor this information, but it is the responsibility of the parent/guardian to keep information current.

Transportation To/From and Before/After School: The District will provide transportation to and from K-12 Student's residence/bus stops except for designated walk zones, and/or before and/or after school locations along regularly scheduled bus routes district-wide. Any deviation from the basic provision of transportation outlined above will be accommodated ONLY for permanent changes for child care. Permanent changes do not include provisions for transportation to jobs, drop off to a friend's home, or to non-school related activities. Requests for a permanent change will be accommodated only with written notification and contingent upon available bus capacity. The following information will be included in the request: the date the change is to take effect; parent/guardian name and the student's name; the name, location and telephone number of the destination; the student's usual bus number; and the parent/guardian signature. Written requests must be made on transportation forms that can be obtained from the Transportation Department. This request must be presented to the District Office each year by June 1. Families moving into the school district after June 1 must notify the District Office of such requests for transportation within 30 days of establishing residency.

Bus Pass: Any change in bus transportation is documented by school personnel with a bus pass. This pass is a result of written parental communication received at the start of the school day. Students are given the original copy of the pass which they must present to their bus driver upon entering the bus. A copy of the bus pass is given to the Transportation Department for the driver(s).

The above rules apply for school sponsored field trips, athletics, or any time a student utilizes district transportation.

Unauthorized Areas

Students are considered in an unauthorized area if they are in an area where there is no regularly assigned adult supervision. Outside of the building, including the parking lots and playing fields, are considered unauthorized areas. In addition, loitering during class time in the stairwells and bathrooms is a violation.

After-School Policy

Students remaining on school grounds after 2:53 p.m. must be involved in a school related activity, and must be directly supervised by a staff member. Listed below are some of the acceptable reasons to remain after school:

- Receiving assistance from a teacher.
- Participating in a club or school activity.
- Working on a specific project in the Library (with prior teacher approval).
- Attending sports activities.
- Attending after-school detention.
- Attending after-school activity period.

Students will be asked to leave the building if they are not directly supervised.

Personal Electronic Policy

Definition

A personal electronic device, or PED, means any device that a student is in possession of which electronically communicates, sends, receives, stores, reproduces, or displays voice and/or text communication or data. These include, but are not limited to, cell phones, smart phones, music and media players, gaming devices, tablets, and personal digital assistants.

Mission Statement

PED's have a place as an integral part of the educational process. Electronic devices can enhance the learning experience and assist in preparing our students for an ever-changing world which supports 21st century learners. Cobleskill-Richmondville supports the appropriate use of PED's in the classroom or other school settings. The personal use of electronic devices must not endanger persons or property, disrupt the educational process, or violate a publicized policy of the school. The behavior of the student using the device is addressed rather than the possession of the device.

The Policy

- 1. During Non-Instructional Periods (lunch, senior lounge, passing time in hallways*, nutrition break):** Students may use PED's during these designated periods for personal or instructional purposes. Students are allowed to send and receive text messages, listen to music, access district approved sites, and send and receive email during these time periods only.

*Students are not permitted to listen to music during passing times due to potential safety concerns during an emergency situation. Ear plugs or head phones must be away at this time as well.

2. **During Class/Study Hall Periods:** Student use of PED's is allowed for educational purposes at the discretion of the faculty and/or staff member charged with supervision or instruction. This use is approved under the following conditions:
- Usage will not be disruptive to students, staff, or the overall school environment.
 - Ear plugs or head phones must be used so that others will not be able to hear sounds from a student's device. Speakers are not to be used.
 - There will be no PED usage during assessments, exams, or any type of testing unless approved by the classroom teacher.
 - Students may not use PED's to bully or harass other students, faculty, or staff in any way, including social media.
 - Students may not use PED's to photograph or video-record other students or staff members unless approved by the classroom teacher for educational purposes.
 - All voice calls, during school hours, must be conducted through district provided phones. These can be found in the Nurse's Office, Attendance Office and High School Office.
 - In the event of illness at school, students must utilize the Nurse's Office in order to facilitate parent contact, not personal electronic devices. The school nurse is responsible for monitoring dismissals due to illness.
 - If PED's are utilized by the instructor as part of a planned instructional design, cooperative grouping ensures that all students have access to the electronic device. Use of PEDs will not be mandated for any students.

General Consequences

Students who violate this policy regarding PED's are subject to appropriate disciplinary consequences which are prescribed below as a "General" consequence. Any student who uses PED's in any way that threatens, humiliates, harasses, or intimidates students, school personnel or visitors, or otherwise violates district policies and regulations or local, State or Federal laws, will be subject to more severe consequences, including but not limited to suspension from school. Further, students are prohibited from using the camera, video or recording functions of their PED's on school premises or at school-sponsored activities where another student or individual has an expectation of privacy.

- **First Offense:** Confiscation by instructor or staff member; phone returned to student through the Principal or Assistant Principal at end of school day.
- **Second Offense:** Confiscation by instructor or staff member; parent/guardian required to claim item from Principal or Assistant Principal, and detention will be assigned.
- **Subsequent Offenses:** Confiscation by instructor or staff member; parent/guardian required to claim item from Principal or Assistant Principal, and detention will be assigned, as determined by the number of offenses.

If a student refuses to surrender electronic device to staff member, the student will be sent to the High School Office and the incident is handled as insubordination, which may result in further disciplinary action.

Unauthorized Items

- The use of personal cameras and sunglasses is prohibited between the start of Homeroom and the end of ninth period. These articles should be secured. If the students are found using these items during the school day, they are subject to confiscation. Items may need to be picked up by a parent/guardian.
- The possession of skateboards, roller blades, beepers, laser pointers, game boys, and water pistols in school or on school buses is prohibited.
- Beepers may be approved upon written request of the Fire Chief and with authorization of the High School Principal.
- All other such equipment may be confiscated and held until the student or a parent/guardian comes in to pick it up or until the end of the school year.
- Wallet or other similar chains longer than twelve inches in length are also prohibited.
- No food or drink is permitted outside of the Cafeteria.
- Any item that is potentially disruptive to the educational process or presents a safety concern may be confiscated and the student will be subject to disciplinary action.
- Clear containers with water may be permitted in classrooms at the individual teacher's discretion.
- The use of motocross bikes, 3-wheelers, 4-wheelers, and any other such recreational vehicles on school grounds is strictly prohibited.

Work Release

Applications for work release or late entry to school will be considered only under special circumstances and only for seniors.

- A work release form must be obtained from the Guidance & Counseling Center, completed, and returned before consideration will be given.
- Permission for work release from school will be considered only for a specific employment opportunity.
- When a student is granted permission, he or she is expected to leave the building each day at the time approved on the application.
- If the student requires a parking permit in order to commute to work, all guidelines and restrictions for driving and parking on school grounds lots apply (see *Student Automobile Use*).
- All students must take the minimum full-time schedule of five subjects.
- Should a student cease to be employed, the student or the parent/guardian should notify the school.
- Work release will continue only as long as school attendance, grades, and conduct are acceptable. Should problems arise, a conference with the student, parent/guardian, and school counselor will be convened.
- Should a student with work release illegally transport another student off campus, the student's early release privilege may be revoked.

STUDENT CODE OF CONDUCT

Code of Conduct Summary

This document, based on the District's *Code of Conduct*, School Board policies, and Project SAVE, outlines the rules and procedures under which the C-RCS high school operates. A complete copy of *the C-RCS Code of Conduct* can be obtained from the High School Office of any school building. This *Code of Conduct* includes BOE policy statements regarding the following:

- Student rights and their corresponding responsibilities; included among these are the students' rights to privacy, to participate in student government, to a safe learning environment, and their right to caring, competent, qualified teachers.
- Definitions of the community partnerships which include parents/guardians, bus drivers, teachers, guidance counselors, principals, superintendent and the Board of Education.
- The student dress code which delineates expectations for acceptable and unacceptable student grooming and appearance.
- Expectations for student conduct which outlines acceptable and unacceptable student behavior. It discusses conduct that endangers the safety, morals, health, and welfare of others. Areas of concern also include bus behavior and academic misconduct such as plagiarism and cheating.
- Procedures for reporting violations of the *Code of Conduct* which is concerned with harassment and discrimination and the process by which these transgressions are to be reported to the appropriate district personnel.
- The disciplinary process with an outline of disciplinary procedures and penalties, including the range of potential consequences for misbehavior and violations of the *Code*.
- The circumstances under which the District is obligated to provide alternative instruction.
- The rules and statutes regarding the discipline of students with disabilities, which outlines the special regulations and procedures the District is mandated to follow with regard to children with special needs.
- The special circumstances and limitations relating to the use of corporal punishment, including those infrequent special situations in which reasonable physical force may be used.
- The circumstances and limitations relating to student searches and interviews, including the searching of lockers, involvement of law enforcement authorities and investigations by child protective services.
- The expectations of visitors to the schools, outlining the procedures for parents/ guardians and other visitors when visiting the school buildings for the specific intentions of keeping all school buildings safe.
- The expectations for public conduct on school property during regular school hours as well as after school activities and sporting events.
- The procedures by which the District will disseminate and review the *Code of Conduct*. The *Code* is shared with staff and students at the beginning of each year, copies are available from the Main Office of each building. The Code will be reviewed each year by the BOE.

The intent of this *Code of Conduct* is to promote responsible behavior that creates an orderly and safe school environment. It is the belief of Cobleskill-Richmondville School District that everyone in our community must strive towards contributing to this goal. The following discipline code applies to the behavior of all students while they are on school grounds, in school buildings, and/or participating in school-sponsored activities. C-RCS will operate on a progressive discipline philosophy designed to bring about behavior change. The history and disciplinary record of each student may demand a different response from the administrator. However, every effort will be made to respond in a firm, fair, and consistent manner.

Student Bill of Rights and Responsibilities

C-RCS students have all the rights afforded them by Federal and State constitutions, statutes, and regulations. The school reminds students that certain responsibilities accompany these rights.

RIGHTS	RESPONSIBILITIES
1. To attend a school that will meet the needs of all for a healthy and safe environment.	1. To contribute to a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. To dress as desired as a means of self-expression.	2. To dress appropriately for school and school activities; to not be distracting; to not promote illegal activities.
3. To be treated with dignity and respect by faculty, administration & other students.	3. To act responsibly and treat all others with dignity and respect.
4. To respectfully disagree with teachers, administrators, etc.	4. To express disagreement honestly, respect- fully, and appropriately.
5. To vote on all elected student representatives and to hold representative positions.	5. To choose representatives who will do the best job, to be honest in their promises, to be responsible, and to do their job well.
6. To maintain privacy outside of school activities.	6. To live up to applicable federal, state, and local laws, sports contracts, etc.
7. To be offered the opportunity to participate in all district activities on an equal basis regardless of gender, age, race, religion, color, creed, national origin, sexual orientation or disability, except pursuant to regulations of the State Commissioner of Education.	7. To maintain himself/herself in appropriate physical and mental fitness; to follow academic/athletic rules: to take care of equipment; to be responsible to the team, classmates, and school; to conduct him-self/herself as a representative of the district when participating in or attending school-sponsored extracurricular events.

8. To receive objective information and treatment concerning teen sexuality, drugs/alcohol, as well as to access individuals or agencies capable of providing direct assistance to students.	8. To listen objectively, to use available information and consultation as needed, and to ask questions when they do not understand.
9. To have the capability of having student/adult interaction and dialogue about issues of concern.	9. To use this dialogue and exchange appropriately and seek help in solving problems.
10. To be accorded the right of due process in situations as required.	10. To accept the responsibility and consequences for individual action.
11. To receive an education which challenges and addresses their needs and abilities.	11. To attend, prepare, and contribute to each class and to ask for assistance when needed.
12. To have an adult advocate and belong to a family, community, and school.	12. To honestly communicate needs to his/her advocates.
13. To be provided with caring, competent, and qualified teachers whose assistance is readily accessible.	13. To treat teachers and staff members with respect and to use their assistance appropriately.
14. To be accorded every appropriate opportunity to achieve academic success, including proactive staff intervention when their performance is inadequate.	14. To take advantage of opportunities offered to improve themselves.
15. To have excellence modeled.	15. To aspire to their own personal, honorable excellence.
16. To present their version of relevant events to school personnel authorized to impose a disciplinary penalty as in connection with the imposition of the penalty.	16. To be forthright and honest on issues related to an incident that may lead to the imposition of a penalty.
17. To access school rules and, when necessary, receive an explanation of those rules from school personnel.	17. To understand and abide by school rules.

District Attendance Policy Summary

The Board of Education recognizes that student attendance in school is an important part of academic achievement and overall school success. Student interaction with teachers and other students in class helps to enhance the academic learning experience and provides a basis by which students can demonstrate mastery of subject matter. It is important that students, parents, and the school work together to achieve the goals set forth in the attendance policy.

The attendance policy of the Cobleskill-Richmondville School District is designed to accomplish the following:

1. To accurately monitor the attendance, absence, tardiness and early release of students;
2. To ensure sufficient pupil attendance of classes so that pupils may achieve State mandated education standards;
3. To verify student location for safety reasons and to account to parents regarding the location of children during school hours.

School Responsibilities

Attendance will be taken during each class period in Grades 6-12, and once per school day in Grades K-5. Continuous monitoring will be conducted to identify students who are absent, tardy, or leave class or school early. In the event a student is absent without prior notification, the district shall attempt to contact the pupil's parent(s) or persons in parental relation.

All attendance information will be recorded and analyzed periodically to identify patterns or trends in student absences. In addition, designated staff member(s) will contact the student's parents/guardians and the student's guidance counselor. Such staff member(s) shall remind parents of the attendance policy, explain the ramifications of unexcused absences, stress the importance of class attendance and discuss appropriate intervention strategies to correct the situation.

Parent Responsibilities

It is expected that parents/guardians will ensure their children attend school regularly and on time. When it is necessary for a student to be absent from school, absences will be excused based on the following:

Excused non-appearance shall include, but is not limited to: personal illness, illness or death in the family, religious observance, quarantine, required court appearances, attendance at health clinics or other medical/dental visits, approved college visits, military obligations, absences approved in advance by the Principal, and other reasons as may be approved by the Commissioner of Education.

All other absences, tardiness or early departure for which the pupil has no valid school approved excuse shall be considered unexcused. It is the parent's/guardian's responsibility to notify the Attendance Office by 8:30 a.m. on the day their child is absent. Parents/Guardians will also provide a written excuse upon the student's return to school. If a written excuse is not received within 3 school days of a student's return to school, the absence may be recorded as an unexcused absence.

Student Responsibilities

The building Principal and/or classroom teacher may determine that a certain percentage of a student's grade be based on classroom participation. Students who are absent from instruction shall be afforded the opportunity to make up the class participation portion of their grade, as well as any work missed. Upon returning to school following an absence, tardiness, or early departure, it shall be the responsibility of the student to consult with his/her teacher(s) regarding arrangements to make up missed work, assignments, tests, and class participation requirements in accordance with a time schedule and manner specified by the teacher. Unexcused absences will result in disciplinary action consistent with the District's Code of Conduct. Penalties may include, for example, detention, in-school suspension, and/or referral to Family Court. Students may also be denied the privilege of participating in or attending extracurricular events.

Attendance Procedures For Students

All written excuses for absences or early dismissals must be turned in to the Attendance Office prior to 7:53 a.m. The student will be issued a "blue slip" which is to be presented to his/her classroom teacher(s). Your "blue slip" is proof of your excused absence and you may be asked to present it to your teacher at any time. It is advisable to keep your "blue slip" until you are sure that all of your teachers have seen it.

School Attendance Office Information

High School: 518-234-3565, Ext. #1106 Radez Elem.: 518-294-6621, Ext. #4000
Middle School: 518-234-8368, Ext. #2016 Ryder Elem.: 518-234-2585, Ext. #5061

Leaving the Building/School Grounds

By law, the school is responsible for the welfare and safety of all students during the school day. Consequently, students are not permitted to leave the school grounds at any time during the regular school day without parental permission and specific authorization from the High School Office.

Students leaving the building with parental permission during the day should follow this procedure:

1. Prior to Period 1, present the written request, signed by a parent/guardian to the nurse or attendance clerk.
2. The nurse and attendance clerk will review the request, check its authenticity, and write the student an early dismissal pass.
3. At the time of departure, the student is to show the pass to his/her classroom teacher and report to the Attendance Office to sign out (a parent/guardian must sign-in at the High School Office and pick their child up in the Attendance Office). If the student drives to school, they must leave immediately upon signing-out.
4. If a student returns prior to the close of school, he/she is to report to the Attendance Office, sign in and obtain a pass (blue slip) for admission to class.
5. Students should present this *blue slip* to each teacher throughout the remainder of the school day.

Students should not be out of the building or in the parking lots during the day unless they are under supervision or have permission from the High School Office.

Truancy: A student who is absent from school without the knowledge or consent of a parent or legal guardian is considered to be truant from school. Truancy will result in the following progressive consequences:

- An After-School Detention will be assigned for each period missed or a full day of STEP if student missed more than half the school day.
- Truancy may result in the Family Court referrals for those under 18 and consideration of withdrawal from school for those 18 and over (in accordance with Chapter 400, Law of 1981). Additional sanctions may be applied.
- If a student leaves school in their car or transports another student without approval from the Attendance Office, their parking privileges may be revoked.
- Whenever possible, appointments for medical or dental care should be made at a time outside of school hours.
- Persistent truancy will result in more severe consequences as deemed by Administration.

Unauthorized Absence from Class/Study Hall

Students are required to attend all scheduled classes including Study Hall. Unauthorized absence from class is considered to be a serious offense and will be dealt with accordingly.

Late to Class or Homeroom

Late to class or Homeroom will be handled individually by each teacher. Prompt arrival will be expected for every class.

When the student arrives to class or Homeroom late for a 3rd time, a Lunch Detention will be assigned. Chronic lateness to class will result in stiffer penalties.

An unexcused late to class of 10 minutes or more may be considered a class cut and will be treated as such.

Chronic unauthorized absence from class will result in more severe disciplinary consequences.

Prohibited Conduct

The Board of Education expects 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.

Respect is the cornerstone of all our interactions and behaviors. We appreciate the dignity and worth of one another, and strive not to hurt others by our words, our actions, or our attitudes. The Board of Education is committed to safeguarding the right of all students within the school district to learn in an environment that is free from all forms of discrimination and harassment.

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

The Board recognizes the need to make its expectations specific and clear for student conduct while on school property or engaged in any school function. The rules of conduct listed below are intended to do that and 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.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

A. Engage in conduct that is disorderly. Examples of disorderly conduct include:

- Running in hallways.
- Making unreasonable noise.
- Using language or gestures that are profane, lewd, racist, vulgar, or abusive.
- Obstructing vehicular or pedestrian traffic.
- Engaging in any willful act which disrupts the normal operation of the school community.
- Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
- Computer/electronic communications misuse, including any unauthorized use of computers, software, or internet/intranet account; accessing inappropriate websites, or any other violation of the district's *Acceptable Use Policy*.

B. Engage in conduct that is insubordinate. Examples of insubordinate conduct include:

- Failing to comply with the lawful directions of teachers, school administrators, or other school employees in charge of students or otherwise demonstrating disrespect.
- Lateness for school, missing or leaving school without permission.
- Skipping detention.

C. Engage in conduct that is disruptive. Examples of disruptive conduct include:

- Failing to comply with the lawful directions of teachers, school administrators or other school personnel in charge of students.

D. Engage in conduct that is violent. Examples of violent conduct include:

- Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school employee (*see extended definition, page 4, of the Student Code of Conduct* located on the C-RCS web site).
- Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property.
- Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
- Displaying what appears to be a weapon.
- Threatening to use a weapon.
- Intentionally damaging or destroying the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
- Intentionally damaging or destroying school district property.

E. Engage in any conduct that endangers the safety, morals, health or welfare of others. Examples of such conduct include:

- Lying to school personnel.
- Stealing the property of other students, school personnel, or any other person lawfully on school property or attending a school function.
- Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
- Discrimination, which includes the use of race, color, creed, national origin, religion, gender, sexual orientation, or disability as a basis for treating another in a negative manner.
- Harassment, which includes a sufficiently severe action or a persistent, pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be or which a reasonable person would perceive as ridiculing or demeaning. Acts of sexual harassment as defined in the district's sexual harassment policy.
- Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
- Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation or affiliating with or maintaining membership in any school sponsored activity, organization, club or team.
- Using vulgar, racist, or abusive language; cursing; or swearing.
- Selling, using, or possessing obscene material.
- Smoking a cigarette, vape, Juul, vape pen, cigar, pipe, using chewing or smokeless tobacco, or other tobacco/nicotine products.
- Possessing, consuming, selling, distributing or exchanging alcoholic beverages or illegal substances, or being under the influence of either. "Illegal substances" include: inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, bath salts, synthetic cannabinoids, look-alike drugs, and any substances commonly referred to as "designer drugs." Additionally, the following persons are not permitted to enter school grounds or school sponsored events: any person who gives any visible and/or

physical indication that he/she has used or consumed alcohol and/or other substances, or any person who school personnel have reasonable grounds to suspect has used alcohol and/or other substances.

- Inappropriately using or sharing prescription or over- the-counter drugs.
- Gambling.
- Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
- Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
- Posting unacceptable information in a public forum.

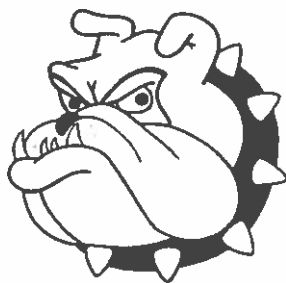
F. Engage in misconduct while on a school bus.

It is crucial for students to behave appropriately while riding on district buses, to ensure their safety and that of other passengers, and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving, and fighting will not be tolerated. Students waiting for buses when not on school property are expected to conduct themselves in accordance with the District's *Code of Conduct*.

G. Engage in any form of academic misconduct. Examples of academic misconduct include:

- Plagiarism.
- Cheating.
- Copying.
- Altering records.
- Assisting another student in any of the above actions.

Students who are found to have cheated or plagiarized will receive a zero for the assignment or test which does not represent their work in part or in whole. Parents/guardians will be advised by the classroom teacher of the student's cheating or plagiarism.



REPORTING VIOLATIONS OF THE CODE OF CONDUCT

All students are expected to promptly report violations of the *Code of Conduct* to a teacher, guidance counselor, the building Principal or his or her designee. Any student observing a student possessing a weapon, alcohol or illegal substance on school property or at a school function shall report this information immediately to a teacher, the building Principal, the Principal's designee or the Superintendent.

All district staff who are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner. District staff who are not authorized to impose disciplinary sanctions are expected to promptly report violations of the *Code of Conduct* to their supervisor, who shall in turn impose an appropriate disciplinary sanction, if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction. Without jeopardizing individual safety, any weapons, alcohol or illegal substances found shall be confiscated immediately. The building Principal will notify the parent of the student involved and undertake the appropriate disciplinary action which may range up to and including permanent suspension and referral for prosecution.

The building Principal, at his/her discretion, will notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day after the Principal learns of the violation. The notification must identify the student(s) and explain the conduct that violated the *Code of Conduct* and constituted a crime.

***** Students who feel that they have been made to feel uncomfortable as a result of physical or verbal contact should report their concerns to the Principal, Guidance Counselor, or Social Worker immediately. (See Harassment, Intimidation and Sexual Harassment – pgs. 54 & 55) *****



DISCIPLINARY PENALTIES AND PROCEDURES

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

Disciplinary action, when necessary, will be firm, fair, and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

- The student's age.
- The nature of the offense and the circumstances that led to the offense.
- The student's prior disciplinary record.
- The effectiveness of other forms of discipline.
- Input from parents/guardians, teachers, and/or others, as appropriate.
- Other extenuating circumstances.

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

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

Penalties

Students who are found to have violated the District's *Code of Conduct* may be subject to the following penalties, either alone or in combination with one another and consistent with the student's right to due process.

- Verbal warning.
- Written warning.
- Time out (alternative location).
- Written or verbal notification to parent/guardian.
- Written reprimand.
- Teacher Detention.
- School Detention.
- Lunch Detention.
- Suspension from transportation.
- Suspension from athletic participation.
- Suspension from social or extracurricular activities.
- Suspension of other privileges.
- In-school Suspension (STEP).
- Removal from classroom by teacher/exclusion from a particular class.
- Short-term (five days or less) suspension from school.

- Long-term suspension from school (more than five days).
- Permanent suspension from school.

In addition to the above penalties for violations of the *Code of Conduct*, building Principals or the Superintendent of Schools may also direct and/or recommend as appropriate additional educational experiences, school-wide probation, community service, counseling and/or referral to school or community agencies (i.e. school counselors, school social workers, school psychologist, law enforcement, family court, and other social agencies).

If a criminal offense has been committed (such as a false alarm, vandalism, or the use and/or possession of weapons) the police will be notified. All violations of the student discipline code and/or public law will be subject to disciplinary proceedings as outlined in Board of Education Policy.

Disciplinary Procedures

The amount of due process a student is entitled to before a penalty is imposed will depend on the type of penalty being imposed. In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must let the student know what misconduct the student is alleged to have committed, and must investigate the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

Students who are to be given penalties other than a verbal warning, written warning, written notification to their parents or detention are entitled to additional rights before the penalty is imposed. These additional rights are explained below.

Lunch Detention

Students may be assigned lunch detentions. Students assigned to Lunch Detention must report to the assigned Lunch Detention Room *prior* to getting their lunch in the Cafeteria. Students will be expected to eat their lunch in silence and remain in the Detention room until the end of the Lunch period.

After-School Detention

Teachers, Principals, and the Superintendent may use lunch-time or after-school detention as a penalty for student misconduct in situations where removal from the classroom or suspension would be inappropriate. Students will be provided a notification of detention to share with their parents/guardians.

In-School Detention—Short Term Educational Program (STEP)

A student may be assigned to STEP. Parents/Guardians will be notified. Students have the advantage of completing class work under supervision and may be assisted by their classroom teachers. Students assigned to STEP are expected to be productive with their time and adhere to the rules and regulations. Students are denied all in school activities for each assigned day of STEP.

Guidelines for the STEP room

- **Students will:**
 - Be assigned work from their regular classes.
 - Have basic skills work when regular assignments are completed.
- **Behavior Expectations:**
 - Report on time and remain in the room until detention for the day is completed.
 - Remain in the room except for trips to the rest room as determined by room supervisor.
 - No talking without permission from supervisor.
 - Absolutely no sleeping or placing head on desk.
 - Do all work and activities as directed.
- **Bathroom Breaks:** Students will be escorted to the bathroom by the STEP supervisor.
- **Lunch:** Students will have the ability to purchase a bagged lunch. Food will be eaten in the STEP Room. No food will be allowed in the room except during designated lunch time.
- **Inappropriate Behavior:** The staff member in charge and the Assistant Principal will determine if the student has met his/her obligation for the assigned time. Failure to comply with these expectations may result in Out-of-School Suspension AND a return to school with the requirement to complete the originally assigned time in STEP for which the student was removed from.
- The STEP monitor will maintain a work and behavior report. This report will be given to the Assistant Principal for the student's disciplinary folder.

Out-of-School Suspension (OSS)

Continuous refusal to obey the Cobleskill-Richmondville *Code of Conduct* may result in suspension and, if applicable, legal action.

The length and type of suspension will be determined by the High School Principal and will be consistent with New York State Regulations and Policies of the Cobleskill-Richmondville Board of Education. Parent(s)/guardian(s) will be notified of the suspension in writing within 24 hours. If possible, such notice will also be provided by telephone. While on OOS, a student may not enter school grounds either during school hours or for any after-school activity. Suspended students on school grounds without permission will be subject to civil trespass. Students suspended from Vo-Tec for an infraction at that school are not allowed to attend High School during that time and not allowed on school property during that time period.

Corporal Punishment

Consistent with Regulations of the Commissioner of Education which prohibit corporal punishment, the Cobleskill-Richmondville Board of Education affirms that corporal punishment is not a desirable method of enforcing decorum, order, or discipline. The Board therefore prohibits the use of corporal punishment by the District employees.

- No teacher, administrator, officer, employee, or agent in the District shall use corporal punishment against a student.
- As used in this section, corporal punishment is defined as the use of physical force for the purpose of punishing a student, except as otherwise provided in the following subdivision.
- In situations in which alternative procedures and methods not involving the use of physical force cannot reasonably be employed, nothing contained in this section shall be construed to prohibit the use of reasonable physical force in order to protect oneself from physical injury; to protect another student, teacher, or any other person from physical injury; to protect District property or the property of others; and/or to restrain or remove a student whose behavior is interfering with the orderly exercise and performance of District functions, powers or duties, if the student has refused to comply with a request to refrain from further disruptive acts.

Investigation of Complaints

Any complaint about the use of corporal punishment shall be submitted in writing to the Superintendent of Schools. The Superintendent will investigate the complaint to determine whether an incident actually took place.

Referrals

(Provisions in this section may include students ages 16 and 17 subject to law changes effective November 1, 2001)

Counseling - The Guidance & Counseling Center shall handle all referrals of students to counseling.

PINS Diversions and PINS Petitions - The District may file a PINS (Person In Need of Supervision) Petition or a PINS Diversion in Family Court on any student under the age of 18 who demonstrates that he or she requires supervision and treatment by:

- Being habitually truant and not attending school as required by Part One of the *Article 65 of the Educational Law*.
- Engaging in an ongoing or continual course of conduct which makes the student ungovernable or habitually disobedient and beyond the lawful control of the school.
- Knowingly and unlawfully possesses marijuana or other illegal substances in violation of Penal Law §221.05. A single violation of §221.05 will be a sufficient basis for filing a PINS Petition.

Juvenile Delinquents and Juvenile Offenders - The Superintendent is required to refer the following students to the County Attorney for a juvenile delinquency proceeding before the Family Court:

- Any student under the age of 16 who is found to have brought a weapon to school, or
- Any student 14 or 15* years old who qualifies for juvenile offender status under the Criminal Procedure Law §1.20(42). (* Effective November 1, 2001, the effective age is up to 18.)
- The Superintendent is required to refer students age 16 and older or any student 14 or 15 years old who qualifies for juvenile offender status to the appropriate law enforcement authorities.

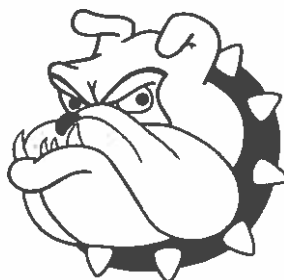
Searches

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

School officials may search students, particularly if there is reasonable suspicion that a student possesses illegal matter, for example, a dangerous weapon or illegal drugs. Students must be aware that such items are forbidden both on school property and at school-related activities. Dogs will be used under direction of law enforcement personnel to enforce the drug/alcohol school policy and state and federal laws.

Security Cameras

Security cameras are in place in all school buildings. These cameras record activity in high traffic areas as well as entrances and exits to the buildings. They are designated to assist in student behavior management as well as to enhance general building safety.



BEHAVIORS REQUIRING DISCIPLINARY CONSEQUENCES

This is not an all-inclusive list. There may be other behaviors that will demand a disciplinary response that are not included here.

Illegal Alcohol/Drugs Consequences

Any illegal substances found shall be taken immediately. The parent(s)/guardian(s) of the student(s) involved will be called and appropriate disciplinary action taken, up to and including permanent suspension. The District may bring legal charges against the student(s) involved, including a lawsuit. In its effort to maintain a drug-free environment, the District shall cooperate to the fullest extent possible with local, state, and/or federal law enforcement agencies.

- A. If, after an investigation conducted by an administrator, it is determined that a student is knowingly in possession of or using illegal drugs/alcohol on school property or at any school-related activity/function, the following consequences shall apply:
- Five days out-of-school suspension.
 - Superintendent's Hearing at Principal's discretion for possible longer suspension.
 - Involvement of law enforcement agency.
 - Post-suspension conference.
 - Other existing policies will be applied as appropriate.
 - Student may be required to seek counseling with an assigned School Social Worker.
 - Additional consequences may be applied as deemed appropriate by the Principal.
- B. If after an investigation conducted by an administrator it is determined that a student is knowingly selling or distributing illegal drugs/alcohol on school property or at any school related activity/function, the following consequences shall apply:
- Five days out-of-school suspension.
 - Superintendent's Hearing required for possible longer suspension.
 - Involvement of law enforcement agency.
 - Post-suspension conference.
 - Other existing policies will be applied as appropriate.
 - Student may be required to seek counseling with an assigned School Social Worker.
 - Additional consequences may be applied as deemed appropriate by the Principal.
- First violation for selling/distributing and second violation for possession/use will result in the suspension from all after school activities.
 - Second violation for selling/distributing and third violation for possession/use will result in the suspension from all extracurricular activities and after school activities which include: athletics, class/club activities, leadership positions, school productions, senior privileges, spectator at school activities, and driving privileges. (Policy adopted by the Board of Education on March 24, 1997)

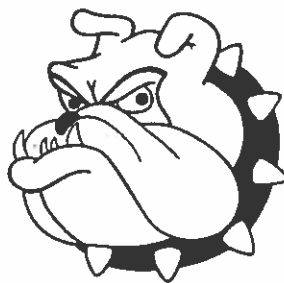
Dangerous Weapons

No student shall bring a weapon on any portion of the premises of a school owned or controlled by this school district. "Weapon" means a firearm as defined in 18 USC § 921 for purposes of the *Gun Free Schools Act*. Possession of any other devices, instruments, materials or substances that can cause serious physical injury or death including, but not limited to, a gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, darts, razor, stiletto, BB gun, brass knuckles, switchblade knife, gravity knife, metal knuckle knife, box cutters, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other devices, instrument, material, or substance that can cause physical injury or death when used to cause physical injury or death also violate this *Code of Conduct* and will subject the student to disciplinary action.

In accordance with the *Gun-Free Schools Act of 1994*, any student who, after a hearing held pursuant to Education Law Section 3214, is found guilty of bringing a firearm onto the premises of any school owned or controlled by this school district, will be subject to a penalty of at least a one-year suspension from school. However, in determining an appropriate penalty, the Superintendent of Schools may modify the suspension requirement on a case-by-case basis, considering, among other things, the totality of circumstances surrounding the offense and the student's previous record. These may include, but are not limited to, the age of the student; the student's grade in school; the student's prior disciplinary record; the Superintendent's belief that other forms of discipline may be more effective; other extenuating circumstances.

Suspended students within the age of compulsory attendance as defined by Education Law Section 3205 will be immediately provided appropriate alternative instruction outside of the school from which the student has been suspended for the duration of the suspension. Where a student has been classified as disabled pursuant to the *Individuals with Disabilities Education Act (IDEA)*, in addition to the hearing required by Education Law Section 214, such student shall not be suspended in excess of ten (10) days unless the District extends such student the additional procedural protections required by IDEA in connection with a change of placement.

Police officers on duty are the only people permitted on school property to have a weapon in their possession. *New York State Penal Law Section 65.01(d)* addresses possession of firearms on school property.



Smoking/Use or Possession of Smoking Paraphernalia (Including Vaping)

The Board of Education's policy regarding use of cigarettes and other tobacco/nicotine products is available from the High School Office. Cigarette smoking and possession of tobacco/nicotine products is prohibited by all students of the District on all school property including school buses whether or not school is in session. Cigarettes, E-cigarettes, vapes, Juuls, vape pens, cigars, pipes, smokeless tobacco and other tobacco/nicotine products will be confiscated and disciplinary penalties will be applied. This policy applies to all vaping/Juuling products and/or accessories.

First Offense: One (1) day of STEP.

Second Offense: Two (2) days of STEP.

Third and subsequent offenses: One (1) day of out-of-school. Chronic smoking problems will result in further and more severe disciplinary consequences with a likelihood of referral to outside agencies.

Harassment, Intimidation, Bullying and Sexual Harassment

Dignity for All Students Act

The new Dignity for All Students Act aims to ensure that elementary and secondary school students have the right to attend school in an environment that is free from discrimination, harassment and bullying. The district is committed to the Dignity Act and safeguarding the right of all students to learn in an environment free from all forms of intimidation and harassment.

Discrimination and harassment will not be tolerated. Whether the act is deliberate, intentional, or unintentional, discrimination and harassment are unacceptable in any school setting including the school bus and all school events such as dances, field trips, and sporting events.

Harassment is defined as a pattern of coercive tactics carried out by an abuser against another with the goal of establishing and maintaining power and control over the victim. Behavior is considered discriminatory when used with the intent to hurt, scare, or put another down based on a person's actual or perceived race, color, religion, national origin, sexual orientation, weight, ethnic group, religious practice, gender, physical or mental disability expressed in the form of name calling; physical, verbal, written threats or electronic threats; hate literature, or any other act intended to demean a person based on who they are or who they are perceived to be. These words and acts are unacceptable even when used as jokes.

For the purposes of the Dignity Act and its implementation, "bullying" is defined as the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted, or emotional abuse, or through attacks on the property of another that takes place on school property, at any school-sponsored function, on a school bus, or that takes place off of school grounds but that is designed to or has the effect of interfering with one's ability to attend school and/or to be educated in a safe, non-hostile environment.

Bullying may include, but not be limited to, actions such as verbal taunts, name-calling and put-downs, including ethnically-, racially-, or religion-based; and gender or sexual orientation-based verbal put downs, extortion of money or possessions, and exclusion from peer groups within school. Such conduct is disruptive of the educational process and, therefore, is not acceptable behavior in this district, and is prohibited.

Any student who believes that he or she has been subjected to bullying, intimidation, sexual harassment or discrimination, whether by a teacher, other student, or any individual on school grounds or at school activities, should report the alleged misconduct immediately. In the absence of a target's complaint, the school, upon learning of or having reason to suspect the occurrence of any sexual harassment, will promptly begin an investigation.

Sexual Harassment

Sexual harassment includes unwelcome behavior such as: inappropriate touching; sexually suggestive verbal comments, name-calling, gestures, jokes, or pictures; spreading of sexually oriented rumors; using language, wearing clothing, or carrying signs that use or insinuate profane, lewd, vulgar, abusive language or pictures; the use of inappropriate sexually explicit or suggestive language that may include, be directed at, or offend another person; texting inappropriate sexual images or language.

Conduct is deemed to be sexual harassment when the injured party perceives such behavior as unwelcome. The fact that someone did not intend to sexually harass an individual is generally not considered a defense to a complaint of sexual harassment. In most cases, it is the effect and characteristics of the behavior that determine whether or not the behavior constitutes a sexual harassment.

Any student having a complaint at any time should feel free to discuss the issue with any school representative. District personnel shall discourage harassing or discriminatory behavior.

Harassment will result in disciplinary action that may include loss of privileges, suspension from school, or suspension from extracurricular activities. It may also involve counseling, appropriate educational experiences, parental contact, and other consequences deemed appropriate by the respective administrator.

Any student who believes that he or she has been subjected to sexual harassment, whether by a teacher, other student, or any individual on school grounds or at school activities, should report the alleged misconduct immediately. In the absence of a victim's complaint, the school, upon learning of or having reason to suspect the occurrence of any sexual harassment, will promptly begin an investigation.

The district will make every reasonable effort to conduct all proceedings in a manner that will protect the confidentiality of all parties except to the extent it is necessary to disclose particulars in the course of investigation. A person bringing a complaint will be notified of all options under the policy by the High School Principal or his designee.

These options include:

- Informal resolution of the complaint:
 - With the assistance of a staff member.
 - With the assistance of any C-RCS administrator.
- Filing a formal complaint with the Title IX Compliance Officer.
- Filing a formal complaint with other agencies.

Any person who has been found to have sexually harassed another person while on school grounds will be subject to appropriate corrective action.

Harassment will result in disciplinary action that may include loss of privileges, suspension from school, or suspension from extracurricular activities. It may also involve counseling, appropriate educational experiences, parent/guardian contact, and other consequences deemed appropriate by the respective administrator.

It is a violation of the C-RCS Board policy for anyone to knowingly make false accusations of sexual harassment. Failure to prove a claim of sexual harassment is not equivalent to a false allegation. Sanctions may be imposed for making false accusations of sexual harassment.

Appeal of the decision of the administrator should be directed to the administrator(s) designated by the Board of Education in the area of complaint: Title IX Sexual Harassment officer(s) or violation of Civil Rights. Procedures in this regard may be found in School Board Policies #5020.1: *Policy on Sexual Harassment* and, #9140 *Civil Rights Discrimination Grievance Procedures – Americans with Disabilities Act (ADA)* and Section 504. A complete copy of the C-RCS policy #5020.1 may be obtained from the High School Office.



ACADEMIC ELIGIBILITY/ EXTRACURRICULAR ACTIVITIES

Students who participate in extracurricular activities are encouraged to work as diligently in their academic classes as in their extracurricular pursuits. Best efforts in both the classroom and in extracurricular activities are expected.

The purpose of the academic eligibility requirement is to enhance academic and extracurricular success, to emphasize the importance of quality academic pursuit, and to keep each student's extracurricular participation in proper perspective. It relates directly to the mission of our school district by encouraging each student to "be educated to their potential," by participating and working to the best of their abilities in both curricular and extracurricular activities.

All organization and team members are expected to recognize and obey the rules set forth here and in the by-laws of the organization to which they belong. Students who are advanced for athletic or other programs from middle school to high school must meet high school eligibility standards. Examples are athletic selection/classification and plays.

Captains and officers are considered vital players whose behavior must exemplify their organization's by-laws. Officers and captains are not excused from any governing laws and can be removed from their position by the advisor or coach.

A student must maintain a full schedule of five (5) classes in order to participate in any extracurricular activity or sports program. A course schedule below five (5) classes/credits is considered part-time. Exceptions are at the discretion of the High School Principal.

Attendance Requirement

A participant who is not in school for the full day on the day of the activity is ineligible to participate that day. This includes practice sessions and school-sponsored dances. Extenuating circumstances such as doctor appointments, college visitation, and inclement weather will be dealt with on an individual basis. Activities or competitions on the day after snow days or Saturdays are not included in this restriction.

The building Principal will have the responsibility for final decisions in cases of eligibility.

Weight Room

The Weight Room is available after school for student use on Monday, Wednesday and Friday. Students are encouraged to take advantage of this opportunity. Students are not permitted to use the Weight Room without supervision.

ATHLETIC CODE OF CONDUCT

Code of Conduct for Athletes in Grades 7-12 COBLESKILL-RICHMONDVILLE CENTRAL SCHOOL

Dear Parent/Guardian & Student Athlete:

Participation on a Cobleskill-Richmondville Athletic Team is a privilege which should elicit great pride in both the athletes and their families. It is also a responsibility which demands extra commitment once a student decides to wear the school colors and represent their teammates, coaches, school and community. Standards of behavior are high and a willingness to live up to them is part of being a member of a team. For this reason, each athletic team member and parent/guardian is required to sign this statement of personal commitment indicating the athlete and his/her parent/guardian recognize and understand their responsibility and are willing to adhere to the basic concepts of good citizenship, sportsmanship, proper training regulations and positive examples that every athlete is expected to know and observe.

The accompanying Code of Conduct identifies those rules and expectations which the Board of Education has adopted for all athletes participating in the grade 7-12 Athletic Program.

Cobleskill-Richmondville Central School is a member and follows the rules and regulations of the Colonial Council, Section 2, and the New York State Public High School Athletic Association (NYSPHSAA).

These rules and regulations may be viewed or downloaded at the NYSPHSAA website: www.nysphsaa.org. Copies are also available at the Athletic Director's office.

Responsibilities and Ethics for the Athlete

Becoming a member of a C-RCS athletic activity carries with it certain traditions and responsibilities that must be maintained. As a member of an interscholastic team of the Cobleskill-Richmondville schools, you have inherited a tradition of respect for yourself, family, school, and community. By trying the best you can, and following all of the rules set up by your coaches and advisors, you can feel justifiably proud of yourself no matter what the win-loss record indicates. The Board of Education has approved an academic eligibility code for students in grades 7-12, and student behavior codes and student handbooks for students in grades 7-12. It is the responsibility of all athletes to honor those rules and expectations. Disciplinary action by the Building Principal shall prevail over all matters involving athletic participation.

Responsibilities To Yourself

The most important responsibility is to broaden yourself and develop strength of character. You owe it to yourself to get the greatest possible good from your school experience. Your studies, and participation in other extra-curricular activities as well as in athletics, prepare you for life as an adult.

Responsibilities To Others

Younger students look up to you, and it is your responsibility to set a good example for them. They may seek your attention and guidance, so always take a few minutes to encourage them in whatever way possible.

Responsibilities To Your School

Another responsibility you assume as an athlete is to your school. As such, you are subject to the rules, regulations and consequences of the Athletic Code of Conduct as well as the Student Code of Conduct. Cobleskill-Richmondville will maintain its position as an outstanding school only when you do your best in whatever activity you engage. By participating in athletics to the best of your ability, you contribute to the reputation of your school. Any behavior that may cast an adverse reflection on our program is prohibited.

Responsibilities For School Citizenship

The Code of Conduct for Athletes is a standard that the community, school, parents, and students have developed and which acknowledges to others that Cobleskill-Richmondville athletes are held to a high standard.

Homework, class participation, and conformance to school regulations are as important as personal conduct in both practice and interscholastic contests. Behavior that may be construed as unbecoming of a participant on our teams may cause him/her to be denied membership on a team. Behavior such as drinking, smoking, illegal use of drugs, insubordination, larceny, or any disobedience to the law or school regulations could be just cause for the student to be denied the privilege of participating in interscholastic sports as a participant and/or spectator.

Responsibilities For Sportsmanship

Cobleskill-Richmondville athletes should exhibit the ideals of sportsmanship, ethics, conduct, and fair play. Athletes are to be respectful to visiting teams, officials, and all spectators, and thus establish a respectful relationship with one another. Respecting the integrity and judgment of the officials is critical to fostering sportsmanship. It is the responsibility of all team members to strive to develop leadership, initiative, and good judgment.

Athletes must have a thorough understanding and acceptance of the rules of the game and the standards of eligibility. They must also recognize that an athletic contest is only a game, not a matter of life and death for the player, coach, school, official, fan, or community. The purpose of athletics is to promote the physical, mental, social, and emotional well-being of the individual players. In addition to following C-RCS rules, they must also comply with any rules/regulations of the institution they are visiting. As a member of a team your appearance reflects on self, school, and community. Accordingly, coaches will work with you to establish an image that conveys the pride and tradition of our athletic program. Being a member of the team representing your school is a privilege. Athletes must be proud of the opportunity to play on a team and the school expects to be proud of their players. Students must attend all scheduled meetings unless excused by the coach/advisor.

Definition of an Athlete

As soon as you begin participating in C-RCS athletics you are by definition an athlete. From your first try-out or first practice you are representing C-RCS and are subject to all of the expectations stated in the Athletic Code of Conduct. You are held accountable throughout your current and future athletic endeavors.

Guidelines

Transferring/Quitting Team

An athlete who requests a transfer to another team may be permitted to join another team with the permission of the Athletic Director after consultation with the coaches involved. An athlete who quits a team will not be permitted to join another team during that same season. A season commences when the athlete attends his/her first practice session. A student that has made a commitment to more than 50% of a season will not be eligible to begin the next season's sport until the team they were on has completed their season.

Attendance Requirement

A participant who is not in school for a full day is ineligible to participate in contests or practice, unless the student enters before 8:30am with a legal excuse or after 8:30am with a Doctor's note. Extenuating circumstances such as doctor appointments, college visitations, and inclement weather will be dealt with on an individual basis. Activities or competitions on the days following snow days or on Saturdays are not included in this restriction. Students missing Physical Education classes for athletic contests will not be penalized. The building Principal has the responsibility for final decisions in cases of eligibility.

Student Eligibility

According to the New York State Commissioner's Regulations, "A pupil shall be eligible for inter-scholastic competition in a sport during a semester, providing that he/she is a bona fide student, enrolled during the first 15 days of the semester, registered in the equivalent of four regular courses, is meeting the physical education requirement and has been in regular attendance 80% of the school time, bona fide absence caused by personal illness excepted." Detailed eligibility requirements are outlined in the section of this handbook entitled "Academic Eligibility - Extra-Curricular Activities."

C-RCS Policy calls for a student to be taking 5 units of credit and Physical Education. Individual coaches/advisors may have their own additional regulations concerning daily attendance at practices and the minimum number of practices before being eligible for competition. Your coach/ advisor will inform you of these rules.

Discrimination and Harassment

Respect is the cornerstone of all our interactions and behaviors. We appreciate the dignity and worth of one another, and strive not to hurt another by our words, actions and our attitudes. The district is committed to safeguarding the right of all students within the school district to learn in an environment that is free from all forms of discrimination and harassment.

Conduct is deemed to be sexual harassment when the student perceives such behavior as unwelcome, such as inappropriate touching, verbal comments, sexual name-calling, spreading sexual rumors, gestures, jokes or pictures.

Conduct is considered discrimination when such behavior is based on race, creed, color, religion, national origin, gender, sexual orientation, family background, or physical or mental disability. These can take the form of name calling, physical, verbal or written threats, hate literature, or any other act intended to hurt, scare, or put down another based on who they are. These words and acts are unacceptable even when used as jokes.

Discrimination and harassment will not be tolerated. Whether the act is deliberate, intentional or unintentional, discrimination and harassment are unacceptable in any school setting including the school bus and all school events. For further information refer to the section (Prohibitive Student Conduct) in the C-RCS District Code of Conduct.

Athletic Harassment and Bullying

The Board of Education is committed to providing an educational and working environment that promotes respect, dignity and equality. The Board recognizes that discrimination, such as harassment, hazing and bullying are detrimental to student learning and achievement. These behaviors interfere with the mission of the district to educate its students and disrupt the operation of the schools. Such behavior affects not only the students and/or staff who are its targets but also those individuals who participate and witness such acts.

To this end, the Board condemns and strictly prohibits all forms of discrimination, such as harassment, hazing and bullying on school grounds, school buses and at all school-sponsored activities, programs, events and school functions. Discrimination, harassment, hazing or bullying that takes place at locations outside of school grounds which can be reasonably expected to materially and substantially interfere with the requirements of appropriate discipline in the operation of the school or infringe on the rights of other students and/or staff are prohibited, and may be subject to disciplinary consequences.

Definitions

Bullying

Bullying is understood to be a hostile activity which harms or induces fear through the threat of further aggression and/or creates terror. In order to facilitate implementation of this policy, provide meaningful guidance and prevent behaviors from rising to a violation of law, this policy will use the term bullying (which is usually subsumed under the term "harassment") to describe a range of misbehaviors such as harassment, hazing, intimidation or discrimination. The accompanying regulation provides more guidance regarding the definition and characteristics of bullying.

Discrimination

Discrimination is the act of denying rights, benefits, justice, equitable treatment or access to facilities available to all others, to an individual or group of people because of the group, class or category to which that person belongs (as enumerated in the *Definitions* section, under Harassment, below).

Hazing

Hazing is an induction, initiation or membership process involving harassment which produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

Harassment

Harassment has been defined in various ways in Federal and State law and regulation. The Board recognizes that these definitions are important standards, but the Board's goal is to prevent misbehavior from escalating in order to promote a positive school environment and to limit liability. The Dignity for All Students Act (Section 10-18 of Education Law) defines harassment as the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student and/or staff to fear for his or her physical safety. The harassing behavior may be based on any characteristic, including but not limited to a person's actual or perceived:

- Race,
- Color,
- Weight,
- National origin,
- Ethnic group,
- Religion,
- Religious practice,
- Disability,
- Sex,
- Sexual orientation, or
- Gender (including gender identity and expression).

In some instances, bullying or harassment may constitute a violation of an individual's civil rights. The district is mindful of its responsibilities under the law and in accordance with district policy regarding civil rights protections.

Smoking/Tobacco

A complete Board of Education policy regarding use of cigarettes and other tobacco/nicotine products is available from the High School office. * Possession or use of tobacco/nicotine will not be permitted at any time during the season. Cigarette smoking, E-cigarette smoking, vaping, Juuling, and possession of tobacco/nicotine products is prohibited by all students of the District on all school property including school buses whether or not school is in session.

School Property

Students are responsible for all school-owned equipment issued to them. This equipment is to be used only for the purpose it is intended in practices, contests, and at the direction of the coach/advisor. Students who carelessly or willfully damage or misuse equipment, facilities, or

property of the Cobleskill-Richmondville School District or another school district are required to make restitution, the amount to be determined by the full cost of repair or replacement. School issued equipment/uniform must be turned in at the end of the season or the student will not receive any equipment/uniform for the following season(s). Seniors must turn in their equipment/uniform to meet graduation requirements. No athletic, or other awards, will be made to members who damage or misuse equipment, facilities, or property unless restitution has been made. In addition, a list of violators will be sent to the Middle School Principal (for students in grades 7 & 8), or the Assistant Principal/High School Principal (for students in grades 9 through 12) for disciplinary action.

Athletic Cuts (Removal)

An athlete who is “cut” from a team shall be allowed to compete on another team with the permission of the coach/advisor of the initial team and the advisor/coach of the second team for which the athlete is considering joining. Denial of such a request is subject to appeal to the Athletic Director and High School Principal.

Reporting Infractions

Infractions for any of the codes of conduct, regardless of where they may have occurred, may be reported by any person to the coach or advisor of the team, the Athletic Director, or School Principal. It is the responsibility of the coach/advisor and Athletic Director for investigation and enforcement of all rule violations.

Transportation To and From Activities

Parents/guardians may take their son(s)/daughter(s) home after away contests or scrimmages. The coach/advisor of that team will make available a permission form that needs to be signed by the parent. An athlete seeking permission to travel with anyone other than his/her parent/guardian must have approval of the coach and Athletic Director/school administrator prior to the day of the contest/scrimmage. The coach shall provide that form to the athlete.

Hosting of Drinking/Drug Parties

Any athlete found to be guilty of hosting or attending a party at which drugs, including alcohol, are provided or used will be treated as having violated the intent of the Athletic Code of Conduct.

Images and/or Written Information in the Public Domain

Any information that appears on the Internet (for example: Facebook, Twitter, etc...) or other printed materials that brings embarrassment or unfavorable views to the student athlete, team, coaches, family, school or community is subject to penalty by the Principal and/or Athletic Director.

High School Academic Policy

A student must maintain a full schedule of five (5) classes and physical education in order to participate in any activity or sports program. A course schedule below five (5) classes/credits is considered part-time. Exceptions are at the discretion of the High School Principal.

Academic Probation: Failing two or more subjects **requires 2 contacts** with teachers. Student Athlete can participate in practice and games during this time.

Definition of Contact: Meeting with the teacher of failed class, attending peer tutoring study hall.

First 10 Days: The student is required to make 2 contacts for each class failed over the next 10 school days. On the 10th day the student would have their academic probation grading sheet signed by all of their teachers to determine if the student is failing, progressing, or passing their classes.

- If the student is passing all classes they are removed from academic probation status.
- If the student is failing one class and/or progressing in one or more classes the student will remain on academic probation under the same terms for 10 more days. The student can participate in all games and practices.
- If the student is still failing 2 or more classes the student will remain on academic probation and would only be allowed to participate in practice, **not games.**

Second 10 Days: For a student who is failing one of more classes and/or progressing in one or more classes they remain on academic probation. The student would be required to make **2 or more contacts** over the next 10 days. A student failing 2 or more classes would be allowed to participate in practices but not games.

Definition of Progressing: Seeks help, completing assignments, participating in class.

Middle School Academic Policy

Middle school student athletes failing one or more subjects will be placed on a ten (school) day probation. During said ten days the student athlete is required to attend "Teacher Contact Sessions". * The student athlete will be assigned two (2) teacher contact sessions for each subject failed. During the ten-day probation the student athlete will be allowed to participate in practices and contests. If the student athlete is passing his/her subject(s) at the conclusion of the probation period they are removed from probation and receive a commendable letter. If the student athlete has attended all of the teacher contact sessions assigned during the probation period and is still failing he/she will remain on probation and will be assigned additional teacher contact sessions. If the student has not attended all of the assigned teacher contact sessions and he/she is still failing he/she will then sit-out contests until the assigned number of contacts has been completed. If the student athlete does not make an attempt to go to the Teacher Contact Sessions he/she is in jeopardy of being dismissed from the team.

* Teacher Contact sessions are arranged by the student athlete and a teacher and can occur before and after school, during flex time, study hall or noon hour.

Violation of Athletic Code of Conduct and Outlined Guidelines

Violation of the rules, regulations, and expectations will be determined by the coach/advisor of each team with the Athletic Director having final authority, unless appealed. Coaches/advisors are encouraged to discuss each incident with the Athletic Director prior to determining what action is taken by the coach/advisor.

Any athlete believed to be in violation of the rules shall be notified by the Athletic Director. The parent/guardian will be notified by the Athletic Director, and at that time a conference may be requested by the Athletic Director and/or parent/guardian. The coach of the team may be included in such meetings, at the discretion of the Director of Athletics. Parent(s)/guardian(s) shall be notified by the Athletic Director or Principal. Attendance or participation in such a meeting by the parent/guardian shall be voluntary. After such a conference, any team member found to have violated any of the rules will be subject to disciplinary action.

Penalties may range from a discussion between the coach/advisor and athlete to a permanent suspension for the rest of the season. The starting date for any disciplinary action shall be the date that determination has been made that a violation occurred.

Drugs, Alcohol, Prescription and Non-Prescription Drugs

Drugs, Including Alcohol

Possession or use of illegal drugs, misuse of prescription or non-prescription drugs, including alcohol is not permitted at any time.

Drinking

Drinking or possessing alcoholic beverages is prohibited at any time. Wine consumed in traditional religious celebrations is not a violation of this code.

Course of Discipline for Violations of Drugs (Prescription and Non-Prescription) & Alcohol Policy

Initial Conference with Athletic Director and Principal

A conference with the athlete, Athletic Director, and Building Principal shall be held to determine the penalty and to decide the fate of the athlete who has been found by the Athletic Director and Principal to have violated the Drug/Alcohol Policy. The Athletic Director shall invite the parent/guardian of the athlete, and if the Athletic Director believes it is appropriate, the athlete's coach, shall also attend this meeting. Parent/guardian attendance shall be mandatory. The conference shall determine the penalties and decision regarding the fate of the athlete during the period of the suspension. In addition to the District Drug/Alcohol Policy (see section on Due Process) an athlete found to have violated the Drug/Alcohol Policy shall be subject to the following:

First Violation of Drug/Alcohol Policy and Regulations

- The athlete shall lose eligibility to participate in a minimum of one-third of the team's contests that season. If the athlete is found to be guilty of hosting a party the loss of eligibility will be a minimum of one-half of the contests. This includes postseason events such as sectionals, states, etc. The starting time for such disciplinary action shall be the date the Athletic Director/Principal concludes a violation occurred. In the event of injury or other circumstances, the disciplinary penalty shall be applied from the date the athlete would be capable to begin play.

- Any athlete wishing to remain on the team must practice with the team during the loss of eligibility to participate.
- The athlete must meet any intervention program determined to be appropriate by the Principal, Athletic Director and consenting parent/guardian.
- If the athlete is a team captain, the captain shall lose that privilege for the remainder of the season.
- Any student who has completed or is completing a disciplinary action as a result of a violation of any rules, may be denied an Athletic Letter and/or any other award(s).
- At the end of the season, any student who is completing a disciplinary action as a result of violation of any rules shall be sanctioned the remaining penalty(ies) in the next subsequent sport played. The Athletic Director shall determine the remaining contest(s) to be missed.
- Any student carrying a disciplinary action/consequence or sanction must complete the season they enter. If they quit or are removed from the team, the disciplinary action will begin anew.
- Students in grades 7 and 8, except those who have qualified for inclusion on a freshman, junior varsity, or varsity team, shall enter grade 9 without prior disciplinary action/record carrying forward into the ninth grade. Students in grades 7 and 8 who are on a freshman, junior varsity, or varsity team shall carry forward into the ninth grade any disciplinary action/record recorded during the time on the freshman, junior varsity or varsity team(s).

Second Violation and/or Subsequent:

On the second and/or subsequent violation, an athlete violating the Drug/Alcohol Policy while in grades 7-12 shall be removed from any participation on an interscholastic team for a minimum period of one calendar year. This shall commence at the time the Principal and Athletic Director determine that a violation has occurred.

A conference including the Athletic Director, Principal, athlete, and parent/guardian shall be held in a manner and for the same purpose as stated in the section pertaining to first violations.

Due Process Procedures

Any student found to have violated this Athletic Code of Conduct shall have the right to appeal the decision of the coach, Athletic Director, or Principal. The process shall be:

- Within three (3) school days following a disciplinary action by a coach/advisor, an appeal must be made in writing to the Athletic Director which states the basis for that appeal. The decision of the Athletic Director shall be rendered to the student in writing with the reasons for denial stated should the appeal be denied. That decision to deny the appeal shall be made in writing within three (3) school days following receipt of the appeal.

- The student may appeal the decision of the Athletic Director with reasons for the appeal stated in writing within three (3) school days of that decision being rendered by requesting an appeal to the Principal.
- The Principal shall render his decision in writing to the student with reasons stated for denial of the appeal within three (3) days of receiving the appeal.
- Appeal of the Principal's decision must be made in writing with reasons stated to the Superintendent of Schools within five (5) school days following the decision of the Principal.
- The Superintendent's decision shall state his reasons in writing within ten (10) calendar days of receipt of the appeal request, should the decision of the Principal be upheld. The Board of Education shall have final decision in any appeal of the Superintendent's decision.
- Appeal of the Superintendent's decision must be made in writing within five (5) school days of his decision and must state the basis for the appeal. The Board of Education shall render its decision within ten (10) school days following receipt of the appeal request. The decision of the Board of Education shall be the final level of an appeal.

School Accident Insurance

The Cobleskill-Richmondville Central School District does have insurance that will cover any athletic related injuries above and beyond personal coverage. Accident **Claim** Forms are available at any of the School Nurse's offices throughout the district.

Any injuries should be reported to the COACH, and SCHOOL NURSE within ninety (90) days.



**RISK OF INJURY STATEMENT
ALL SPORTS**

I am aware that competing or practicing in any athletic activity can be a dangerous activity involving risk of injury. I understand that the dangers and risks of competing and practicing in the activity include, but are not limited to, death, neck and spinal damage; head, neck or brain injury, injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of a muscular-skeletal system and injury or impairment of future abilities to earn a living, to engage in a business, social, and recreational activities, and generally to enjoy life.

If I am a participant in baseball, basketball, bowling, cheerleading, cross-country, football, golf, soccer, softball, tennis, track & field, volleyball, or wrestling, I specifically acknowledge that a contact sport involves even a greater risk of injury and the potential for contracting communicable diseases.

Because of the possible dangers of participating in all athletic activities, I recognize the importance of the following of the coaches' instructions regarding playing techniques, training, and other team rules, and agree to obey such instructions.

In consideration of the School District's permitting me to try out for and engage in all activities related to the team including, but not limited to, trying out, practicing or participating in that activity, I hereby understand the risks associated with participation.

**ATHLETIC CODE OF CONDUCT
BASIC RULE**

“NEVER DO ANYTHING WHICH WILL BRING EMBARRASSMENT OR AN UNFAVORABLE VIEW TO YOURSELF, YOUR TEAMMATES, COACHES, FAMILY, SCHOOL, OR COMMUNITY.”

PENALTIES MAY RANGE FROM A DISCUSSION BETWEEN THE COACH/ ADVISOR AND ATHLETE TO A PERMANENT SUSPENSION FOR THE REST OF THE SEASON.



APPENDIX

Scholarships and Awards

ALBANY CITY LODGE #540 KNIGHTS OF PYTHIAS ACHIEVEMENT AWARD—A medallion is presented to the student who has made the greatest progress in extra-curricular activities and/or community endeavors.

ALEXANDER HARRIS MEMORIAL PLAQUE—This plaque is engraved with the name of the senior who typifies community and civic leadership.

ALICE DORNET SCHOLARSHIP—Presented to a worthy and deserving graduate who will attend a college or university duly accredited by the State of New York. This award is provided by the late Alice Dornet, CCS Class of 1896.

AMERICAN AGRICULTURIST FOUNDATION AWARD—Given for outstanding achievement in the area of FFA leadership during the senior year.

AMY SCHULTE HOGAN MEMORIAL AWARD—This award is given in memory of Amy Schulte Hogan, Class of 1993, & presented to a student entering the nursing or other health care field.

ANTHONY SPENELLO, SR. MEMORIAL AWARD—This award is given in memory of Anthony Spenello, Sr., born in Sicily and immigrated to the U.S. with his family in 1910. He attended the Howes Cave and then the Cobleskill CSD until the 10th gr. when he left to help support his family. He worked for 47 years at the Howes Cave cement plant, where his talents in applied math & sciences made him invaluable to operations in the kiln house. He was a strong advocate for the labor movement and helped organize support for his fellow workers during times of financial difficulty. This award is to honor the dedication and love he showed for his adopted country and community, family, fellow laborers, and the school district that educated his 8 children and 20 grandchildren.

ARANKA V. LAWYER MEMORIAL SCHOLARSHIP—This award is given in memory of Aranka (Cookie) V. Lawyer, RCS English Teacher for 31 years. Cookie was raised by parents who immigrated to the U.S. and for whom English was a second language. The experience of her youth helped form Cookie's belief that being able to speak, read, and write English properly was essential to being successful. Her unyielding attention to detail and positive outlook produced generations of students who went on to accomplish great things in life, including success across a broad spectrum of occupations. The award will be given to a graduating senior who will be entering college to pursue a degree in Education with the goal of becoming a Teacher.

BANK OF RICHMONDVILLE SCHOLARSHIP PRIZE—This award is given to a graduating senior with the highest cumulative average in three Regents level Mathematics classes.

BLAIR HARTMAN MEMORIAL AWARD—This award is given by the C-RCS All Sports Booster Club and the Cobleskill Rotary in memory of Blair Hartman, to honor the dedication and love that he showed for C-RCS, the students of our district, and the entire Cobleskill community.

BUD GUNZINGER LI'L DAWGS FOOTBALL MEMORIAL AWARD—This award is presented to a graduating senior who participated in the Li'l Dawgs Football program, who demonstrates the qualities of sportsmanship and leadership, and who has continued involvement in the sport.

CAPTAIN CHRISTIAN BROWN CHAPTER OF THE NATIONAL SOCIETY DAUGHTERS OF THE AMERICAN REVOLUTION GOOD CITIZENSHIP AWARD—Presented to the senior who has been designated by the students and faculty as the outstanding good citizen.

CAPTAIN CHRISTIAN BROWN CHAPTER OF THE NATIONAL SOCIETY DAUGHTERS OF THE AMERICAN REVOLUTION HISTORY PRIZE–This award is presented to the student who attains the highest standing in Social Studies.

CAPTAIN CHRISTIAN BROWN CHAPTER OF THE NATIONAL SOCIETY DAUGHTERS OF THE AMERICAN REVOLUTION HOME ECONOMICS AWARD–This award is presented to the senior with the highest achievement in Clothing & Textiles.

CASSANDRA J. BECKER MEMORIAL AWARD FOR EXCELLENCE IN SOFTBALL–This award is presented to a senior member of the Varsity Softball Team who possesses the traits of teamwork, leadership and sportsmanship that CJ personified. Given in memory of Cassandra “CJ” Becker, Class of 2004.

CASSANDRA J. BECKER MEMORIAL AWARD FOR MILITARY SERVICE–This award is presented to a senior who has enlisted to serve in the military, and possesses the characteristics of commitment, excellence and leadership that CJ embodied. Given in memory of U.S. Marine Corps Sgt. Cassandra “CJ” Becker, Class of 2004.

CHESTER A. GORDON ALUMNI FARM AWARD–This award is given to the senior who has shown the highest leadership qualities during four years in the FFA chapter.

CHRISTOPHER R. HOGAN MEMORIAL AWARDS–These awards are given in memory of Christopher R. Hogan, Class of 1993. It is presented to two students who plan to pursue a college degree in Alternative Energy or related technology field.

CLASS OF 1999 SERVICE TO SCHOOL SCHOLARSHIP–The Class of 1999 presents this award to a graduating senior showing outstanding dedication/service to the class and to the school.

CLASS OF 2015 SCHOLARSHIP–The Class of 2015 presents this award to a graduating senior who has shown school/class spirit during their four years at C-RHS.

COBLESKILL MASONIC AWARDS IN PHYSICS & CHEMISTRY–The Masonic Lodge of Cobleskill awards prizes to the students attaining the highest final averages in Physics & Chemistry.

COBLESKILL POLICE BENEVOLENT ASSOCIATION AWARD–The CPBA presents this award to a graduate who exemplifies good community and school citizenship, supports the standards of law enforcement, and who will pursue a career in criminal justice by advanced study or through military service.

COBLESKILL-RICHMONDVILLE ADMINISTRATORS ASSOCIATION AWARD–Awarded to a student based upon achievement, consistency, effort, positive service to the school, and demonstration of C-RCS character virtues.

COBLESKILL-RICHMONDVILLE EDUCATION FOUNDATION LEADERSHIP AWARD – This award is presented to a graduating senior who has shown outstanding leadership in school & community. It is given in honor of past leaders of C-R Education Foundation in recognition of their dedication to Cobleskill-Richmondville Central Schools.

COBLESKILL-RICHMONDVILLE EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION AWARD–Presented to the vocational student who has maintained the highest average in his/her senior year.

COBLESKILL-RICHMONDVILLE TEACHERS ASSOCIATION STUDENT SCHOLARSHIPS–Awarded to three college bound seniors based on their scholarship, citizenship, and participation in extra-curricular activities.

COLONIAL COUNCIL PRINCIPAL'S AWARDS–These awards are given to two graduating seniors whose actions best exemplify positive leadership, good citizenship, school spirit & academic achievement.

COLONIAL COUNCIL SCHOLAR-ATHLETE AWARDS–These awards are given to two graduating seniors whose actions best exemplify positive leadership, good citizenship, school spirit, and academic achievement as recognized by the Athletic Director.

CONSERVATION AWARD–This award is given to the student who has expressed the most interest in the area of Wildlife Conservation, both in the field and in the classroom.

DANIEL DEMOPOULOS MEMORIAL AWARD–Given in memory of Dan Demopoulos, Class of 1998, to a graduating senior who will pursue higher education with a major in English, psychology, or a fine arts/humanities area.

DeKALB AGRICULTURE AWARD–This award is given to a senior FFA student in recognition of outstanding scholarship and supervised practice in agriculture pursuits.

DR. CLYDE W. & MRS. VIRGINIA SLOCUM MATHEMATICS AND SCIENCE SCHOLARSHIP–Given by Dr. Clyde and Mrs. Virginia Slocum. Dr. Slocum was a former Science teacher and Supervising Principal at CCS. This award is presented to the senior who has attained high levels of achievement in Mathematics and Science, and who displays exemplary attributes of school citizenship, intellectual inquiry, and a willingness to assist others in learning.

DR. FRANZ KONTA MEMORIAL AWARD–This award is given to the student maintaining the highest average in Biology for the year.

DR. SEELEY M. AND MARY K. PHILLIPS PRIZE FOR COLLEGE IN THE HIGH SCHOOL STUDIES–Awarded to the senior who has attended an accredited college this year and who has the highest grade average in college studies.

ELEANOR PECK SALUTATORIAN AWARD–This award is presented to the Class Salutatorian. It is given in memory of Eleanor Peck, Salutatorian of the Richmondville C.S. Class of 1940.

ENTREPRENEURSHIP BUSINESS AWARD–Presented to the senior with the most outstanding achievement in the Entrepreneurship program.

EXCHANGE CLUB OF COBLESKILL SCHOLARSHIP–This scholarship is awarded to a college bound student based on community service, service to the school, citizenship, and participation in school activities.

FENIMORE ASSET MANAGEMENT, INC. COMMUNITY SERVICE AWARD FOR THE FUTURE BUSINESS LEADERS OF AMERICA–This award is given to a member of the Future Business Leaders of America who has served the Cobleskill-Richmondville community, has an active community service background, and has demonstrated a commitment to pursue higher education or career training.

FENIMORE ASSET MANAGEMENT, INC. COMMUNITY SERVICE AWARD FOR THE NATIONAL HONOR SOCIETY–This award is given to a member of the National Honor Society who has served the Cobleskill-Richmondville community, has an active community service background, and has demonstrated a commitment to pursue higher education or career training.

FFA CITIZENSHIP AWARD–This award is given to one or two students who most closely exemplify the characteristics of good citizenship as stated in the aims and purposes of the FFA chapter.

FRANCIS G. PRATT/AMERICAN LEGION MEMORIAL AWARD–Given in honor of Francis G. Pratt, this award is presented to a college bound student based on the qualities of leadership, patriotism, scholarship, and community service.

FRANK BECKER MEMORIAL AWARD–Given to the outstanding student completing an Agriculture program with an emphasis on Agriculture Mechanics or intent to enter a college program in Agriculture Mechanics or Engineering.

GEORGE AND VELMA DAVIS MEMORIAL SCHOLARSHIP–This award is given in memory of George and Velma Davis, long-time residents of Richmondville. It is presented to a graduating senior who will pursue a post-secondary education.

GERALD GUERNSEY MEMORIAL AWARD–This award is given to the senior exhibiting outstanding proficiency in the area of Agriculture Mechanics.

HARRY RUBIN AWARD–This award is given to the most promising senior in Agriculture courses.

HELEN WOLFORD MEMORIAL PRIZES IN ACCOUNTING & BUSINESS LAW–These two awards are given in memory of Mrs. Helen Wolford, Business Teacher at Cobleskill Central School from 1942-1976. Presented to students with the highest averages in Accounting & Business Law.

HELEN WOLFORD MEMORIAL SCHOLARSHIP–These two awards are given annually in memory of Mrs. Helen Wolford, a Business Teacher at the Cobleskill Central School from 1942 to 1976. The scholarship fund has been endowed by long-time friend and former student Hazel Crosby. The award (paid directly to the college or institution) must be applied toward tuition, room/board, or fees at an accredited post-secondary college, university, or vocational/trade school.

HOWARD J. RICKARD JR. PIONEER OF INFORMATION TECHNOLOGY AWARD–This award is dedicated to Howard J. Rickard, Jr. who was hired by Sterling Insurance Company in 1981 to lead their automation efforts. He was a HS Mathematics teacher and college professor teaching computer science prior to joining Sterling. Howard retired from full-time duty in 2013 as a Senior V.P., and continued as a highly respected member of Sterling’s Board of Directors until his passing in 2019. Sterling is an “A” rated insurance company with extremely strong financial health that is largely attributable to its automation capabilities; capabilities that would not be available were it not for him. Howard was truly a pioneer of information technology.

JAMES T. IRVING MEMORIAL HISTORY AWARD–This award is given to the senior with the highest average on the New York State Regents Examinations in Global History and U.S. History for the cumulative high school period. If a tie occurs, then class average will determine award winner.

JEFFREY MORISSETTE AWARD–These awards are given to seniors who mirrors Jeffrey’s 2009 senior quote “The world’s great men have not commonly been great scholars, nor its great scholars great men” meaning, just because you do not excel in books does not mean you do not excel . . . it’s the person that you are, that works hard that can make a difference and being a great person is as important as being book smart. Jeffrey died on May 6, 2017 after a courageous battle with cancer. He was a kind, giving and hardworking person that also had a spark of humor and mischief in his eyes. He loved all things with a motor, nature, and the idea of making any task work easier.

JOHN H. T. DOW MEMORIAL AWARD–This award is given to a senior in the Agriculture or Technology Department who has shown exemplary qualities in attitude, workmanship, resourcefulness and creativity and has exhibited at the Schoharie County Sunshine Fair at least once during his/her high school years.

JOSEPH AND DONNA ROGERS VIOLA SCHOLARSHIP–Presented to a senior who has demonstrated an enduring interest in and aptitude for the visual arts, horticulture or writing.

JULIE BADER BRIZZEE MEMORIAL AWARD–Given in memory of Julie Bader Brizzee, CCS Class of 1986, and awarded to a graduating senior with plans to become a dental hygienist or to pursue study in the medical field.

LARRY E. BUNNEY MEMORIAL AWARD–This award is presented to the graduating senior who is a member of the High School Band and who is judged most outstanding in instrumental performance.

LINDA A. SLATER MEMORIAL AWARD–This award is given in memory of Linda A. Slater, Cook Manager at the former Aker School, to assist a student who plans to pursue a college degree in Culinary Arts or related field.

MARGARET G. GOLDING AWARD–This award is given to the senior who has achieved the greatest meritorious progress.

MARGARET NETHAWAY BLISS VALEDICTORIAN SCHOLARSHIP–This award is given by Margaret (Peggy) Nethaway Bliss, CHS Class of 1948 Valedictorian, who for many years has recognized valedictorians from local school districts. It is given to ensure that Peggy’s generosity continues even though she is no longer able to recognize personally the achievements of these scholars.

MARGARET P. MALLERY MUSIC PRIZE–This prize is awarded to the senior who has made the most progress in Music while in high school.

MARY P. DuMOND COMMUNITY SPIRIT AWARD–This award is given to the senior who has shown a love of people and an ability to organize them so that they become greater than the sum of their parts and whose community mindedness has a dash of adventurous, creative spirit.

MR. & MRS. FRED T. SENNETT AWARD–This award is presented to a graduating senior who demonstrates scholastic ability and who is active in athletics. (The athlete’s name will be inscribed on a plaque in our Athletic Hallway.)

MR. & MRS. HAROLD D. OTTMAN COLLEGE SCHOLARSHIPS–These awards are presented to deserving graduates who are pursuing higher education. Commitment to education, determination, work ethic and dedication are a few of the criteria students should exemplify for this award.

NAOMI POGUE PARLIMAN MEMORIAL SCHOLARSHIP–Given in memory of Naomi Pogue Parliman, a teacher at RCS from 1958-1979. This scholarship is awarded to a graduating senior pursuing a degree in teaching, nursing or a health care career.

NBT SPIRIT AWARD–This award is presented by NBT Bank to a Business student who has completed Accounting and who shows initiative, independence, and efficiency.

NEW YORK STATE SCHOLARSHIP OF EXCELLENCE–This award is given to seniors attaining highest averages on Regents scores.

ORA MAE LOCKWOOD AWARD–This award is given for post high school education to a deserving graduate in memory of Mr. and Mrs. Floyd Lockwood.

OUTSTANDING SENIOR FEMALE ATHLETE AWARD–This award is presented to the best female athlete of good or better scholastic ability. This athlete has earned five or more varsity letters and has earned the respect of the coaching staff. (The athlete’s name will be inscribed on a plaque in our Athletic Hallway.)

PAUL H. STAUBLE MEMORIAL SCHOLARSHIPS–These two awards are given in memory of Paul Stauble, former President and CEO of Sterling Insurance Company, to graduating seniors who will attend college and major in Business Administration, Marketing, Accounting or a related business field. Students should be considered based upon their effort and persistence shown toward the achievement of good academic results. Consideration may be given to a senior who is a member of the Band, has made a significant progress in Music while in High School, and plans to continue his/her studies in the field of Music.

RAY F. POLLARD, JR. MEMORIAL SCHOLARSHIP AWARD–This award is given in memory of Ray F. Pollard, Jr. to a senior who has shown commitment to their studies, and who will study Agriculture at SUNY Cobleskill.

RODERICK & BLODWYN BENT AWARD–Presented in memory of CCS teachers Roderick and Blodwyn Bent, to the graduating senior student who has made the class a better one by being a member.

ROSETTA H. SHAFER MEMORIAL AWARD–This award is given to the senior with the highest average in the required four years of English. It is given by Angie Marks, CCS Class of 1917, in memory of her aunt, Rosetta H. Shafer.

ROTARY CLUB AWARD–This award is given to the senior who has demonstrated academic achievement and exemplifies the Rotary International motto of “Service above Self” in extra-curricular endeavors.

ROTARY RYDER SCHOLARSHIP–This award is to be granted to a graduating student who will be entering SUNY Cobleskill & demonstrates qualities of scholarship and commitment to education.

SCHOHARIE COUNTY CORRECTIONS & ROAD PATROL SCHOLARSHIP–This award will be given to a graduating senior planning to major or minor in Criminal Justice, Forensic Science or a related field. The student must exemplify outstanding school citizenship and display honesty, integrity, responsibility, kindness, empathy and caring.

SCHOHARIE COUNTY RETIRED TEACHERS ASSOCIATION CITIZENSHIP AWARD–This award is given to the graduating senior who demonstrates good citizenship by giving his/her time, effort and support to others.

SCHOHARIE COUNTY SCHOOL BOARDS ASSOCIATION AWARDS–These awards are given by the Schoharie County School Boards Association to the Valedictorian and Salutatorian in recognition of their outstanding achievement.

SENIOR ART PURCHASE AWARD–This award is presented to one or more Art students who have completed a 3-5 unit Art sequence and is designed to encourage future student artistic development. Nameplates honoring the student(s) will be displayed with their artwork in the high school building.

STUDENT COUNCIL LEADERSHIP AWARDS–These two awards are given to seniors who have best represented the school through good citizenship and service to the school and community.

SUMMIT FIRE DEPARTMENT AWARD–This award is presented to a senior who has served as a distinguished member of a community volunteer organization.

SUZANNE HEAD WHITNEY MEMORIAL SCHOLARSHIP–This award is given by friends and family in memory of Suzanne “Suzy” Head Whitney. The purpose of this award is to honor Suzy’s memory and love of music by assisting a student in pursuit of a career in music education or some aspect of the music industry. Award will be given through 2033, the years in which children Suzy taught will graduate.

THE HONORABLE WILLIAM H. GOLDING SCHOLARSHIPS–These awards are given to the Valedictorian and the Salutatorian of the graduating class.

THE TIMES JOURNAL WRITING AWARDS–These two awards to be given annually to deserving seniors for Excellence in Creative Writing and Excellence in Expository Writing.

THEODORE W. SMITH MEMORIAL AWARD—This award is given in memory of Ted Smith, CCS Middle School Guidance Counselor, to a graduating senior who demonstrates a social conscience, a sense of humor, determination, a sense of purpose, academic and social growth, and a cooperative attitude.

WALTER A. FREEMAN MEMORIAL SCHOLAR-ATHLETE AWARDS—These awards are given to four graduating seniors who have earned varsity letters in two different competitive team sports during both their junior and senior years and have the highest three and one-half year academic averages. In memory of Walter A. Freeman, CCS Class of 1981.

WILLIAM AND ELIZABETH MOOT-O'HERN ENDOWED SCHOLARSHIP FUND FOR RICHMONDVILLE OF THE COMMUNITY FOUNDATION FOR THE GREATER CAPITAL REGION—This award is given to four graduates who seek a degree in Foreign Language or another related field of study.

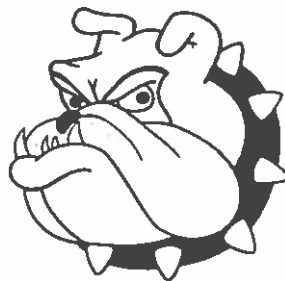
WILLIAM E. KUSHNICK "WORKING HARD AT SCHOOL" SCHOLARSHIPS—These awards are given to graduating seniors who have been good school citizens, have maintained satisfactory grades, and have participated in at least three extra-curricular activities in high school.

WILLIAM M. JACKMAN SCHOLARSHIP—This award is given in memory of William M. Jackman, a CCS Art Teacher for 36 years. It is given to a student who will major in the field of Art, Humanities, Communications, or Theatre.

WILLIAM S. MILLER MEMORIAL SCHOLARSHIP—In memory of William S. Miller, CCS Director of Elementary Education from 1978-1989. This award is given to the graduating senior who pursues a college program in Education or Child Care, volunteers to help children, contributes to school and community, and takes a leadership role in extra-curricular activities.

YEARBOOK MANAGER'S AWARD—This award is presented to two senior yearbook staff members who have shown outstanding contributions to the publication.

ZACHARY M. TILLAPAUGH SCHOLARSHIP—This award is given to a graduating senior enrolled in a college program pertaining to the responsible use of land, who also demonstrates leadership, fairness, respect, and a willingness to help others.



Acceptable Use Policy

Rationale

The Cobleskill-Richmondville Central School District computers are to be used to support learning and enhance instruction. Resources available through the District network are available for use by students, staff, and the community. The District recognizes that as telecommunications and other new technologies shift the ways that information may be accessed, communicated, and transferred by members of society, those changes may also alter instruction and student learning. The District generally supports access by students and staff vast information resources along with the development of appropriate skills to analyze and evaluate such resources. In today's world, access to and manipulation of information is a critical skill.

With this new learning tool, all users must understand and practice proper ethical use and security. Access to the network is a privilege, not a right. Based on the acceptable use guidelines outlined in this document, the system administrators in cooperation with District Administration may close an account at any time. All decisions are final.

C-RCSD DOES NOT HAVE CONTROL OF THE INFORMATION ON THE INTERNET. Some sites accessible via the Internet may contain material that is inappropriate for educational use in a K-12 setting. The District does not condone the use of such materials and will not permit usage of such in the school environment. The District also denies any responsibility for the accuracy or quality of information obtained through its Internet accounts.

Acceptable Uses

1. Use consistent with the mission of the C-RCSD.
2. Use that encourages efficient, cooperative and creative methods to perform the user's job duties or educational tasks.
3. Use in support of research and education.
4. To provide unique resources and collaborative projects.

Unacceptable Uses

1. Use of technology resources for a commercial, political, or profit-making enterprise, except as specifically agreed to with the District.
2. Accessing or distributing inappropriate material, i.e. obscene, abusive, threatening, harassing (religious, sexual, racial), or any material specifically prohibited by Federal, State or local law.
 - Send or display offensive messages or pictures, pornography, etc.
 - Use obscene language.
 - Harass, insult, or attack others.
3. Attempt to illegally access files, data, or accounts.

4. Attempt to circumvent any computer security measures imposed by the District or non-District organizations on the Internet.
5. Activities that interfere with student and staff access to network resources.
6. Working (or attempting to work) from network accounts not assigned to you.
7. Sharing your password or account with others or use another's password.
8. Giving out personal information such as home address or telephone number.
9. Deliberately or intentionally damaging hardware, software, or computer networks.
10. Use District computer equipment inappropriately (including, but not limited to, using unauthorized software or hardware on District computer equipment, printing non-school-related materials, using computer printers, etc.).
11. Violate copyright laws.

Disciplinary Actions May Include

1. Restriction and/or termination of computer system access.
2. Additional disciplinary action determined at the building level pursuant to the Student Conduct and Discipline.
3. Law enforcement agency involvement.

Other

1. Users must take responsibility for their actions.
2. Users must comply with all existing C-RCSD policies as they may be interpreted to apply to technology resources, including but not limited to the following: Student Conduct and Discipline, Copyright, Selection Policy and Sexual Harassment.
3. Users must sign a consent form indicating that they are aware of this policy and will abide in accordance with it. Students must also have parental permission to gain access to Internet accounts.



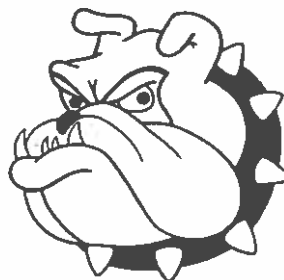
Network Etiquette (NETiquette) for Online Services

1. Keep your messages short to leave room for other messages.
2. Make your "subject line" as descriptive and possible.
3. Always include an introduction before your message.
4. When replying to a message, include some of the original message.
5. Always acknowledge that you have received a document or file someone has sent you.
6. Check your mail at least once or twice a week.
7. Delete unwanted E-Mail.
8. Any time you send E-Mail, proofread and edit it so that there are no mistakes.
9. Do not reveal private matters. Your E-Mail can be intercepted and read by others.
10. Be careful when using sarcasm and humor. Without face-to-face communications your joke may not be taken the way you meant it.

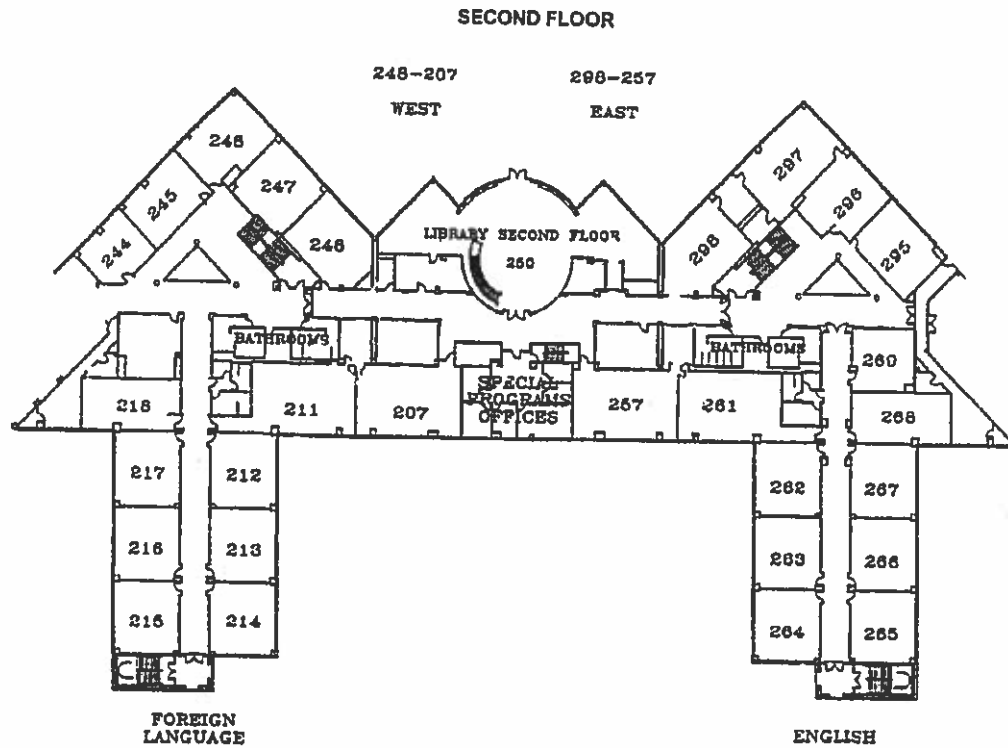
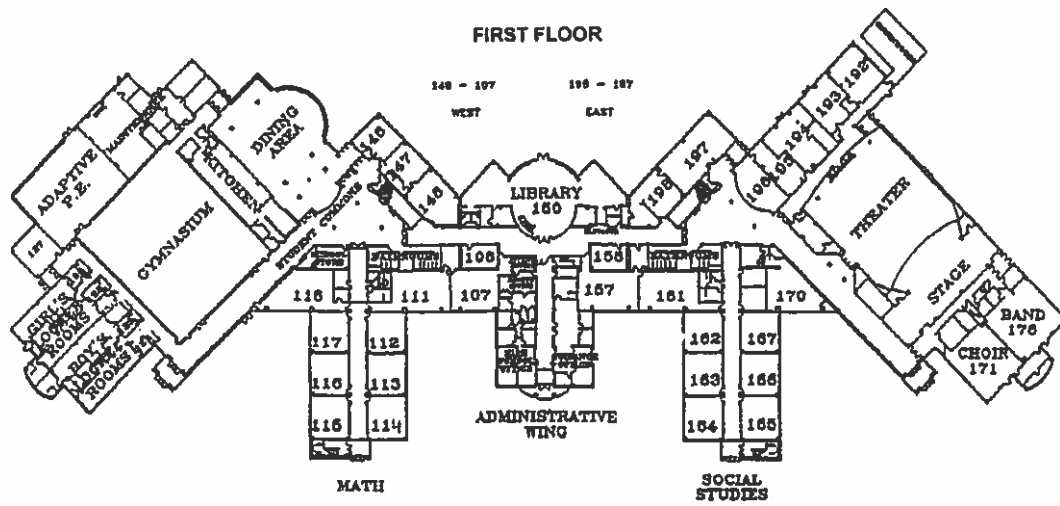
NETiquette for Listserv and Discussion Groups

1. Keep your questions and comments relevant to the focus of the discussion.
2. When replying to a message posted to a discussion group, check the address to be certain it is going to the intended location (person or group).
3. When signing up for a group, save your subscription confirmation letter so you will know how to UNSUBSCRIBE!
4. When going away for a week or more, unsubscribe or suspend mail from any mailing lists or LISTSERV services.
5. Personal messages on conferences, bulletin boards and listservs are not allowed.
6. Do not send attachments to listservs or discussion groups.

Approved by the Board of Education on August 28, 2000.



COBLESKILL-RICHMONDVILLE HIGH SCHOOL



Telephone Listing

AGRICULTURE	EXT.	MUSIC	EXT.
Fletcher, Deborah	1192	Bachorik, Marc	1178/1176
		Borkowski, Elizabeth	1171
ART	EXT.	NURSE	EXT.
Lynd, Mary Jane	1197/1198	Cooney, Stephanie	1104
ATHLETICS	EXT.	PHYSICAL EDUCATION	EXT.
Henry, John (Athletic Director)	1123	Bower, Lynne	1295
Kimball, Justin (Asst. Athletic Director)	2030	Baker, Adam	1122/4134
		Henry, John (Athletic Director)	1123
ATTENDANCE	EXT.	Wilson, Ryan	1126
Nelson, Julie	1106	SCHOOL PSYCHOLOGIST	EXT.
BUSINESS	EXT.	Brosious, Paul	1205/5027
Schweigard Katie	1298	SCHOOL SOCIAL WORKER	EXT.
DISTANCE LEARNING	EXT.	Friedson, Olivia	1270
TBA	1248	SCIENCE	EXT.
ENGLISH	EXT.	Falco, Andrea	1161
Fasciglione, Dominick	1263	Hay, Matthew	1157
Kamin, Heather	1262	Javitz, Lauren	1261
LaMena, James	1266	Mahar, Amy	1111
Maniscalco, Patricia	1267	McConnelee, Susan	1257
Seresky, Emily	1264	Palmer, Christopher	1118/2305
Surman, Jessica	1265	Powers, Joseph	1207
ENGLISH AS A NEW LANGUAGE	EXT.	SOCIAL STUDIES	EXT.
D'Amico-Bailey, Francesca	1214/2324	DeFruscio, Sarah	1163
FAMILY & CONSUMER SCIENCE	EXT.	Nichols, Bonnie	1166
Gansinger-Hall, Deborah	1147/1148	Speer, Judson	1164
FOOD SERVICES	EXT.	Spennello, Diana	1167
Stuart, Amy	1052	Weiss, Marc	1162
Winning-Kelley, Nicole	1144	Wolf, Kyle	1165
GUIDANCE & COUNSELING CENTER	EXT.	SPECIAL EDUCATION	EXT.
Deschamps, James (Guidance Counselor)	1009	Bielert, Troy	1216
Gravina, Jaci (Secretary)	1007	Breslin, Joan	1170
Komarinski, Kristin (Guidance Counselor)	1012	Francisco, Angela	1244
Lyons, Jessica (Guidance Counselor)	1010	Jones, Moira	1247
Robinson, Amy (Secretary)	1008	Lasher, Lori	1107
HEALTH	EXT.	Lasher, Tarrence	1218
Bower, Lynne	1295	Lepkowski, Nicole	1212
HIGH SCHOOL OFFICE	EXT.	Liberatore, Ben	1246
Barr, Brett (Principal)	1001	Tines, Amy	1211
Ferguson, Tracy (Secretary)	1001	Williams, Colleen	1249
Houck, Coriellen (Assistant Principal)	1000	Zerebynsky, Peg	1217
Karker, Linda (Educational Aide)	1006	SPECIAL EDUCATION OFFICE	EXT.
Smith, Kathy (Secretary)	1000	Boss, Lisa (Secretary)	1200
LIBERTY PARTNERSHIP	EXT.	Bramski, Lynn (Asst. Dir. Student Services)	1200
Kutinsky, Dyana	1299	Collver, Nicole (CSE Chairperson)	1200
Thorington, Leslie	1149	Kretser, Savannah (Secretary)	1208
LIBRARY MEDIA CENTER	EXT.	SPECIAL SERVICE PROVIDERS	EXT.
Goldblatt, Nancy	1151	Grant, Kelly (Speech Therapist)	1220
LOTE	EXT.	Johnson, Karalee (Physical Therapist)	1245
Hoskins, Naolisa	1213	Woods, Kristen (Occupational Therapist)	1245
Meredith, William	1215	STAGE & LIGHTING	EXT.
Witkowski, Julie	1214/2300	Lent, Michael	1189
MATHEMATICS	EXT.	STRIVE/TASC	EXT.
Hantho, Edward	1113/1195	Hay, Danielle	1146
Lillich, Cody	1117	TECHNOLOGY/PLTW	EXT.
Lord, Wayne	1114	Carson, Nicholas	1195/1296
Moretti, Laurie	1116	Hantho, Edward	1113/1195
Smith, Tracy	1112	Powers, Joseph	1207
Wyan, Joshua	1115	TURNABOUT PROGRAM	EXT.
MENTAL HEALTH COUNSELOR	EXT.	Van Wyck, Sarah	1053
Biondi, Dana	1221		

Alma Mater

**As the sun shines on the mountain,
Or the rain falls on the vale,
Our flag of blue and silver,
Stands forever to prevail.
We will stand with grit and fervor,
As a beacon through all time,
We will sing our Alma Mater,
With our loyalty in mind.**

**To honor blue and silver,
When we take a winning stand,
Gaining glory as we triumph,
Ringing victory through the land.
We unite with pride and friendship,
For the rest of our long lives,
Our school will become stronger
With our history as our guide.**

*This Alma Mater was written and
Presented to the Cobleskill-Richmondville
School District by the Class of 1997.*

