

Arlington High School



Handbook for Students 2005 - 2006

**1157 Route 55
Lagrangeville, New York 12540**

FORWARD

The Board of Education of the Arlington Central School District welcomes all students to Arlington High school, and wishes each of you an enjoyable and successful school year.

The purpose of this handbook is to give you and your parents clear, concise, and accurate information about Arlington High School's traditions, opportunities, and regulations. Please use this book as a resource throughout the school year.

We expect all students to maintain, in spirit and in actions, the outstanding record of Arlington High School, and to uphold the ideals that make Arlington a great place to learn. Cooperation among you, your parents, the faculty, and the administration will insure your success during the coming year.

Be proud to be an Arlington Admiral – we are thrilled to have you here.

Kelly Lappan

President, Arlington School Board

BOARD OF EDUCATION

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WELCOME TO ARLINGTON HIGH SCHOOL

As you embark upon another year of formal education, either as a new student here or a returning one, we urge you to take full advantage of the many opportunities available to you in your classes and in the extra curricular activity program.

We are proud of our school and its many outstanding past accomplishments. It is our joint responsibility to see that these standards of excellence continue to prevail in the future.

From the many learning experiences to which you will be exposed, it is our hope and expectation that you will be well prepared to assume your daily and future responsibilities in our complex society.

Welcome to a new year at ARLINGTON, a year we hope will be challenging and rewarding to all.

Sincerely,

Arlington Administration

Frank Pepe	Superintendent of Schools
Raymond Southard	Deputy Superintendent
Barbara Donegan	Assistant Superintendent Pupil Personnel Services
Dr. Christine Lowden	Assistant Superintendent Curriculum & Instruction
Dr. L. Edward Lynn	Associate Superintendent for Personnel
Robert Markarian	Director of Instructional Technology/Library/Media Services
Thomas Brooks	Principal
Dwight Bonk	House Principal
Paul Fanuele	House Principal
Lillian Phillips	House Principal
Marco Pochintesta	House Principal
Richard Carroll	Assistant Principal
Jeanne Desire	Assistant Principal
Anna Tihin	Assistant Principal
Paul Weir	Assistant Principal

HIGH SCHOOL ADMINISTRATORS



THOMAS BROOKS
Principal



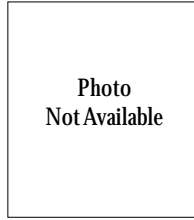
DWIGHT BONK
House Principal



PAUL FANUELE
House Principal



LILLIAN PHILLIPS
House Principal



MARCO POCHINTESTA
House Principal



RICHARD CARROLL
Assistant Principal



JEANNE DESIRE
Assistant Principal



ANNA TIHIN
Assistant Principal



PAUL WEIR
Assistant Principal

STUDENT GOVERNMENT



TYRONE STEVENS
President



JASPINDER KANWAL
Vice-President

The Student Government is an organization of student representatives elected by the student body in the Spring of each school year. In addition to the elections held in the Spring, there are special elections held in the Fall of each year to elect incoming freshmen as representatives to Student Government. The Student Government also works closely with the four class officers of each grade level, and encourages the participation of non-elected members in its activities to promote the welfare and general interest of the Arlington High School student body.

The functions of this organization include dealing with matters concerning students' rights and interests, acting as a liaison between the students, faculty, and administration, establishing and overseeing various social activities, and voicing student opinion to the Board of Education.

STUDENT GOVERNMENT OFFICERS 2005-2006

President – *Tyrone Stevens*
Vice-President – *Jaspinder Kanwal*
Secretary – *Kalie Albrecht*
Treasurer – *Jesse Schwartz*

Senior Class Officers:

President – *Brevan D'Angelo*
Vice President – *Caitlyn Frank*
Secretary – *Amy Leslie*
Treasurer – *Joe Sun*

Junior Class Officers:

President – *Carine D'Angelo*
Vice President – *Chris Purdy*
Secretary – *Mimi King*
Treasurer – *Carly Simco*

Sophomore Class Officers:

President – *Glenn Solomon*
Vice President – *Dan Kane*
Secretary – *Brittany Felton*
Treasurer – *Mike Garofalo*

Freshman Class (Officers not yet elected)

Hayden Carlin	Kali Haverkamp	Kelsey Kleidman
Ally Chipkin	Jaclyn Hawk	Rafat Mahmood
Eric Gerhardt		Lindy Sefcik

Senior Reps

Gary Fisher
Mike Jordhamo
Kelly Kopa
Cody McCoach
Dan Mecca

Junior Reps

Matt Carlson
Luc Johnston
Kate Jordhamo
Dan Pemberton
Stephen Skonieczny

Sophomore Reps

Sabrina Barr
Mike Colucci
Conor O'Brien
Brittney Samson
Julia Tonkin

Election of Officers

At the end of the school year, each class elects officers for the following year.

Advisors

Members of the faculty are appointed at the beginning of the year for each class.

Eligibility Guidelines for Class Office

1. A student must have a satisfactory scholastic record throughout the current school year. (Minimum - 75 average)
2. The student must be a good school citizen with regard to discipline and attendance.
3. Students will be eligible to run and be permitted to campaign for any office within limits specified by the Student Government.
4. Students currently serving as student government officers or representatives must have fulfilled the duties of the office and fully participated in student government and class activities.

Requirements for Class Membership

A student must have a certain number of scholastic credits (not including physical education) in order to be considered a member of the class.

Required credits are as follows:

Freshman - Enrolled in 9th grade, taking 5 or more courses

Sophomore - 5 credits

Junior - 9 credits

Senior - Carrying enough credits to be eligible for graduation in June

TELEPHONE NUMBERS

Main Office	486-4860
Guidance Office	486-4867
Superintendent's Office	486-4460
Business Office	486-4450
Transportation Department	486-4955

HIGH SCHOOL TIME SCHEDULE

7:15 - 7:25	Bus Arrival report to Homeroom
7:30	Homeroom Warning Bell
7:35 - 8:27	Homeroom & Period 1 ~ Attendance, Pledge of Allegiance, Announcements
8:32 - 9:16	Period 2
9:21 - 10:05	Period 3
10:10 - 10:54	Period 4
10:59 - 11:43	Period 5
11:48 - 12:32	Period 6
12:37 - 1:21	Period 7
1:26 - 2:10	Period 8

ROTATING TIME SCHEDULE- A-B-C-D DAYS

A rotating time schedule is designed to provide flexibility in student scheduling. Most students will have one period designated as A or B (days) to accommodate P.E. classes. Other students may have additional periods designated as C or D (days) to provide class time for various lab classes. Each morning opening announcements will include identification of A-B-C-D days.

BUS SCHEDULE

7:15 - 7:25	Bus Arrival
2:19 - 2:22	Bus Departure
4:00	Activity Bus Departure
4:45	Sports Bus Departure

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0000 - EDUCATIONAL PHILOSOPHY

0100 - ARLINGTON HIGH SCHOOL HISTORY

From 1920 to 1961 our district was known as the Arlington Union Free School District, Number 7. When the district was formed, there were two school buildings, one on College Avenue and the other on Davis Avenue. At that time only one year of high school work was offered. In 1922 the course was expanded to two years, and in 1924 the district offered three years of high school work.

The Arlington High School was granted a charter as a six-year high school in 1926, and its first commencement was held in that year with nine pupils graduating. At that time classes were held in the building where the Arlington Elementary School is now located.

In 1934 a new high school was erected near the junction of Routes 44 and 55, with additions being made in 1940 and 1953 to accommodate the increasing number of students. At the time of the latter addition a separate Junior High School was established in the north end of the building.

On July 1, 1951, the new Arlington Central School District #1 was formed. In 1959 the District voted to build a new high school at Freedom Plains. This building was occupied by grades 10-12 in September 1961. In 1967, space to accommodate 500 more students was added making the present capacity 1500 students.

In 1979 the Arlington District was reorganized to accommodate a declining enrollment in elementary schools coupled with overcrowding in the high school. The former LaGrange Junior High School on Stringham Road became a part of the Arlington High School which is now a four year high school, grades 9-12. The building on route 55 was designated Arlington High School, North Campus and the former LaGrange Junior High was designated Arlington High School, South Campus.

The old high school building is now occupied by the Arlington Middle School grades 6-8.

In September 1998 the new addition to Arlington High School opened allowing all 9-12 students to be situated on one site off Route 55. The former South Campus on Stringham Road became Lagrange Middle School for grades 6-8. The former Titusville Middle School opened as an intermediate school for grades 3, 4, 5 and Overlook Elementary School became a K-2 center.

SCHOOL COLORS

When Arlington High School was established, the uniforms of the Firemen, which were maroon and gold, were borrowed for a school function. Later, through a vote of the student body, maroon and gold were adopted as our permanent school colors.

TEAM NAME

In 1961 the G. O. conducted a contest to select a nickname for the athletic teams. "The Admirals" was the selected name.

TEAM MASCOT

In July 2004, the AHS student body selected "Admiral AI" as the team mascot.

SCHOOL SEAL

Years ago a contest was conducted to secure a school emblem. Two symbols were selected, and these, mounted together, made up the insignia: a lamp, which signified wisdom, and a book, which represented the book of knowledge. To these symbols an anchor was later added. It was from this last addition that the school yearbook took its title, "Anchors".

SCHOOL RING

With the idea of establishing a traditional ring for Arlington High School, the student body in 1959 voted to adopt such a ring. The design incorporated symbols of scholastic and athletic activities of the school.

0200 - THE REGENTS BILL OF RIGHTS FOR CHILDREN
A Statement of Principles and Goals

- I. All children have the right to a healthy, secure, nurturing infancy and early childhood.
- II. All children have the right to live in circumstances which permit healthy intellectual, emotional, physical, and moral development.
- III. All children have the right to a free, sound, basic education.
- IV. Each child has the right to an education appropriate for his or her individual needs.
- V. All children have the right to an education which respects their culture, race, socioeconomic background, and the language of their home.
- VI. All children have the right to schools and educational programs which are effective.
- VII. All children have the right to educational programs which prepare them for jobs, for college, for responsible family life, and for citizenship in a self-governing society.
- VIII. All children have the right to pursue their education without fear.
- IX. All children have the right to the resources needed to secure their educational rights.
- X. All children are entitled to an education which involves responsibilities as well as rights.

0300 - EQUAL OPPORTUNITY

**Non-discrimination on the Basis of Sex, Age, Handicapping Condition,
Race, Color, Religion, Sexual Orientation, National Origin or Veteran Status**

The Arlington Central School District does not discriminate on the basis of sex, age, handicapping condition, race, color, religion, sexual orientation, national origin, or veteran status in the education programs or activities which it operates. This policy of non-discrimination includes the following areas: recruitment and appointment of employees; employment pay and benefits; counseling services for students; access by students to educational programs, course offerings and student activities.

The District official responsible for the coordination of activities relating to compliance with Title IX is the Assistant Superintendent, and for Section 504 and Public Law 95-256 is the Director of Special Services, Central Administration Office, 696 Dutchess Turnpike, Poughkeepsie, New York telephone number 486-4460. These officials will provide information, including complaint procedures, to any student or employee who feels that her or his rights under Title IX, Section 504, or Public Law 95-256 may have been violated by the District or its officials.

1000 - COMMUNITY RELATIONS

1100 - ARLINGTON SCHOOL DISTRICT GUIDELINES GOVERNING IN-SCHOOL DISTRIBUTION OF MATERIALS

Whereas, the public school program is designed to meet the physical, social, intellectual and esthetic needs of the students, the Arlington School District welcomes the interest and assistance of parents, students and community members in fulfilling these objectives.

Whereas, school principals are charged with the responsibility of administering the orderly operation of the education process used to achieve these goals, the distribution of all materials in any of the schools, requires the authorization of the building principal.

The following procedures will serve as guidelines for the distribution of such materials:

1. A copy of the materials will be submitted to the principal for review with the understanding that a definite, brief period of time will be specified for review. The principal may appoint a committee to assist on the review.
2. A statement of purpose, the name and address of any sponsoring organizations, and the name, address, and phone number of a specific person responsible for the publication and distribution of the materials must accompany the request.
3. If, after review, authorization for distribution is given, a suitable time and place for such distribution will be established by the principal.
4. If, after the opinion of the principal, the material will interfere with the proper and orderly operation and discipline of the school, or will cause violence or disorder, or will be so offensive to the reasonable sensibilities of any racial, religious, or ethnic group, permission for its distribution shall be denied. Distribution of publications whose purpose is to further personal or organizational monetary gain shall be denied unless the publication is associated with a school sponsored drive. The principal shall notify the petitioner of the reason for denial of permission.
5. Approval for distribution of materials to all, or substantially all of the grade levels of the District also requires prior approval of the superintendent.

1200 - VISITORS

All persons, not enrolled at Arlington High School, who have legitimate reasons to visit must request permission and if granted, must sign in and out at the reception booth in the main lobby. A temporary visitor pass will be issued which must be displayed by that person at all times while visiting in the building. Any unauthorized visitor will be penalized under the terms of Section 240.35 of the Penal Law. Visitors must apply in writing or by phone to an Administrator at least 24 hours in advance for permission. All visitors must sign in and out of the building at the reception area. Persons with infants and/or small children are discouraged from social visiting during school hours.

1300 - OPEN HOUSE

Our annual Open House program will be held in the month of October with the date shown in the calendar located in the back of this handbook. The purpose of this program is to establish a close relationship between parents and the school. It also serves as an opportunity for parents to see our building, to meet the teachers, and to see many interesting exhibits prepared by the students.

All parents and other interested individuals are urged to make a practice of attending our annual Open House.

1400 - "NO SCHOOL" ANNOUNCEMENT

Announcements on stations.....

"AM"—WKIP-1450; WEOK-1390; WHVW-950; WBNR-1260.

"FM"—WPDH-101.5; WCZX-97.7; WSPK-104.7; WHUD-100.7;
WRWD-107.3; WRNQ-92.1; WBPM-92.9.

Information may also be found on the district website:
www.arlingtonschools.com and by calling School Call: 437-3260

1500 - EMPLOYMENT CERTIFICATES (WORKING PAPERS)

Types

Student Employment Certificate (Non factory, 14 & 15 years of age)

Student Employment Certificate (General 16 & 17 years of age)

Farm Work Permit (14 & 15 years of age)

Newspaper Carrier Certificate (12-18 years of age)

A standard employment certificate and a vacation work permit are currently active for 2 years.

Students who wish to work must:

1. Obtain an application blank from the Health Office. This must be signed by the parent.
2. Have a physical examination by the school doctor or family physician.
3. Return to the Health Office the signed application form and record of physicians examination, including social security number.

A working certificate will then be issued, legally allowing the student to work within the guidelines which apply to the particular work permit issued. Further information may be obtained from the Health Office personnel.

1600 SEXUAL HARASSMENT

The Board of Education is committed to safeguarding the right of all members of the school district community to an educational and work environment that is free from all forms of sexual harassment. To this end, the Board prohibits all forms of sexual harassment on school grounds, school buses and at all school-sponsored activities, programs and events including those that take place at locations outside the District. Sexual harassment does not only depend upon the offender's intention but also upon how the target perceives the behavior or is affected by it. The Board recognizes that sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from peers as well as supervisors.

Therefore, the Board prohibits all unwelcome behaviors of a sexual nature, which are either designed to extort sexual favors, or which have the purpose or effect of creating an intimidating, hostile, or offensive environment. The Board also prohibits any retaliatory behavior against complainants or any witnesses.

In order for the Board to effectively enforce this policy and to take prompt corrective measures it is essential that all victims of sexual harassment and persons with knowledge of sexual harassment report the harassment immediately. The District will promptly investigate all complaints of sexual harassment, either formal or informal, verbal or written. To the extent possible, all complaints will be treated in a confidential manner. Limited disclosure may be necessary to complete a thorough investigation.

If, after appropriate investigation, the District finds a violation of this policy, prompt corrective action will be taken in accordance with the applicable collective bargaining agreement, District policy and state law.

The Superintendent of Schools is directed to develop and implement specific procedures on reporting, investigating and remedying allegations of sexual harassment. In addition, training programs, for example workshops, shall be designed to avoid sexual harassment. Such procedures are to be consistent with any applicable provisions contained in the District's collective bargaining agreement and the state laws.

This policy shall be posted in a prominent place in each District facility and shall also be published in student registration materials, students, parent and employee handbooks, and other appropriate school publications.

4000 - INSTRUCTION
4100 - THE MARKING SYSTEM

The scholastic grading system is on a percentage basis at Arlington High School.

90 - 100%	Superior
85 - 89%	Above Average
75 - 84%	Average
65 - 74%	Below Average
64% and Lower	Failure

4110 - CLASS RANK

An index system is used to determine class rank. Alternative credit will not be included in class rank. Each course is assigned a factor which is listed with the course description. The index for class rank purposes is determined by the formula:

$$\text{INDEX} = \frac{\text{sum of (grade x credit x factor) for each course}}{\text{total credits (excluding Pass/Fail courses)}}$$

The general guideline for determining the factor for a course is as follows:

	Level
Advanced Placement (AP)	10
Honors (H)	9
College Prep/Regents Level (R)	8
School Level/Trial Regents (T)	7

4120 - CONDITIONS FOR PASS/FAIL OPTION

1. All high school students are eligible to select designated available pass/fail electives. The option is restricted to one course per semester not including P.E. and a maximum of one unit of credit per year. Pass/fail electives will be compiled on an annual basis from recommendation of each department. These recommendations will then be subject to the approval of the principal.

The deadline for selecting the pass/fail option is one week prior to the last day of the first marking period of that course.

2. Once a student selects the pass/fail option, no numerical grade will be given for report cards or permanent record cards. The student will fulfill all the requirements of the course and grades will be maintained by the instructor. Grades will be reported only as P (passing) or F (failing).

3. It will be the responsibility of the student to file a form signed by a parent or guardian authorizing the student to enroll in a course on a pass/fail basis. The form must be filed in duplicate (one for the Guidance Office files and one for the classroom teacher), on or before one week prior to the last day of the first marking period of that course.

4130 - REPORT CARDS

1. Report cards are issued four times during the year.
2. The mark entered on the card at the end of each report period is the student's average for that marking period only, for class work and test.
3. The final mark entered on the permanent record will be the combination of the four marking period grades (4/5) and the final exam (1/5). This method of computing final course grades began September 1, 1995, and affects all grade levels, freshman through seniors.
4. The report card sent home at the end of the year will show the class average, the final examination mark, and the average for the year.

5. If, through absence, a student has not completed the work for the report period, “inc” (incomplete) will be given. If the work is not satisfactorily made up within a 5 week period, the incomplete will become a failure.
6. **A student must complete a final examination for the course in order to receive credit.**
7. **Any subject dropped after the first report period** is recorded as a failure. The failing grade will be recorded as a 50. Students may drop a course prior to the end of the report period without academic penalty provided they have the written approval of a parent/guardian, guidance counselor.

The Guidance Department has been organized primarily to provide students with information and counsel that will enable them to plan intelligently for their educational and vocational futures. In the Guidance Office, literature describing countless occupations as well as various booklets and catalogs issued by colleges and universities is available to all students. Regardless of what the plans of the individual student may be, students should avail themselves of the aid which this department provides.

Each student should plan to arrange a minimum of one conference each year with a guidance counselor. Counselors are ready and willing to discuss a variety of problems including those which are educational, personal, work-related or financial in nature.

4200 - TESTING

4210 - REGENTS EXAMINATIONS

During the examination weeks, Regents examinations are given in designated subjects. These examinations are prepared by the New York State Board of Regents and are given simultaneously in all New York State high schools. The passing grade is 65%.

The granting of credit for Regents courses of study involves class attendance, homework assignments, quizzes, tests, and other activities, as well as the Regents examination that is administered at the end of the course. When deciding whether or not a student has satisfactorily completed a Regents course of study and is entitled to a unit of credit, the student's performance will be evaluated on all of these activities. The granting of credit will not be based solely on the Regents examination score. The final course grade will be derived by averaging the four marking period grades (4/5) with the final exam grade (1/5).

4220 - COLLEGE BOARD

School Code Number

The school code number of Arlington High School is 334620. This is also referred to as the C.E.E.B. code, College Board and A.C.T. code.

PSAT-NMSQT (Preliminary SAT/National Merit Scholarship Qualifying Test)

The PSAT will be given at AHS on Saturday, October 15, 2005. It is recommended that juniors take this test. Information and registration forms will be available in early October in most junior English classes and the Guidance Offices.

College Board SAT I and SAT II Tests

SAT I and SAT II tests are required by many colleges in their admissions evaluation process. **SAT I:** Reasoning tests measure students' verbal and mathematical reasoning abilities. **SAT II:** Subject tests measure students' knowledge or skills and their ability to apply that knowledge in particular subject areas. The tests fall into five general areas: English, Social Studies, Mathematics, Sciences and Foreign Languages.

Arlington High School administers SAT I and SAT II tests in November, December, January, May and June. The test center code for AHS is 33770. Registration forms and test descriptions are available in the Guidance Offices. For the 2005-2006 school year, the College Board's schedule of test dates and registration deadline is:

SAT Test Date	Registration Deadline	
*October 8, 2005	September 7, 2005	
November 5, 2005	September 30, 2005	
December 3, 2005	October 28, 2005	
January 28, 2006	December 22, 2005	
*April 1, 2006	February 24, 2006	
May 6, 2006	April 3, 2006	*Not administered at
June 3, 2006	April 28, 2006	Arlington High School

American College Test (ACT)

The ACT is given four times a year: October, December, April and June, at approximately 2,000 test centers in the country. You may contact the Guidance Offices for more specific information, advice and registration forms. The test center code for AHS is 215240.

It is Arlington High School procedure to note college placement scores (SAT I, SAT II, ACT) on a student's official transcript. If a student or parent does not want these scores to appear, they must see their guidance counselor prior to the administration of the test.

ACT Test Date	Registration Deadline	
*October 22, 2005	September 16, 2005	
*December 10, 2005	November 4, 2005	
April 8, 2006	March 3, 2006	*Not administered at
June 10, 2006	May 5, 2006	Arlington High School

4300 - REFERENCE CENTERS

4310 - THE LIBRARY

The library is the school's center for reference, independent study and pleasure reading. The collection's chief aim is to support the curriculum. However, students will find ample material to pursue most interests and to meet recreational needs.

The library has an automated catalog as well as networked CD-ROM products for reference. Students may access newspapers, periodicals, encyclopedias and databases. Some of these databases and the online catalog may be accessed from networked classroom computers. Internet access is provided for students with school accounts.

The Arlington High School Library Media Center is open for students during and after the school day. Students should sign up in the morning and then come directly to the library for their study period. Lunch passes are also available each morning. Students eat lunch first and then come to the library. Seniors may use the library during any free period. The library is open after school on Mondays, Tuesdays and Fridays until 3:10 pm., and on Wednesdays and Thursdays until 8:30 pm.

4320 - COLLEGE AND CAREER INFORMATION CENTER

Information regarding colleges and careers is available in the Guidance Offices and library. The library houses the College and Career Information Center, which has extensive information regarding careers, two and four year colleges, technical and business schools, financial aid resources and Armed Services opportunities. The GIS (Guidance Information System) can also be used to assist students in the decision making process regarding future goals.

College mini fairs are to be held October 18, 20, 25, and 27th, 2005.

Financial Aid Night information nights are to be held in November 3, 4, 7 and 8th, 2005.

4400 - TEXTBOOKS

The Arlington School District supplies textbooks in most classes. Review books are purchased by the student.

When students receive a book furnished by the District, they should:

1. Print their name, the teacher's name, and year on the book plate in the inside cover.
2. Cover the book immediately. (Books not properly covered may be repossessed by the teacher.)

Students must return all school-issued books at the end of the course or pay for them if they are lost, stolen or damaged. Since, replacement costs for textbooks are extremely high, students have an obligation to handle their books carefully and to guard against loss, theft or damage.

4410 - LOST BOOKS

Procedure to follow for lost book:

A student who has lost a book should obtain a lost book form from the teacher of the course. That teacher will fill in the form including the replacement cost of the book. It is the student's responsibility to take the completed lost book form and the proper amount due to the Main Office for processing.

When the money is paid, the secretary will sign the form thus allowing a replacement book to be issued by the teacher. (In the English Department the money is paid to the coordinator in the English Office.)

4500 - ALTERNATE WAYS OF EARNING CREDIT 4510 - INDEPENDENT STUDY PROGRAM

General Guidelines

The purpose of the Independent Study Program is to offer the student an opportunity for program enrichment. It is not to be a substitute for regular school offerings and cannot be used to satisfy core and sequence requirements.

Enrollment in Independent Study will be subject to student interest, availability of an advisor, and the student's demonstrated ability to successfully complete his or her other subjects while pursuing Independent Study. Independent Study grades are Pass/Fail. No numerical grades are given.

The student must secure the form for Independent Study from his/her guidance counselor. The student must return the completed form (which includes the written approval of the sponsoring teacher, counselor, department coordinator, parent and principal) to the counselor by the end of the 4th week of the semester in which the program will commence.

Following application approval, the student is expected to complete all work in accordance with the procedure outlined in the application and within the specified time limits. Independent Study in Physical Education, under certain criteria, is available.

4520 - DEMONSTRATION OF PROFICIENCY

Eligible students have the option of earning up to 6 1/2 credits (of the 22 required) without completing specific courses of study. This may be done as follows:

- a. The student must achieve 85% or better on state developed (e.g. Regents exams, proficiency exams) or state-approved exams and pass an oral examination or complete a special subject.
- b. In the areas of science and occupational education, where credit is through examination, laboratory requirements will be met through special projects demonstrating appropriate skills.

Art and music credit may be earned through participation in a performing group (e.g. band, chorus, orchestra, dance group, theater group, etc.) or by participating in advanced out-of-school art or music activities as approved by the local district. Applications must be received by May 1st. for implementation the following year. Applications and further information are available from the guidance counselors.

Students who pass a second language proficiency exam will earn the first unit of credit through coursework in grade 8 or 9. Students must, however, take this optional proficiency exam at or before the end of grade 8 or 9. Alternative credit will not be included in class rank.

4530 - COLLEGE COURSES

Some students may wish to enroll in selected collegiate courses in area colleges prior to high school graduation. The evaluation of credit for such college course work will be based on the following criteria: One semester of collegiate course work will be granted 1/2 unit of credit. A two hour college course will be a factor 8; a three hour college course will be a factor 9*; **Any course taken to fulfill the health requirement will be considered a factor 8*; a four credit hour college course will be a factor 10. Prior written approval by a guidance counselor is necessary.

4540 - MARIST COLLEGE BRIDGE YEAR PROGRAM

The Bridge Year Program with Marist College is designed for interested seniors who will have completed nearly all requirements for graduation by the end of their junior year. In addition, this program also eases the sometimes difficult transition between high school and college by enabling a participant to take a full freshman college program while remaining a member of his or her graduating class. More information is available in the Guidance Office concerning the Bridge Program.

4550 - SUMMER SCHOOL

Summer school opportunities are available for students. Applications may be secured in the Guidance Office. Since the Arlington School District runs the summer school program, tuition is paid for repeat courses by our school district with Arlington students paying the \$3.00 registration fee (subject to change). In order to be eligible to attend, a student **must** have been in regular daily attendance (this includes Phys. Ed.) through the last day of class. **Must have completed a final examination and must have shown effort in the course.** A summer school driving program is conducted at Arlington High School under the direction of the summer school principal.

4560 - CAREER & TECHNICAL INSTITUTE

CTI is available to all students interested in vocational courses. Most courses are two years in duration. The first year is usually taken in the junior year of high school and the second in the senior year. Post-graduate students must pay their own tuition costs. For a complete description of BOCES courses, consult your student Course Selection Guide and obtain a BOCES Handbook from the Guidance Office. Applications for the following school year must be submitted in January and February of the previous year.

4600 - ADDITIONAL INSTRUCTIONAL OPPORTUNITIES

4610 - MUSIC LESSONS

Students in instructional music and chorus will be scheduled for small-group instruction on a rotating schedule. Students are expected to notify the classroom teacher **the day before a scheduled music lesson.** The student is responsible for all class work and homework assigned or due on the day of the lesson. Students will be excused from lessons by the music teacher if a major test is being given. If a classroom teacher wishes a student to remain in class due to extenuating circumstances, or if the student is in danger of failing the course, or if there is a special presentation that cannot be made up, the music teacher will also excuse the student from the lesson. It shall be the student's responsibility to obtain written verification of attendance from the classroom teacher and to present it to the music teacher.

4620 - TOBACCO FREE TEENS PROGRAM

The **Tobacco Free Teens** program will be available to students this year and will be scheduled on an as-needed basis. The purposes of the program are to assist students in quitting tobacco use before it becomes a long term addiction and to support the no smoking policy at the high school. **Tobacco Free Teens** is an eight session program. Class sessions will address peer relations, diet, exercise, health and medical issues, quitting and maintenance strategies.

Primarily, enrollment will be voluntary with a sign-up roster maintained in the guidance office.

However, administrators may require a student to attend the program. Dates, times and course facilitator's name will be advertised school-wide. Students who wish to learn more about the **Tobacco Free Teens Program** may contact their guidance counselors.

Students are encouraged to take advantage of this program and to bring an interested friend.

4630 - DRIVER'S EDUCATION

An after school Driver's Education Program is offered to students who are at least 16 years of age and who have a valid NYS permit or license prior to the starting date of the fall or spring course. The fee for the course will be approximately \$250.00. Registration information and a course description sheet are available in the Guidance Office. Enrollment is limited with preference being given to upper grades first. Students not able to take the after school course may choose to enroll in Arlington's Area Summer School program.

4700 - REQUIREMENTS FOR HIGH SCHOOL GRADUATION

Regents Diploma	Advanced Regents Diploma
<p>Test Requirements students must have....</p> <ul style="list-style-type: none"> *Passed English Regents *Passed Math Regents *Passed Global History Regents *Passed US History Regents *Passed Science Regents 	<p>Test Requirements students must have....</p> <ul style="list-style-type: none"> *Passed English Regents *Passed 2 Math Regents *Passed Global History Regents *Passed US History Regents *Passed 2 Science Regents
<p>Course Requirements Core Credits</p> <ul style="list-style-type: none"> 4 credits in English 4 credits in Social Studies 3 credits in Math 3 credits in Science 2 credits in Physical Education 1 credit in Art and/or Music .5 credit in Health 2 years study in Foreign Language 	<p>Course Requirements Core Credits</p> <ul style="list-style-type: none"> 4 credits in English 4 credits in Social Studies 3 credits in Math 3 credits in Science 2 credits in Physical Education 1 credit in Art and/or Music .5 credit in Health 3 credits in Foreign Language <p>or</p> <ul style="list-style-type: none"> 5 unit sequence in Occupational Education or the Arts
<p>completed 22 credits</p>	<p>completed 22 credits completion of a sequence option 1 or 2 or 3 or 4 (See section 4711)</p>

4740 - PARENT-TEACHER CONFERENCES

Parents are urged to confer with teachers regarding the educational progress of their son or daughter. The guidance counselors may be contacted by calling 486-4867. Teachers may be contacted by calling 486-4860.

4750 - SCHEDULE CHANGES

Students' schedules are planned in consultation with the Guidance Department and changes should be requested only after serious consideration and with parental approval.

Students are to remain in and report to all classes until proper written authorization for a drop or change has been completed by the Guidance Office. Failure to do so may result in disciplinary action.

Students will not be permitted to drop a course after the first of May, each year.

4760 - APPLICATION FOR EARLY GRADUATION

Request for early graduation may be made for graduating at the end of the junior year or middle of senior year. In considering requests for early graduation, attention will be given to the student's grades, performance in school, and future plans. Parental/Guardian permission will be required. Students are to discuss such a request with their guidance counselor. The final decision on whether to grant permission or not will be made by the principal, after consultation with the student's guidance counselor. No student will be considered a candidate for early graduation until his/her application is approved by the principal.

4770 - COMMENCEMENT, HONOR AND PRIZE AWARDS

Numerous honor and prize awards are given at the annual commencement exercises. Awards and prizes are presented for outstanding accomplishments.

Such awards cover almost every phase of our educational system and have been established through the generosity of individuals and organizations.

4780 - HONOR KEYS

Honor keys are awarded to eligible students in the spring of their senior year. The key represents a cumulative index of 680 or higher as computed in January of the senior year. The students with the highest and second highest index are named valedictorian and salutatorian of the graduating class.

4790 - HONOR ROLL AND PRINCIPAL'S LIST

The purpose of the Honor Roll and Principal's List is to acknowledge all students whose academic achievement merits recognition and to encourage and motivate students to put forth their best effort. The criteria for selection are listed below.

Honor Roll

1. Average from 85-94
2. No grade below 80 in any class
3. No minimum number of classes must be taken
4. An incomplete in any class disqualifies a student for one marking period
5. No F's in any pass/fail class
6. Must be passing physical education

Principal's List

1. Average from 95-100
2. No grade below 85 in any class
3. No minimum number of classes must be taken
4. An incomplete in any class disqualifies a student for one marking period
5. No F's in any pass/fail class
6. Must be passing physical education

4800 - PHYSICAL EDUCATION

All students in grades 9-12 are required by the New York State Education Department to complete two full credits of Physical Education for a Regents diploma. Regulations of the Commissioner of Education mandate that Physical Education be taught at the secondary level each semester. At

Arlington High School Physical Education is a semester course. Students will receive ¼ credit per semester upon successful completion of the course.

Students that fail Physical Education may make up the credit in summer school. In the event a student enters the senior year deficient in Physical Education credit, that student must satisfy the credit requirement during the 12th grade.

PHYSICAL EDUCATION—REQUIREMENTS AND GUIDELINES

Telephone (845)486-4873 Fax (845)483-3999

DIRECTOR		SECRETARY	
David Goddard	x1246	Maureen Mongelli	x1245
FACULTY			
John Biasotti	x1244	Fred Perry	x1234
David Gatta	x1248	Marcia Smith	x1233
Robert Jacovino	x1234	Craig Sanborn	x1234
Nancy Kelly	x1221	Nancy Schaeffer	x1233
Jean Moore	x1235	Michelle Taravella	x1236
Elizabeth Vanzandt		x1221	

1. Students will report to the appropriate locker rooms by the second bell. If you are going to be late, obtain a pass. The locker room doors will not be unlocked for students who are tardy. **CONSTANT TARDINESS MAY RESULT IN NO CREDIT FOR THE CLASS AND A DETENTION.** Ten minutes after the beginning of the class students are not allowed to participate in class resulting in a loss of points.
2. Appropriate clothing for participation will include:
 - A. **SNEAKERS** with tied laces or Velcro ties. (No work boots, hiking shoes, sandals, etc.)
 - B. Shorts or sweatpants, with a Tee shirt or sweatshirt.
 - C. Windbreakers for outside wear only.
 - D. Heavy jackets, bulky clothing or jeans (including jean shorts) are not appropriate.
 - E. No jewelry, please! Wearing jewelry in physical education class is a safety hazard and is disruptive to our class activities.
 - F. **NO HEADGEAR OF ANY KIND IS TO BE WORN DURING CLASS** unless it is safety gear issued by a teacher.
 - G. Also, do not wear school sports team athletic wear, pants/shorts with large pockets, or pajama bottoms! Any attire deemed unsafe/inappropriate by your teacher will result in no credit for the class.
3. Attendance will be taken in assigned areas/squads. You are responsible for being in your assigned area/squad for attendance. If you come to class after attendance has been taken, you are responsible for locating your teacher and showing him/her an admittance pass. If you miss class due to an absence from school, be sure to show your teacher your admit pass when you return to school. Failure to present an admit pass upon your return may have an adverse effect on your grade because you will not be allowed to participate until you have done so.
4. Students will participate in warm-ups which may consist of crunches, pushups, and other warm-ups, including a timed jog. Failure to participate fully in warm-ups will negatively affect your grade. (Any medical condition will be dealt with on a one to one basis with your teacher.)
5. Students are expected to participate fully for an entire class period. Failure to do so may result in receiving no credit for that class. Participating fully includes attendance, warm-ups, all of the activity period itself, and the time while you are waiting for the bell to ring

to go to your next class. DO NOT DISMISS YOURSELF FROM CLASS, WAIT FOR THE TEACHER TO DISMISS YOU!!! Be sure to stay in the gym/locker room area until the bell rings at the end of the period.

6. Students unprepared for class are to stay with their teacher. When the teacher's activity class is outside, unprepared students will be outside with that class. If the teacher's class is inside, unprepared students will be inside with their teacher.
7. No student shall be excused for Physical Education for medical reasons, but shall be assigned an activity within medical limitations. IT IS YOUR RESPONSIBILITY TO GET THE PROPER HEALTH FORM FROM THE SCHOOL NURSE, ASK THE DOCTOR TO FILL IT OUT AND THEN RETURN THE COMPLETED FORM EXPEDITIOUSLY TO YOUR TEACHER. You will not receive credit for class if this is not done promptly so that your teacher can assign you an alternate activity. Medical information re: chronic problems must be updated each year.
8. Females may use a small locker to store gym clothes in the locker room on a permanent basis at the student's own risk. We can not guarantee the safety of items left in any locker room. If all of the small lockers are taken, females must then store gym clothes in the hall locker. Males must use the hall locker for their gym storage. The large lockers in the locker room are to be used only for temporary storage of school clothes and books during your own physical education class. Locks left on any locker in the Boys Locker Room at the end of class or on large lockers in the Girls Locker Room will be cut off and the clothing discarded. You must provide your own lock for the gym locker.
9. The new grading system we will be using this year is explained in a separate section. Students will earn letter grades A through F which is based upon a system in which 8 points can be earned each day of class. Points will be earned by being properly dressed for the activity, coming to class on time, participating in warm ups, and participating in safe, active, cooperative play that demonstrates the student has and uses a cognitive understanding of rules, scoring and game/sport strategies.
10. ONLY legal absences that can be made up on Wednesday from 6:55 A.M. to 7:30 A.M. or 2:30 P.M. to 3:00 P.M. Latecomers will not be allowed to participate in the class. The A.M. make up class meets in Gyms 1 & 2. The P.M. make up class meets in the lobby of Gym 5. Students must sign up for the P.M. class with Mrs. Mongelli, the department secretary, before the end of school on the day the class is to be held. A sign up sheet is by the copy machine in room 1245. Spots in the P.M. class are limited; an unlimited number is allowed in the A.M. class. Only one physical education class can be made up on Wednesday.
11. Students have five weeks into the new quarter to make up work if they have failed the course. However, since Physical Education is a one semester course, makeup work cannot be completed once the semester is over.

Physical Education Intern Program

Description of Internship:

PE intern candidates must have the permission of the instructor and be approved by either the Physical Education Department Coordinator or the Physical Education Director to participate in the internship.

The Physical Education Intern Program is designed to provide students with an opportunity to acquire the following skills:

- Ability to organize work
- Communication skills
- Leadership skills
- Basic knowledge of Physical Education equipment
- Basic knowledge of Physical Education activities

- Ability to set up Physical Education equipment for class
- Knowledge of Freshman Physical Education curriculum
- Ability to work in a team environment

Responsibilities of PE Intern:

- Actively participate in and contribute to group activities
- Write weekly reflective journals based on their experience in the Physical Education class
- Assist in the set up of Physical Education equipment for class
- Assist in the collection of equipment at the end of the period
- Assist students with comprehension of Physical Education activities
- Develop a rapport with Physical Education students
- Demonstrate initiative in the education of the Physical Education students
- Dress appropriately for activity

Course Credit:

One quarter credit will be awarded for successful completion for each semester. Students have the opportunity to complete a second semester of Physical Education intern credit if deemed appropriate by Physical Education staff.

4810- PHYSICAL EDUCATION GRADING CRITERIA

Students have the opportunity to receive **8 points** for each class he/she attends based on three components: **attendance, warm-up and participation**. The maximum number of points per marking period is 100 points. Legal absences may be made up on Wednesday morning 6:55 AM or Wednesday afternoon at 2:30 PM. Class absence results in the loss of all 8 points per absence. Only one make up class each Wednesday is permitted per Physical Education class. Points that are deducted while in Physical Education class may **not** be made up.

Attendance

1 pt. = student is on time and properly prepared for class.

Warm-up

2 pts. = student completes required warm-up activity in proper manner .

Participation

5 pts. = student is always engaged in physical activity in a safe manner. He/she is always cooperative with teacher/classmates and displays proper sportsmanship. Student always demonstrates cognitive understanding of rules, scoring and strategies.

4 pts. = student is consistently engaged in physical activity in a safe manner. He/she is consistently cooperative with teacher/classmates and displays proper sportsmanship. Student consistently demonstrates cognitive understanding of rules, scoring and strategies.

3 pts. = student sometimes is engaged in physical activity in a safe manner. Is sometimes cooperative with teacher / classmates and sometimes has proper sportsmanship. Student sometimes demonstrates cognitive understanding of rules, scoring and strategies.

2 pts. = student is rarely engaged in physical activity in a safe manner. He/she rarely is cooperative with teacher / classmates and rarely displays proper sportsmanship. Student rarely demonstrates cognitive understanding of rules, scoring and strategies.

1 pt. = student is did not complete physical activity as instructed.

0 pt. = student does not engage in activity in a safe manner. He/she does not cooperate with teacher / classmates and does not display proper sportsmanship. Student does not demonstrate cognitive understanding of rules, scoring and strategies. Student does not behave or follow instructions of teacher.

Each student will receive a letter grade for each quarter and each semester of Physical Education. The student's letter grade is determined by the number of points accumulated in a marking period as shown on the scale below:

Max. Number of Points:	100 pts.
Grade = A	90-100 pts.
Grade = B	80-89 pts.
Grade = C	70-79 pts.
Grade = D	65-69 pts.
Grade = F	64 or below

5000 - STUDENT POLICIES

5100 - ATTENDANCE

5110 - PHILOSOPHY

The learning experiences that take place in the classroom environment are considered to be a meaningful and essential part of the educational process. Absences and tardiness tend to disrupt the continuity of the instructional program and the time lost from class is irretrievable, particularly in terms of opportunity for interaction and exchange of ideas between students and teachers. Therefore, classroom attendance is considered to be an integral part of the student's course of study. Students are expected to attend all their classes.

5120 - ATTENDANCE AND GRADES

Grades earned in any course shall reflect the student's daily attendance and achievement as well as the fulfillment of other academic requirements as may be established by the department and announced by the teacher.

5130 - ABSENCE AND TARDINESS

When a student is absent or tardy, the school must obtain a signed affidavit (commonly called an "excuse") from the parent or guardian showing (1) the student's full name, (2) days and dates absent from school, and (3) the reason for absence or tardiness. **When tardy, the expected arrival time to school is to be stated in the excuse note.** This excuse is a legal document which must be kept on file for three years and can be admitted in court as documentary evidence. This excuse is to be presented in the Attendance Office immediately upon entering the school. Upon receipt of the excuse, an admit pass will be issued to the student which must be shown to all teachers from whose class the student was absent. **Students who misplace the admit pass and are issued another will be assigned one after school detention for each duplicate admit pass issued.** Failure to present a written excuse note, signed by a parent or guardian, following an absence or tardiness will result in the absence or tardiness being recorded as a truancy at the time of entry into school. A forty-eight hour grace period will be allowed for students who fail to present a written excuse note on the day of tardiness or return to school from an absence. At the end of the aforementioned grace period, a tardiness or an absence not verified as legal by a properly signed excuse note, will then be fixed and remain recorded in school records as an illegal tardiness or illegal absence.

Disciplinary procedures will be as follows: one detention for each instance of illegal tardiness or for chronic illegal tardiness, ISS. One day ISS or each day of illegal absence (truancy) and/or other measures as deemed appropriate by the school for chronic truancy.

Students who are tardy to school or who are returning from an absence must report to the Attendance Office with or without their written excuse note, immediately upon entering the building. Failure to do so and instead reporting directly to class will result in the student being assigned either after school detention or ISS (In School Suspension). Those students who are tardy to school with no note before the end of period 1

will be escorted to a designated holding room. Students will remain there until the end of period 1, and will need to bring in a note within 48 hours to avoid being assigned an after-school detention.

Legal absences are as follows:

- 1) personal illness
- 2) serious illness or death in the immediate family
- 3) impassable roads or weather making travel unsafe
- 4) religious observance
- 5) doctor's appointment which cannot be arranged for any other time
- 6) special educational activities requested by the parents and approved by the building Principal
- 7) approved school-sponsored trips
- 8) required court attendance
- 9) quarantine

Any other absence is considered illegal, such as "visiting," "away," "vacation," "shopping," "needed at home," "caring for baby," "work," "no shoes," "overslept," "car trouble," etc. Each absence must be accounted for. It is the parent's/guardian's responsibility to notify the office on the morning of the absence. A written excuse signed by parent or guardian is required for early departure or for admission following any absences. Such excuse should contain the reason and date of absence.

5131 - TRUANCY/CUTTING/ABSENCE FROM CLASS

Students who are truant from school or absent from a class without excuse (cutting) are responsible for all work missed. Further, students who intentionally absent themselves from an examination or quiz without legal permission or excuse, with the knowledge that the examination was to be given, need not be afforded the opportunity of a make-up exam. Students may receive a grade of zero on any test or quiz missed due to truancy or cutting. Students WILL NOT be admitted following an unexcused absence from class or study hall without a pass from the Assistant Principals' Office. Unexcused absences from class or study hall will result in after school detention or suspension.

Other consequences for infractions listed below may be revocation of permission to

- (1) leave campus for nearby business centers during lunch period
- (2) park on school property
- (3) and for seniors, to be excused from study hall and/or to report late to school for first classes beginning later in the day.

5140 - DISMISSAL PROCEDURES LEAVING SCHOOL GROUNDS

To enhance personal safety of students, the following procedures are in effect.

1. **FOR BUS RIDERS:** All students are to wait on the curb until the arriving bus comes to a full stop before attempting to board the bus.
2. **FOR WALKERS AND BIKE RIDERS:** No student shall leave the grounds before the last bus departs. Bridges and roadways are too narrow for walker and bike rider safety. Student walkers are reminded to obey Vehicle and Traffic Law #1156, which states that, when no sidewalk is provided, pedestrians **must walk on the left side** of the roadway or its shoulder, facing traffic, **and upon the approach of any vehicle, shall move as far left as is practical.**
3. **FOR VEHICLE DRIVERS:** Drivers shall be permitted to leave before the buses, except when the buses begin to depart, drivers must yield the right of way to the buses. Drivers may not exceed the 5 mile per hour speed limit.
4. **FOR STUDENTS TO BE PICKED UP BY PRIVATE AUTOMOBILE:** Students are to be picked up only in designated areas. Students are not to be on or near the main roadways.

5141 - EARLY DISMISSAL

It is possible to be excused from classes for a medical or dental appointment, or other approved purposes. In these cases the student should bring a note requesting early dismissal from school. **All notes for early dismissal must be submitted to the Health Office prior to the start of period one (1).** The note should include the full name of the student, phone where a parent or guardian can be reached, time to be excused, destination, and full name of the parent or guardian signing the note. Before leaving the building the student **MUST** sign the early departure register at the Attendance Office. **A properly signed note is required prior to release. Phone calls will not be honored in place of a note.**

5150 - FIRE AND EMERGENCY DRILLS

Fire drills are an important exercise practiced in our school to help insure the safety of students in case of an emergency. All windows and doors must be closed. Directions for leaving the building will be given by each teacher to each of their classes. Pupils line up in double file and leave the room remaining in lines and moving rapidly without running to their proper location on the grounds.

Without exception, all persons should leave the building. Physically handicapped students should step out of line and follow the last class out. No one is to return to the building until the all-clear bell has sounded with three (3) distinct long rings.

There shall be absolutely no talking from the time the gong sounds until all students return to their rooms.

The fire drill is not over until the students have returned to their rooms, therefore, strict order must be maintained while lines are passing in both directions into and out of the building.

5160 - LOITERING ABOUT SCHOOL GROUNDS

Any person not the parent or legal guardian of a student in regular attendance at such school who loiters in or about any school buildings or grounds without written permission from the principal, custodian, or other person in charge thereof, or in violation of posted rules and regulations governing the use thereof, shall be guilty of disorderly conduct. (Section 240.6 of the Penal Code).

Students are not to loiter in classrooms, hallways or on school grounds before their first scheduled activity of the day or after their last scheduled activity.

The school may not be used as a social gathering place for students who are not scheduled to be there. Students who persist in loitering in the building or on campus at times when they are not scheduled to be there will face possible suspension from school.

5170 - IDENTIFICATION CARDS

Students will be issued an identification card which must be carried at all times. The card must be presented upon request of any staff member, including bus drivers, custodians, and campus monitors. The card will be required to sign in and out of various offices a student might visit during the school day. Those offices include Guidance, Health, WAPO, EAPO and Main. Lost cards must be replaced at the student's expense. At the time that I.D. pictures are taken, students will have the option of purchasing enlargements of the I.D. picture if they wish. The I.D. picture is also used in the school yearbook.

5180 - WITHDRAWING FROM SCHOOL PERMANENTLY

When a student plans to leave school permanently, a parent or guardian must come to the school and sign a withdrawal permit, clearly stating parental approval for the student to withdraw. The student will then be given a checklist which must be presented to each of the student's teachers. The teacher will initial the slip indicating awareness of the student's intent to withdraw from school and that all books and materials have been returned.

5200 - CO-CURRICULAR AND EXTRA-CURRICULAR PROGRAMS

5201 - ANCHORS (YEARBOOK)

1936 saw the first publication of the yearbook, "Anchors". The book was so named because it symbolized a tie with the past. "As such it will be, in time to come, our only record of what we once have been, what we now are, and what we soon shall be."

Assignments involve journalism, photography and graphic design. No experience is necessary. All that is needed is dedication and a willingness to work very hard! You must have lots of time to devote to this project.

5202 - ADMIRALS COLOR GUARD

The Arlington Admiral's Color Guard performs with the marching band at football games, marching band competitions, and at a limited number of community activities. Auditions for the Color Guard are held in the Spring for the following Fall season. No prior experience is necessary.

5203 - ARLINGTONIAN

The school newspaper is published monthly (except January) during the school year. Students write, edit, type and layout the paper. The purpose is to communicate news and ideas to the A.H.S. community. Participation provides learning, fun and hard work!

5204 - AMNESTY INTERNATIONAL

The purpose of Amnesty International is to heighten student awareness of human rights violations in countries throughout the free world. Students are encouraged to act upon such information by sending letters and telegrams to the specific country.

5205 - AUDIO-VISUAL TECHNICAL STAFF

The main purpose of the audio-visual staff is to assist in operating and setting up the school's audio-visual equipment on a daily basis.

5206 - CHEERLEADING

Cheerleading is to foster spirit, organize the conduct of the spectators, and encourage good sportsmanship. It also prepares the students for cooperation and community living. Cheerleaders support the teams at all home games and most of the games away from home.

Cheerleaders are chosen in May on the basis of scholarship standing, school citizenship, and general ability, including arm motion, jumping, voice quality rhythm, team work, cooperation, sportsmanship, and neatness.

5207 - CLUB 17

Club 17 plans, organizes and coordinates the fall and spring A.H.S. student/staff blood drives, in cooperation with the Hudson Valley Blood Services. New members are always welcome.

5209 - DEBATE CLUB

The activities of the Debate Club include attending Model Congresses at various locations throughout the Northeastern states. Arlington students write and present bills pertinent to the times, and attend various workshops. No prior experience required.

5210 - DRAMA CLUB

As members of the Drama Club students will help to choose a cast and produce a play. Musical and non-musical plays have been produced at A.H.S.

5211 - EVERNESS (CREATIVE WRITING CLUB)

Everness members meet weekly to write, draw and read aloud. Activities also include guest speakers and occasional workshops. Two publications of student art, literature and photography are

produced each year. Everness accepts submissions from the student body. Selections are made by members.

FCCLA

(Family, Career, and Community Leaders of America)

Members of FCCLA are affiliated with both the state and national organization. They focus on community service and gaining experience that will lead to careers in the culinary arts and fashion. Activities include the fashion show, the Lunch Box Project, food and clothing drives, and competition at both the state and national levels. Members of FCCLA must be enrolled in a family and consumer sciences course.

FOREIGN LANGUAGE CLUBS

5214 - FRENCH CLUB

The French Club will meet individually and with the other language clubs. Activities will vary, but may include, field trips, movies, exchange of a newsletter with French students.

5215 - GERMAN CLUB

The German Club offers activities, games, films, contests and field trips which pertain to the German language and culture.

5216 - SPANISH CLUB

The purpose of the Spanish club is to enhance Spanish studies in a relaxed atmosphere.

5217 - ITALIAN CLUB

The purpose of the Italian Club is to enhance Italian studies through cultural activities.

INTERACT CLUB

Interact is a Rotary-sponsored service club for young people. Made up of members ages 14-18, Interact gives young people an opportunity to participate in fun, meaningful service projects. Interact clubs perform at least two projects a year, with one serving the community and the other furthering international understanding.

5220 - MARCHING BAND

Marching Band performs at football games, marching band competitions, and a limited number of community activities. It meets after school and is open to all interested students. Students not in the concert bands must meet the approval of the director.

5221 - MATH LEAGUE

Students of Math League compete in 5 sectional meets throughout the year. Mock meets are held monthly for the purpose of practice. Traditionally the team participates in the March Sectional Meet and some students have even competed at the state level. Meet questions are based on the Mathematics of Course I, II, and III.

5224 - STUDENTS AGAINST DESTRUCTIVE DECISIONS

This is an organization of concerned students who develop activities and projects designed to reduce the number of cases of drunk driving among teenagers.

5227 - SKI CLUB

The Ski Club is a seasonal organization which endeavors to promote enjoyment of a popular outdoor sport and good skiing habits.

5228 - STUDENT GOVERNMENT

The Student Government is an elected assembly which works closely with the administration, faculty and student body to oversee all phases of students' rights, activities and services.

5229 - YEARBOOK

Students meet to create the school yearbook, called the Anchors. Assignments involve journalism, photography and graphic design. No experience is necessary. All you need is dedication and a willingness to work very hard! You must have lots of time to devote to this project!

5232 - S.H.A.D.E.S.

To be a member of SHADES, which represents all the cultures of our society, one must be totally committed to actively participating in meetings and activities. Since Arlington High School's student population is becoming increasingly more diverse, one of SHADE'S main objectives is to enlighten students and staff about the various aspects of living in a multicultural society. This club was therefore brought about to give everyone a chance to better appreciate other people's cultures and backgrounds.

**For information on additional clubs offered at Arlington High School,
please see the Activities Director in the Guidance or Main Office**

5240 - COMMUNITY VOLUNTEER SERVICE PROGRAM

The CVS program encourages students to use their free time to benefit the school district and the community. Students participate in practical learning and teaching experiences that capitalize on, or help identify, their own interests and talents, while providing much needed help for other students, teachers, and community organizations.

The types of volunteer placements currently available throughout the school district are: classroom assistants; office and department assistants; tutors and note takers for students, and assistants for handicapped or Special Education students. In the community, volunteers have participated in programs at the Freedom Plains Nursery School, volunteer fire departments, nursing homes, various hospitals, libraries, and other service organizations.

Credit for CVS is available at the rate of 1/2 unit for 150 hours of *documented* participation, and 1 unit for 300 hours. One CVS hour equals one clock hour (60 minutes). In order to obtain CVS credit, three things are required:

- 1) a self-evaluation form to be handed in at the end of each semester,
- 2) submission of an evaluation form by the supervising teacher or community sponsor, and
- 3) submission of a teacher/sponsor-approved log documenting hours spent and service performed. All three criteria will be evaluated by the CVS Director to determine the awarding of credit. Students must apply for the CVS program by filling out the proper application form. Failure to apply will result in credit denial.

Students who wish to participate in the CVS program may do so before their school day starts, after their classes are finished, or during the school day when they have unassigned periods. Credit may also be given for approval volunteer work done after school or on weekends from September through June. Credit is awarded only during the academic school year; no credit is given for summer volunteering.

Requirements of CVS volunteers include the maintenance of good academic standing, parental and guidance approval for participation, and, once they have committed themselves to volunteer placements, the demonstration of commitment.

5250 - NATIONAL HONOR SOCIETY

The Anchors Chapter of the National Honor Society was chartered in 1992. This honorary organization has its membership based on the personal qualities of academic excellence, leadership, service to the community and good character. Juniors and Seniors with a three year academic average of 90%, who meet these additional qualifications, are invited to join the Society by a Faculty Selection Committee.

In addition to the scholarship requirements of a 90% average (with factoring consideration), the following criteria are also needed for induction into the National Honor Society at Arlington High School:

Leadership:

The student who exercises leadership:

- demonstrates leadership in promoting school activities
- exercises influence on peers in upholding school ideals
- contributes ideas that improve the civic life of the school
- exemplifies positive attitudes and inspires positive behavior in others
- successfully holds school offices or positions of responsibility and is reliable and dependable
- is thoroughly dependable in all responsibilities

Service:

The student who serves:

- participates in some outside activity: Scouts, church groups, volunteer service, family duties, etc.
- participates freely in school service activities: fund-raising, tutoring, assemblies,
- inter-class and inter-scholastic activities etc.
- volunteers well-planned, dependable assistance willingly
- works well with others and is willing to take on difficult tasks cheerfully
- enthusiastically renders any requested service at school

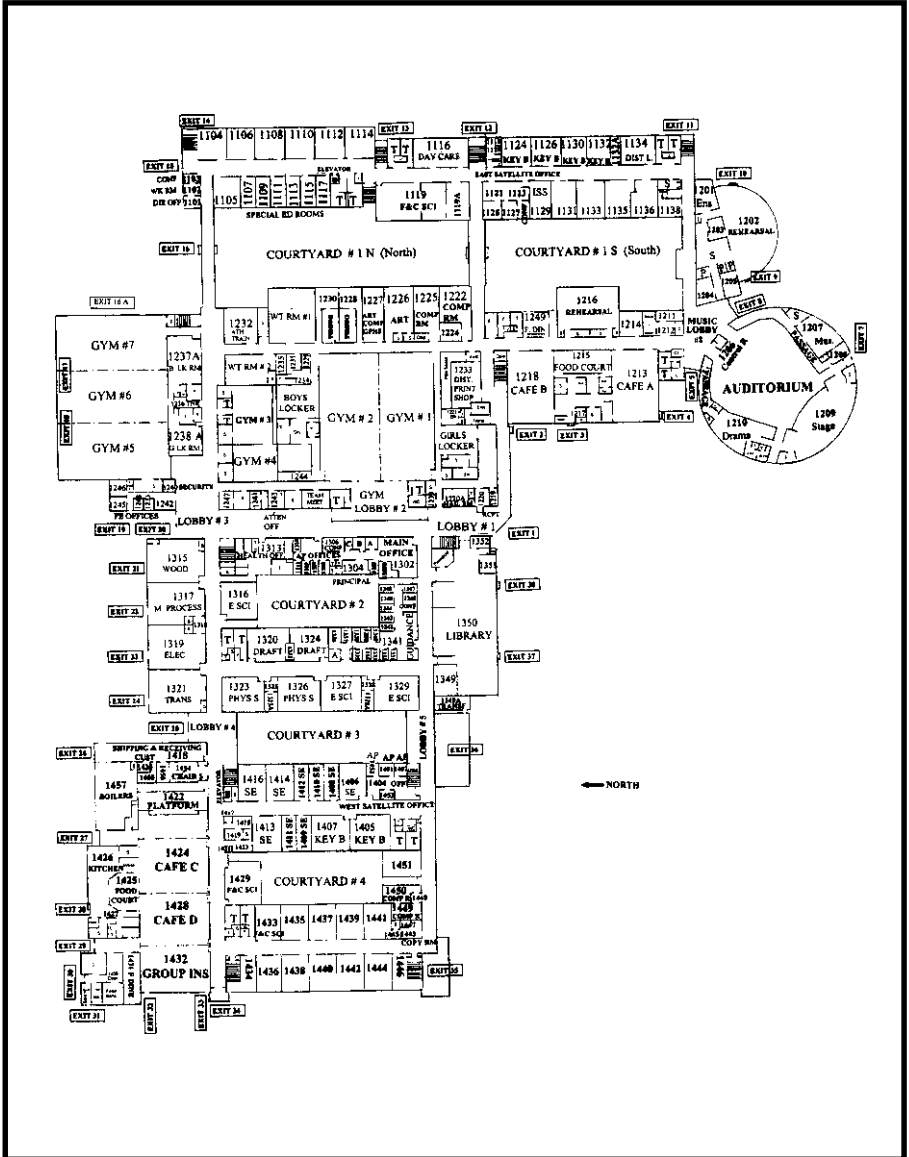
Character:

The student of character:

- shows courtesy, concern, and respect for others
- constantly exemplifies desirable qualities of personality, for example, cheerfulness, friendliness, poise, stability and reliability
- upholds principles of morality and ethics
- is cooperative by complying with school regulations
- demonstrates the highest standards of honesty and reliability
- takes criticism willingly and accepts recommendations graciously

ARLINGTON HIGH SCHOOL
 1157 Route 55
 Lagrangeville, New York 12540

FIRST FLOOR MAP



Arlington High School offers a wide range of interscholastic and intramural athletics to meet the needs and interests of all students. The following varsity sports are included in our athletic program: football, basketball, cross country, track, winter track, wrestling, crew, soccer, tennis, field hockey, volleyball, softball, baseball, lacrosse, swimming and golf. In order to give the younger students an opportunity to develop their interests and skills in athletic activities, junior varsity and freshman teams are organized. These teams carry on a regular schedule of games.

Arlington is a member of the N.Y.S.P.H.S.A.A. Section One, Conference I - League C. The league sponsors many sports programs: baseball, basketball, cross country, football, golf, gymnastics, soccer, softball, tennis, track, volleyball, lacrosse and wrestling. Member schools are Arlington, Carmel, John Jay, Ketcham, Mahopac, Ossining, Poughkeepsie, Roosevelt, Walter Panas and Yorktown.

5252.1 - ELIGIBILITY RULES FOR INTERSCHOLASTIC ATHLETICS

To be eligible for interscholastic athletics a pupil must:

1. Meet the requirements for academic eligibility.
2. Pass a physical examination by the school physician.
3. Be between the ages of 14 and 19 (If he attains the age 19 on or after September 1st, he may continue to participate during that school year in all school sports).
4. **Be a bona fide student of the High School and taking at least four courses including physical education.**
5. Be eligible for only four years in any sport.
6. Be in regular attendance 80% of the school time.
7. Be enrolled in grades 9-12.
8. Have enrolled in school during the first fifteen school days of the semester or be a bona fide transfer.
9. A student who is suspended from school shall not participate in any sport until readmitted to classes.
10. Eligibility rules may be subject to review.

5252.2 - ATHLETIC INSURANCE

The high school attempts through the Pupil Benefits Plan, to give financial assistance to injured athletic squad members requiring medical attention. Payment for these medical services are made according to a definite scale on file in the Superintendent's Office. The school does not assume any financial responsibility beyond the limits of this insurance policy. This is an excess coverage, non-profit plan, for use only over and above the student's own family insurance coverage.

5252.3 - ATHLETIC AWARDS

Varsity letters may be awarded to team members who participate on interscholastic teams, who adhere to training rules and are in good academic standing.

Junior Varsity and Freshman awards are made to eligible members of those teams. Managers of all Varsity teams will receive a varsity award.

5252.4 - INTERSCHOLASTIC SPORTS

Contact the Athletic Director or your Physical Education instructor for further information.

Fall

Varsity Football	J.V. B Soccer-Boys
J.V. Football	Varsity Field Hockey
Freshman Football	J.V. Field Hockey
Boys Cross Country	Girls Tennis
Girls Cross Country	Varsity Volleyball

Varsity Soccer-Boys
J.V. A Soccer-Boys
Girls Varsity Soccer
Girls J.V. Soccer

J.V. Volleyball
Swimming-Girls
Crew-Club

Winter

Varsity Basketball - Boys
J.V. Basketball - Boys
Freshman Basketball - Boys
Varsity Basketball - Girls
J. V. Basketball - Girls
Freshman Basketball - Girls

Winter Track - Boys
Winter Track - Girls
Swimming-Boys
Varsity Wrestling
J. V. Wrestling
Bowling - Boys
Bowling - Girls

Spring

Crew
Girls Varsity Softball
Girls J.V. A Softball
Girls J.V. B Softball
Boys Varsity Baseball
Boys J. V. Baseball
Boys Freshman Baseball

Golf
Boys Spring Track
Girls Spring Track
Girls J.V. Lacrosse
Boys Varsity Lacrosse
Boys Tennis
Boys J.V. Lacrosse

The Arlington District Athletic and Physical Education Director is Mr. Dave Goddard. Parents or students who need further information may reach him in Room 1246 or he can be contacted by calling 486-4873 or 486-4874.

5300 - STUDENT CONDUCT AND DISCIPLINE

5301 - STUDENT CONDUCT

The Board of Education is committed to maintaining a school, which provides students and staff with productive, satisfying, wholesome, and safe learning environments. Essentially, this means that relationships are such that students can learn and teachers can teach.

Students shall observe the rules and regulations of the schools of the district; obey the teachers, principal and other personnel; be courteous in manner, considerate in conduct, neat and clean in dress and person, conscientious in their work, and respect the security of others as well as the property of the school district and others.

The Board is also committed to protecting First Amendment freedoms within the school system; however, lawlessness in any form will not be tolerated. The district will not permit students to engage in any conduct intended to inflict injury, damage personal or school property, disrupt or interfere with teaching, research, service, administrative or disciplinary functions, or any district-sponsored or approved activity.

All policies regarding student conduct and discipline shall be uniformly enforced and distributed annually to the students, parents and staff of the district.

5302 - DRESS CODE

The responsibility for student dress and general appearance rests with individual students and parents. However, the Board of Education requires students to attend school in appropriate dress that meets health and safety standards and does not interfere with the learning process. The Board also requires students to wear appropriate protective gear in certain classes and activities, such as family and consumer sciences, home and career skills, technology education, science labs, physical

education, sports, and club activities. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

Examples of standards of dress include but are not limited to the following:

1. Extremely brief garments and see-through garments are not permitted.
2. Underwear should be completely covered with outer clothing.
3. Footwear should be worn at all times. Footwear that is a safety hazard will not be allowed.
4. The wearing of hats or other head gear in classrooms, instructional areas, or offices except for a medical or religious purpose is not permitted.
5. Clothing may not include items that are vulgar, obscene, libelous or that denigrate others on account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
6. Clothing may not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.

Each building principal or designee shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. Whether or not a student's attire is appropriate or not is ultimately within the discretion of the principal or assistant principal.

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 discipline, up to and including in-school suspension, where available, for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out-of-school suspension.

5310 - BILL OF RIGHTS AND RESPONSIBILITIES OF STUDENTS

The Arlington Central School District recognizes that its students are guaranteed certain individual rights and have corresponding individual responsibilities. These responsibilities refer to the student's obligation to others within the school community. There is a clear necessity to balance individual rights of students and the general need for sound school operation and positive human relationships. Included amongst these recognized rights are:

- a) the right to attend school unless removed under due process as specified in Education Law.
- b) the right to attend school in a safe and secure academic and social environment free from fear and violence.
- c) the right not to be discriminated against because of sex, race, color, religion, national origin or sexual orientation.
- d) the right to enjoy the full benefit of teachers' efforts undiluted by any disruptive student.
- e) the right of freedom of speech, freedom of expression of ideas and the freedom of the press in compliance with the rights of others.
- f) the right to dress and groom oneself according to one's own taste as long as it is not so distracting as to disrupt normal activities or become a health or safety hazard.
- g) the right to be fully informed of school rules and regulations.

When the responsibilities incumbent upon students are often implied and too numerous to enumerate, there are certain special responsibilities required of a student that are of vital importance in a school setting. Included in these are:

- a) the responsibility to become informed of and adhere to the rules and regulations established by the Arlington Board of Education and implemented by school administrators and staff.
- b) the responsibility to respect the dignity and worth of all individuals within the school community.
- c) the responsibility to work diligently and strive for the highest level of academic and personal achievement.
- d) the responsibility to dress so as to meet reasonable standard of propriety, safety, health

and good taste.

- e) the responsibility to refrain from libel, slanderous remarks and obscenity or vulgarity in verbal and written expression.
- f) the responsibility of being punctual and present on a daily basis in the regular school program and perform to the best of one's ability.

5311 - ETHICS STATEMENT - ARLINGTON HIGH SCHOOL COMPUTER NETWORK

The Arlington High School Computer Network (AHSCN) is a system of separate computers that are linked together to allow all Arlington High students to have easier access to more sophisticated technology. Each student, as a user of the AHSCN, should understand the responsibilities involved in the use and operation of the network.

The AHSCN is intended to be used principally for school related activities. Non-school activities that require the use of the AHSCN must receive the EXPRESS PRIOR APPROVAL from one of the teaching staff members responsible for the AHSCN. School personnel who oversee the various AHSCN terminals will have the initial responsibility to insure approval prior to the student being allowed access to the network.

Each student user who desires to use the AHSCN is required to sign an ethics statement on proper use of the network. Each student must then adhere to the rules and guidelines set forth in the ethics statement. A student's failure to abide by the rules, regulations, procedures and terms of the ethics agreement will result in the forfeiture of that student's user rights as well as other possible penalties, i.e. suspension from using AHSCN, school administrative disciplinary action and/or the direct financial obligation for repairing or correcting damage caused by the student to the Arlington High School Computer Network hardware or software.

5320 - DISCIPLINE CODE FOR STUDENT BEHAVIOR

Students are assigned to specific areas during the school day, and are directed to conduct themselves in a socially appropriate manner. When a student does not conform to these expectations, consequences range from academic penalties to suspension from an area.

The following code of disciplinary procedures is included to enable students and parents to be aware of the possible consequences of unacceptable behavior in school. Disciplinary action will be taken on the basis of what is in the best interest of both the individual student and the total school community. Students and parents should understand that these are guidelines and are not all inclusive and may be added to or modified as dictated by school policy and/or as the school finds necessary. Also, students receiving a suspension, either ISS or OSS, may not participate in school sports or extra curricular activities during the period of suspension. All students receiving an OSS may not, at any time of day, be on the school property or in the school building during the period of suspension, including weekends. Students given an OSS must report directly to the assistant principals' office for readmission at the end of the suspension period. A parent or guardian's presence may be required upon re-entry at the discretion of the administrator.

Tardiness to class/study hall

reduction in the class participation grade and/or after-school teacher-assigned detention; possible administrative detention.

Illegal tardiness to school

detention, ISS.

Tuant from school

ISS, 1-5 days.

Absence from class without excuse ("skipping")

detention or ISS.

Repeated absence from class without excuse ("skipping")

ISS, 1-5 days.

Forging notes for absence or tardiness

detention and/or ISS.

Disruption of class or study hall

detention or suspension, 1-5 days.

Verbal abuse to a teacher or any other staff member

suspension, 1-5 days.

Possession, sale and/or use of alcohol or drugs

OSS, 5 days and possible Superintendent's suspension.

Possession, sale and/or use of fireworks (pyrotechnic devices)

OSS, 1-5 days, possible Superintendent's suspension.

Physical abuse or attempted physical abuse of a teacher or any other staff member

OSS, 5 days, and possible Superintendent's suspension, notification of local law enforcement where appropriate.

Profane, obscene or harassing language including racial, ethnic or sexual comments

detention or suspension, 1-5 days.

Fighting

OSS, 5 days for both students, regardless of who struck first.

Failure to attend detention

suspension, 1-5 days.

Smoking or possession of a lit cigarette

first offense, ISS, 3 days.

Leaving School Building/Grounds without permission

suspension, 1- 5 days.

Weapons possession/use

OSS, 5 days and possible Superintendent's suspension.

Gambling or other games of chance

prohibited and subject to disciplinary action.

TEACHER REMOVAL OF DISRUPTIVE STUDENTS

A student's behavior can affect a teacher's ability to teach and can make it difficult for other students in the classroom to learn. A classroom teacher may remove a disruptive student from class for up to two days. The removal from class applies to the class of the removing teacher only. The student would then report to a designated alternative classroom.

A disruptive student is a student who is substantially disruptive to the educational process or substantially interferes with the teacher's authority over the classroom. A substantial disruption of the educational process or substantial interference with the teacher's authority occurs when a student demonstrates a persistent unwillingness to comply with the teacher's instructions or repeatedly violates the teacher's classroom behavior rules.

If the disruptive student does not pose a danger or ongoing threat of disruption to the academic process, the teacher must provide the student with an explanation for why he or she is being removed and an opportunity to explain his or her version of the relevant events before the student is removed. Only after the informal discussion may a teacher remove a student from class.

If the student poses a danger or ongoing threat of disruption, the teacher may order the student to be removed immediately. The teacher must, however, explain to the student why he or she was removed from the classroom and give the student a chance to present his or her version of the relevant events within 24 hours.

The student and his or her parents are entitled to request an informal meeting to discuss the removal.

5321 - DETENTION

Students who have to make up time for tardiness, truancy or disciplinary action must remain in the after school detention room.

5321.1 - RULES FOR DETENTION

1. Detention begins promptly at 2:20. No late arrivals are permitted. Students will not be admitted to the detention room after 2:20.
2. Enough work or reading material should be brought to keep constructively busy from 2:20-3:20. The detention room is a study room. Students will not be allowed to sleep or do nothing. No communication with other students is allowed. This includes talking, note passing, etc.
3. If students are absent from school on the day detention is assigned, they are responsible for reporting to the next scheduled detention.
4. If students fail to attend detention without permission in advance from an Assistant Principal, they may be suspended from school.
5. At the conclusion of each detention session the teacher supervisor will determine whether or not credit is to be given based on each student's behavior and cooperation. Those who are not given credit for detention that day must report to the next scheduled detention to make it up.

5340 - HOMEROOM PROCEDURE

1. All students, upon arrival on the school grounds, are to immediately enter and remain in the building. Students are not to leave for other areas, such as adjoining roadways, parking lots, restaurants, tennis courts or athletic fields.
2. The building lobby will be open before 7:20 a.m. for students who arrive early, however such students are not permitted to wander in other areas beyond the main lobby area until 7:20 a.m.
3. A 7:30 bell will ring to serve as a warning that homeroom activities will commence promptly in five (5) minutes at 7:35 a.m. Students must be in their homeroom seats before the 7:35 a.m. bell rings.
4. Homeroom activities will begin with the Pledge followed by morning announcements. Students are expected to remain silent and attentive during opening activities.
5. Students who arrive late to homeroom after the 7:35 bell must report directly to the Attendance Office.
6. AM BOCES STUDENTS shall report to Room 1422 for homeroom activities and be seated prior to the 7:35 bell. The assigned homeroom teacher shall take attendance and retain students, releasing them in time to catch the AM bus to BOCES outside of Cafeteria D.

5341 - ANNOUNCEMENTS

Students who wish to have an announcement made over the public address system must write the announcement on the form provided by the Main Office, date it, and have it signed by a member of the faculty. The announcement, which should be brief as possible, must then be submitted to the Main Office by 7:15 A. M. on the day it is to be read. Announcements should not include long lists of names of students.

Special announcements by other than the regular announcer must have an administrator's approval in advance. Students are responsible for listening carefully to all information announced daily. If announcements are missed, a copy will be available each day in the Main Office. Announcements will run over the Arlington Broadcast Center.

5342 - PASSING BETWEEN CLASSES

There is a five minute interval between all classes to allow students to pass from one room to another. Students should keep to the right of the hall. There should be no running or loitering in the halls at any time. Students should avoid using lockers between classes to the extent possible

since stopping at lockers impedes the flow of hall traffic. The five minute passing interval also applies to students who are passing to lunch, since experience has shown that students loitering in the halls on the way to lunch are frequently a cause of disruption to the educational environment.

5350 - STUDY HALL

Academic success is directly dependent upon regular study above and beyond the normal homework assignment. Students should report to study hall with sufficient study material to make constructive use of the entire period. A quiet study atmosphere will be maintained, therefore, no talking will be permitted. Students will not be permitted to go to lockers or telephones except in case of emergencies, and in those special cases, only with a pink pass. Students are to also exercise good judgment in caring for school property, and are not to mark or deface student desks. Students will be permitted to sign out for lavatory facilities, one boy and one girl at a time. Those signing out must use the nearest available facility on the **SAME FLOOR**.

5351 - LAVATORY PASSES

The maximum time allowed for lavatory privileges is five minutes, under normal circumstances. Only one boy and one girl should be allowed out at a time. Students using this privilege during their study hall are to use the nearest lavatory on the same floor where the study hall is located. Students are to sign a sheet indicating departure time, destination and returning time.

5360 - SENIOR PRIVILEGES

Seniors are not required to report to on-campus lunch or to study hall.

They may, however, use the facilities of the cafeteria for study time as long as they follow the guidelines under "cafeteria" in the HANDBOOK.

Seniors may also use the library facilities during study time as long as they arrive promptly at the beginning of the period and remain for the full period.

Seniors may walk off campus during their study time or lunch period if written permission from parent or guardian has been submitted prior to using this privilege. ID passes must be presented upon demand.

Senior off-campus passes must be in the student's possession and shown to school officials each time a senior attempts to walk off campus. If a senior misplaces or *forgets* to bring his/her pass to school, he/she will lose the ability to be off campus for that day. If a senior *loses* his/her off-campus pass, he/she will need to reapply for the pass in the East APO, and in that case that senior will not be allowed off campus until a duplicate pass has been reissued. A senior off-campus pass is a WALK-OFF pass only and no senior is to leave or return to campus in any vehicle whether as a driver or a passenger.

Any senior who is in serious academic or disciplinary trouble, who is repeatedly tardy to school or classes, or who cuts classes will have his/her senior privileges revoked and will be assigned a regular study hall and on-campus lunch.

5361 - OFFICE HOMEROOM - SENIORS

Seniors are eligible to apply for Office Homeroom status by completing the following:

1. Submit written permission from parent/guardian to arrive to school later than the normal starting time of 7:35 A.M. (Students must provide their own transportation and/or have a valid parking permit).
2. Obtain approval of an Assistant Principal, guidance counselor.
3. Sign the application form.

Since Office Homeroom is a privilege, it may be revoked if the senior fails to do the following:

1. Sign the Office Homeroom Register upon arrival to school.
2. Avoid instances of excessive tardiness.

5370 - DANCES AND SOCIAL FUNCTIONS

1. A minimum of two faculty members must be present to share responsibility and supervision.
2. Student chairpersons and faculty advisors should discuss arrangements with an administrator at least 30 days before the event.
3. One member of each couple attending the dance must be a current student at Arlington High School.
4. Reservations must be made in advance. Tickets will not be sold at the door.
5. Lists of out-of-school guests must be approved by an administrator.
6. Student chairman and ticket chairman should keep a list of the number of tickets and to whom they were sold. These student chairmen are personally responsible for enforcement of the rules concerning attendance.
7. A student and a faculty member must check tickets at the door.
8. A police officer should direct traffic and assist with supervision.
9. Guests who leave the dance will not be allowed to return. This rule is strictly enforced.
10. All decorations and equipment must be removed before the beginning of the next school day.
11. Permission to use the kitchen must be secured from a building administrator and the cafeteria manager.
12. Permission for use of spotlights and other electrical equipment should be secured from the audio/visual department.
13. Students are expected to be suitably dressed.
14. To be eligible for participation in dances and social functions, students must be in regular attendance throughout the school year. Students who have received more than two (2) suspensions in a given year may not participate. Further, students who have also demonstrated their inability to cooperate and obey rules either in school or at previous dances or social functions will jeopardize their opportunity to attend. A review for exceptional cases may be conducted by an administrator in cooperation with teacher or advisor personnel.

5380 - PROHIBITED CONDUCT

5381 - WEAPONS IN SCHOOL

No student shall have in his or her possession in any school building, on its surrounding property or vehicle controlled by the school district, any rifle, shotgun, pistol, revolver, other firearm, knife, dangerous chemical, explosive, or any object which is not necessary for school activities and which could be used as a weapon. Anyone possessing or using such a weapon will be subject to appropriate disciplinary action. This policy applies to students engaging in any school sanctioned activities or trips.

5382.2 - CHEATING AND PLAGIARISM

Arlington High School advocates academic honesty. Cheating and plagiarism shall not be tolerated.

Cheating is defined as the intentional use of someone else's work or material on any test or assignment; or the use of any prohibited means to enhance the performance on examination. It should be noted that Section 225 of the Educational Law classifies cheating on a Regents examination as a misdemeanor.

Plagiarism is defined as the appropriating and putting forth as one's own, the ideas, language or creation of another, without citing the correct sources. If a student is recognized to be cheating or plagiarizing, the teacher will take immediate steps to deal with it. Each case will be treated individually.

All students at Arlington High School are expected to live up to the highest standard of academic honesty.

5383.3 - TELEPHONES

Students will not be excused from classrooms or study hall to use the phone, except in case of emergency. In that case the teacher will issue a hall pass to the Main Office where the student will be given the opportunity to use the telephone. The office secretary will sign the hall pass for the student's return.

The pay telephones are for student use mainly during lunch periods and after school hours, but not for use between classes.

5384.4 - SMOKING - CHEWING TOBACCO - SNUFF

The Board of Education, recognizing health and safety hazards associated with smoking and in accordance with federal and state law, prohibits smoking or other tobacco use in all school buildings, on school property, including school vehicles, or at any school-sponsored event. Students found violating this policy will be subject to disciplinary penalties in accordance with the Student Disciplinary Code. Smoking is not permitted on the grounds or in the building, nor is the use of chewing tobacco or snuff permitted on the grounds or in the building. Students are reminded of the Surgeon General's report that smoking and/or the use of chewing tobacco and snuff is harmful to everyone's health. Students found smoking, or in the possession of a lit cigarette, or who are found chewing tobacco or using snuff will receive a suspension from school. Students found smoking or in possession of a lit cigarette a second time may be reported to the Dutchess County Health Department and subject to possible hearing and fine.

Any tobacco or tobacco product which is possessed while on campus or on a school bus is subject to confiscation.

5385.5 - SUNGLASSES

Sunglasses may not be worn within the school building

5386.6 - RADIOS - MUSIC BOXES- TAPE RECORDERS – CELL PHONES - PAGERS

All forms of radios, televisions, music boxes, cell phones, pagers and other electronic gadgetry have been determined to be a potential disruption to both the bus and school environment. **They will not be permitted on buses, on school grounds or in the school building.** In the event one is brought to school, it will be subject to confiscation and turned into the appropriate administrator. The student will be subject to administrative action. Such items will be retained until picked up by a parent.

5387.7 - SKATEBOARDS - ROLLER BLADES - ROLLER SKATES

Skateboards, roller blades and other roller skates are not permitted in school or on school property.

5388 - ALCOHOLIC BEVERAGES

The consumption of alcoholic beverages on public school property or at any school sponsored event is prohibited by law. Also possession or the sale of alcoholic beverages to minors is illegal. Therefore, any student who is in possession and/or under the influence of any alcoholic beverage on school premises is subject to suspension from school.

5389 - TARDINESS TO CLASS

It shall be the responsibility of students to plan their time between classes and to arrive to each class, be seated, and ready for instruction prior to the sounding of the bell marking the end of the five minute passing time.

To conserve time between periods, students are expected to carry adequate books and supplies with them during the day and are to visit hall lockers only before school begins, before or after lunch if such will not cause lateness to class, and at the end of each day.

Students will be released from each class promptly by the teacher in charge. Students are expected

to then proceed immediately to their next class without stopping and are not to congregate between classes for the purpose of socializing. Upon arrival at the next classroom, students are to enter the room immediately, be seated promptly, and prepare themselves for instruction.

Class time is precious to the educational goals of each course being taught. Seconds and/or minutes lost through frequent or continual and flagrant tardiness reduces the opportunity for participation in the educational process. Therefore, such students may be held accountable for their tardiness and reduced class participation through a reduction in their "class participation grade" earned as a portion of the grading system. The "class participation grade" may become part of the overall class grade for each ten week marking period and as such be included in the final cumulative course grade. The prime responsibility and accountability for tardiness to class, which is frequent, willful, and preventable, is therefore placed squarely with each student.

In addition, students will also be required to attend after-school detention, one time for each three times late to class. This detention may be either a teacher detention or an administrative detention. Refusal to attend detention will result in In-School Suspension. Frequent, willful, and preventable instances of tardiness to class may also result in In-School Suspension for insubordination.

5400 - STUDENT BICYCLE/AUTOMOBILE USE

5410 - SENIOR STUDENT DRIVING AND PARKING PARKING AT ARLINGTON HIGH SCHOOL IS A PRIVILEGE FOR SENIORS ONLY

Bicycles- During the school day bicycles may be used on school grounds only for direct transportation between home, school and work. It is expected that each student will secure their bicycle with a lock.

Cars and Motorcycles- Seniors who will be permitted to park their vehicles on school property, are required to submit an application for permission. Applications, signed by both the student and a parent or legal guardian, shall state the reason or reasons necessary for the use of the car other than for the convenience or pleasure of traveling to and from school and home. Granting of permission for vehicle parking will be based on need and priority as set forth in criteria as established by the administration. Once the application is approved, the student driver must register the vehicle in order to receive a parking permit and a parking sticker. The parking sticker must be displayed on student vehicles. Application, registration and issuance of permits will be an annual requirement.

Only vehicles which may legally be used on the highways may be operated on Arlington Central School District grounds.

Student athletes and student spectators are not allowed to drive on the access road to the athletic fields.

Other appropriate regulations and disciplinary codes are established which apply to students who bicycle, drive and park on campus.

5420 - CRITERIA FOR GRANTING PARKING PERMIT (SENIORS ONLY)

1. Family hardship
2. Medical
3. Immediate after school employment
4. Membership in extra-curricular activities or interscholastic athletic teams

5421 - REGULATION/CONDITIONS - STUDENT PARKING

1. Student vehicles are parked at their own risk.
2. Student vehicles are to be parked in the designated student parking areas.
3. No vehicles may be driven more than 5 m.p.h. on school grounds.
4. Cars, motorcycles, motor bikes, or bicycles *MAY NOT* be used on school grounds at lunch time, free periods, before or after school, for pleasure rides, or for any purpose other than direct transportation between the home and school.
5. Students shall not sit in/on vehicles, before, during, and after school hours.

6. No student is to be in the parking lots for any reason other than to enter or leave the school grounds by car. If it is absolutely necessary for students to visit a car, a pass **MUST** be obtained from the Assistant Principals' Office.
7. Each student operated vehicle **MUST HAVE AN OFFICIAL NUMBERED PERMIT STICKER DISPLAYED ON THE LEFT** (behind the **driver**) **BACK SEAT WINDOW**. (Not the front or rear windshields.)

*** PARKING STICKERS ARE VALID ONLY ON THE VEHICLE FOR WHICH THEY WERE OBTAINED. STICKERS ARE NOT TRANSFERABLE AND MAY NOT BE AFFIXED TO ANY OTHER VEHICLE. ANY LICENSE PLATE CHANGE MUST BE REPORTED TO THE SECRETARY IN THE ASSISTANT PRINCIPALS' OFFICE.**

8. Parking permits will be issued for the following reasons:
Participation in Sports - Fall, Winter, Spring;
Employment - 1st semester, 2nd semester - with employment verification each semester.
9. Students who must leave school grounds with plans to return, **MUST OBTAIN A "PERMISSION TO LEAVE SCHOOL GROUNDS" PASS FROM AN ASSISTANT PRINCIPAL.**
10. Students who are issued a **VEHICLE VIOLATION TICKET** by a campus monitor **MUST REPORT** to the Assistant Principals' Office within 24 hours or jeopardize their privilege to park on campus.
11. Loud playing of vehicle audio systems on school property is prohibited.
12. Students who drive and park vehicles in an unauthorized location or who park without a proper parking sticker will have their vehicle either "booted" or removed from site at the owners expense. If a vehicle is "booted" the driver should report to their assistant principal's office. If the vehicle is removed from site, it is the driver's responsibility to reclaim their vehicle and pay the full associated costs for removal.

PLEASE NOTE:

Failure to follow the criteria, regulations and procedures for student parking set forth may result in the revocation of the parking privilege and/or suspension from school. Students who park vehicles on school grounds without a current official parking permit will be suspended from school. Underclassmen who park on campus illegally will jeopardize their eligibility for a senior parking permit.

5430 - IN-SCHOOL SUSPENSION

The In-School Suspension Room at Arlington is an alternative study and discipline plan whereby students are removed from the regular school program and placed in a different setting. Students are assisted in the completion of specific academic assignments coordinated with classroom teachers and the teacher-in-charge. The assignments cover work being done in the student's regular classes and must be handed in at the end of the day. Unsatisfactory behavior or incomplete work will result in an increased stay in the In-School Suspension Room or an out of school suspension. Students serving ISS are to spend the full day in the ISS room and will not be released to attend classes including physical education. Exceptions to this rule may be considered by an administrator in unusual circumstances.

Students who perform satisfactorily may return to their regular classes after the number of days assigned are served.

The following guidelines will apply to students assigned to In-School Suspension. The student assigned to ISS must:

1. Be on time. Unexcused lateness will be considered an unacceptable day.
2. Report to the In-School Suspension Room immediately upon arrival to school.
3. Come prepared with all textbooks and study materials.

4. Complete all work assigned by teachers or the teacher-in-charge and submit all work to the teacher-in-charge.
5. Work in silence.
6. Remain in assigned seat at all times.
7. Not participate in any extra-curricular activities during and after school on the day(s) suspended.
8. Meet with guidance counselor, student assistance counselor, or school psychologist if requested to do so.
9. Leave the school building and school property immediately after being dismissed..

5490 - PERSONAL PROPERTY OF A STUDENT

Students may request to store personal property in the office areas if hall lockers are too small for certain items. While every effort will be made to protect personal property stored in office areas, the school does not assume responsibility for lost or stolen articles.

5500 - ELIGIBILITY

5510 - EXTRA CURRICULAR - ELIGIBILITY GUIDELINES

To be eligible to participate in extra-curricular activities and sports, a student;

1. Must be taking at least four courses. Seniors in special circumstances with fewer than four courses, may seek a waiver from the Appeals Committee for eligibility.
2. Must not be failing more than two courses. (Not included under these guidelines are student government and ski-club.)

A student may lose eligibility at the end of the previous marking period. Fall eligibility is determined by the results of June's final course averages or summer school final grades if a course is being made up; at other times, the marking period results determine eligibility.

A student who becomes ineligible may regain eligibility two weeks into the marking period by presenting evidence to the Appeals Committee from the required number of teachers that he/she is passing at that point in time, by using a special form available in the Guidance Office. Such a student will be monitored and required to provide evidence of continuing eligibility every two weeks.

Failure to maintain passing status will cause the student to become ineligible for the next two week period.

During a period of ineligibility, athletes may continue to practice with the team and students may attend extra-curricular activity planning meetings; however, participation in contest or projects may not resume until eligibility is reinstated.

An Appeals Committee exists to monitor the eligibility process and to address special situations.

Additional Athletic Department rules pertain to athletes. These exist in conjunction with academic eligibility rules; both sets of rules must be met by an athlete.

5520 - SCHOOL TRIPS, FIELD TRIPS, ATHLETIC TRIPS

To be eligible for participation, students must be in regular attendance throughout the school year. Students who have received more than two (2) suspensions in a given year may not participate on a field trip. Further, students who have also demonstrated their inability to cooperate and obey rules either in school, or on previous field trips, will jeopardize their opportunity to attend. A review for exceptional cases may be conducted by an administrator, teacher or advisor personnel.

A permission slip signed by a parent or guardian is required for all trips. Any student absent from class because they have gone on an authorized athletic event, field trip or school trip is held responsible for:

1. handing in any homework assignments due on the date of absence, before leaving on a trip, if a teacher so requests.
2. finding out and preparing on time, the homework assignments due the day of returning to

class after being absent.

3. completing exams or quizzes according to the time-line established by the teacher.

5600 - LOCKERS

School lockers, desks and other such equipment are not the private property of students but the property of the school District, and as such may be opened and subject to inspection from time to time by school officials.

5610 - HALL LOCKERS

Students are assigned lockers in the hall for books and clothing. Each locker is equipped with a lock, with a combination which should be memorized by the student. Locker combinations are private information and are not to be shared with other students. Improperly operating locks should be reported to the Main Office immediately. While every effort will be made to protect the property stored in the lockers, the school does not assume responsibility for lost or stolen articles. Students should avoid using lockers between classes to the extent possible since stopping at lockers impedes the flow of hall traffic. Students are to use only the locker assigned to them. Sharing an unassigned locker is not permitted.

5620 - GYM LOCKERS

Hall lockers are to be used as the only appropriate place to store gym clothing on a daily basis. Gym clothing should be brought to the gym area and stored in a small gym locker. Full or ½ size lockers are to be used during class time only and may not be used for storage on a permanent basis. Students who use full or ½ size lockers for permanent storage will have their lock cut off and the clothes will be removed.

It is a requirement of the school and the responsibility of the individual students to secure personal belongings in their gym locker with their own lock. While every effort will be made to protect the property stored in the lockers, the school does not assume responsibility for lost or stolen articles. **DO NOT BRING VALUABLES OR LARGE SUMS OF CASH TO SCHOOL.** If this can not be avoided, ask your Physical Education teacher or the athletic secretary (Room 1245) to lock up these valuables during class. The P.E. locker rooms will be locked during the period. Students who need to enter the locker room during the period should go to the nearest hall monitor to gain access to this area.

Students who play on team sports will be assigned a special full-sized "team locker" for storage of required sport-related equipment. Students participating in a team sport will be issued a school lock for their team locker. This lock should be used during that sport's season only and returned to the coach at the completion of the season. Locks that are not issued by the school will be removed. The team locker rooms are not to be used during the school day. The team locker rooms will be opened prior to period 1, and then will be locked until the end of period 8. Students participating in sports are still required to abide by the other requirements pertaining to the use of regular gym lockers during physical education class time.

5630 - USE OF GYM LOCKER ROOMS

Use of the locker room (including the bathroom and shower room) is only for students who need to change clothes for physical activity either for gym class or after-school sports. **NO ONE** is to go into the locker room for any other reason unless permission to do so has been obtained from a physical education staff member or from an administrator immediately prior to entering the locker room. Students in the locker room without proper authorization are subject to administrative discipline.

5650 - HALL PASSES

A pass is required to be in the halls during class time. Students in study hall who desire to visit a teacher must obtain a pass in advance from that teacher. Upon completion of the visit, the student is to return to the study hall with the bottom section of the hall pass completed.

Students who have a legitimate need to be in the halls during class periods on a regular basis may obtain an application for a permanent pass from one of the Assistant Principals' offices. Permanent passes must be signed by a teacher and an administrator.

A permanent pass is not to be used for permanent excuse from study hall. For this purpose, a schedule change request should be filed in the Guidance Office and the teacher, with whom the student is to be during study hall time, must sign the schedule change form and assume responsibility for attendance of the student.

5700 - BUS TRANSPORTATION

Pupils who live beyond reasonable walking distance from the school are transported to and from school on School District owned and operated buses.

The transportation department makes every effort to set up bus routes to serve the pupils as efficiently and safely as possible. Since buses cannot stop safely on hills and curves or at each pupil's house, the pupils are asked to walk to a bus stop.

Students should be on time at the designated school bus stop and should wait until the bus comes to a complete stop before attempting to enter. ***STUDENTS SHOULD BE PREPARED TO SHOW THEIR IDENTIFICATION CARD TO THE DRIVER AT ANYTIME UPON REQUEST.*** While on the bus, students should remember that loud talking and laughing could divert the driver's attention and make safe driving difficult. Horseplay is not permitted around or on the school bus. Riding a school bus is a privilege, not a right. Follow these rules and retain the privilege.

1. Observe the same conduct as in the classroom.
2. Be courteous. Use no profane language.
3. Do not eat or drink on the bus.
4. Keep the bus clean.
5. Cooperate with the driver.
6. Do not bring radios, music boxes, beepers, tape recorders, or other electronic gadgetry on the bus.
7. Do not smoke.
8. Do not be destructive.
9. Stay in your seat.
10. Keep head, hands and feet inside the bus.
11. Follow the driver's instructions. Remember the bus driver is authorized to assign seats.
12. In accordance with NY State law, failure to abide by transportation rules may result in suspension of bus-riding privileges.

5710 - ACTIVITY BUS PROCEDURES

1. Students who are to ride an after school activity bus shall present an authorized activity bus pass to the bus driver.
2. Sport team members shall receive a "seasonal" bus pass from their coach once final rosters are established.
3. Students staying after school on a day-to-day basis shall obtain an activity bus pass from their teacher or advisor.
4. Students staying after school for administrative detention shall be issued an activity bus pass by the detention supervisor.
5. Students staying after school for library use are to obtain an activity bus pass from a member of the library staff under the following conditions:
 - a. All students must sign in at the circulation desk upon entering the library.

- b. Students arriving in the library after 2:20 P.M. shall be required to have a teacher-issued pass to enter the library.
- c. Students shall be required to sign out when leaving the library.
- 6. Students who require a daily activity bus pass yet failed to make arrangements with their respective teacher may receive one at the West Satellite Office. Students must sign-in before receiving an authorized activity bus pass from the secretary.
- 7. Students who “forgot” or “lost” their authorized daily or sport-membership pass ***will not be denied transportation***. However, they will be required to sign-in with the bus driver after showing positive identification, and their name will be forwarded to the Assistant Principal’s Office.

5720 - ACTIVITY BUS PASS

Students who wish to take either the 4:00 or 4:45 activity bus must present an activity bus pass to the bus driver.

After school bus passes shall be in three categories as follows:

1. **DAILY ACTIVITY BUS PASS** which shall be used for students who are staying after school for a specific reason other than a membership on an interscholastic sports team.

Valid reasons may be as follows:

“***to see a teacher***” for extra help, make-up exam, tutoring, discussion, etc. with the pass issued by the teacher.

“***library use***” with a pass issued by the librarian.

“***detention***” with a pass issued by the detention supervisor.

“***other***” with the pass issued by a teacher or by signing-up in the West Satellite Office with the pass issued by the secretary.

2. **SPORT ACTIVITY BUS PASS** shall be used exclusively for students who belong to a team or a club. Passes for the duration of the sport or activity will be issued by the coaches and club advisors.
3. **BOCES AFTERNOON BUS PASS** will be used exclusively by P.M. Boces students and will be issued in the APO.

Only students who stay for a school-sanctioned activity may take advantage of late busses.

5721 - SPECIAL BUS PASSES

Students desiring to ride a bus other than their regular assigned bus, should obtain a special pass for the Main Office by presenting a written request signed by a parent or guardian. To allow time for verification of written requests, students are expected to present their request note before homeroom or if not feasible, early in the school day.

5800 - DRUGS

The use, possession, and distribution of marijuana, hallucinogenic drugs, barbiturates, amphetamines, narcotics and certain other drugs are prohibited by law and by school regulations.

The school cannot and will not give members of its student body protection from the consequences of violations of federal, state, and local law.

The following procedures shall be used in dealing with situations which may be related to the use, possession, selling or supplying drugs.

1. In the cases of school authorities holding tangible evidence of the use, possession and/or peddling of drugs in school the procedure is:
 - a. The principal will notify the appropriate law enforcement agency.
 - b. The principal will notify the parent.

- c. Suspension of the student will be initiated by the principal, pursuant to section 3214 of the New York State Educational Law.
2. Should a student be arrested or convicted of possession of drugs or trafficking in drugs outside of school, depending on the merits of the particular case, the principal may initiate suspension proceedings under Section 3214 of the State Educational Law. The suspension will be effective until such time as a hearing can be held with the interested parties to review the possibility of impact on other children of continued attendance but not to exceed five days.
3. All investigations or actions leading to substantial belief that there is a drug abuse problem will be reported immediately by detailed memo to the superintendent of schools by the building principal. (Ref: Regulation 5145)
4. In case a staff member has reason to believe that a student is ill for any reason, the following procedure should go into effect.
 - a. Notify the school nurse, immediately.
 - b. If the school nurse feels that the illness is drug related, she will notify the building principal.
 - c. The building principal will, at this time, contact the parents or direct the school nurse to contact the parents. Following contact with the parents, a decision will be made by the principal with the advice of the school nurse, as to whether the student should remain in school or be taken home by the parents.
 - d. First aid will be administered as necessary and as prescribed by law.

**5900 - SCHOLARSHIPS AVAILABLE TO
ARLINGTON HIGH SCHOOL STUDENTS**

All scholarship inquiries should be directed to the Guidance Office

Financial Aid

Financial aid forms are available in the Guidance Office. These include New York State Tuition Assistance Program (TAP), The College Board Profile, and Free Application for Federal Student Aid (FAFSA).

Arlington Scholarship Organization (ASO)

The Arlington Scholarship Organization was formed for the purpose of obtaining and awarding scholarship funds to deserving and qualified graduating students who reside in the Arlington School District. The ASO is under the direction of the PTSA. The funds come from endowments and community contributions. The ASO also administers the Martin Berry Memorial, Watson Sanford Memorial, Larry Woodside Memorial and Harold C. Storm Memorial Scholarships. Seniors interested in applying for these scholarships can obtain an ASO application from the Guidance Office in the Spring.

ATA Scholarship

Each year the Arlington Teachers' Association awards two \$1000.00 scholarships. Each recipient must be an Honor Key winner. One scholarship is awarded a senior planning a career in teaching, and the other is a general scholarship. Applications are available in the Guidance Office in the Spring.

Burchfield Memorial Scholarship

The Burchfield Foundation awards a scholarship to a graduating senior who intends to pursue a post secondary program in art. Applications are available in the Guidance Office in the Spring.

Edna Greer Manning Memorial Scholarship

As a tribute to Mrs. Manning, a former Arlington teacher, a scholarship is given to a graduating senior who will be continuing their education in the field of business. To be eligible, a student must have enrolled in a business program during high school, with preference given to a secretarial studies student. Applications are available from the Business Education Department in the Spring.

NYS Merit Scholarships for Academic Excellence

The criteria is based on the weighted average of scores on certain Regents examinations.

Other Scholarships

Many colleges, organizations and townships offer scholarships. Information and applications sent to the high school are on file in the Guidance Office. Other information is available from the Guidance Office or the College and Career Information Center.

7000 - SCHOOL BUILDINGS AND GROUNDS

7010 - ROOM NUMBERS

Rooms are numbered as follows: first floor, room numbers begin with 1, i.e. 1100, 1200, 1300, 1400. Second floor rooms begin with 2, i.e., 2100, 2200, 2300, 2400.

All rooms and offices are numbered and are shown on the floor plan in the center fold of this booklet.

7100 - CARE OF SCHOOL AND GROUNDS

Eating should be done only in the cafeteria. Students are not permitted to take food or beverage from the cafeteria or bring cafeteria food or beverage into the classrooms without a pass from an administrator. Students are prohibited from having beverages in the halls or classrooms regardless of where they were purchased. This rule is not intended to prohibit the carrying of a closed bag lunch to or from a hall locker or to the cafeteria.

The walls, desks, doors, lockers, floors, windows, etc. should be kept free from marks.

Authorization is to be obtained from an administrator before any and all posters may be displayed. Students not complying with this section will be subject to disciplinary measures. No posters should be attached to painted walls and only masking tape should be used elsewhere.

Waste paper should be deposited in the containers provided. Recyclable material(s) should be deposited in the recycling boxes provided.

Snowballs are not to be thrown on the school grounds. This is a dangerous practice that frequently results in destruction of property and serious injury. Students who throw snowballs on school grounds will be suspended.

Knives and other sharp objects capable of causing destructive damage to property or injury to people, which also serve no useful purpose in a school setting, may not be brought on buses or to school.

Students responsible for damaging school property will be required to pay for repair and/or replacement costs, including labor and materials.

Students are not to climb on the roof both for personal safety reasons and to avoid costly damage to roofing surfaces. If students lose a ball or frisbee or other object on the roof, they should report it to the head custodian who will remove the item as time permits.

8000 - SUPPORT SERVICES

8010 - GUIDANCE COUNSELORS

A - BQ	DEZAGO	GOP - JAZ	HOCTOR	PED - ROSS	MARSHALL
BR - COM	MILLER	JB - LOO	PHILLIPS	ROT - SPH	PROVOST
CON - DUR	WEBER	LOP - MIK	MARTON-SHEETZ	SPI - WEA	KRUEGER
DUS - GOO	DOWNES	MIL - PEC	PANSON	WEB - Z	HARTMAN

A guidance counselor is assigned to each student. Counselors not only help plan an educational

program, but also help the students deal with personal problems they may be experiencing. Students may see their counselors for personal and family problems, career and college planning, academic assistance, or to simply talk.

8020 - STUDENT ASSISTANCE COUNSELOR

A student assistance counselor is available for individual and group counseling.

8030 - PSYCHOLOGIST

Psychologists are located in the Guidance Offices and are available to talk with any individual who so desires.

PEER MEDIATION

Peer mediation is a process for resolving conflicts by using “trained third party student mediators,” under the direct supervision of a staff member. The goal of mediation is to resolve student difference using constructive and proactive means. Peer mediation shall be accomplished in a controlled environment, which allows each student to tell their stories and be given clarification on points of conflict. Mediators shall assist students in identifying ways to resolve conflicts and in moving toward positive solutions.

Students may seek mediation themselves, or they may be referred to mediation by members of the administrative staff, the faculty or other students. Student referrals can be made by contacting the “faculty student assistant counselor” in the guidance office, or by filling out a referral form and placing it in the peer mediation referral box in the guidance office. Student issues that are appropriate for referral consist of, but are not exclusive to; rumors, boyfriend-girlfriend issues and threats of fights. Violent fights shall not be addressed by student mediators. Once a referral has been made, peer mediators shall meet with each party involved to discuss the problem which has been identified and to determine interest in mediation. Peer mediation is a voluntary program and participants shall not be mandated to mediate a problem. Students who participate in mediation shall be scheduled, ideally, during their lunch or free periods. If students, including the mediators, are absent from a class for a mediation session, they shall be fully responsible for making up any work they missed.

8100 - HEALTH OFFICE

The primary goal of the school nurse is to work with students to improve their health and health knowledge through procedures and services.

Health appraisal procedures:

1. Periodic physical examinations, athletic examinations and other special examinations. Each student in grade 10 is required to have a physical examination by either his family physician or the school physician.
2. Annual screening of vision and hearing with interpretation and referral to medical specialists.
3. Your school nurse can advise you in determining conditions which may require medical or dental care.

Illness and emergency care providers:

1. Necessary first-aid is given for sickness or injuries that happen in school. If you are injured at school, the school nurse will notify your parent.
2. If you become ill in school and it is necessary for you to return home, your parents will be notified. Your parent must report to the Health Office to sign you out of school.
3. The school nurse, according to the New York State Education Law, may not give treatments, change dressings, or treat injuries that happened at home.

Medication procedures:

1. Education law prohibits the school nurse from administering medication unless under the written direction of an attending physician. Medication applies to “over the counter” as well as to prescribed drugs.
2. Students are not permitted to bring medication to school. However, if medication is prescribed by a physician to be taken during school hours, the parent must bring the medication to the school nurse, along with written instructions from the physician. The medication will remain in the Health Office.
3. Unused medication, unless picked up by a parent, will be disposed of at the end of the school year.

Related health care services:

1. The Health Office arranges immunizations clinics, offers information concerning clinics available in the county, and communicates with clinics and agencies regarding health problems and disabilities.

Parent consultation services:

Your parents are welcome to call at any time and speak with the nurse concerning your health, or to call for an appointment for a conference.

8200 - CAFETERIAS

During periods 4 through 7 a “type A” hot lunch is provided along with food court items. A la carte service is provided. Lunches brought from home must be eaten in the cafeteria. Students are not permitted to take food out of the cafeteria for any reason unless they have a pass signed by an administrator.

All students are expected to show proper courtesy and respect to each other and to the supervisors and cafeteria personnel at all times. Normal dining room rules will apply. All students at each table are responsible for the cleanliness of their table and the floor surrounding it.

Cafeteria supervisors reserve the right to make specific seat and table assignments where it is deemed necessary for the preservation of good dining room conditions.

Only seniors may leave school grounds for lunch with written permission from parents which must be on file in the assistant principals’ office. Students who have permission on file will be granted a pass. Departure and return must be via sidewalks, not across the lawn. ***No students are permitted to drive off grounds for lunch.***

Card playing of any kind or the playing of chance is prohibited in the cafeterias and on school grounds. Students are not to gamble or take part in any game or activity that could be interpreted as gambling, while in the cafeterias or on school grounds.

Students should be prepared to show their school I.D. card to any teacher or monitor who so requests. Students are not to sit on radiators, ventilation units or window sills in the lunch rooms.

Good student behavior in the Cafeterias is expected at all times. Disruptive or discourteous behavior will result in disciplinary action appropriate to the offense, which may include loss of cafeteria privilege, detention or suspension from school.

ARLINGTON CENTRAL SCHOOL DISTRICT
2005-2006 SCHOOL CALENDAR

BOE Approved 4/26/05

- = Teachers Attend But School Not in Session
- = School Not In Session
- = Regents

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER							JANUARY						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
				1	2		3	4	5	6	7			1	2	3	4				5	6	7	8	9			2	3	4	5	6		
5	6	7	8	9			10	11	12	13	14			7	8	9	10	11			12	13	14	15	16			9	10	11	12	13		
12	13	14	15	16			17	18	19	20	21			14	15	16	17	18			19	20	21	22	23			16	17	18	19	20		
19	20	21	22	23			24	25	26	27	28			21	22	23	24	25			26	27	28	29	30			23	24	25	26	27		
26	27	28	29	30			31							28	29	30				29	30	31					30	31						

FEBRUARY							MARCH							APRIL							MAY							JUNE						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
6	7	8	9	10			1	2	3	4	5	6	7	1	2	3	4	5			1	2	3	4	5			5	6	7	8	9		
13	14	15	16	17			6	7	8	9	10	11	12	8	9	10	11	12			8	9	10	11	12			12	13	14	15	16		
20	21	22	23	24			13	14	15	16	17	18	19	17	18	19	20	21			15	16	17	18	19			19	20	21	22	23		
27	28						20	21	22	23	24	25	26	24	25	26	27	28			22	23	24	25	26			26	27	28	29	30		
							27	28	29	30	31			27	28	29	30	31			29	30	31											

Sept. 5	President's Day	Feb. 20	President's Day
Sept. 6	Labor Day	Mar. 17	Staff Development Day
Sept. 7	Supt's Conference Day	Apr. 10-14	Spring Recess
Sept. 8	School Opens	May 26-29	Memorial Day Recess
Oct. 4	Observance Day	June 15-23	Regents Exams
Oct. 10	Observance Day	June 25	High School Graduation
Oct. 13	Columbus Day			
Oct. 28	Supt's Conference Day			
Nov. 11	Veteran's Day			
Nov. 23-25	Thanksgiving Recess			
Dec. 23- Jan 2	Holiday Recess	Marking Period	1	Oct. 7, 2005
Jan. 16	Martin Luther King Day	2	Dec. 16, 2005	End of Marking Period
Jan. 24-27	Regents Exams	3	March 3, 2006	Nov. 10, 2005
			4	May 12, 2006	Jan. 23, 2006
					March 31, 2006
					June 13, 2006

Open house is October 6, 2005

Possible Make-Up Formula:
 1 day: May 26
 2 day: April 10
 3 day: April 11
 The Spring Recess and/or the Memorial Day Recess may be extended should all emergency days not be needed.

ALMA MATER

Tune: Follow the Gleam

1. Oh Arlington all praise to thee,
We will ever sing thy dear name;
And when we go out from the care,
We'll be loyal and spread the fame.

Chorus:

Oh dear Arlington, we will never forget
The lessons we've learned and the friends we have met,
Oh dear Arlington, ever we'll sing,
Till the world will echoes ring

2. Like a gleam from a beacon light,
Shining clear through the darkest night,
Thy color maroon and gold

Chorus:

3. We've spent many happy days
'Neath the shelter of the dear walls,
We're preparing for life's long trial
Each year as we pass through the hall

Chorus:

Written by
MARGARET FRAZIER
A.H.S. '29

