

Hastings High School
One Mount Hope Blvd.
Hastings on Hudson, NY
10706
914-478-6250
<http://www.hohschools.org>

HISTORY

The Hastings School district was first organized in 1863. The building that now houses Hastings High School, Farragut Middle School, and the district offices, was begun in 1902. The first graduating class from the high school was in 1908. The section that now houses the high school was completed in 1911. Since 1964, when Hillside Elementary School was opened, the building has housed middle and high school students. In 1949, the coat of arms of Hastings, England was sent to Hastings High School. The Latin motto on the coat of arms, "Primus, Inter, Pares," has become a part of the high school. Translated, the motto means "first among equals."

PRINCIPAL'S MESSAGE

Dear Students, Staff and Parents:

Welcome to the 2021 – 2022 school year! Our commitment at Hastings High School is to provide a safe and intellectually challenging environment that will empower students to become innovative thinkers, creative problem solvers and inspired learners prepared to thrive in the twenty-first century.

High academic standards and expectations for all students, co-curricular participation, and responsible citizenship are the foundation of our school. It is with pride that we hold these high standards and support each of our students to commit to maintaining an extraordinary record of achievement and contribution. It is the contribution of our students to our school community that makes Hastings High School an exceptional learning community. Full participation in academic and co-curricular programs, and a willingness to act responsibly as an individual within our educational environment, are the factors that enable all to have a successful and enjoyable year.

I look forward to a great year!

Louis A. Adipietro
Principal

SAT/ACT TESTING CALENDAR

2021 - 2022

October 2, 2021	SAT I and SAT II
November 6, 2021	SAT I and SAT II
December 4, 2021	SAT I and SAT II

March 12, 2022

SAT I only

May 7, 2022

SAT I and SAT II

June 4, 2022

SAT I and SAT II

ACT DATES

September 11, 2021

October 23, 2021

December 11, 2021

February 12, 2022

April 2, 2022

Visit web site www.collegeboard.com for additional information on testing and locations.

PSAT'S are scheduled to be administered at HHS in October, 2021

DISTRICT SCHOOL CALENDER

HASTINGS HIGH SCHOOL DAILY SCHEDULE

	A Day	B Day	C Day	D Day	E Day	F Day
Times	Periods	Periods	Periods	Periods	Periods	Periods
8:15 – 9:41	1	2	1	2	1	2
9:45 – 11:05	3	4	3	4	3	4
11:10 – 11:52	Period 5 – Lunch					
11:57 – 1:17	6	7	6	7	6	7
1:22 – 2:42	8	9	8	9	8	9
2:45 – 3:15	Activity Period					

ONE & TWO HOUR DELAY TIMES

One Hour Delay			Two Hour Delay	
Period	Time		Period	Time
1 or 2	9:15 – 10:24		1 or 2	10:15 – 11:07
3 or 4	10:30 – 11:36		3 or 4	11:13 – 12:05
LUNCH	11:39 – 12:19		LUNCH	12:08 – 12:48
6 or 7	12:22 – 1:28		6 or 7	12:51 – 1:43

8 or 9	1:34 – 2:40		8 or 9	1:49 – 2:41
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**DELAYED OPENING/SCHOOL CLOSING –
EMERGENCY**

NOTICES WILL BE SENT VIA OUR EMERGENCY ALERT SYSTEM.

Please make sure that your information is updated in order to receive proper and timely information.

SCHOOL DISTRICT TELEPHONE NUMBERS

Board of Education.....	478-2900
Superintendent of Schools.....	478-6200
Athletic Office.....	478-6241
Attendance (High School ONLY).....	478-6254
Business Office.....	295-3094
Committee on Special Education.....	478-6261
Counseling Office - High School.....	478-6260
Counseling Office - Middle School.....	478-6228
Hastings Alternative School Program (H.A.S.P).....	295-3043
Health Office - High School & Middle School.....	478-6226
High School Office.....	478-6250
High School Department – Physical Education.....	478-6409
High School Department – English.....	478-6297
High School Department – World Language.....	295-3149
High School Department – Math.....	478-6294
High School Department – Science.....	478-6237
High School Department - Social Studies.....	478-6292
Library.....	295-3101
Maintenance Department.....	478-6220
Middle School Office.....	478-6230
Registrar.....	478-6207

HIGH SCHOOL STAFF

HIGH SCHOOL ADMINISTRATION 478-6250

Louis A. Adipietro.....	Principal
Melissa Hardesty.....	Assistant Principal

HIGH SCHOOL OFFICE SUPPORT STAFF

Secretary to Principal.....	478-6252
Office Assistant.....	478-6251

HIGH SCHOOL ATTENDANCE LINE 478-6254

High School Office Hours.....7:30 a.m. to 4:00 p.m.

COUNSELING DEPARTMENT 478-6260

Jeanette KocurDirector of Counseling, K - 12
Sharon Quigley Counselor
Randie Shaw Counselor
Wendy White..... Counselor
Gloria Szeszko Psychologist 478-6203
Christina Repp Social Worker 478-6246
Office Assistant 478-6260

ENGLISH DEPARTMENT

Josh Blum, Chairperson..... 478-6297
Ross Abrams
Gerard Marciano
Robyn Royal Horn
Beth Rudd
Maria Rudolph
Peter Scotch
Sarah Walters
Jenice Mateo-Toledo.....ENL 295-3036
Chadia Madera

WORLD LANGUAGE DEPARTMENT

Katie Paz, Chairperson K-12 295-3149
Veronica Aleiner
Andrea Bromberg
Stephanie Chalmers
Steven Lopez
Claudia Sciales

HASTINGS ALTERNATIVE HIGH SCHOOL (H.A.S.P.)

Peter Scotch, Director 295-3043

LIBRARY

Arianna Grassia Library Media Specialist 295-3101

MATHEMATICS DEPARTMENT

Gregory Stephens, Chairperson 478-6294
Joann Bassani
Christine Geller
Maryanne Gocmen
Sorin Mihalcescu
Rebecca Mockler
Trina Weitman

MUSIC DEPARTMENT

Michael Rubino, Chairperson K-12 478-6312
John Carini
Eric Day
Jon Riss

ART DEPARTMENT

Chairperson.....478-6413
April Browne
Cory Merchant
Lorienne Solaski

PHYSICAL EDUCATION

Andrew Wendol, Director of Athletics and Physical Education.....478-6241
Dennis Kiely, Physical Education/Health Chairperson K-12.....478-6409
Emily Kehoe
Robert McCann
Office Assistant478-6241

SCIENCE DEPARTMENT

Melissa Shandroff, Chairperson.....478-6237
Faye Barenfeld
Daniel Brownstein
Christina Gagliardi
Florian Konig
Marc Rosner
Deborah Thompson
Joseph Willie
Marc Zelmanowicz

DISTRICT SPECIAL EDUCATION DEPARTMENT

Laura Sullivan Director of Special Education478-6261
Tesfa Stewart Asst. Director of Special Education478-6261
Secretary to Administrator478-6261
Clerk478-6244

HIGH SCHOOL SPECIAL EDUCATION DEPARTMENT

Janet Lyons, High School Coordinator478-3284
Jacklyn Correa
Erin Dolan
Maryanne Heckhaus
Ava Lambert
Janine Melillo
Robyn Royal Horn
Stephen Sullivan

SOCIAL STUDIES DEPARTMENT

Greg Smith, Chairperson478-6292
Caroline Atanacio
John Buchanan
Jeffrey Conwisar
Brad Hunt

Timothy O'Brien

Art Ralston

NON-INSTRUCTIONAL STAFF & SUPPORT STAFF

Joseph Martorana	Supervisor, Buildings and Grounds	478.6220
Office Assistant, Buildings & Grounds		478-6220
Typist/Mail Room		478-6204
Audio-Visual Technician		478-6238

NURSING & SUPPORT STAFF

NURSE.....		478-6225/478-6224
Health Clerk		478-6226

SCHOOL POLICIES

CUTTING CLASS

Students are not permitted to cut class. Such an absence will result in disciplinary action. Truancy will be regarded **as a cut for each class missed. If a student misses 20 or more minutes of any class/block, it will be considered a cut.**

Students who cut Physical Education will not be able to make up those classes.

It is the student's responsibility to furnish proof of a legitimate absence or serve the detention(s).

LOSS OF CREDIT

Students will receive credit for courses only when their class absences have not exceeded ten (eighty minute block) absences for a full-year course or five (eighty minute block) absences for a semester course. Physical Education absences cannot exceed 6. Included in the class absence record are legal and illegal absences. This policy also applies to students enrolled in BOCES occupational educational programs.

The only absences that will not count toward the ten or five absence rule are absences due to school-related functions such as guidance appointments, field trips, music lessons and assembly programs.

MAKING UP MISSED SCHOOL WORK

Students who have cut class do **not** have the right to make up missed school work or to take a missed school assessment.

THE STUDENT APPEAL PROCESS

1. Students will automatically be denied credit when they have exceeded the 10th or 5th absence limit.
2. Students may appeal this action by contacting the Assistant Principal and scheduling a review of information.

CELL PHONES/ELECTRONIC DEVICES

Usage of cell phones during the school day is prohibited (including study hall), except during the designated lunch period, before and after school. Using a cell phone to take photographs on school property, unless specifically authorized by the principal or his/her designee, is forbidden. Cell phones must be put in lockers or bags during the academic day.

Hastings High School encourages students to bring their electronic devices to school for academic use during the school day. The school offers free WiFi access throughout the building.

The district is not responsible for personal belongings that are either lost or stolen.

CAFETERIA

The cafeteria serves hot lunches in addition to sandwiches, salads, yogurt, milk, and nutri-

tious snacks. Beginning at 7:30 a.m., the cafeteria serves a full breakfast and is open until 1:15 p.m.

Students are expected to keep the tables and floor clean and free of trash by disposing of it properly. Failure to do so may result in suspension of cafeteria privileges.

CURFEW

Curfew for the high school grounds, Burke Estate, Reynolds Field and Hillside School is 9:00 p.m. Hours of use for the Farragut playgrounds are 9:00 a.m. to 8:00 p.m. on weekdays and 10:00 a.m. to 8:00 p.m. on weekends.

DRESS CODE

Students are expected to attend school dressed in an appropriate manner. Offensive dress will not be permitted. These standards of dress will prevail at all times including examination periods.

Students invited by an organization, as guests of the group must dress appropriately for the occasion. Pupils will be counseled concerning proper dress prior to the function they have been invited to attend.

Proper footwear must be worn at all times in the building and on the school grounds.

DRUGS AND ALCOHOL

Alcohol and drugs are forbidden on school grounds or at any school sponsored function. Students breaking this rule will be suspended from school and a parent conference will be required before reinstatement. Included with reinstatement is three (3) mandated sessions with the social worker.

HAZING

Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or membership in or affiliation with any organization recognized by the Board.

SMOKING (INCLUDING ELECTRONIC CIGARETTES)

Smoking/vaping and use of electronic cigarettes is not permitted anywhere inside the buildings or on school grounds. Students violating this rule will receive an internal suspension. Students will receive an external suspension for one or more days for repeated offenses, in addition to in-school counseling sessions.

LEAVING THE BUILDING AT DISMISSAL

All students are to leave the building at dismissal unless they are involved in an activity or meeting with a teacher for after school help.

LEAVING THE SCHOOL GROUNDS

Students leaving campus without permission will be subject to disciplinary procedures. Freshmen and sophomores are not permitted to leave school grounds during their lunch period.

REPORTING AFTER SCHOOL

Students must report after school when so requested.

PARKING

As the student population at the Farragut Complex continues to grow, parking at the facility becomes more crowded. Because of this, parking at the Burke Estate will be limited to faculty. **THERE WILL BE NO STUDENT PARKING PERMITTED IN THE BURKE ESTATE LOT. As per a Board resolution, car idling is not permitted.**

PROCEDURE REGARDING PUBLIC PRESENTATION

Hastings High School is committed to free speech in and out of the classroom. We also believe that the right to free speech is grounded in mutual respect. Presentations that are false, malicious, an/or disruptive to the learning process are not protected under the right of free speech; this applies to "live" speeches and performances as well as material presented in print or on tape.

Student presenters are also expected to demonstrate an understanding of and sensitivity to the composition of their audiences and the context of their presentations.

Students who have questions concerning the appropriateness of their work should discuss it with their teacher or advisor before making any presentation. Students who ignore their responsibility to their classmates and community may be subject to disciplinary measures, which may include but are not reserved to community service, restriction of student privileges, detention and suspension.

FLAG CEREMONIES

The daily use of the flag salute and Pledge of Allegiance is required by statutory directive. The Board of Education believes that it is desirable and important part of school exercises to salute the flag and to recite the Pledge of Allegiance. These exercises should be coupled with educational programs related to our national ideals, goals, and objectives. While providing for these procedures, it is necessary to protect the individual rights of students. However, such protection of the rights of individual students must be balanced against the rights and opinions of all students.

Accordingly, it is the policy of the Board of Education that a daily opportunity be afforded students to salute the flag and recite the Pledge of Allegiance. No student, however, may be compelled to participate in these exercises, as enumerated by the Supreme Court, and may stand silently, sit silently or absent himself/herself from the room during the time of such exercises.

VISITORS

All visitors to the building must report to the security officer and obtain a visitor’s pass. **No student visitors will be permitted to accompany students to class.** Unauthorized visitors will be considered trespassers and will be subject to appropriate legal action.

Refer to the new Code of Conduct, a summary of which will be sent home.

DISCIPLINE CODE - STUDENT REGULATIONS

The following guidelines may be altered on circumstances

Please refer to the updated Code of Conduct on the District Web Page

OFFENSE	1ST	2ND	3RD
Unauthorized Cell Phone Use During Academic Day	Confiscation/return at day’s end	Confiscation/return to guardian only, plus one detention	Confiscation/return to guardian, multiple detentions and/or in school suspension
Unauthorized use of Picture Cell Phones to Take Photos on School Property	In-school suspension	Out-of-school suspension	Superintendent’s suspension
Cutting Class	Administrative detention	Administrative detention(s)	Multiple detentions, and/or in-school suspension, parent notification
Disruptive Insubordinate	Detention(s) and/or in-school-suspension	In or out of school suspension	Multiple day out of school suspension
Fighting	One day suspension out of school	Multiple day suspension- out of school	Multiple day out of school suspension

Hazing	Out of school suspension notification of Superintendent	Superintendent's suspension	Superintendent's suspension
Lateness to Class per quarter	Teacher and/or Administrative detention	Teacher and/or Administrative detention	Administrative Detention
Truancy	Detention for each class missed	Multiple detentions, parent notification	In-school suspension
Leaving Campus Without Permission	3 Detentions	In-school suspension	Out of school suspension
Smoking/Electronic Cigarettes/Smokeless Tobacco/Juuling/Vaping	In-school suspension and three mandated sessions with social worker	Out-of-school suspension and three mandated sessions with social worker	Multiple day out-of-school suspension and three mandated sessions with social worker
Alcohol Use	Out of school suspension, three mandated sessions with social worker, and reinstatement meeting with parents	Multiple day suspension- out of school, three mandated sessions with social worker, and reinstatement meeting with parents	Notification to local police, three mandated sessions with social worker, and reinstatement meeting with parents
Drug Use/ Possession	Multiple day suspension, three mandated sessions with social worker, and reinstatement meeting with parents	Notification of local police, three mandated sessions with social worker, and reinstatement meeting with parents	Notification to local police, three mandated sessions with social worker, and reinstatement meeting with parents
Firecrackers	Out of school suspension	Notification to local police	Notification to local police
Vandalism		Detentions, in-school or out-of-school suspension, parent notification, and/or notification to police	
Graffiti		Detentions, in-school or out-of-school suspension, parent notification, and/or notification to police	
Computer Hacking	Multiple day suspen-	Multiple day suspen-	Multiple day

	sion-out of school	sion out of school	suspension out of school
Weapons in School	Superintendent's suspension, notification of police	Superintendent's suspension, notification of police	Superintendent's suspension, notification of police
Sexual Harassment	Out- of- school suspension-notification of Superintendent	Superintendent's suspension	Superintendent's Suspension
Bullying	In-School Suspension	Out-of-School Suspension	Multiple day suspension out-of-school, notification to police

ABSENCE AND LATENESS

Parents are requested to call the attendance office at 478-6254 to explain a student's absence or lateness.

In accordance with the State Education Law, students may be legally excused from school for the following reasons:

- a) All day illness
- b) All day illness or death in the family
- c) Impassable roads
- d) Extremely bad weather
- e) Religious observance
- f) Required court appearance (with written documentation from court)
- g) College visit (with written documentation from college)
- h) Doctor/Dentist visit (with written documentation from doctor/dentist)
- i) Road test (with written documentation from DMV)

ATTENDANCE PROCEDURES

- 1) The daily absentee list will state the reason for absence. If the parent has not called or sent a note, the attendance clerk will contact the parent by phone. If there is no reason given for the absence, it will be presumed that the absence is illegal.
- 2) Late passes will be issued by the high school office to those students who are late to school.
- 3) Lateness to any class of more than 20 minutes will be treated as a cut.
- 4) Passes for Medical and Dental Appointments. When it is necessary for students to be excused during the school day, the following procedure is to be followed:
 - i) Students must submit a parent note to the high school office prior to the start of first period. Permission will not be granted unless the parent has given such written consent. The early excuse will appear on the daily attendance screen.
 - ii) When the appointment is completed, the student is to report to the high school office with written documentation from doctor/dentist.
- 5) A student who has been absent from school must report directly to the high school office with a note from a parent or doctor.

- 6) Teachers are responsible for keeping attendance records of their students. If the student fails to have the absence verified as legal, the absence from class policy goes into effect on the second day of the student's return.
- 7) Planned absences (vacations, medicals, etc.) – Students or parents must notify teachers directly, **along with notifying the attendance line.**
- 8) **ILLNESS DURING SCHOOL DAY: If a student is ill during the school day, he/she is required to go to the nurse and be dismissed through the nurse's office.**

JUNIOR FORMAL & SENIOR PROM

Guests, who are not currently students at HHS, must fill out a guest form and return it to the office prior to the event.

TECHNOLOGY USE POLICY

ACCEPTABLE USE POLICY

The intent of the Hastings-on-Hudson Union Free School District is to make access to technology available to further the district's educational goals and objectives. To this end, the use of technology account and/or access must be consistent with the educational objectives of the Hastings-on-Hudson Union Free School district.

STUDENT RESPONSIBILITIES

Technology users agree to follow the District Acceptable Use Policy when using technology provided by the Hastings-on-Hudson Public Schools. Students and other users of District technology agree to abide by the following regulations:

1. Use of the District computer network must be in support of education and research.
2. To transmit, load, or knowingly receive any materials in violation of any United States or state regulation is prohibited. This includes, but is not limited to, the following: copyrighted material, threatening, harassing, pornographic or obscene material, material protected by trade secret, or copyright and other intellectual property laws.
3. Network accounts are to be used only by the authorized owners of the account. Users shall not seek to learn or change or share other users' passwords, modify other users' files or data, or otherwise impersonate other users of the network.
4. Each user will be responsible for any action performed under his or her login name, regardless of whether he or she performed the action.
5. Users shall not intentionally disrupt the use of the network or devices attached to the network.
6. Users agree that hardware, software, or other network devices or resources shall not be destroyed, modified, damaged, or abused in any way.
7. Malicious use of the network or the Internet to harass other users, infiltrate a computer or computer system, or damage the software components of a computer or computer system (e.g. to create viruses) is prohibited.
8. The use of electronic resources is a privilege, not a right, and inappropriate use will result in cancellation of network privileges. Users are required to follow District policy and network procedures.
9. Electronic mail (email) is not guaranteed to be private. Network storage areas will be treated as school property. The school reserves the right to review any files, storage, and communications of the network at any time.
10. Software is protected by copyright and other laws: therefore users will not make unauthorized copies of software or media found on school computers, nor give, lend, or sell copies of software to others unless they have the written permission of the copyright owner or the original software is clearly identified as "shareware" or in the public domain.

11. Users shall not download or install software on District computers without written authorization from the Director of Technology or person authorized to manage the network.
12. Users should follow the copyright and fair use guidelines when utilizing information from the Internet. These guidelines include proper citation and attribution when referring to download text, images, and other media.
13. Users' information is confidential. Users should not reveal any identifying personal information such as their name or email address to others.
14. The posting of any student(s) photograph, with his or her name, or any student(s) telephone number or address on the Internet or email is strictly prohibited.
15. Users may not access or participate in chat rooms, blogs, online discussion groups or social networking sites unless prior written approval from appropriate personnel/staff is received.
16. The use of district technology for commercial purpose is prohibited.

Demonstrated intent to this violate policy will be considered the same as an actual policy violation. Demonstrated intent means evidence such as actions that if successful or if carried out as intended, would result in a policy violation. Failure to abide by the above policy will result in suspension of technology access privileges, financial liability for damages, other disciplinary action, and in some circumstances, may result in criminal liability.

DIGNITY FOR ALL STUDENTS ACT (IMPLEMENTED JULY 2012)

No student shall be subjected to harassment by District staff or students on school property or at school functions. Nor shall any student be subjected to discrimination by District staff or students on school property or at school functions based upon his/her actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

For our updated district-wide Code of Conduct please refer to our district website at hohschools.org, and for our building specific abridged version please refer to our building website.

STUDENT SEXUAL HARASSMENT POLICY

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District students an environment that is free of sexual harassment. Sexual harassment is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits sexual harassment by a student, employee, officer, volunteer or any member of the public on School District property.

Sexual harassment is defined as verbal or physical conduct of a sexual nature imposed upon a student by another student, an employee, officer, volunteer or member of the public on School District property, which is unwelcome, hostile, inappropriate or intimidating when, among other things:

- a) Such conduct has the purpose or effect of unreasonably interfering with a student's academic performance or participation in an educational or extracurricular activity or
- b) Such conduct creates an intimidating, hostile, or offensive environment.

Requiring a student to submit to sexually harassing behavior, whether explicitly or implicitly as a condition of a grade, for the successful completion of any course of study or any educational or extracurricular activity, or as a condition of acceptance into, continuation in or rejection from a course, program, or activity, is prohibited.

A sexually hostile environment is created by verbal or physical acts, writings or pictures of a sexual nature that are inappropriate, severe or pervasive such as to impair the educational services or benefits offered by the District. The existence of a sexually hostile environment is determined

from the viewpoint of a reasonable person in the student's situation. In determining whether sexual harassment exposes students, because of their sex, to a hostile environment, relevant circumstances include, but are not limited to: the age of the student(s); the frequency, duration, repetition, location, severity, and scope of the act(s) of harassment; whether the conduct was verbal or physical; whether others joined in perpetrating the alleged harassment; whether the harassment was directed at more than one person; and whether the alleged incident(s) created at more than one person; and whether the alleged incident(s) created an offensive, hostile, or abusive atmosphere in the District or a specific school, or in other district settings, such as school buses.

A student, parent of a student, or any District employee who believes that a student has been subjected to sexual harassment will report all incidents of such conduct to his/her principal or to the Superintendent through informal and/or formal complaint procedures developed by the District. If a student chooses to report to any other adult District employee (coach, teacher, nurse, counselor, etc.), that adult is responsible for reporting the case to the principal or to the Superintendent. The principal will promptly submit a report to the Superintendent of all complaints of sexual harassment. Upon receipt of an informal/formal complaint, the principal or the Superintendent will initiate a prompt and thorough investigation of the complaint.

If the District's investigation supports the complaint, immediate and corrective action will be taken. Should the offending individual be a school employee, appropriate disciplinary measures will be applied, up to and including termination of the offender's employment in accordance with contractual and legal guidelines. Should the offending individual be a student, appropriate disciplinary measures will be applied, up to and including suspension/expulsion.

The Board prohibits any retaliatory behavior directed against the complainant and/or witnesses. Follow-up inquiries by the principal or Superintendent will be made to ensure that the harassment has not resumed and that the victims and/or witnesses have not suffered retaliation.

In the absence of a complaint, the Superintendent will, upon learning of or having reason to suspect the occurrence of any sexual harassment, ensure that an investigation is promptly commenced.

The Superintendent is directed to develop and implement specific procedures for reporting, investigating and remedying allegations of sexual harassment.

A copy of this Policy and its accompanying regulations shall be distributed to all employees and students and shall be posted in appropriate places. All new employees and students shall be provided with a copy of this policy upon their employment or enrollment.

STUDENT SEXUAL HARASSMENT PROCEDURES FOR COMPLAINTS

These procedures will apply to harassment of a sexual nature, e.g., student to student, student to District employee, or district employee to student. Conduct will be considered sexual harassment when it is inappropriate or becomes severe or pervasive enough to negatively affect the student or his/her learning environment. The following are some examples of sexual harassment experienced in school that may be grounds for complaint:

- comments, jokes, innuendoes, gestures or looks of a sexual or lewd nature, references to gender, or name calling;
- unwelcome or inappropriate physical contact such as touching, grabbing, pinching, being intentionally brushed up against or blocked, having clothing pulled at, being forced to kiss someone or other forced physical contact;
- inappropriate exposure, such as flashing or mooning, or being spied on while dressing or showering;
- verbal messages, such as sexual rumors or requests for sexual favors, sexually offensive media which is printed, posted, or worn, such as such pictures, photographs, illustrations,

notes or graffiti.

1. Definitions

Student shall mean a person enrolled in the District's educational program.

Employee shall mean a person, regardless of title, assigned or appointed by the Board. Independent contractors and volunteers who are on school property or who transport students are subject to this policy and procedure.

Principal shall mean the head of the school in which the student is enrolled or a designee appointed by the principal. Should the principal be the alleged harasser, the Superintendent is to substitute for the principal.

2. Procedures

A student, parent of a student, or any District employee who believes that a student has been subjected to sexual harassment shall report the incident to his/her principal or to the Superintendent. Incidents of sexual harassment may be reported informally or through the filing of a formal complaint.

All reports of sexual harassment will be held in confidence to the extent possible, subject to this procedure, all applicable laws and any relevant provisions found in appropriate collective bargaining agreements.

Consistent with federal and state law, and all applicable provisions contained in the District's collective bargaining agreements, the following procedures shall be employed in handling any report, investigation, and remedial action concerning allegations of sexual harassment:

A) Any student, parent of a student, or District employee who believes the student has been subjected to sexual harassment may request that an informal meeting be held with the principal. The purpose of such a meeting with the student or the student and his/her parents will be to discuss the allegations and remedial steps available. The principal will then promptly discuss the complaint with the alleged harasser. Should the harasser admit the allegations, the principal is to take appropriate action to assure that the unwelcome behavior will stop. Depending on the severity of the charges, the principal may take or recommend further disciplinary action.

Thereafter, the principal is to prepare a written report of the incident and inform the student and/or parents of the actions taken to assure that the unwelcome harassment will stop. The principal's report will be forwarded to the Superintendent.

If the student and/or parents are satisfied with the resolution, the incident will be deemed closed. However, the complaint may be reopened for investigation if a recurrence of sexual harassment is reported. The principal will inform the students and/or parent that they should report any recurrence of the harassment or any retaliatory action.

Should the student and/or parents be dissatisfied with the resolution, a formal written complaint may be filed.

Should the alleged harasser deny the allegations, the principal is to inform the student and/or parents of the denial and state that a formal written complaint will be required for further formal investigation, provided that the investigation may continue pursuant to the subsection (f) below. Notwithstanding denial of the allegations by the alleged harasser, should the principal have reason to believe the allegations of harassment, the principal shall continue the investigation pursuant to sub section (f) below.

Whether or not a formal complaint is filed, the principal will file a report within five school days with the Superintendent on what has transpired to date. If the student and/or parents submit a formal written complaint, a copy of it should accompany the principal's report with a recommendation for further action.

B) Formal Written Complaints:

Formal written complaints may be submitted either to initially report any incident(s) of sex-

ual harassment, or as a follow-up to an unsatisfactory resolution of an informal attempt to resolve a complaint. In the latter case, the formal written complaint is to be submitted to the principal, who will then forward it to the Superintendent.

C) Investigating a Complaint:

Upon receipt of a formal or informal complaint, a prompt, a thorough and impartial investigation of the allegations must follow. The student and/or parents are to be notified of the outcome of the investigation.

D) Remedial Action:

Following a finding that sexual harassment of a student by any employee has occurred, appropriate sanctions will be imposed in a manner consistent with any applicable law and collective bargaining agreements. Depending on the gravity of the misconduct, these may range from a reprimand up to including dismissal from employment.

Following a finding that sexual harassment of a student or an employee by a student has occurred, appropriate discipline will be imposed consistent with applicable law. Depending on the gravity of the misconduct, these may range from a reprimand up to and including suspension/expulsion.

Following a finding that sexual harassment of a student by a member of the public has occurred, appropriate action will be taken by the Superintendent.

Anyone subjecting complaints or witnesses to any form or retaliation will also be subject to disciplinary action in a manner prescribed by this procedure or by law, consistent with any applicable provisions in a collective bargaining agreement. If it is determined that any individual intentionally provided false information regarding the complaint, appropriate action may be taken against that individual.

Following a finding that no sexual harassment has occurred, or if the student and/or parents are not satisfied with the remedial action taken after a finding of sexual harassment, the student and/or parents may appeal to the Superintendent and ultimately to the Board of Education. The appeal must include a copy of the original complaint, all relevant reports, the specific action being appealed, and an explanation of why the student and/or parents are appealing.

E) Post-Remedial Action:

Following a finding of sexual harassment, victims will be periodically interviewed by the appropriate personnel to ensure that the harassment has not resumed and that no retaliatory action has occurred. These follow-up interviews will continue for an appropriate period of time. A report will be made of any victim's response.

F) Investigation in the Absence of Complaint:

The Superintendent will, in the absence of a complaint, ensure that an investigation is commenced by the appropriate individuals upon learning of, or having reason to suspect, the occurrence of any sexual misconduct.

G) Complaint Records:

Complainants should receive a copy of any resolution reports filed by a principal or the Superintendent concerning his/her complaint. The report shall be filed in the office of the Superintendent, apart from personnel files, subject to the provisions of any applicable collective bargaining agreements.

DISTRICT RESPONSIBILITY

1. The Hastings-on-Hudson Union Free Public Schools will allocate resources in an effort to provide a safe internet experience for all users. This Acceptable Use Policy is adopted and enforced in furtherance of that goal. However, it is important to note that, even though the District may use technical or manual means to regulate access and information including internet filters to help prevent users from accessing inappropriate information on the internet in

accordance with the Children’s Internet Protection Act [Pub. L. 106-554 and 47 USC 254(h)], these methods do not provide a foolproof means of enforcing the provisions of this policy and its goals.

2. The District will use technology protection measures (e.g., internet filters) to help prevent users from accessing inappropriate information on the internet in accordance with the Children’s Internet Protection Act [Pub. L. 106-554 and 47 USC 254(h)].

Adopted: 06/04/07

COMMUNITY SERVICE NUMBERS

Crisis Prevention & Response Team	925-5959
Family Services of Westchester/Echo Hills Mental Health Clinic	274-8334
National Suicide Lifeline.....	800-273-8255
Hastings Youth Advocate Program.....	478 -2471

GRADING SYSTEM

1. Credit - a number grade is awarded each quarter.
2. No credit - the course is noted on the final transcript, but no credit is awarded.

A student in grade 9, 10 or 11 who fails to earn English or Social Studies credit must repeat the subject either in summer school or the following year.

SCHOLASTIC PROGRESS

90 - 100	-	High Achievement; high honor
80 - 89	-	Good Achievement; better than average
70 - 79	-	Average Achievement
65 - 69	-	Passing but below average
Below 65	-	Unsatisfactory - No credit
DP	-	Withdrawn - No credit
DF	-	Withdrawn – No credit

GRADING SYSTEM

1. Passing average for quarters, final examination or final average = 65. Final grades of 63 or 64 are to be discouraged.
2. In order to give students a fair chance at passing, teachers may give no grade below 50 for the first, second, and fourth quarters in a full year course. In a semester course, teachers may give no grade below 50 for the first quarter.
3. For purposes of calculating GPA – Honors and AP courses will receive two bonus points.
4. **For Regents courses the Regents exam carries a weight of 10%, with the exception of the Regents Examination in English Language Arts. Students typically take the exam in January of their junior year; the exam grade will count for 10% of a student’s final grade in English 11, or 5% of the final grade for students enrolled in English 11 Honors.**

INDEPENDENT STUDY

Independent Study is a project initiated by a student and supervised by a faculty member, allowing a student to earn credit for a study beyond what is offered in regular classes. Monthly progress reports from the sponsoring faculty member are filed with the chairperson of the Independent Study committee.

Students must take Independent Study as a pass/fail with the exception of Independent Study Advanced Placement classes, Band, Orchestra and Chorus, which will require a nu-

merical grade.

VOCATIONAL EDUCATION

The vocational education campus is located at the BOCES Vocational Center in Valhalla. Students complete a half day of academic classes at Hastings High School either in the morning or in the afternoon. They are transported by bus from the high school to the center. Vocational training is available in the following areas:

Air Conditioning/Heating/Refrigeration, Auto Body, Automotive Technology, Carpentry, C.N.A.-Certified Nurse Assistant, Child Care Program, Commercial Art, Computer Aided Drafting (CAD), Computer Information Technologies (CIT), Computer Repair & Networking, Conservation & Landscaping, Cosmetology, Culinary Arts, Environmental Studies, Fashion Design & Merchandising, Integrated Office Systems, Licensed Practical Nursing, Multimedia Production, Nail Technology, Ornamental Horticulture, Security & Law Enforcement, Trade Electricity, Travel & Tourism and Television & Video Production

ATTENDING A DOMESTIC SEMESTER SCHOOL OR A STUDY ABROAD PROGRAM

Students who decide to pursue a domestic semester school or spend a semester/year abroad must, along with their parents, have a meeting with his/her counselor AND the principal prior to attending any institution. Upon completion of the semester, the institution attended must provide an official transcript in its original language including a translation if the transcript is in a language other than English. **Numeric grades** on a 100 point scale must also be provided in order to receive credit. If letter grades (A-F) are utilized, Hastings will utilize a conversion chart to convert the letter grades to numbers on the student's transcript. If other types of letter grades are provided, a P/F will be notated on the student's transcript.

COURSE LOAD AND GRADE LEVEL REQUIREMENTS

Seniors: Must schedule at least SIX courses each semester.

NOTE – Seniors with fewer than 18 credits must register for additional courses each semester based on Guidance recommendations.

Juniors: Must schedule at least SIX courses each semester.

NOTE – Juniors with fewer than 12 credits must register for additional courses each semester based on Guidance recommendations.

Sophomores & Freshmen: Must schedule at least SIX courses each semester, plus physical education, based on Guidance recommendations.

DROPPING COURSES

The following procedures will be utilized in dropping courses:

1. A student conference is required with the guidance counselor, teacher and department chairperson.
2. A written parental request is required in all cases.
3. Full year and first semester courses may be dropped up to **October 11** (or the first regular school day thereafter if this date falls on a weekend day) with no notation on the student school record or transcript. Second Semester courses may be dropped by **March 7** (or the first regular school day thereafter if this date falls on a weekend day) with no notation on the student school record or transcript.

Any class dropped **after** the deadlines listed above will result in a **drop/pass** or **drop/fail** grade listed on the student school record and transcript through the end of the respective marking period (first marking period for fully year and first semester/third marking period for second semester courses). After the respective marking periods end, students may not drop a full year or semester course without an **"F"** being recorded on the transcript.

4. No partial credit will be granted for any course that is dropped except where there are extenuating circumstances deemed sufficiently important by the department and the administration (e.g., early graduation). Approval for the allotment of partial credit must be secured from the

Principal.

COURSE LEVEL CHANGES

HHS personnel want students to experience academic success always. Although we are an open access school, teachers/guidance/administrators make thoughtful recommendations for course placement during the scheduling process based on a number of factors. These include (but are not limited to) grades, study habits, ability, and overall course load. If your son/daughter is not recommended for an Advanced Placement, SUPA, or honors level course you have the opportunity to override this decision by signing an override form which is provided in the guidance office. **No overrides will be processed without a completed form with parent signature.**

1. Course level changes may be made up to October 11 (or the first regular school day thereafter if this date falls on a weekend). Requests will be granted only if it is possible for these changes to be accommodated in the student's schedule.
2. If the course change is made, the grade the student attained in the previous class will follow him/her to the new class and will be factored into his/her grade point average.

PASS/FAIL GRADING OPTION

1. Students in grades 9-12 may choose to take one course to be graded on a Pass/Fail basis.
2. **The Pass/Fail option cannot be used for Advanced Placement (AP), Syracuse University Project Advance (SUPA), honors level courses and/or Physical Education (PE) classes.**
3. The choice to take a course Pass/Fail is to be made with the consent of the parent, counselor and the teacher involved. Each student must complete the official school form available in the guidance office.
4. The option to choose Pass/Fail may be taken up to the end of the **first marking period** for full year and first semester courses and the end of the **third marking period** for second semester course.
5. The requirements for students electing the Pass/Fail option are the same as for other students. Teachers are to keep a record of grades for those students who elect to take a course Pass/Fail.
6. The teacher may submit interim assessments to guidance at any other time during the semester.
7. The Pass/Fail class shall not be used in determining class standing and rank in class.
8. For Regents credit students must take a Regents examination. The Regents grade will constitute the basis for Regents credit.

INCOMPLETE (INC) / MEDICAL (MED) GRADES

A student receiving an incomplete grade on their report card due to legitimate reasons as approved by guidance/administration, must makeup course work within 30 days to receive a regular grade.

FINAL EXAMINATIONS

Any student not taking a required final examination will receive a failing grade in the course.

REPORT CARDS

Report cards are available on the Parent Portal at the end of each marking period. Formal requests for a paper report card must be made through Guidance at 478-6260.

MID-QUARTER PROGRESS REPORTS

Mid-quarter progress reports are available on the Parent Portal at the five-week point of each marking period. The reports are designed to inform parents of progress or academic problems in a specific course.

SUMMER SCHOOL CREDIT

Summer school course work is intended to make-up a failure. both the original and summer school grade will appear on the student's permanent record and transcript. If the course ends with a

Regents examination, the higher score of the original and the summer school Regents will appear. If the student re-takes only the Regents examination, it will be recorded, (identified as a re-take) but not used to re-compute the final grade in the course, and therefore, it will not alter the GPA.

Acceleration (for credit) in summer school is permitted only after consultation prior to the taking of the course and with written approval of the Department Chair, Principal and Counselor. Acceleration is limited to one course per summer, between grades 9 and 10, 10 and 11 or 11 and 12. Summer courses, notably, on college campuses would be recorded on the transcript, but not used in the GPA calculation.

VALEDICTORIAN AND SALUTATORIAN

The Valedictorian is the student who holds the highest, weighted, grade point average (GPA) in the graduating class. The Salutatorian is the student with the second highest GPA in the graduating class. Students must be enrolled in Hastings High School by the beginning of their sophomore year and continue through their senior year to be eligible for either honor. All HHS credit bearing courses through third quarter of senior year are used in the calculation of the GPA to determine both the Valedictorian and Salutatorian.

REQUIREMENTS FOR GRADUATION

4 credits of English

4 credits of Social Studies

3 credits of Mathematics

2 credits of Physical Education

guidance

3 credits of Science

1/2 credit of Health

1 credit of Art/Music

1 – 3 Credits in Foreign Language

The remaining amount of credits totaling the 22 credit minimum are other /or elective courses.

EARLY COMPLETION OF GRADUATION REQUIREMENTS

Students who intend to complete all graduation requirements by the end of the first semester of senior year must make a formal written request signed by their parents by June 15th of the preceding school year. The principal will approve such requests only after having consulted with the guidance department.

GUIDANCE SERVICES

Guidance counselors meet with students individually during the school year to assist them in planning their academic program. The guidance counselor helps students select the most appropriate program of studies to ensure success in high school and to plan for the years after graduation. The variety of opportunities for college, professional and technical school, and post high school employment increases every day. All students are invited to explore the various reference materials on occupational training, colleges, financial aid and scholarships in the guidance office. Students who wish to make an appointment with their guidance counselors should see the guidance secretary. Parents may call the guidance office at 478-6260.

Guidance counselors keep track of each student's emotional, social and academic progress in school. They help students make appropriate educational, vocational and personal plans. Counselors also help teachers and parents to understand the needs and problems of the students. Good guidance requires communication among the counselor, the student and the parent. The greater the understanding and the cooperation between the home and the school, the more effective the guidance planning will be.

NOTIFICATION OF RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the Hastings-on-Hudson School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-4605

HASTINGS ALTERNATIVE SCHOOL PROGRAM (H.A.S.P.)

The Hastings Alternative School Program (H.A.S.P.) is a school within a school located in room 229. H.A.S.P. began in 1985. Interested students complete a formal application that is screened by the H.A.S.P. Advisory Committee. The philosophy of H.A.S.P. is "Voluntary Commitment, Voluntary Involvement."

GRADE PLACEMENT DEFINITION

- A Sophomore (Tenth Grade) is defined as a student that has earned 4.5 or more units of credit toward a diploma (Regents or local) including: English, Global Studies, Mathematics, Science and Physical Education
- A Junior (Eleventh Grade) is defined as a student that has earned 9 or more units of credit toward a diploma (Regents or local) including: 2 English, 2 Global Studies, 2 Mathematics, 2 Science including Biology and 1 Physical Education.
- A Senior (Twelfth Grade) is defined as a student that has earned 15.5 or more units of credit toward a diploma (Regents or local) including: 3 English, 2 Global Studies, 1 American History, 2 Mathematics, 2 Sciences, 1.5 Physical Education, 2 units in each of a two subject area that would fill sequence requirements or 3 units of an occupational education course that would lead to an occupational education sequence.

PSYCHOLOGICAL SERVICES

The school psychologist provides in-depth diagnosis and help in student placement and in individualization of the educational program. She is knowledgeable with respect to physical, social and emotional development and confers regularly with parents, teachers and outside agencies to acquaint them with student needs. She works with students individually and in groups. Counselors, teachers, administrators and parents can request the assistance of the psychologist.

The school also has the services of a psychiatrist, on a consultation basis. He/she consults with the psychologist and the entire professional staff, and sees students upon request. He/she does not, however, treat students. If he/she believes psychiatric help is needed, he/she refers the student and parents to a mental health agency.

SOCIAL WORKER/STUDENT RESOURCE

The school district uses the services of a social worker. The social worker is also the student resource counselor. The social worker is available for individual and group counseling, and can be reached at 478-6246.

WORKING PAPERS

Working papers are necessary for all students under age 18. Please see the guidance secretary for assistance in obtaining working papers.

PRINCETON PEER LEADERSHIP PROGRAM

Hastings High School will again take part in the Princeton Peer Leadership Program. Twenty-four seniors have been chosen to be peer leaders to the entire ninth grade. The seniors receive Participation in Government credit for the course. Mr. Conwisar is the faculty coordinator for the program. Peer leaders will help freshmen adjust to the high school and will provide good role models for the younger students. Freshmen will meet once a week with the peer leaders.

TESTING INFORMATION

ACT ASSESSMENT TESTING

The ACT Assessment Testing is a four-part test in English, reading, math and science. The total test time is three hours. Some colleges require ACT Tests for admission or placement purposes. Students should check the requirements of the colleges where they plan to apply.

Preparing for the ACT Assessment is a booklet available in the guidance office.

ADVANCED PLACEMENT TESTS (AP)

All tests are administered in May. Information and registration materials will be made available to students by their AP course teachers and counselors.

Colleges and universities that are formal participants in the program usually grant advanced placement or credit (or both) to students presenting Advanced Placement Examination grades 3 or higher.

In Hastings we offer the following AP courses: English, US History, European History, Biology, Physics, Chemistry, Environmental Science, Psychology, Calculus, Computer Science, Statistics, Studio Art, French, & Spanish. All students are required to sit for the AP examination.

Fee: Approximately \$90 per test

Financial aid is available to qualified students.

PRELIMINARY SCHOLASTIC APTITUDE TEST/NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST (PSAT/NMSQT)

The PSAT/NMSQT is a two-hour version of the College Board Scholastic Aptitude Test (SAT); it measures verbal and mathematical abilities important in college work. This test is administered in October to juniors. It is an indication of how a student will do on the SAT to be taken the following spring. The test results are not included on the student's transcript. Taking the PSAT/NMSQT is the first step in establishing eligibility for all Merit Scholarships, special scholarships, and Achievement Scholarships administered by NMSC.

Approximate Fee: \$15.00

Financial aid is available to qualified students.

SCHOLASTIC APTITUDE TESTS (SAT I, SAT II)

SAT I: Reasoning Test

The SAT I is a four-hour test that consists of three parts: Math, Reading & Writing

SAT II: Subject Test

These tests are one hour in length, primarily multiple choice tests in specific subjects, which measures knowledge of particular subjects and the ability to apply that knowledge.

These tests are given many times during the school year. Prior registration is required. Registration packets and information on this testing program are available in the guidance office.

Fee varies with test. Financial aid is available to qualified students.

REGENTS EXAMS

A list and schedule of January and June Regents exams will be made available on our web site in advance of testing.

LLOYD LIBRARY MEDIA CENTER

Students and teachers have access to the library media center and to its qualified professional staff from 7:45 a.m. to 4:45 p.m. each school day. Class visits are flexibly scheduled to encourage use at point of need.

Resources are made available to students and teachers through a systematically developed collection within the school, and through accesses to resources outside the school. Access to these materials is provided by a retrieval system that uses the expanding searching capabilities of the computer. Students receive assistance in identifying, locating, and interpreting this information.

HEALTH SERVICES

It is very important that the school maintains current phone numbers, e-mail address, and emergency contact information. Please provide the registrar or health office with updated information.

A student who has been absent for more than five days, must provide documentation from parent or physician to the high school attendance office. In anticipation of extended absenteeism the health office, guidance office, and high school office should be notified.

The health office is staffed by registered nurses. A school physician is employed by the district. The physician has the final clearance for sports and may be consulted on health related concerns.

A complete Health Appraisal (annual physical) is required for students in Grade 10. A student playing a sport must have a current Health Appraisal on file for the sports season they are participating in.

For students playing a sport, a sports packet must be submitted to the health office for each sports season. The sports packet contains pertinent information regarding emergency information and a health history questionnaire.

Injuries sustained during school will be assessed by the nurse for first aid treatment. Parents/Guardians will be notified of injury requiring a physician or hospitalization. Parents are responsible for providing the health office with documentation from the physician or hospital, post injury, for any treatments or conditions that need attention of the school nurse, teacher, or guidance office. Health insurance claims go through your private provider and within specific limits a school insurance claim form will be sent home from the health office for those injuries that sought medical attention from a school related injury.

Medication cannot be administered without a doctor's order. Forms for Medication Authorization administration can be found under the health office website and signed by physician and parent. Prescribed medication must be in a labeled container, indicating proper dosage and time to be given and any possible side effects.

Public health law states that all children attending public school must be immunized. Please speak with the school nurse regarding schedule of immunizations, medical or religious exemptions.

The New York State Department of Health requires a Body Mass Index report every other year. A students body mass index is part of the students health report, however, no names are identified.

Screenings for vision and hearing are done in 10th grade. Scoliosis screening is done in 9th grade.

PHYSICAL EDUCATION POLICIES

According to the State Education Departments Commissioners Regulation 135.4 Physical Education is mandated for all public school students. It is also a local requirement for graduation established by the Board of Education that all students have successfully completed 2 credits of Physical Education. The following information pertains to proper attire, department grading policies, and the responsibilities of all students in Physical Education classes.

Credit Assignment:

Students may earn ½ credit per school year. Students' grades in Physical Education are a part of their overall student GPA.

Expectations:

Students are required to change into clothing appropriate to the activities offered during class and must meet safety and hygiene requirements set forth by the faculty. Students not properly dressed, or who are sufficiently injured or ill to prevent participation in class activities are not eligible to practice or compete for the duration of the day in interscholastic athletics.

Being Excused from Physical Education:

Students may be excused from Physical Education for the following reasons:

- **Injury/Illness – Any injury/illness lasting more than one PE period requires a doctor's note.**
- **Class Trip or other School Function – A pass or alert must be provided to the teacher before they may be eligible to be absent.**

Students who are unable to participate in class activities due to injury/ illness will be placed on a

modified Physical Education program in which they will be required to complete assignments in order to be eligible to receive credit for the activity, unit and/or quarter.

Grading Policy:

Students will be graded through a combination of summative assessment within each unit of study, a Daily Rubric of Personal and Social Responsibility as well as through their Fitness Testing. Students will be given an opportunity to participate in make-up classes throughout the quarter in which they may improve their assessment grades.

- 70% - Daily Rubric for Personal & Social Responsibility
- 10% - Summative Assessments
- +20% - Fitness Testing
- 100 % ← **PHYSICAL EDUCATION QUARTER GRADE**

INTERSCHOLASTIC SPORTS

- All gyms are off limits to students, unless there is adult supervision by a school employee.
- Students who do not participate in physical education class or are unprepared cannot participate in after school intramurals or on athletic teams.
- Locker rooms for student athletes will not be open or available to them until 3:05 every day.

Students may participate on a sports team provided:

- The medical office has on file a current medical examination.
- The health questionnaire has been completed and signed by the parent.
- The student is not under suspension.
- The student is not on academic ineligibility.
- The student arrives to school on time.

The following teams play during the designated seasons:

FALL	WINTER	SPRING
<i>Cross Country - Varsity</i>	<i>Basketball – Varsity/JV</i>	<i>Baseball – Varsity/JV</i>
<i>Football – Varsity</i>	<i>Ice Hockey - Varsity</i>	<i>Golf – Varsity</i>
<i>Soccer – Varsity/JV</i>	<i>Swimming – Boys Varsity</i>	<i>Track + Field - Varsity</i>
<i>Swimming – Girls Varsity</i>	<i>Indoor Track - Varsity</i>	<i>Lacrosse – Varsity/JV</i>
<i>Field Hockey – Varsity/JV</i>	<i>Wrestling – Varsity</i>	<i>Softball – Varsity</i>
<i>Tennis – Girls Varsity/JV</i>		<i>Tennis – Boys Varsity/JV</i>
<i>Volleyball – Varsity/JV</i>		

HASTINGS HIGH SCHOOL ATHLETIC AND CO-CURRICULAR ELIGIBILITY POLICY

It is the policy of the Hastings School District to provide each student with an opportunity to develop his/her own interests and to work cooperatively in groups through the sponsorship of a variety of co-curricular activities. While participation in these activities is desirable, it is also important that

as a representative of the school, the student maintain an acceptable level of attendance, academic performance, and positive behavior. We believe there are various vehicles for academic support in the school including but not limited to, the National Honor Society tutoring program, period 10 extra help time, and the Princeton Peer Leadership program that can lend assistance to students affected by this policy. The following eligibility requirements have been established toward that end.

In order to protect the rights of students, and to maintain the integrity of the school as an academic institution, an eligibility committee will be established to monitor the process, and to hear appeal cases. The eligibility committee will be comprised of a teacher, guidance counselor, the Athletic Director, Assistant Principal, and a high school student. It is the goal of the school to intervene where a student has fallen down academically, and to provide the assistance necessary to maintain eligibility.

REQUIREMENTS

ATTENDANCE

A student must attend school to participate in any athletic/co-curricular activity on a particular day. Any student absence must be a legal absence per the State Education Law guide lines, outlined in the handbook. Illegal absence or class cutting on the day of an event will result in a student's suspension that day from any after school activities. If the illegal absence occurs on the last day of the week, the student will be suspended from weekend activities.

In the event the illegal absence or cutting occurs on the day of an event and cannot be validated until a later date, the student will be suspended from the next event after the illegal absence has been confirmed. After the third illegal absence/cut the student will be ineligible to participate in all extra-curricular activities for a period of ten school days. After the suspension period, the student attendance record will be reviewed and, further recommendations will be made by the eligibility committee.

BEHAVIOR ELIGIBILITY

A student must maintain a positive decorum that is beneficial to his/her activity, school, and community. Such misbehavior as insubordination, disrespect, disruptive classroom behavior, or unsportsmanlike conduct may result in a suspension from athletic/co-curricular activities. A decision to participate in any activity on a given day(s) will reside with the Principal or his designee. Also, any student suspended internally or externally will be ineligible to participate in any activity during the suspension period. After a total of three external suspensions a student will be suspended indefinitely from all athletic/co-curricular activities.

ACADEMIC ELIGIBILITY

If a student has been notified that he /she are failing two or more courses at the mid-marking period, he/she will be placed on academic probation. Failure of two or more courses at the end of the marking period will result in the student being declared ineligible to participate.

All subjects will be weighed equally in determining eligibility status. The fourth quarter grade at the end of the year will determine academic eligibility for all fall activities (some consideration may be given by the Principal for successful completion of summer school courses).

ACADEMIC PROBATION

Academic Probation will last for a period of five weeks. While on probation, the student can continue to participate in athletics/co-curricular activities provided that he/she has agreed to the conditions outlined in the Improvement Contract. The contract must be signed by the student and parent/guardian and returned to the student's guidance counselor.

At the end of the five weeks probation period the student must demonstrate to the Principal that he/she has met the conditions established in the contract to become eligible for continued partici-

pation. It is the responsibility of the student, through the guidance department, to petition the Principal and request removal from probation. If the student does not petition the Principal and/or unsatisfactory progress is demonstrated, the student will be declared ineligible for the remainder of the marking period.

INELIGIBILITY

If a student fails two or more courses in a marking period, he/she will be declared ineligible until that student demonstrates significant improvement in overall academic performance. If the student is declared ineligible he/she will not be permitted to participate in any athletic/co-curricular activities. To be reinstated, the student must fulfill all the requirements stated above for the probationary student.

1. Students who wish to appeal being declared ineligible for an extracurricular or interscholastic involvement must notify their counselors on the official appeal form. Their cases will be reviewed by the eligibility committee. The committee will make a recommendation to the Principal on the action to be taken.
2. If a student is not satisfied with the decision at the building level, he/she may appeal to the Superintendent and the Board of Education as per the process used in suspension hearings.

ACADEMIC INTEGRITY

In accordance with the Philosophy of the School District and the Student Bill of Rights and Responsibilities Hastings High School presents the following Statement of Academic Integrity.

In order to create a learning environment which recognizes the uniqueness of each individual, which fosters the development of a variety of skills, and which celebrates the growth and accomplishments of each student, certain responsibilities must be recognized and accepted.

It is necessary to the functioning of such a learning community that support and compliance with these principles of academic integrity be expected and required by all members of the community.

To that end:

Students are responsible for understanding the requirements and expectations of the course, being forthright in representing the results as individual or group effort, being accurate and honest in crediting sources for research, reports and original work, and conducting themselves with integrity and honesty during assessments.

Faculty and administration are responsible for clarifying the expectations and requirements of the course, designing the course to support the goals of educational development, and establishing assessment procedures and policies that are supportive in these goals.

Parents are responsible for recognizing and supporting the philosophy as stated by the Board of Education, and supporting their individual student.

Plagiarism must be recognized for what it is, and then disallowed; "a form of cheating that has been defined as the false assumption of authorship; the wrongful act of taking the product of another person's mind, and presenting it as one's own." (Alexander Lindey, *Plagiarism and Originality*, (New York, Harper, 1952) as cited in *MLA Handbook for Writer of Research Papers* by Joseph Gibaldi, (The Modern Language Association of America, New York, 1995, p 26.)

Failure to meet these standards may be subject to disciplinary measures, which may include but are not reserved to assigning a failing grade, restriction of student privileges, detention, and suspensions.

If a student chooses to appeal the measures applied, the matter may be taken to an appeals committee composed of two students, two faculty members, the assistant principal, and a parent.

PLAGIARISM/CHEATING

Plagiarism is the use of someone else's material without proper acknowledgement to the reader. This includes taking someone's work off the Internet without acknowledgement, taking information

from a book, someone else's homework, lab report or portfolio, etc.

ACADEMIC REGULATIONS ON PLAGIARISM/CHEATING:

Teachers are to clarify expectations in regard to plagiarism very clearly at the start of each class, in September or in January. This should be repeated when a major project is assigned.

RAMIFICATIONS OF PLAGIARISM/CHEATING:

Any of the following disciplinary actions, but not limited to:

1. Grade of zero on assignment.
2. Parent notification.
3. Administrative notification.
4. In-school and/or out-of-school suspension for repeated and/or more severe offenses.

The goal is to foster judgment in the student, and to develop a sense of intellectual integrity. An act of plagiarism/cheating is an opportunity to open a discussion with the student, clarifying his or her understanding of what is acceptable behavior.

SUMMER HOMEWORK GUIDELINES

Summer homework should be oriented towards promoting continued learning by students throughout the months that school is not in session. It should also be used to enhance the first weeks of school and to allow for minimal review of material in science and mathematics.

Administrative Guidelines

- a) All summer assignments will be posted on the High School web page.
- b) Advanced Placement, SUPA, and Honors level classes may have meetings before the end of the school year describing the summer homework assignments.

THE REGENTS BILL OF RIGHTS FOR CHILDREN

A Statement of Principles and Goals 3/17/89

- 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.

HASTINGS STUDENT BILL OF RIGHTS AND RESPONSIBILITIES

All Hastings students have the right to each of the following:

- I. a learning environment free from physical danger,
- II. a school free from harassment and ridicule;
- III. a clean and healthy environment;
- IV. security for personal and school property;

- V. protection from plagiarism;
- VI. instruction free from disruption;
- VII. orderly and secure lunch periods;
- VIII. school sponsored social events free from disruption;
- IX. access to all district activities on an equal basis, regardless of race, sexual orientation, religion or national origin;
- X. a student discipline policy which guarantees their due process rights by providing them the opportunity to present their version of the facts prior to the imposition of any disciplinary penalty.

All Hastings students have the following responsibilities:

- I. to be familiar with and abide by all district policies, rules and regulations pertaining to student conduct;
- II. to work to the best of their abilities in all academic and extracurricular pursuits;
- III. to hold themselves to the highest standards of conduct, demeanor, and sportsmanship;
- IV. to be in regular attendance of school and in class, and
- V. To contribute to the maintenance of an environment that is conducive to learning.

STUDENT UNION OFFICERS	
ADVISORS	Robert McCann & Peter Scotch
President	Josh Thigpen
Vice President	Stella Stephens
Secretary	Sabine Hinkaty
Treasurer	Ford Zamore
NINTH GRADE OFFICERS	
ADVISOR	Randie Shaw
President	Jack Maney
Vice President	Luca Rowley
Secretary	Callum Feeney
Treasurer	Natalie Garson
TENTH GRADE OFFICERS	
ADVISOR	Christina Gagliardi
President	Barney Smith

Vice President	Erik Ghalib
Secretary	Lucy Richer
Treasurer	Sonya Lasser
ELEVENTH GRADE OFFICERS	
ADVISOR	Maria Rudolph
President	Julien Amsellem
Vice President	Suraj Kodali
Secretary	Owen Taylor
Treasurer	Ava Wilmot
TWELFTH GRADE	
ADVISOR	Greg Smith & Nancy Gagliardi
President	Liam Shanley
Vice President	Charlotte Rubin
Secretary	Sabine Paz-Le Draoulec
Treasurer	Sarah Feldman

CLUBS/ORGANIZATIONS

ACADEMIC CHALLENGE: Our team competes with 16 other teams throughout the tri-state region. Students enjoy the competition and test of knowledge.

AMNESTY INTERNATIONAL: This organization is devoted to helping free “prisoners of conscience” in other countries, mostly by means of writing petitions to the governments of those countries. Anyone interested in such activities is urged to join.

ART CLUB: Meet once a week to work on various projects.

BUZZER: The Buzzer staff produces the school newspaper and is open to all students interested in journalism and school activities. The only requirements are a good knowledge of English grammar and the enthusiasm needed to publish a great newspaper. New ideas are welcome! Everyone is invited to write for the Buzzer!

CHESS CLUB: Formed for both competitive and non-competitive chess play.

ENVIRONMENTAL CLUB: Members are interested in environmental issues. They have an environmental awareness day during the school year that all faculty and students participate in.

GAY/STRAIGHT ALLIANCE: The goal of most, if not all, gay/straight alliances is to make their school community safe and welcoming to all students regardless of sexual orientation or gender

identity.

HABITAT FOR HUMANITY: Students in the Habitat club work with the Westchester Chapter of Habitat for Humanity. Officers attend monthly meetings with other school districts and set up builds which all members attend. Many different types of work are done, from dismantling homes to building new ones.

HUDSONETTES: Members of the Hudsonettes perform dance routines at all home football games. Tryouts are held in the spring of the preceding year for students in grades 8-11.

JAZZ BAND: Members of the high school band are eligible to join the jazz band.

MADRIGALS: Members of the high school chorus are eligible to audition for Madrigals Ensemble.

NATIONAL ART HONOR SOCIETY: NAHS is open to students who complete an accepted art portfolio. There is one induction per year.

NATIONAL HONOR SOCIETY: The Delta chapter of the NHS was established in Hastings High School in 1949. Members are chosen by a faculty committee from 11th and 12th grade students who have academic averages of 88 and above. Other criteria for membership include: character, service and leadership. Members voluntarily tutor middle school and high school students during the school year, monitor the library one evening a week and are involved in other service projects. NHS has two inductions a year, one in November and one in May. Information on NHS is available in the guidance office. Prospective members must apply in writing via formal application. Applications are reviewed and rated by all academic departments. A committee of five teachers chaired by the NHS advisor tabulates the ratings and invites students who exceed eleven points to be members of NHS. (The maximum number of points a student can achieve in each category is as follows: scholarship 4; service 4; leadership 3; and character 4.) Specific criteria information is available to each applicant.

ONEIRATA (Literary Magazine): This is for students who have an interest in writing. The magazine is published once each year with students' creative writing, short stories, photos, drawings, and poems. All contributions are welcome.

SADD: SADD stands for Students Against Destructive Decisions. Members of this club sponsor a SADD week just prior to the Christmas and New Year's holiday. They promote students making safe decisions throughout the year.

WORLD LANGUAGE CLUB: This club meets after school to explore other cultures.

WESTMUNC: Hastings High School hosts its own model United Nations Conference. WESTMUNC takes place in March for a weekend. Students from other schools attend and debate world issues. Each member is a delegate from a specific country and represents that country in the debate.

HASTINGS PUBLIC SCHOOLS DISTRICT PHILOSOPHY STATEMENT

(adopted September 22, 1997)

VALUES AND GOALS

All students can learn. It is the district's responsibility to prepare students with the knowledge, understanding, skills, and strategies they need to be productive, responsible citizens in a democratic society. We view our schools as communities of learners. Each individual is valued as a unique person and as a member of the larger group. We model a safe, caring community in which students, teachers, administrators, and parents have real opportu-

nities for collaborative participation through which to attain our educational goals.

We strive to help students develop lifelong capacities to enjoy learning, working, and relating to others. We value education because it is a process which helps each individual to achieve his/her maximum potential. Education helps to provide a person with the skills needed to succeed in a rapidly changing world, to function in harmony with the environment, to enjoy the fellowship of others, and to live cooperatively in society with respect for individual and group differences. It disciplines and broadens one's outlook; it helps each individual to develop principles by which to guide actions, and values by which to measure them.

VIEW OF LEARNING AND LEARNER

Learning is an active, constructive, and reflective process. We are committed to creating a nurturing, interactive, learner-centered environment which meets the needs of our diverse student body. An understanding of development provides a necessary foundation for assessing, supporting and challenging children's growth - intellectual, social, emotional, physical, and aesthetic. Children have multiple intelligences and need a variety of approaches. We assist students in learning to inquire, take risks, set goals, and assess their work. Rigor is essential to a caring approach to education. The schools promote deep inquiry and hold high standards for demonstrating understanding and proficiency.