## Bell Schedule for 2019-20 School Year

**Six Day Cycle: A – F Schedule**

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<tr>
<th>Per.</th>
<th>Time</th>
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<tbody>
<tr>
<td>1</td>
<td>7:52 - 8:34</td>
</tr>
<tr>
<td>2</td>
<td>8:37 - 9:18</td>
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<tr>
<td>3</td>
<td>9:21 - 10:02</td>
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<tr>
<td>4</td>
<td>10:05 - 10:46</td>
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<tr>
<td>5</td>
<td>10:49 - 11:30 Grade 6 Lunch</td>
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<tr>
<td>6</td>
<td>11:33 - 12:14 Grade 5 Lunch</td>
</tr>
<tr>
<td>7</td>
<td>12:17 - 12:58 Grade 7 Lunch</td>
</tr>
<tr>
<td>8</td>
<td>1:01 - 1:42 Grade 8 Lunch</td>
</tr>
<tr>
<td>9</td>
<td>1:45 - 2:26</td>
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<tr>
<td>10</td>
<td>2:29 - 3:09</td>
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Please refer to [www.pleasantvilleschools.org](http://www.pleasantvilleschools.org) to access the bell schedule in the event of a delayed opening.
Dear Parent/Guardian,

It is my pleasure to welcome you to the Pleasantville Middle School!

The purpose of this handbook is to familiarize you with the Pleasantville Middle School mission, procedures, services, and programs. I hope that you will review the following pages and familiarize yourselves with their content.

Pleasantville Middle School is a very special place where our students are nurtured through a critical time in their individual development. Traditionally, the parents/guardians, teachers, and administrators in our schools have worked closely together in a mutually supportive relationship. I look forward to the continuation of this essential relationship.

As your child’s journey through the middle years unfolds, I encourage you to keep in close contact with your child’s teachers and to call me at any time with questions or concerns you may have. I look forward to our collaborative effort to ensure a wonderful year for every child at the Pleasantville Middle School.

I wish you and your children success, happiness and discovery throughout this year’s journey.

Sincerely,

Donald P. Marra
Principal
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THE PLEASANTVILLE UNION FREE SCHOOL
DISTRICT VISION STATEMENT

The Pleasantville Union Free School District believes that all students are unique and can be educated in a manner consistent with their abilities, learning styles, individual interests and talents. Our purpose is to provide all students with the means to acquire skills, knowledge and values enabling them to be healthy, competent, contributing and responsible members of society. To affect the future in a positive way, we accept the challenge and embrace the responsibility of providing an excellent education so that all students may obtain their potential.

PLEASANTVILLE MIDDLE SCHOOL
MISSION STATEMENT

Early adolescence is a unique period of development. Both the community of Pleasantville and the Pleasantville Middle School staff recognize this as a time of transition for intellectual, educational, physical, personal, and social growth. This is a time when natural forces, technological advances, contemporary societal views and expectations greatly affect perception, motivation, and achievement; a time when increased sophistication does not imply the maturity nor the ability to cope with these challenges. With this understanding, it is necessary to address the requirements of early adolescents to prepare them to be responsible and contributing members of society.

The Pleasantville Middle School is an educational community that is dedicated to understanding and facilitating the positive transition from childhood to adolescence. We are committed to providing educational experiences where learning is valued, differences are accepted, wellness is encouraged, and accountability is realized, to assure the development of each student's intellectual, educational, physical, personal, and social growth.
**GENERAL INFORMATION**

All school personnel can be accessed by calling (914) 741-1450 followed by an extension. If you do not know your party’s extension you will be able to access the school directory.

The school nurse can be reached at (914) 741-1436.

**Principal**  
Mr. Donald Marra – 30510

**Assistant Principal**  
Dr. Adam Chagares – 30520

**Curriculum Coordinator**  
Mrs. Melissa Brown – 31520

**School Counselors**  
Mrs. Pamela D’Agostino – 30610  
Mrs. Susan Leyden – 30611

**School Psychologists**  
Mrs. Andrea Einhorn – 30613  
Dr. Megan Cunningham – 30612

**School Nurse**  
Mrs. Julie Slattery – 30700

**Main Office**  
Mrs. Marybeth Alpern – 30511  
Ms. Lisa Salzano – 30501

**ATTENDANCE**

Regular school attendance is crucial if the student is to progress and succeed academically. Excessive absenteeism will result in poor academic performance or course failure.

If a student is absent from school they may not participate in any extracurricular activity on that day.

**Absences**

Parents/Guardians should call the attendance office at extension 30507 in the morning (before 8:30am) on the first day of a child’s absence. Although this procedure will provide us with current and accurate information, students are still expected to bring a note, signed by a parent/guardian, explaining the absence so that we can validate our attendance records. Notes are to be given to the nurse.

**EXCUSED AND UNEXCUSED ABSENCES, TARDINESS AND EARLY DISMISSAL**

Based upon our District's education and community needs, values and priorities, the School District has determined that absences, tardiness and early departures will be considered excused or unexcused according to the following standards.
A. Excused: An absence, tardiness or early departure may be excused if due to personal illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, emergency medical and dental appointments, directed or authorized presence at the administrative offices or nurse's office, approved college visits (only juniors and seniors - prior approval of parents and counselors, not to exceed 4 days in a school year), approved cooperative work programs, military obligations, choral/instrumental sectionals, approved school-sponsored activities (including field trips, inter-scholastic athletics, musical or other competitions), scheduled absences that have evidence of an acceptable educational experience, or other such reasons as may be approved by the Board of Education.

Written excuse must be presented by the student on the day returning to school following such absences.

B. Unexcused: An absence, tardiness or early departure is considered unexcused if the reason for the lack of attendance does not fall into the above categories.

The District believes that classroom participation is related to and affects a student's performance and grasp of the subject matter and, as such, is properly reflected in a student's final grade. For purposes of this policy, classroom participation means that a student is in class and prepared to work.

Consequently, for each marking period a certain percentage of a student's final grade will be based on classroom participation as well as the student's performance on homework, tests, papers, projects, etc. as determined by the building administrator and/or classroom teacher.

Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation, unexcused student absences, tardiness, and early departures will affect a student's grade, including credit for classroom participation, for the marking period. The School District is not obligated to provide make up tests or accept homework or other assignments from students who missed class due to an unexcused absence.

Upon returning to school following a properly excused absence, tardiness or early departure, it shall be the responsibility of the student to consult with his/her teacher(s) regarding arrangements to make up missed work, assignments and/or tests in accordance with the time schedule specified by the teacher.
TARDINESS
Tardiness to school or class may have an adverse effect on the individual student's academic performance as well as being disruptive to the teaching/learning process. Students who arrive late to school must report immediately to the nurse and receive a "late arrival" pass. Students are expected to bring a written note of explanation for the late arrival from a parent or guardian. All incidents of tardiness are recorded in official attendance records.

Ample time has been provided for students to pass from one class to the next. It is the student's responsibility to arrive promptly for each class. The classroom teacher is responsible for holding students accountable for lost class time. Lateness to class, resulting from being retained in a previous class by the teacher, must be covered by a pass from the teacher. Repeated class tardiness or school lateness may warrant a referral and disciplinary action. Students are responsible for assignments and class work missed due to tardiness to school or class.

Attendance is taken daily during second period in the morning and in each class which meets during the school day. If a student is missing from class and not absent from school, the Main Office is immediately notified. In the event that we are unable to find the student, the parents/guardians are notified either at home or at work. Deliberate cutting of class by our students is absolutely prohibited and may result in suspension from school.

EARLY DISMISSAL
The school discourages students from missing classes for vacations, doctor appointments and other obligations.

Students who need to be excused early must bring a signed note from home stating time of departure, reason for leaving and who will be signing the student out of school. This note must be presented to the nurse before the student leaves school. Students must be accompanied by the adult referenced in the note or an adult noted on their emergency card if their parent/guardian is unable to pick them up. Under no circumstances will a student be allowed to leave the building without an adult who has been preauthorized in writing by a parent/guardian.

It is the student's responsibility to make up all work that has been missed because of the early dismissal. Parents/guardians are asked to schedule doctor appointments and other obligations of this nature after school hours.
Parents/guardians are also reminded that students who leave early for vacation or return to school late from a vacation cause disruption to their academic program. Parents/guardians are to call the school to discuss the ramifications of these absences before the absence takes place. These absences are considered by the New York State Education Department to be illegal. It is the student's responsibility to complete the missed work. Tests and quizzes must be made up immediately upon return. **The teachers are not obligated to provide work for the vacation period.**

**SCHOOL EMERGENCIES**

**School Delays and Closings**

In the event of severely inclement weather or mechanical breakdown, school may be closed or starting time delayed. The decision will be made by 6:30 a.m. A second decision will be made by 7:00 a.m. as to whether schools will open or close.

Please go to the District’s website at www.pleasantvilleschools.org to sign up for the District’s K–12 Alerts. The K-12 Alert link can be found on the main page of the website under “Important Links”. It is a highly efficient means of receiving important District communications, particularly those of a timely nature such as emergency school closings or delays.

In the event of an unscheduled closing, the next school day will be the same letter day as the one that was missed. For example, if Monday is an A day and on Tuesday there is an unscheduled closing, then Wednesday will be a B day.

**Emergency Dismissal Procedures**

Occasionally, due to situations beyond our control, it may be necessary to dismiss students prior to the end of the school day. At the beginning of the school year, parents/guardians will be required to update their Emergency Early Dismissal instructions on both the Parent Portal and on their Emergency Information Form. This information will specify how students will be dismissed from school. In case of an emergency dismissal, without prior notice and in the event that an early dismissal was not predetermined, a K-12 Alert will be sent out.

**HEALTH OFFICE**

The Health Office (741-1436) is staffed by a registered nurse. The nurse has an important responsibility of maintaining up-to-date information on the health of our students. Parents/guardians are asked to report any information regarding student health concerns to the nurse. Understanding of your child's health problems will allow us to better serve your child. All health records maintained by the school are confidential.
The teachers and nurse keep a constant watch on your child's health during the school day. If a child is not feeling well, he/she will be referred to the nurse. The nurse will make contact with the parent/guardian or other designated name listed on the Emergency Information Form.

Students involved in accidents in school are to report to the nurse immediately so that proper attention may be given to any injury. Parents/guardians will be notified.

**Emergency Information**
Emergency information must be completed both on the Parent Portal and on the Emergency Information Form. These instructions are essential in the case of an emergency. This information can mean the difference between prompt medical attention and serious delay.

Only the people listed in the child’s emergency information may take the child home in the event of illness or other emergency if the parent/guardian is unavailable. (See page 12 for other details) The parent/guardian is responsible for updating information regarding designees and their telephone numbers on the Parent Portal and on the Emergency Information Form.

**Medication**
By law, the school nurse is not permitted to dispense medication without doctor approval. If it is necessary for a child to receive medicine during the school day, the school nurse must have:

- A written order from the child's doctor with medication name, dosage and time to be given
- The medicine in the original labeled container
- Written permission to administer the medicine from the child's parent or guardian.

**Annual Medical Examinations**
- Physical exams are required for all 5th and 7th grade students.
- The school nurse annually screens each student's vision, hearing and spine (scoliosis screening). If additional testing is necessary, a referral form will be sent to the parent or guardian.
WEBSITE
The Pleasantville School District website (www.pleasantvilleschools.org) is an important communication tool for our entire school community. All school district emergency closings and delays and important school news are posted on the website, as are all required forms and correspondence. All teachers post long term assignments and tests on their web pages as well as daily homework. Please check the website on a regular basis.

RESPONSIBILITIES OF PARENTS/GUARDIANS

• Become familiar with the contents of the Parent Handbook.
• Be objective and supportive of the school's decisions when rules and consequences affect your child.
• Accept responsibility for your child's behavior and learning.
• Encourage respect for school property.
• Encourage and model respect for all school personnel.
• Schedule all medical appointments and other appointments after school hours when possible.
• Ensure that the Emergency Information Forms are completed, signed, and returned by the first day of school in September.
• Ensure that all information on the Parent Portal has been updated.

E-SCHOOL DATA
Ongoing communication between our schools and homes positively impacts our students’ academic achievement. Parents/guardians will have access to all of their children enrolled at the Pleasantville School District through one login. Each family has their own unique login and password and can only access their own child’s/children’s information. A child’s schedule, report cards, updated grades and attendance information are all available through this portal.

Parents/guardians are encouraged to utilize the Parent Portal to monitor their child’s progress and enhance the parent/guardian/school partnership. If you have difficulty accessing the portal, please call your child’s school counselor or the Main Office.
WHO TO CALL

Academic
If you have any concerns about your child’s academic standing or progress in a particular subject area, your first contact should be directly with your child's teacher. If concerns continue, you should contact your child’s school counselor. In regard to class placements, please contact your child’s school counselor.

Behavior
Your first call should be to the teacher involved with the problem. If concerns continue, or if the disciplinary problem occurred during lunch you should contact the administrator in charge of discipline, Dr. Chagares. If your child has established a pattern of inappropriate behavior, you should contact your child's counselor. In all cases your objectivity and support of the school's decision regarding discipline are imperative to reduce future occurrences.

To reach your child’s teacher, dial (914) 741-1450 to access the staff directory or email them directly through the Pleasantville School District website.

STUDENT SIGN-OUT PROCEDURES

Parent/Guardian
1. Parent/Guardian must report to the Greeter’s Desk to pick up the child.
2. Photo I.D. may be requested at the discretion of district personnel. After identification is verified, the child will be brought to the Greeter’s Desk.
3. Before leaving the building, the parent/guardian must complete the Sign-out Log.

Persons other than a Parent/Guardian
1. The individual picking up the child must be listed on the child’s Emergency Information Form.
2. The individual must report to the Nurse’s Office to pick up the child.
3. Written permission signed by the parent/guardian to pick up the child must be presented at the Nurse’s Office if the person is not listed on the child’s emergency card.*
4. I.D. may be required and a phone call made to the parent/guardian to verify the note at the discretion of district personnel.
5. Before leaving the building, the individual must complete the Sign-out Log.
6. Under no circumstances will a student be allowed to leave the building unless they are accompanied by an adult who is their parent/guardian or an adult who has been given written authorization by the parent/guardian.  
* Parents/guardians who have a regular babysitter or an au pair may write a note for the year.

TRANSPORTATION
The school is responsible for the safety of its students both on school property and to and from all school-sponsored activities. The school will provide transportation to and from all school-sponsored activities which are not held in Pleasantville and all students involved must travel by means of school-provided transportation.

Teachers, coaches and chaperones are not to release any of the students under their supervision, except to ride with their own parent/guardian, unless the appropriate forms have been completed and approved by the Principal or Assistant Principal. Permission will not be given to ride with friends. Violation of this policy may result in the student's loss of privileges, including team membership, participation in subsequent field trips, or other activities held off school property.

VISITORS
All visitors must register prior to any visitation. Photo identification may be required at the discretion of school personnel. Students may not bring guests.

CHANGE OF ADDRESS, PHONE NUMBER, OR EMAIL ADDRESS
It is most important for administrative and emergency reasons that we have an up-to-date address and phone number for your child in the school office. Parents/guardians must complete the District’s Change of Address form and provide proof of residency for an address change. Parents/Guardians should update the Parent Portal if there are any changes in home, cell, business phone numbers, or email addresses.

TELEPHONE USAGE DURING THE SCHOOL DAY
Parents/guardians are asked not to call the school to give students messages except in cases of real emergency. In emergencies, students may be permitted to leave class to make a telephone call, but in such cases students should be sent to the Nurse's Office where the call will be made. Students may not make or receive phone calls on their cell phones, for any reason, during the school day. All students’ cell phones must be turned off when they are in the school building. In the event that a faculty or staff member sees a child using their cell phone the faculty or staff member has the authority to confiscate that phone.
CAFETERIA
1. There are four lunch periods for the middle school:
   Monday - Friday
   10:49 – 11:30  Grade 6
   11:33 – 12:14  Grade 5
   12:17 – 12:58  Grade 7
   1:01 – 1:42  Grade 8

Students may purchase lunch or bring lunch from home. Menus can be found on the website.

The cafeteria is the designated eating area. Students are permitted to eat in other areas of the building during lunch periods under a teacher's supervision. Eating in the stairwells, halls or lavatories is not permitted.

During the regular school day, food and gum will be allowed in the classroom at the discretion of the individual teacher.

STUDENT LUNCH ACCOUNT
The District uses mySchoolBucks, which is an online payment portal. This is a quick and easy way to manage and add funds to your student’s meal account.
- Go to www.myschoolbucks.com and register for a free account.
- Activate your account and begin adding your student(s). You will need their school name and student ID (student ID number can be found on the Parent Portal).
- Add funds to your student(s) account(s) with your Visa, MasterCard, Discover Card, debit card or electronic check.

LOCKERS
Each student is assigned an individual locker for use during the school year. Students are responsible for the locker assigned and its contents. Lockers can only be reassigned with permission from the administration. A student's right to privacy will be respected, however, all lockers are subject to inspection and search by the building administrators.

Only school purchased locks are permitted on lockers.
All students must lock their lockers at all times.

The school can assume no responsibility for the contents of any locker. All problems with lockers must be reported to the Main Office.

Students may assist the school in protecting their property by:
   1. Not sharing lockers
   2. Not revealing combinations
   3. Keeping lockers locked with a lock purchased from the school.

Students should immediately inform the office if anyone is opening or using a locker that is not his or her own.
CARE OF SCHOOL PROPERTY
Students are responsible for the proper care of all books, supplies and furniture supplied by the school. Students who damage school property or equipment will be required to pay for the damage or replace the item and may also be subject to school discipline as per the Code of Conduct.

PERSONAL PROPERTY
Students are solely responsible for their personal property. Valuable possessions, such as personal portable digital musical and video devices, and large amounts of money, should not be brought to school. The school cannot be held responsible for students' personal property that is brought to school and damaged, reported missing or stolen. (However, students should report such incidents immediately, and they will be given assistance in an effort to locate or recover the property.) Students may not use cell phones at any time in the school building during school hours.

STUDENTS AFTER SCHOOL
Students are not permitted to remain after school unless they are attending school-sponsored or PTA-sponsored activities. These activities include PTA after school programs, athletics, extra help sessions with teachers, working in the computer lab, watching an athletic event, detention, etc. The same conduct rules which apply during the school day apply after school.

LOST AND FOUND
The Lost and Found is located outside the Multi-purpose Room and at the Ashland Avenue entrance/exit. However, lost valuables such as jewelry, money, eyeglasses, cell phones etc. should be brought to the Main Office. Items which are not claimed within a reasonable length of time are donated to local charities.

PTA
The Pleasantville Middle School PTA is an integral part of our school. The PTA sponsors after school programs such as Theater Arts and Cultural Arts programs (grades 5-8), Game Night (grades 7/8) and the Edible Garden. For more information call the PTA president listed in the school calendar.
COMMUNITY RESOURCES

Mt. Pleasant Library
The Mt. Pleasant Library is located on Romer Avenue. The library is available to assist students with research projects as well as recreational reading selections. We encourage our students to take full advantage of this resource.

Pleasantville Recreation
The Village of Pleasantville sponsors a variety of sports and after school activities for our middle school children. Call 769-7950 for further information.
ACADEMIC INFORMATION
Course of Study

5th Grade
English Language Arts
Social Studies
Math
Science
Physical Education

Health
Art
STEAM Lab I
Inquiry Lab

(Students must participate in Band, Chorus or Orchestra)

Quads: 1 period daily/
1 per quarter

6th Grade
English Language Arts
Social Studies
Math
Science
World Language
Physical Education

Health
Art
STEAM Lab II
Home & Career Skills

(Students must participate in Band, Chorus or Orchestra)

Quads: 1 period daily/
1 per quarter

7th Grade
English
Social Studies
Math
Science
World Language
Home & Career Skills
Physical Education

Health
Art
Music
STEAM Lab III

Quads: 1 period daily/
1 per quarter

8th Grade
English
Social Studies
Math
Science
World Language
Engineering & Design
Physical Education

Health
Art
Music
STEAM Lab IV

Quads: 1 period daily/
1 per quarter
World Language
During December of 5th grade you and your child will be asked to select a world language for your child to begin in 6th grade. They will choose from French, Spanish and Italian. Please be advised that the language they select is the language they will study for the duration of their middle school years.

Band/Orchestra/Chorus
In Grades 5 and 6 all students must participate in either band, chorus or orchestra. Band, chorus, and orchestra are available to students in Grades 7 and 8 on an elective basis. Students may not participate in both band and orchestra. However, students in band or orchestra may also participate in chorus.

Extended Learning Opportunities
We believe in offering a plethora of extended learning opportunities that capture and spark the interests of all our adolescent learners. This is done by providing an array of programs both within, and beyond the school day.

Our offerings are fully-inclusive and intended to provide students with a broad range of options throughout their educational journey at the middle school. Through a shared process, decisions about the specific program offerings each year are based on student interests and the collective feedback of parents, students and the school.

After-School Enrichment Programs:
Information specific to our sports programs and our Green Panther Academy offerings will be communicated via one or more of the following: Weekly newsletters, school e-blasts, website postings, daily announcements or PTA e-blasts.

Our Green Panther Academy is a collaborative partnership between our middle school PTA and Curious-on-Hudson (see link to learn about our partners (https://curiousonhudson.com/about/who-we-are/). Curious-on-Hudson will coordinate and facilitate the majority, but not all of our after school programs.

• Green Panther Academy Program Information:
Our PTA and Curious-on-Hudson will offer programs during three terms—fall, winter and spring. The specific details about our offerings each term will be communicated through PTA e-blasts and all online registration communications will be sent via the PTA and Curious-on-Hudson.
School-Run Program Information:
Our school makes every effort to reach our diverse learners so some of our teams include interscholastic tournaments, while others tap talents and promote more informal collaborative engagement. It should be noted that we welcome creative community volunteers and field experts who often-times inspire new or enhanced programs. Our community field expert volunteers are instrumental in the success of many of our programs. The following programs are offered through the school:

- Jazz Band
- Select Chorus
- Olympics of the Visual Arts
- Science Olympiad
- Theater Arts Productions (Fall Grades 5 & 6 / Winter Grades 7 & 8)
- Yearbook

Advanced/Honors Classes
Pleasantville Middle School offers enriched, accelerated and advanced classes in Science grade 8 and Math grades 6-8. Eighth grade students will receive one high school credit for the successful completion of grade 8 World Language, Algebra, and/or Earth Science requirements. Those grades, along with their New York State Regents Exam and/or FLACS Exam grades, will be a part of their official high school transcript and overall GPA.

SCIENCE
Criteria for students to advance to Earth Science:
1. Students must achieve an overall average of 93 for the year in 7th grade science.
2. All placement changes are subject to teacher recommendation and principal approval.

Upon passing Earth Science, students will be placed in Honors Biology upon meeting the following criteria:
1. Overall average of 90 or higher
2. 8th grade teacher recommendation

Students who pass the course, but do not meet these criteria will move to Regents Biology.

MATH
Criteria for students to advance one level in Math:
1. Students must achieve an overall average of 94 for the year in fifth grade.
2. Students must achieve an overall average of 94 for the year in sixth grade.
3. Students in seventh grade must achieve an overall average of 94 and achieve a grade of 85 or higher on the eighth grade final.
4. All placement changes are subject to teacher recommendation and principal approval.

Criteria for remaining in enriched/accelerated level mathematics classes in grades 6, 7 and 8:
1. Student must maintain at least a 90 average for the year in 6th grade.
2. Students must maintain at least an 85 average for the year in Grade 7 for Accelerated Mathematics to move on to CC Algebra I in Grade 8.
3. Students currently enrolled in CC Algebra I will be recommended for Geometry Honors if the following criteria is met:
   • Overall average of 90 or higher for the year
   • Eighth grade teacher recommendation

Students who pass the CC Algebra course, but do not meet these criteria will be recommended for Regents Geometry.

HONORS ENTRY CRITERIA FOR ENGLISH, SOCIAL STUDIES AND WORLD LANGUAGE
Eighth grade students who are seeking entry into English 9 Honors, World History 9 Honors and/or World Language Honors require a final average of 90 or better for English, Social Studies and World Language. In addition, students must receive at least 90 on the mid-term and final exam.

INQUIRY LAB (Library)
The Inquiry Lab provides students with a place to work and with materials to assist them in their learning. It contains a selection of resources and technologies appropriate for the middle school level. The Inquiry Lab is available to students before and after school hours and upon the request of teachers.

FIELD TRIPS
Middle school students engage in a number of field trips during the school year as part of their educational program. The objective of our field trips is to provide our students with worthwhile learning experiences that can take place only outside our classrooms.

All students participating in a field trip must return a parental consent form to their teacher. In addition, parents/guardians and students must
sign a Field Trip Code of Conduct for the year prior to the first field trip. Permission slips will be distributed by teachers well in advance of any scheduled trip. While on a field trip, students are subject to the same rules of conduct that apply while they are in school.

The administration reserves the right to rule a student ineligible to participate in the field trip program. Ineligibility would be based on past field trip conduct and school conduct. Any student who has been suspended must be reviewed by their grade level team.

**OVERNIGHT FIELD TRIPS**

Any child receiving medical attention prior to the field trip will be required to have their doctor provide written statements that they are medically cleared to attend the field trip. If the doctor does not comply, that student will not be allowed to attend.

**WASHINGTON FIELD TRIP**

If a student receives two or more days of suspension (in school or out of school) or three or more detentions the eighth grade teachers will review the student’s overall discipline record and determine whether or not he/she may participate in the Washington Trip. The faculty and administration will make the final decision in this matter.

At the end of the third quarter of eighth grade, any student who is failing two Core subjects will not be allowed to attend the Washington Field Trip.

If for any reason your child does not accompany the class to Washington, your deposit will be returned less any costs which have been already expended in your child’s name (such as hotel room, theatre tickets, dinner cruise, ball game).

While on the Washington Field Trip, a child who violates the District Code of Conduct in any way may be sent home, at the discretion of the Trip Coordinator. It will be the responsibility of the parent/guardian to get that child home.

**HOMEWORK**

Policies regarding missing or late homework are established by grade level teams. These policies will be available in the course expectation sheets. Students who are absent, for any reason, are responsible for making up all missed assignments. Assignments can be found on the Pleasantville Middle School website. When the student returns to school he/she should make arrangements with his/her teachers to make up the missed work.
EXTRA HELP
Students are encouraged to seek extra help from their teachers during Flex Period, before or after school or at some mutually convenient time during the school day. Students may be mandated by the Child Study Team to see a teacher on a scheduled basis during Flex Period. In addition, all teachers have the right to ask a student to report after school for extra help. A student who fails to report, once given such notice, will be referred for disciplinary action.

Please be aware that the Pleasantville Middle School faculty has instituted a program of specific study and organizational skills addressed through their various curricula. Your child should be applying these strategies when working at home. If you would like more information on how to help your child please feel free to contact your child's teacher.

GRADING POLICY
Pleasantville Middle School uses a numerical grading system, except for Pass/Fail courses where a student may receive a grade of PH=pass with honors; P=pass; S=satisfactory; F=fail.

INC indicates the quarter’s work is incomplete. Incomplete work must be submitted no later than the conclusion of the following marking period. After that time, the student loses the right to make up the work and the grade will be converted to a failure.

The classwork grade is determined by the teacher based upon the student's daily preparation of assignments, performance on quizzes, tests, laboratory exercises, oral recitation, projects, compositions and similar work. Classwork grades do not reflect a student's behavior. Teachers indicate behavior patterns and work habits through the use of "comments."

Individual teachers, in consultation with the principal, will determine whether a student who has been failing should be passed on the basis of a passing final or Regents exam.

The teacher is responsible to indicate clearly the course requirements and required work; it is the student's responsibility to see that these standards have been met to the teacher's satisfaction.

GRADING
Final averages will be based on the following formula: Grades 5/6 - Each quarter equals 25% of the final grade. Grade 7 – Each quarter equals 22.5% of the final grade and the final exam equals 10% of the final grade. Grade 8 – Each quarter equals 20% of the final grade; midterm and final exams each equal 10% of the final grade.
HONOR CRITERIA

Grade 5
High Honor Roll  94 – 100

Grade 6, 7, & 8
High Honor Roll  94 – 100
Honor Roll  88 – 93.9

Please note for Honors purposes we do not round up.

REPORT CARDS
Report cards will be available on the Parent Portal of e-School Data four times a year at the end of each quarter. The school year is divided into four quarters of approximately ten weeks each. The final report card gives the final average for the school year.

PROMOTION/GRADUATION
If a student fails 3 or more Core area subjects (English, Science, Social Studies, Math) in any given school year they may be retained in their current grade upon the recommendation of the Child Study Team. In addition, during 8th grade, if a student fails 2 or more Core area subjects for the year they will not be allowed to participate on the 8th grade pizza party or the graduation dance.

If a student receives 2 or more days of suspension (in school or out of school) or 3 or more detentions, the eighth grade teachers will review the student’s overall discipline record and determine whether or not they will be allowed to participate in the 8th grade pizza party or the graduation dance. The faculty and administration will make the final decision in this matter.

COMMUNITY SERVICE AWARDS
Eighth graders are encouraged to participate in community service projects in or out of school. Students may elect to document their hours of community service during the eighth grade school year by receiving a form from their school counselor which is their responsibility to complete from September to April 30. Hours from the summer before 8th grade may also be included. Students who return this form with 25 hours or more of community service by May 1st will receive a community service award at graduation. This service must be completed for a not for profit agency and an official from that agency must sign off on the student’s hours.
TESTING
In addition to classroom assessments, the following is a list of assessments for grades 5 through 8.

Grade 5
NYSA English Language Arts Assessment (Spring)
NYSA Mathematics Assessment (Spring)

Grade 6
NYSA English Language Arts Assessment (Spring)
NYSA Mathematics Assessment (Spring)

Grade 7
NYSA English Language Arts Assessment (Spring)
NYSA Mathematics Assessment (Spring)
Final Examinations (June)

Grade 8
NYSA English Language Arts Assessment (Spring)
NYSA Mathematics Assessment (Spring)
NYSA Science Assessment (Spring)
World Language Proficiency Assessment (Spring)
Mid-term Examinations (January)
Final Examinations (June)

All test results are available to parents. Mid-term and final examination scores are listed on the report card. If you wish to discuss these results, please contact the teacher or your child’s school counselor.

COUNSELING SERVICES
Our school counselors are available to assist you and your child. In their role as school counselor, they focus on monitoring student progress socially, emotionally and academically. They provide counseling so that each child can reach his/her potential. The counselors also facilitate bringing all members of the school community together to work effectively in meeting the needs of the adolescent.

Our school psychologist is available for children and families who may require additional support services.
HEALTH - HIV/AIDS EDUCATION
HIV/AIDS education is a required part of our health curriculum. No student can be required to receive instruction concerning the methods of prevention of HIV/AIDS if the parent or legal guardian of the student wishes to exempt him/her from that portion of HIV/AIDS instruction. To qualify for an exemption, the parent or legal guardian must file with the school principal a written request for an exemption and assure that the student will receive this instruction at home.

PARENT/GUARDIAN CONFERENCES
Conferences between parents/guardians and teachers, the counselors, and/or the principal are held throughout the year. Parents are encouraged to take advantage of the availability of the professional staff members of the school to work toward helping students improve. Conferences may be arranged by telephone or by a note to the teacher and/or counselor and may be requested by either the parent/guardian or the teacher.

Grade 5 conferences will be held in December. A letter regarding scheduling a conference with your child’s teacher will be sent in November.
EXTRACURRICULAR OPPORTUNITIES

Student Participation in School Activities
All students in the Pleasantville School District are expected to demonstrate good citizenship at all times, both within the school and outside in the community. Accordingly, students must learn to obey and respect the laws of the school, village, state and country at all times and in all places.

The Student Planner lists the rules and regulations for the school day and after school activities, as well as the consequences for disobeying or disregarding these rules.

It must be noted that participation in athletic and other school-related activities, including dances, proms, graduation, spectator events, etc. is a privilege that is granted to a student in good standing. The school has the right to suspend a student's participation in activities when any serious behavioral infraction occurs.

While it is not the District's responsibility to investigate illegal activities outside of the school, illegal activities such as drug abuse or other violations require student accountability. Reports of such serious illegal activities which are substantiated and/or admitted to by the student in question will be referred to the principal. The principal may refer the situation to a committee which will consist of staff members appointed by the principal. The committee will then make an appropriate recommendation to the principal, who will then make a decision regarding student participation in the aforementioned activities.

The Middle School Student Government / Panther Pride Unified
Our student body is represented by the Student Council/Panther Pride Unified Committee. The council is governed by six elected officials.

Our student government meets regularly and is one of the most active organizations of our school. It is the vehicle for communications by our students. Student Council projects are enthusiastically supported by the vast majority of the students, and help to keep students challenged and involved.

In order to be eligible for student government a student must meet the following criteria:
PHASE I ELIGIBILITY
Student Council Requirements to run for office:

1. All candidates seeking to be an officer on the student council should be in 8th grade and have maintained a minimum 80 average across all subject areas during 7th grade, with no failing grades.

2. All candidates must be in excellent standing (no disciplinary referrals for the last 90 school days, no detentions for the last 90 school days).

3. All candidates must have attended all “Panther Pride Unified, We Stand for Kindness” meetings during the 7th grade. Any absence must have been due to illness or excused.

4. Students are required to have at least 5 teacher references signed off on the candidate petition before running. Three of these are from core academic teachers and two from any non-core Pass/Fail classes.

5. The principal’s and the assistant principal’s signature is also required.

6. Each candidate and his/her parent/guardian must read and sign off on the 3 Phase Election Process Requirements

7. Failure to complete any one of the above requirements in a timely fashion precludes candidates from running for office.

PHASE II ELECTION PROCESS
Candidates will submit a written speech to the student council advisor 3 days prior to the Panther Pride Unified meeting for review and approval.

1. All approved candidates will present their speeches at grade-wide assemblies for Grades 7 & 8. Speeches can be no longer than two minutes and may not include promises which cannot be fulfilled.

2. All students in Grades 7 & 8 as well as all faculty and staff will have the opportunity to vote.

3. Upon tallying of the votes the 6 individuals with the most votes will comprise the governing board of the Student Council/Panther Pride Unified. All other candidates will continue to serve as members of Student Council/Panther Pride Unified.
PHASE III OFFICE REQUIREMENTS AND STANDARDS
Once elected the members of the governing body and their parents or guardians must sign an Oath of Office that requires the following:
   1. Maintain 85 averages or better in all subject areas.
   2. Remain in solid social and behavioral standing throughout their terms.
   3. Disciplinary referrals of any kind will constitute immediate dismissal from office.
   4. Attend all executive meetings (more than 3 absences will constitute a special meeting with the student council advisor and school principal).
   5. Will fulfill all requirements of the office including the planning and preparation of any assemblies and fund raising activities.

PANTHER PRIDE UNIFIED – WE STAND FOR KINDNESS
In Grades 6 and 7 students meet once a month during lunch to review and assess the school climate and create activities which promote kindness and dignity for all of our students. In Grade 8, Panther Pride Unified and the Student Council are one organization.

SOUND/LIGHT CREWS
The students are involved in providing stage lighting and sound for all middle school programs. The program is available for students in grades 5-8.

COMMUNITY SERVICE
Community service is an integral part of our middle school program. Students are encouraged to participate in a variety of activities including food drives and special programs involving senior citizens and the community.
MODIFIED ATHLETIC TEAMS
Interscholastic athletic competition is available to students in grades 7 and 8. Registration occurs prior to each sport season. Fall sport registration occurs in the spring before the new school year.

To participate, students need parent/guardian permission and a current physical.

The following sports are available:

FALL
   Football
   Soccer
   Field Hockey
   Volleyball
   Cross Country

WINTER
   Basketball
   Wrestling

SPRING
   Baseball
   Softball
   Track
   Lacrosse

Students who are exceptional athletes can be eligible for the high school athletic program if they pass a selection classification test.

For additional information contact the Athletic Director (741-1420 ext. 20810).
P.A.W.S.

Expectations for students at Pleasantville Middle School are represented by the acronym PAWS, which stands for Positive, Accountable, Well-mannered and Safe. All members of the Pleasantville Middle School Community are expected to conduct themselves as defined herein:

POSITIVE
Being positive means to be kind and cooperative, and to engage in tolerant behavior.

ACCOUNTABLE
Being accountable means to be responsible for your own actions and behavior.

WELL-MANNERED
Being well-mannered means to be polite, helpful, and aware of others and their needs.

SAFE
Being safe means to engage in behavior that promotes the physical and emotional well-being of the entire school community.
CODE OF CONDUCT

INTRODUCTION
The Pleasantville Union Free School District is committed to maintaining high standards of education for students in the schools. Because the District believes that order and discipline are essential to being educated effectively, the District is also committed to creating and maintaining high behavioral standards and expectations. An orderly educational environment requires that everyone in the school community play a role in contributing to an effective environment. It also requires the development and implementation of a code of discipline that clearly defines individual responsibilities, describes unacceptable behavior, and provides for appropriate disciplinary options and responses.

The District believes that order and discipline must be a shared responsibility between school, home and community. This Code of Conduct was developed in collaboration with student, teacher, administrator and parent organizations, school safety personnel and other Board-approved school personnel. Finally, it is our belief that, to be effective, such a code must:

• identify, recognize and emphasize acceptable behavior;
• identify, recognize and prevent unacceptable behavior;
• promote self-discipline;
• consider the welfare of the individual as well as that of the school community as a whole;
• promote a close working relationship between parents/guardians and the school staff;
• distinguish between minor and serious offenses, as well as between first time and repeated offenses;
• provide disciplinary responses that are appropriate to the misbehavior;
• outline procedures to ensure that it is administered in a way that is fair, firm, reasonable, and consistent;
• encourage a high regard for every person’s right to reasonable hearing procedures and due process when accused of misconduct;
• comply with the provisions of federal, state and local laws, as well as the guidelines and directives of the New York State Department of Education and the Board of Regents.
A school’s primary concern in establishing a code of discipline is to enable our young people to become responsible, respectful and caring citizens within the school and community settings. The Board of Education is responsible for ensuring that essential regulations are established and adequate discipline is maintained in the operation of the schools to effectively promote safety, as well as the social and educational growth of the students. Administrative regulations are developed and enforced by the school administration and staff.

The parent/guardian is expected to assume primary responsibility for control of his or her child. The parent/guardian may be called upon to actively cooperate with the school in providing the necessary structure to promote his or her child’s social and educational growth. To this end, a high degree of parent-school communication will be fostered by the school.

Disciplinary measures available to the administration of each school building include conferences, detention, in-school suspension, out-of-school suspension and administrative hearings with the designated hearing officer. Administrative hearings can result in out-of-school suspensions of more than five days and, in particularly serious cases, a student may be permanently suspended from school.

**STUDENT BILL OF RIGHTS AND RESPONSIBILITIES**

The Pleasantville Union Free School District believes in the right of each child, between the ages of five and 21 years or until the child receives a high school diploma, whichever comes first, to receive a free and appropriate education. All students in this state between the ages of six and the school year through which he or she becomes 16 are required by law to regularly attend school, either in the public schools, non-public schools that are approved for equivalency of instruction by the appropriate school authorities, or in the home in accordance with the Regulations of the Commissioner of Education.

The right to a free public school education extends to all students, including those with disabilities. However, this right is not unconditional. As long as due process of law requirements are met, a student may be removed from the classroom, suspended temporarily or suspended permanently from school. Only students within the compulsory education ages (age six through the school year in which the student turns 16) are entitled to alternative, equivalent instruction following suspension.
RIGHTS OF STUDENTS
Education in a free society demands that students be aware of their rights and learn to exercise them responsibly. To this end, students have a right
• to be provided with an education that is intellectually challenging and relevant to demands of the 21st century;
• to learn in an environment free from interruption, harassment, discrimination, intimidation and fear;
• to participate in district activities on an equal basis regardless of actual or perceived race, color, creed, weight, physical characteristics, national origin, ethnic group, religion, religious practice gender or sex, disability or sexual orientation;
• to be informed of all school rules;
• to be guided by a discipline policy which is fairly and consistently implemented.

In addition, students in this District are afforded the following rights:

1. **Student Expression** - Students shall be allowed the opportunity for the free expression of ideas consistent with rights established by the federal and state constitutions. However, a student’s freedom is subject to limitation in that the constitutional protections will not extend to libelous, slanderous, vulgar, lewd, indecent or obscene words or images or to words or images which by their very use incite others to damage property or physically injure persons. Any assembly or public expression on school grounds or at school activities that advocates the use of drugs or other substances that are illegal to minors is prohibited. Furthermore, speech which materially and substantially disrupts the work and discipline of the school may be subject to limitation.

2. **Symbolic Expression** - Students, in light of constitutionally protected free speech rights, may wear political buttons, arm bands or badges of symbolic expression so long as the same conform to the limits set forth herein under "student expression", "school sponsored publications" and "dress code".

3. **Student Activities** - All pupils shall enjoy equal access to the extent of their capabilities for participation in the various extra-curricular and co-curricular activities sponsored by the School District. The privilege of participating in such activities shall be conditioned upon appropriate conduct as established by the student Code of Conduct and any rules promulgated specifically for participation in extra and/or co-curricular activities.
4. **Student Government** - Students are encouraged to participate in the various student governmental bodies, which have been or may be established in our schools. It shall be the duty of the student governmental body to establish reasonable standards for qualification of candidates to serve in offices of the government. Elections for student government shall be conducted in accordance with the principles of our democracy and elected student representatives shall work with the faculty, administration, and student body in identifying cooperatively those areas of appropriate student responsibility. All student governmental bodies shall have a faculty advisor and shall be organized pursuant to a specific written constitution which the students shall participate in formulating.

5. **Student Clubs and Other Student Organizations** - The District encourages students to participate in curriculum related extra-curricular activity clubs and/or organizations. To the extent that the District authorizes meetings of non-curriculum related clubs or organizations, the same shall be subject to the constitution of the student government and shall be conducted in accordance with any applicable federal or state law, as well as Board of Education policy or regulations.

6. **Privacy Rights [Search, Seizure and Interrogation]** - Students in attendance in our public schools are protected against illegal or unreasonable personal searches or seizures of their property by both the federal and state constitutions. In light of these protections, no student’s person or property shall be searched for illegal substances or materials unless the school authorities conducting the search have reasonable suspicion to do so. In addition, the board authorizes the superintendent, building principals, assistant principals, the school nurse and district security officials to conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the District Code of Conduct. Lockers and desks assigned to students may be subject to inspection at any time by school officials since such places are not the property of the student, but rather are owned by the School District and shared with the student.

An authorized school official may conduct a search of a student’s belongings that is minimally intrusive, such as touching the outside
of a book bag, without reasonable suspicion, so long as the school official has a legitimate reason for the very limited search.

Students are not entitled to any sort of "Miranda" type warning before being questioned by school officials, nor are school officials required to contact a student’s parent before questioning the student. However, school officials will tell all students why they are being questioned.

7. **Pregnant Students** - The Board of Education will provide instruction to pregnant students in the same manner as instruction is provided to other students unless the student’s physician determines that the student is disabled and certifies that the student requires home instruction.

8. **Student Safeguards** - The District is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly and civil school environment, all district students have the right to: Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty and receive an explanation of those rules from school personnel.

**RESPONSIBILITIES OF STUDENTS**

Students attend school so that they may develop to their fullest potential. With this in mind, each student is expected:

- to contribute toward establishing and maintaining an atmosphere that generates mutual respect and dignity for all
- to accept responsibility for his/her actions and the consequences of those actions;
- to respect the rights of others, including his/her right to secure an education in an environment that is orderly and disciplined;
- to attend school on a regular and punctual basis;
- to complete class assignments and other school responsibilities by established deadlines;
- to show evidence of appropriate progress toward meeting course and/or diploma requirements;
- to respect school property, e.g. lockers, and help to keep it free from damage;
- to obey school regulations and rules made by school authorities and by the student governing body;
to recognize that teachers and other school personnel assume the role of a surrogate parent in matters of behavior and discipline when at school, as well as during any school-sponsored activities;

- to react to direction given by teachers, administrators and other school personnel in a respectful, positive manner;

- to become familiar with this code and seek interpretation of parts not understood;

- to actively discourage inappropriate behavior of other students and report the incidents to the administration, and to seek help in solving problems before they become disciplinary matters;

- to dress appropriately for school and school functions;

- to use their own ideas, works, creations and knowledge in completing examinations, projects, reports. Students who cheat and/or plagiarize (use the idea or words of another with full acknowledgment or attribution) may receive a zero on the assignment and not be permitted to redo it;

- to conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship. Students are expected to uphold all aspects of this Code of Conduct at any school function or school sponsored event both on and off the school campus.

THE ROLE OF PARENTS

A cooperative relationship between home and school is essential to teach student’s successful development and achievements. To achieve this wholesome relationship, parents are encouraged to:

- recognize that the education of their child(ren) is a joint responsibility of the parents and the school community;
- show a supportive attitude toward education, school and personnel;
- insist on prompt and regular attendance;
- insist their children be dressed and groomed in a manner consistent with the student dress code;
- send their children to school ready to learn;
- know school rules and help their children understand them;
- work collaboratively and in partnership with school staff to cooperate with the school in jointly resolving any school related problem
- inform school officials of changes or issues in the home situation that may affect student conduct or performance;
- encourage their child to promptly bring home all communications from school;
• provide a place conducive for study and completion of homework assignments;
• foster a feeling of pride in their child for their school;
• conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.
• accept responsibility for any financial obligations incurred by their child in school. This includes lost or damaged property, such as books, equipment, uniforms, etc.

VISITORS TO THE SCHOOL
The Board encourages parents and other district citizens to visit the district’s schools. Since schools are a place of work and learning, however, certain limits must be set for such visits. The building principal or his or her designee is responsible for all persons in the building and on the grounds. Visitors are expected to comport themselves in a manner that does not disrupt the order of the schools or the educational process and in accordance with the law and this Code of Conduct.

For these reasons, the following rules apply to visitors to the schools:
1. Anyone who is not a regular staff member or student of the school will be considered a visitor.
2. All visitors to the school must report to the designated sign-in areas upon arrival at the school. There they will be required to sign the visitor’s register and will be issued a visitor’s identification badge, which must be worn at all times while in the school or on school grounds. The visitor must return the identification badge to the designated area before leaving the building.
3. Every effort will be made to meet with parents or guardians in a timely manner regarding individual matters/concerns; however, at times, it may be necessary to schedule a mutually convenient appointment.
4. Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
5. All visitors are expected to abide by the rules for public conduct on school property contained in this Code of Conduct.
6. Students may not bring guests to school.
GUN-FREE SCHOOLS ACT
Any student who comes onto school property (or a school event whether on or off school property) with a firearm, as defined under this act (see definition of “weapon” on page 3, will receive a minimum one-year suspension from school, subject to the discretion of the Superintendent of Schools. To modify the penalty for a student if the Superintendent believes that the one year or longer suspension penalty is excessive, the Superintendent shall make the decision on a case-by-case basis, based upon criteria, including but not limited to:
1. The age of the student;
2. The student’s grades in school;
3. The student’s prior disciplinary record;
4. The Superintendent’s belief that other forms of discipline may be more effective;
5. Other relevant information from the parent(s), guardian(s), teacher(s) and/or others;
6. Other extenuating circumstances.

DIGNITY FOR ALL STUDENTS ACT (DASA)
The Board of Education recognizes that a learning environment that is safe and supportive can increase student attendance and improve academic achievement. A student’s ability to learn and achieve high academic standards, and a school’s ability to educate students, is compromised by incidents of discrimination or harassment, including but not limited to bullying, taunting, hazing and intimidation. The District will, therefore, strive to create an environment free of discrimination and harassment and will foster civility in the schools to prevent and prohibit conduct which is inconsistent with the District’s educational mission.

The District condemns and prohibits all forms of discrimination and harassment of students based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex by school employees or students on school property or at school-sponsored events and activities that take place on or off of school property. In addition, any act of discrimination or harassment outside of school-sponsored events which can reasonably be expected to materially and substantially disrupt the educational process may be subject to discipline.
REPORTING CODE VIOLATIONS

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

All district staff who are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner. District staff who are not authorized to impose disciplinary sanctions are expected to promptly report violations of the Code of Conduct to their supervisor, who shall in turn impose an appropriate disciplinary sanction, if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction.

Any weapon, alcohol or illegal substance found shall be confiscated immediately, if possible, followed by notification to the parent of the student involved and the appropriate disciplinary sanction if warranted, which may include permanent suspension and referral for prosecution.

OFF-CAMPUS MISCONDUCT

A student may be subject to discipline for criminal conduct which is committed off of school premises or at non-school sponsored activities to the extent that the Superintendent of Schools or Board of Education believes that the continued attendance in school of the student would adversely affect the educational process (e.g., disrupt operation of the school) or constitute an endangerment to the safety of themselves or others in our schools.

A student may be subject to discipline for off-campus misconduct that does not involve criminality that the Superintendent of Schools or Board of Education reasonably believes has a nexus to the educational process (i.e., student-student, student-personnel, interactions that foreseeably would have a detrimental or disruptive effect upon school programs or activities).
STUDENT DRESS CODE
All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. 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.

A student’s dress, grooming and appearance, including hair style/color, jewelry, make-up and nails, shall:

• Be safe, appropriate and not disrupt or interfere with the educational process.
• Recognize that extremely brief garments such as tube tops, net tops, halter tops, spaghetti straps, plunging necklines (front and/or back), "muscle" shirts, and see-through garments are not appropriate.
• Ensure that underwear is completely covered with outer clothing.
• Include footwear at all times. Footwear that is a safety hazard will not be allowed.
• Not include the wearing of hats in the classroom, auditorium, and offices except for medical or religious purpose.
• Not include items that are vulgar, obscene, and libelous or denigrate others on the account of race, color, religion, creed, national origin, gender, sexual orientation or disability.
• Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
• Any dress or appearance which constitutes a threat or danger to the health and safety of students (e.g., heavy jewelry or jewelry with spikes which can injure the student or others) is prohibited in school or at school functions.

Each building principal, assistant principal or his or her 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.

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 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.
COMPUTER AND INTERNET USE
The following prohibited use of District-owned computer drives, network facilities and Internet links may give rise to disciplinary action against users of such equipment and/or facilities:

1. E-mail originating from the school premises or received at the school premises that a student user creates that:
   • is lewd, vulgar, obscene, indecent or inappropriate for student recipients of certain ages;
   • conveys an imminent threat of violence, including sexual violence, to a specific individual or individuals;
   • constitutes a state and/or federal crime;
   • is the cause of or a substantial contributing factor to a substantial interference with the orderly functioning of the school(s);
   • attributes the text of e-mail to school officials or that the text is school endorsed, unless there is such official endorsement or consent from school officials;

2. Internet use that circumvents access restrictions placed upon the District’s computer systems by the Board of Education or its administrative designee(s).

3. Computer and/or Internet use that is not school related or is unauthorized.

4. Permitting the use of a student’s computer access code by any other person and such student shall assume responsibility for occurrences in violation of this Code of Conduct that occurs under the student’s access code number.

The Pleasantville School District
Code for Responsible and Ethical Computer Use

• I will only use computers and the Internet for purposes that are not harmful and are within the law.
• I understand that the school district has the right to monitor all computer, network and Internet use that takes place on its systems. Network administrators can review files and communications to maintain system integrity and ensure that users are utilizing the system responsibly.
• I understand that all district Internet access is filtered.
• I understand that everything on the Internet is considered to be copyrighted material whether or not it is stated or not. Therefore, I will not violate copyright laws by plagiarizing.
• I will respect copyright laws and not make any unauthorized
copies of software found on school computers and networks, either by copying them onto my own diskettes or onto other computers through electronic mail or bulletin boards.

- I will only use the Internet for educational purposes. Use of the Internet for personal, political or private use is prohibited.
- I understand that students do not have e-mail privileges unless given to them for a specific time and purpose for a teacher-directed project.
- I am responsible for good behavior on the school network and the Internet just as I am responsible in a classroom or school hallway.
- I understand that access to network services is given to students who agree to act in a considerate and responsible manner.
- I agree to use my network account for my own work and to keep my password confidential.
- I agree not to download any programs from the Internet without permission.
- I agree not to reveal my name, home address or phone number, or those of others over the Internet.
- I understand that hate mail, harassment, profanity, obscenity, discriminatory remarks and other antisocial behaviors are prohibited on the network and can be prosecuted by law.
- It is my responsibility to notify an adult immediately if by accident I encounter inappropriate materials that our filtering or blocking software did not catch.
- I will respect the privacy of others. I will not try to gain access to another person’s password or information unless I have the owner’s permission.
- I will respect the property of others. No use of the network shall disrupt the use of the network by others; hardware or software shall not be destroyed, modified, damaged, or abused in any way. Such vandalism is considered a crime under state and federal law.
- I understand that malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system (viruses) is prohibited.
- I understand that the district has the right to discipline and set forth consequences for violation of this code of responsible and ethical computer use. Violations may result in loss of access as well as other disciplinary or legal action.
SUSPENSION FROM EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES AND SCHOOL FUNCTIONS
If a student is suspended from school pursuant to §3214 of the Education Law, s/he shall not be permitted to participate in any extra-curricular or co-curricular activities, as well as attend any other school events or activities which take place on the days of suspension (including intervening weekends).

STUDENT PARTICIPATION IN SCHOOL ACTIVITIES
Participation in athletics and other school-related activities, including dances, proms, graduation, spectator events, etc. is a privilege that is granted to a student in good standing. The school has the right to suspend a student’s participation in these activities, when any serious behavior infraction occurs.

A student may be suspended from participating in extra-curricular or co-curricular activities (including a sports team) for an infraction of any of the provisions herein, for violating a Code of Conduct issued to participants in the activity by the activity supervisor or for fighting at games. Upon the request of the student’s parent/guardian, the Building Principal shall allow the parent/guardian or other representative of the student the right to appear before him/her informally, to discuss the conduct which led to suspension from the activity.

In addition, while it is not the District’s responsibility to investigate illegal activities outside of the school, students involved in school teams, the play and/or who are in leadership roles will be held accountable for participation in illegal activities outside of school such as drug or alcohol use/abuse or other violations that are self-reported or provided by the police.

PROHIBITED STUDENT CONDUCT
The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students’ ability to grow in self-discipline.
The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct.

**RTI/PBIS/ DISCIPLINARY MEASURES AND PROCEDURES FOR RESPONDING TO CODE VIOLATIONS AND ACTS OF DISCRIMINATION AND/OR HARASSMENT**

The following shall constitute appropriate disciplinary measures authorized by this Student Code of Conduct:

1. Warnings (oral or written).
2. Parent contact, loss of parking, team meeting, behavioral contract, PBIS, Character Education, FBA, BIP, RTI, CST…..etc)
3. Detention.
4. Saturday detention
5. School Support Day
6. In-school suspension.
7. Suspension from co-curricular and/or extra curricular activities
8. Suspension from school for up to five (5) school days.
9. Suspension from school in excess of five (5) days.
10. Suspension from school for at least one (1) year for possession of a weapon pursuant to the Gun-Free Schools Act of 1994 (subject to the right of the Superintendent to modify such penalty) or, in the case of a student with a disability whose possession of a weapon is determined not to be related to his/her disability, placement in an interim alternative educational setting for a period of up to forty-five (45) school days.
11. Placement in an interim alternative educational setting for a period of up to forty-five (45) school days, in the case of a student with a disability whose knowing possession or use of illegal drugs, or sale or solicitation of the sale of a controlled substance at a school or a school function is determined not to be related to his/her disability.
12. Permanent suspension (Expulsion).
Infractions with Penalty References (match up numbers with above)

1. Disturbances which disrupt instruction. (1, 2, 3, 4, 5, 6, 7)

2. Repeatedly disruptive and/or substantially interferes with the teacher’s authority in class, giving rise to removal on four or more occasions per semester (6, 7, 8)

3. Bullying (1, 2, 3, 4, 5, 6, 7, 8, 11)

4. Harassment and or discrimination including conduct, verbal threats, intimidation or abuse that reasonably causes a student to fear for her/his physical safety; such conduct, verbal threats, intimidation, or abuse based on a person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex

5. Teasing (1, 2, 3, 4, 5, 6, 7)

6. Abusive language and/or indecent gestures directed at staff, students or visitors on school grounds or at school functions (1, 2, 3, 4, 5, 6, 7)

7. Carelessness in failing to follow school rules and staff directions. (1, 2)

8. Dress or grooming which is inappropriate as described in this code (1, 2, 3, 4, 5, 6, 7)

9. Possession or dissemination of obscene materials (1, 2, 3, 4, 5, 6, 7)

10. Smoking or other tobacco use on campus or at school functions (3, 4, 5, 6, 7)

11. Cheating in any academic, extra-curricular or co-curricular activity. (0 issued for work, 2, 3, 4, 5, 6, 7, 8) (should only be academic sanction)

12. Abusive and/or indecent language and/or gestures directed at school employees or students on school grounds or at school functions which provoke a fight (2, 3, 4, 5, 6, 7, 8, 10, 11)

13. Willful failure to obey the reasonable directives of school staff (insubordination), including directives not to engage in conduct
otherwise referenced as an infraction in this code and for failing to notify a parent of assignment to detention (1, 2, 3, 4, 5, 6, 7, 8)

14. Fighting between students where no dangerous instruments are involved and no person is injured in the altercation (2, 3, 4, 5, 6, 7)

15. Fighting between students where harm is caused to one or more of the combatants (3, 4, 5, 6, 7, 8, 11)

16. A fight involving the use or threatened use of a dangerous or deadly weapon (6, 7, 8, 9, 11)

17. Any violent act against a teacher or other staff member, as described in this code (8, 11)

18. Any violent act against another student or person in the schools or at a school function, as described in this code (8, 11)

19. Possession of dangerous or deadly weapons on school property (9, 11)

20. Possession of a knife (1, 2, 3, 4, 5, 6, 7, 8, 11)

21. Possession of a toy weapon (1, 2, 3, 4, 5, 6, 7, 8, 11)

22. Possession of illegal drugs, dangerous drugs including prescription drugs, counterfeit drugs, synthetic drugs (such as synthetic cannabinoids) or alcohol, or a substance which the individual believes or represents to be such drugs or alcohol, at school or at school functions (6, 7, 8, 10, 11)

23. Use of illegal drugs, dangerous drugs including prescription drugs, counterfeit drugs, synthetic drugs (such as synthetic cannabinoids) or alcohol, or a substance which the individual believes or represents to be such drugs or alcohol, at school or while attending school functions (6, 7, 8, 10, 11)

24. Sale or other distribution of illegal drugs, dangerous drugs including prescription drugs, counterfeit drugs, synthetic drugs (such as synthetic cannabinoids), or alcohol, or a substance which the individual believes or represents to be such drugs or alcohol, at school or while at school functions (8, 10, 11)
25. Possession of fireworks on school property or at school functions (6, 7, 8)

26. Use of fireworks while on school property or at school functions (6, 7, 8, 9, 11)

27. Commission of conduct which constitutes a misdemeanor while on school property or at a school function (6, 7, 8)

28. Commission of conduct which constitutes a felony while on school property or at a school function (6, 7, 8, 11)

29. Gambling (2, 3, 4, 5, 6, 7)

30. Hazing (6, 7, 8)

31. Lewd behavior (3, 4, 5, 6, 7, 8)

32. Extortion (6, 7, 8, 11)

33. Plagiarism – copying verbatim from any source without proper documentation (0 issued for work, 2, 3, 4, 5, 6, 7, 8) (should only be an academic sanction)

34. Arson (6, 7, 8, 11)

35. Intentional destruction of school property (including vandalism) (payment for damage, 3, 4, 5, 6, 7, 8, 11)

36. Theft of school property (payment for loss, 6, 7, 8, 11)

37. Mental or physical condition which endangers the health, safety and/or welfare of the student or others (3, 4, 5, 6, 7, 8, 11)

38. Use of cellular phones, portable music devices and/or other electronic devices (Confiscation, 1, 2, 3, 4, 5)
   • BRS – All devices are not permitted in school
   • Middle School (grade 5 and 6) – Cellular phones cannot be used in school, portable music devices and/or other electronic devices can only be used during lunch
   • Middle School (Grades 7 and 8) and High School – All devices cannot be used during classes, emergencies, or meetings/ assemblies – unless used for instructional purposes and approved by teacher.
39. Violation of computer use policy (1, 2, 3, 4, 5, 6, 7, 8, Suspension or Revocation of Computer Privileges)

40. Class, study hall, homeroom, teacher detention, Homework Club or extra help sessions, administrative detention, Saturday detention cuts (1, 2, 3, 4, 5, 6, 7, 8)

41. Eating or drinking outside of lunch periods without approval or where prohibited (1, 2)

42. Driving recklessly, speeding, failing to follow school crossing guard’s directives on school grounds (Suspension or Revocation of driving and parking privileges, 3, 4, 5, 6, 7)

43. Activation of a false alarm, bomb threat or other disaster alarm (6, 7, 8, 9, 10, 11)

44. Forgery or fraud (3, 4, 5, 6, 7, 8)

45. Intimidation or coercion (3, 4, 5, 6, 10, 11)

46. Leaving campus without authorization (2, 3, 4, 5, 6, 7)

47. Parking in unauthorized areas (1, 2, 3, 4, 5, revocation of parking privileges)

48. Public displays of affection beyond hand holding (1, 2, 3, 4, 5, 6, 7, 8)

49. Tardiness to class/school (1, 2, 3)

50. Unauthorized absence from school (1, 2, 3, 4, 5, 6, 7)

51. Theft of personal property (2, 3, 4, 5, 6, 7, 8)

52. Trespassing while suspended from school (8, report to police)

53. Possession or use of incendiary devices (matches, lighters, etc.), light or laser pointers, and/or laptops or other internet enabled electronic devices (confiscation, 2, 3, 4, 5, 6, 7, 8)
54. Gross insubordination, failure repeatedly to follow school rules (6, 7, 8, 11)

55. Cyber Bullying (1, 2, 3, 4, 5, 6, 7, 8)

THE REPEATING OF AN INFRACTION MAY LEAD TO THE IMPOSITION OF THE NEXT MEASURE OF DISCIPLINE.

CHRONIC REPEATING OF INFRACTIONS MAY LEAD TO LONG-TERM SUSPENSION OR PERMANENT SUSPENSION (EXPULSION).

THE ABOVE LISTING IS NOT INTENDED TO BE ALL-INCLUSIVE. THE ADMINISTRATION RESERVES THE RIGHT TO IMPLEMENT DISCIPLINARY ACTION FOR INCIDENTS NOT SPECIFICALLY IDENTIFIED ABOVE. STUDENTS WHO ENGAGE IN BEHAVIOR DETERMINED TO BE INAPPROPRIATE AND/OR DISRUPTIVE TO THE SCHOOL ENVIRONMENT WILL BE SUBJECT TO DISCIPLINARY CONSEQUENCES.

PUBLIC CONDUCT ON SCHOOL PROPERTY
The Board of Education recognizes that the primary purpose of the School District is to provide a superior atmosphere for learning and education. Any action by an individual or group(s) aimed at disrupting, interfering with or delaying the education process or having such effect, is prohibited. The Board also recognizes its responsibility to protect school property and declares its intent to take any and all legal action to prevent its damage or destruction. The Board will also seek restitution from, and prosecution of, any person or persons who willfully damage school property.

These rules govern the conduct of students, parents, faculty and other staff, visitors, licensees, invitees, and all other persons, whether or not their presence is authorized, upon district property, and also upon or with respect to any other premises or property (including school buses) under the control of the District and used in its instructional programs, administrative, cultural, recreational, athletic, and other programs and activities, whether or not conducted on school premises.
PROHIBITED CONDUCT

No person, either singly or in concert with others, shall:

• willfully cause physical injury to any other person, or threaten to do so
• intimidate, harass or discriminate against any person on the basis of actual or perceived race, creed, color, national origin, ethnic group, religion, religious practice, gender, age, marital status, sexual orientation or disability;
• physically restrain or detain any other person, or remove such person from any place where s/he is authorized to remain;
• willfully damage or destroy property of the District or under its jurisdiction or the personal property of a district employee or any person lawfully on school property (including graffiti or arson), or remove or use such property without authorization;
• without permission, expressed or implied, enter into any private office of an administrative officer, member of the faculty or staff member;
• enter upon and remain in any building or facility for any purpose other than its authorized uses or in such manner as to obstruct its authorized use by others;
• without authorization, remain in any building or facility after it is normally closed;
• refuse to leave any building or facility after being required to do so by an authorized administrative officer, member of the faculty or staff member, or member of the Board of Education;
• obstruct the free movement of persons and vehicles in any place to which these rules apply;
• deliberately disrupt or prevent the peaceful and orderly conduct of classes, school programs, school activities, including lectures and meetings;
• deliberately interfere with the freedom of any person to express his/her views, including invited speakers;
• knowingly have in his/her possession upon any premises to which these rules apply, any rifle, shotgun, pistol, revolver, or other firearm or weapon without written authorization of the chief administrative officer, whether or not a license to possess the same has been issued to such person;
• willfully incite others to commit any of the acts herein prohibited with specific intent to procure them to do so.
• distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
• violate the traffic laws, parking regulations or other restrictions on vehicles;
• possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances or illegal substances (including synthetic drugs such as synthetic cannabinoids), or be under the influence of either on school property or at a school function.
• loiter on or about school property.
• gamble on school property or at school functions.
• refuse to comply with any reasonable order of identifiable school district officials performing their duties.

PENALTIES AND PROCEDURES
A person who shall violate any of the provisions of these rules shall be subject to the following penalties and procedures:
• If a licensee or invitee, his/her authorization to remain upon the grounds or other property shall be withdrawn and s/he shall be directed to leave the premises. In the event of failure to do so, s/he shall be subject to ejection and the police may be called.
• If trespasser or visitor without specific license or invitation, s/he shall be subject to ejection and/or arrest.
• If s/he is a student, s/he shall be subject to disciplinary action as the facts of the case may warrant, as prescribed by §3214 of the Education Law and the Student Code of Conduct.
• If a faculty member, s/he shall be subject to disciplinary action as prescribed by and in accordance with procedures of the Education Law and applicable collectively negotiated agreement.
• If a staff member in the classified service of the civil service, described in §75 of the Civil Service Law, s/he shall be guilty of misconduct and subject to the penalties and procedures prescribed in said section and applicable collectively negotiated agreement, and be subject to ejection.
• If a staff member other than one described above, s/he shall be subject to discipline in accordance with law and any applicable collectively negotiated agreement.