

# ***South Seneca High School***



## ***Student Handbook 2023-2024***



*The mission of the South Seneca Central School District is to prepare students for their individual futures through a comprehensive and engaging educational program.*

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## Introduction

The faculty and administration would like to welcome you and your student to South Seneca High School for the 2022-2023 school year. South Seneca has a history of fine academic and extracurricular accomplishments. We are here to make your student's years in school as successful, yet educationally challenging, as possible. This Handbook is designed for your benefit to serve as a reference for the many programs, services and activities that are available. These are exciting times in education and families continue to play an important part in this process. Regular Family Newsletters will be shared out twice a month to ensure regular communication. If you have any further questions, please feel free to contact the High School Principal at (607) 869-9636 ext. 3101 or email [shorton@southseneca.org](mailto:shorton@southseneca.org).

## Board of Education Meeting Schedule

<p><b><u>Wednesday</u></b></p> <p><b>Interlaken:</b> Library, 6:30 P.M.</p> <p>September 13</p> <p>October 11</p> <p>November 8</p> <p>December (no Interlaken meeting)</p> <p>January 10</p> <p>February 7</p> <p>March 13</p> <p>April 10</p> <p>May 21 (Annual Budget Vote)</p> <p>June 12</p>	<p><b><u>Wednesday</u></b></p> <p><b>Ovid:</b> Flex Lab, 6:30 P.M.</p> <p>September 27</p> <p>October 25</p> <p>November (no Ovid meeting)</p> <p>December 7 (Thursday)</p> <p>January 24</p> <p>February 28</p> <p>March 27</p> <p>April 24</p> <p>May 22</p> <p>June 26</p>
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## Important Dates to Remember

September 6	First Day of Classes
September 14	Falcon Family Festival / Open House
September 26	Teacher Workshop Day - Early Release
September 25 - 30	Homecoming Week
October 9	Columbus Day – No School
October 13	MS/HS Picture Day
October 20	Superintendent's Conference Day
November 10	Veterans Day – No School
November 17 - 18	All County Band Festival @ South Seneca
November 20	MS/HS Picture Retake Day
November 22-24	Thanksgiving Break – No School
November 29	Parent/Teacher Conference Day - ½ Day
December 1 - 3	Fall Play
December 7	Parent/Teacher Conference Day - ½ Day
December 13	High School Holiday Concert – 6:00 PM
December 22 - Jan 2	Holiday Recess – No School
January 10	Teacher Workshop Day – Early Release
January 15	Martin Luther King, Jr. Day – No School
January 19 - 20	All County Choral Festival @ South Seneca
January 23 - 26	<b>REGENTS WEEK</b>
February 6	Teacher Workshop Day – Early Release
February 19 - 23	Winter Recess - No School
March 6	Teacher Workshop Day - Early Release
March 15	Superintendent's Conference Day
March 15 - 17	Spring Musical/Play
March 26	POPS Concert – 6:00 PM
March 29 - April 5	Spring Recess - No School
April 8	Half Day
May 1	Parent/ Teacher Conference Day – ½ Day
May 16	Middle/High Chorus Concert - 6:00 PM
May 24	Reserve Day – No School (if no more than 3 snow days are used)
May 27	Memorial Day Observance - No School
May 28	Undergraduate Awards & NHS Inductions - 6:00 PM
May 30	Middle/High Band Concert - 6:00 PM
June 4	Senior Awards Night – 6:00 PM
June 12	Senior Picnic and Elementary Reading Day
June 13	Last Day of Classes
June 19	Juneteenth Day
June 14, 17-18, 20-26	<b>REGENTS WEEK</b>
June 21	Graduation – 6:00 PM

## Daily, Half Day & Early Release Schedules

\* Alternative bell schedules are sometimes used for special occasions and assemblies.

Regular Daily Schedule		Half Day Schedule	
Warning Bell	7:34	Warning Bell	7:34
Homeroom/Period 1	7:37 - 8:17	Homeroom/Period 1	7:37 - 8:02
Period 2	8:20 - 8:56	Period 2	8:05 - 8:24
WIN	8:59 - 9:19	Period 3	8:27 - 8:46
Period 3	9:22 - 9:58	Period 4	8:49 - 9:08
Period 4	10:00 - 10:36	Period 5	9:11 - 9:30
Period 5	10:39 - 11:15	Period 6	9:33 - 9:52
Period 6	11:18 - 11:54	Period 7	9:55 - 10:14
Period 7	11:56 - 12:32	Period 8	10:17 - 10:36
Period 8	12:35 - 1:11	Period 9	10:39 - 10:58
Period 9	1:14 - 1:50	Period 10	11:01 - 11:20
Period 10	1:52 - 2:28		

Early Release Schedule	
Warning Bell	7:34
Homeroom/Period 1	7:37-8:07
Period 2	8:10-8:36
Period 3	8:39-9:06
Period 4	9:08-9:35
Period 5	9:38-10:08
Period 6	10:11-10:41
Period 7	10:43-11:13
Period 8	11:16-11:46
Period 9	11:49-12:16
Period 10	12:18-12:45

## Academic Information

### Graduation Information

The South Seneca School District offers three types of diplomas: Local, Regents, and Regents with Advanced Designation. Each one has different requirements which must be met if your child is to graduate. Some of these requirements are mandated by the New York State Department of Education (NYSED) and others by our own Board of Education.

You should meet with your child's counselor every spring to make certain that s/he has selected the necessary courses to meet these requirements.

Students must pass five Regents examinations or complete one of the Multiple Pathways options in order to receive their diploma, including the local diploma. The five exam options include a Comprehensive Regents Exam in English, Global Studies and Geography, United States History and Government, at least one Math Regents exam and at least one Science Regents exam. For a Regents diploma, all required exams must be passed with a score of 65 or higher. For a local diploma, all required exams must be passed with a score of 55 or higher.

Useful Links:

- [New York State Diploma Requirements](#)
- [New York State Diploma Requirements Video Series](#)

For a student to receive a Regents Diploma with Advanced Designation, they must pass all of the exams mentioned above with a 65 or better plus three additional regents exams: Geometry, Algebra II/Trigonometry, and one additional Regents Science exam with a 65 or better. Students must pass at least one physical science and one life science. Two additional units of a foreign language and competency exam are also required with a passing grade of 65 or higher unless the language requirement is substituted with a five-unit sequence in career and technical education or the arts. For a Regents diploma with honors, a student must earn a computed average of at least 90 on the Regents examinations applicable to their Regents diploma or a Regents diploma with advanced designation.

Courses where a Regents exam is required must be completed at the Regents level. In order to sit for the Regents exam, Regents level science courses include a required lab component. Students receiving grades less than 65 but greater than 55 on any of the above Regents exams will receive a local diploma (504 and IEP students only).

### Graduation Requirements

- A. **Grade Level Criteria:** It is the responsibility of the building principal to determine student placement in grade levels. A student will be promoted to the next grade level based on the accumulation of Carnegie units. A full year course equals one unit. A half-year course equals half a unit. Physical Education, Band, Chorus, Swing Choir and Jazz Band equal half a unit.
  - a. For placement in 10th grade: **5.5 units**
  - b. For placement in 11th grade: **11 units**
  - c. For placement in 12th grade: **16.5 units** and enrolled in a sufficient number of courses to qualify for graduation in either January or June of the current school year.
  - d. All enrolled students must be enrolled in a minimum of 5.5 credits at any given time, even if those courses will earn above the minimum requirement of 22 units. Some exceptions may apply to seniors with principal approval.
- To receive credit for any course in grades 9-12, a student must:
  - Earn a final average of 65.
  - A student who successfully completes an alternative course of instruction as a result of an extended absence for medical reasons will receive credit. If a student needs long-term medical care, a tutor may be provided, with documented recommendation from a physician and the days will be counted as days of attendance. A student who is assigned to the Reset Room will not be counted as absent.
- B. **Early Graduation:** Any student who has met all requirements listed under "academic information" will be eligible to receive a high school diploma. Any request for early graduation must be made in writing to the building principal. Students will be allowed to double up in a required content based on the discretion of the principal and guidance counselor.
- C. **Graduation:** To be eligible for participating in the graduation ceremony held in June, a student must meet the

criteria for the awarding of a diploma. Participation in the ceremony signifies the completion of the requirements for the awarding of a diploma.

In certain cases, the principal and/or Board of Education has the authority to allow a student to walk at the graduation ceremony.

- D. **Honor Roll:** The high school has established two levels of recognition, High Honors (average of 89.5% or above) and Honors (average of 84.5 to 89.49 percent), for noteworthy academic achievement. Such achievement will be recognized four times a year in conjunction with the quarterly report card grades. Recognition for academic achievement will be given to students who:
- Are enrolled in a minimum of courses equivalent to 5.5 credits, including Physical Education, during the marking period.
  - Has received no grade of incomplete on the quarterly report card.
- E. **Laboratory Requirements in Science:** Students enrolled in Regents science courses must satisfactorily complete 1200 minutes of laboratory activities. All of the required lab write-ups from these activities must be submitted in a satisfactory form. In order to encourage the students to keep pace with this requirement, the following policy will be in effect:
- Students must submit the required lab write-ups each marking period.
  - If the student is falling behind, the teacher will notify the parent via a progress report and/or parent conference.
  - If at the end of the marking period the student has not submitted the lab write-ups due for that 10-week period, he/she will be issued an incomplete.
  - Lab write-ups are penalized when not in by the due date. Lab write-ups not submitted by the last day of the marking period will be counted as zeroes.
  - If, by the end of the academic year, the student has not met the lab requirement, the student loses the opportunity to sit for the Regents Exam.
- F. **Credit Without Completing Units of Study:** As per the Commissioner's Regulation 100.5 (d) (1), the high school allows students to earn a maximum of six units of credit for either a Regents or local diploma without completing the units of study. Requests for this option must be made with the guidance counselor prior to the beginning of the semester. See your counselor for details.
- G. **Dropping and Adding Courses:**
- A student cannot drop a course during the first 2 weeks without swapping for another.
    - Student makes a request. The guidance department determines whether the request would result in a minimum of a 5.5 credit load. If no, the drop is disallowed. If yes, a drop/add form is generated.
    - The student approaches all teachers involved in both drop and add for signature approvals. It is then followed up with parent signature and returned to guidance.
    - If any teacher in the chain refuses to sign, drop/add procedure stops until we determine the reason.
    - During the process, the guidance counselor will communicate with all stakeholders, including but not limited to teachers, case managers, and administrators.
  - Any drop request that takes a student below 5.5 credits will not be allowed (some exceptions may apply for seniors with principal approval).
  - Students can add at any time within the first 2 weeks. Deviations require administrative approval.
  - No drops of a 20 week course are allowed after 10 weeks without principal approval.
  - No drops of a full year course are allowed after 20 weeks without principal approval.

#### REQUIRED CORE COURSES

4 units of English  
4 units of Social Studies  
2 units of Physical Education  
3 units of Science  
3 units of Math  
1 unit of Art or Music  
1 unit of Language other than English  
½ unit of Health

Plus:

- Option I: Two 3-unit sequences in any 2 of the following: math, science, art, technical or vocational education, music, second language
- Option II: One 3-unit sequence in math, science, art, technical or vocational education, music, second language, AND One 5-unit sequence in English or Social Studies
- Option III; One 5-unit sequence in math, science, art, music, technical or vocational education, second language.

**Total: Minimum of 22 credits**

## Academic Eligibility Policy

The Board of Education has established a policy for participation in school-sponsored clubs, activities, athletics and trips. This policy is designed to ensure that all students have ample opportunity to achieve academic success while balancing involvement in extracurricular activities. While this policy establishes minimum acceptable performance levels, families are encouraged to establish higher levels of achievement for their students, as they deem appropriate. See Restriction and Academic Warning policies in the [Code of Conduct](#).

[Academic Integrity Philosophy & Procedures](#) Click the title for the document.

### Extra-Curricular Activities

Numerous clubs and activities are offered to our students. Although some have membership requirements, most are open to any student and merely require your attendance at regularly scheduled meetings and participation in the activities of the organization. Generally these clubs and activities meet after school or in the evening.

Participation in extracurricular programs is a privilege that carries with it responsibilities to the school, to the members of the extracurricular activity, to the student body, and to the community. When a student accepts this privilege, he or she must also live up to the Code of Conduct and assume responsibility as an ambassador for the South Seneca Central Schools. This responsibility applies whether the student is on campus, off campus, or participating at another school, and also applies at any time during the school year. While all students at South Seneca Central Schools are expected to conform to the school's Code of Conduct, students involved in extracurricular activities, because of their visibility, have an additional responsibility to maintain good behavior. Therefore, students who are involved in extracurricular activities in which they are representing South Seneca at a school-sanctioned activity, performance, or event are subject to the sanctions below:

Students who willingly remain at events where alcohol or drugs are used in violation of state or local law, **whether or not the student consumes said substances**, are deemed to be in illegal possession by association and will be subject to the sanctions listed below. The level of discipline will vary based on the cumulative number of times that a student is deemed to be in possession by association or is in possession of alcohol or an illegal substance.

For information about participating in Music Boosters, you may contact them at the following email address: falconmusicboosters1@gmail.com

### Interscholastic Sports

**Participation in interscholastic athletics is governed by the [Athletic Code of Conduct](#).**

The high school offers a comprehensive program in competitive interscholastic sports. Handbooks are available by contacting the Director of Athletics at 869-9636 ext. 4128.

Team sports available include:

<b>Fall:</b>	<u>Girl's</u> - Volleyball - Soccer - Golf - Cross Country
	<u>Boy's</u> - Football - Soccer - Golf - Cross Country
<b>Winter:</b>	<u>Girl's</u> - Basketball - Cheerleading - Indoor Track
	<u>Boy's</u> -Basketball -Wrestling - Indoor Track
<b>Spring:</b>	<u>Girl's</u> - Softball - Track
	<u>Boy's</u> - Baseball - Track

## **Expectations and Procedures**

In a school of this size, certain procedures must be established for the benefit of the school and student body. State law requires some of these procedures; others are Board of Education policies. All are designed to help the school run smoothly.

A school is a place of learning and the overarching goal of High School is to prepare students to be college and/or career ready. This includes acting in a manner that is considerate of the rights and feelings of others. Students learn from each other, and our high school students must be conscious that younger students follow their leadership example. Such examples should promote a positive school environment that is conducive to teaching and learning as a collaborative school community.

### **Cell Phones**

In an effort to maintain order, all cell phones will be put away during academic classes unless otherwise directed by the teacher. All classrooms are equipped with cell phone storage holders. Cell phones will be permitted in learning labs and other non-academic settings (hallways, lunch room, etc.) unless they become a disruption to the learning environment. In the event of a real emergency, your child would have access to a phone to contact you.

### **After-School Hours**

The school day ends at 2:28 and unless a student is signed up for an after school activity (Extended Day, athletics, clubs, etc.), they are not permitted to remain on campus. All arrangements must be made with 24 hour notice to ensure supervision and transportation.

### **Student Behavior**

The High School is committed to using restorative approaches to build relationships with the school community and address conflict when appropriate. These practices help promote a sense of community and belonging and address infractions, enabling students to take responsibility for their actions and repair harm when possible. Discipline decisions will be made with all factors considered and follow a progression of discipline.

**Alone we can do so little;  
Together we can do so much**

For a more detailed document on expectations and consequences, please see our High School [Code of Conduct](#).