

Leonardo daVinci High School
Parent Student Handbook
2024-2025



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Buffalo, New York 14208
716.816.4380
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School Administration

Ms. Leslie Potempa, Principal
Mr. Anthony Chin Kee Hee, Assistant Principal

School Counselors

Mrs. Cheryl Shul (students with last names A – L)
Ms. Maureen Brett (students with last names M - Z)

Student Support Team

Ms. Shannon McGrath – School Psychologist
Ms. Brittney Truesdale – School Social Worker
Ms. Ruyvette Townsend - Attendance

This Handbook Belongs To: _____

Homeroom and Locker Number: _____

Dear da Vinci Family:

This student handbook provides helpful information about the opportunities and expectations at Leonardo da Vinci High School. Students should use this handbook for reference throughout the school year and as a guide to achieving their academic goals. Our motto at daVinci is *“To treat yourself, and others, with Kindness, Courtesy, Dignity and Respect.... because that’s the da Vinci way.”* As you go through your four years of high school, we ask that you think about the true meaning of those words and make decisions that exemplify those attributes. We know that if you give your best effort with academics, grow in your leadership skills and exude those attributes, you will leave daVinci with the skills and knowledge to make the world a better place.

Leslie Potempa
Principal

We are a Safe and Civil School with Dignity for All Students

At da Vinci High School, we are committed to providing a safe and civil environment for the entire school community that is free of bullying and harassment. To that end, at the start of the school year and as needed, all students will be provided with instruction on how to enter, exit, and conduct themselves within common areas of the school, such as hallways, stairwells, cafeteria, and study halls, and to review as necessary expectations for how to treat others. Buffalo Public School Policy designates the school principal as the DASA coordinator.

Effective Ways to Manage Stress and Anxiety

Stress and anxiety (worry) are a natural part of life. While we can’t prevent them from happening, we can be aware of ways to manage them when they happen.

- Breathing exercises: take deep breaths in and out like you’re cooling down a bowl of soup
- Meditation, yoga, and exercise. These are proven to increase endorphins, or the hormones that make you feel good
- Journaling about your emotions
- Using visualization strategies to increase positive feelings: think about things or memories that make you feel happy or good, focus on those feelings when you feel overwhelmed
- Using time-management strategies when you feel overwhelmed by a busy schedule such as prioritizing, using a planner, and keeping a daily routine
- Eat healthy, get enough sleep, take care of your body, and talk to an adult if you start to feel more stress than usual

Please do not hesitate to talk to our School Counselors, School Psychologist or School Social Worker if you feel overwhelming demands or stress from academic work. They are here to help!

To learn about depression and suicide prevention, you can visit the following websites:

www.save.org

www.suicidepreventionecny.org

<http://justtellone.org/>

Or call:

Crisis Services 24-Hour Suicide Prevention Hotline- Erie County - (716) 834-3131

National Suicide Prevention Lifeline - 1-800-273-TALK (8255)

Just Tell One (716) 245-6JT1 (6581)

Da Vinci Overview (Who We Are)

Leonardo da Vinci High School opened in 1987 in partnership with D’youville College. The school was located on the property of D’youville, with an academic focus and unique location that offered students opportunities such as free college classes, access to college facilities including the gym and library, and leadership programs. That partnership ended in 2023 and daVinci began an academic partnership with Buffalo State University in 2024. The district plans to relocate daVinci High School to Buckham Hall, located on the Buffalo State University campus, pending necessary renovations. The projected move-in date is fall of 2026. The daVinci community strives to be accepting and inclusive, where people are welcomed and celebrated for being themselves.

Mission Statement

At Leonardo da Vinci High School, academic achievement, behavior, leadership and service to others are our measure of excellence. As a rigorous college preparatory school, Leonardo da Vinci began a partnership with Buffalo State University in September of 2024, with an intentional purpose to teach students to contribute to the world community by leading compassionate, productive, and responsible lives. We are responsible for ensuring that students regardless of socioeconomic status or background are prepared to enter college and or the world of work with the skills necessary to be successful. 21st Century skills are infused into all our courses of academic study.

Objectives of Leonardo da Vinci High School

At Leonardo da Vinci High School we aim to:

- provide an academic program that challenges college-bound students to excellence and a life-long love of learning.
- foster an atmosphere where students of all ethnic, racial, religious, and socio-economic backgrounds can grow together.
- offer a program of service projects, experiences, sports, and co-curricular activities to develop the whole person.
- provide personal counseling and assist students in planning for future education, career, and life goals.

Academic Standards

All students are expected to earn or display the following:

- Intellectual competence in all coursework – High Honor Roll: 95%+, Honor Roll 90-94.99%+, Merit Roll 85-89.99.
- College & Career Readiness scores on ALL Regents and Common Core examinations
- Community Service Hours – 50 hours total (over 4 years)
- Satisfactory attendance
- At least 6 college credits

NYS Requirements	Da Vinci Requirements	Required Regents Exams
	Units of Credit	Passing Score: 65% Mastery Score: 85%
English Language Arts	4	English 3 Regents Exam
Social Studies	4	Global History and US History
Mathematics	4	Algebra I, Geometry, and Algebra 2
Science	4	Living Environment and Earth Science (Chemistry can be used in place of Earth Science)

Foreign Language	3	Checkpoint A Exam Checkpoint B Exam
Art	1	N/A
Health	.5	N/A
Physical Education	2	N/A
Electives	1.5	N/A
Total High School Credits	24	

Types of Regents Diplomas

- **Advanced Regents with Honors** – average of 90 on 8 Regents exams taken plus Checkpoint B.*
- **Advanced Regents Diploma** – passing 8 Regents exams with at least a grade of 65 plus Checkpoint B.*
- **Regents Diploma with Honors** – average of 90 on five Regents exams taken.
- **Regents Diploma** – at least 65 on ELA, Global History, US History, 1 Math, 1 Science or receiving a 65 on ELA, 1 Social Studies, 1 Math, 1 Science exam and a Pathway.

*See your School Counselor for more information on available Pathways.

Additionally, Mastery Endorsements in Math and/or Science may be earned by scoring an 85 or better on each of the 3 Regents exams offered in Math and/or Science.

Retaking Regents Exams

A student is required to re-take any exam for which s/he does not receive a score of 65 or higher. However, the da Vinci expectation is that students are to demonstrate mastery on each of these exams as defined by the New York State Department of Education. Mastery scores improve opportunities for admission to colleges of choice. Students also improve the chances for scholarships and grants to defray the costs of college and student debt. A student is expected to retake a Regents examination when it is next offered to raise the score. The School Counseling Office should be notified of exam retakes by November 1 for January testing and February 1 for June testing. Students register for Summer School the week after school ends in June for August testing.

Academic Standards (cont'd)

Students attending Leonardo da Vinci High School must also complete 50 hours of **meaningful** community service. All community service hours can only be completed at approved agencies and sites. No student may complete this requirement under the supervision of a personal relative. Agencies will be contacted to confirm the student has completed their hours. Freshmen, sophomores, & juniors must complete their hours prior to May 1st. These hours are tracked by your Social Studies teacher, and they have a list of opportunities and necessary forms.

Seniors who do not complete their hours will fail Participation in Government and not graduate.

The per-year, hourly requirement is as follows:

Freshmen-5 hours

Sophomores-5 hours

Juniors-10 hours

Seniors-30 hours

Leonardo da Vinci High School students are expected to be actively engaged in their education. The faculty and staff expect each student to realize that they are responsible for their learning.

Specifically:

- The student must be present every day and on time for each period.
- The student must be actively engaged in classroom discussions and asking questions.
- The student is expected to bring all necessary materials to class, including their laptop and charger. The student is expected to show effort and complete every homework assignment. Late assignments are seldom accepted.

- Copying homework is not allowed and is considered cheating (see Cheating/Plagiarism) however, students are encouraged to study together.
- Students are responsible for all work when absent.

Student Bell Schedule

HR: Circles & Advisory	8:20 AM	8:45 AM
Period 1	8:48 AM	9:29 AM
Period 2	9:32 AM	10:13 AM
Period 3	10:16 AM	10:57 AM
4/4 A Lunch 11:00 – 11:40 AM	4/5 11:00 – 11:41 AM	4/5 11:00 – 11:41 AM
5/6 11:33 – 12:14 PM	6/6 B Lunch 11:44 – 12:14	6/7 11:44 – 12:25
7/8 12:17 – 12:58 PM	7/8 12:17 – 12:58 PM	8/8 C Lunch 12:28 – 12:58 PM
Period 9	1:01 PM	1:42 PM
Period 10	1:45 PM	2:26 PM
Period 11	2:29 PM	3:10 PM

7:40 am - Students can enter the building for breakfast. DOORS OPEN!

8:18 am - Homerooms open/students are dismissed from cafeteria

Before and after school programming will begin on Monday, October 21, 2024, for all high school programs. DaVinci will have a one-hour program in the morning, from 7:15-8:15am and an afternoon program from 3:15-4:30pm. The program's purpose is academic support, tutoring, and participation in clubs and activities. This program is dependent on staff availability. More information will be released mid-October.

Advanced Placement (AP)/Dual Credit Courses

The following Dual Credit course is offered at da Vinci High School in partnership with Villa Maria College: AP Studio in 2D design.

The following Dual Credit courses are offered at da Vinci High School in partnership with Erie Community College: African American Literature, Anatomy and Physiology, College Math, AP Environmental Science, AP Literature and Composition, AP Pre-Calculus, Street Law.

The following Dual Credit courses are offered at da Vinci High School in partnership with Hilbert College: AP US History.

The following Dual Credit course is offered at da Vinci High School in partnership with Buffalo State University: Public Speaking.**

Students enrolled in AP courses must take the AP exam at the end of the course and any required Regents exam. These courses are offered to all juniors and seniors.

**These courses, which are offered through Buffalo State University, are offered to sophomores.

Electives

There are several electives that students may choose to take, please consult your School Counselor for more information. These courses include:

African American Literature, African American Studies, Anatomy & Physiology, Business Computer Application, Career & Financial Management, Drawing and Painting, Creative Crafts, Precalculus, College Math, Street Law, Digital Photography, Printmaking, Public Speaking, Social Justice, Sociology, Studio in Sculpture, College Transition, Web

Design, Woz Ed., Psychology and History of Buffalo and Architecture. Guidance has the full list of electives we offer. These vary year to year and are selected based upon the number of students who request them when the course selection process is completed.

Operational Procedures

Student School Day Hours 8:15am-3:10pm

Scheduling follows the 6-day letter cycle, A B C D E F. We begin the 6-day cycle this year on Thursday, September 5, 2024, with “A” as the letter day. Only days earmarked for student attendance will receive a letter day that is predetermined from the beginning of the school year, regardless of unexpected days off due to inclement weather or other emergencies.

Announcements

Announcements are made at the beginning of the day at approximately 8:25am and will finish by 8:30am. PM announcements occur at 3:09pm.

The Daily Bulletin

A daily bulletin titled ‘Daily Dragon’ is put on Schoology under the group titled ‘Dragon Announcement and Communication Group.’ Join this group the first week of school.

Assessment & Academic Integrity Policies

Da Vinci High School is a supportive learning community at all grade levels and for all students, where diversity is promoted and celebrated, da Vinci High School endeavors to develop life-long learners who are caring global citizens.

The purposes of assessment at da Vinci High School are:

- To determine student preparation for further education, and to become a productive global citizen.
- To inform a teacher’s instructional planning and practices.
- To provide feedback for students and parents regarding what each student knows and can do.
- To serve as a benchmarking tool, informing students, parents, and teachers as to the progress students are making.

The practice of assessment is one of shared responsibilities. It is critical that each person understands their role in the process.

- Students show understanding of the learning value of assessments by respecting and adhering to assessment deadlines and trying to do their best work.
- Parents monitor and support the student’s engagement and investment in his/her learning, helping them to balance their schoolwork demands with their extracurricular activities.
- Teachers make clear to students the value and application of criteria-based rubrics, ensure that homework reinforces learning objectives, and construct assessments that demonstrate student achievement of course objectives. Teachers maintain course syllabi and keep grade books current so that expectations, including assessment, are clear and outcomes are readily available.

Recording/Reporting

- School-wide parent-teacher conferences are held in the fall of each year, and other conferences are provided as needed throughout the school year.
- Quarterly report cards are issued every ten weeks. Five-week progress reports will also be completed and include necessary comments. Reports issued by the College Board for AP courses are sent directly to the students in July. Summaries of these reports are sent to the school and the individual AP teachers, who also receive Instructional Planning Reports in September.

Plagiarism/Cheating/Academic Integrity

As a high performing college preparatory high school, it is the expectation that all students act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences. Academic misconduct is behavior (whether deliberate or inadvertent) that results in the student or any other student gaining an unfair advantage in one or more components of assessment. Academic misconduct is a breach of school regulations and includes, but is not restricted to, the following:

- a. **plagiarism**—this is defined as the representation, intentionally or unintentionally, of the ideas, words or work of another person without proper, clear and explicit acknowledgment.
- b. **collusion**—this is defined as supporting academic misconduct by another student, for example, allowing one’s work to be copied or submitted for assessment by another.
- c. **cheating**—this is defined as acting dishonestly or unfairly, in order to gain an advantage, especially in a game or examination.
- d. **misconduct during an examination** (for example, taking unauthorized material into an examination, behavior that disrupts the examination or distracts other students, or communicating with another student).

Consequences of cheating and plagiarism: Any student suspected of cheating or plagiarism will be the subject of further investigations into the respective incidence(s). Any student caught cheating or plagiarizing will receive a grade of zero on the assignment/test/project/work, a written warning and a verbal consultation from the teacher and/or administrator. The student's parent or guardian will also be informed, and a parent conference will be held, if deemed appropriate.

Attendance

Regular attendance is required for success in school. All students in the Buffalo Public Schools are expected to follow the district’s attendance policy. The Buffalo Public School District Attendance Policy can be accessed through www.buffaloschools.org. Teachers take homeroom and class by class attendance, which can be reviewed by parents through the Infinite Campus Parent Portal.

Arrival to School

Only those students who have made prior arrangements with a teacher may enter the building prior to 7:40 AM. The arrival time for students without special supervised activities is 7:40 AM. Please be aware that there is limited adult supervision prior to this time. Once the before-school program begins on October 21st, 2024, times will be adjusted based on teacher availability.

Late Arrivals

After 8:25am, all students entering homeroom are tardy. Students will receive a tardy to homeroom on Infinite Campus if they are late to homeroom. Students who don’t arrive at school by 8:45am will receive lunch detention to be served that day. If you have a legal tardy, such as a doctor/dentist appointment, make sure you bring in a note. Students who arrive at school between 8:45am and 9:29am (first period) will report to the late desk, get their detention slip and hallway pass, and report to first period class. Students who arrive after 9:30am, report to the main office, sign in with the school clerk, receive their detention slip and hallway pass, and report to their class. Students give their hallway pass to the teacher when the student enters the classroom. Students bring their detention slip to their assigned lunch detention room and give it to the teacher.

Detention Policy

After school or lunch detention can be given to any student who skips class, is consistently late to class, violates a school rule, continuously fails to hand in homework/classwork or violates the district’s Code of Conduct. Administration holds after school detention from 3:15-4:15pm. Students are notified when they have detention and must serve it as directed. Failure to serve detention will result in further consequences such as parent conferences or In-School Suspension.

Leaving before the end of the school day

A parent/guardian must report to school to sign out their child and provide a written (or email) excuse for the class absence. Students will only be released to a parent, guardian or other designated adult listed in the student's records. Board Policy states that *even students who drive themselves to school, and/or are 18 years of age, must be signed out by their parent or legal guardian prior to release.* To ensure student safety, all releases are at the discretion of the administration.

Absence

In the event of absence or tardiness, the parent/guardian must present a written excuse that is given to the school clerk stating the reason. Give the student's full name, grade and homeroom number. All absences are considered unexcused without a note or email. Students are responsible for timely completion of classwork and assignments they missed during their absence. If the absence extends three days or more, please contact our guidance office for assistance.

Early Release Days or Other Reasons to Dismiss School Early

The district may utilize Early Release Days for staff development. Parents are asked to make plans for where children will go when school dismisses early. In the event of an unscheduled dismissal, your child should know what to do in case no one is at home. In case of inclement weather, parents should listen to the radio for information or go on the Buffalo Public Schools webpage. Please do not call the school, as staff will not be working if we are closed. Only the Superintendent dismisses school early, and once decided, the media is notified. If schools are closed, be assured that the adults will not leave the school until all the children are safely on their way. We have an emergency plan and will be here to take good care of your children. Do not place yourself in a dangerous situation trying to drive to school to pick up your child.

Change of Address or Phone Numbers

Please report any CHANGE OF ADDRESS, E-MAIL ADDRESS, OR PHONE NUMBERS to the Main Office as soon as possible. Up-to-date contact information is essential for the school to communicate with home. We use our School Messenger system to send out important information on a regular basis. Families are strongly encouraged to provide one or more e-mail addresses as a part of their contact information. Change of address requests must be submitted with proof of the new address, such as a utility bill.

Code of Conduct

The Buffalo Public Schools Code of Conduct is revised and distributed to families annually. Leonardo da Vinci High School is a proud part of the Buffalo Public Schools, and our students, staff, and parents/guardians are subject to all aspects of the District's Code of Conduct. This document, once revised, is posted and available electronically on the district website at www.buffaloschools.org. Each student will receive a copy of the district's Code of Conduct.

Effective Effort

When you are working hard and aren't seeing progress, how do you react? When you have success, to what do you attribute that success? Some students (and adults!) consider factors over which they have little immediate control, such as luck, task difficulty, and innate ability. What you have the greatest control over is *effort*.

There are six attributes to effective effort:

1. Time: Do I put in sufficient time to get the job done?

Although time alone is far from sufficient to accomplish difficult academic tasks, it is absolutely required. And it is true that some students truly don't realize that several hours of outlining, drafting, and editing may be required to make an essay meet a high standard.

2. Focus: Am I working efficiently and without distraction?

Work time should be efficient and low in distraction. Some students don't find music, even loud music, distracting while they work. In fact, for some, it is a way of blocking out other environmental distractions. But talking to friends about the upcoming weekend or watching TV while doing academic work is not compatible with the concept of focus.

3. Resourcefulness: Do I reach out for help and know where to go for it?

Students need to know to reach beyond themselves for help, know how to do so, and where to go. Sources of help may be other people (study buddies, homework help centers, and relatives) or other sources (reference books, online services, reference librarians). See your school counselor or student support team member for more information.

4. Strategies: What strategies am I using, or could I use? Do I have alternatives when a strategy isn't working?

Students need to know and use appropriate strategies to deal with academic tasks. Strategies for improving reading comprehension, organizing and revising writing, and reviewing, remembering, and summarizing should be learned and employed. Remember, strategies you learned for one class may transfer to another. See Resourcefulness above!

5. Use of feedback: How or where can I get feedback on how I am doing? What does the feedback tell me about how to improve my performance?

Good students listen to and look carefully at the feedback they get from teachers and use it to improve their performance.

6. Commitment: When something is difficult, do I stick with it? Do I really try hard?

Effective effort is grounded in will. You must want to do something to put out the effort and organize yourself to complete a tough learning task. You don't have to like it, but you do have to be committed to trying hard.

Use this chart periodically to reflect on a project you are submitting, or an exam you are preparing for, to keep in mind what it means to invest effective effort.

<i>Student Effort Checklist</i>	X
Did I put in sufficient time to get the job done?	
Did I focus efficiently and without distraction?	
Did I reach out for help and know where to go for it?	
Did I use different strategies and alternatives?	
Did I get and use feedback during my work?	
Did I stick with it even when it was hard?	

Student Scheduling

Da Vinci High School requires that, if space is available, all students take a full schedule at all grade levels. Full and challenging schedules throughout a high school career, including senior year, mean that our students:

- Are better prepared for the rigors of college
- Are better able to compete for admission to schools of their choice
- Improve consideration for grants and scholarships.

Due to the limited staff in our small school environment, and to ensure equity for all families, da Vinci High School does not allow parents or students to select instructors or request specific homeroom teachers.

Working Papers

Ms. Maureen Brett is the School Counselor who gives students working papers. Students must have a physical on-file that is dated within the past year, be passing all their required courses, and have a satisfactory attendance rate to receive working papers. In the summertime, working papers are available by going to the Department of Guidance and Counseling, located in City Hall. The instructions on what to bring are on their website at <httpswww.buffaloschools.org/o/dept-guidance/page/guidance>.

Textbooks

Students are assigned textbooks by their teachers free of charge. However, it is the student's responsibility to maintain the condition of these books. At the end of each course the student must return each book to the teacher who assigned it.

If a book is no longer in good condition, has been defaced in any way or is lost, the student is responsible for the cost of a new book. We ask that students and families do their part to care for them as textbooks are costly to replace.

Transportation

The BPS Code of Conduct applies to behavior on the school bus and in the classroom. The driver is responsible for the safety of the students and other riders. Everyone must be respectful and cooperative. Students must adhere to the guidelines printed on his/her bus pass. Students with bus discipline problems may have their bus privileges suspended. NFTA Metro Bus and rail routes are available at nfta.com. Students who live more than 1.5 miles from the school building should receive an NFTA bus pass. Contact our security officer for issues with bus passes or other questions.

Emergency Procedures and Drills

Our school has an emergency plan based on the district plan which is updated regularly. We must hold fire drills and lockdown drills multiple times per year. Students **MUST** be silent during any fire drill, both exiting and returning into the building. Students are **NOT** allowed to use cell phones or any electronic devices during any drill or in an emergency. Students follow their classroom teacher or staff member's direction to keep everyone safe. During drills we are unable to answer the phones or door buzzers. If the school must be evacuated, our primary on-site evacuation location is Performing Arts, #192, located at 450 Masten Ave. Their phone number is 716-816-4220.

Planned Clubs and Organizations

National Honor Society: Mrs. Michelle Schroeder	Book Club: Mr. Gentre Garmon
Student Council: Miss Maureen Brett and Mr. Harvey Ausman	Yearbook Advisor: Mrs. Heather Nowak
Student Technology Leaders: Mrs. Julia Tomaka	Social Media Advisor: Mrs. Heather Nowak
Drawing Dragons: Mrs. Michelle Schroeder	Gay Straight Alliance (GSA): Ms. Eleanor Byrne
Senior Advisor: Mrs. Lisa Santos-Trode	Debate Team: Mr. James Connors
Inter-High: Mrs. Tracy Thauer	KPOP: Mrs. Heather Nowak
Cooking Club: Mrs. Brianna Tucker	Model UN: Mrs. Julia Tomaka
Crochet Club: Mrs. Susan O'mara	Resume Building: Miss Maureen Brett

If you want to start a new club, you must get a group of students interested in joining (at least 10) and a club advisor. Your club advisor will then speak with the administration to complete the approval process.

Extra-Curricular Athletic Activities

At Leonardo da Vinci High School there are many extra-curricular athletic activities available for students. All are governed by the board of education regulations regarding eligibility. Coach and club advisor contact information can be found below. If you want to start a new sport, see Ms. Charissa Smith, our Athletic Liaison. Her email is csmith1@buffaloschools.org.

High School Eligibility Regulations

The Buffalo Board of Education has established certain requirements for a student to meet to be eligible for participation in extra-curricular activities at the High School level. A student must meet several criteria to be eligible:

1. Demonstrate good citizenship
2. Have 90% attendance rate
3. Be carrying at least 4 credits worth of academic courses
4. Have at least 5 classroom grades of 65% or more (D-)

The marks of 65% or more in Number 4, must include:

1st Year of H.S. English, Social Studies, Math and Science

2nd Year of H.S. English, Social Studies, Math and Science

3rd Year of H.S. English, Social Studies and TWO Electives

4th Year of H.S. English, Social Studies and TWO Electives.

Failure to meet one or more requirements makes a student ineligible for participation in the activity and any other extra-curricular activity during the next marking period. If ineligible, a student may use a two-week probationary period to establish eligibility and continue participation if they are attending the academic study table. See Ms. Smith for more information. Probation will be granted only to Juniors or Seniors at the Principal's discretion. This may be done only once.

G/B	Sport	Time	Coach	EMAIL	Partnered with:
G	Soccer	Fall	Frank Brombos	Fbrombos@buffaloschools.org	McKinley
B	Soccer	Fall	Peter Guglielmelli (head)	Peterguggs@gmail.com	Riverside
G	Volleyball	Fall	Charissa Smith (head)	Csmith1@buffaloschools.org	DV only
B	Volleyball	Fall	Gerald Zasowski (asst.)	Coach99@roadrunner.com	City Honors
Co	X country	Fall	El Hadji Seck (head)	ESeck@buffaloschools.org	DV only
G	Tennis	Fall	Frank Vecere (head)	FLVecere@buffaloschools.org	DV only
B	V-Football	Fall	Micah Harris (head)	Mharris@buffaloschools.org	Hutch Tech
B	JV Football	Fall	Anthony Doran (head)	Amdoran@buffaloschools.org	Hutch Tech
G	Cheer	Fall	Cristina Mata	Cmmata@buffaloschools.org	Hutch Tech
G	Swim	Fall	Brian Rosintoski	Brosintoski@buffaloschools.org	Perf Arts
G	Basketball	Winter	Charissa Smith (head)	Csmith1@buffaloschools.org	DV only
B	Basketball	Winter	TBD	See Ms. Smith	Perf Arts
G	Cheer	Winter	TBD	See Ms. Smith	Perf Arts
Co	Bowling	Winter	Frank Vecere (head)	FLVecere@buffaloschools.org	DV only
Co	Swim	Winter	TBD	See Ms. Smith	Perf Arts
G	Softball	Spring	Charissa Smith (head)	Csmith1@buffaloschools.org	DV/Lafayette
B	Baseball	Spring	TBD	See Ms. Smith	Perf Arts
G	Track	Spring	El Hadji Seck	ESeck@buffaloschools.org	DV
B	Track	Spring	Frank Vecere (head)	FLVecere@buffaloschools.org	DV only
B	Tennis	Spring	TBD	See Ms. Smith	DV

G/B/CO=Girls/Boys/Co-ed (both girls and boys)

*Follow our school on Instagram and Facebook for deadlines and reminders about athletics

Fundraising

Any class, school sponsored organization, or club desiring to run a fundraising event must first clear the project through their sponsor and the principal. Classes and clubs may not use class time to earn money. Funds raised by each organization must be maintained in school activity accounts. Any group wishing to fundraise within the school must meet with the principal before launching such an initiative.

Health/Clinic – Illness at School

Da Vinci HS has a registered nurse. If a student becomes ill at school, they must report to the clinic (or the Main Office if the clinic is closed) after receiving permission from the teacher. Students should not use their own phones to contact their parents directly, as all students going home ill must see the school nurse. If needed, the student's parents will be called, and the student may go home with their parent or approved person for pick-up. If parents cannot be reached, a student not seriously ill will return to class, or if more seriously ill will stay in the clinic or Main Office until such time that they can be picked up. For medical emergencies, students are usually routed to Oshei Children's Hospital.

Lockers

Each student is assigned a locker and combination for personal storage. No locker is to be shared. It is the student's responsibility to keep the locker locked. They may not share their combinations with others. The school retains the right to open and inspect lockers at any time. Students are encouraged to visit their lockers when they enter school, at lunchtime and at the end of the day. DaVinci High School is NOT responsible for any lost or stolen items. Students are responsible for their belongings. See security if you have questions about lockers.

Café

The cafeteria personnel, custodial staff and lunch supervisors are professional members of the da Vinci community and should be treated with courtesy and respect. Students are responsible for cleaning up after themselves. Students and parents are not allowed to order the delivery of outside food without approval from the administration.

Medication

Teachers and administrators may not administer medication (including aspirin) to students. In a circumstance where medication is necessary during school hours, families must submit a written statement to the school nurse, signed by the parent/guardian and physician. All medication is to be kept in the clinic and will be distributed from there. Medication must be in a container labeled by the pharmacy or the doctor, including the date of the prescription. Over-the-counter medicine is not allowed at school without written directions from a doctor, and it must be administered by the nurse. At the end of each school year any remaining medication will be discarded if it remains in the office after students have left. A new release form must be signed each year.

Bathroom Expectations

Students may use the bathrooms during class transitions, and during classes only with a pass issued at the teacher's discretion. No student should ever be in the hallway without the expressed written consent of their supervising teacher(s). Students will sign-in and sign-out using the binder that is located on the desk with the hall duty monitor. **There are no bathroom passes the first or last ten minutes of class, and no bathroom passes period 1 or 11.**

Parking Lot Policies for Parents and Students

Parking on school property is for authorized vehicles only. There are no parking spaces available for student drivers. They may only park on adjoining streets in accordance with the posted traffic signs. **Once student drivers arrive at school, they may not leave the school during school hours, EVEN with written permission from a parent/guardian. Board Policy mandates that a parent/guardian must come to the Main Office and sign the student out.**

Student Drop-off/Pick up

When dropping off or picking up students, the following guidelines apply:
Parents are to refrain from entering the parking lot. Student drop-offs will take place in front of the main entrance to the building on East Utica Street. Student pick-ups at dismissal time will take place on Masten Avenue, as the front entrance will be reserved for NFTA school buses and yellow buses. Parents may not park on East Utica Street at dismissal as this creates unsafe conditions for students. Please do not park in loading zones, reserved and /or designated spots for disabled persons. Parents visiting the school during the school day can park on East Utica Street, unless disability access is needed.

Physical Education Program

Physical Education is a New York State mandated course for high school graduation. It carries a ½ credit for each year of high school. To ensure success da Vinci HS requires the following:

- **Each student will actively participate in teacher-planned activities every class.** If unable to participate in class, a student must have a medical excuse from a doctor with the “return to class” date included. The student must report to the Physical Education teacher, who will provide an alternate assignment. A note from a parent will only excuse the student from one class. Any other reason for missing class (field trips, etc.) requires a signature from the teacher before the date of absence.
- Do NOT bring valuables to class. The Physical Education department and school are not responsible for articles that are lost or stolen.
- New York State Education CR 135.4 does not allow for exemptions from Physical Education for religious reasons. When students are fasting during the day (as may be observed during Ramadan), accommodations will be made to enable students to avoid strenuous physical activity in Physical Education. Modifications will be made on an individual basis to limit student movements to non-rigorous activities that align with the unit.

School-Based Management Team (SBMT)

The School Based Management Team is a group of teachers, parents, students, administration, and other school community members who meet to discuss and implement school improvements and maintain open lines of communication. Their main objective is to enhance the learning environment for all students. Teacher representatives are selected through the Buffalo Teachers’ Federation. Students are selected by the Student Council. Our Parent Engagement Liaison is Melissa Effinger, and she attends all SBMT meetings. Her contact information is maeffinger@buffaloschools.org. She would love to hear from parents about how we can improve daVinci.

Special School Events

Da Vinci High School special events, such as dances and ceremonies, are run by faculty and staff, and could not take place without them. All students should know that the school can restrict students from special school events, including Prom. The code of conduct is enforced at all school events, whether during or after school hours.

Student Council

Our Student Council focuses on service not only to the da Vinci School community but to the needs and concerns of the City of Buffalo. Each homeroom is asked to select a representative to the da Vinci Student Council to be sure all homerooms have a voice on student council. The da Vinci student council has a long-standing tradition of inclusiveness of any student who wants to lead and serve.

Technology: Laptops, Cell Phones and Telephones

Laptops are the property of the Buffalo Public Schools. Students have no ownership of the device. Laptops should not be decorated, bedazzled, or defaced, and the sticker with the student’s name should be easy to read. If the sticker begins to wear off, please see the main office for a replacement sticker.

While students are responsible for proper care and handling of the laptops, the district can recall computers at any point for maintenance or spot checking for compliance with the student contract. BPS reserves the right to monitor and access all information on laptops, including Internet histories. Students and parents should clearly understand there is no expectation of privacy on school equipment. **If District technology is lost or damaged, the parents/guardians will be held financially responsible.**

Cell Phone Policy

Parents should not contact their children during school hours via cell phone or texting, as this distracts from learning. Parents may contact the office staff for urgent messages.

When a cell phone is confiscated from a student, staff will immediately notify the parent(s)/guardian(s) of the student so other arrangements (means of communication) can be made with their child. The confiscation provisions in this Buffalo Public Schools Code of Conduct require staff to immediately communicate with the parents/guardians.

- The decision to bring a personal electronic communication device (such as Cellular Phones, iPods, iPads, Laptops, Tablets, etc.) or electronic game devices (X-Box, PlayStation, etc.) is a decision of the student and/or the student's parent/guardian.
- Students, parents, and guardians should be aware that the district will not be responsible for any damage, destruction, theft, or loss of such devices on school property.
- Upon entering the school all cell phones must be stored in the student's locker. The cell phone must be stored "OFF" or in nonoperational mode.
- Students may not carry or operate cell phones in school buildings and on school buses.
- Any students carrying or operating a cell phone in a school building will be subject to having that item confiscated by School District Administrative or Safety/Security Staff.
- When these devices are confiscated at the building, Parent/Guardian must meet with building administrator to recover the item.
- Should a student be found to repeatedly violate this policy, the device shall be confiscated and delivered to the District Safety/Security Office. The Parent/Guardian must make arrangements to pick up the item. Students may be subject to discipline in accordance with the Buffalo Public Schools Code of Conduct.
- The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer (wireless communication devices) or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a CRIME under State and/or Federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs will be subject to the disciplinary procedures of the school district and reported to law enforcement and/or other appropriate state and federal agencies, which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries.
- Police, Law/Enforcement Officials of a Government Agency, School Safety/Security and School Administrative Staff have authorization to possess and operate communication equipment for the conduct of appropriate business. Authorization for the use of electronic devices will only be granted by the school principal.

Dress Code Policy

All dress code violations will receive ONE warning to change, remove or replace the item. Students who wear a hat/hoodie must keep it down or off. If not removed, the item will be taken until the end of the day. Students who wear improper footwear (slides/flipflops) will also receive one warning and then a parent will be contacted to bring proper footwear to school. As per the district policy, shirts with spaghetti straps are not allowed, nothing excessively short or tight, no undergarments can be seen, no clothing that causes a disruption to the learning environment, and no lewd comments written on your clothing. The BPS code of conduct will be referenced for additional dress code items.

Recording Videos/Other Students

Students are prohibited from recording other students or making videos during school hours. Any student caught making or posting a video on social media platforms like Tik Tok, Instagram or X, during school hours will face disciplinary action.

Student Support Team

- **Principal- Ms. Leslie Potempa-Main Office**
- **Assistant Principal: Mr. Anthony Chin Kee Hee-Room 257**
- **School Psychologist: Ms. Shannon McGrath – Stafford-Room 114**
- **School Social Worker: Ms. Brittney Truesdale-Room 114**
- **Attendance: Ms. Ruyvette Townsend-Room 107**
- **School Counselor A-L: Mrs. Cheryl Shul-Room 157**

- **School Counselor M-Z: Ms. Maureen Brett-Room 157**
- **Security Officer: Mr. Cosheik Harris and Mr. Kelly Funderburk-Main Entrance or Room 107A**
- **Nurse: Erica Rojas-Room 155**

Social Emotional Partnerships

Best-Self

Northwest Community

Westside Community Services

SAY YES Buffalo

Supplemental Health

The Prevention Council of Erie County



Kindness, Courtesy, Dignity, Respect...that's the da Vinci Way