

# FOX LANE HIGH SCHOOL



## Student Handbook 2020-2021



# Bedford Central School District



## OUR MISSION

**THE BEDFORD CENTRAL SCHOOL DISTRICT SHALL CULTIVATE CURIOSITY AND A PASSION FOR LEARNING BY PROVIDING CHALLENGING EDUCATIONAL OPPORTUNITIES FOR ALL STUDENTS SO THEY MAY ACHIEVE THEIR FULL POTENTIAL AS PRODUCTIVE AND CONTRIBUTING MEMBERS OF SOCIETY.**

## OUR VISION

**INSPIRING AND CHALLENGING OUR STUDENTS**

## FOX LANE HIGH SCHOOL

### OUR PHILOSOPHY

Fox Lane High School strives to be a community of learners where full human development and adaptability to change are the primary goals. We seek to foster these traits in a humane and caring climate in which diversity is respected. We are committed to nurturing responsibility, respect for individual rights, and active participation in community life as the necessary basis for a democratic society. In this endeavor, we encourage all members of the Fox Lane community to make choices, to share in decision-making and to accept consequences. We are determined to create a school where individuals feel both a sense of identity and of community in an environment of trust, confidence, justice, and openly honest communications.

Fox Lane is committed to helping students to use their minds well: to think critically, creatively, and independently. A liberal arts and sciences core serves as the basis of the curriculum. It is necessary for students to accomplish purposeful work, which is relevant to their lives and the challenges which confront them.

Teachers will encourage their students to develop an appreciation both for the individual disciplines and for the interconnected, interdisciplinary nature of knowledge and of the world. Students must continue to recognize, understand and appreciate our global community. Awareness of modern technological advances, environmental concerns and cultural diversity are integral to the academic process. The Fox Lane High School, in seeking to do its best for all its students, will provide experiences that are rich and that will help the individual advance toward maturity.

# **FOX LANE HIGH SCHOOL**

## **STATEMENT OF GOALS**

- 1. To teach students that the primary responsibility for learning lies with the student.**
- 2. To teach students that self-discipline is necessary for successful personal, social and intellectual growth.**
- 3. To recognize that each of us has a responsibility to demonstrate respect, tolerance and care toward all members of the diverse community.**
- 4. To encourage participation in the learning process from all members of the community including parents, teachers, students and businesses.**
- 5. To provide a variety of learning environments and opportunities including interdisciplinary involvement.**
- 6. To encourage students to accept challenges that expands the limits of their capabilities.**
- 7. To develop a variety of modes for evaluating student progress. These assessments could include such things as exhibitions, portfolios, oral presentations, and multimedia formats in addition to the more traditional written assessments.**
- 8. To provide adequate equipment to support learning in today's society. In this process, students will be introduced to various forms of contemporary technology.**
- 9. To make the students aware of career choices, the process of seeking employment, and the methods of finding information relevant to their careers and interests.**
- 10. To teach students the value of service to our local, national, and international communities.**

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## School Contact Information

Principal	Dr. Brett Miller	241-6065
Assistant Principal (10 <sup>th</sup> and 12 <sup>th</sup> Grade)	Ms. Ana Piquero	241-6089
Assistant Principal (9 <sup>th</sup> and 11 <sup>th</sup> Grade)	Mr. Jason Spector	241-6054
Athletic Director	Mr. Adam Lodewick	241-6167
English Coordinator	Mr. Paul Cullagh	241-6035
Director of ESOL	Mrs. Adrienne Viscardi	241-6080
Mathematics Coordinator	Mrs. Samantha Hirsch	241-6046
Performing Arts Coordinator	Mr. Matthew Vanacoro	241-6072
Phys. Ed/Health Coordinator	Mr. Joseph Klausz	241-6073
Science/Tech. Coordinator	Mr. Paul Frisch	241-6043
Social Studies/Business Coordinator	Mrs. Jenny Olson	241-6032
Visual Arts Coordinator	Mrs. Heather Kranz	241-6189
World Language Coordinator	Mrs. Magaly Reluzco	241-6077

### ASSISTANTS TO BUILDING ADMINISTRATION

Assistant to the Principal	Mrs. Cathy Madera	241-6061
Assistant to Ana Piquero	Mrs. Jennifer Michel	241-6068
Assistant to Jason Spector	Mrs. Kathy Preece	241-6049
Registrar	Ms. Patty Cord	241-6093
School Receptionist	Mrs. Liliana Hoyos	241-6085
Attendance Clerk	Mrs. Tina Clarke	241-6059
Main Office Assistant	Ms. Michele Lockwood	241-6095
Assistant to the Athletic Director	Mrs. Gina Fagan	241-6076

### PUPIL PERSONNEL AND SPECIAL SERVICES

Guidance Coordinator	Mr. Steve Marcisz	241-6053
Guidance Counselors	Mrs. Kristin Brown	241-6191
	Mrs. Karen Deitch	241-6190
	Mrs. Lisa Dunne	241-6092
	Mr. Greg Fedorczyk (Hillside)	241-1106
	Mrs. Jen Hickey	241-6179
	Mrs. Rori Mackie	241-6081
	Ms. Jessica Mineo	241-6169
	Ms. Stephanie Salazar	241-6178
School Psychologists	Dr. Jen Fields	241-6164
	Dr. Alyssa Kant	241-6050
	Dr. Mary Jean MacDonald	241-6060
	Dr. Amanda Schwartz (Hillside)	241-1108
School Social Workers	Mrs. Nalda Chery	241-6582
	Ms. Laura Elwood	241-6078
	Mrs. Diana Binger	241-6074
	Ms. Margarita Ramos (Hillside)	241-1102
Student Assistance Counselor	Ms. Angela Alvarado	241-6050
School Nurse	Mrs. Theresa Tomassi	241-6051
Dean for 10 <sup>th</sup> and 12 <sup>th</sup> Grade	Mr. Keith Alleyne	241-6069
Dean for 9 <sup>th</sup> and 11 <sup>th</sup> Grade	Mr. Dan Mulvey	241-6091

# Fox Lane Hybrid Plan for Re-Entry 2020-2021

We are committed to reopening our building in the safest and most effective way possible. All members of our school community must accept the individual and community responsibility to support the health and safety of ourselves and one another. To that end we **ALL** need to commit to the following:

- Daily screening for symptoms at home
- Mask-wearing throughout the school day
- Social distancing practices
- Hand washing and general hygiene practices

## Health & Safety

### Screening

Students, employees, and all other building occupants are to be screened for COVID-19 daily, ***prior to their arrival at school***. Screening will be performed remotely, as per NYSDOH recommendation. Screening will consist of temperature checks, assessment of COVID-19 symptoms and answering a questionnaire. If a student or staff member does not respond “No” to all of the criteria, they should not attend school/work that day and will be instructed to notify their primary healthcare provider or the local DOH for further guidance.

NOTE: Any individual who arrives at school that has not been screened remotely will be directed to a separate holding area where screening will take place. Any student who comes to school twice without having completed the screening will be placed on remote instruction.

## Arrival and Dismissal

### Arrival

Students will enter the building through one of two entrances at the start of the school day.

- The South Entrance (bus loop) will be for buses only.
- The North Entrance will be used by all students driving to school, as well as parent drop-offs.
- Beyond 8:00 AM, the sole point of entry will be the North Entrance.
- For the 2020-21 school year, all FLHS students who have study halls or free periods at the start of the school day may arrive at the start of their first academic class.
  - The purpose of this is to reduce the hallway traffic at the start of the school day.
  - Students are required to get parent permission, and families are responsible for arranging their own transportation to school in this situation.
- Students will be expected to assemble in a designated area upon arrival prior to the start of first period. Arrangements will be made for students who eat breakfast at school.

## Dismissal

- Dismissal will be done by grade level beginning at approximately 2:15pm. Ninth grade will be first, followed by each subsequent class.
  - As lockers will not be used, this will allow students to exit the building while social distancing.
  - Students taking the bus will exit through the South Entrance.
  - Students that drove to school or are being picked up by a private vehicle will exit through the north entrance.
- Students who have study halls or free periods at the end of the school day may dismiss early with parental permission.
  - The purpose of this is to reduce hallway traffic.
  - Students are required to get parent permission, and families are responsible for arranging their own transportation from school.

## Senior Privilege

- Seniors with parking permits will be permitted to drive and park on campus.
- ***Senior privileges will be on-pause during this time period.*** As such, no students, including seniors, will be permitted to leave campus during the school day with the expectation of reentry.

## Attendance

***ATTENDANCE MATTERS!*** Attendance is a key component to student success in school. Students will be required to attend school daily in-person and remotely in accordance with BCSD Attendance Policy #7110. Please note the following regarding attendance procedures that will be in place beginning in September 2020:

- For all students (in-person and remote), teachers will enter student attendance into eSchool during each class period. As such, remote students will be required to be present and engaged throughout the period via the remote platform.
- The attendance assistant will run a report to check the late arrival roster for the day to verify who is absent.
  - For those students who have been absent two periods in a row, these families will receive an automated call to report that the student will be marked absent and to request that the parent contact the office to report the reason for the absence.
  - If the student arrives by 11:00 AM (and therefore, per state guidelines, will be in school for a half-day), the attendance assistant will correct the attendance entry in eSchool. Students who have a late arrival must register at the Attendance Office upon arrival to school. The attendance assistant enters the student as present in Daily Attendance in eSchool.

## Delivery of Instruction: FLHS Hybrid Model

The purpose of the *Hybrid Model* is to reduce the student population in the schools to better facilitate social distancing. As a result, instruction will be a combination of in-person instruction in the classroom and live streamed instruction through a 9-period daily schedule. In this 9-period schedule (shown below), each period meets every day. Additionally, each student will be assigned to a Homeroom period that will meet daily.

Students will be assigned to either Group 1 or Group 2. Students will come to campus on their designated days, then stay home and engage in remote learning when the other cohort is on campus.

- Students whose last name begins with A-L will be in Group 1.
- Students whose last name begins with M-Z will be in Group 2.

The linked calendar designates the in-school learning and remote learning groupings for the first semester of the 2020-21 school year. [Hybrid Groups and Day Codes for 2020-2021](#)

FLHS will function on an A/B/C/D day code schedule within a 9 period day. Lunches are scheduled for either period 4, 5, 6, or 7. The daily schedule is linked here: [Fox Lane High School Hybrid Model Daily Schedule](#). **Take 5** is attached to period 2 every day to allow for daily check-in times and on occasion, the period will be extended to allow for community building and school wide experiences.

Platforms used for delivery of remote instruction will include:

- Live streaming: Google Meet
- Google Classroom
- Email

## General Procedures for Hybrid Plan

**Masks** must be worn by staff and students at all times, except when eating/drinking (other exceptions may apply). **Gaiters, bandanas, and exhalation valve/vent face masks may not be worn in place of a standard face mask.**

- Students are encouraged to bring their own masks, wipes, sanitizer, and any other personal protective equipment (PPE) deemed necessary. The Centers for Disease Control and Prevention (CDC) offers [information regarding effective mask practices](#).
- The school will provide access to this PPE as needed.
- Students not in compliance with this mandate will be in violation of the school code of conduct.
  - Should a student refuse to wear a mask, s/he will be sent home and will receive remote instruction.

### Disinfecting & Cleaning

Fox Lane High School will adhere to hygiene, cleaning, and disinfection requirements from the Centers for Disease Control and Prevention (CDC) and the Department of Health (DOH)

in addition to the following:

- Classroom and office spaces will be provided with appropriate cleaning and disinfection supplies for self-cleaning of shared and frequently touched surfaces.

### **Hallways & Stairways**

Floor and wall signage will be utilized throughout the building to support social distancing and ease traffic flow. When possible, release may be staggered to limit the number of people in the hallways and stairways.

Hallway movement will be evaluated and a modified traffic pattern will be utilized to:

- Create one-way corridors where appropriate
- Create one-way stairways where appropriate
- Use of center hallway prompts (e.g., cones, floor tape, or retractable belt stanchions to promote distancing of 2-way traffic)

### **Restrooms**

- The number of students in a restroom at any given time will be limited.
- Frequent cleaning of restrooms will occur on a prescribed schedule that will be developed by the school's head custodian and approved by the school administration.

### **Water Fountains**

- Drinking fountains will be closed.
- Water bottle refill stations will be open.

### **Emergency Drills**

Fox Lane High School is required by law to conduct 8 fire drills and 4 lockdown drills during each school year. All students must receive instruction on emergency procedures when in attendance in-person at the school building.

#### ***Fire Drills***

- Fire drills will be conducted based on the emergency management plan of the district, following the protocols of each location.
- Additional protocols and procedures will be communicated to and practiced by staff and students:
  - All participants will wear PPE
  - All participants will practice social distancing, when possible
  - Modifications of drills that allow for the evacuation of smaller groups in designated, more controllable areas.
  - Staggered re-entry into the building/learning spaces

#### ***Lockdown Drills***

Modifications to Lockdown Drills may include, but are not limited to :

- Conduct lockdown drill in classroom setting while maintaining social distancing and using masks;
- Conducting lockdown drills on a "staggered" schedule with smaller numbers of students present to maintain social distancing.

- Conduct lockdown drills in the classroom without “hiding”/ “sheltering” but provide an overview of how to shelter or hide in the classroom.

### **Lunch**

Students will be assigned a location to eat in the following locations: Large Cafeteria, Small Cafeteria, Small Gym (if necessary), Commons (if necessary), FAME Courtyard (weather permitting), Central Courtyard (weather permitting). Students may NOT request delivery service to the high school. Students will be able to place their order for lunch via a Google form from 2:30pm the day before until 9:00am the following day.

### **Lockers/Locker Room**

Lockers, locker rooms and the weight room will be closed and not available for student use during the period of COVID19 restrictions. Students will carry school related belongings in a personal backpack.

### **Extracurricular Activities**

All extracurricular activities are on pause until further notice. The district will continue to evaluate opportunities to make these activities available based on State guidance.

## **Fox Lane Academics**

### **Course Offerings**

Fox Lane High School offers a wide range of course offerings. Visit our school website or click here for the 2019-2020 [Course Catalog](#). Students, with the help of parents and guidance counselors, are encouraged to take a long-range view of the high school program. As early as grade 9 students may work out a tentative four-year plan that is reviewed each year and modified as the student matures. Beyond graduation requirements, students should choose courses that reflect their goals, talents and interests by aiming for a full program rather than a minimal one. Colleges have their own requirements that need to be considered as well. Information on colleges, careers, and other post high school options can be found on the [FLHS Guidance Department webpage](#).

### **Attendance**

Teachers are responsible for accurate attendance record keeping by period, consistent communication to the student and parent for an unexcused absence, and for collaborating with school personnel (i.e. dean and school counselor) if a chronic attendance issue exists.

### **Absence From School Protocols**

Parents/Guardians are asked to call the attendance office (241-6059) to report their student's absence. Even if the parent/guardian has called in an absence, a student must provide a note to Attendance upon the student's return to school.

When a student returns from an absence, he/she should go to the attendance office with a note to document an excused absence so this may be electronically recorded as such. As per district policy, all students with an excused absence are expected upon their return to consult with their teachers regarding missed work. Students with excused absences will be given the opportunity to make up a test or other missed work and/or turn in a late assignment for inclusion in their final grade. Make-up opportunities must be completed by a certain date specified by the student's teacher for the class in question.

**Absence due to chronic illness or hospitalization:** If a student has a chronic illness or will miss several days of school, parent/guardian should CONTACT the ATTENDANCE OFFICE (241-6059) immediately. Attendance and the student's guidance counselor will work together to help the family through the attendance appeal process.

In cases where a student is going to be absent for five days or more and home tutoring is necessary, the student's guidance counselor should be contacted.

**Unexcused Absences:** It is our expectation that all students will attend all of their scheduled classes while in school. Each unexcused absence must be addressed. From the first unexcused absence, a student must understand the seriousness of the act. Each unexcused absence must be addressed by the teacher. If the student does not comply with the consequence, a referral will be made to the dean. The dean will utilize detention for this and other purposes. If a student cuts class, he/she will not be eligible for a formal appeal with regard to the attendance policy.

**Early Departures:** Students are expected to be present in school until dismissal time. They may not leave campus prior to this time unless (a) they are excused by the nurse due to medical reasons or (b) they present a letter from a parent or guardian requesting early dismissal. In this case, the letter must be presented to the Attendance Office prior to 8:30 A.M. In addition to stating the reason for the dismissal, the letter should also include the telephone number where the parent can be reached between 8:30 and 2:00 P.M. Please note that reasons such as obtaining a driver's license and non-emergency medical appointments are NOT excused for an "Early Departure." If a student needs an early departure before 10:00 A.M. we suggest the student's parent call the Attendance Office in the morning.

**Tardies:** If a student is chronically late to school and/or to class, he/she may be subject to a disciplinary measure at the teacher's discretions, or possibly referred to the Dean.

### **Attendance Policy:**

There is a direct correlation between student achievement and attendance. To complete a unit of study, a student must pass the course and/or Regents exam. Should the student exceed 18 absences in a yearlong course, he/she may be subject to an attendance review process to determine if credit may be granted (or 9 in a semester course). A student may not exceed 9 absences in a Physical Education Class.

**All absences, either excused or unexcused, are tallied.** The only absences from class that are tallied are school-reassigned activities.

Absences in the LEFT-HAND column are tallied. Absences in the RIGHT-HAND column are NOT tallied. For example, if you are home ill for one day and you attend a field trip another day, you have:

- 2 absences from school (All absences are recorded.)
- 1 absence counted in the tally with regard to the attendance policy

ABSENCES that are TALLIED

- ~Home ill
- ~Sent home by nurse
- ~Physician/Dentist appointment
- ~Late to school
- ~Family Emergency
- ~Family event
- ~Overslept / Missed Bus
- ~Vacation
- ~Funeral
- ~Non-School Activity

ABSENCES not tallied  
(Reassignments)

- ~Music Rotational
- ~Field Trip
- ~Approved FLHS athletic event
- ~Suspension
- ~CSE/504 meeting
- ~Approved counselor appointment
- ~Student Gov't. mtg.
- ~College Visit (4) (12<sup>th</sup> graders only)
- ~Science Res. Appt.
- ~Home instruction
- ~ASPIRE (gr.12 only)
- ~School Testing

**Warning Procedures/ Attendance Appeals**

Our school is committed to frequent notification regarding class attendance. We have implemented a notification system whereby parents will be called or emailed the day of any class absence that was not previously reported by the parent at the beginning of that day. Additionally, the following warning procedures will be followed:

<b>For Full Year Course</b>	<b>For Semester Course</b>
10 accumulated absences will result in a warning notice mailed home.	4 accumulated absences will result in a warning notice mailed home.
15 accumulated absences will result in a second warning notice mailed home.	6 accumulated absences will result in a second warning notice mailed home.
19 accumulated absences will result in a notification letter that the student may not earn credit for the class, and that a conference with an administrator may need to take place.	9 accumulated absences will result in a notification letter that the student may not earn credit for the class, and that a conference with an administrator may need to take place.

Please note: All of the above tallies do not include reassigned absences described above.

When the accumulated absences reach the 19th absence (9 in a semester course) and we do not have an active attendance appeal letter or documentation on file:

- A meeting may occur which will include the student, the school counselor, and an administrator to review the student's attendance.
- If in the process of review, it is determined that the student has missed class due to "cutting," s/he may not be eligible for an attendance appeal. During the review process, if it is determined by the student, school counselor, and administrator that the attendance is accurate, and that no extenuating circumstances warrant an appeal, then a notation of "E" will be recorded on the student's permanent record/transcript ("E" = excessive absences) and the student will not receive credit for the course.
- Please note: The student may be required to attend a study hall during the period of the class from which s/he has been reassigned due to excessive absences.

## **Student Schedule Information**

### **Add / Drop Policy**

#### ***Adding a Course***

- A student may request the addition of a new course by **September 15<sup>th</sup>** for a full year course and first semester course, and by **February 15<sup>th</sup>** for a second semester course.
- A student may not be added to a course that is closed.

#### ***Dropping a Course***

- A student may not drop any course required for graduation except for a level change (see below).
- A course dropped after the following dates will be assigned a Drop as a final grade for the course:

<b>Full Year Course</b>	<b>October 15<sup>th</sup></b>
<b>First Semester Course</b>	<b>October 15<sup>th</sup></b>
<b>Second Semester Course</b>	<b>March 1<sup>st</sup></b>

- Seniors who withdraw from any class for any reason after a college application has been submitted, will complete a Course Change form with their counselor. Notification will be made to the colleges to which they have applied or have been accepted.

### **Level Change**

- If the student changes a course level (e.g. Regents to Honors), the student's record in the new class begins as if the student were a new enrollee.
- All course level decisions are made in conjunction with the student, parent, teacher, department coordinator and guidance counselor.
- Level changes for courses are not allowed after the following dates:

<b>Full Year Class</b>	<b>Nov 15<sup>th</sup></b>
<b>First Semester Class</b>	<b>Nov 15<sup>th</sup></b>

## **Request for a Teacher Change**

- Students and parents may not request a specific teacher.
- Request for a teacher change must occur before the start of the school year.
- Students and parents may request a teacher change if the student or sibling has had a teacher in a previous year. This request is honored if the class size in another section is smaller, and the request does not significantly disrupt the student's schedule.
- All requests for a change of teacher must be sent to your guidance counselor in writing or via e-mail before the start of the school year. This request must include a specific rationale. Contact your guidance counselor for details on this procedure.
- The Principal must approve teacher change requests.

## **Minimal Enrollment**

All students at Fox Lane High School must carry a minimum of 5 ½ credits during each academic year.

## **Grading Policy**

To determine report card grades, teachers may include tests, quizzes, written work, homework, class participation, presentations, and reports. Teachers will explain their expectations and grading policy at the beginning of the school year. As per BCSD BOE Policy, all sections of a course should reflect consistency of course content and performance expectations. Grading practices may include credit for completing meaningful assigned work, class preparedness, and class participation, but may not be used for disciplinary purposes.

At Fox Lane, students are graded on a numerical basis. The grade of 65 is the lowest passing grade. A student must have a final average of 65 or better to pass a course. There will be no final average of 61, 62, 63, or 64. Additionally, a floor grade of 58 will be in place for the 4 semesters. A student receives full credit value for passing a course. Partial credit is not awarded. A final average is based on the quarterly grades plus the final exam. A student will have a final project or examination in each and every subject. There are no exemptions.

In Regents level courses, the Regents exam may take the place of the final exam. If a Regents exam is repeated, the highest grade will be placed on the student's transcript. However, the original final average for the subject will not be changed.

## **GPA Weighting Policy**

The BCSD Board of Education approved a new weighting policy which was phased in beginning with the Class of 2020. Most courses with an H or AP designation will receive 10 add-on points in calculating a student's weighted cumulative average – often referred to as the GPA.

English 1H and Global Studies 9H do not have a weight since the H credential is awarded for superior work within a heterogeneous class. Students receive the H credential in English 1 if they earn at least a 90 average for the year. Global Studies students receive an H credential for earning at least a 93 average for the year and a 90 or above on the final exam. This H credential is an award for class achievement and is used as a tool for making final recommendations for English 2H and AP World History in grade 10.

The following courses will receive course weight:

- Geometry H
- Global 1H (only for Class of 2022 and 2023)
- Algebra 2H
- Precalculus H
- English 2H
- English 3H
- English 4H
- Chemistry H
- World Language Level 4H
- World Language Level 5H
- Public Affairs H
- Economics H
- Government and Economics H
- All Advanced Placement (AP) Courses

Courses taken at other schools do not calculate into the Fox Lane High School cumulative average. Therefore, the weighting policy does not apply to courses taken outside of Fox Lane High School. The cumulative average is weighted with 10 add-on points for designated courses. However, the grade that appears on the transcript for an AP or H course does not change. For example, a student takes AP World History in 10th grade and earns an 82 for the year. The 82 would still be posted as the grade for the course. It does not become a 92. The weighting for the course is applied to the weighted cumulative average posted on the transcript.

## **Honor Roll and National Honor Society**

Each quarter students are recognized for academic achievement. Students having an average of 85 or higher are recognized by having their names on the **Honor Roll**. Students having an average of 90 or higher are recognized by having their names on the **High Honor Roll**.

Fox Lane High School participates in the **National Honor Society** under the auspices of the National Association of Secondary School Principals. A faculty council, consisting of no fewer than four members of the faculty, makes the selection of members to the organization. Juniors are eligible for election to the chapter. Candidates shall have a

minimum scholarship average of 90 percent. Eligibility shall then be considered on the basis of each student's conduct, performance and record during their years at Fox Lane High School. Students who serve as members of the National Honor Society are required to participate in NHS functions and service projects, including tutoring. NHS members are expected to demonstrate honesty, integrity, and respect during the years of participation.

## **Advanced Placement Exams**

Advanced Placement classes are among our most rigorous offerings. Students registered for AP courses are expected, but not required, to pay for and take the AP exam. Financial assistance may be available for some students who are enrolled in the free or reduced lunch program. AP courses will carry an additional weight of 10 add-on points. See the [AP Exam Information page](#) on the school website for more specific information about AP exams administration.

## **Independent Study**

An Independent Study Program is available to students who propose an academic project and course of study for either a full credit or half a credit. The Independent Study is sponsored by a member of our faculty. This course of study will take the student beyond the current offerings in the course catalog. The application process (available on the school web page) details important information and deadlines. Please see Ms. Piquero with any questions. \* Note: A student must be in good standing academically and behaviourally to be considered for approval.

## **ASPIRE**

### **(A Senior Program for Internships, Research, and Enrichment)**

ASPIRE is offered to seniors (in good standing) as a culminating "Senior Experience." For students scheduled for ASPIRE, the application process begins in October. Once accepted into the program, students begin to prepare resumes and cover letters in order to secure placements for May. Once this process begins, students are required to complete the program. In a second round, more applicants are accepted in January. ASPIRE is the ideal way for students to spend the last four to six weeks of high school.

## **Student Services**

### **The Guidance Department**

All students are assigned a counselor upon entering the high school and most will have that counselor for four years. Although counselors get to know students best through frequent personal contacts, counselors gain a great deal of information about students through teacher reports, parent contact, student records and participation in Group Guidance. By the senior year, guidance counselors are in a position to write a careful summary

recommendation for each student. Each year the Guidance Department staff arranges evening programs for parents to share topics of interest to them in the development and ongoing planning for their students. Special programs are indicated on the district calendar and reminders are sent through emails and other forms of electronic communications. School counselors provide services to all students – personal counseling, academic advising, test interpretation, record keeping, high school program planning, schedule changing, career planning, college placement, teacher liaison, and parent advisement. Students receive these services in varying amounts according to their needs.

## **School Psychologist**

The high school psychologist provides critical data to assist in the determination of more appropriate ways to help students' access programs and services important to their success in high school. The psychologist uses a variety of tools and techniques in evaluating students: individualized testing, screening for proper educational placement, counseling, consulting and observation are among the skills they bring to work with students. In addition to evaluation, the psychologist provides short term and ongoing counseling to students. Students may seek out the service of the psychologist or may request intervention through their counselors, teachers and parents. The psychologist is available for crisis and consultation sessions.

## **Social Workers**

Social Workers may be of service to a student and family by intervention during a crisis, by consultation with other school personnel, by referral to outside agencies, or by liaison work within the community. School social workers engage in group work with students and provide individual and family counseling around a variety of social needs that may be adversely affecting the student's ability to attain success in high school.

## **Student Assistance Counselor**

Through joint school districts, corporate and county funding, the services of a specialist in drug and alcohol related issues are made available to the students of the high school. Students may self-refer in order to seek assistance in dealing with friends or family members abusing drugs or alcohol, or choose to gain more information on substance abuse. Student confidentiality is honored.

## **Writing Center**

The Writing Center is available to all students seeking the assistance of an English Teacher when completing a writing assignment in any subject area. Open during most lunch periods and some other scheduled times, the English Department extends an invitation to "Drop in for feedback on any and all types of writing assignments for any class: English papers, social studies essays, college essays, short stories, poems, slam poems, research papers. Even if you haven't begun the assignment, we can help you start writing."

# **School Safety**

## **Bedford Central School District Code of Conduct**

It is the purpose of the Board of Education of the Bedford Public Schools to operate the schools in a manner that will provide for the welfare and safety of all students who attend. The school's primary goal is to educate, not to discipline; however, when the behavior of individual students comes in conflict with the rights of others, corrective actions are indicated both for the benefit of that individual student and the school as a whole.

The norms of conduct for all students at Fox Lane High School shall be those of good citizens. Students attending Fox Lane shall be governed by The Board of Education approved Code of Conduct Policy. This policy is applicable in the school, on school grounds, at a school activity away from school (i.e. field trips or athletic contests), on the way to and from school, on the bus, and via social media. It is expected that every student reviews the full code of conduct available via this link: [CODE OF CONDUCT](#).

## **Fox Lane High School Philosophy for Student Conduct**

Our primary goal at Fox Lane High School is to help students learn, develop and adapt to the demands of life. We believe that each student has the right to learn in a secure environment where educational excellence and social cooperation are valued and where distractions and disturbances are minimized.

We seek to balance an understanding of respect for the individual's right to make choices with a belief that those same individuals must learn to accept the consequences.

In our efforts to foster a climate where students can maximize their potential, social adaptation and social appropriateness need to be nurtured. If we expect Fox Lane's requirements for conduct and social behavior to help foster learning, formal and consistent application of the basic rules and their consequences is necessary. Finally, we believe that each student, parent, and staff member must thoroughly understand these basic rules and consequences, and that each member of the Fox Lane community must make a strong personal commitment to the fulfillment of these goals.

The students, staff and administration expect that all members make a conscientious effort toward positive behavior and a positive atmosphere for everyone. However, people who do not adhere to sound socially acceptable behavior must be aware of the consequences.

## **Climate of Respect and Appropriate Language**

Students are expected to show respect toward teachers and other staff members who are employed by the school. Blatant acts of insubordination (this includes withholding of name when asked) will result in a Level II action.

We expect students, while attending school and any school-sponsored function, to exhibit good manners and to refrain from using profane language in public for obvious reasons. Those students who consistently ignore this aspect of behavior will be subject to disciplinary action.

## **Discrimination / Bullying / Cyber-Bullying**

We are committed to providing a safe, positive learning experience for all students and staff; therefore, it shall be the policy of the school district to maintain an educational environment in which bullying or cyberbullying in any form are not tolerated.

The Board of Education of Bedford Central School District condemns and strictly prohibits all forms of discrimination and harassment, including bullying, cyber bullying, taunting or intimidation, on school grounds, school buses and at all school-sponsored functions, activities, programs and events.

Behaviors fostering or stemming from the following attitudes are prohibited and will result in disciplinary consequences.

1. Discrimination which includes the use of race, color, creed, national origin, religion, gender, gender identity, sexual orientation, weight, economic status, or disability as a basis for treating others in a negative manner.
2. Bullying/harassment, which includes a sufficiently severe action or persistent pervasive pattern of actions or statements directed at an identifiable person or group which are intended to be, or which a reasonable person would perceive as ridiculing or demeaning.
3. Intimidation and bullying, which include engaging in actions or statements that put an individual in fear of bodily harm.
4. Off-campus misconduct that endangers the health and safety of students or staff within the school or substantially disrupts the educational process. Examples of such misconduct include, but are not limited to:
  - a. Cyber bullying as defined in the Bullying and Cyber Bullying Policy #0115
  - b. Using message boards to convey threats, derogatory comments or post pornographic pictures of students or school personnel
  - c. Causing physical injury to a student

After eating, students may utilize the rest of their lunch period to go to the Academic Success Center, library or computer labs. During lunch periods, students are not allowed outside of the building including the area near the stadium.

## **Cell Phone Usage**

Student cell phones must be turned off and put away when in a classroom or during any instructional or school event. The only time a cell phone may be used in a classroom is when the teacher allows for its use as an instructional tool. If a student violates this rule, it is appropriate for a staff member to ask for the cell phone and deposit it in the attendance

office. If a student refuses to turn over the cell phone upon request from a staff member, the student is insubordinate and will face disciplinary consequences. Students are permitted to make necessary telephone calls from any school office.

If a student has a cell phone confiscated for having it out in an area out of the allowable use area:

- **On first notice**, the cell phone will only be returned to the student's parent or guardian.
- **On second notice**, the cell phone will be kept in the school safe for a week and only returned to the student's parent or guardian.
- **On third notice**, the cell phone will be kept in the school safe for a month and only returned to the student's parent or guardian.

**PLEASE NOTE:** Fox Lane High School cannot accept responsibility for the possible loss or theft of cell phones.

## Drugs / Alcohol

The use of alcohol or other drugs (including electronic cigarettes and/or vape pens) is not allowed at Fox Lane High School or at any activity sponsored by the school. Any student arriving at an activity under the influence of alcohol or drugs, or anyone found using, possessing, or selling either alcohol or drugs or drug paraphernalia (including electronic cigarettes and/or vape pens) may be subject to the following:

- Suspension from school.
- Having the matter reported to the police with the possibility of being arrested.
- Being referred to the Student Assistance Counselor (SAC). After meeting with the student, the SAC will make a recommendation and advise Administration of the appropriate plan to be followed in treating the student.
- Possible steps that may be enacted are:
  - Continued sessions with SAC.
  - Referral to a non-school agency or clinic.
  - Referral to medical personnel for testing related to substance use.

## School Attire

The purpose of the dress code for high school students is to provide guidelines for appropriate attire to be worn to school. Recognizing that tastes vary, as do opinions concerning appropriateness of dress, the administration is responsible for determining guidelines that will promote a safe school environment, academic achievement and good school citizenship. Articles of clothing that may create a safety issue or cause a level of attention that detracts from the central mission of the school, may be deemed inappropriate by the school administration. Students are provided with as much freedom as possible to express their individuality within our dress guidelines.

Since fashion trends may emerge that are not specifically “covered” in the policy, the administration reserves the right to amend the policy when the need arises. The following is a set of guidelines that describes appropriate school attire. The guidelines are illustrative and do not enumerate every item that may be deemed inappropriate. We ask you to use it as a basis to form good judgments about the appropriateness of student attire. A student’s dress, grooming, and appearance shall:

1. Be safe, appropriate and not disrupt or interfere with the educational process.
2. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
3. Not include items that are vulgar, obscene, libelous, or denigrate others on account of race, color, religion, religious practice, weight, creed, national origin, ethnic group, gender, sexual orientation or disability.
4. Not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.

This policy is not intended to abridge students’ rights to express themselves. Its purpose is to foster a school environment in which students feel safe, comfortable, and can focus on their studies and activities. Students who do not adhere to this policy, will be asked to change, and may be sent home for the day or placed in In-School Suspension at the discretion of administration. In the case of chronic violations of this policy, a parent meeting will be required. The school administration appreciates your support and understanding.

## **Sexual Harassment**

The Board of Education is committed to safeguarding the right of all students within the school district to learn in an environment that is free from all forms of sexual harassment. Conduct is deemed to be sexual harassment when the recipient perceives such behavior as unwelcome. It is irrelevant that the harasser had no intention to sexually harass the person.

A student can be subjected to sexual harassment by a student, employee, board member or any individual who foreseeably might come in contact with the student on school grounds or at school activities. Sexual harassment experienced by a student is not always easily recognized. The following are examples of sexual harassment one should be aware of when dealing with a complaint of alleged sexual harassment.

- Unwanted sexual behavior, which may include touching, verbal comments, sexual name calling, spreading sexual rumors, gestures, jokes, pictures, leers, overly personal conversation, cornering or blocking a student’s movement, pulling at clothes, attempted rape and rape.
- A female student in a predominantly male class or vice versa subjected to sexual remarks by students or teachers who regard the comments as joking and part of the usual classroom environment.

Any student who believes that he or she has been subjected to sexual harassment should report the alleged misconduct immediately so that appropriate corrective action may be taken at once. Student should report the incident to one of the following individuals:

Mr. Jason Spector, Assistant Principal  
Mrs. Ana Piquero, Assistant Principal

All reports of sexual harassment will be held in confidence, subject to all applicable laws and any relevant provisions found in the district's policy manual and collective bargaining agreements.

A detailed copy of this policy and its accompanying regulation is available in the front office of the high school.

## **Smoking and Vaping**

Smoking or using tobacco (non-electronic) in any way is not permitted on any campus of the BCSD. Disciplinary procedures for violating this policy are as follows:

- First offense – 3 days detention/referral to Student Assistance Counselor
- Second offense – In School Suspension
- Third offense – Further suspension and parent meeting

Use or possession of electronic cigarettes, vapes, or paraphernalia is prohibited and will result in suspension and possible referral to the Superintendent. Students will be referred to the Student Assistance Counselor as well.

## **Interventions and Consequences for Student Behavior**

### **STUDENT BEHAVIORS**

#### **LEVEL I**

Inapp. Behavior  
Inapp. Dress  
Littering  
Inapp. Language  
Lateness  
Inapp. Cell Phone

#### **LEVEL II**

Insubordination  
Leaving the Grounds  
Smoking  
Fighting  
Cutting Class  
Forgery  
Bus Misconduct  
Cheating  
Cutting Detention  
Gambling  
Incite Stu. Disturbance  
Plagiarism  
Vandalism

#### **LEVEL III**

Verbal Abuse  
Sexual Harassment  
Stealing  
Vandalism  
Graffiti  
Drug/Alcohol/Use, Sale or Possession  
Assault/Battery  
Arson  
Extortion  
Bomb Threat  
False Fire Alarm  
False Lock Down Alarm

### **INTERVENTIONS**

#### **LEVEL I**

#### **LEVEL II**

#### **LEVEL III**

Detention	Dean/Stu/Parent Conf.	Admin/Student/Parent Conf.
1-2 Day Suspension	1-4 Day Suspension	1-5 Day Suspension
Work Detail	Meet Psych	Meet Psych
Loss of Driving Privileges	Written Apology	Superintendent's Hearing
Social Probation (1-4)	Social Probation (1-10)	Social Probation (1-20)
Dean/Stu/Parent Conf.	Principal Review	Police Referral
	Academic Review	Criminal Prosecution
	Removal from Class	Pay for Damage
	Loss of Bus Privileges	Removal from Class

## **Anonymous Alerts**

*Anonymous Alerts* is a communication tool for sending private, anonymous messages on urgent or sensitive matters. The system allows students, parents and staff to confidentially report bullying, cyber-bullying, safety concerns or issues, and other sensitive topics through private messages. All messages are secure, encrypted, and remain completely anonymous. Submitters do, however, have the option to reveal their identity if they prefer to have a person-to-person discussion. The system may be accessed as a website or as an app on your smartphone. To access from a computer/tablet go to <http://www.anonymousalerts/BedfordCSD/> or click on the web button called "Anonymous Alerts" on the District website. The free "Anonymous Alerts" app is available in the app store. The app username is *bedfordcsd* and the password is *bedfordcsd*. The implementation of this system reinforces our commitment to the safety and well-being of our students. The Bedford Central School District does not tolerate any behavior that intimidates, frightens, mistreats or discriminates.

## **Emergency Response Protocols**

Fox Lane High School employs six emergency protocols. These include: Fire Drills; Evacuation; Lockout; Lockdown; Early Dismissal; and Shelter in Place. Directions are posted in every classroom and office. Further, the school will conduct trainings and/or practice drills to prepare the school community in the event of any of these emergencies.

Students should be very familiar and comfortable with the six emergency protocols. Upon recognition of the alarm/announcement, students immediately maintain silence and follow the direction of the staff. Students who do not comply with the directives of staff during trainings and/or practice drills will be subject to disciplinary action.

## **Weather Related / Emergency Closing**

In case stormy weather necessitates the closing of school, postponement of starting time or early dismissal, an automated message from the school district will be sent to all families via email and telephone. The announcement will also be posted on the district website and local media.

## **Where To Go For Help**

Northern Westchester Hospital	(914) 666-1200 Mt.Kisco/Westchester
County Mental Health Services	(914) 666- 4646
Alcoholics Anonymous/ Westchester	(914) 949- 1200
Westchester County Medical Center	(914) 493 -7000
Neighbor's Link Northern Westchester	(914) 666-3410
Lexington Center for Recovery/Mt. Kisco	(914) 666-6740

## **Student Information**

### **Buses**

Bus transportation is provided for all students. When buses are provided for school sponsored trips or activities, pupils representing this school are required to go in those buses and return in them. While buses are in operation the bus drivers have the same authority as teachers, including the assignment of seats, supervision of conduct and, if necessary, the removal of a pupil from the bus and reporting such action to the Principal's office. Safety laws prohibit smoking on buses. Late bus loops are available at 3:45 pm, 4:30 pm and 5:30 pm each school day (unless otherwise specified) for those participating in after-school activities.

### **Lost and Found**

Lost articles should be reported at once to the attendance office. After making a reasonable search, students should inquire at the office about lost items.

### **Nurse**

In order to go to the nurse's office during a class period, a student must have a pass from the teacher. The nurse's office is for first aid and emergencies only. The school cannot administer medication (i.e. aspirin, eye drops, etc.) without permission from the family doctor. A student who wishes to go home because of illness should report to the nurse's office. If the student's parent consents, the student will receive a slip excusing him or her from school. If a student has to leave during the school day due to illness, the parent, or an adult designated by the parent, must pick the student up from the nurse's office. In case of minor or major injuries in school, students or teachers should send for the nurse.

### **Recycling Policy**

Fox Lane participates in single stream recycling. To recycle at our high school, toss all of your recyclables into the blue bins located in the classrooms, commons, cafeterias, and the library. Once they are collected by the custodians, the blue bags are sent to a facility where the recyclables are sorted into correct recycling groups. Recyclable materials include white

and colored papers, glass and plastic bottles and containers (plastics #1-7), newspapers and corrugated cardboard, and metal and tin cans. We do not recycle food waste, paper cartons (ex. milk cartons), plastic wrappers or Styrofoam.

## Senior Driving on Campus

Students who are granted permission to drive their cars to school must meet the following criteria:

- Be a 12<sup>th</sup> grader in good standing.
- Be a licensed driver in the State of New York.
- Submit a permission form signed by a parent or guardian.

**Driving to school is a privilege. The school administration may exercise the right to rescind a 12<sup>th</sup> grader's driving privilege at any time. This is usually due to the following:**

- Reckless driving: speeding, driving while on your cell phone, making an illegal left turn onto Route 172 (The speed limit on school property is 5 MPH).
- Leaving campus without permission.
- Leaving campus with a student who does not have permission or with an underclassman.
- Failing to report an on campus accident regardless of severity.
- Poor attendance: chronic lateness to school and/or cutting classes.
- Parking in non-designated spaces such as staff, visitor, handicap or "no parking" zones, or parking in student spaces in a different lot other than the one you are assigned.
- Allowing other students to use your parking permit.
- Suspension from school.

**Consequences for failure to comply with driving and parking regulations are:**

- 1st Offense: Warning/parent contact.
- 2nd Offense: Suspension of driving privileges for up to 30 days.
- 3rd Offense: Suspension of driving privileges for the remainder of the year.

**12th graders are the only students with driving privileges. If any underclassmen park on campus, they will be subject to the following:**

- 1<sup>st</sup> offense: Up to one-month loss of senior driving privilege.
- 2<sup>nd</sup> offense: Minimum one-month loss of senior driving privilege.
- 3<sup>rd</sup> offense: Minimum two-month loss of senior driving privilege.
- Beyond 3<sup>rd</sup> offense: Loss of senior driving privilege.

## Sports and Athletics

For up to date information on Sports and Athletics visit [The Health, Physical Education and Athletics webpage](#).

## **Student Activities**

***In our hybrid model, all extracurricular activities are on pause until further notice. The district will continue to evaluate opportunities to make these activities available based on State guidance.***

At Fox Lane High School we believe that extracurricular activities support the growth and development of the whole student. Students learn time management skills in addition to other useful skills, such as effective collaboration and long-term planning. Additionally, Student Government and clubs provide students with the opportunity to learn policy and business procedures including how to manage funds and create proposals. From students' participation and leadership within a government organization or club, students develop a greater sense of commitment, responsibility, and connection to peers and the school community.

### **Clubs**

In accordance with the Bedford Central School District's vision of "Inspiring and Challenging Our Students," we believe in offering opportunities and experiences for our students to explore both in and out of the classroom. Our high school clubs strive to meet the varied needs and interests of our student body. New club ideas are initiated by students and all clubs are student-run, and supported by a faculty advisor. To initiate a new club idea, students need to complete a form and speak with Mrs. Emery.

In accordance with New York State guidelines, student clubs are formed for educational and school service purposes. Therefore, school clubs are able to:

- Participate in club activities after school on campus
- Participate in club activities off-campus given approval through the field trip approval process
- Hold fundraisers for an agreed-upon goal
- Raise awareness for an area of interest
- Model Fox Lane PRIDE through their meetings and events: Preparation-Respect-Involvement-Determination-Effort

Membership in student clubs is open to all students. To join a club, students just need to attend club meetings and participate in club activities. Below is a current list of clubs at Fox Lane High School:

Academic Challengers	Fox Lane Climbers	Mathletes
AFS Club	Fox Lane Players	Model Congress
Anime Club	French Club	Music Club
Art Club	Future Business Leaders of America (Bus. Club)	National Art Honor Society
AVID	Garden and Sustainability	National Honor Society
Book Club	Gender, Race and Sexuality Alliance	Operation Smile
Bridges to Community	Girls Inc.	Parliamentary Debate Club
Chamber Choir	Girls Who Code	Pep Band
Chess Club	Girls STEM	Philosophy Club
Clay Club	Habitat for Humanity	Photography Club
Commoners	Hand in Hand	Puente
Acapella/ Foxappella	Hillside Student Activities Club	Robotics
Cooking Club	Hillside Yearbook	Rock Ensemble
C.O.R.E./Wellness	Human Right Activists Club	Science Olympiad
Computer Science Club	Instrumental Coaching	Science Research
Creative Writing	International Dance Club	Sinfonia
Cycle for Survival	Italian Club	Spanish Club
Family Reach	JAM Club	Student Athletic Club
Fashion and Design Club	Jazz Band	Ultimate Frisbee Club
Film Club	Language Club	Vocal Coach
Filmmaking Club	Maker Club	Yearbook
Fire and Ice		Young Democrats
Fishing Club		Young Republicans
FLHS Animal Activist Club		Youth in Action

Information regarding days, times, and locations that clubs meet is available in the daily announcements as well as on our website under "[Students - Club Information.](#)"

## **Student Government**

The purpose of the Student Government is to represent the rights and opinions of the student body in a manner consistent with the mission and honor code of Fox Lane High School, to provide for appropriate student activities, and to join with the faculty, staff, and administrators of the school in building a stronger, more effective living, and learning community. Working collaboratively, our Student Government consists of three parts: Student Government Association, Student Union, and Class Officers. Students may hold multiple positions

### **Student Government Association**

The SGA is a group of elected students that include our two Student Representatives to the Board of Education and two Student Government Representatives from each grade. The SGA meets regularly to address issues of school culture, governance, and student affairs. Additionally, the students in the SGA manage funds which provide support for school ventures, initiatives, and special projects. The SGA is represented by students in all four grades and is committed to maintaining a membership that represents our entire student

body. Positions Available: Senior Board of Education Representative, Junior Board of Education Representative, 2 Senior Class Representatives, 2 Junior Class Representatives, 2 Sophomore Class Representatives, and 2 Freshmen Class Representatives.

### **Student Union**

Elected members of Student Union promote and coordinate school wide student activities at Fox Lane High School, encourage student involvement in school life, and facilitate student-led activities. Student Union works in collaboration with individual classes and is responsible for leading school spirit events, including homecoming, pep rallies, dances, etc. Additionally, the students in the Student Union manage funds which provide support for school ventures, initiatives and special projects. Student Union is represented by students in all four grades. The Student Union is comprised of a president, vice president, secretary, and treasurer, along with a representative from each class. Positions available include President, Senior Vice President, Secretary, and Treasurer.

### **Class Officers**

Class Officers take on the responsibility of planning activities for their class. These may include social events and trips, community service activities, and fundraising to support these endeavors. This planning requires that officers be in touch with their classmates' interests, that they effectively communicate with classmates about ongoing activities, and that they are present to participate in these activities. It is important that class officers meet to discuss ideas, set goals, and assign tasks in order to achieve them. All Class Officers share equally in these responsibilities and rely on good teamwork for success. Positions available include class officers who co-lead.

## **Technology Use Policy**

### **(Board Policy 4526)**

The use of a computer network and technology tools, including the Internet, is a powerful and valuable educational and research tool. Technology provides a forum for learning various software applications and through online databases, websites and electronic mail, can significantly enhance educational experiences and provide statewide, national and global communication opportunities for staff and students.

All users of the District's computer network, technology hardware and the Internet must understand that use is a privilege, not a right, and that use entails responsibility. All hardware, software, storage media and devices, network accounts, and other technology at the District's schools and/or facilities are property of the District. The District reserves the right to control access to the Internet for all users of its computers and network. The rules and regulations governing the responsible use of the District's computer network system (inclusive of hardware and software) and access to the Internet are available at the [BCSD website](#). All students are expected to adhere to the technology use policy.

## **Transfer to Another School**

When a student transfers to another school, he or she should contact the Fox Lane Registrar prior to leaving. The student will be given proper checkout forms. Books are to be returned to curriculum areas.

## **Working Papers**

A certificate of employment is required of all young people under the age of 18 before they can begin to work. Students may obtain application forms in the Guidance Office of the high school. The physical examination for working papers, which must have been given no more than 12 months prior, must be signed either by the school physician or the student's own physician. The student's parent or guardian must sign the application itself.

## **Public Notice**

The Bedford Central School District, the Fox Lane Campus, Box 180, Mount Kisco, New York, 10549, does not discriminate on the basis of gender or sexual orientation in the educational programs or activities it operates; its requirement by Title IX of the Education Amendments of 1972 not to discriminate in educational programs and activities extends to employment and the admission of students. Inquiries concerning the employment and the admission of students, inquiries concerning the application of Title IX may be made to the Director of Personnel, Bedford Central School District, Box 180, Mount Kisco, New York, 10549 (241-6000).



Fox Lane High School  
Bedford, New York

September 2020