

SODUS INTERMEDIATE STUDENT HANDBOOK

2025-2026

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DISTRICT MISSION STATEMENT

Nurtured by the influence of a diverse community, our district is committed to the success of every student. We will support our students in developing the skills and strategies needed to achieve academic excellence and to become respectful, responsible, kind citizens of a global society. We are dedicated to sustaining an environment that fosters a joy for life and continued learning.



INTRODUCTION

Our Intermediate School Student Handbook contains procedures and general information describing how the school operates. We encourage parents/guardians to be familiar with the information found in this handbook and recommend you keep it in a handy location for easy reference.

If you have any questions, feel free to call the Intermediate School office at (315) 483-5242 or (315) 483-5281.

Sincerely,

*Megann Johnson
Intermediate School Principal*

*Casandra Munzert
Elementary/Intermediate School Assistant Principal*

A message from the Superintendent of the Sodus Central School District...

*The Sodus Central School District is committed to creating and sustaining a positive school environment that supports teaching and learning. The District has embraced strategies to teach all students and adults those positive behaviors that demonstrate **respect, responsibility, and kindness** in grades pre-K through twelve. These strategies are collectively called "**PBIS**" - Positive Behavioral Interventions & Supports. As a school, we believe that we can teach and reinforce the highly desirable behaviors that make our school a great place to learn and work.*

*Our District **Code of Conduct** is a School Board approved policy that educates and clarifies for students and adults what the rights and responsibilities of all school partners are, as well as potential consequences for individuals when the rules of the school are broken. You should be aware of the severe school penalties that exist for violence, drugs and alcohol, and other serious incidents in the school. Please review the Code of Conduct carefully and be sure you ask your child's teacher, principal, or school counselor/social worker any questions you might have.*

Sincerely,

*Nelson Kise
Superintendent of Schools*

TABLE OF CONTENTS

	Page
Attendance	5
School Hours	6
School Buses	6
Walking and Riding Bicycles to School.	7
Electronic Equipment	7
Phone use at Main Office	8
Dress Code	8
Backpacks	9
Valuable Items to School	9
Lost and Found	9
Student Sale of Goods	9
Health Office	9
Physical Education	11
Field Trips	11
Home-School Communication	11
Reporting Student Progress	11
Library	12
Homework Expectations	12
Student Supplies	13
Cafeteria	13
MTSS Acknowledgements	14
Public Harassment	14
Public Display of Affection	15
Code of Conduct	15
Problem Solving Procedures	15
Instrument Rental	15
Prime Time Kids	16
Student Council	16
Intermediate School Student Expectations	16

Sodus Central School Alma Mater

'Mongst the maples and the locusts'
With their grateful shade.
Stands a happy school where often
We have worked and played
Sodus Central, Sodus Central
Loyal would we be
To the words of truth and wisdom
We have learned from thee

ATTENDANCE

Students have a right to educational opportunities that will enable them to develop to their fullest potential. Regular classroom attendance is a major component of academic success. Because learning is often sequential, and class discussions and experiences are hard to duplicate, students who do not attend classes are at a serious disadvantage. By establishing an attendance policy and regulation, the administration and staff of the Sodus Intermediate School hopes to encourage responsible habits that will carry over into future adult work habits and will also help ensure increased academic performance at all grade levels. Therefore, students are expected to attend all sessions of the classes in which they are registered.

An excused absence, tardiness, or early departure should be submitted or communicated to the Main Office from the parent or guardian within two school days of the occurrence in the form of a **written note**. Failure to do so shall cause the occurrence to be classified as unexcused.

Excellent Engagement/Attendance

The following are the criteria for excellent engagement/attendance:

- **Student must be in school every day**
- Any tardiness must be for an excused reason (see list below)
- Any early departure must be for an excused reason (see list below)
- Student may not have more than 4 combined tardies or early departures per school year

● Excused and Unexcused Absences, Tardiness, and Early Departure

The Sodus Central School District, recognizing local education and community needs; values; and priorities, defines the following:

Excused Absences, Tardiness and Early Departures from Sodus CSD

- Personal illness
- Death or illness in the family
- Court appearance
- Religious observance
- Quarantine due to illness
- Medical appointment
- Mental health appointment
- Impassable roads
- Bad weather
- Students receiving approved home instruction

If these types of excuses become excessive (an amount determined by the principal), then the excuses shall be reviewed by the principal. These types of excuses may be denied the “excused” status in the future. In order for the above stated items to be excused there must be verbal or written communication between the parent/guardian with the appropriate school staff. The primary responsibility for this communication rests with the parent/guardian.

Excused Absences, Tardiness, and Early Departure from Class

The following excused items will pertain to students who are considered present at school, but are not present in class for some or all of the class period.

- Music lesson
- School counselor appointment
- Any pass from administrative offices
- Any pass from staff member (a pass for the purpose to merely facilitate a tardy pupil to the next class without a valid reason shall have the words unexcused tardiness indicated on the pass)
- Related Service Provider session
- School sponsored field trip
- Approved class or specific group/organizational meeting

- Student sent to problem-solving, counseling, main office or nurse's office
- Student's presence at an alternative instruction site due to teacher removal
- Principal's approval for circumstances not covered by the above items

Unexcused Absences, Tardiness, and Early Departures

- Vacation, taken by families at times other than those scheduled by Sodus CSD
- Hunting
- Missed bus
- Overslept
- Caring for a child (babysitting)
- Went to the bathroom without prior permission
- No pass from staff
- Hair appointment
- Truancy
- Leaving the building or class without permission
- Deliberately not attending or avoiding class

All absences from school, excused or unexcused, can impact recognition of attendance awards such as Perfect Attendance, Quarterly MTSS Acknowledgement eligibility, and others. If you have questions about whether an absence will impact your child's eligibility for attendance incentives and awards, please contact the Intermediate School Principal or School Counselor.

These lists are not meant to be inclusive. The status (excused or unexcused) of situations not covered in the above lists shall be made by the principal.

SCHOOL HOURS



- The regular school day will be from 7:25 a.m. to 2:11 p.m. Monday through Friday.
- Students will be considered tardy if they enter after 7:39 a.m.
- Tenth period (2:11 p.m. - 2:55 p.m.) is the time when students can receive assistance from their teachers, participate in extracurricular activities, or participate in band/choir. When requested by their teachers, students are obligated to report to their teacher's classrooms during the tenth period to finish incomplete assignments and/or discuss behavioral concerns.
- Students who do not have any scheduled classes or obligations to their teachers should leave at 2:11 p.m.
- Tenth period is considered a class. Students need to be with a teacher during this time. Any student in the hall is required to have a pass; if a student does not have a pass, they will be escorted to the Reset Room where they will remain until 2:55 p.m.
- Students riding the 2:55 bus will require a bus pass to ride the bus. The bus pass will be provided by the teacher or advisor they stay with during 10th period. Those staying for choir or band will not need a bus pass because these are classes, and the drivers have a list of those students enrolled in 10th period classes.

SCHOOL BUSES

Every student has an opportunity to ride the bus to and from school. Students should ride the assigned bus unless they have a pass to ride a different bus. All students will be provided an ID card that they will swipe when boarding the bus and again when they get off the bus. This will allow parents and school personnel to know where all students are if they are on school transportation.

If a student misses his/her bus, it is the parent/guardian's responsibility to bring the child to/from school.

Students' Rules:

- Obey driver at all times
- Once seated, stay seated
- All body parts are to remain inside the bus
- Speak at a reasonable voice level (level 0 or 1)
- Food and drinks are not allowed on the bus



- Stand behind the white line
 - Student conduct rules on the bus are the same as those for school
 - Keep hands and feet to yourself
 - Use appropriate and respectful language at all times
- No student will be allowed to ride a bus that is not their assigned bus. Any exception to this must be made with the Main Office and Transportation Department. These exceptions will only be made in response to a family emergency.
 - Permanent bus changes require that the parent or guardian complete a transportation request form to the Transportation Department at least a week prior to the change to allow for any changes in bus routes.
 - Each student has the right to ride the school bus. However, failure to abide by the rules that ensure the safety of all students can result in bus suspension, detention, in-school suspension, or suspension from school.
 - Students who are suspended from the bus are still required by law to attend school. Transportation will have to be arranged by the student's parents or guardian.
 - If there is a specific problem on the bus, please call the bus garage at 483-5273 or 483-5272. The Transportation Supervisor is Jeremy Bricks.
 - There will be an Activity Bus after school Monday through Friday. The Activity Bus is only for students who are participating in an activity or working with a teacher. Students cannot expect to ride the Activity Bus without prior arrangement with a teacher and have permission from a parent or guardian. Students should contact parents to obtain permission by 1:30 p.m. The afternoon activity period will run from 2:15-2:55. Reasons for riding the Activity Buses include, but are not limited to the following reasons:
 - 1) Extra help
 - 2) Make up work not completed during the day
 - 3) Discipline (detention)
 - 4) Extracurricular activity (choir, art, band, play practice, intramurals, clubs, etc.)
 - If, in spite of all precautions, your child does not arrive at home at the regular time, please call the Transportation Department at 483-5272 or 483-5273 or the Intermediate School immediately at 483-5242 or 483-5281. Be sure you know the number of your child's bus.

WALKING AND RIDING BICYCLES TO SCHOOL

- Students may walk or ride their bicycles to-and-from school.
- Bicycles should be left in front of the Intermediate School and can be secured to the bicycle racks. A lock is recommended.
- Students who ride bicycles to school assume responsibility for that bicycle; the school is not liable for damage or theft.
- When riding bicycles on school property, students should wear appropriate protective gear, including a helmet.
- For situations involving bad weather (snowstorms, thunderstorms, etc.), we reserve the right to have a student take the bus home, even if they have permission to walk home or ride a bike home. This is for the safety of the child.



ELECTRONIC EQUIPMENT

Electronic equipment (cell phones, smart watches, cameras, video recording devices, CD's, DVD's, tablets, MP3 players, video games, laser pens, beepers, and other similar communication and entertainment devices, etc.)



Cell phones, smart watches and other electronic equipment are not permitted for use on the Intermediate School campus. Cell phones should be turned off and remain in cubbies during school hours (7:25-2:11, or 2:55 if the student stays after school). If a student's phone is identified in his/her possession during school hours, it will be confiscated by a staff member and given to an administrator.

- 1st offense will lead to a student's phone being returned to him/her at the end of the school day.
- 2nd offense requires a parent/guardian to pick up the phone/electronic equipment.
- 3rd offense requires a parent/guardian to pick up the phone/electronic equipment, and an additional consequence will be assigned.

Smart watches are only to be used as watches to tell time. If a student is texting or using the watch for communication or picture taking, the watch will be confiscated with offense rules being the same as cell phones.

The taking of pictures/videos of other students or staff members on campus, on school transportation, or at any school event off campus is not permitted without the express permission of the staff members or students involved. Any electronic equipment confiscated from a student is subject to a search; students will face consequences if such search exposes inappropriate or unsafe material.

CHROMEBOOKS

Every student is issued a Chromebook for school use. It is the responsibility of the student to ensure they know the location of the chromebook, are not other people use the device, and are taking care of it. Students should only use the chromebook for school related assignments, classwork, homework, etc.

PHONE USE AT THE MAIN OFFICE

There is a phone for student use in the main office. If the need arises during class time, the student must obtain a written pass from his/her teacher. It is the student's responsibility to call home before 1:30 p.m. if they are staying after school for any reason.

DRESS CODE

All students are expected to give proper attention to personal cleanliness, and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other school personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting. The Principal or members of Pupil Services Staff (teachers, social workers, nurse, school resource officer, crisis intervention specialist, etc.) shall make the decisions on whether a student's attire conforms to the dress code. A student's dress and appearance, including accessories, shall meet the following expectations:

1. Be safe, appropriate, and not disrupt or interfere with the educational process.
2. All clothing must cover the midriff, lower abdominal area, gluteal area, and chest area, and students may not wear clothing with holes, rips, or sheer fabric through which these areas of the body are visible.
3. Students shall ensure that undergarments are completely covered with outer clothing.
4. Proper footwear should be worn at all times. Footwear that is a safety hazard will not be allowed (for example: slippers and "heelies").
5. Headwear (hats, hoods, scarves, head-wraps, and bandanas) should be placed in classroom storage areas prior to the start of the school day and remain there for the duration of the day (7:25-2:55). Exemptions will be made for religious dress requirements, medical conditions (with proper documentation) and/or school spirit days.
6. Chains in excess of 8 inches or spikes of any length are inappropriate for school.
7. Students shall not wear attire that is vulgar, obscene, libelous, or offends others on account of race, color, religion, ancestry, national origin, gender, sexual orientation, or disability is not appropriate for the school setting.
8. Attire that promotes and/or endorses the use of alcohol, tobacco, or illegal drugs, sexual activity, and/or encourages other illegal or violent activities is inappropriate.
9. Coats, jackets, blankets and other types of outerwear must be removed and stored in cubbies during the school day.
10. Sunglasses (unless medically advised) must be removed while in school.

The principal shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year.

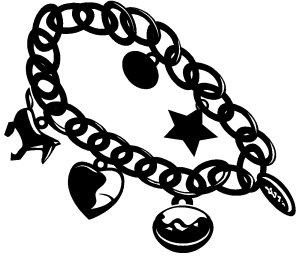
Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, replacing it with an acceptable item. Failure to modify or replace one's attire may result in the student being sent to In-School Suspension or home. The student may return when dressed appropriately.

BACKPACKS

Students may not carry backpacks, bookbags, messenger style bags, wheeled backpacks/duffle bags, fanny packs or other bags during the school day to classes. Students must store them in their cubbies during the day.

VALUABLE ITEMS TO SCHOOL

We do not encourage bringing items of value to school. There are too many opportunities for items to be lost, broken, stolen, etc.



Do not send valuable items to school. The principal or a staff member may request that students not bring items to school that are causing disruptions to instruction.

Students are instructed to bring to school only the amount of money they will need for the day. This should never be left unattended or in a student's desk.

When students are handling a large amount of money due to a fundraiser, field trip, etc., they should turn it into the Main Office as soon as possible. The money will then be secured in a safe.

LOST AND FOUND

Lost-and-Found items are generally kept in the music hallway. Children and/or parents/guardians are urged to inquire at the office regarding lost item(s). At the end of the school year, all unclaimed items are given to students in need or are discarded (e.g., one shoe, one boot, one mitten, etc.).

STUDENT SALE OF GOODS

- Students should not be selling any item at school that has not received the approval of the principal.
- In general, the only items students should be selling at school are for approved fundraising activities that are school sponsored.
- Students should not sell personal items and non-school fundraising items to other students at school. If you have any questions or need clarification, contact the principal.

HEALTH OFFICE



- An **Emergency Health Form** was sent home prior to the start of school. Please check this form, update if necessary, sign and return it to the main office as soon as possible. The importance of this form cannot be fully appreciated until a child needs emergency care and information about necessary contact is not available so that adequate care can be provided.
Please update this form if a change occurs during the school year.

- Parents are requested to contact the Health Office (483-5224) or the Main Office (483-5242 or 483-5281) when a student is ill or absent from school. You may also send a ParentSquare message to ReBecca Bourne, our school nurse.

- Students with minor illnesses or injuries will be sent to the health office for assessment and

minor treatment. Parents will be notified for more serious problems and if more care is advised. If it appears that a student is unable to remain in school, the parent or someone delegated by the parent to care for the child (as indicated on the Emergency Health Form) will be notified. Please indicate on the Emergency Health Form if there are any special requests. Parents are expected to provide transportation home for children who become ill or injured during the school day.

- PE excuses from a student's doctor should be given to the school nurse. The school nurse will notify appropriate staff.
- Sometimes injuries that occur during school hours are not reported to school personnel by the injured student. Parents are asked to report all such injuries to the school Health Office or to the Main Office as soon as possible. An accident report will be initiated and filed with the Health Office.
- Parents are requested to notify the Health Office when there is evidence that the student may have a communicable disease. The school nurse will then determine if, and when the student may return to school after consultation with the student's physician if necessary.
- If, at any time, your child needs treatment by a doctor or is injured, we ask that you let us know, so that we may be aware of any special help your child may need.

Medication in school

The following procedures should be followed if it is necessary for a student to have medication while in school:

1. Medications will be given only upon written order of a physician for giving such medication in school. This order should be addressed to the school nurse.
2. Parents are requested to bring the medication to school and deliver it to the school nurse. No medication should be brought to school by a student. Parent signed permission is needed to administer all medication.
3. The parent is responsible for an adequate supply of medicine in a drug store container, labeled properly with directions and the student's name.
4. No change in dosage or frequency can be made by the school nurse without the physician's order.
5. Students who require rescue medications for asthma, allergies, or diabetes may self-administer their medication, if they have a physician order, parental consent, and are deemed independent by their physician.

Questions regarding these procedures should be addressed to the school nurse at (315) 483-5224.

Insurance

- Sodus Central School District has contracted to provide some coverage for accidental injury suffered by each student during school, on the way to or from school, and during school-sponsored and supervised activities, including athletics. The School Accident Policy was designed to assist in covering expenses resulting from accidental injury to any student. We are able to offer this program at a reasonable cost only by coordinating the benefits of the School Accident Policy with those of any other contract or policy that you might hold.
- If the student qualifies for coverage under another contract or policy, all claims must be processed first against that policy (or policies). This includes the regular family Blue Cross & Blue Shield contract but does not include Medicaid. The School Accident Policy will provide some payment for covered services (up to the maximum) in accordance with the benefits listed.
- Parents will receive a claim form to complete and send directly to the insurance company.
- School insurance does not cover eyeglasses that may be broken while the student is in school or on school property.

Immunizations

A certificate of immunization is required from a physician, clinic, or former school. New York State Immunization Laws are determined yearly. Parents will be notified if their child is lacking an immunization and students will be excluded from school without proper documentation.

Parents are encouraged to see their own family doctor for boosters to keep their immunity active. Also, clinics are held monthly at the Public Health Office in Lyons, NY, phone 315-946-5749; an appointment is required, please call the Public Health Office to schedule an appointment.

Medical Regulations

- The school district has a special interest in the health and growth of your child. We need your help in sharing with us certain information that we must have in order to ensure that we comply with the New York State Education Law and the regulation of the Commissioner of Education.
- A medical evaluation is required for each student upon his/her entrance to school and each student entering grades designated by NYS regulation. It is recommended that this be done by your child's primary health care provider who can speak directly to you about any health concerns.
- Our school physician suggests you have this completed between June 1 and November 1.

Screenings

- Vision, hearing, and scoliosis screenings are done in school for students in the grades designated by NYS regulation or any other time as requested by a teacher or parent. Referrals are made on students suspected of having problems in these areas. If you think your child has a hearing or vision problem, discuss your concern with the Health Office and request early screening.
- You are requested to follow through with the appropriate specialist about reported or suspected concerns.
- Request the specialist to complete the report and return it to the school. A doctor's report and recommendation will help the school staff make educational program adjustments when necessary.

PHYSICAL EDUCATION



At the Intermediate School, students do not change for PE classes. Students may want to wear comfortable clothing that they can move easily in on days they have physical education class. Sneakers must be worn for PE. In warm weather, PE classes may be held outside.

All jewelry, such as watches, rings, bracelets, and earrings should not be worn during class. This policy was established to ensure the safety of the students. Students should not wear these items on PE days.

All students are required by law to attend courses of instruction in Physical Education designed to meet the growth and development needs of students. The Physical Education Program offers a wide scope of activities that promote health and wellness. A note from the physician is also required for short-term exceptions. This must include the date the student may again begin to participate or plans for continuation of care.

FIELD TRIPS

Field trips, when planned as part of the school program and accompanied by school personnel, are a part of the student's regular school day. Parents will be notified when their child's class and teacher will be going on a field trip. This notification will give the place to be visited, the date, and the time. These trips are planned so that the child will be back at school and ready to go home at the regular dismissal time, except for an overnight field trip. Parents are required to complete a permission slip form prior to their child going on a field trip. Some field trips have costs associated with them. We will never exclude a student from a field trip because he or she cannot cover the cost. Please contact your child's teacher or school principal if you need assistance with the cost of a field trip.

As field trips take place away from school grounds, positive student behavior and cooperation are expected and necessary. Students who have not consistently demonstrated these qualities may be asked to remain at school rather than participate in a field trip. This procedure is followed only after prior consultation or notification from your child's teacher. Please contact him/her if you want more specific information.

Parent volunteers for field trips are often needed and greatly appreciated. Anyone wishing to volunteer on a field trip is required to complete a volunteer application in advance. These applications are available in each of the main offices. For your child's safety, no adult is allowed on a field trip without advanced authorization. If you are interested in volunteering, let your child's teacher know. To volunteer or participate in any field trip (day or overnight) an applicant will need to be cleared through the Raptor system using a valid government ID. Applications are only valid for the school year in which they are approved. Volunteers will need to re-apply each year.

In keeping with school policy, we ask that no one smoke while on a field trip.

HOME-SCHOOL COMMUNICATION

The faculty and staff of the Intermediate School believe the only way to give students a quality education is for the home and school to partner together. We value talking with parents and guardians of our students. Through open communication, we can avoid problems or resolve problems quickly.

If you have a question or feel there is a problem regarding your child in the Intermediate School, the first person to contact is your child's classroom teacher. If after discussing the issue with the teacher you would like to speak with the principal, please call the office at (315) 483-5242. The best time to answer a question, clarify a concern, or solve a problem is immediately. Please do not hesitate to contact us with any questions or concerns.

REPORTING STUDENT ACADEMIC PROGRESS

Parents may at any time of the school year request a teacher/parent conference. Because of the number of students and parents involved, you are asked to contact your child's teacher and request a definite time when he/she would be able to discuss your concerns. Teachers will also be requesting conferences throughout the school year.

Spanish translations of all communications are available for parents. If you need Spanish translation of a document, please contact the Intermediate School main office at 315-483-5281 or 315-483-5242. Las traducciones al español de todas las

comunicaciones están disponibles para los padres. Si necesita la traducción al español de un documento, comuníquese con la oficina principal de la escuela intermedia al 315-483-5281 o al 315-483-5242.

An unannounced visit for a conference will most often find the teacher unavailable due to his/her teaching schedule. A note, phone call, Parent Square message, or email will ensure a time convenient for both parties. Special days and/or evenings are designated on the school calendar for parent/teacher conferences. These conferences are important so that the teacher and the parent can collaborate with each other on how to best bring the child to his/her highest potential.

Intermediate School students will have their 10-week report cards printed from SchoolTool and mailed home. Interim Reports will be done by the students in their classrooms and brought or mailed home.

Parents who would like to be updated at times other than grading periods should contact the teacher directly or call the school counselor at (315) 483-5232. SchoolTool Parent Portal is another way to stay current with your child's progress in school. If you need to be set up access for Parent Portal at any time during the school year, please contact the District Office at (315) 483-5234. The District is also using a communication system known as "Parent Square" that can be used to communicate with teachers.

THE LIBRARY



In the Intermediate School Library there are many items for students to sign out and enjoy. In addition to books in English and in Spanish, we offer audiobooks, eBooks (electronic books) and DVD movies. We also have the ability to borrow items from other libraries. Students may sign out two items from the library in addition to digital eBooks and audiobooks. All items need to be returned or renewed within two weeks. Students also have access to many other online educational programs through the library folder in Classlink.

When a student does not return an item on time, it is considered overdue. If an item is lost or damaged beyond repair, it is the student's responsibility to pay for it, or replace the item. If the student is unable to pay the replacement amount, please contact the Librarian or the Main Office as soon as possible. Reminder notes will be sent at the end of each marking period. All borrowed materials need to be returned during the first week in June. Electronic materials may be enjoyed all year long.

HOMEWORK EXPECTATIONS

Sodus Intermediate School believes homework that is purposeful and appropriate in content and length will improve academic achievement and help students develop a sense of responsibility for their learning. Homework will be assigned in the Intermediate School to further develop each student's educational program.

Teachers will establish homework procedures and will communicate their expectations regarding homework to students and parents at the beginning of the school year. Evaluation of homework and feedback to students will vary from teacher to teacher. Homework may be electronic through student chromebooks, or paper and pencil depending on teacher discretion.

For homework to be effective, students, parents, and teachers need to work cooperatively. The Sodus Intermediate School defines the roles of these persons in the following ways:

The student will:

- use agenda to record daily assignments
- take home materials needed to complete the assignment
- understand the assignment before leaving school
- schedule time for homework
- seek help if necessary
- return completed assignments on time



The parents will:

- check to see if there is homework to be done
- provide a quiet, well lit workplace
- establish an appropriate time to complete assignments
- supply basic materials (pencil, paper, etc.) as needed
- give the child the responsibility of doing the assignment, but assist if needed
- encourage and support their child regularly
- communicate any concerns to their child's teacher promptly
- contact their child's teacher(s) and make arrangements for homework to be completed in the event of an extended absence

The teacher will:

- assign appropriate homework
- make sure homework directions are clearly stated
- make sure students have necessary materials
- give evaluation/feedback to students in a timely manner
- inform parents when a student does not meet homework expectations

STUDENT SUPPLIES

Students are responsible for their own supplies (e.g., paper, pencils, pens, notebooks, and erasers). Parents should encourage their child to always have an adequate amount of these materials on hand. Parents are requested to provide supplies. If you are unable to provide supplies, please contact the Main Office.

When the use of a textbook/workbook is required, the school will supply these materials. If this is lost/damaged, the student will be asked to pay for the replacement. Chromebook insurance is available for individuals and/or families. This information will be shared with parents before the start of the school year.

CAFETERIA**Computerized Point-of-Sale System**

Every student at Sodus Central School District has an account set up in our computerized, pre-paid point of sale system. All students are issued a personal identification number (PIN) to access their account. Student PIN numbers will not change from year to year. **Students are encouraged to memorize their PIN number.**

Lunch: There is a hot/cold lunch program available to all students. Students who do not wish to enjoy a lunch from the cafeteria should bring a bagged lunch. The lunch should be well marked with the child's name on it. Lunches are often left on the bus and are not marked with the child's name; therefore, we are unable to get the lunch to the proper owner.

Snack items are provided to supplement a full, healthy lunch, not instead of a healthy lunch. We only allow students to purchase one snack item from the cafeteria. A variety of menu items are provided for our students. Please speak to your child regarding your expectations of what to order for lunch. A menu will be sent home with your student at the beginning of each month and will be posted in the classroom.



Breakfast: The following are examples of items that will be offered for breakfast: cereal, bagels, cinnamon toast, juice, and milk. This will vary from day to day.

School Snack, Treats, and Celebrations:

Due to NYS health regulations and the Sodus Central School Wellness policy, we have been advised to no longer allow homemade foods/treats for classroom celebrations. Students can continue to bring and eat their own snacks or lunch from

home, but these items should not be shared with other students. **Energy drinks, coffee, soda, and drinks with high levels of caffeine are not allowed to be brought to school.**

Healthy Food Ideas

Fresh fruit kabobs	Sunflower seeds	Graham crackers
Fruit smoothies	Pretzels	Low-fat cheeses
String cheese	Applesauce	
Low-fat granola bars	Whole grain crackers	
Light or low-fat popcorn	Low-sugar yogurt parfaits	
Baked tortilla chips and salsa	Dried fruit (with little or no added sugar).	
Vegetable trays with hummus or low-fat dip.		

**In order to meet New York State Health requirements these foods must be purchased from a store and not made in the home.*

We understand that parents like to send treats into class to celebrate birthdays and other events or holidays. ***In compliance with our wellness policy and regulations, we can no longer allow snacks to be brought in for these classroom celebrations.*** Some non-food items that can be sent in to celebrate birthdays and events include: stickers, pens, pencils, erasers, bookmarks, etc.

MTSS ACKNOWLEDGEMENTS

MTSS Tier 1 practices are baseline systems intended to be successful when working with 80-100% of students (green) within the school, while **MTSS Tier 2** interventions are intended to support targeted groups of (yellow) students (approximately 10-15%) who need additional supports in certain areas, and **MTSS Tier 3** practices are highly individualized interventions and supports for our most intensive (red) students (approximately 1-5%).

Intermediate Tier 1 System Includes Acknowledgements: Tier 1 practices include all of the procedures shared in the introductory section of the student agendas. Tier 1 also includes acknowledgements.

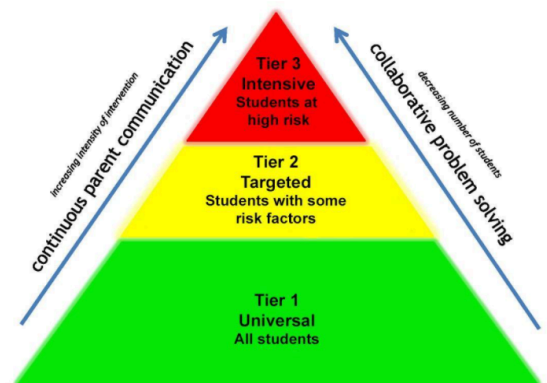
There are two types of acknowledgements that are a part of our Tier 1 practices:

- **Universal Acknowledgements**-we do these intermittently throughout the school year, and they are linked directly to our district and school wide core values of Respect, Responsibility, and Kindness. For universal acknowledgements we set a schoolwide goal, and if we achieve that goal as a school, everyone gets the acknowledgement. Each student contributes toward achieving this goal. We always communicate the goal for these universal acknowledgements to all students through announcements and/or our monthly assemblies. There are also posters posted throughout our school's hallways, reminding students that these acknowledgements are upcoming and/or in process.
- **Quarterly Acknowledgements**-we do these acknowledgements (incentives) after every quarter for marking periods 1-3. Quarterly acknowledgements are earned on an individual basis by passing all classes, having no behavior referrals, and consistent attendance/engagement in classes. It is reasonable to expect that students will have no more than 3 absences within the quarter in order to maintain eligibility for acknowledgements.

PUBLIC HARASSMENT

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex or gender in education programs or activities that receive federal financial assistance. Sodus Central School is committed to safeguarding the rights of all people within the school district to work and be educated in an environment that is free from all forms of sexual harassment. Sexual harassment does not only depend upon the offender's intention, but also on how the target perceives

Multi-Tiered System of Supports (MTSS)



the behavior or is affected by it. Sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from peers, as well as from supervisors.

Sodus Central School condemns all unwelcome behavior of a sexual nature that is either designed to exhort sexual favors from a student or employee or which has the purpose or effect of creating an intimidating, hostile, or offensive work or learning environment. Sodus Central School also strongly opposes any retaliatory behavior against any person filing a complaint or witnesses.

Any employee or student who believes he or she has been subjected to sexual harassment should report the alleged misconduct immediately so that corrective action can be taken. In the absence of a victim's complaint, the Complaint Officer upon learning of or having reason to suspect the occurrence of any sexual harassment will ensure that an inquiry or investigation is promptly commenced.

"PDA" PUBLIC DISPLAY OF AFFECTION

Public display of affection is not permitted in the Intermediate School. This includes hand holding and kissing of any kind.

CODE OF CONDUCT

The Code of Conduct for Sodus Central School District can be found on the "purple" District calendar. It can also be found on the District website.

PROBLEM SOLVING PROCEDURES

All members of the Sodus Intermediate School community are expected to act responsibly and to treat each other with respect and kindness.

Student behavior management is the responsibility of all staff. Staff will utilize appropriate and effective classroom management techniques. A variety of strategies are used to engage students throughout the day. If a student is uncooperative, non-compliant or unreceptive to interventions, a staff member will send the student to the Main Office or Re-set room for additional intervention support. When appropriate, the staff member will fill out a Behavior Data Form and contact the parent.

Should a student receive a consequence of In-School Suspension or Out-of-School Suspension, the student may not be on school property or attend any extra-curricular school functions such as dances, athletic events, etc. during the period of suspension. Students who have discipline referrals processed within a week will be ineligible the following week for 10th period extra-curricular activities.

PROGRAMS AND SERVICES

Instrumental Rental: It will be the policy of the Music Department to maintain an inventory of selected instruments that are very expensive to buy or rent. The following is a list of those instruments:

Oboes	French horns	Bassoons
Baritones	Bari Saxes	Tubas
Bass Clarinets		

Arrangements for rental of all other instruments will be the responsibility of the students and their parents/guardians. The Music Department can recommend several companies that provide rental instruments.



Prime Time Kids: After-School Child Care Program

Prime Time Kids After-School Child Care program is available for fourth, fifth, and sixth graders. However, there is a limited amount of space. Children are enrolled on a first-come, first-served basis. Students go to afternoon Prime Time at the conclusion of the regular school day and must be picked up by their parents prior to 5:30 p.m. Afternoon Prime Time

is in the Intermediate School Cafeteria until 3:00 PM, and then transported to the Elementary School. There is a cost per week for the program, which is subject to change.

Students participating in the Prime Time program can use the computer lab, playground, gymnasium, library, and cafeteria for activities. Students are supervised by adults in a safe and structured environment. Students MUST be registered prior to attending the program. You may call the District Office at (315) 483-5268 for more information.

Student Council:

We have an active and ambitious Student Council which sponsors diverse events, activities, and fundraisers throughout the year. We believe that leadership skills are developed through programs such as Student Government. Each grade level homeroom has elected representatives who should embody our core values of respect, responsibility, and kindness. We encourage family involvement, community support, and self-advocacy.

Intermediate School Student Expectations












































Respect

Responsibility

Kindness

These ideas will be the theme throughout the school year with regard to behaviors, both academic and behavioral. The chart on the next page lists the expectations for all students in all areas of the building. It is likely that we will add or modify some of these expectations as the year moves forward.

Sodus Intermediate School

	Classroom	Hallway	Bathroom	Bus	Everywhere
<u>Be Respectful</u>  <i>Looks like:</i>  <i>Sounds like:</i>	 -Follow adult directions and actively listen  -Participate appropriately, give your best effort  -Wait for your turn to speak	 -Stop, look and listen when being spoken to by an adult  -Keep hallway clean	 -Quick & quiet  -Mind your own business	 -Stop, look and listen when being spoken to by an adult  -No food or drink on the bus	 Maintain personal space  -Use safe greetings  -Check your voice level  -Check in with my feelings throughout the day  -Be a model for others  -Use Manners  -Use polite words and gestures
<u>Be Responsible</u>  <i>Looks like:</i>  <i>Sounds like:</i>	 -Complete your work  -Fill out your agenda daily  -Be prepared with materials  Set goals  -Ask questions	 -Go directly to where you are supposed to be  -walk at all times	 -Flush  -wash hands  -Turn off faucets  -Put paper towel in garbage	 -Keep all body parts inside the bus  -Keep hands and feet to yourself  -Stay seated	
<u>Be Kind</u>  <i>Looks like:</i>  <i>Sounds like:</i>	 -Interact positively with others, be understanding and encouraging  -Speak honestly	 -Keep hands, feet and objects to yourself  -Help others	 -Respect privacy  -Leave doors closed	 -Keep aisles clear for others to walk	
<u>Adult Role</u>	Supervise all areas of Classroom Greet students warmly Actively supervise small group activities	Reinforce transitions	Teach and practice routine monthly		Use active supervision