

JERICO MIDDLE SCHOOL



STUDENT HANDBOOK

This handbook belongs to:

JERICHO MIDDLE SCHOOL

A MESSAGE FROM OUR MIDDLE SCHOOL ADMINISTRATORS

Welcome to Jericho Middle School!

The middle school staff has worked hard to create a variety of instructional and co-curricular activities for the school year. We look forward to your participation in these activities and ask for your assistance in continuing to enhance our fine reputation.

Please take the time to read this book carefully. It contains useful information about our school, including policies you must be aware of and follow. If you have any questions, see your teachers, guidance counselor, support staff or any of the administrators. Remember, at the Middle School we are “family.” Everyone is available to assist and support you throughout the school year.

On behalf of the staff, we wish you a year filled with learning, excitement, new friendships, and much success. Always do your personal best!

Have a great year!

Mr. Chad Gleason
Ballute-Scianablo

Mr. Chad Gleason
Principal

Ms. Sara

Ms. Sara Ballute-Scianablo
Assistant Principal

Mission Statement

Jericho Middle School is a sensitive educational community in which we promote the social, emotional, and intellectual growth of our students. Our focus is to provide a school setting that is responsive to their educational and developmental needs. Our vision, shared by students, educators, parents, and community members, helps enable students to become good citizens, life-long learners and intellectually reflective individuals.

GREETINGS FROM YOUR GUIDANCE COUNSELORS

Welcome to Jericho Middle School. We're happy you are here!

Starting off a new school year can be a little scary. You may have questions like: How will I find my way around? Where can I keep my coat and books? What if I get sick, am absent, or late to school? The list could go on and on.

If you still have questions or concerns after reading the Student Handbook, feel free to speak with your guidance counselor and they will be happy to help.

Sincerely,
Your Guidance Counselors
(516) 203-3600

Kerri Schmitt
7th Grade Counselor
X3274

Meredith Richman
8th Grade Counselor
X3557

Megan Murray
6th Grade Counselor
X3271



More Important Phone Numbers

Mr. Chad Gleason
Principal
203-3600 ext. 3552

Ms. Sara Ballute-Scianablo
Assistant Principal
203-3600 ext. 3270

Ms. Alison Brush
Psychologist
203-3600 ext. 3212

Ms. Aisha Breland-Henry
Social Worker
203-3600 ext. 3435

Middle School Attendance Office
203-3600 ext. 3273

Middle School Learning Center
203-3600 ext. 3572

BRAVE

What is BRAVE?

The **Bully Reduction/Anti-Violence Education Program (BRAVE)** was developed to assist schools in decreasing bullying and harassment and create school environments where every student is respected.

- **BRAVE** is tailored to meet the needs of each school or district.
- **BRAVE** recognized that one session presentations have limited impact, and therefore provides on-going services.
- **BRAVE** is provided by experts in child and adolescent development and mental health who are available for consultation throughout the school year.
- **BRAVE** targets all students. Victims and bullies represent the minority of students, while most students have been witnesses to bullying. **BRAVE** works with bystanders to decrease teasing, harassment, and bullying.
- **BRAVE** allows for data collection to determine program impact.
- **BRAVE** incorporates students, teachers, support staff, and administrators to create a school culture that is nonviolent and promotes respect for all.

BRAVELY solve bullying problems by being **LEADERS**

L eave no one out—reach out and include everyone
E mpower yourself—stand up to bullies
A muse with humor—bring light to dark situations
D istract the bully—shift the focus away from the victim
E nlist help—tell someone who can help
R umors stop with you—don't spread them
S upport the victim—let them know you care

BRAVE (Bully Reduction/Anti-Violence Education) Program
A Program of the School Mental Health Alliance of North Shore-Long Island Jewish
Health System

ATTENDANCE PROCEDURES

IF YOU ARE ABSENT...

Your parent should call the school at **203-3600 ext. 3273**.

When you return, bring in a note signed by your parent which explains why you were absent. Report to the **Attendance Office** with it before you go to your first period class (please see the attendance officer).

When you begin to feel a little better, you may begin to wonder how you can make up the work you missed. We have some suggestions to offer you.

All assignments are posted on Canvas along with any materials necessary for completing them.

We suggest that you call students in your classes and get the class notes from them. If the work seems difficult or the amount is overwhelming, wait until you get back to school and speak with your teacher or guidance counselor about it. They will be happy to help you manage it.

In either case, when you return to school, meet with each of your teachers to discuss what you missed in each class.

IF YOU ARE LATE ...

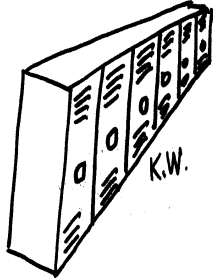
You must be signed in by a parent or guardian at the **Attendance Office** where you will receive a pass to class. If you are not signed in by a parent or guardian you will be assigned to lunch detention.

IF YOU HAVE TO LEAVE SCHOOL EARLY ...

If you have a doctor's appointment or some other obligation that requires that you leave school early, you must be signed out by a parent or guardian. That adult must report to the attendance office and sign an early release slip. Someone will then come to your class to bring you to the office.

LOCKER INFORMATION

You will be assigned two lockers. One locker will be in the hallway near your classes, and one will be in the gym locker room.



The **gym locker** has a combination lock built into it or a Master Lock attached. Your physical education materials should be kept in this locker. Coaches will make arrangements for storing athletic equipment that does not fit in your locker. Do not leave personal possessions outside your locker in the gym locker room. Items that do not fit should be kept in hall lockers, or secured in another way.

.....er will have a Master Lock. You can keep your coat, books, and lunch in your hallway locker.

DO NOT share your locker combinations with anyone!

Do not leave items of significant value in your locker. These items may be secured in an office, if necessary.

If you lose your lock, a new one may be purchased in Mr. Gleason's Office at a cost of \$5.00. For safety and security reasons, only locks bought in the school can be added to lockers. All others will be removed. If your locker is jammed or will not open for some reason, stop by any office and ask for assistance.

If you bring a musical instrument to school, leave it in your **music locker**.

Students are not permitted to decorate the exterior of a locker for any reason (including birthdays) . . . Sorry :(



HEALTH SERVICES

If you do not feel well during the school day, ask your teacher for a pass to the Health Office, or stop in when you go to lunch.

If you are too ill to stay in school, Ms. Regina Rosenfeld, the nurse, will contact your parent or guardian and have him/her pick you up at the Health Office.

Ms. Rosenfeld will do everything she can to make you feel better, but she cannot give you medicine unless it has been prescribed by your doctor and is kept in her office.



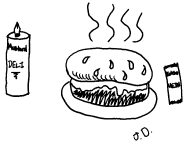
Planning to join an interscholastic sports team? Ms. Rosenfeld has Physical Evaluation forms in her office. After you have the form filled out and signed by your doctor, return it to her and she will issue you a Sports Release that will allow you to play your sport.



CAFETERIA INFORMATION



IF YOU FORGET YOUR LUNCH OR LUNCH MONEY and don't have enough money with you to buy lunch, a lunch pass can be obtained in Mr. Gleason's Office. It will allow you to get your lunch. Please bring the owed lunch money to the cafeteria the next day.



- **NO GLASS BOTTLES.** Glass bottles break and become a safety problem.
- **CLEAN YOUR TABLE.** Students are responsible for cleaning their own tables.
- **BE SEATED.** Students are required to remain seated and use appropriate language and a conversational tone at the table.
- **HALL PASSES** are required when leaving the cafeteria for any reason.



DROPPING OFF AND PICKING UP STUDENTS

Please be reminded that the upper roadway (the road that runs along the 200 wing of the Middle School) is closed to all vehicular traffic, except school buses, during the following hours:

8:30 a.m. - 9:00 a.m.

1:30 p.m. - 2:30 p.m. and 3:00 p.m. - 4:00 p.m.



Section 1174 of the Vehicle and Traffic Law prohibits motorists from passing stopped school buses while they are boarding or discharging school children on school property. Please use the entrance off Route 106 during these times.



Jericho Middle School students should make arrangements to be dropped off or picked up from school near the gymnasium entrance. This will ensure the safety of students by allowing curbside drop off.

Please note that if parents are dropping off students at the Middle School in the morning, they should not do so until **7:10 a.m.** Prior to this time, supervision is not available.



ATHLETIC INFORMATION



You must be a 7th or 8th grader to join an interscholastic sports team. (That's a team that plays against teams from other schools.) Interscholastic sports teams begin their practices after 10th period each day.

There are four interscholastic seasons each year: **Fall, Winter 1, Winter 2** and **Spring**. Students who join sports teams are expected to attend all practice sessions.

Athletes are reminded that there are a minimum number of practice sessions that an athlete must attend (usually 15), before he/she can participate in an actual contest. Your coach will give you exact details on that number.

Sixth graders cannot play interscholastic sports, because there aren't programs in other schools for us to play against, but they can play intramural sports. (Those are sports where our 6th grade students play against each other.)

There are many intramural sports offered during the school year. Each sport meets once or twice a week during its season. The games are held during the Activity Period.

The intramural sports offered may include:

Basketball	Bowling	Golf
Ice Skating	Lacrosse	Ping Pong
Soccer	Swimming	Strength & Conditioning
ch Football	Track & Field	Volleyball

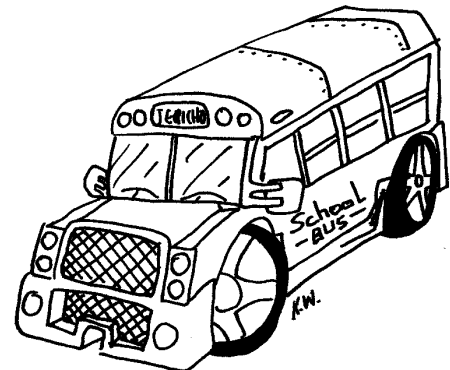


LATE BUS INFORMATION

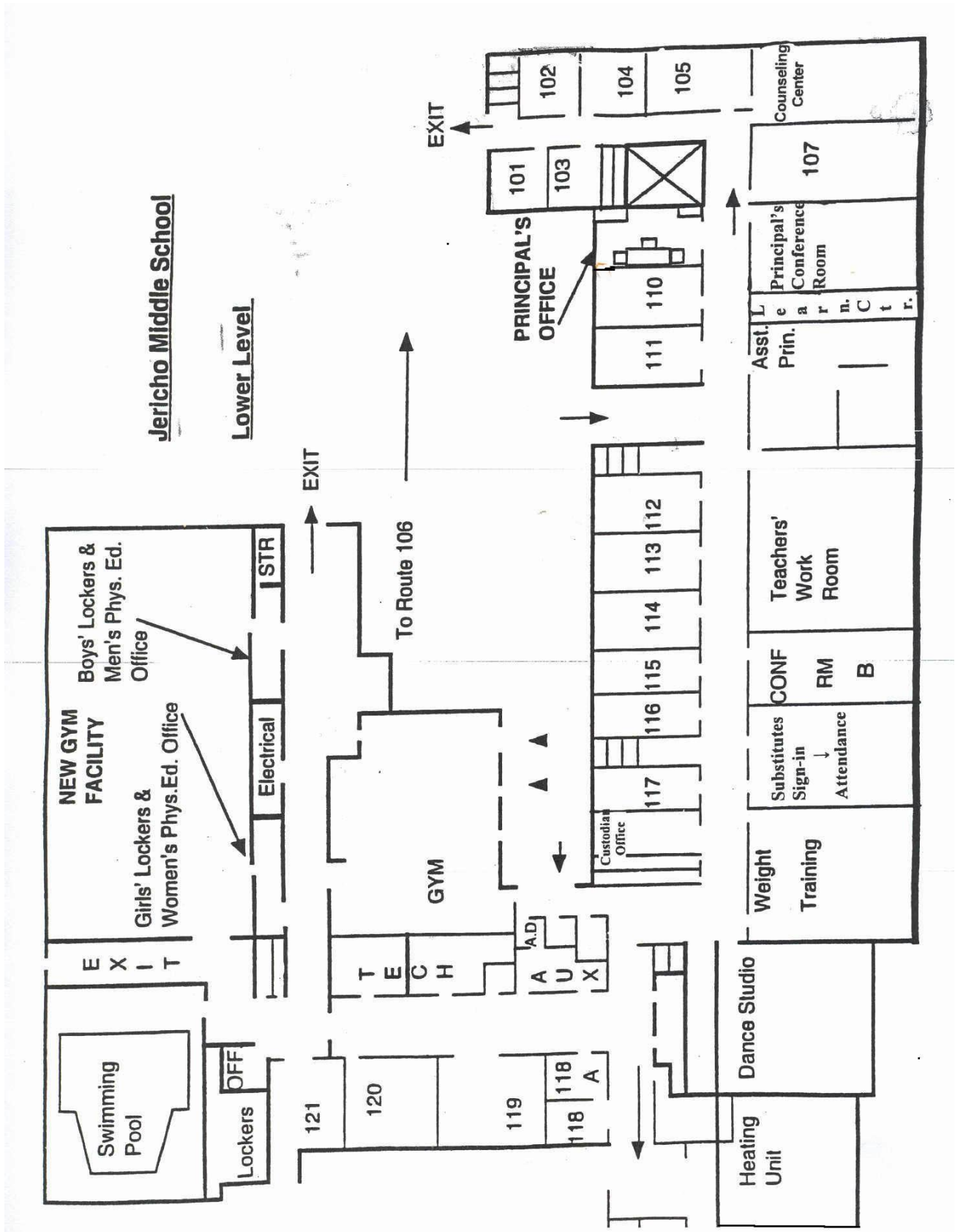
In addition to the regular after-school bus at 2:03 PM, there are a number of other buses you can take to get home after school.

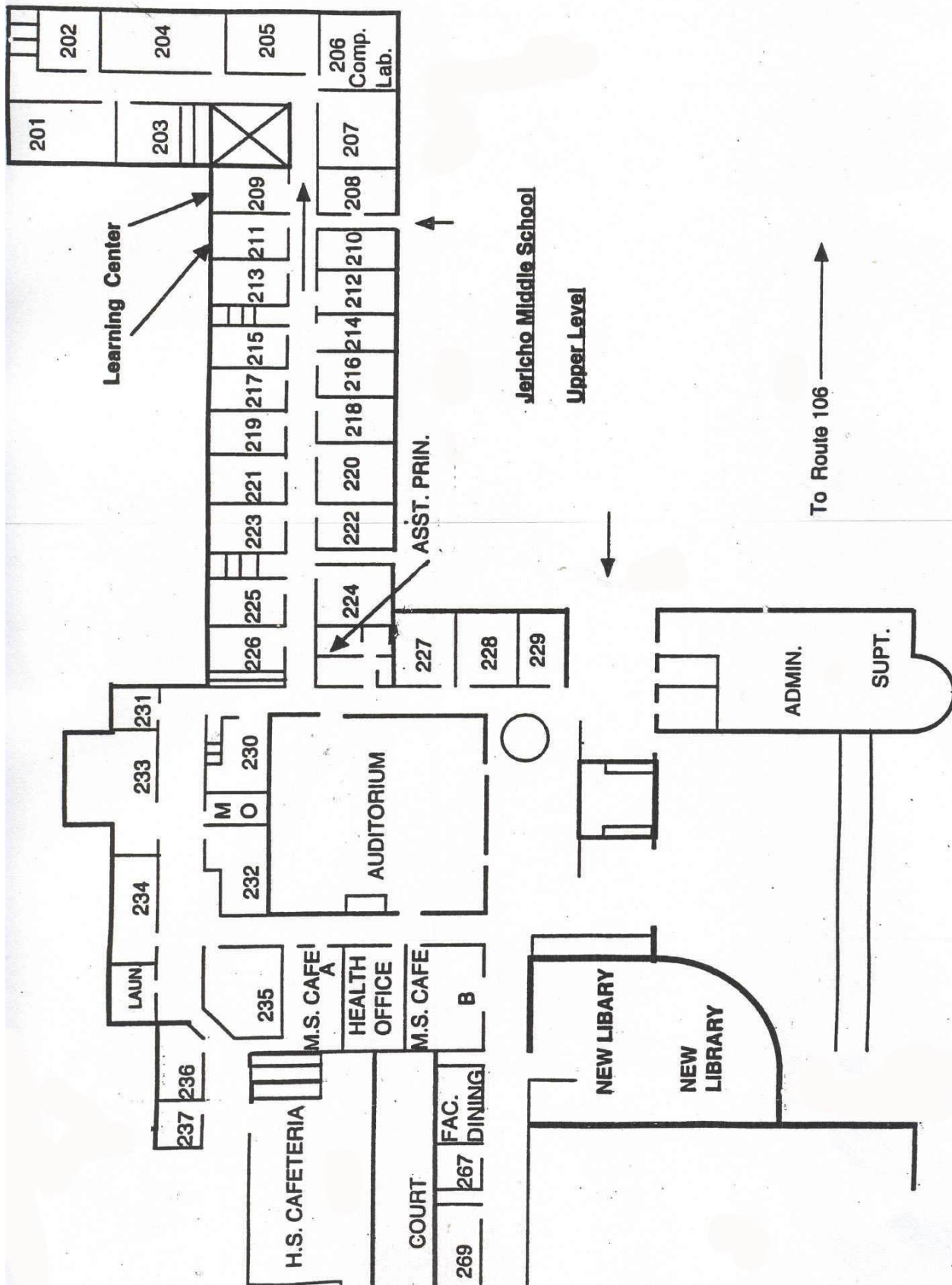
3:30 PM 4:30 PM 5:45 PM 6:30 PM

If you have any questions or bus problems, you can call the Transportation Department at: **203-3600 ext. 3244**



MAP OF JERICHO MIDDLE SCHOOL





DAILY SCHEDULE

Fall — Day 1

Home Base	7:26 – 7:31	Subject	Teacher	Room
Period 1	7:31 – 8:11			
Period 2	8:15 – 8:54			
Period 3	8:59 – 9:39			
Period 4	9:43 – 10:23			
Period 5	10:27 – 11:07			
Period 6	11:11 – 11:51			
Period 7	11:55 – 12:35			
Period 8	12:39 – 1:19			
Period 9	1:23 – 2:03			
Period 10	2:07 – 2:47			
Period 11	2:51 – 3:31			

Fall— Day 2

Home Base	7:26 – 7:31	Subject	Teacher	Room
Period 1	7:31 – 8:11			
Period 2	8:15 – 8:54			
Period 3	8:59 – 9:39			
Period 4	9:43 – 10:23			
Period 5	10:27 – 11:07			
Period 6	11:11 – 11:51			
Period 7	11:55 – 12:35			
Period 8	12:39 – 1:19			
Period 9	1:23 – 2:03			
Period 10	2:07 – 2:47			
Period 11	2:51 – 3:31			

DAILY SCHEDULE

Spring — Day 1

Home Base	7:26 – 7:31	Subject	Teacher	Room
Period 1	7:31 – 8:11			
Period 2	8:15 – 8:54			
Period 3	8:59 – 9:39			
Period 4	9:43 – 10:23			
Period 5	10:27 – 11:07			
Period 6	11:11 – 11:51			
Period 7	11:55 – 12:35			
Period 8	12:39 – 1:19			
Period 9	1:23 – 2:03			
Period 10	2:07 – 2:47			
Period 11	2:51 – 3:31			
Home Base	7:26 – 7:31	Subject	Teacher	Room
Period 1	7:31 – 8:11	Spring — Day 2		
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Period 7	11:55 – 12:35			
Period 8	12:39 – 1:19			
Period 9	1:23 – 2:03			
Period 10	2:07 – 2:47			
Period 11	2:51 – 3:31			

EXTRA HELP PROCEDURE

All teachers offer extra help sessions each week. Usually the help sessions are held after school one or two days a week, but extra help may also be offered by some teachers during your lunch period. Check with your teachers for specific days and times they offer help.

You will receive an official extra help schedule during the first week of school. Use the chart below to help you remember your teachers' extra help schedules.

Class	Teacher	Extra Help Days	Times
Art			
Elective Exploratories			
English			
Health			
Home & Careers			
Math			
Music			
Physical Education			
Science			
Social Studies			
Technology			
World Languages			

GRADE REPORTING SCHEDULE

Teachers in our school are very interested in keeping you and your parents informed about how you are doing in each subject. In order to do that, they will post Report Cards. You will receive official Report Cards four times during the year. They will be posted on-line approximately two weeks after each marking period ends.

The ending dates for the marking periods are:

October 30, 2026

January 22, 2027

April 2, 2027

June 11, 2027

1st marking period ends

2nd marking period ends

3rd marking period ends

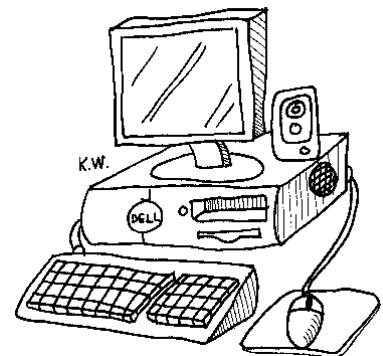
4th marking period ends

Scheduled Report Card dates are:

November 10, 2026, February 1, 2027, April 14, 2027, June 30, 2027

Internet Safety Tips

- **Never give any personal information (real name, address, phone number, credit card numbers).**
- **Never send pictures of yourself to people you don't know.**
- **Never physically meet with any "friends" you meet on the Internet.**
- **Remember that people online may not be who they say they are.**
- **Don't open files from people you don't know. These files may contain pornography or computer viruses.**
- **Do not send inappropriate materials, photos or videos over the internet.**



Standards Based Generic Scoring Scale

A Mastery – Student makes inferences and/or applications that go beyond the simple and complex content that were explicitly taught .

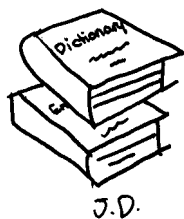
B Proficiency – Student demonstrates no major errors or omissions regarding any of the information and/or processes (SIMPLE OR COMPLEX) that were explicitly taught.

C Initial Proficiency - Student demonstrates no major errors or omissions regarding the simpler details and processes BUT major errors or omissions regarding the more complex ideas and processes

P Passing- With help, student demonstrates a partial knowledge of some of the simpler and complex details and processes.

ND Not Demonstrated - Even with help, student demonstrates no understanding or skills.

“+” approaching next level of performance



JERICHO MIDDLE SCHOOL LIBRARY

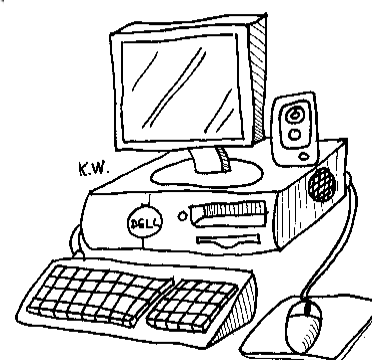


Our library is a beautiful air-conditioned facility which includes our main library room and a separate computer lab. Students visit the library with their classes and may also use the library independently during lunch periods and after school.

The library collection includes over 15,000 books, a large video collection, DVDs, audio books, CDs, and magazines.

The Jericho Middle School Library website is the place to go for:

- recommended links for school subjects, homework help links, suggested Internet search engines, and reference information
- access to the middle school library's automated library catalog and other school and public library catalogs
- recommended reading lists
- our website evaluation form
- Noodlebib and/or *Read Write and Cite* to help you cite your sources
- subscription online databases (see librarians for user id and password)
- special events and information for parents



Hours: 7:30a.m.-3:30p.m.

MIDDLE SCHOOL GUIDELINES

In order to provide the optimal learning environment for all students, we ask that they pledge their assistance in continuing to make Jericho Middle School the best it can be by following the guidelines below:

Electronic Devices

The use of personal internet-enabled Category 1 devices and Category 2 devices as defined above by students during the school day anywhere on school grounds is prohibited by law, unless such use is included in a student's Individualized Educational Plan or 504 Plan. Students are required to turn off all personal internet-enabled Category 1 devices and store them upon arrival to school for the entire school day from the opening bell until dismissal. Devices should be kept in their personal locker.

For purposes of this policy, personal internet-enabled devices consist of any non-Jericho issued internet-enabled device that belongs in one of two Categories:

Category 1) Mobile Devices including cellular phones, smartwatches, smart glasses and tablets
Category 2) Computer Devices including chrome books and laptops

Food deliveries are prohibited.

Student Lateness

Student participation in class activities is an essential part of the learning process. Being on time so that classes may begin and/or continue in an uninterrupted manner is essential to the well-being of each student. Repeated lateness to school interrupts your child's educational program since it is in your child's best interest to be an active participant in all educational activities. This is in accordance with Board Policy 7110 and 7111.

Student lateness is cumulative throughout the school year.

<u>After the 3rd lateness:</u>	The Student Team Advisor will make an outreach to the child.
<u>After the 5th lateness:</u>	The Student Team Advisor and the counselor will meet with the student. A letter will be sent to the home relaying this.
<u>After the 10th lateness:</u>	The assistant principal and/or principal will meet with the child and the parent will be contacted.
<u>After the 12th lateness:</u>	A parent conference will be requested to create a plan to resolve the problem.

JERICHO MIDDLE SCHOOL

Student Rights and Responsibilities

The Jericho Middle School Community includes students, teachers, support staff, administrators and parents. The responsibilities of this community are to:

1. Demonstrate honesty, respect and tolerance in dealing with others.
2. Assume responsibility for behavior and learning.
3. Encourage regular and prompt attendance at school.

Middle School students are an integral part of our school community. They have the right to come to school with the expectation that they will be in a safe environment. In order to maintain an orderly and inviting learning environment, students need to:

- Be courteous and respectful to one another as well as to all members of the school community.
- Use appropriate language and avoid racial, ethnic or religious slurs, or any language which might be offensive. This includes harassment, cruel or prolonged teasing, sexual references or physical contact.
- Proceed in the hallways, classrooms and outside grounds in a safe, expeditious appropriate manner.
- Arrive at school and move from class to class on time.
- Treat personal and school property with respect.
- Pursue studies honestly.
- Observe individual classroom rules.
- Follow all local, state and federal laws.
- Keep Jericho Middle School free of alcohol, drugs, gambling, tobacco products, weapons or items that appear to be weapons (including but not limited to, knives of any kind, BB, pellet or paint guns), fireworks, stink bombs, itching powder, matches, lighters, explosives or any other item which could endanger the safety of others.
- Make dress selections that ensure each child's right to a comfortable and safe environment.

Jericho Middle School is defined as - any place under school authority such as classrooms, hallways, cafeterias, sporting events, offices, buses, field trips, and/or after-school activities.

We fully expect that all members of the Jericho Middle School will assume the responsibility to respect people, property, and school rules. Failure to follow the rules outlined above may result in disciplinary action.

The community must be aware that the following actions are subject to severe disciplinary consequences:

Bullying in any form will not be tolerated. Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending him/herself. **Examples of Bullying** (but not limited to):

Direct: Hitting, taunting, name calling, harassment . . .

Indirect: Rumors, exclusion, cyber bullying . . .

Jericho Middle School has adopted the following rules against bullying:

1. We will not bully others
2. We will try to help students who are bullied
3. We will try to include students who are left out
4. We will tell an adult at school and at home if we know that somebody is being bullied

Harassment – Jericho Middle School does not tolerate harassment in any form; a student who has a concern about a harassment incident should see a counselor or administrator immediately. Harassment based on a person's real or perceived race, color, gender, weight, religious practice, ethnic group, national origin, disability, sex or sexual orientation, should be reported to a counselor or administrator immediately. Sexual harassment includes sexual remarks or behaviors which are uninvited, unwelcome, or unpleasant to others.

The following are prohibited:

- Hazing or membership in exclusive groups/fraternities/sororities.
- Rough physical contact between students.
- Selling, passing, using or possessing alcohol, drugs, tobacco, or other controlled substances or drug paraphernalia on school property.
- Selling, using or possessing dangerous materials or instruments including weapons, fireworks, laser pointers, lighters and/or matches.
- Violent behavior/activity which endangers the health/safety of students on school property.
- Theft or vandalism.
- Arson, bomb scares and false alarms.
- Gambling is prohibited.
- Leaving campus at any time. Jericho Middle School is a closed campus.
- Tampering, interfering with, or inappropriately using school equipment, records and/or materials.
- Improper use of computer hardware, software and services.
- Distributing food and drink to select groups of students (cake, pizza, cupcakes, candy,

etc.).

- Insubordination (refusing a reasonable request of an adult) that interferes with the health and safety of others, and/or disrupts the educational process.
- Selling any items without expressed permission of administration.
- Unexcused absences from school.
- Cheating and plagiarism.

In determining consequences for misbehavior, administrators, teachers, and counselors consider a student's history, specific circumstances and the impact of the misbehavior on the school community. Consequences can include, but are not limited to, warnings, parental contacts, apologies, detentions, restitution, denial of bus privileges and removal from extra curricular activities. This also includes athletics and field trips. Severe consequences include suspension and may include a Superintendent's hearing.

DETENTION

Detentions take place in school. They may be scheduled after the school day or during a student's lunch/social period. (Students will take their lunch in the detention room). They may be assigned by a student's subject teacher or by an administrator and may be given for a number of periods or days contingent upon the severity and frequency of the misbehavior. Parents will be notified of after-school detention(s).

SUSPENSION

Students whose conduct threatens the health, safety and welfare of others will be suspended from school and school related activities. In addition, students with serious or repeated incidences of misconduct will be suspended and will not be permitted to participate in field trips, special school activities and/or extracurricular activities.

Students assigned to In-School Suspension (ISS) are carefully supervised and are expected to complete all class assignments that day. Students who are assigned out-of-school suspension are the responsibility of their parents during the suspension time period. Students are responsible for all class work and/or homework assigned during the period of suspension. When assigned an out-of-school suspension, students are not permitted on school property.

SUPERINTENDENT'S HEARING

A Superintendent's hearing may result when other methods of discipline have failed to bring about the desired change in a student's behavior or when the severity of an incident may necessitate a more harsh consequence. A hearing is guaranteed under Education Law and governed by guidelines which are available through the Superintendent's office and the State Education Department.

ADDENDUM

DRESS CODE PHILOSOPHY

DRESS REQUIREMENTS

Jericho Middle School expects all students to dress appropriately for the school day or any school-sponsored event. Clothes must be appropriate and not interfere with the educational program. Courses may require specific attire and footwear based on the activity.

Thank you for wearing:

- Clothing that does not interfere with the educational environment
- Clothing that is not a safety hazard
- Clothing that does not show any undergarments.
- Clothing that does not depict violence, drugs, alcohol, sexual activity, weapons, and/or profanity.
- Clothing that does not promote exclusion. (A group of more than seven students is not permitted to wear clothing or accessories designed for a select group of individuals within our population.)

Appropriate dress is one of the necessary components to create a safe and well-managed school environment that is free of distractions and conducive to learning. Parents have an important role in helping their children make appropriate decisions regarding the safety and well-being of themselves and their peers. As a result, we would ask that Jericho Middle School parents carefully monitor what their child wears to school each day. Students should dress comfortably for school and at the same time, meet the standards of attire set for a learning environment.

Any child dressed inappropriately will be asked to call home and request that a parent bring a change of clothing to school. If this is not possible, a student will be asked to wear a clean shirt supplied by the school. These requirements are made with the best interest of your child in mind.

We anticipate your cooperation and thank you for helping us make the school environment comfortable for everyone.

POLICY FOR EXCLUDING STUDENTS FROM FIELD TRIPS

Attendance on a field trip requires that students be able to conduct themselves in a reasonable manner. Occasionally, a student will present prior behavior that will cause us to consider whether or not the student should be included on the trip.

The Principal has the right to exclude a student from a field trip if the student has one of the following:

1. More than one suspension from school (either in-school or out-of school suspension).
2. More than three disciplinary referrals to an administrator for the school year.
3. Documented behavior that indicates that a student would be difficult to supervise during a trip outside of the school building. This can include poor conduct grades from three or more subject teachers on a report card.
4. Two or more recorded incidents of bus conduct violations.

Parents can be notified of the trip from which their child will be excluded up to and including the day of the trip.

CONSEQUENCES

The primary purpose of discipline in the school setting is to change behavior. While the extent and nature of the consequence imposed on a student for failing to fulfill the expectations described above are not rigidly prescribed, consequences will be reasonable, fair, consistent, equitable and, most importantly, effective.

The following are examples of consequences that may be given:

Verbal warning
Written warning
Parent contact
Detention or removal from an activity
Restitution of property
Suspension from transportation
Suspension from extracurricular activities
In-school suspension
Teacher removal from class
Out-of-school suspension

Important: While students have a right to present their version of events before consequences are given, it is assumed that students who are involved in circumstances that may lead to a violation of the Code of Conduct or building policies, will notify school personnel so that these circumstances can be remediated before any infraction of the Code of Conduct takes place. There are no circumstances that would excuse a violation of these policies.

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The Principal has the right to exclude a student from a field trip if the student has one of the following:

1. More than one suspension from school (either in-school or out-of school suspension).
2. More than three disciplinary referrals to the assistant principal for the school year.
3. Documented behavior that indicates that a student would be difficult to supervise during a trip outside of the school building. This can include poor conduct grades from three or more subject teachers on a report card.
4. Two or more recorded incidents of bus conduct violations.

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(CONTINUED)

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DISRUPTIVE ITEMS

Students are not permitted to bring balloons, water guns, or any other item that may be disruptive to the safety and learning of others.

According to the Code of Conduct students may not...

engage in misconduct while on a school bus. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving and fighting will not be tolerated.

engage in any form of academic misconduct. Examples of academic misconduct include plagiarism, cheating, altering records and/or assisting in any of these actions.

Because of its importance, the following Board of Education policy is included in its entirety:

JERICO UNION FREE SCHOOL DISTRICT

**POLICY STATEMENT #7531
APPENDIX B**

Harassment in any form is unacceptable. The topic of sexual harassment is often confusing. The following policy statement has been included to provide you with a better understanding of this issue.

SEXUAL HARASSMENT (STUDENTS)

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District students and environment that is free of sexual harassment and intimidation. Sexual harassment is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits all forms of sexual harassment by employees and students.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- a) Submission to such conduct is made either explicitly or implicitly a term or condition of a student's right to a fair and equal educational opportunity.
- b) Submission to or rejection of such conduct by a student is used as the basis for educational decisions affecting such student; or
- c) Such conduct has the purpose or effect of unreasonable interfering with a student's performance or creating an intimidating, hostile, or offensive learning environment.

The Board acknowledges that in determining whether sexual harassment has occurred, the perspective of the victim as well as the offender's conduct should be evaluated.

Any student who believes that he/she has been subjected to sexual harassment is encouraged to report all incidents of such conduct to the District's designated complaint officer through informal and/or formal complaint procedures developed by the District. In the event that the complaint officer is the offender, the Complainant shall report his/her complaint to the next level of supervisory authority.

Upon receipt of an informal/formal complaint, the District will conduct a thorough investigation of the charges. However, if the District has knowledge of or has reason to know of any alleged sexual harassment, the District is obligated, even in the absence of a complaint, to investigate such conduct promptly and thoroughly.

Based upon the results of the District's investigation, immediate corrective action will be taken. Should the offending individual be a school employee, appropriate disciplinary

measures will be applied, up to and including termination of the offender's employment in accordance with contractual and legal guidelines. Should the offending individual be a student, appropriate disciplinary measures will be applied, up to and including suspension.

The Board prohibits any retaliatory behavior directed against complainants and/or witnesses. Follow-up inquiries shall be made to ensure that harassment has not resumed and that the victims and/or witnesses have not suffered retaliation.

The Board directs the Superintendent to develop regulations for resolving sexual harassment complaints by students. The Superintendent/designee(s) shall affirmatively discuss the topic of sexual harassment with all employees and students, express the District's condemnation of such conduct and explain the sanctions for harassment. A copy of this policy and its accompanying regulations shall be posted in appropriate places and available upon request to all employees, students, and parents or guardians of students.

Adopted by the Board of Education, January 22, 1998

Jericho Middle School

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