

Non-Discrimination Compliance Statement

The Ichabod Crane Central School District hereby advises students, parents, employees, and the general public that it offers educational opportunities including vocational opportunities without regard to sex, race, color, national origin, handicap or religion. Inquiries regarding this non-discrimination policy may be directed to: Title IX and Section 504 Compliance Office, Ichabod Crane Central school District, Valatie, NY 12184 (518) 758-7575. A copy of the “In Compliance with Section 1.4 (a)” is available in the Superintendent’s Office.

2009

Ichabod Crane Summer School

HANDBOOK



**Ichabod Crane High School
Route 9, Valatie, New York
758-7599**

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Guidance Departments

Berlin Jr/Sr High School	658-2515
Christian Bros. Academy	452-9809
Chatham High School	392-1575
Hudson High School	828-4132
Ichabod Crane Middle School.	758-7676
Ichabod Crane High School.	758-7577
LaSalle Institute	482-2590
Maple Hill Middle School	732-7736
Maple Hill High School	732-7701
New Lebanon Jr/Sr High School	794-7600
Taconic Hills Middle School.	325-0420
Taconic Hills High School	325-0390

CONTACTS

Summer School Office: Shannon Shine, Principal
Jean Barford, Office Asst.
Hours: 8AM to 12:45 PM – Monday Through Thursday
Phone – 758-7599
Email: sshine@ichabodcrane.org

Attendance: There is a direct connection between success in summer school and attendance. Plan to be at each class on time.

*If you are to be absent from class, please have your parent/guardian call the summer school office to report your absence at 758-7599

Grading and Grades: Each individual teacher will explain their grading policies. However, all Summer School final averages will be computed in the following manner:

Mid-year average X2 plus
End-of-year average X2 plus
Final Exam =
Total points divided by 5 =
Final Summer School Average.

Be sure you understand all requirements. Midterm reports will be sent halfway through the summer. Final report cards will be mailed the week following NYS Regents Exams.

Personal Conduct

For Summer School

Every student, by this time, knows what kind of behaviors are acceptable in school. Everyone is expected to behave properly. Therefore, there is very little tolerance for inappropriate behaviors and the following rules apply:

1. **Smoking**: There is absolutely no smoking allowed on school premises. Students found smoking anywhere on school property will be removed from the summer school program. There will be no refund of tuition for out-of-district students.
2. **Illegal Activity**: Students engaging in illegal activity (e.g., possession of alcohol, drugs, or weapons; vandalism; theft) will be removed from the summer school program. Additionally, they will be referred to the appropriate law enforcement agency and a report will be filed with their home school, recommending a superintendent's hearing. There will be no refund of tuition for out-of-district students.

3. **Violent Behavior**: Students engaging in violent behavior (e.g., fighting/assault) will be removed from the summer school program. There will be no refund of tuition for out-of-district students.
4. **Inappropriate Behavior**: Students who are involved in disruptive behavior, insubordination, or disrespect may be removed from the program with no refund of tuition for out-of-district students.
5. **Dress**: Students must wear appropriate clothing to school. Clothing that is revealing or contains logos or messages about alcohol, drugs, sex, tobacco or violence, or that is offensive in any other way is not permitted. Those who dress in a manner that is disruptive or distracting to the educational process, or that violates health and safety practices, will be removed from the program until appropriate attire is worn.

6. **Electronic Devices:** All students are discouraged from bringing electronic devices to summer school to prevent theft or breakage. Electronic devices such as radios, iPods, CD players, beepers, cell phones, video games, and digital cameras can be a distraction to classes. Cell phones must be turned off while classes are in session to assure that they will not cause a disruption. Headphones/earbuds may not be worn during class and must be put aside unless authorized by the classroom teacher.
7. **Library and Computer Use:** A library will be available to all summer school students. All computers in the library will be used for informational gathering of information pertinent to subject topics. The computers are also available for document production as per class assignments. Students are reminded that they are expected to use proper online conduct and inappropriate use of the Internet or copyrighted materials will not be tolerated. Any misuse or abuse of the computers, hardware or software will result in dismissal from summer school. There will be no refund of tuition for out-of-district students.

Textbooks and Materials for Classes: During class your teacher will distribute Textbooks. You are responsible for returning all textbooks at the end of the course. Bring to class with you several pens/pencils and a notebook for note taking. Algebra and Geometry students should have the proper calculators and equipment for their courses.

Study Skills: Summer is a time when students typically enjoy activities of relaxation and leisure. In order to be successful in summer school and still have leisure time to enjoy, follow the suggestions below.

- Write down all your class assignments and complete them on time.
- Plan on a time each day to complete assignments. Allow sufficient time to complete all assignments so you don't get behind.
- Review notes and handouts from the day's class for preparation for tomorrow's quiz.
- Make sure you have all the materials (paper, pens, textbooks, handouts, etc) you will need for each class and for doing your homework.
- Learn to take good notes on important things in class. Keep notes and handouts organized for use in class and for homework.

Your final average will be sent to your high or middle school guidance department and will be averaged with your regular year average. For Ichabod Crane Students, the summer school average counts 75% and your regular school year average counts 25% of the overall final average. For out-of-district students, check with your own guidance department for the formula that they apply to determine your overall final average.

Classroom Locations: All classes will be held at the Ichabod Crane High School. The room assignment for classes will be posted on the first day of classes. The summer school entrance will be the Music Suite Entrance just off of the large parking lot in front of the High School.

Student Parking: Students who drive are asked to park in the parking spaces on the far side of the parking lot island. Please obey all traffic signs and rules.

New York State Regents Schedule- August 2009

Wednesday, August 12

12:30 PM

Global History & Geography
U.S. History & Government

Thursday, August 13

8:30 AM

RCT Writing
Comprehensive English – Session One
Integrated Algebra
Geometry
Math B

12:30 PM

RCT Reading
RCT US History & Government
Living Environment
Physical Setting/Chemistry
Physical Setting/Earth Science

Friday, August 14

8:30 AM

Comprehensive English – Session Two
RCT Math
RCT Science
RCT Global Studies