



ORLEANS/NIAGARA BOCES  
REGIONAL SUMMER SCHOOL PROGRAM

GRADES 8-12

AT



**O/N BOCES CAREER & TECH CENTER**  
4232 Shelby Basin Road  
Medina, New York 14103

**PARENT/STUDENT HANDBOOK**

*Remedial & Accelerated Courses  
& Regents/Exam Only Information*

**SUMMER 2019**

ORLEANS/NIAGARA BOCES  
2019 REGIONAL SUMMER SCHOOL PROGRAM

June 1, 2019

Dear Summer School Candidate:

This handbook has been prepared as a guide for your registration and participation in this year's summer school program.

Please review and familiarize yourself with all of the information.

I am looking forward to working with you towards your successful completion of our summer school program.

Sincerely,

*Joseph Steinmetz*

Director of CTE & Adult/Secondary Programs

**Summer School Administrative Staff**

Site Principal	Michael Weyrauch
Lead Principal - RSSP Program	Matthew McCall
Administrator/Curriculum & Assessment	Lindsay Delaney
Administrator/Special Education	Joshua Janese

**Summer School Office: Room A4**

Office Hours: 7:30 am – 12:30 pm  
Open Dates: July 1– August 16, 2019\*

**Phone Number: 585-798-6902**  
**Fax Number: 585-798-6903**

**\*After August 16, 2019, please contact your home school's guidance department**

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## HOW TO REGISTER

- 1) Carefully read this entire document.
- 2) Complete the appropriate summer school registration form you were given at your school.
- 3) All forms must be signed by the student, parent/guardian, and **home school principal**.
- 4) You must bring your completed registration form to your **home school guidance office** from June 1 through June 28, 2019, for regional summer school.
- 5) Registration closes on June 28, 2019.
- 6) Student schedules will be mailed to homes on July 3, 2019.
- 7) Summer school begins Tuesday, July 9, 2019.

The Orleans/Niagara Board of Cooperative Educational Services (BOCES) does not discriminate against any employee, student, applicant for employment or candidate for enrollment on the basis of gender, race, color, religion or creed, age, national origin, marital status, disability, sexual orientation, military status, domestic violence victim status, or any other classification protected by law (including, with respect to employees and applicants for employment, genetic predisposition or carrier status), unless based upon a bona fide occupational qualification or otherwise provided for by law. Any person wishing to obtain information about the BOCES procedures for grieving alleged civil rights violations may obtain information by contacting Wayne M. Van Vleet, Director of Labor Relations/Civil Rights Compliance Office, 4232 Shelby Basin Rd., Medina, NY 14103, telephone number 800-836-7510, ext. 2206.

## STUDENT EXPECTATIONS

- Dress appropriately for school according to the student appearance expectations in this handbook.
- Do NOT bring the following personal property to school: Games, electronic games, pagers, tapes, CD's, any type of trading cards, pointers, light pens, cell phones, and/or more than \$5.00.

**If you bring an iPod, MP-3 player or other electronic device to listen to on the bus or while walking to school, it must be removed before you enter the building, and when leaving they should not be put on until you are outside of the building.**

**Cell phones are not to be used in the building at any time! They are to be turned off and placed out of sight!**

- Be on time...first bell rings at 8:00 a.m.
- Be prepared and on time for all classes...
  - You have approximately **5** minutes between classes...so you must take the most direct route to your classes.
  - Passes are required at all times (except between classes). All students must use the lavatory passes and sign-out sheet provided in each classroom when going to the lavatory. When going to the office, nurse, media center, or another classroom, students must have an **OFFICIAL SCHOOL PASS**.
- Keep school safe by ...
  - (1) walking and talking in a normal voice & keeping your hands to yourself.
  - (2) remembering that pushing, shoving, running, arguing, and/or fighting will not be tolerated.
- Follow directions...do as you are asked the first time.
- Be respectful and courteous...
  - Treat others and their property the way you want to be treated.
  - You have ownership of your property and only your property.
  - Use appropriate language at all times.
- Gum, candy, medicated lozenges are not allowed.

## HEALTH

### HEA320      *Health*

This remedial course is designed to meet the New York State Learning Standards of Personal Health and fitness, A Safe and Healthy Environment and Resource Management. Topics covered within Health Education courses may vary widely, but typically include personal health (nutrition, mental health and stress management, drug/alcohol abuse prevention, disease prevention, and first aid) and consumer health issues. The course may also include brief studies of environmental health, personal development, and/or community resources.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

## STUDENT PARKING REGULATIONS

Parking is strictly limited to the assigned student parking area.

All students must be licensed and covered by insurance.

There is to be no loitering in the parking lot.

There will be no speeding or any form of reckless driving on school grounds.

### **The school speed limit is 5 mph.**

Student vehicles may be subject to search if there are reasonable grounds to believe that drugs, alcohol, stolen property, or other contraband might be present in that vehicle.

Truancy related to driving may result in suspension from summer school.

Parking regulations are strictly enforced. It is considered a privilege to park on school grounds, suspension/revocation of driving privileges, towing of vehicles, and/or suspension from summer school may occur when violations of the regulations occur.

Pedestrians and buses will be given the right of way at all times.

Under the vehicle and traffic law, Section 1670, all rules and regulation governing school grounds is entirely under the discretion of school officials.

Students applying for and receiving permission to park on school grounds fully understand their responsibility in following these rules.

All student vehicles must be locked. The school is not responsible for the vehicle or its contents.

Vehicles must be parked between the lines.



## SOCIAL STUDIES

### SOC130      *Social Studies 9 Regents – Global I*

This course focuses on providing students with the opportunity to explore what is happening in various regions of the world and civilizations over given timeframes. The class focuses on five social standards and common themes over eight different and unique historical units. Students will investigate a variety of perspectives and linkages from the intellectual skills of history and the social science disciplines.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

### SOC230      *Social Studies 10 Regents – Global II*

The Global 2 course is an extension of the 9<sup>th</sup> Grade program covering the five social standards and themes. Students will investigate a variety of perspectives and linkages from the intellectual skills of history and the social science disciplines. In addition, these standards, themes and perspectives will be explored in-depth and allow students to develop a clearer understanding of their importance in the history of the globe.

Students will take either the **Transition** Exam in Global History & Geography Regents Exam or the Global History & Geography II (New Framework) Regents Exam at the end of the course. This is a one period, one credit, remedial course.

### SOC330      *Social Studies 11 Regents – U.S. History & Govt.*

This United States history and government course will cover citizenship, change, birth and the development process our country went through to become a leading world power. Students will realize and understand the core basic principles and the values of government, environment, policy development and the many movements our nation has experienced since its birth. Learning this subject matter will allow students to better understand the process of laws and government and how ordinary people made a difference in our country.

Students will take the U.S. History & Government Regents exam at the end of the course. This is a one period, one credit, remedial course.

### SOC430 *Economics and Participation in Government Regents Combination Course*

**Economics Portion:** This course explores the nature of economy, personal finance and how the many relationships between supply and demand are reached and established. Topics on trade-offs, choices, limited resources, growth and stability among others are discovered and realized. In addition, students will gain a clearer understanding of the many factors that influence our national and global economies.

**Participation in Government Portion:** This government and political systems based course covers the many philosophical and comparative perspectives on human rights, needs, limited government and economic freedom. Natural laws and rights, common good, due process and the many aspects of legal process are explored and identified. Students will also gain a better understanding of why individual, group and civic action on many levels is critical in maintaining national foundations and policies.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

## REGULATIONS

Summer School is a 6-week (25 instructional days) program. Students who register for Summer School need to be prepared for a great amount of academic work in a relatively short period of time.

Summer School hours are from 8:00 to 11:45 am. Students should arrive no earlier than 5 minutes before the class is scheduled to begin. Students are to leave the building and grounds immediately after class.

### **NO LOITERING!!!**



## DISCIPLINE/CONDUCT

- **It is mandatory** that all students behave in such a manner that will **NOT** impede the educational process and respect the right of others.
- Students who ride bikes are responsible for locking their bikes.
- Skateboards, rollerblades, radios, laser pointers, iPods, walkmans, MP-3 players, cellular phones, and beepers are **NOT** allowed in building.
- Students are to be prepared each day for class.
- Grades will be affected by participation, attitude/effort, and on time completion of assignments.
- Smoking (including electronic cigarettes), fighting, possession of illegal items (alcohol, drugs, tobacco, or weapons) will result in suspension.
- Harassment, bullying and intimidation are prohibited and may result in suspension.
- Students who are disorderly or insubordinate may also be suspended.
- Appropriate decorum must be observed at all times.
- Unacceptable language will **NOT** be tolerated.

## **HOMEWORK**

The homework policy in summer school is designed to reinforce learning with practice, research, and experimentation. The following guidelines are in place:

- Homework must be handed in on time, complete and to the best of the student's ability.
- Homework is an important part of the class grade.
- If a student is absent, he/she must ask the teacher for homework that was missed.
- If no homework is assigned by teachers, students should still spend time each day reviewing notes, rereading text assignments, practicing math problems, reading and writing for pleasure, etc.
- These activities will build good study habits.
- Set aside a time and place for homework each day.

### *The Value of Homework*

*Homework teaches students how to organize their time!  
Homework reinforces and supplements the content presented in class!  
Homework involves parents and other family members in the student's education!*

## **TRANSPORTATION & BUS PROCEDURES**

- Some districts may provide bus transportation for summer school.
- The bus driver and aide are in authority and are to be treated with respect.
- The driver must not be distracted.
- The student will not move about once on the bus. Sit; don't kneel on the seats.
- Do not prevent others from sitting in their assigned seats.
- The same rules for behavior enforced in school apply to the bus.
- Students are expected to conduct themselves in an orderly and safe manner.
- Ultimately, control of behavior is the responsibility of the parent and continued misconduct will result in discontinued transportation.
- When transportation has been suspended for a student, the student shall not be permitted to ride any other bus.

## **SCIENCE**

### **SCI120**

### ***General Science 9-12***

This course is designed to meet New York State Learning Standards for Mathematics, Science, and Technology and will focus on the science content and skills students need to develop to explain, interpret, and analyze scientific processes using the Inquiry Model.

A local exam will be given . This is a one period, one credit, remedial course.

### **SCI130**

### ***Living Environment Regents***

This course is designed to meet New York State Learning Standards and will focus on the Living Environment content as it coordinates with the Living Environment New York State Regents as a model. Biology courses are designed to provide information regarding the fundamental concepts of life and life processes. These courses include (but are not restricted to) such topics as cell structure and function, general plant and animal physiology, genetics, and taxonomy.

Students will take the Regents Living Environment exam . This is a one period, one credit, remedial course.

### **SCI230**

### ***Earth Science Regents***

This course is designed to meet New York State Learning Standards and will focus on the Physical Setting/Earth Science content as it coordinates with the Physical Setting/Earth Science New York State Regents as a model. Students will explore scientific topics of interest, using advanced methods of scientific inquiry and experimentation.

*Prerequisite: Earth Science Lab Grade.* Students will take the Physical Setting/Earth Science Regents exam. This is a one period, one credit, remedial course.

### **SCI330**

### ***Chemistry Regents***

This course is designed to meet New York State Learning Standards and will focus on the Chemistry content as it coordinates with the Chemistry New York State Regents as a model. This course involves studying the composition, properties, and reactions of substances. These courses typically explore such concepts as the behaviors of solids, liquids, and gases; acid/base and oxidation/reduction reactions; and atomic structure. Chemical formulas and equations and nuclear reactions are also studied.

Students will take the Physical Setting/Chemistry Regents exam. This is a one period, one credit, remedial course.

## MATHEMATICS

### MAT121      *General Math 1*

This course is designed to assist students in meeting the New York State Standards and will focus on algebra and problem solving. The following course will incorporate real world applications into the mathematics curriculum.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

### MAT130      *Algebra 1 – Regents*

This course includes the study of properties and operations of the real number system; evaluating rational algebraic expressions; solving and graphing first degree equations and inequalities; translating word problems into equations; operations with and factoring of polynomials; and solving simple quadratic equations.

Students will take the Algebra 1 Regents exam at the end of the course. This is a one period, one credit, remedial course.

### MAT221      *General Math 2*

This course is designed to assist students in meeting the New York State Standards and will focus on advanced algebraic and trigonometric concepts. This course will incorporate real world applications into the mathematics curriculum.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

### MAT230      *Geometry – Regents*

**Pre-requisite: Algebra 1.** Students will have the opportunity to explore an approach to the study of geometric relationships. Geometry courses, emphasizing an abstract, formal approach to the study of geometry, typically includes topics such as properties of plane and solid figures; deductive methods of reasoning and use of logic; geometry as an axiomatic system including the study of postulates, theorems, and formal proofs; concepts of congruence, similarity, parallelism, perpendicularity, and proportion; and rules of angle measurement in triangles.

Students will take the Geometry Regents Exam as their final assessment. This is a one period, one credit, remedial course.

### MAT335      *Algebra II – Regents*

**Pre-requisite: Algebra 1, Geometry.** Course topics typically include field properties and theorems; set theory; operations with rational and irrational expressions; factoring of rational expressions; in-depth study of linear equations and inequalities; quadratic equations; solving systems of linear and quadratic equations; graphing of constant, linear, and quadratic equations; properties of higher degree equations; and operations with rational and irrational exponents.

Students will take the Algebra II Regents Exam. This is a one period, one credit, remedial course.

## STUDENT APPEARANCE EXPECTATIONS

Based on the student appearance expectations issued by the Summer School Program, the guidelines listed below will be observed during Summer School.

The Summer School Program believes that students' appearance should at all times be neat, clean, and appropriate. A student's dress reflects the quality of the school, student conduct, and student's schoolwork. Appropriate dress and personal appearance is the responsibility of the parent/guardian and the student. The student's appearance should not be distracting to other members of the school community or a safety or health risk to the student or others. If we have sufficient grounds for concern about the quality of a student's appearance, a home contact will be made. In some cases, a student might be required to change to more appropriate clothing. The following guidelines will be observed during Summer School:

- Any type of head covering should not be worn in the building, except for those whose religious belief dictates otherwise.
- All fashions should be no more than three inches above the top of the knee when the student is in a standing position.
- All articles which advertise, display, or represent items depicting such themes as alcoholic beverages, tobacco, items with abusive, suggestive, controversial, or a gang-related theme are prohibited.
- If a student chooses to wear layered fashions, each and all layers should comply with the student appearance code.
- All apparel should be fastened and worn appropriately. Pants, skirts, and shorts must be worn at the waist level.
- Above the waist apparel must cover one's entire person except the arms and a modest opening at the neck area and may not be of transparent materials. Baby T's, tank tops, halter tops, sleeveless muscle shirts/t-shirts, pajama pants or shoulderless dresses are not appropriate for school.
- Outdoor clothing, jackets, and hooded tops are not to be worn during the school day for health and safety reasons.
- Skin tight and spandex clothes are prohibited.
- A student whose clothing violates the dress code shall be retained for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school.



## STUDENT ATTENDANCE EXPECTATIONS

- Students are expected to attend all classes during the summer school program. Consistent with the importance of classroom participation, student absences, tardiness, and early departures will affect a student's grade including credit for classroom participation. Students who are absent from class will be responsible to consult with his/her teacher to make up the work.
- Absences must be called into the summer school office on the morning of the absence.
- Students arriving late to school must stop in the summer school office to obtain a late pass.
- **Students are required by state law to bring a written excuse after each absence or tardiness.** The excuse must be signed by a parent/guardian and include the date and reason for the absence or tardiness.

## RETENTION

In order to assist with the successful completion of summer school, there may be times when a teacher will require a student to either arrive early or remain late from the student's regularly scheduled class. For these occasions, the student will have 24 hours to arrange alternate transportation, if needed.

## SCHEDULING

When you submit the completed application form to your home school guidance department, you are submitting a course request to the summer school program. The summer school master schedule will define the period and/or session that you will attend. Course times **cannot** be requested in advance. Student schedules will not be changed for convenience. If you believe there is an error when you receive your schedule, contact your home school guidance office immediately.

## STUDENT SUPPORT SERVICES

Support will be available for both middle school and high school students with testing modifications. This includes special education students with IEPs and also general education students with 504 plans. Consultant teachers and assistants will help teachers provide testing modifications and, as time allows, help with class assignments.

We are also available to help the staff. Teachers will be provided with a listing of test modifications for students in their classes. Information will be available when summer session starts and updated as new information is received. If teachers have any questions regarding the needs of their students, they should feel free to contact the consultant staff and we will be glad to help in any way we can.

We will have rooms (TBA) for the students to go to when they need assistance.

We will meet with ALL students with modifications during the first week of classes to explain the help that is available for them. After that, students may request to work with us, or the teachers may decide that they need our help. In either case, students will be given a pass to see the consultant staff for support.

## COURSE DESCRIPTIONS FOR GRADES 9-12

### REMEDIAL COURSES

#### ENGLISH

##### ENG130      *English Grade 9 Regents*

This course builds upon students' prior knowledge of grammar, vocabulary, word usage, and the mechanics of writing and usually include the four aspects of language use: reading, writing, speaking and listening. Typically, this course introduces and defines various genres of literature with writing exercises often linked to reading selections.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

##### ENG230      *English Grade 10 Regents*

This course offers a balanced focus on composition and literature. Typically, students learn about the alternate aims and audiences of written compositions by writing persuasive, critical, and creative multi-paragraph essays and compositions. Through the study of various genres of literature, students can improve their reading rate and comprehension and develop the skills to determine the author's intent and theme to recognize the techniques used by the author to deliver his or her message.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

##### ENG330      *English Grade 11 Regents*

This course continues to develop students' writing skills, emphasizing clear, logical writing patterns, word choice, and usage, as students write essays and begin to learn the techniques of writing research papers. Students continue to read works of literature, which often form the backbone of the writing assignments. Literary conventions and stylistic devices may receive greater emphasis than in previous courses.

The Regents in English Language Arts Exam will be given at the end of the course. This is a one period, one credit, remedial course.

##### ENG430      *English Grade 12 Regents*

This course blends composition and literature into a cohesive whole as students write critical and comparative analyses of selected literature, continuing to develop their language arts skills. Typically, students primarily write multi-paragraph essays, but they may also write one or more major research papers.

A local exam will be given at the end of the course. This is a one period, one credit, remedial course.

## COURSE DESCRIPTIONS FOR GRADE 8

### REMEDIAL COURSES

#### LAN801 Language Arts Grade 8

Students will explore the elements of exceptional narrative writing by reading several texts in groups and independently. The Common Core Learning Standards will be the focus of students comparing/contrasting the structure of texts to determine meaning, style, and central themes. Students will respond to literature by composing literary letters and participating in book talks.

This is a one period, remedial course.

#### MAT801 Math Grade 8

The big ideas covered in 8th grade, per the new Common Core Learning Standards, include: the number system, expressions and equations, functions, and geometry. Remediation in the necessary topics will be based on the needs of the students.

This is a one period, remedial course.

#### SCI801 Science Grade 8

Students will be furthering their study of the physical setting as it relates to the properties of matter, and be introduced to the particle theory of matter. A study of the living environment will include cell division, genetics, and reproduction. Students will conclude with a focus on biological diversity and adaptations.

This is a one period, remedial course.

#### SOC801 Social Studies Grade 8

Students will focus on a chronologically organized study of United States and New York State History from Industrialization to the Present. Topics of study will include Industrialization as a turning point in United States History, and continue with the United States as an Independent Nation in an increasingly Interdependent World. Students will study the United States between the two World Wars, and the impact as the United States assumes worldwide responsibilities. The conclusion of studies will focus on the changing nature of the American people and events from Post World War II to the Present.

This is a one period, remedial course.

## ENTRANCE TO CAREER & TECH CENTER/VISITORS

Bus students, walkers and visitors are to use the main entrance. All visitors coming into the building during the school day must report directly to the summer school office. Students not registered for our program will not be allowed to visit the school. Exceptions to the visitation policy must be cleared through the summer school administration. No uninvited visitors will be allowed during school hours. Invited visitors must have permission from the school administration at least 24 hours in advance.

### CLINIC

The summer school program at the Career & Tech Center has a health office with a registered nurse to assist pupils and parents with a child's health concerns. Students may be excused from school because of illness or injury. Parents will be contacted and will be asked to come to the clinic to sign their students out. An updated phone number is absolutely essential. New York State Education Law mandates that the school shall **NOT** administer medicine or perform medical services designed for a physician.

When a child must take any medicine during school hours, parents must submit a **WRITTEN REQUEST** to the Summer School Health Office accompanied by a **WRITTEN** request from the **FAMILY PHYSICIAN** indicating the **NAME OF THE MEDICINE**.

### GRADING POLICY

#### FINAL GRADE – ALL REMEDIAL COURSES

The final course grade for all remedial summer school courses is calculated in the following manner:

**Final Summer School Grade =**

$$\frac{2(\text{Semester 1 Grade}) + 2(\text{Semester 2 Grade}) + \text{Final Exam}}{5}$$

#### SEMESTER GRADE

Each semester grade is calculated in the following manner:

**Semester Grade = Class Academic Average as determined by the subject teacher.**

#### FINAL EXAMS

**All students who are registered for a course must sit for a final exam.** The exception for this will be for students who have previously taken and passed a Regents exam. **A letter from the school's principal must accompany the summer school application stating the student has passed the Regents exam. The passing grade must be listed in the letter.**

**DAILY SCHEDULE**

7:55 AM Students are allowed to enter building  
 8:00 AM Period 1 begins  
 9:50 AM End of 1st period  
 9:55 AM Period 2 begins  
 11:45 AM End of 2nd period

STUDENTS ARE **NOT** ALLOWED TO LEAVE THE BUILDING IN BETWEEN PERIODS!!!

**MONTHLY SCHEDULE**

JUNE—JULY				
Monday	Tuesday	Wednesday	Thursday	Friday
24	25	26	27	28 REGISTRATION CLOSES
OFFICE OPENS 1	2	Student schedules mailed to homes 3	OFFICE CLOSED—HOLIDAY 4	5
Mandatory Staff Day 8	Start of 9-12 program 9	10	11	12
Fire Drills 15	Rain Date—Fire Drills 16	17	18	19
22	23	Mid-term grades close 24	25	Mid-term report cards mailed 26

JULY—AUGUST				
Monday	Tuesday	Wednesday	Thursday	Friday
29	30	31	1	2
5	6	7	8	9
Last day of classes 12	Regents Exams —AM & PM 13	Regents Exams —AM & PM 14	15	Report Cards Mailed OFFICE CLOSED 16
19	20	21	22	23

THE UNIVERSITY OF THE STATE OF NEW YORK  
**THE STATE EDUCATION DEPARTMENT**  
 OFFICE OF STATE ASSESSMENT  
 ALBANY, NY 12234

**AUGUST 2019  
 EXAMINATION SCHEDULE**

*Students must verify with their schools the exact times that they are to report for their State examinations.*

<b>Tuesday August 13</b>	<b>Wednesday August 14</b>
<b>8:30 a.m.</b>	<b>8:30 a.m.</b>
Algebra I English Language Arts Physical Setting/Chemistry	US History & Government Physical Setting/Earth Science
<b>12:30 p.m.</b>	<b>12:30 p.m.</b>
Global History & Geography II (New Framework) TRANSITION EXAM: In Global History & Geography	Geometry Living Environment Algebra II

**UNIFORM ADMISSION DEADLINES**

*Morning Exams: 9:15am*

*Afternoon Exams: 1:15pm*