

POLICY

2019

6130

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Personnel

SUBJECT: DRUGS/CONTROLLED SUBSTANCES AND ALCOHOL (STAFF AND THE PUBLIC)

The Board of Education of the Wallkill Central School District is committed to the prevention of alcohol, tobacco, **drugs** and other substance use/abuse. This policy describes the philosophy of the School District and the program elements that the District will use to promote healthy lifestyles for its staff to inhibit the use/abuse of alcohol, tobacco and other substances.

No person may use, possess, sell, or distribute alcohol or other substances, nor may use or possess drug paraphernalia, on school grounds or at school sponsored events, except drugs as prescribed by a physician. The terms "alcohol and other substances" shall be construed throughout this policy to refer to the use of all substances, including, but not limited to, alcohol, tobacco, **vaporizers, e-cigarettes**, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, **opioids**, heroin, steroids, **herbs, substances**, look-alikes, and any of those substances commonly referred to as "designer drugs." ~~The inappropriate use of prescription and over-the-counter drugs shall also be prohibited.~~ **Additionally, the Board prohibits the misuse and/or unprescribed use of prescription and over-the-counter drugs in the workplace or when the effects of these actions may impair job performance.**

~~Additionally, any person who has consumed or used any of the aforementioned substances is prohibited from entering school grounds or school-sponsored events.~~ **In accordance with law, regulation, and District policy, smoking and vaping are prohibited on school grounds; within 100 feet of the entrances, exits or outdoor areas of any of the District's schools; and/or at any school-sponsored event or activity that occurs off school grounds.**

Philosophy

The District will use the following principles as guides for the development of its substance use/abuse prevention efforts and for any disciplinary measures related to alcohol and other substances:

- a) Alcohol, tobacco, and other substance use/abuse is both preventable and treatable.
- b) Abuse of alcohol and other substances inhibits the District from accomplishing its primary purpose of educating children.
- c) Individuals connected with the school system (Board of Education, administration, faculty, staff) are expected to model the behavior asked of students.
- d) The School District will work cooperatively with the community in preventing alcohol, tobacco, and other substance use/abuse.

SUBJECT: DRUGS/CONTROLLED SUBSTANCES AND ALCOHOL (STAFF AND THE PUBLIC)
[continued]

Information on Substance Use Related Services

The Superintendent has designated one or more individuals to provide information regarding where and how to find available substance use related services to students, parents, and staff.

Any information provided by a student, parent, or staff member to the designated individuals will not be used in any school disciplinary proceeding and will, in addition to any other applicable privilege, be considered confidential in accordance with law.

Employee Assistance Program

The School District has in place an employee assistance program which offers confidential counseling to help cope with problems stemming from alcohol and other substance use/abuse. An employee assistance program has been set up on a cooperative basis with School District administration and collective bargaining units.

Disciplinary Measures

Staff will be informed of the range of penalties or consequences, up to and including termination of employment that may be imposed for engaging in prohibited conduct in accordance with any applicable law, District policy, collective bargaining agreement and/or other similar document.

- ~~a) Disciplinary measures for students found to be in possession of, or using, alcohol, tobacco, or other substances are outlined in the School District's discipline codes for all buildings and the athletic code.~~
- ~~b) The consumption, sharing and/or selling, use and/or possession of alcoholic beverages, controlled substances, illegal drugs or paraphernalia for the use of such drugs shall be prohibited at any school function or on school property at all times. Both students and adults shall abide by this policy and the regulations in the Student Discipline Code at all times.~~
- ~~c) The School District will work cooperatively with bargaining unit in order to intervene and secure necessary assistance for problems related to drug and alcohol abuse involving staff personnel.~~

Staff Development

- a) The School District continues to provide a comprehensive staff development program for all instructional staff. Programs are designed to enhance the working knowledge of individuals in the area of alcohol, tobacco, and substance use/abuse, as well as assist in the development of strategies that can be utilized in the classrooms in conveying a positive prevention message to students.
- b) The School District will make available to all non-instructional employees, staff development program offerings in the area of alcohol, tobacco, and substance use/abuse.

SUBJECT: DRUGS/CONTROLLED SUBSTANCES AND ALCOHOL (STAFF AND THE PUBLIC)*[continued]***Implementation, Dissemination and Monitoring**

- a) —The Board of Education directs the Superintendent of Schools to develop and implement specific programs and strategies that are necessary to implement the above policy.
- b) —~~The Superintendent of Schools directs the Director of Health, Physical Education and Athletics to provide leadership and direction in the development and implementation of comprehensive Health Education programs K-12. Included in this will be formal classroom learning in the prevention of alcohol, tobacco, and other substances use/abuse, staff development, and community education programs.~~
- e) —~~This comprehensive policy will be reviewed annually along with other School District policies and discipline codes. At such time, appropriate recommendations for revision in the policy will be discussed and brought to the Board of Education.~~

NOTE: Refer also to See Policy #7420 - Drugs/Controlled Substances and Alcohol (Students)

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT

Overview

It is the goal of the Wallkill Central School District system to insure that each student attends school the maximum number of days possible and to afford each student the opportunity to meet his/her potential. We, therefore, institute this policy.

Purpose

The Board of Education of the Wallkill Central School District recognizes that attendance at school serves the following fundamental purposes:

- Opportunity to engage in an enhanced learning experience supported by highly qualified, knowledgeable professionals.
- Participation in a learning community which includes access to multiple perspectives and opportunities for dialog with other learners.
- Good attendance and class participation are essential ingredients for academic success. Any absence from class is detrimental to the learning process.
- Classroom lessons foster and require social interaction, development of effective communication skills, and critical thinking in addition to subject mastery.
- Textbook or make-up assignments are not an adequate substitute for classroom attendance and participation.

Attendance Requirements

a) Applicability

All students of compulsory education age, who reside legally within the District, must attend school. Legal school age and legal residence are determined by the Board of Education in accordance with state requirements as set forth in New York State Education Law Sections 3202, 3205 to 3208, 3209 to 3210, and 8 NYCRR Section 100.2.

b) Notification Regarding Attendance Policy

1. Student Notification

- (a) School Handbooks which shall include the District's attendance policy shall be distributed to all students.

2. Parental/Guardian Notification

- (a) All parents/guardians will be given a plain language summary of this policy at the beginning of each school year.

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

- (b) At registration, the District will provide each new student's parent or guardian with a copy of the attendance policy.
- (c) At any "open house" or "back to school" event, parents/guardians will have the opportunity to obtain/discuss the attendance policy.
- (d) If a student misses successive class periods or school days without an excuse, the Principal/ Designee will notify the parent/guardian.

3. Faculty/Staff Notification

Each member of the faculty/staff will be given a copy of this policy, including any subsequent amendments. This policy will be distributed to new teachers upon commencement of employment.

4. Community Notification

Copies of this policy will also be available to any other member of the community upon request.

c) **Guidelines**

The Wallkill Central School District recognizes an important relationship between class participation and class performance. Consequently, each teacher may consider classroom participation as defined by the class syllabi as well as the student's performance on graded written and oral assignments, tests, quizzes, homework and final examinations.

1. Minimum Attendance Rule

All registered students are expected to attend all classes as scheduled. Specifically, each student should attend at least 85% of all classes per course. High School students who exceed 28 absences in a full-year course or 14 absences in a half-year course may not receive course credit IF required work is not made up. Physical Education falls into the half-year category.

2. Absences

- (a) Absences under the attendance policy include:
 - 1. Lateness to class more than 20 minutes; and
 - 2. Any period of "Out-of-School Suspension ("OSS") where a student does not accept alternative instruction
 - 3. All other absences (whether excused or unexcused) not excluded below

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

(b) The following should NOT be counted as absences under the attendance policy:

1. In-School Suspension ("ISS");
2. Any period of OSS where student accepts alternative instruction;
3. Attendance at a special education program or service offered by a public school or an approved private school or facility when a student is homeless, disabled or incarcerated. (See Section 175.6 of the regulations of the NYS Commissioner of Education.)

3. Makeup Policy

- (a) When a student misses a class or school day, he/she is expected within five (5) school days of his/her return, to provide a written explanation from his/her parent or guardian. Moreover, the student must consult with his/her teachers regarding missed work. If the absence is excused, the student may make up any work missed by arranging an assignment with the teacher.
- (b) Make-up assignments must be completed by the date specified by the student's teacher for the particular class. Upon satisfactory and timely completion of the make-up grade.
- (c) Reasonable make-up opportunities will be given to students with excused absences due to:
 1. personal illness;
 2. illness or death in the family;
 3. disability;
 4. impassable roads or weather;
 5. religious observance;
 6. quarantine;
 7. required court appearances;
 8. attendance at health clinics;
 9. approved college visits;
 10. approved cooperative work programs;
 11. military obligations; or
 12. such other reasons as may be approved by the Commissioner of Education and/or the building principal.
- (d) Students who are unable to attend class period/day due to their participation in a school sponsored activity (e.g., field trip, music lessons, etc.) and who arrange with their teachers to make-up missed work, shall be given credit for class participation on the class day/period missed.

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

4. Summer School Courses

Students may complete a course in summer school only if they have attended the regular school-year course for all quarters of the course and have not exceeded 50 absences in a full-year course or 25 absences in a half-year course. (Physical Education falls in the 25 absence category.)

d) Attendance Taking Procedures

1. Kindergarten - Grade 6

Attendance shall be recorded once per school day. If students are dismissed from school grounds, they must be signed out or in at the designated location in each building, and this will be added to their attendance record.

2. Grades 7-12

Attendance shall be recorded during each class period of scheduled instruction (including instructional or supervised study activities). If students are dismissed from school grounds, they will sign out and back in at the main office, and it will be noted on their attendance record.

e) Maintenance of the Attendance Register

1. For each student, the register of attendance must include:

- (a) Name;
- (b) Date of Birth;
- (c) Date of enrollment;
- (d) Parent/Guardian's Full Name;
- (e) Address where student resides;
- (f) Phone numbers(s) where Parent/Guardian may be contacted;
- (g) ALL absences, tardiness, or early departures during any school day, in whole or in part, excused or unexcused;
- (h) Appropriate coding to identify the nature of the absence (full day, class cut);
- (i) Dates of school closings for all or part of the day of scheduled instruction due to extraordinary circumstances, including: adverse weather conditions, heating problems, lack of water or fuel, or destruction or damage to a school building; and
- (j) Date a student withdraws from, or is dropped from enrollment.

2. A teacher or a district employee designated by the Board of Education will make entries on the Attendance Register. All entries must be verified by the oath or affirmation of the person taking attendance.

Students

SUBJECT: ATTENDANCE POLICY - WALLKILL CENTRAL SCHOOL DISTRICT [continued]

3. When additional information is received from a student during a student/staff conference that requires corrections to be made to a student's attendance records, such corrections will be made immediately. Notice of the change will be sent to appropriate school personnel (e.g., homeroom teachers, attendance officer, etc.).

f) Attendance Interventions

1. *Chronic absenteeism is defined as missing at least 10% of enrolled school days in a year for any reason, excused or unexcused. Chronic absenteeism differs from truancy because it emphasizes missed instructional time rather than unexcused absences. Missed instructional time can increase a student's risk for disengagement, low achievement, and dropping out, among other things.*

Students who miss at least 5% of enrolled school days in a year are at risk of becoming chronically absent. In light of this, the District will implement intervention strategies for students who miss 5% or more of the enrolled school days in a year

- ~~1.~~2. The Building Principal will design and implement incentives to acknowledge students' efforts to maintain or improve school attendance.

g) Appeals

1. All appeals related to unexcused absences and/or denial of course credit will be made directly to the principal on the following basis:
 - (a) Regarding the accuracy of a student's attendance record;
 - (b) To ascertain whether it appears that students with disabilities are treated consistently with IDEA or Section 504 Plans.
 - (c) To consider "extenuating circumstances".
2. Parent/Guardian will have twenty (20) calendar days from the issue of the written notification of unexcused absences to appeal to the building principal.
3. The building principal shall make the final decision regarding all appeals.

h) Returns to Wallkill Central School District

Students who leave Wallkill Central School District and subsequently return must still honor the attendance policy. All previous Wallkill class absences will still count for that academic year

SUBJECT: DRUGS/CONTROLLED SUBSTANCES AND ALCOHOL (STUDENTS)

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- d) The School District will work cooperatively with the community in preventing alcohol, tobacco, and other substance use/abuse.

Information on Substance Use Related Services

The Superintendent has designated one or more individuals to provide information regarding where and how to find available substance use related services to students, parents, and staff.

Any information provided by a student, parent, or staff member to the designated individuals will not be used in any school disciplinary proceeding and will, in addition to any other applicable privilege, be considered confidential in accordance with law.

Students**SUBJECT: DRUGS/CONTROLLED SUBSTANCES AND ALCOHOL (STUDENTS) [continued]****Primary Intervention**

The goal for all instructional programs is to prevent or delay the onset of alcohol, tobacco and other substance use by students. Components of this program shall include:

- a) K-12 prevention curriculum that includes:
 - 1. Accurate and age appropriate factual information about alcohol, tobacco, and other substances, including the effect they have on a variety of health related topics.
 - 2. Students will be given an opportunity to develop life and decision making skills which will assist them in resisting the use of alcohol, tobacco, and other substances.
 - 3. Students will have an opportunity to develop good self-esteem.
 - 4. Students will learn how to cope with stress, and how to deal with problems.

Instructional program consists of K-6 - support and assistance provided the classroom teachers. Other components include:

Grade 5 - D.A.R.E. Program.

Grade 6 - Too Good For Drugs Program

Middle School - Grade 7 - Health Education Course and Home and Careers.

High School - Grade 10/11 - Health Education Course.

- b) Community Education - provide educational programs to parents and other members of the community.
- c) Provide students with a wide variety of extracurricular activities that foster the healthy use of leisure time.

Intervention

The School District will take the following steps in eliminating any existing use/abuse of alcohol and other substances:

- a) Provide counseling services for all students.
- b) Work cooperatively with community agencies in seeking placement for treatment/assistance.
- c) Continue to offer at-risk students additional support and assistance.

SUBJECT: DRUGS/CONTROLLED SUBSTANCES AND ALCOHOL (STUDENTS) [continued]**Disciplinary Measures**

Disciplinary measures for students found to be in possession of, or using, alcohol, tobacco, or other substances are outlined in the School District's discipline codes **Code of Conduct** for all buildings and the athletic code.

- ~~b) The consumption, sharing and/or selling, use and/or possession of alcoholic beverages, controlled substances, illegal drugs or paraphernalia for the use of such drugs shall be prohibited at any school function or on school property at all times. Both students and adults shall abide by this policy and the regulations in the Student Discipline Code at all times.~~
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Implementation, Dissemination and Monitoring

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- c) This comprehensive policy will be reviewed annually along with other School District policies and discipline codes. At such time, appropriate recommendations for revision in the policy will be discussed and brought to the Board of Education.

NOTE: Refer also to Policy #6130 -- Drugs/Controlled Substances and Alcohol (Staff)

SUBJECT: IMMUNIZATION OF STUDENTS

The Board of Education recognizes its responsibility to ensure that the children under its charge are immunized according to the minimum immunization requirements for school attendance as set by the Public Health Law. The Board, therefore, requires that a physician's certificate or some other acceptable evidence of immunization be submitted for all children entering and presently attending school.

Health Office personnel in each building must examine immunization records of all new entrants. The Board directs the administration not to permit any child lacking evidence of immunization to enter school. *remain in school for more than fourteen (14) days, or thirty (30) days for either:*

- a) An out-of-state transferee who can show good faith effort to obtain the necessary evidence or certification, or*
- b) A child who was previously exempt for religious reasons who can demonstrate that they have received at least the first dose in each immunization series required and has age appropriate appointments scheduled to complete the immunization series.*

The administration should notify the local health authority of the name and address of the child, as well as to provide the person in parental relation to the child who has been denied admission or attendance a statement of his/her duty regarding immunization and a consent form prescribed by the Commissioner of Health. The school shall cooperate with the local health authorities to provide a time and place for the immunization of children lacking same.

The only exceptions to this policy are as follows: *when the requirement may be waived by the Board is when*

- ~~a) If a child whose parent, parents, or guardian hold genuine and sincere religious beliefs which are contrary to the practices required, the procedure found in the Wallkill Central School District Administrative Manual for implementing the Religious Exemption to Immunization will be followed.~~
- b) If a **A** physician will certify^{iesy} that administering a vaccine to a particular child is detrimental to the child's health, ~~the requirement may be waived by the Board.~~

A student denied entrance or attendance due to failure of meeting health immunization standards may appeal to the Commissioner of Education.

Public Health Law Section 2164
Education Law Section 914