



BUNNELL HIGH SCHOOL



Student Handbook 2021-2022

Dr. Katie Graf
INTERIM PRINCIPAL

Mr. Christopher Koch
Mr. John Ramos II
Mr. Francis Tatto
ASSISTANT PRINCIPALS

1 Bulldog Boulevard
Stratford, CT 06614
Telephone: 203-385-4250
Fax: 203-381-2014

Website: <https://www.stratfordk12.org/bunnellhigh>

Instagram: [bunnellbulldogs](#)

BUNNELL HIGH SCHOOL ALMA MATER

*Leading outward from the shelter
of our bright and busy youth
corridors of light and learning
open on a world of truth.
Symbols of our school unfold,
colors blue and grey and gold,
guiding aims of quality
honor, faith, and loyalty.
Worlds to conquer wait our choosing
wait our futures to foretell.
Knowledge, wisdom, understanding
come from you Bunnell, Bunnell.*



Bunnell High School Executive Officers 2021-2022

Student Government Officers - TBD

Senior Class Council Officers - TBD

Junior Class Council Officers - TBD

Sophomore Class Council Officers - TBD

Captain's Council Officers - TBD

Peer Review Board - TBD

IMPORTANT PHONE NUMBERS

Stratford South End Community Center - (203) 377-0689

Sterling House - (203) 378-2606

Stratford Community Services - (203) 385-4095

Stratford Public Library - (203) 385-4161

Community Services – Parents' Place - (203) 381-6992

Emergency - Dial 911

Support Services Line - Dial 211



Stratford Public Schools seeks to develop students who exemplify the Stratford “Portrait of a Graduate”. Graduates of Stratford Public Schools will be:

- Responsible and Involved Citizens
- Self-Directed and Lifelong Learners
- Creative and Practical Problem Solvers
- Informed and Integrative Thinkers
- Clear and Effective Communicators

DISTRICT MISSION STATEMENT

The mission of the Stratford Public Schools is to develop a community of learners in which ALL students acquire the knowledge, skills and confidence to meet the challenges of a changing and increasingly diverse 21st century society.

OUR CORE VALUES

Students will acquire content knowledge, strengthen higher-order thinking, and develop character in order to address 21st century challenges.

"Stratford Schools is committed to establishing and sustaining an equitable community that achieves the District's equity mission to end the predictive value of race and ensure each individual students' and staff members' success. The Board of Education rejects all forms of racism as destructive to its mission, vision, values, and goals." Per SPS POLICY 0525.1



OUR BELIEFS

We believe teachers must work collaboratively in support of student learning and to model collaboration as a social skill with students. We believe that a rigorous curriculum for all students, an acceptance of diversity, and a culture that actively welcomes all learners will contribute to a more knowledgeable community and society. We believe in the value of a strong education as a means for preparing students for work and life in the remainder of the 21st century.

OUR LEARNING EXPECTATIONS

All students...

will use real-world digital and other research tools to access, evaluate and effectively apply information appropriate for authentic tasks. *(Academic)*

will work independently and collaboratively to solve problems and accomplish goals. *(Civic-Social)*

will communicate information clearly and effectively using a variety of tools/media in varied contexts for a variety of purposes. *(Academic)*

will demonstrate innovation, flexibility and adaptability in thinking patterns, work habits and working/learning conditions. *(Academic)*

will effectively apply the analysis, synthesis and evaluation processes that enable productive problem solving. *(Academic)*

will value and demonstrate personal responsibility, character, cultural understanding and ethical behavior. *(Civic-Social)*

will show competence in all core academic subjects and other fields of interest, including the ability to clearly and effectively communicate content information in multiple formats. *(Academic)*



2021-2022 Stratford Public Schools Calendar

Calendar = 182 Days Note: State Law requires a minimum of 180 School Days

Stratford Public Schools 2021 - 2022 SY

August '21 (0)	September '21 (18)	October '21 (21)																																																																																																																																					
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Notes:

- August 30/31 & Sept. 1 - Teacher PD
- August 30 - Convocation ★
- September 2 - First Day of School 😊
- September 6 - Labor Day
- September 7 - Rosh Hashanah
- September 16 - Yom Kippur
- November 2 - Election Day
- November 25 - Thanksgiving Day
- November 26 - Day after Thanksgiving
- December 24-31 - Winter Holiday
- December 31st - for New Year's Day
- January 17 - Martin Luther King Day
- February 18-21 - Presidents Weekend
- April 18-22 - Spring Break
- April 15 - Good Friday
- May 30 - Memorial Day
- June 14 - Last Day of School 😊
- PD Days: August 30, 31 - Sept. 1 - Nov. 2 - and April 1(1/2 day)
- Teacher PLC Days: Oct. 5, Dec. 8
- Jan 12 - Mar 16 - May 12
- Elem. Conf. Dates: Nov. 16, 18 Feb. 3
- Middle Conf. Date - Nov 10
- High School Conf. Date - Nov. 9

Academic Calendar

2021-2022

Orange - PD Days Blue - First and Last Day of School Purple - Holidays Rose - Teacher PLC Days Green - Conference Dates
 Approved by the Stratford Board of Education - May 26, 2020 Revision Approved: May 24, 2021

Yellow - Early Dismissal



GRADING SYSTEM AND HONOR ROLL

Report cards are issued in November, February, April, and June.

<u>Superior</u>		<u>Above Average</u>		<u>Average</u>	
A+	97-100	B+	87-89	C+	77-79
A	93-96	B	83-86	C	73-76
A-	90-92	B-	80-82	C-	70-72
<u>Passing</u>		<u>Failing</u>			
D+	67-69	F	50-64		
D	65-66				
P	Pass	E	Excused		
WP	Withdrawn Pass	I	Incomplete		
WF	Withdrawn Fail				

Highest honor requirements:

- Student must carry a minimum of four one-unit subjects (or equivalent)
- Student grades must average 89.5 or above
- Student cannot receive a grade lower than B-

Honor requirements:

- Students must carry a minimum of four one-unit subjects (or equivalent)
 - Student grades must average 85.5 or above
 - Student cannot receive a grade lower than C-
- ** Final senior class rank is calculated after the end of the 3rd marking period.

GRADUATION REQUIREMENTS (Class of 2022 Only)

Students are required to schedule and successfully complete:

English	4 Units
Mathematics	3 Units
Social Studies	3 Units
Science	2 Units
Personal Finance	.5 Unit
Health & Physical Education	1.5 Units
Arts or Career & Technical Education**	1 Unit
Electives	6 Units
Total	21
	Credits

**Courses in Art, Annual Writing, Creative Writing, Business Education, Family and Consumer Science, Technology Education, Health and Medical Careers, Computers, Theater Arts and Vocal Production, Journalism, and Music satisfy this requirement.



GRADUATION REQUIREMENTS (Class of 2023 and forward)

HUMANITIES (9)

- English 4 Credits
- Social Studies 3 Credits
(.5 Civics, 1 World History, 1 US History, .5 Elective)
- Arts 1 Credit
- Elective in Humanities* 1 Credit

STEM (9)

- Science 3 Credits
- Math 3 Credits
- Personal Finance 1 .5 Credit
- Elective in STEM** 2.5 Credits

PE and WELLNESS 1 Credit

HEALTH and SAFETY 1 Credit

WORLD LANGUAGE 1 Credit

MASTERY BASED ASSESSMENT 1 Credit

(CAPSTONE)

ADDITIONAL ELECTIVES*** 3 Credits

Total 25 Credits

REGULAR SCHOOL DAY SCHEDULE

A Day	B Day	C Day	D Day
1	2	3	4
2	3	4	1
3	4	1	2
5	6	7	8
6	7	8	5
7	8	5	6
Periods Dropped: 4 & 8	Periods Dropped: 1 & 5	Periods Dropped: 2 & 6	Periods Dropped: 3 & 7



SCHOOL DAY BELL SCHEDULE

BEGINS	ENDS	A Day	B Day	C Day	D Day
7:30	8:25	1	2	3	4
8:29	9:24	2	3	4	1
9:28	10:23	3	4	1	2
10:27	12:02	5	6	7	8
12:06	1:01	6	7	8	5
1:05	2:00	7	8	5	6
Periods Dropped		4, 8	1, 5	2, 6	3, 7

LUNCH SCHEDULE - NORMAL DAY

SHIFT 1: 10:27 - 10:47
 SHIFT 3: 11:17 - 11:37

SHIFT 2: 10:52 - 11:12
 SHIFT 4: 11:42 - 12:02

SHORTENED DAY SCHEDULE

BEGINS	ENDS	A Day	B Day	C Day	D Day
7:30	8:05	1	2	3	4
8:09	8:43	2	3	4	1
8:47	9:21	3	4	1	2
9:25	9:59	5	6	7	8
10:03	10:37	6	7	8	5
10:41	11:15	7	8	5	6
Periods Dropped		4, 8	1, 5	2, 6	3, 7



DELAYED OPENING SCHEDULE

BEGINS	ENDS	A Day	B Day	C Day	D Day
9:30	10:01	1	2	3	4
10:05	10:36	2	3	4	1
10:40	11:11	3	4	1	2
11:15	12:50	5	6	7	8
12:54	1:25	6	7	8	5
1:29	2:00	7	8	5	6
Periods Dropped		4, 8	1, 5	2, 6	3, 7

LUNCH SCHEDULE - DELAYED OPENING

SHIFT 1: 11:15 - 11:35

SHIFT 2: 11:40 - 12:00

SHIFT 3: 12:05 - 12:25

SHIFT 4: 12:30 - 12:50

ADVISORY DAY - Every Wednesday

BEGINS	ENDS	A Day	B Day	C Day	D Day
7:30	8:16	1	2	3	4
8:20	9:06	2	3	4	1
9:10	9:56	3	4	1	2
10:00	11:35	5	6	7	8
11:39	12:25	6	7	8	5
12:29	1:15	7	8	5	6
1:19	2:00	Advisory	Advisory	Advisory	Advisory
Periods Dropped		4, 8	1, 5	2, 6	3, 7

LUNCH SCHEDULE – ADVISORY DAY

SHIFT 1: 10:00 – 10:20

SHIFT 2: 10:25 – 10:45

SHIFT 3: 10:50 – 11:10

SHIFT 4: 11:15 – 11:35



ATTENDANCE POLICIES

School Attendance

- Parents are responsible for the attendance of their children and should notify the main office if their child is to be absent. (Bunnell's attendance office number is 385-4254.)
- * If no contact is made with the attendance office, a note must be presented upon return to school.
- * The assistant principal should be made aware of absences that exceed 3 days in order to approve and coordinate work requests.
- *If a student is absent for part of or the entire school day due to a medical appointment, the student should present a note from the doctor upon return.
- *If a student is absent, he/she may not participate in school-related events on the day(s) of the absence. Please reference Board of Education Policy Number 5100.1.
- Students absent for **20 or more** class periods (for a full-year course) or **10 or more** (for a semester course) are in danger of losing credit for that class. Students who lose credit in a course have the opportunity to appeal to the Credit Review Board for reinstatement at the end of the semester/year.

Class Attendance

- Students are expected to attend all classes. Missing class can result in detention, parent notification, suspension, and loss of credit.
- Students who are absent from school, or arrive unexcused after Period 1, **will not be allowed to attend or participate in after-school activities (including sporting events)**.

Tardiness

- If a student is tardy to school, he/she must report immediately to the attendance office and sign in.
- Tardiness to school and to classes may lead to loss of credit.
- Students will be considered tardy if they arrive at their first period class after 7:30 a.m.
- An accumulation of 3 tardies will result in an absence.
- If a student arrives after 7:50 a.m., they will be marked absent from their first period class.
- Students who are tardy and do not sign in at the attendance office may be subject to discipline as determined by the administration.
- Students who arrive late to class are subject to consequences deemed appropriate by teacher and/or administrator.
- Both excused and unexcused tardies are counted when determining attendance records

Early Dismissal

- Students are expected to attend all classes and remain in school until dismissal at 2:00 p.m. Occasionally because of extenuating circumstances; a student may request early dismissal from school. A parent or guardian must call the main office to make an early dismissal request. In the event that an arrangement has been made to release a student to someone other than a



parent/guardian, the parent/guardian must call the main office prior to the dismissal of the student.

- **Parents/guardians/transporters must come into the main office of the school and present a photo ID in order to sign a student out.**
- **Students that drive or walk must sign out in the main office and exit the building through the front doors of the school.**

INCLEMENT WEATHER

Classes begin at 9:30am on a delayed opening schedule. Students arriving to class after 9:30am will be marked tardy. Bus schedules run 90 minutes later than normal. Early dismissals due to inclement weather are at 11:15am. School closings will be announced over the following radio stations and on the following websites:

WELI – 960 AM WEBE – 108 FM

WICC - 600 AM WEZN – 99.9 FM

WTNH – www.wtnh.com

Stratford Board of Education Website: www.stratfordk12.org



STUDENT CODE OF CONDUCT

All members of the high school community are expected to treat each other with dignity and respect.

Stratford Public School students, by tradition, maintain a reputation for courteous and considerate behavior both in school and in the community. New students entering our schools are expected to continue this tradition. For additional information, please reference BOE Policy 5147.10 & (.11)

Breaches of conduct on school property, school transportation, or at any school-sponsored activity may lead to removal, suspension, expulsion, and possible referral to the Stratford Police Department.

The following are examples of inappropriate, harmful, or unwelcome behaviors:

- Unwelcome verbal or written remarks or symbols
- Use of obscene or profane language, gestures, and innuendoes
- Deliberate refusal to obey a member of the school staff
- Refusing to identify oneself
- Smoking or Vaping on school grounds during the school day or at any school-sponsored function
- Non-compliance with school policies and regulations
- Disruptive, disrespectful, or inappropriate behavior on the bus or a continuation of an event that occurred on the bus
- Inappropriate use of cellular phones, tablets, or other electronics
- Distributing or posting materials without permission from the administration
- Audio and/or video recording without permission from the administration
- Leaving school without permission
- Refusal to leave a class when told to do so by teacher
- Not reporting to building administration upon a disciplinary referral
- Loitering in hallways
- Parking in unassigned student designated areas
- Fraudulent distribution or use of student identification numbers for purchasing lunch. **You should not give your student number to someone else.**
- Refusal to surrender cell phone or listening device to staff member
- Inappropriate use of the internet and social media websites
- Assault
- Theft
- Blackmail, threatening, or intimidation
- Vandalism and graffiti
- Destruction of personal property
- Any action that may cause harm to others
- Falsely reporting a fire or pulling an alarm with malicious intent
- Possession, selling, distribution,, or consumption of illegal substances on school grounds (including but not limited to **alcohol, tobacco, drugs, “edibles”, cigarettes or vaping devices/paraphernalia**)



- Possession of **any kind of dangerous weapon** or **facsimile weapon** in the school or on school grounds including ammunition or fireworks of any kind

Students on suspension may not participate in any school activity or attend any activity during that suspension. Students assigned an in-school suspension are expected to be at school on time, and will remain in the ISS program until the end of the school day. Students serving out of school suspensions are not to be on school grounds while school is in session. Students are subject to discipline, up to and including suspension and expulsion, for misconduct even if such misconduct occurs off school property and during non-school time. Students who receive three suspensions are not allowed to participate in any school activity for the remainder of the year.

Any high school senior who is expelled by the Stratford Board of Education at any point during his/her senior year will be prohibited from participating in the formal commencement exercises. Seniors with this status may receive their diplomas at their respective high schools the day following graduation.

The Board authorizes the Superintendent of Schools in implementing and administering this policy, to make such exceptions which in his/her discretion are warranted. Such exceptions shall be reported to the Board of Education at its next Personnel Committee meeting in Executive Session. Such exceptions should in no way be used to subvert the original intent of the policy which is to deter student conduct which would result in expulsion during the senior year.

BUS TRANSPORTATION

Students eligible for bus transportation are assigned a bus on the first day of school and are not allowed to take any other bus without permission from the bus company or an administrator. Bus transportation to and from school is a privilege available to students. The bus is an extension of the school, and it is expected that proper behavior will prevail. Students must listen to directives from the bus driver. All school rules and board of education policies also apply to the bus. Students who are eligible for bus ridership will be provided with a bus pass. In order to be allowed to board a bus, students must present their pass as they board the bus. Students will not be allowed to board a bus without an appropriate pass in their possession. Students may be charged a fee for replacement passes after the second loss. Bus evacuations will be conducted periodically, throughout the year. Students are to follow the bus driver's directions.

BULLYING POLICY

Hazing, bullying, menacing and abuse of students, in any form or format, is not acceptable behavior and is prohibited in the Stratford Public Schools.

Any student in the Stratford school district who engages in a **repeated act(s)** against another student in the district that causes physical or emotional harm to a student or such student's property, places a student in reasonable fear of harm to himself or herself, or of damage to his or her property, creates a hostile environment at school for such student, infringes on the rights of such student at school, or substantially disrupts the educational process shall be subject to appropriate disciplinary action.



Bullying is prohibited on school grounds, at any school-sponsored or school-related activity, function or program, whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the Stratford Board of Education.

Bullying occurring outside of the school setting is also prohibited and will not be tolerated if such bullying creates a hostile environment at school for the targeted student, infringes on the targeted student's rights at school, or substantially disrupts the educational process or the orderly operation of school.

Appropriate disciplinary action in response to bullying may include suspension or expulsion. In addition, it is the policy of the Stratford Board of Education that school principals or a principal's designee will notify the appropriate law enforcement agency when the principal or designee believes that any acts of bullying constitute criminal conduct.

DEFINITIONS

Bullying is defined as the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district, or a physical act or gesture by one or more students **repeatedly** directed at another student attending school in the same school district that:

- a. Causes physical or emotional harm to such student or damage to such student's property,
- b. Places such student in reasonable fear of harm to himself or herself, or of damage to his or her property,
- c. Creates a hostile environment at school for such student,
- d. Infringes on the rights of such student at school, or
- e. Substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but is not limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

Bullying may take many forms, such as but not limited to:

1. physical violence and attacks;
2. taunts, name-calling or put-downs or discriminatory slurs;
3. targeting of a student based upon that person's actual or perceived "differentiating characteristics" such as race, religion, sex, sexual orientation, gender identity or expression, religion, national or ethnic background, disability, physical appearance, socioeconomic status, or a student's association with a person or group who has or is perceived to have one or more of such characteristics;
4. threats and intimidation;
5. extortion or stealing of money and possessions;
6. cyberbullying.



Cyberbullying means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

REPORTING AND RESPONDING TO BULLYING

The Board expects prompt and reasonable investigation and response to alleged acts of bullying. Reports of alleged acts of bullying will be addressed and responded to according to this policy and in accordance with Stratford Public Schools Safe School Climate Plan and Bullying Prevention and Intervention Program.

Discrimination and retaliation are prohibited against an individual who reports or assists in the investigation of an act of bullying. Immunity will be granted against damage claims in accordance with state law to the Board, and school employees acting within the scope of their duties, students, parents and others who, in good faith, report, investigate, or respond to bullying in accordance with the Stratford Public School Safe School Climate Plan. The immunity does not extend to gross, wanton, reckless, or willful misconduct.

The entire Bullying Policy, including extensive information on the Safe School Climate Plan and Bullying Prevention and Intervention Program can be found on the Stratford Public Schools website (www.stratfordk12.org click on "District Profile" and then "Policies").

CYBERBULLYING POLICY

Neither the District's computer network nor the Internet, whether accessed on campus or off campus, during or after school hours, may be used for the purpose of harassment. All forms of harassment over the Internet, commonly referred to as cyberbullying, are unacceptable and viewed as a violation of this policy and the District's acceptable computer use policy and procedures.

Malicious use of the District's computer system to develop programs or to institute practices that harass other users or gain unauthorized access to any entity on the system and/or damage the components of an entity on the network is prohibited. Users are responsible for the appropriateness of the material they transmit over the system. Hate mail, harassment, discriminatory remarks, or other antisocial behaviors are expressly prohibited.

Cyberbullying includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs. It is also recognized that the author (poster or sender) of the inappropriate material is often disguised (logged on) as someone else.

Students and community members, who believe they have been the victims of such misuses of technology, as described in this policy, should not erase the offending material from the system. A copy of the material should be printed and brought to the attention of the school Principal or Director of Technology.

The administration shall investigate all reports of cyberbullying.

In situations in which the cyberbullying originated from a non-school computer, but brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be disruptive enough of the educational process so that it markedly interrupts or severely impedes the day-to-day operations of a school. In addition, such conduct must also be a violation of a publicized school policy. Such conduct includes, but



is not limited to, threats, or making a threat off school grounds, to kill or hurt a teacher or student. A student who redistributes inappropriate content, as previously described, is also subject to disciplinary action.

Disciplinary action may include, but is not limited to, detention, suspension, or expulsion for verified perpetrators of cyberbullying. In addition, when any kind of threat is communicated or when a hate crime is committed, this shall be reported to local law officials. Policy Adopted by the Stratford Board of Education: January 24, 2011.

Students are permitted to make an anonymous report of bullying or to make an oral or written report of bullying to a Safe School climate Specialist or to any school employee; a form to aid students in the making of such reports is available on Stratford Public Schools' district and school websites, at each district school, and at the Board of Education offices.

HAZING

Our goal is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times by the Board of Education.

"Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a risk of physical or emotional harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, coach, advisor, volunteer, contractor, or other employee of the school district who is found to have violated this policy. If you believe that you are a victim of hazing, you should report it immediately to an administrator.

OFF CAMPUS MISCONDUCT

Students are subject to discipline, up to and including loss of participation in extracurricular activities, suspension and expulsion for misconduct, even if such misconduct occurs off-school property and during non-school time.

Such discipline may be imposed for behavior occurring off school grounds and at non-school time, if, in the reasonable discretion of the Board of Education or its designees, it is determined that there was a reasonable likelihood that presence of the student would have a disruptive effect on the school or the educational process by threatening or disrupting:

1. The school's or another school's orderly operations;
2. The safety of the school property; or
3. The welfare of the students or of other persons who work or study there.

Examples of the type of such off-school misconduct that may result in such discipline include but are not limited to:

1. Use, possession, sale or distribution of dangerous weapons.
2. Use, possession, sale or distribution of illegal drugs; or
3. Conduct, (including conduct via the internet or social websites) where it is determined that any such activity has the reasonable likelihood of threatening the health, safety or welfare of school property, individuals thereon, and is disruptive of the educational process.



For example, if it is determined that a student's use, possession, or sale of drugs in the community has a reasonable likelihood of endangering the safety of students or employees because of the possibility of such student's sales in the school; or if violent conduct in the community presents a reasonable likelihood of repeating itself in the school environment; or if any similar type of misconduct in the community has a reasonable likelihood of being continued or repeated in school or of bringing retaliation or revenge into the school for such off-school misconduct, the Board of Education may impose discipline up to and including suspension and/or expulsion. The investigation of the behavior shall not be contingent upon police or judicial action.

With regard to student misconduct that occurs off-school grounds, and not at a school-sponsored activity, i.e., "off-campus misconduct," school administrators must carefully assess each off-campus incident on a case-by-case basis to determine whether the particular conduct in question is, in fact, "seriously disruptive of the educational process" so as to warrant the student's suspension under Connecticut General Statutes Sec. 10-233c and/or expulsion under Connecticut General Statutes Sec. 10-233d.

In order to suspend and/or expel a student for off-campus misconduct, school administrators must have factual evidence reflecting a "nexus" between the student's off-campus misconduct and the disruptive impact upon the educational process. In other words, school administrators must have factual basis upon which to conclude that the off-campus misconduct is "seriously disruptive of the educational process." The administration must be prepared to show exactly how the off-campus behavior threatens the safety of school property or the welfare of the persons who work or study there.

Since each incident must be judged on its own merits, the administration will exercise its discretion in reviewing and applying the above guidelines as uniformly as possible (i.e. posts to social media, sexting etc.).

TEACHER DETENTION POLICY

Teachers will schedule detentions for violations of classroom rules and policies. Failure to serve a teacher detention will result in a teacher phone call to the parent. Further failure to serve may result in an extended detention with an administrator.

OFFICE DETENTION POLICY

Office detention is scheduled by an administrator. Morning detention is allowed when permission is granted by the administrator. Failure to serve an office detention will result in an extended detention.

EXTENDED DETENTION

Extended detention is an alternative for those students who have not complied with the school policies regarding tardiness to school, truancy, or for other infractions which are not threatening, violent or disruptive to the educational process. Any student who fails to attend an assigned extended detention, or any student who is removed from extended detention for not complying with the rules, will receive restorative intervention and/or an in school suspension. Extended detentions are typically assigned as either a community service detention from 2:05-3:30, or an extended detention from 2:05-3:30. During a community service detention, students will work with a BHS staff member. In extended detention, students are expected to go to the media center and follow school rules, remain silent, and have sufficient school work (homework, studying, reading, etc.).

SAFETY/EVACUATION DRILLS

Practice drills are held a minimum of ten times per year. The purpose of these drills is to acquaint students with the correct and orderly procedure for evacuating the building so as to be prepared in the event of an actual emergency.



Instructions for evacuation are posted in each room in the building. In addition, all staff members have an emergency procedure booklet.

The signal for a fire/evacuation drill is the automatic alarm sounding in all corridors. Everyone will leave the building immediately. Complete silence is mandatory during the drill both in the building and in the outside-designated area. All students are expected to follow staff direction. Personal electronic devices should not be used during drills unless directed to do so by a staff member. Disciplinary action will be taken in instances where these regulations are disregarded.

Initiating an unauthorized fire drill will result in serious disciplinary action up to and including suspension, arrest and/or expulsion.



ATTIRE WORN BY STUDENTS IN THE STRATFORD PUBLIC SCHOOLS

There is a positive relationship among good dress habits, good work habits, and proper school behavior. Students are expected to dress appropriately for school. They must dress in a manner that is neither distracting nor detrimental to the educational process of the school. Since styles of dress and grooming are constantly changing, the regulation of dress will be based on common sense and good judgment and in a manner that demonstrates respect for self as well as for others. If a student's appearance is judged to be inappropriate or unsafe by the school administration, a parent/administrator conference will be arranged or the parent contacted. The six pillars of character should serve as guidelines for choosing attire. **Chronic disregard for appropriate attire will result in suspension and/or possible expulsion.**

Appropriate attire is required at all times. The following are **not** acceptable:

- Tank tops, tube tops, mesh tops and spaghetti straps
- Sleepwear (including slippers)
- Shirts which expose bare midriffs
- Spandex
- Footwear which marks or damages floors
- Short skirts and shorts (mid-thigh or longer are appropriate)
- Unsafe footwear or clothing (student should be able to exit the building quickly in an emergency situation)
- Outerwear, such as coats, jackets, gloves, etc.
- Clothing marked with obscene language or pictures, including pictures of alcoholic beverages, as well as any drug pictures or messages **or** any other clothing, material, objects, or symbols that might be considered gang related or incite inappropriate or disruptive behavior
- Pants hanging below the waistline
- Hats, bandanas, rags, sweat bands, scarves, berets and all other forms of headwear should be taken off when entering the school building and **must be** placed in a locker or backpack during the day. Students should not carry their headwear.

HIGH SCHOOL FORMAL AND SEMI-FORMAL DANCE POLICIES

We recognize that attire, dancing, and music standards and tastes vary among individuals, professions, and even regions of the country. The purpose of these Bunnell High School policies is to encourage an appropriate degree of modesty and to reinforce the values of the community.

Note:

- Any student who is failing 2 or more classes may not attend a school dance.
- A student must have no outstanding school obligations to be eligible to purchase a dance ticket.
- A student, who purchases a ticket but does not attend the dance and has not provided at least 24-hour notice prior to the start of the dance, is not entitled to a refund of the ticket price.



- Students planning to attend any school dance/related activity must attend school on the day of the dance.
- A student who is observed at a dance in the possession or under the influence of alcohol or any other illegal substance will be asked to leave the dance. The parent/guardian will be called to pick up the student and the student may be subject to further disciplinary action by school officials or the Stratford Police Department. Should the parent/guardian be unavailable, either the Stratford police or EMS personnel will be summoned.
- Dancing in a manner that is inappropriate will not be tolerated.
- Music which contains inappropriate language, violence, etc. and/or which is labeled "sexually explicit", "parental advisory", is deemed unacceptable and will not be played.

Guests:

- All guests must be under 21 years of age at the time of the dance.
- If the guest is Bunnell student, he/she must be in good standing (academics, attendance, behavior)

Any student or students who are not in accordance with the above policies on the night of the dance or event will be asked to leave and will forfeit ticket money.

Formal and Semi-Formal Dress Policy

Boys' Dress Code - Attire may be classified as a tuxedo or dress suit, including tie, bow tie, a shirt, or a collared shirt, which may include a vest or cummerbund. Dress shirts must be appropriately worn at all times. Dress shoes must be worn to the dance. Jeans will not be accepted as proper attire for dances. Hats, do-rags, and sweatbands or other similar items are not to be worn. Top hats may be worn to the dance and for pictures only.

Girls' Dress Code - Dresses or gowns may be strapless or may feature spaghetti straps. Bare or open backs are acceptable. Excessively revealing bare stomachs/midribs, see-through apparel, and slits above mid-thigh are not permitted.

Any student or parent who is unsure about attire should contact the appropriate advisor or a building administrator for an appointment to discuss attire. Please do so one week in advance of the dance and please bring with you a picture or actual attire. It is recommended that you not remove the price tag(s) until after your meeting.

NON-DISCRIMINATORY PRACTICES

The Stratford Board of Education does not discriminate on the basis of race, color, national origin, gender, age, sexual orientation, or disability/handicap in admission or access to or treatment of employment in its program or activities.



SEXUAL HARASSMENT POLICY/PROCEDURES

All persons associated with the district community including, but not limited to, the Board, the administration, the staff, and students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment. Any person who engages in sexual harassment while acting as a member of the school community will be in violation of this policy. All matters involving sexual harassment complaints will remain confidential to the extent possible.

Definition of Sexual Harassment:

Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of sexual nature may constitute sexual harassment where:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment or participation in an education function, or
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or decisions affecting such individual's education, or
3. Such conduct has the purpose or effect of unreasonable interference with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or education environment.

Complaints should be referred to the Title IX Coordinator of the respective school. All other complaints should be referred to the District Title IX Coordinator. Investigations of the alleged violations shall commence immediately and in the case of a formal complaint a report rendered to the Superintendent within 25 days. Those involved with a sexual harassment investigation are expected to protect the confidentiality of all individuals and information related to the case.

The entire policy can be found on Stratford Public Schools website

(www.stratfordk12.org – click on “District Profile” and then “Policies”).

SENIOR FINAL EXAM/ASSESSMENT POLICY

All seniors will be required to take final exams/assessments at the end of the academic year with the following exceptions:

- Graduating seniors will be exempt if their cumulative grade point average in a course is 90 or above and the teacher has confirmed this prior to the senior assessment examination window.
- Seniors enrolled in an Advanced Placement (AP) course will be exempt from the course final exam if they take the AP exam in May. Seniors who did not take the AP exam must take the final exam for the course. All students must complete the post-exam AP performance project(s).

ACADEMIC STANDARDS FOR INTERSCHOLASTIC ATHLETICS, CLUBS AND ACTIVITIES

In order to be eligible to participate in interscholastic athletics at Bunnell High School or Stratford High School, a student-athlete must meet the following standards:

1. A student must be taking a minimum of four, one-unit subjects each marking period.



2. In order to be eligible during the second, third and fourth marking periods, a student must pass four one unit subjects the previous marking period.
3. In order to be eligible during the first marking period, a student must earn four credits the previous school year **and pass four one unit subjects during the fourth marking period of the previous school year.**
4. All student athletes must be registered online with the Athletic Department and have a valid physical form on file.

Note: A physical is valid for 15 months.

5. **A student who receives two or more failing grades (in any classes) the previous marking period shall be ineligible to participate in interscholastic contests. (This includes the fourth marking period of the previous school year in determining eligibility for the first marking period.)**

6. Students that are academically ineligible may not participate in school/team sanctioned off-season conditioning.

A more complete listing of eligibility rules may be found in **the Athletic Digest for Students and Parents/Guardians.**

ACADEMIC STANDARDS FOR SCHOOL SPONSORED CLUBS AND ACTIVITIES

In order to be eligible to participate in school sponsored clubs and activities, a student must meet the following standards:

- A student must be taking a minimum of four, one-unit subjects each marking period.
- In order to be eligible during the second, third and fourth marking periods, a student must pass four one unit subjects the previous marking period.
- In order to be eligible during the first marking period, a student must earn four credits the previous school year **and pass four one unit subjects during the fourth marking period of the previous school year.**
- Students who are academically ineligible **may not** participate with the club or activity. However, building administrators may make an exception and allow an ineligible student to participate (in some capacity) when special circumstances arise.
- A student **will not** be allowed to participate on a field trip if academically ineligible at the time of the trip. Building administrators may make an exception and allow an ineligible student to participate when special circumstances arise.
- A student who participates in band/choir/theater or any other club/activity **must meet** the same academic/behavioral standards as outlined in the Athletic Digest and will be subject to the same consequences.

TARDY-TO-SCHOOL POLICY FOR STUDENT-ATHLETES

Any student-athlete who is tardy to school (after the start of the first period of the day) shall be ineligible to practice or play that day. Students who have a legitimate reason to be late (such as a medical appointment, college visit, driver's test, or school approved late arrival privileges etc.) should notify the school's athletic director ahead of time of such appointments.



QUALIFICATIONS FOR ELECTED OFFICE

A student must have a C average and receive no failing grades to run for office, and must maintain the C average, receiving no failing grades during the year the office is held. If an officer is suspended, he/she will be removed from office.

A notice will be sent out to all faculty with a list of students who have submitted petitions to run for class office. The faculty will be given the opportunity to comment on a student's citizenship. The petitions and the teachers' comments will be submitted to the assistant principals. Advisors will meet with candidates for office to tell them what their responsibilities will be. Students will be urged to reconsider if they feel they do not have the time to give to the office.

To be considered for and to maintain an elected position, a student must also have no outstanding obligations and maintain academic integrity.

STUDENT SERVICES/CAREER CENTER

Students are encouraged to use our student services. Each student is assigned a counselor who is ready to assist in course selection, career development, post-secondary planning, and with any problems or situations that may impact school work and success.

Numerous additional services are available:

- College catalogs and resource materials related to college selection.
- Scholarship information
- Career information center
- Testing services
- Information related to specialized counseling
- Information regarding community resources
- College visitation bulletins

Students may make an appointment to see their counselors by visiting the Guidance Office before or after school. Appointments are generally scheduled during study hall periods.



LIBRARY MEDIA CENTER

All students are encouraged to use the Library Media Center to do research and to use the computer lab. Students must obtain a library pass from his/her subject teacher specific to a course-related assignment or project. Books, magazines, etc., may be borrowed for up to three weeks; books on reserve and reference books are signed out for overnight use only and must be returned by 8 a.m. the next school day.

No food or drink is allowed in the Library Media Center at any time.

Students are expected to adhere to the code of conduct at all times when working in the library.

Additional information regarding our media center can be found here on the school website.

HEALTH SERVICES INFORMATION

The health office is open during the school day. Any student needing assistance may ask his/her subject teacher for a pass to see the nurse; however, students **may not** directly contact parents/guardians for dismissal.

In the event of an emergency, health services will contact doctors, EMS, the hospital and parents. The nurse is prohibited from issuing any kind of medication, including aspirin unless it is doctor-prescribed. These medicines may only be taken in the health office, and must be kept in that office during the day.

Students may only be excused from physical education classes for medical reasons after a doctor's note has been submitted to the nurse. The school has facilities and an elevator for use by handicapped students.

Note: Connecticut state law requires that all immunization records be current and verified **before** students can be admitted to school in August and further requires that all students have updated physical records on file with the school **prior to the start** of their junior year (Grade 11) of high school.

SCHOOL BASED HEALTH CENTER

Each high school has an in-house School Based Health Center (SBHC) which provides medical and counseling services for students with parental permission. The center will accept your family health insurance coverage or direct payment for the services provided. The SBHC is functioning via a partnership with Stratford Community Services (SCS). Enrollment on-line is available at sbhc1.com.

STUDENT ACTIVITIES

All students are invited and encouraged to participate in extracurricular clubs and organizations. These opportunities help to develop leadership skills and citizenship while providing students with the chance to explore, develop, and widen his or her range of interests. Information regarding clubs and organizations may be found in the summer newsletter or in the main office.

PLAGIARISM

Plagiarism is using others' ideas and words without clearly acknowledging the source of that information. When it is determined that a student has cheated and/or plagiarized, the parent will be notified and the student will be given an alternate assignment/assessment to demonstrate mastery.



BRING YOUR OWN DEVICE POLICY

The use of technology to provide educational material is a privilege at school that we wish all students to have. When abused, privileges will be taken away. When respected, they can benefit the learning environment tremendously.

ALL students acknowledge the following:

Each student will be assigned a school-issued Chromebook and are expected to bring it each day, fully charged for academic purposes. Students are allowed to use their cell phones and tablets in the hallway during passing times, as electronic hall passes and in the cafeteria during period 5. At the start of the school day (7:30 a.m.) all phones should be turned off or put into silent mode (no ringing, flashing, vibrating) and no earbuds or headphones are allowed. **Students are ONLY allowed to use their cell phone in the classroom at the direction of the teacher and for educational purposes.** Teachers will direct classroom rules for cell phone use. Once a phone is sent to the main office, a student will receive appropriate disciplinary actions by the classroom teacher and administrator when appropriate.

1. Cell phones/tablets that are used to play or record music, video or pictures and are visible in school when not directed by a teacher may be confiscated and held by the teacher and then returned at the end of the period. In the event of repeated policy violation or insubordination, phones/tablets may be sent to the main office for retrieval at a time determined by the administration per the Bunnell High School Cell Phone Policy (revised June, 2018). On the 3rd instance, or any time thereafter, in which a student's electronic device is brought to the office, it will be held until a parent/guardian can pick the device up.
2. Only the school's approved Internet server will be accessed. Attempts will not be made to bypass the local connection.
3. The District's network filters will be applied to one's connection to the Internet and attempts will not be made to bypass them.
4. Only authorized data can be accessed. Infecting the network with a virus or any program designed to damage, alter, or destroy the network, hacking, altering or bypassing security policies are not allowed and are considered a violation of the school's Code of Conduct. Discipline will be based upon the nature of the violation and consistent with the Student Code of Conduct.
5. The school may request to collect and examine any device if there is a reasonable suspicion of violating policy or may be the source of an attack or virus infection.
6. As we are working to achieve a more paperless environment, printing from personal devices will not be possible. Therefore, it is strongly suggested that students save or back up their work while accessing school technology.
7. Students may not charge their devices in classrooms; each student must charge his or her own device prior to bringing it to school daily.
8. Using a personal device to transmit or share inappropriate content during the school day will result in the loss of BYOD privileges. Additional consequences may be applied depending upon the severity of the infraction. Transmission of material of a bullying nature or sexual nature will not be tolerated in accordance with the District's bullying policy (Policy #5131.911) or other applicable Board of Education policies.
9. Using a personal device at unauthorized times will result in the loss of BYOD privileges. Use of these devices in the gymnasium, locker rooms and bathrooms is strictly prohibited. The purpose of BYOD is purely for the extension and enrichment of the academic learning environment.
10. Devices cannot be used during assessments, unless otherwise directed by a teacher.



11. Students must immediately comply with teachers' requests to shut down devices or close the screen. Devices must be in silent mode and put away when asked by teachers.
12. **Students are not permitted to transmit or post photographic images/videos of any person on campus on public and/or social networking sites.**
13. Students can only access files on the computer or Internet sites which are relevant to the classroom curriculum and suggested by a teacher.
14. Students are not to physically share their personal devices with other students, unless approved in writing by their parent/guardian.
15. **Personal devices may not be used to cheat on, take/post pictures of assignments, quizzes or tests.** Personal devices are for instructional purposes only.
16. **Personal devices should not be used to make calls, send texts, instant messages or e-messages during the school day as these are disruptive to the classroom environment.**

Violation of any of these standards may result in suspension of computer use, Internet privileges and/or other disciplinary action.

CAMERA/RECORDING DEVICES

- a. Camera/recording devices may not be used in any unethical or illegal manner.
- b. Camera/recording devices may not be used to photograph another person who has a reasonable expectation of privacy without that person's knowledge and consent.
- c. Camera/recording devices may not be used in a way that would violate another person's copyright.
- d. Camera/recording devices may not be used to harass, intimidate, or bully another person or to invade another person's privacy.
- e. An image/recording taken using a camera/recording device may not be published, broadcast, or transmitted to any other person, by any means, without the knowledge and consent of each person appearing in that image who had a reasonable expectation of privacy at the time the image was recorded, or the person who owns the copyright in the material appearing in that image.
- f. Camera/recording devices may only be used in a classroom for academic purposes when approved by the teacher or as part of a student's IEP or 504 accommodations.

Prohibited Locations:

- a. **Camera/recording devices may not be used in any classroom without a teacher's or administrator's permission that specifies the purpose and duration of the use unless part of a student's IEP or 504 accommodations.**
- b. **Camera/recording devices may not be used in any locker room, restroom, or any other place where other people have a reasonable expectation of privacy.**

STUDENT COMPUTER ACCEPTABLE USE POLICY

It is the policy of the Stratford Public Schools to promote technology that supports 21st Century Learning. Stratford Public Schools recognizes that inherent in the use of the network and its associated infrastructure, is the risk of access to inappropriate content and/or behavior. The procedures and guidelines related to the computer systems may



be changed from time to time to meet future needs and circumstances. For the purposes of this policy, "misuse of the Internet or network" means any violation of this policy or any other use not included in the agreement which has the effect of harming another or his or her property.

It is the policy of the Stratford Public Schools to: filter Internet content in compliance with the Children's Internet Protection Act, 47 USC § 254; ensure that staff have made a good faith effort to supervise and monitor usage of the computer systems for adherence to the Computer System Acceptable Use Policy; promote the safety and security of users when using electronic communications such as email, blogs, wikis, and other forms of direct communications.

The superintendent or her/his designee is responsible for the development of administrative regulations that govern the use of the computer systems.

A. The following sets forth the procedures to implement Board Policy 5136.5 concerning the acceptable use of the computer systems in the Stratford Public Schools. Misuse of the district's computer systems is strictly prohibited. Students of the Stratford Public Schools who misuse the network or its technology are subject to disciplinary action. Disciplinary action, should it be necessary relative to this policy, will be applied in accord with applicable laws and other applicable Board policies.

B. Stratford Public Schools designs its instructional program to ensure that each student becomes proficient in the skills needed to be successful in the 21st century. The Stratford Public Schools offers its student's access to the Internet and other electronic networks. Access to these resources represents a privilege, not a right, and carries with it responsibilities for each user. Each user must utilize technology in an ethical manner and respect the work of other network users. Misuse of the networks means any violation of this agreement or any action on the network that harms another or his or her property.

Students are expected to act in a considerate and responsible manner in using such systems.

C. The computer network and Internet are intended for educational use, and not for personal use. Personal use of district technology resources that interfere with instruction is prohibited.

D. The network, while connected to the Internet, represents school property. Users should have no expectation of privacy in the use of the district's computer systems, including while on the network. The Stratford Public Schools reserves the right to monitor, inspect, copy, review, and store any content and any usage of the network, Internet, or computer equipment at any time without notice. As part of the monitoring and reviewing process, the district will retain the capacity to bypass any individual password of a student or other user. The system's security aspects, such as personal passwords and the message delete function for email can be bypassed for these purposes. The district's ability to monitor and review is not restricted or neutralized by these devices. The monitoring and reviewing process also includes, but is not limited to: oversight of Internet site access; the right to review emails sent and received; the right to track student's

access to blogs, electronic bulletin boards and chat rooms, and the right to review a student's document downloading and printing. All collected information and all files shall remain the property of the Stratford Public Schools and no users shall have any expectation of privacy regarding such materials.

E. Stratford Public Schools makes its computer systems available for the purposes of educational use. The Stratford Public Schools will take reasonable measures to: ensure the safety of users of the network and Internet by prohibiting unauthorized access to the network; filter Internet content for obscenity and inappropriate grade-level



materials; and ensure the safety of students communicating with electronic resources such as wikis, email, and blogs.

F. Students will be required to adhere to a set of policies and procedures, as set forth in the student handbook. Each student will sign a written agreement of this policy. Violations may lead to disciplinary measures as outlined in the Board's student discipline policy.

Stratford students agree to use the district's computers for appropriate purposes, which includes but is not limited to the following guidelines:

1. Use the network for legitimate educational purposes only.
2. Refrain from sending any form of communication that harasses, threatens, solicits others to behave in an inappropriate manner, contains solicitation, includes vulgar language, slanders, or intimidates any person at any time.
3. Refrain from sending any message that breaches the district's confidentiality requirements, or the confidentiality of students or staff.
4. Handle all network equipment and folders with care; avoid destroying, modifying, moving, or deleting resources without permission.
5. Refrain from "hacking," breaching, or disabling any network system, security, and firewall, or use proxy gateways or other technologies designed to bypass the monitoring and filtering software.
6. Refrain from attaching any device or downloading any software that intentionally or unintentionally disrupts network flow.
7. Refrain from sharing network, proxy, or any other passwords.
8. Refrain from transmitting or receiving inappropriate email communications or accessing inappropriate information on the Internet, including vulgar, lewd, or obscene words or pictures.
9. Respect the safety and confidentiality of yourself and others when posting information on websites by only using first names as identifiers.
10. Follow and respect all laws regarding plagiarism when gathering information or posting it electronically.
11. Adhere to copyright and licensing agreements for all software and refrain from sending any copyrighted material over the system.
12. Refrain from gaining or seeking to gain unauthorized access to computer systems.
13. Refrain from damaging computers, computer files, computer systems, or computer networks.
14. Refrain from using another person's password under any circumstances.
15. Refrain from trespassing in or tampering with any other person's folders, work, or files.



Additionally, if a particular behavior or activity is generally prohibited by law, the Board policy, or by school rules or regulations, use of these computer systems for the purpose of carrying out such behavior or activity is also prohibited.

G. Misuse of network or Internet resources or violation of any of these regulations may result in disciplinary action including, suspension, expulsion, or criminal proceedings. The superintendent or his designee reserves the right to determine the appropriate discipline for any particular set of circumstances. In the event of suspension, or expulsion the superintendent and/or Board will follow established disciplinary procedures.

H. Anyone who is aware of problems with, or misuse of the Stratford Public Schools' computer systems, or has a question regarding the appropriate use of the computer systems, should report this to his/her principal, or to the Director of Technology.

I. Most importantly the Board urges any student who receives or views any harassing, threatening, intimidating, or other improper message through the Stratford Public Schools' computer systems to report this immediately. It is the Board's policy that no student should have to tolerate such treatment regardless of the identity of the sender of the message.

PARTICIPATION IN EXTRA-CURRICULAR/SCHOOL SPONSORED EVENTS & ACTIVITIES

1. Any student suspended from school (in-school or out-of-school suspension) more than twice in one school year can be declared ineligible to participate in any extra-curricular activity for the remainder of the school year.
2. Any student expelled from school will be declared ineligible to participate in any extra-curricular activity during the entire period of expulsion.
3. A student who is observed in the possession or under the influence of alcohol or any other illegal substance will be asked to leave the event. The parent/guardian will be called to pick up the student and the student may be subject to further disciplinary action by school officials or the Stratford Police Department. Should the parent/guardian be unavailable, either the Stratford police or EMS personnel will be summoned.
4. Students shall not engage in behavior in school, at a school-sponsored event, or in the community that harms the reputation of or brings shame to the school team, club or organization. Failure to adhere to this standard may result in ineligibility to participate for a period of time **at the discretion of the coach, athletic director and/or principal.**



SCHOOL RESOURCE OFFICER & SECURITY

The role of the School Resource Officer is to build rapport with students, which results in strong relationships among the school, police department, and the community. This officer should provide additional resources to the school in relation to his or her knowledge of the law and specialized training. Our School Resource Officer & Security Guards will work in a proactive manner with students and will assist with intervention strategies for troubled youth and their parents. Security guards and the School Resource Officer, are on duty before, during, and after the school day and will provide coverage at most school functions.

SUBSTANCE ABUSE POLICY

Drugs are defined as an alcoholic beverage, illegal substance, or prescribed medication for which a student does not have a prescription from a licensed physician. It is the policy of the Stratford Board of Education **to prevent and prohibit the possession, use, and/or distribution of drug or drug paraphernalia...**

...on school property

...at school sponsored events

...on school buses

...enroute to and from school by any mode of travel

All violations of this policy will be dealt with according to Board procedures. Consequences of such violations may include suspension or expulsion from school. These violations are subject to police referral with possible arrest. Confiscated items will be turned over to the police.

Breathalyzers may be used during the school day or at after-school activities when an administrator has reasonable suspicion that a student may be under the influence of alcohol. Should the student refuse to take a breathalyzer test, it will be deemed that the suspicion of the administrator is confirmed and the student will face consequences as described above.

GANG IDENTIFICATION

Gangs are groups that imitate, advocate, or promote activities which threaten the safety or well-being of persons or property on school grounds or which disrupt the school environment. The use of hand signals, graffiti, or the presence of any apparel, jewelry, beads, accessory, or manner of grooming which, by virtue of its **color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation** with such a group, presents a clear and present danger and, therefore, is prohibited in the Stratford Public Schools.

SEARCH AND SEIZURE

Searches will occur when “there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating the law or the rules of the school.” The following are **some examples** of “reasonable grounds”.

- Violation of substance abuse policy.
- Possession of any dangerous weapon.
- Possession of fireworks.



In addition, the administration reserves the right to inspect desks and lockers, at times with the use of canine sweeps. Lockers and desks assigned to students are property of the Stratford Board of Education. The school administration has the right to inspect and search their contents. Combinations for locks are given only to the student assigned to a particular locker. These combinations should not be given to anyone else. Do not share lockers and be sure your locker is locked before leaving it. If an item is found in a student's assigned locker, that student is considered in possession of said item. Automobiles parked on school grounds are also subject to search whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such materials will be turned over to proper legal authorities.

GENERAL INFORMATION

- Emergency information for parent contact will be on file in the Main office.
- All students are encouraged to have some form of insurance protection. Policies may be purchased through the school system at the beginning of each year.
- Combinations for locks are given only to the student assigned to a particular locker. These combinations should not be given to anyone else. **DO NOT SHARE LOCKERS.** (Additional information may be found under Search and Seizure.) **The school is not responsible for lost items if combinations are shared or you fail to lock your lockers.**
- Inquiries for lost articles should be made to the Main Office. Large sums of money and valuable items should not be brought to school.
- Students are responsible for lost or damaged textbooks, materials, or equipment belonging to the school. Textbooks should be covered and properly cared for. Any obligations, fines, fees (including cafeteria) incurred for lost or damaged materials, equipment, athletic equipment, or vandalism will be recorded. Student records will be held until this debt is paid or the lost item(s) have been returned. **Students will be restricted from participation in school activities and sports, and a student's transcript and/or diploma will be withheld until the obligation is satisfied.**
- Only students who have purchased a Student Parking pass may park on school grounds after paying a **non-refundable fee of \$50.** Parking passes will be available to Seniors first. Students may not park in areas designated for staff use. Unauthorized parking will be subject to disciplinary action and/or fine determined by the school administration or Stratford police.
- Food and beverage consumption is permitted in the cafeteria only with the exception of breakfast – permitted during the first period of the day only.
- Students leaving an assigned area must do so with an official pass issued by a staff member.

SMOKE/VAPE-FREE POLICY

The Stratford Board of Education recognizes the harmful health effects of smoking, both to the smoker and from second hand smoke. The Board also recognizes that adults should be providing positive role models for students. The Board of Education prohibits any student or adult smoking on school property, or at school-sponsored events at



any time. The Board of Education is supportive of a system-wide educational campaign, to be carried out by the administration, about the harmfulness of smoking, and of programs of assistance to help smokers cure the habit.

DEFINITION: As used herein, “smoke” or “smoking” means the lighting or carrying of a lighting device, an e-cigarette, vaping device/accessories, a cigarette, cigar, pipe, or similar device or use of chewing tobacco.

STUDENTS: Students are not permitted to smoke at any **time or be in possession of any tobacco products, or non-tobacco smoking, or vaping products**, in school buildings, on school grounds, on school buses, vans or any school-provided transportation, or at any school-sponsored activity.

Violations of the Smoke/Vaping-Free Policy within the school building, on school grounds, or at school events will be subject to the following actions:

- A **3-day In-school suspension** and suspension of all pass privileges.
- Offending students will participate in one of the scheduled vaping/smoking cessation classes.
- Offending students will be issued a summons by the Stratford Police Department.
- Repeat offenders are subject to further disciplinary action to be determined by school administration and SRO.
- Athletes are subject to additional consequences per the district’s chemical health policy.
- Students involved in any school-based extra-curricular activities will be subject to suspension from participation.

High School Grading Plan 2021-2022

In preparation for the transition to separating content mastery and Habits of Work for the 2022-2023 school year, both Stratford and Bunnell High Schools will encourage teachers to implement the following grading plan for the 2021-2022 school year.

All departments will follow a 90% - 10% rule for setting up their gradebooks:

- 90%* will focus on Academic Achievement:
 - Performance and application (assignments graded for correctness)
 - No penalty for late work when grade or feedback is provided
 - Can include both formative and summative assessments
 - Re-test policy will remain in effect and be consistent across departments
 - Late work will not be accepted in the last week of the quarter/marketing period.
- 10% will focus on Habits of Work (Preparedness, Engagement, Work Ethic)
 - Students are prepared for class:
 - Chromebook charged and ready
 - Students are available to learn
 - All materials required for successful participation
 - Students use time before and in between classes for personal needs;
 - Produces work required to meet the basic guidelines for the assignment;



- Meets daily/weekly deadlines for classwork and homework (no late work is accepted in the final week of the quarter/semester);
- Requests for an extension of any deadline are made in advance.

We believe this progressive proposal and implementation plan will support and guide the mindset among staff and students; continue the work of the middle schools and provide parents and students with a clearer understanding of this transition of high school reporting of grading and achievement.

**the 90% will be delineated and may look differently by subject area ex. (Science with labs and assessments)*

MAKE-UP WORK & REASSESSMENT POLICY

MAKE-UP WORK

Whenever a student has an excused absence from school, it is expected that the student goes to the teachers to retrieve make-up work. The amount and type of work will be determined, assigned and accepted by the teacher. Zeros are to be given for work not made up within one week after a student returns to school. Special arrangements may be necessary for students absent due to prolonged illness or a lengthy suspension.

SUMMER SCHOOL POLICY

Summer School (Grades 9-12)

For students in Grades 9 through 12 the following eligibility requirements and restrictions apply to summer school courses:

To be eligible to take a summer school course, the student:

1. Must pass at least two quarters of the course during the school year **or**
2. Must earn a final grade above 50% **and**
3. Must not have more absences in the school-year course than allowed by the district's high school attendance policy **or**
4. Must have successfully petitioned the school Attendance

Review Team for waiver of the attendance requirement.

No more than two courses per year and no more than eight courses total during the student's entire 9 through 12 course sequence may be completed for credit in summer school.



BOARD OF EDUCATION STANDARD AND GENERAL INFORMATION

The Stratford Board of Education has adopted rules and regulations which clearly define student responsibilities, academic standards and requirements, and procedures for dealing with violations of state, local, and Board of Education rules and regulations. The information in this handbook provides a complete explanation of policies and procedures that govern school life at Bunnell High School. It is the student's responsibility to be thoroughly familiar with this information.

The principal, assistant principals, and teachers at Bunnell High School have the authority to enforce the Board of Education rules and regulations. Students who refuse to cooperate with anyone on the staff will be referred to the appropriate administrator for disciplinary action which may include suspension.