

# BAINBRIDGE-GUILFORD

*Central School District*



SCHOOL  
CALENDAR  
2024-25

*Ensuring High Levels of Learning for All!*



## District Mission

We believe that all students can learn and can achieve regardless of their previous academic performance, family background, socio-economic status, race and/or gender. The mission of Bainbridge-Guilford Central Schools is to assure that all students acquire the knowledge and skills which enable young people to become productive members of society. It is our goal to educate all students to a higher level of academic performance and foster positive growth in social/emotional behaviors and attitudes.

## Board of Education

Thomas Akshar	John Gliha	Marek Rajner
Shelly Bartow	Mia Gray	Rebecca Sullivan
	Keith Hanvey	

## Bus Safety

It's *Back to School* time. School buses are back on the roads, and students are walking along the side of the road and waiting for buses. Please watch carefully for children near school buildings, in areas where school buses are traveling or where there are signs for school zones or bus stops. Remind your students to listen to the bus driver, follow the bus rules and safe crossing procedures.

Parents and Students—PLEASE use crosswalks and side-walks! DO NOT WALK between the buses. For the safety of ALL students, parents are reminded to use authorized drop off and pick up locations.

Remember that if you are approaching a school bus from either the front or behind, and the bus' yellow lights are flashing, the bus is preparing to stop.

If the bus' red lights are flashing, **YOU MUST STOP. It is the law!** This includes school buses that are:

- On the opposite sides of divided highways
- On multiple lane roadways
- In parking lots
- On school grounds.

**NOTE: The only exception to this law is if the bus driver or a police officer signals that you may pass the bus.**

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**Bus numbers and routes may be changing slightly. Please check the Transportation section of the website for updates!**

# Please Drive Safely — School Opens September 4!

## Attendance Office Contact Information

Jr-Sr High School — 607-967-6368  
Greenlawn Nurse — 607-967-6330  
Guilford Nurse — 607-895-6709

## New Student? Meet the Registrar!

The Central Registrar for the Bainbridge-Guilford Central School District is in the Jr-Sr High School building at 18 Juliard Street in Bainbridge, NY. New students need to meet with the registrar in order to enroll at B-G. All questions about the registration process can be directed to that office at 967-6303.

## Transportation

- Students are expected to be at their bus stop five minutes prior to their buses scheduled arrival.
- Students are expected to follow School Bus rules that are posted on each bus.
- Disciplinary referrals from a driver may result in riding privilege suspension in a progressive order.
- Bus students may not get off the bus and leave school grounds. Once you board the bus you are considered on school time and on school property.
- Sports buses do not take students directly home, but to drop-off points only. Schedules are posted near locker rooms.
- Video monitors are installed and in use on all B-G buses for the safety and protection of all individuals riding a bus.

### TWO DROP-OFFS

Students will be allowed to have two designated "drop off" locations, one primary and one alternate, during the school year. Drop off locations for EMERGENCY CLOSINGS ONLY may be different than the regular school day. Students must be picked up at the same location each day and dropped off at the same location each day. Those two locations may be different. This means they can be picked up at one location and dropped off at another, but the schedule must remain the same every day. A transportation form will be made available to all students to make these designations in the Final Forms enrollment packets. **Please allow 24 hours for any transportation changes to take effect after the form is received during the school year.** Questions can be directed to Superintendent Tim Ryan at 607-967-6321.

B - G WEBSITE:  
WWW.BGCSD.ORG

## Board of Education Meetings

2024-2025 School Year  
Open Session: 6:00 p.m.

DAY	DATE	MEETING PLACE
Tuesday .....	7/2/24 .....	High School Re-Organizational Meeting
Thursday .....	8/15/24 .....	Guilford
Thursday .....	9/19/24 .....	High School
Thursday .....	10/17/24 .....	Guilford
Thursday .....	11/21/24 .....	High School
Thursday .....	12/19/24 .....	Greenlawn
Thursday .....	1/16/25 .....	High School
Thursday .....	2/20/25 .....	Guilford.....Budget Presentations
Thursday .....	3/20/25 .....	High School .....Budget Presentations
Wednesday ..	4/16/25 .....	Guilford .....BOCES Budget & Board Election
Thursday .....	5/1/25 .....	High School .....Budget Hearing Presentation
Tuesday .....	5/13/25 .....	High School .....Public Budget Hearing
Tuesday .....	5/20/25 .....	<b>VOTE SCHOOL BUDGET &amp; BOARD ELECTIONS</b>
Thursday .....	5/22/25 .....	High School
Thursday .....	6/12/25 .....	Guilford
Tuesday .....	7/1/25 .....	High School Re-Organizational Meeting

**Please check the website [bgcsd.org](http://bgcsd.org),  
District—Board of Education page,  
for current meeting information**

**PLEASE CHECK THE WEBSITE [www.bgcsd.org](http://www.bgcsd.org) and the BAINBRIDGE-GUILFORD CENTRAL SCHOOL FACEBOOK page FOR SPORTS and ACTIVITY ANNOUNCEMENTS AND DATES!**



## Building Usage Procedure

### *Need the Greenlawn Cafeteria?*

Contact the Main Office at Greenlawn Elementary School.

### *Need the Multi-purpose room at the Junior-Senior High School?*

Contact the Main Office in the Junior-Senior High School.

### *Need the Guilford Gym?*

Contact the Main Office at Guilford Elementary.

Building usage forms will be available in the main office of each school building for classrooms, gyms or cafeteria in that building. Non-School Related Organizations and Groups requesting to use school property will be required to provide proof of insurance and provide a deposit of \$100. The deposit will be returned, minus any fees required for room usage, provided there are no damages to school property.

## Meal Prices 2024-25 FREE Breakfast and Lunch for all Students!

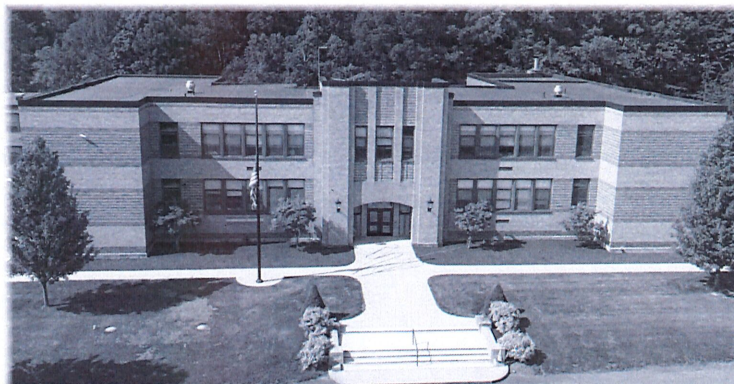
### My School Bucks

Online payment option for a la carte items (snacks, additional meals, etc): [myschoolbucks.com](https://myschoolbucks.com)

- Go to: [myschoolbucks.com](https://myschoolbucks.com)
- Click on *Sign Up Today*
- Select NY (drop down menu). Find Bainbridge-Guilford.
- Create your User Name and Password
- Add your student's ID number or birthdate, Name and School
  - Student ID Number is their 4 digit B-G ID number
- View account balances, meal purchases, and receive an email alert when child(ren) account balances are low for FREE.
- ONLY a single \$2.49 charge for a deposit transaction whether it is on one child or multiple children

Contact Food Service at 607-967-6331 for more information!

## Building Contacts & Dismissal Times



### **GUILFORD ELEMENTARY**

138 School Street  
Guilford, NY 13780  
607-895-6700

Buses Arrive..... 8:00 a.m.  
Homeroom ..... 8:15 a.m.  
Dismissal ..... 2:30 p.m.



### **GREENLAWN ELEMENTARY**

43 Greenlawn Ave.  
Bainbridge, NY 13733  
607-967-6301

Buses Arrive..... 7:35 a.m.  
Homeroom ..... 7:50 a.m.  
Dismissal ..... 2:55 p.m. Buses  
3:00 p.m. Walkers



### **JUNIOR-SENIOR HIGH SCHOOL**

18 Juliand Street  
Bainbridge, NY 13733  
607-967-6300

Buses Arrive..... 7:30 a.m.  
Homeroom ..... 7:55 a.m.  
Dismissal ..... 3:05 p.m.



## B-G Organization Contacts

**Booster Club:** Theresa Youngs ..... 607-226-1727  
 youngst228@gmail.com  
**Alumni Association:** Judy Volkert ..... 607-967-8457  
 bgbobcatalumni@gmail.com • www.bgalumni.org  
**PTO:** Leslie Cuozzo (Greenlawn Main Office)..... 607-967-6301  
 lcuozzo@bgcsd.org

## Fundraisers 2024-25

DATE	GROUP	EVENT
Aug. 31	Grade 11	Bainbridge Days: Dime Toss/Bake Sale
Sept. 16-30	Grade 11	Krispy Kreme
Oct. 2	Grade 8	Spaghetti Dinner
Oct. 10	Sr. Honor Society	TBA
Oct. 11	Sr. High Student Council	Homecoming Dance
Oct. 18-31	Jr Honor Society	Poppin' Popcorn
Oct. 21-Nov. 1	Grade 12	Sweets Fundraiser
Nov. 7-18	Grade 8	Cinnamon Rolls & Pretzels
Nov. 15	Sr. High Student Council	Brooks BBQ
Dec. 7	Grade 11	Ornament Sale @ BGTA Craft Fair
TBD by Music Dept.	Grade 11	Basket Raffle @ Sr. High Concert—BGTA Sponsorship
Jan. 6-17	Grade 12	Sweets Fundraiser
Jan. 9	Foreign Trip (Spain)	Lollipop Sales @ Lunch on Friday
Feb. 2	Grade 10	Cornhole Tournament
Feb. 3-14	Grade 9	Gertrude Hawk Candy
Feb. 10-13	Grade 10	Valentines Candy Grams
Feb. 14	Sr. Honor Society	TBA
Feb. 24-Mar. 7	Grade 12	Krispy Kreme
Mar. 12	Grade 11	Chicken & Biscuit Dinner
Mar. 17-28	Sr. High Honor Society	Gertrude Hawk Candy Bars
Mar. 20	Sr. High Student Council	Brooks BBQ
Apr. 21-May 2	Grade 10	Krispy Kreme
Apr. date TBD	Grade 11	Gilligan's Ice Cream—TENTATIVE, only if needed
June 6	Sr. High Student Council	MUD Dance

www.bgcsd.org (for more information)

## Digital Device User Agreement

The B-G Digital Device User Agreement can be found under the Parent/Students drop down menu on the home page of the website or by contacting the Main Office of each building.

## Local Media Broadcasting Emergency Closing Information

### RADIO

#### Sidney

WCDO ..... FM 101  
 WCDO ..... AM 1490

#### Norwich and Oneonta—

#### Central Radio Group

WKXZ ..... FM 94  
 WCHN ..... AM 97  
 WBKT ..... FM 95.3  
 WZOZ ..... FM 103.1  
 WSRK ..... FM 103.9  
 WDOS ..... AM 730

#### TV—Binghamton

WBNG—CBS

WICZ—FOX

(See your provider for channel specifications)

### ONLINE

(Closings and Delays)

www.wicz.com

www.wbng.com

www.evesun.com

### SOCIAL MEDIA

Facebook: Bainbridge-Guilford Central School

### SERVICE TBD

Automated phone and text system—  
 Closings, Delays and Announcements

## Open House

Please confirm Open House dates  
 on the District Website and on the  
 District Facebook page.

## Emergency Response Plan

The Bainbridge-Guilford Central School District has developed an Emergency Response Plan to respond to natural and man-made disasters and other emergency situations. Hopefully none of these situations will ever occur, but should an actual or potentially hazardous situation develop, the district will initiate procedures to protect life and property on the premises.

The decision how to respond will be made by the Superintendent of Schools or his/her designee. Instructions will be issued to all students and staff to assist them in responding to the situation.

**School Cancellation/Early Dismissal:** Prior to the beginning of the school day, in instances of school cancellation, parents and students will be notified by local radio and television stations, Facebook, Twitter and the automated notification system. These same media sources will be used in situations where school will be dismissed early. Since phone lines must be kept open during emergencies, parents of elementary students should expect their child to follow their family emergency plan. If no one is available at the intended destination, the student will be returned to either Guilford or Greenlawn.

**Family Emergency Plans:** At the beginning of the school year, parents will be asked to notify the school where their child should go in the event that a decision to close school early is made. It is suggested that parents stay tuned to any of the above communication outlets during severe weather.

**Evacuation/Sheltering:** Should a decision be made to either evacuate or shelter, parents will once again be notified by local radio stations and if possible, by the automated notification system. Depending upon the situation, students may be evacuated to another school building, a building in the community or to school buses. If the emergency requires sheltering, students and staff will be directed to designated areas which provide adequate protection from flying objects and broken glass. If sheltering is required for an extended period, provisions would be made for eating and/or sleeping. Further information regarding the school districts' Emergency Response Plan can be obtained by contacting the District Office or the building offices.

## CONTACT INFORMATION!

Please notify the Main Offices if your phone numbers change during the school year. We use an automated call system to keep parents and guardians informed about school closures, events and important announcements. Thank-you!



## Visitors—Please Sign In!

You are welcome in our school at any time. To better assist you and allow classes to progress without disruption and to ensure that only authorized persons have contact with our pupils, **please report to the building main office, sign in and receive a visitor's badge.** Thank you for helping us to keep our children safe and secure!

## Visitors in Our Schools

The Board of Education encourages parents and other district citizens to visit the district's schools and classrooms to observe the work of students, teachers and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. The building principal or his or her designee is responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

1. Anyone who is not a regular staff member or student of the school will be considered a visitor.
2. All visitors to the school must report to the Main Office upon arrival at the school. There they will be required to register, and must present a valid drivers' license or official ID. They will then be issued a visitor's identification badge, which must be worn at all times while in the school or on school grounds. All visitors must exit via the main entrance of the school when their visit is complete.
3. Visitors attending school functions that are open to the public, such as parent-teacher organization meetings or public gatherings, are not required to register.
4. Parents or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher(s) and building principal, so that class disruption is kept to a minimum.
5. Teachers are expected not to take class time to discuss individual matters with visitors.
6. Any unauthorized person on school property will be reported to the principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
7. All visitors are expected to abide by the rules for public conduct

~ Ref. Board Policy #1005

The District is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, "public" shall mean all persons when on school property or attending a school function including students, teachers, and district personnel. The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The District recognizes that free inquiry and free expression are indispensable to the objectives of the District. The purpose of this code is to maintain public order and prevent abuse of the rights of others. All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

### Prohibited Conduct

No person, either alone or with others, shall:

1. Intentionally injure any person or threaten to do so.
2. Intentionally damage or destroy school district property or the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
3. Disrupt the orderly conduct of classes, school programs or other school activities.
4. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
5. Intimidate, harass or discriminate any person on the basis of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity or expression) or sex.
6. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
7. Obstruct the free movement of any person in any place to which this code applies.
8. Violate the traffic laws, parking regulations or other restrictions on vehicles;
9. Possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances, designer, synthetic or look-alike drugs or be under the influence of either on school property or at a school function.
10. Possess or use weapons in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the School District.
11. Loiter on or about school property.
12. Gambling or card playing on school property or at school functions.
13. Refuse to comply with any reasonable order of identifiable school district officials performing their duties.
14. Willfully incite others to commit any of the acts prohibited by this code.
15. Violate any federal or state statute, local ordinance or board policy while on

## Public Conduct on School Property

school property or while at a school function.

16. Use any form of tobacco products, vapes, lighters/matches, or other paraphernalia/equipment for inhalation purposes on school property.
17. Public displays of affection.

Visiting persons who violate this code shall have their authorization, if any, to remain on school grounds or at the school function withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection.

**Budget Hearing: May 13, 2025**

**VOTE: May 20, 2025**

**On the School Budget and the election  
of Board of Education candidates.**

***Your vote does make a difference!***

### Voter Qualifications

A person shall be entitled to vote on the appointed date for the election of school district officials, and upon all other matters which may be in the form of a referendum, who is:

1. A citizen of the United States.
2. Eighteen years of age.
3. A resident within the district for a period of thirty (30) days next preceding the meeting at which he/she offers to vote.
4. Registered to vote with the school district or County Board of Elections.

Qualified voters must register to vote. However, if a voter is a registered voter with the County Board of Elections (for example, if they are registered to vote in presidential elections), they are eligible without further registration. No person shall be determined ineligible to vote by reason of race, creed, color or sex, who has other qualifications in this section.

**For more information regarding voter qualifications and voter registration please visit the BUDGET page of the school district website at [www.bgcsd.org](http://www.bgcsd.org)**

### Voter Registration

Personal registration of Voters is required for the annual vote. Registration will be held on May 13, 2025, from 2:00-7:00 PM at the Elementary Schools in Bainbridge and Guilford.

### Absentee Ballots

Applications for absentee ballots are available at the District Office. Applicants must submit application to the District Clerk seven days before the election date if the ballot is to be mailed. Absentee ballots must be received by 5:00 p.m. on the day of the vote.

The District Office is located in the Jr.-Sr. High School building. Office hours are 7:30 a.m. to 3:30 p.m.



## Required Immunizations 2024-25 School Year

### New York State Requirements for School Entrance/Attendance

Vaccines	Prekindergarten (Day Care, Head Start, Nursery or Pre-k)	Kindergarten and Grades 1, 2, 3, 4 and 5	Grades 6, 7, 8, 9, 10 and 11	Grade 12
Diphtheria and Tetanus toxoid-containing vaccine and Pertussis vaccine (DTaP/DTP/Tdap/Td) <sup>2</sup>	4 doses	5 doses or 4 doses if the 4th dose was received at 4 years or older or 3 doses if 7 years or older and the series was started at 1 year or older	3 doses	
Tetanus and Diphtheria toxoid-containing vaccine and Pertussis vaccine adolescent booster (Tdap) <sup>3</sup>		Not applicable	1 dose	
Polio vaccine (IPV/OPV) <sup>4</sup>	3 doses	4 doses or 3 doses if the 3rd dose was received at 4 years or older		
Measles, Mumps and Rubella vaccine (MMR) <sup>5</sup>	1 dose	2 doses		
Hepatitis B vaccine <sup>6</sup>	3 doses	3 doses or 2 doses of adult hepatitis B vaccine (Recombivax) for children who received the doses at least 4 months apart between the ages of 11 through 15 years		
Varicella (Chickenpox) vaccine <sup>7</sup>	1 dose	2 doses		
Meningococcal conjugate vaccine (MenACWY) <sup>8</sup>		Not applicable	Grades 7, 8, 9, 10 and 11: 1 dose	2 doses or 1 dose if the dose was received at 16 years or older
Haemophilus influenzae type b conjugate vaccine (Hib) <sup>9</sup>	1 to 4 doses	Not applicable		
Pneumococcal Conjugate vaccine (PCV) <sup>10</sup>	1 to 4 doses	Not applicable		

## Procedure for the Administration of Medications in School

### New York State Law

#### requires that:

- Parents or guardians must personally deliver all medication to the School Health Office (unless a self carry order form is signed by parent and physician). All controlled medications must be brought in by an adult.
- All medication must remain in properly labeled pharmacy or original over-the-counter (OTC) containers.
- A new prescription/medication form signed by the medical provider is required at the beginning of every school year.
- The parent/guardian must sign the medication permission form.
- Permission forms for medication administered must be filled out completely, meaning both guardian and provider needs to fill in their designated area. Should we receive a form that is not fully completed, the form will be considered null and void. We are not responsible for obtaining signed permission from your provider; it is your responsibility as their guardian.

We request that you ask your pharmacist to give you a **second identically labeled container** for any prescription medications your student will take at school. We also request that you bring **small containers of any OTC medications** that your student will take. This will allow the School Nurse to send these medications on field trips and comply with New York State laws pertaining to medication storage.

Medication forms are available on our District website or may be obtained from the School Health Office. Your physician may use their own form if desired.





## Student Accident Insurance Info.

Our Student Insurance Carrier is Pupil Benefits Plan, Inc., Glenville, NY. They suggest these tips to make settling your student's claim easier. By following these procedures you will help settle your claim as swiftly as possible. Submitting incomplete claim information will delay your settlement.

- Verify with your child and the Health Office that the accident was reported.
- When your child is injured, you have 90 days from the date of injury to seek medical treatment.
- Obtain a claim form from the Health Office and submit itemized bills to Pupil Benefits Plan in a timely manner, even if treatment is not completed.
- Expenses resulting from injuries to sound and natural teeth should be submitted to your medical insurance even though dental coverage is not available. Some medical carriers will cover accidental injuries to teeth.
- Answer all questions on the claim form. Blank spaces are not acceptable. Please write legibly.
- The physician's discharge date and return to activity date terminates benefits for that injury. If a subsequent injury occurs, coverage is reactivated.
- When submitting additional bills at a later time, include the school district name, child's name, and date of injury.

This plan is a secondary, non-duplicating policy. If you have medical or dental insurance that covers your child, charges must be submitted to your primary insurance first.



## Student Accident Information

When your child is injured in school or a school sponsored activity (including sports), here is what you and your child should do:

- Make sure the advisor/teacher/coach knows about the accident.
- Make sure an accident form has been completed by the advisor/teacher/coach and sent to the Health Office. We cannot file a claim if no accident form is on file.
- You may call the Health Office in the appropriate building to check to see if a form has been filed. (Jr-Sr High School 967-6313; Greenlawn 967-6330; Guilford 895-6709).
- Make sure you receive a Pupil Benefits Plan claim form from the appropriate Health Office.
- If your child is seen by a physician or dentist, be sure you get a written note stating if the child can participate in activities and the date(s) applicable. If your child is seen by a physician or a dentist, he/she will NOT be allowed to participate without a written release, even if it was only one visit.

**Read the instructions below for insurance information.**

### SchoolTool

SchoolTool is a web-based student information system which provides real time information to parents and students via the internet. All parents and students in grades 4-12 may have access to SchoolTool in Mid-August.

Parents and students can view attendance, grades, assignments, teacher comments and some school announcements. SchoolTool is a secure site and can only be accessed with a user ID and password.

You may sign up for SchoolTool through the Registrar's office. You will need to fill out a user information form and show proper ID (i.e. driver's license). After this information is received you will be assigned a user ID and password. The process is very quick and usually takes no longer than five minutes. There are two passwords assigned one for the parent/guardian and one for the student. The password and ID are unique to each student and will stay the same throughout their Jr-Sr High School years.

If you lose or forget your password please contact the Registrar's office and we will re-issue your password.

## Protection of Pupil Rights Amendment (PPRA)

~ Ref. Board Policy #7501 and Regulation #7501.1

The Protection of Pupil Rights Amendment (PPRA) requires that the Bainbridge-Guilford Central School District notify you and obtain consent or allow you to opt your child out of participating in the following school activities:

1. Certain Protected Information Surveys: Any student survey, analysis or evaluation that is required by the District and concerns one or more of the following eight protected areas:
  - A. Political affiliations or beliefs of the student or student's parent;
  - B. Mental or psychological problems of the student or student's family;
  - C. Sex behavior or attitudes;
  - D. Illegal, anti-social, self-incriminating, or demeaning behavior;
  - E. Critical appraisals of others with whom respondents have close family relationships;
  - F. Legally recognized privileged relationships, such as with lawyers, doctors or ministers;
  - G. Religious practices, affiliations, or beliefs of the student or parents; or
  - H. Income, other than as required by law to determine program eligibility.
2. Certain Marketing Surveys: In general, surveys that are used to disclose or collect individually identifiable information from students for the purpose of marketing or selling the collected information. Certain exceptions to this definition exist.
3. Certain Non-Emergency Invasive Physical Examinations and Screenings: Certain statutorily specified non-emergency invasive physical examinations or screenings.

The District will notify parents annually of any marketing or protected information surveys. Questions regarding this policy can be directed to the Superintendent of Schools and the District Records Access Officer.

**Superintendent Timothy Ryan**

Bainbridge-Guilford CSD  
18 Juliard Street, Bainbridge, NY 13733  
607-967-6321

**District's Records Access Officer**

Janice Rideout, School Business Manager  
Bainbridge-Guilford CSD  
18 Juliard Street, Bainbridge, NY 13733  
607-967-6335



## Grade Level Placement, Retention and Promotion

~Ref Board Policy #8100

It is the responsibility of the Board to prescribe the course of study by which students shall be graded and classified, and to regulate the admissions of students and their transfer from one class or department to another, as their scholarship shall warrant. It is the responsibility of the Superintendent to supervise and direct the courses of study, and the examination and promotion of pupils. Accordingly, decisions regarding the grade level at which a student is admitted, and whether a student is retained in grade or promoted to the next grade shall be made by the Superintendent in consultation with appropriate administrators, and consistent with this Policy.

### Evidence for Grade Placement

The decision regarding the grade level placement, retention, or promotion of a student shall be based on multiple measures, including: student performance on written assessments prepared by District staff or prepared by BOCES staff or vendors; student performance on the State administered standardized English language arts and mathematics assessments, including those for grades three through eight; student performance on other state administered written assessments; student performance on other standardized tests (e.g., Iowa Test of Basic Skills, California Achievement Test); other measures of classroom achievement and attitude; the student's social and emotional development; and teacher recommendations based on observations of student mastery of material and skills.

## Staff Qualifications

~Ref. Board Policy #8501 and Regulation 8501.1

Your child attends a school that receives Title I funds from the federal government. The Every Student Succeeds Act allows you to request:

1. Whether your child's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which your child's teacher provides instruction.
2. Whether your child's teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of your child's teacher and any other graduate certification or degree held by your child's teacher, and the field of discipline of the certification or degree.
4. Whether your child is provided services by paraprofessionals and, if so, their qualifications.

If you are interested in receiving any information you are entitled to under the Every Student Succeeds Act, please direct your inquiry to:

Superintendent of Schools  
Timothy Ryan  
Bainbridge-Guilford Central School  
18 Juliard Street  
Bainbridge, NY 13733

Should you have any questions concerning the above, please do not hesitate to call (607) 967-6321.

The selection of assessment instruments shall be consistent with the District's Annual Professional Performance Review Plan approved by the Commissioner.

No promotion or placement decision shall be based solely or primarily on a student's performance on the State administered English language arts or the mathematics elementary assessments administered in grades three through eight.

In accordance with their individualized education programs, students with disabilities instructed in alternate academic achievement standards shall be administered a State alternate assessment to measure their achievement.

### Recording and Reporting Student Achievement

Parents and persons in parental relation to students shall receive an appropriate report of student achievement at regular intervals. Parents and persons in parental relation to students shall be provided notice of this Policy and an explanation of how the Policy was developed, by the posting of that information on the District's Website and available upon request.

The District shall maintain accurate records of all individual test scores, including those from State administered standardized English language arts and mathematics for grades three through eight. This information shall be available for compliance with State and federal reporting requirements, and for diagnostic purposes.



## After School Enrichment Program (ASEP)

*Looking for a great place for your child to continue their school day while they wait for a ride home? This year's After School Enrichment Program will offer students time after school to focus on academic enrichment, social time with classmates, snacks and games.*

### Who?

This program will again be offered to students in grades PK-6.

### Where?

Greenlawn and Guilford Elementary Schools each day that school is in session.

### When?

#### Starting September 4, 2024!

3:00-5:30 p.m. (Children do not need to stay the entire time.)

- There will NOT be ASEP offered on early dismissal half days for conferences.
- There will NOT be ASEP on early release days due to weather or emergency closing days.

### Picking up your child:

- When you arrive to pick up your child you MUST sign him/her out.
- If the designated "pick-up" person changes, you MUST call the director to notify.
- ID may be required for adults picking up students who are not parents or guardians.

### Cost?

There is no cost for the After School Program this year. However, students MUST be enrolled and cannot just show up.

Days student(s) will attend should be submitted the Friday before the week of attendance!

**More info will be forthcoming!**

**Please call 967-6321 with any questions.**



## **Jr.-Sr. High School Eligibility for Special Events and Extended Day Field Trips**

This Policy aims to tie good behavior to special event attendance. The goals of the policy are to reduce student misbehavior, reward those who exhibit good behavior, and restrict students who demonstrate excessive misbehavior. Because many referrals are earned due to tardiness to school or class, it is expected that this policy will help decrease this poor habit.

### **Three Strike Policy**

If a student receives three referrals during the semester, they will become ineligible to attend any Special Events or Extended Day Field Trips. Examples include: Dances, the 10th Grade Trip, the Junior Prom, the Senior Trip, the Senior Ball, and the Senior Luncheon. Students may redeem one referral, provided the referral does not involve disrespect. To redeem one referral per semester, the teacher who wrote the referral and the principal must agree that the referral may be redeemed and be followed with an approved plan developed by the student to earn redemption for that referral.

We will attempt to hold quarterly Reward Day activities to positively acknowledge and recognize those students who have zero discipline referrals during those "Reward" time frames.

## **Jr.-Sr. High School Eligibility for Extracurriculars**

Student's ability to participate in extracurricular activities depends on their own desire to be involved and their willingness to follow school and team rules.

During any particular sports season or activity period, once a student has received three behavioral referrals he/she will not be allowed to participate in the activity/sport and will sit out any practices and/or games for one week beginning on the last day of the referral.

Exceptions may be granted if this is the required practice portion of the season with other consequences being administered by the coach through collaboration with the Athletic Coordinator. Though the student may not participate in practices, he/she may attend practices to watch and learn as long as behavior is appropriate.

Once this penalty has been imposed, every three referrals thereafter will lead to loss of participation for one week. When a new season begins, each student on a team/activity will receive a clean slate and the count will start over.

Any time a student is assigned Alternative Learning Center (ALC) or suspended out of school, he/she will not be allowed to attend that afternoon's activity, practices or competitions. Detentions will not be rescheduled due to activities, practices or games.

In addition to school rules, extracurricular activities and sports participation have specific rules established for such activities and in the case of sports will follow the Athletic Code of Conduct. These rules may or do include additional expectations and consequences when violated.

## **Dissection of Animals**

~ Ref. Board Policy #8203

Any student expressing a moral or religious objection to the performance or witnessing of the dissections of an animal, either wholly or in part, shall be provided the opportunity to do an alternative project approved by the student's teacher. The student's objection must be given in writing by the student's parent or legal guardian.

Students who perform alternate projects when opting out of animal dissections will not be penalized.

## **Disclosure to Military**

~ Ref. Board Policy - Regulation #7500.5

Federal Law requires Districts receiving certain federal assistance to provide requesting military recruiters with secondary school names, addresses, telephone listings and possibly other directory information, unless parents or eligible students have advised the District that they do not want their student's information disclosed without prior written consent.

Please be advised that if you do not wish to have your child's name and address released to the military or any other organization, you must contact the Guidance Office by September 15 of the current school year.

## **Drug-Free Workplace**

~Ref. Board Policy #0020

The District is committed to maintaining a drug free work environment and adopts this policy to ensure compliance with the Drug Free Workplace Act of 1988. The unlawful manufacture, distribution, dispensation, possession, or use of a "controlled substance" (any substance listed in any schedule of 21 U.S.C. Section 812) is prohibited on District property and at District-sponsored events. The use or possession of a prescribed medication in any manner other than as prescribed is also prohibited on District property and at District-sponsored events.

Penalties for violations of this Policy shall be determined by the Superintendent based on all of the facts of a particular case, including the nature of the substance involved. Penalties for violations of this Policy shall be administered in a manner consistent with applicable statutes, collective bargaining agreements that relate to employee discipline and the District's Code of Conduct.

## **No Smoking**

~Ref. Board Policy #0021

All forms of tobacco and nicotine use (smoking, inhaling, dipping, chewing, vaporizing, etc.) and sale of tobacco and nicotine or associated paraphernalia by students, staff, volunteers and visitors is prohibited on school grounds (including any vehicle owned or operated by the District), and at school sponsored events, including events off school grounds, at all times including non-school hours.

## **Diversity, Equity and Inclusion in Public Education**

~Ref. Board Policy #0013

The Board of Education (the Board) recognizes that the students we serve come from a community that is diverse in many ways, including race, color, ethnicity, nationality, religion, socioeconomic status, veteran status, educational attainment, marital status, language, age, gender, gender expression, gender identity, sexual orientation, mental and physical ability, genetic information, and learning styles. Each student reflects an individual amalgam of these identities, and it is the goal of the Bainbridge-Guilford School District (the District) to deliver differentiated instruction, and to interact with our community, in a manner that recognizes each individual's background.

To meet the goal of fully serving our community's diverse members, it is important to take action toward ensuring that the experiences and viewpoints of all different backgrounds are included in the District's educational programs and also in public discussions about the District's goals, strategies, and operations.

The Board commits the District to provide public education to its diverse community in an equitable manner, recognizing that assuring fair treatment, access, opportunity, and advancement for all requires ongoing alertness to identify and eliminate barriers that may have hindered the full participation of individuals sharing one or multiple identities.



## Attendance Information

Ref. Board Policy #7006

### BOCES Attendance

Attendance in BOCES' Career and Technical Education programs, New Visions programs, Unique Placement programs and Career Academy are privileges that cost our school district substantial amount of funding. To attend these programs, students must annually complete an application and sign a contract for consideration to be approved for attendance. Students displaying poor attendance, poor behavior and/or poor academics thus violating their contract are subject to removal from these programs at any time.

Students enrolled in either morning or afternoon BOCES curriculums are expected to attend every day. BOCES bus schedules are posted as ALL BOCES students MUST ride the school bus to and from BOCES. Students missing the bus to BOCES will be supervised in our Alternate Learning Location room or the Library until the end of the BOCES assignment. BOCES students are NOT to skip BOCES to work on assignments here in the Jr.-Sr. High School Building without prior approval from the Jr.-Sr. High School Principal and the staff involved (B-G staff as well as BOCES staff).

Afternoon BOCES students who have school approved early departure, (through completed early dismissal forms) must return to the building to sign out and then may not come back into the building or remain on school property without permission. All other students returning from BOCES must report to their assigned class, study hall, or advisory.

### B-G Student Attendance

The compulsory education law requires the regular attendance of all children until the end of the school year in which they turn 16. Since the school year begins July 1, any child who turns 16 on or after July 1 must finish out that school year.

### Attendance Officer

The Attendance Officer designated by the Board is responsible for reviewing pupil attendance records and initiating appropriate action to address excused and unexcused pupil absence, tardiness, and early departure consistent with the Comprehensive Attendance Policy including parent and district notification.

#### **Attendance Office Contact Information:**

- Jr-Sr High School – 607-967-6368
- Greenlawn Nurse – 607-967-6330
- Guilford Nurse – 607-895-6709

### Attendance Policy

*Good student attendance is an integral part of education. Therefore, it is the policy of the Bainbridge-Guilford Central School to promote a sound attendance policy, which in turn will lead to the development of skills, habits, understanding and knowledge necessary to meet State mandated education standards. Since irregular attendance is a frequent cause of school failure, the Bainbridge-Guilford*

*Central School will adhere to the following policy:*

1. Attendance must be taken each period. Where a class extends for multiple periods, attendance for that class only must be taken once.
2. Additionally, after attendance is taken, an individual student's late arrival or early departure must be recorded.

#### **Objectives**

The objectives of the Comprehensive Attendance Policy are:

- to accurately track the attendance, absence, tardiness and early departure of students to and from the school;
- to ensure sufficient pupil attendance of classes so that pupils may achieve State mandated education standards;
- To track student location for safety reasons and to account to parents regarding the location of children during school hours.

#### **Definitions**

Whenever used within the Comprehensive Attendance Policy, the following terms shall mean:

- Absent: The pupil is not present for scheduled instruction.
- Early departure: The pupil leaves prior to the end of the pupil's scheduled instruction.
- Excused: Any absence, tardiness, or early departure for which the pupil has a valid school approved excuse. Such excused nonappearance shall include: personal illness, illness or death in the family, religious observance, quarantine, required court appearances, attendance at health clinics or other medical visits, approved college visits, military obligations, absences approved in advance by the Principal, and other reasons as may be approved by the Commissioner of Education.
- Unexcused: Any absence, tardiness or early departure for which the pupil has no valid school approved excuse. Such unexcused non-appearance shall include shopping trips to the local mall, oversleeping, skipping class, and any other absence that is not excused.
- Pupil: A child enrolled in any public or nonpublic elementary, middle, or secondary school.
- Register of Attendance: Any written or electronic record maintained for the purpose of recording the attendance, absence, tardiness or early departure of a pupil.
- Scheduled instruction: Every period that a pupil is scheduled to attend actual instruction or supervised study activities during the course of a school day during the school year from July 1 through June 30.
- Teacher: A member of the teaching or supervisory staff of a public or nonpublic elementary, middle or secondary school.
- Employee other than a teacher: A suitable person other than a teacher employed by a public or nonpublic elementary, middle, or secondary school in a position appropriate for the maintenance of pupil records.

### Coding System

A = absent, excused  
U = Absent, unexcused  
T = Tardy, excused  
L = Tardy, unexcused  
D = Early departure  
I = Present part of class  
H = Music Lesson  
F = field trip  
OSS = Suspended Out of School  
OSS I = Suspended Out of School with tutoring  
S = Suspended in School - ALC  
M = Long Term Medical  
MI = Long Term Medical with tutoring

### Student Absence and Tardy Procedure

1. The parent/guardian is expected to call the Attendance Office of the school in which your student attends on the morning that the child is absent stating the reason and the length of the absence/tardy. No call to notify B-G of your child's absence will result in such absence(s) being recorded as unexcused. When absences are noted as unexcused, a written excuse signed by parent/guardian must be submitted to change the absence to an excused absence(s).
2. Failure to call the school will result in an automated telephone call to the parent.
3. If a child will be out of school for an extended length of time for any reason, the parent/guardian is expected to call the Attendance Office stating the reason and the projected length of absence/tardy. Family vacations are not excused absences and the child is responsible for getting his/her homework before leaving and must complete the Extended Absence Form. You may pick this up in the Main Office.
4. Upon returning to school, the student is required by New York State Law to present a signed written note explaining the reason and the actual dates of absences/tardy. A repeated set of four or more consecutive absences requires a doctor's note to be documented as excused absences.
5. If a written excuse is not received and investigation does not determine otherwise, the absence/tardy will be recorded as unexcused on the student's record and the student may have to serve after school detention.
6. Students with unexcused absences on their record are not eligible for outstanding attendance awards.
7. Students arriving late need to present a written excuse, signed by a parent/guardian, to the Attendance Officer when signing in to school.



### **Student Procedure for Dismissal During the School Day**

1. The student is required to present a signed, written note to the Attendance Officer stating the time and the reason for dismissal. The note should also state the time the student is expected to return to school.
2. All notes are subject to approval. Telephone contact to the parent/guardian to verify a note may be necessary.
3. The parent/guardian should call the Attendance Officer if a child needs to be excused and did not bring a note. They will also need to fax a note with their signature. If unable to fax permission, the parent/guardian will need to come to school and sign their child out.
4. No student will be released during school hours without proper parental permission.

### **Student Attendance Strategies and Incentives**

#### **Greenlawn/Guilford Elementary Attendance Incentive and Notifications**

In order to encourage student attendance, the following strategies and incentives shall apply:

- Attendance will be recorded on a student's report card for each marking period.
- Teachers will encourage daily participation and make connections to the working world.
- Students who maintain 100% attendance rate will increase their success of meeting the state mandated educational standards. Failure to maintain at least a 75% attendance rate may lead to AIS interventions, or retention.

To encourage good attendance practices, the school will send reminder notices when absences become a concern. If absences become excessive or impact student learning a parent conference will be requested. After a total of 40 days absent, a letter will go home indicating that the student may be retained if the student's academic progress has been seriously delayed.

#### **Jr-Sr. High School Minimum Attendance for Course Credit**

- A student must be noted as present at 87% of a course's scheduled classes in order to earn credit for the course and be permitted to take the final examination.
- Note: For Sr. High School courses: In a yearlong single period course absences in excess of twenty-four (24), and in a semestered course absences in excess of twelve (12), will result in denial of course credit and the student not being permitted to take the final examination.
- Any excused absence for which the student has completed assigned makeup work will not be counted as an absence for the purposes of determining whether the student has attended sufficient class to receive course credit under this provision.
  - For purposes of minimum attendance requirements, a student shall not be counted as present for a class if the student misses more than 10 minutes of a single period class or 20 minutes of a (semestered or blocked) class, whether through tardiness or early departure.
  - Students of compulsory attendance age suspended from school instruction may not be marked as absent unless they fail to attend scheduled alternative education on that day.
  - Students over the compulsory attendance age suspended from school instruction will be marked absent unless they have been assigned alternative education. If alternative education has been assigned, only failure to attend scheduled alternative education shall count as an absence.

- In order to prevent loss of credit for failure to attend, the district will take the following steps:
  - When a student has been marked absent for 10% of a course's classes; in a year-long single period course absences in excess of EIGHTEEN (18), and in a semestered course absences in excess of NINE (9), the district shall notify the student and his parent(s) or persons in parental relation that the student is approaching the limit of absences for losing course credit for failure to attend class. The notice will include the school's attendance for credit policy, the actual number of classes the student may miss before forfeiting the right to earn credit, and the actual number of classes missed to date;
  - Teachers will provide makeup work upon request so those students who are in jeopardy of forfeiting class credits due to excused absences have the opportunity to earn credit for the course.
  - Where a student is in jeopardy of losing credit for excessive absences, the principal shall be responsible for reviewing attendance records and determining eligibility for makeup work for excused absences, including deadlines. Students are responsible for arranging makeup opportunities with their teachers.

Principals, Teachers and Attendance Officers will collaborate to create and implement classroom-based incentive programs for excellent attendance, including but not limited to special recognition and additional privileges.

### **Notice of Absences**

The pupil's parent(s) or person in parental relation shall be notified of a pupil's unexcused absence, tardiness or early departure according to the following:

- Where a pupil has not been marked as present for the first period of scheduled instruction and the school has not been previously notified of the absence, the district shall attempt to contact the pupil's parent(s) or persons in parental relation to learn the nature of the pupil's absence and notify the parent that the pupil has not arrived at school;
- For every three (3) unexcused absences or tardies, the pupil's parent(s) or persons in parental relation shall receive a notice containing the dates, times, and the nature of the pupil's unexcused non-presence.

### **Disciplinary Procedures**

The pupil may be subject to disciplinary procedures for unexcused absence, tardiness, or early departure, including verbal and written warnings, detentions, in-school suspensions, and loss of extra-curricular privileges, as described in the Code of Conduct.

### **Intervention Strategy Development**

The PPS Committee shall review student attendance records, address identified patterns of pupil absence, tardiness, and early departure, and review current intervention methods. At a minimum of once per year the PPS will make a report to the BOE. Where the PPS determines that existing intervention policies or practices are insufficient, it shall notify the Board of Education prior to its annual review of the programs' attendance records, of both insufficient practices and any proposed changes needing Board approval to implement.

### **Counseling**

The district social worker will make counseling available to students with chronic attendance problems.





## B-G Code of Conduct and Discipline Summary

(See Student Agenda and Website for the detailed version of these policies.) ~ Ref Board Policy #1005

### Prohibited Student Conduct

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline. The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct on the next pages are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct. Students may be subject to disciplinary action, up to and including suspension from school, when the following occur:

- a. Being under the influence of any substance that alters behavior in any way, i.e.: any drug, synthetic drug (including e-cigarettes and other devices designed for inhalation purposes) or controlled substance, an alcoholic beverage, drinking an alcoholic beverage or in possession of an alcoholic beverage on school property or at a school function or school sponsored function or on a bus going to or coming from a school function or school sponsored function. Alcoholic beverages shall mean and include alcohol, spirits, liquor, wine, beer and cider having alcoholic content.
- b. The use, possession, sale or gift of tobacco products, vapes, lighters/matches, or other paraphernalia/equipment for inhalation purposes, any drug or controlled substance, including marijuana or any instruments for the use of such drugs, controlled substance or marijuana such as a pipe (including e-cigarettes and other devices designed for inhalation purposes), syringe or other paraphernalia, while on school property or at a school function or school sponsored function or on a bus going to or from a school function or school sponsored function.
- c. Stealing, lying, cheating, plagiarism or other acts of dishonesty.
- d. Verbal or physical intimidation, harassment or discrimination against any person on the basis of race, color, weight, national origin, creed, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity or expression) or sex.
- e. Fighting or causing physical harm to another.
- f. Disrespect toward a faculty member, administrator, or other school employee.
- g. Possession, use of, or threatening to use a weapon, which constitutes a firearm or destructive device, on school property or at a school function or school sponsored function.
- h. Possession, use of, or threatening to use knives or other weapons not included in section (g) on school property or at a school function or school sponsored function.
- i. Failure to comply with the directions of a teacher, administrator or other school employee.
- j. Engaging in acts of sexual harassment as defined in the district sexual harassment policy.
- k. Using in either words, clothing, or signs, profane, lewd, vulgar, abusive language or words which may incite or offend another person.
- l. Selling, using or possessing obscene material.
- m. Lateness for, missing or leaving school, school grounds, or class without permission or an excuse given by a faculty member.
- n. Any willful act which disrupts the normal operation of the school community.
- o. Smoking a cigarette, cigar, or pipe, or using chewing or smokeless tobacco, vapes, lighters/matches, or other paraphernalia/equipment for inhalation purposes, on school property, at a school function or school sponsored function or on the bus going to or from a school function or school sponsored event.
- p. Disrupting the educational process.
- q. Interfering with the teacher authority over the classroom.
- r. Acting as a violent pupil.
- s. Vandalizes school property or the property of student or staff member.
- t. Violates the civil rights of another student.
- u. Violates the district's dress code.
- v. Public displays of affection.
- w. Cell phones and other electronic devices may disrupt or interfere with the learning process and are encouraged to be kept in the student's locker and turned off during the hours of 7:55 a.m.-3:05 p.m. Cell phones and electronics are prohibited from being on one's person during any testing. When cell phones or electronic devices are a distraction, viewed by staff as inappropriate or against classroom rules, they will be confiscated. The consequence given to a student for violation of this rule may include, among other consequences, requiring a parent/guardian to pick up the device from the building principal.
- x. Taking or sharing pictures, audio, and/or videos of students or staff without their permission. This includes anything that can lead to harm, be offensive, depict breaking school rules, or disrupt the school day.
- y. Misusing computer/electronic communications devices, including any unauthorized or inappropriate use of computers, software, or Internet/intranet account; accessing inappropriate websites; evading the District's content filter; using an outside wireless network; or any other violation of the District Acceptable Use Policy.
- z. Communication by any means, including oral, written or electronic (such as through the Internet, email or texting) on or off school property, where the content of such communication (a) can reasonably be interpreted as a threat to commit an act of violence on school property; or, (b) results in material or substantial disruption to the educational environment (c) is harassing or discriminating as defined by this Code. An example of this category is cyberbullying.
- aa. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them. This can include posting or publishing video, audio recordings or pictures (written material, cell phones, Internet, YouTube, etc.).
- bb. Displaying signs of gang affiliation or engaging in gang-related behaviors that are observed to increase the level of conflict or violent behavior.
- cc. Hazing, which includes any intentional or reckless act directed against another for the purpose of initiation into, affiliating with or maintaining membership in any District or school sponsored activity, organization, club or team.
- dd. Engage in misconduct while on a school bus including but not limited to noise, pushing, shoving and fighting.

### Disciplinary Penalties, Suspension and Referrals Summary

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline. Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's age.
2. The nature of the offense and the circumstances which led to the offense.
3. The student's prior disciplinary record.
4. The effectiveness of other forms of discipline.
5. Information from parents, teachers or others, as appropriate.
6. Other extenuating circumstances.
7. The affect/impact that the offense had upon the individual.

As a general rule, discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education and discipline, if warranted, shall be administered consistent with the separate requirements of this code of conduct for disciplining students with a disability or presumed to have a disability.



## Penalties

Students who are found to have violated the district's code of conduct may be subject to the following penalties, either alone or in combination:

1. verbal warning
2. written warning
3. written notification to parent
4. reprimand
5. lunch detention
6. after school detention
7. suspension from transportation
8. suspension from athletic participation
9. suspension from social or extracurricular activities
10. suspension of other privileges
11. exclusion from a particular class
12. involuntary transfer
13. suspension upon instruction – Long-term (more than 5 days)
14. suspension upon instruction – Permanent
15. suspension upon instruction- 5 days or less.
16. in-school suspension
17. removal from classroom by teacher

The amount of due process a student is entitled to receive before a penalty is imposed depends on the penalty being imposed. In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

## Minimum Periods of Suspension

1. Students who bring a weapon to school: Any student, found guilty of bringing a weapon onto school property will be subject to suspension from school for at least one calendar year. Before being suspended, the student will have an opportunity for a hearing pursuant to Education Law §3214. The superintendent has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the following:

- a. The student's age.
- b. The student's grade in school.
- c. The student's prior disciplinary record.
- d. The superintendent's belief that other forms of discipline may be more effective.

- e. Input from parents, teachers or others.
- f. Other extenuating circumstances.
- g. The effect/impact that the offense had upon the individual.
- h. A student with a disability may be suspended only in accordance with the requirements of state and federal law.

2. Students who commit violent acts other than bringing a weapon to school: Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a weapon onto school property, shall be subject to suspension from school for at least five days. If the proposed penalty is the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for an informal conference given to all students subject to a short-term suspension. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parents will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The superintendent has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

3. Students who are repeatedly substantially disruptive of the educational process or repeatedly substantially interfere with the teacher's authority over the classroom: Any student, other than a student with a disability, who repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom, will be suspended from school for at least five days. For purposes of this code of conduct, "repeatedly is substantially disruptive" means engaging in conduct that results in the student being removed from the classroom by teacher(s) pursuant to Education Law §3214(3-a) and this code on four or more occasions during a semester, or three or more occasions during a trimester. If the proposed penalty is the minimum five-day suspension, the student and the student's parent will be given the same notice and opportunity for an informal conference given to all students subject to a short-term suspension. If the proposed penalty exceeds

the minimum five-day suspension, the student and the student's parent will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The superintendent has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

## Referrals

1. Counseling—The Guidance Office shall handle all referrals of students to counseling.
2. PINS Petitions—The district may file a PINS (person in need of supervision) petition in Family Court on any student under the age of 18 who demonstrates that he or she requires supervision and treatment by:
  - a. Being habitually truant and not attending school as required by part one of Article 65 of the Education Law.
  - b. Engaging in an ongoing or continual course of conduct which makes the student ungovernable or habitually disobedient and beyond the lawful control of the school.
  - c. Knowingly and unlawfully possesses a controlled substance in violation of Penal Law § 221.05. A single violation of § 221.05 will be a sufficient basis for filing a PINS petition.
3. Juvenile Delinquents and Juvenile Offenders

The superintendent is required to refer the following students to the County Attorney for a juvenile delinquency proceeding before the Family Court:

- a. Any student under the age of 16 who is found to have brought a weapon to school, or
- b. Any student 14 or 15 years old who qualifies for juvenile offender status under the Criminal Procedure Law §1.20 (42).

The superintendent is required to refer students age 16 and older or any student 14 or 15 years old who qualifies for juvenile offender status to the appropriate law enforcement authorities.

## Cheating Policy

Integrity matters at Bainbridge-Guilford Central School. Cheating is copying someone else's work and submitting it as your own, or enabling others to do so. Each faculty member will articulate what is

considered cheating in his or her class. Not only will cheating be discussed in each class, but information on cheating will also be included in each teacher's course syllabus that is sent home with students at the beginning of each semester.

The procedure taken when a student (or students) is caught cheating will be as follows:

1. All teachers, staff, and administration will confront and question a student suspected of cheating—the student's paper will also be taken away from him or her. If the suspected cheater is not in the class of the teacher who confronted him or her, that teacher must report the incident to the teacher who assigned the work.
2. The teacher(s) will then investigate the incident.
  - If it is concluded that a student was not cheating, the staff member who reported the incident and the student must be informed.
  - If it is concluded that the student was cheating, that student (and any other students involved) will:
    - a. Receive a 0 for the work.
    - b. Be written up on referral turned in to the principal.
    - c. Have their parents called to report the incident that was written up on the referral form.
    - d. Receive, at minimum, a p.m. detention by the principal after due process.
    - e. Be disqualified from Honor Roll and the Principal's List for the marking period.
3. The teacher whose class the student cheated in will provide feedback to whoever reported the cheating incident.
4. All incidents will be shared—in confidence—at grade level meetings.
5. Additional incidents of cheating by the same student will result in the above procedure, a parent-conference, and more severe disciplinary consequences including disqualification from consideration for the Honor Society.

## Canine Searches

Periodically there will be searches conducted by a canine in the hallways and classrooms. The purpose of the searches is to create a safe environment for our students. The searches will be conducted to eliminate weapons, including knives, drugs and alcohol and tobacco products in the school building.



## Student Dress Code

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of age-appropriate appearance in the school setting.

1. Clothing must be clean, appropriate and not disrupt or interfere with the educational process.
2. Clothing must cover areas from one armpit across to the other armpit, down to approximately 3" in length on the upper thighs. Tops must have shoulder straps at least one half inch wide. Rips or tears in clothing should be lower than the 3" in length.
  - a. Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, vapes, lighters/matches, or other paraphernalia/equipment for inhalation purposes, marijuana or other controlled substances.
  - b. Clothing may not depict pornography, nudity or sexual acts.
  - c. Clothing may not display vulgar, discriminatory, or obscene language or images.
  - d. Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
  - e. Sunglasses may not be worn inside the building.
  - f. Clothing or accessories that endanger student or staff safety may not be worn.
  - g. Nothing may be worn that depicts membership in a gang that advocates illegal or disruptive behavior is prohibited.
  - h. Underwear must be covered.
  - i. Midriff exposure must not be greater than 1" while the student is standing normally with hands at his/her side, from the bottom of the top to the top edge of the bottoms.
3. Shoes must be worn at all times and should be safe for the school environment (pajamas, bedroom shoes, slippers shall not be worn, except for school activities approved by the principal).
4. See-through or mesh garments must not be worn without appropriate coverage underneath that meet the minimum requirements of the dress code.
5. Headgear including hats, hoodies, and caps are not allowed unless permitted for religious, medical, or other reason by school administration. Students may wear a headband for the purpose of holding their hair back. The students' face and line of sight must not be obstructed. The headband may not contain, profanity, hate symbols, drug, or alcohol advertising.
6. Coats/Jackets are to be stored in one's locker from 7:55 a.m.-3:05 p.m. and are not to be worn during the school day.
7. Backpacks, bags, etc. must not be carried in the school from 7:55 a.m.-3:05 p.m. (except totally clear/see through backpacks, bags, etc.)

\*The administration reserves the right to determine what constitutes appropriate dress. Parent/guardian will be called if appropriate clothing is not available or the student refuses dress-code appropriate clothing.

## Notice of Rights Relating to Homeless Youth

~Ref Board policy 7002 and 7002.1

This notice shall be interpreted and applied in a manner such that the District meets its clear obligations under New York State Education Law Section 3209 and related Regulations of the Commissioner, and the McKinney-Vento Homeless Education Assistance Act (42 USC 11431 et seq.), as amended and reauthorized.

The term "child" is used in this policy to refer to any person who is between the ages of five (5) and twenty-one (21) and who has not obtained a high school diploma, and includes a migratory child as defined in Section 1309(2) of the Every Child Succeeds Act of 2015 and an unaccompanied youth, as that term is defined in the McKinney-Vento Homeless Assistance Act, who is not residing with someone other than a parent or legal guardian for the sole reason of enrolling as a student in the District.

Information about a homeless student's living situation shall not be treated as directory information for purposes of applying the District's Educational Records Policy.

A child is homeless, for purposes of this Policy, if the child:

- lacks a fixed, regular, and adequate night-time residence;
- has a primary night-time location that is either:
  - a supervised shelter (publicly or privately operated) that is designed to provide temporary living accommodations;
  - a place (public or private) that is not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- sharing the housing of other persons due to a loss of housing, economic hardship or a similar reason;
- living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
- abandoned in hospitals.

Homeless students and their families have rights specifically granted to them under State and Federal law in order to assist the education of those students. Those rights include:

- The right to choose to attend either the school district of attendance before the student became homeless, or the school district where the student is currently living, or certain other schools where a regional placement plan exists;
- The right to enroll immediately in school even if immunization, medical records and/or school records are missing or incomplete;
- The homeless child or youth may not generally be required to attend a separate school for the homeless or otherwise segregated solely due to homelessness;
- Homeless children and youths shall be provided services comparable to the services offered to other students in the school selected, including transportation services, educational services for which the child or youth meets eligibility criteria, programs for vocational and technical education, programs for gifted and talented students, and school nutrition programs;
- The right to a written explanation regarding a school district's decision relating to school selection or enrollment and the statement of the right to appeal such decision;

The Superintendent shall designate a local Liaison for Homeless Children. One responsibility of the Liaison for Homeless Children shall be to review the District's policies and procedures, including transportation guidelines, to identify any policy or practice that acts as a barrier to the enrollment, attendance, school success, or retention of homeless children in the District, and to recommend to the Superintendent how a policy or practice may be revised to eliminate such a barrier.

If you have questions, please contact our Homeless Liaison.

*Liaison for Homeless Children, Dan Hardy, School Social Worker  
Bainbridge-Guilford CSD, 18 Juland Street, Bainbridge, NY 13733  
607-967-6320*



## Family Educational Rights and Privacy Act of 1974 (FERPA)

~ Ref. Board Policy #7500 and Regulation #7500.1, #7500.2 (Form to Inspect), #7500.3 (Correction form), #7500.4 (Student Privacy Ferpa Notice)

The Family Educational Rights and Privacy Act of 1974 (FERPA) affords parents or "eligible students" (students who are over 18 years of age or enter a postsecondary educational institution) certain rights with respect to the student's education records.

Examples of FERPA rights include:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Written requests for such access may be submitted to the Records Access Officer between 9 a.m. and 3 p.m. on any school day. Such requests should be submitted on the District's Application for Inspection of Student Records form.
2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading or an invasion of the student's privacy rights. A request for an amendment may be submitted to the Records Access Officer during regular business hours. Such requests should be submitted on the District's Request For Correction of Student Records form. If the Records Access Officer denies a properly submitted request for an amendment, the person seeking the amendment will be advised of his/her right to a hearing regarding the requested amendment.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. For example, the District may, without consent, disclose:

Personally identifiable information to school officials with legitimate educational interests.

- A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member, including health or medical staff;
- A person elected to the School Board;
- A person or company with whom the School has employed by or under contract to perform a special task, such as an attorney, auditor, medical consultant, or therapist, and including entities that host and disseminate student information such as grades, homework and messages from teachers on the Internet;
- A parent or student serving on an official committee, such as a disciplinary or grievance committee, or who is assisting another school official in performing his or her tasks.
- A school official may be a contractor, consultant, volunteer or other party to whom the District has outsourced instructional services and functions if that individual or entity is performing services district employees otherwise perform (is not selling products or services), is under the direct control of the district with respect to the use and maintenance of the education records and is restricted

from re-disclosing the education records except as permitted by FERPA.

- A school official has a legitimate educational interest if the official is performing a task that is specified in his or her position description or by a contract agreement;
    - o performing a task related to a student's education;
    - o performing a task related to the discipline of a student;
    - o providing a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid;
    - o maintaining the safety and security of the campus.
  - The District receives services from the Broome-Tioga BOCES Regional Information Center and its vendors in accordance with FERPA. A request for a complete list of current vendors may be submitted to the Records Access Officer.
- Appropriately designated "directory information", unless the parent or eligible student has advised the District to the contrary by filling out and returning the Request to Limit Disclosure of Directory Information form found below. The primary purpose of directory information is to allow the District to include this type of information from the student's education records in certain school publications such as:
- a playbill (showing the student's role in a drama production)
  - an annual yearbook
  - an honor roll or other recognition list
  - a graduation program
  - a sports activity sheet

Directory information may also be disclosed to outside organizations such as companies that manufacture class rings or publish yearbooks or other companies. Additionally, Federal Law requires Districts receiving certain federal assistance to provide requesting military recruiters with secondary school names, addresses, telephone listings and possibly other directory information, unless parents or eligible students have advised the District that they do not want their student's information disclosed without prior written consent.

4. The right to know that the District has designated the following information as directory information:

Directory Information: student's name, parent's name, address, date and place of birth, telephone number, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, most recent previous educational agency attended by student.

Parents and eligible students may choose not to allow the District to release directory information. If you do not want the District to disclose directory information without your prior written consent, you must complete form Request to Limit Disclosure of Directory

Information below and return to the District by September 15th or within 2 weeks of enrollment.

5. The right to file a complaint with the following office if you believe the District has violated your FERPA rights: Family Policy Compliance Office, US Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

**Contact the District's Records Access Officer with any questions or for more information.**

*District's Records Access Officer  
School Business Manager  
18 Juliard Street  
Bainbridge, NY 13733  
607-967-6335*

**See form on  
next page.**

## Data Security and Privacy

~ Ref. Board Policy #5306

The District takes active steps to protect the confidentiality of personally identifiable information in compliance with all applicable state and federal laws. Protected information includes both, protected student information and protected teacher and principal information that is recorded in any form, including paper or digital and text or image and sound. Personally identifiable information is defined in the Family Educational Rights and Privacy Act (students) and the Annual Professional Performance Review (teachers). More information can be found on the website on the Parents/Students drop-down menu. If there are any concerns or questions regarding the breach or disclosure of protected information, please contact Superintendent Timothy Ryan, Data Protection Officer.



## Request to Limit Disclosure of Directory Information

Dear Records Access Officer:

- ☐ Please secure my written consent before releasing my child's name, address, telephone number and directory information to military recruiters.
- ☐ Please secure my written consent before releasing the following directory information to anyone:

Student Name (please print): \_\_\_\_\_

Parent Name (please print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date of Request: \_\_\_\_\_

### For District Use Only

Request Received By: \_\_\_\_\_

Date Request Received: \_\_\_\_\_

## Equal Opportunity and Nondiscrimination Prohibition of Discrimination and Harassment (Including Sexual Harassment)

SUMMARY ~ Ref. BOARD POLICY #0015

The Bainbridge-Guilford Central School District provides education programs and services, does business with vendors and the public, provides equal access to the Boy Scouts and other designated groups, and makes decisions regarding employment without consideration of an individual's race, color, creed, religion, national origin (regardless of English language skills), age, sex, sexual orientation, marital status, military or veteran status, disability, genetic information or predisposing genetic characteristics, arrest record, prior criminal convictions, or domestic violence victim status; except when sex or age are a bona fide occupational qualification, when a criminal conviction is related to job duties, or when an individual's religion or disability warrants reasonable accommodation.

Our commitment to provide education programs and services without discrimination includes participation in nonacademic and extracurricular services such as transportation, counseling services, student clubs, and physical education and athletics.

Our commitment to provide employment without harassment, including sexual harassment, or discrimination includes recruiting, employment decisions, promotion opportunities, compensation, fringe benefits, workplace conditions, workplace discipline, and termination decisions.

No student shall be subjected to harassment or bullying by employees or students on school property or at a school function. No student shall be subjected to discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, (including gender identity or expression), or sex by another student or a school employee on school property or at a school function. This Policy does not prohibit a denial of admission into, or an exclusion from, a course of instruction that is permissible under the New York State Education Law and Federal Title IX of the Education Amendments of 1972; nor does it prohibit actions that are permissible under Section 504 of the Rehabilitation Act of 1973.

The goal is to create a school environment that is free from harassment, bullying, and discrimination. This Policy shall be interpreted and implemented so that the District complies with its obligations under Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1975, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 201-g of the New York Labor Law, Section 504 of the Rehabilitation Act of 1973, the New York State Human Rights Law, and the New York State Education Law, as interpreted and enforced by applicable regulations.

Anyone who feels that they have experienced prohibited discrimination or harassment should bring this to the District's attention by contacting the Superintendent, Compliance Coordinator, or District Dignity Act Coordinator. Administrators and other supervisors who observe conduct that might constitute harassment, including sexual harassment, are required to report that conduct to the Compliance Coordinator.

<i>Superintendent of Schools</i> <i>Timothy R. Ryan</i> <i>Bainbridge-Guilford CSD</i> <i>18 Juliard Street</i> <i>Bainbridge, NY 13733</i> <i>607-967-6321</i>	<i>Compliance Coordinator</i> <i>Janice Rideout</i> <i>School Business Manager</i> <i>Bainbridge-Guilford CSD</i> <i>18 Juliard Street</i> <i>Bainbridge, NY 13733</i> <i>607-967-6335</i>	<i>District Dignity Act Coordinator</i> <i>Joanne Moxley, School Social</i> <i>Worker</i> <i>Bainbridge-Guilford CSD</i> <i>18 Juliard Street</i> <i>Bainbridge, NY 13733</i> <i>607-967-6320</i>
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## District Communication Guidelines

Frequently, parents and other community members request help in knowing the best way to communicate with the school. The communication guideline chart below will serve as a helpful resource. By contacting the following people in the prescribed order, questions will be answered.

For questions about:	1st Contact	2nd Contact	3rd Contact	4th Contact
<b>Academics</b>	Teacher	School Counselor	Building Principal	Superintendent
<b>Athletics</b>	Coach	Athletic Coordinator	Jr.-Sr. HS Principal/ Director of PE & Athletics	Superintendent
<b>Behavior</b>	Teacher	Asst. Principal or Building Principal	Superintendent	
<b>Behavior—Bus</b>	Transportation Supervisor	Asst. Principal or Building Principal	Superintendent	
<b>BOE Policies</b>	District Clerk	Superintendent	Board of Education	
<b>Budget</b>	Business Manager	Superintendent		
<b>Building Use</b>	Building Main Office	Building Principal	Superintendent	
<b>Cafeteria</b>	Building Cook Manager	Food Service Manager	Business Manager	Superintendent
<b>Classroom Procedures</b>	Teacher	Building Principal	Superintendent	
<b>Co-Curricular</b>	Advisor	Building Principal	Superintendent	
<b>Facilities</b>	Director of Facilities II	Superintendent		
<b>Health Office</b>	Building Nurse Office	Building Principal	Superintendent	
<b>Scheduling</b>	Guidance Office	Building Principal	Superintendent	
<b>Special Education</b>	Teacher	Special Education Chairperson	Special Education Administrator	Superintendent
<b>Transportation</b>	Transportation Office	Superintendent		

## Bainbridge-Guilford Central School Directory

**Main Switchboard** .....607-967-6300

**District Office**.....607-967-6321  
 Board of Education  
 Superintendent  
 District Clerk

**Business Office**.....607-967-6335  
 Business Manager/District Treasurer  
 Account Clerk  
 Payroll Clerk

**Guilford Elementary Main Office**..... 607-895-6700  
 Building Principal & District Data Coordinator  
 School Social Worker (Gr. PK-6)  
 School Counselor  
 Teachers

**Greenlawn Elementary Main Office**..... 607-967-6301  
 Building Principal & Special Education Administrator  
 School Social Worker (Gr. PK-6)  
 School Counselor  
 Teachers  
 Advisors

**Jr.-Sr. High School Main Office** .....607-967-6323  
 Building Principal & Director of PE and Athletics  
 Assistant Principal  
 Teachers  
 Advisors

**Jr.-Sr. Guidance Office** .....607-967-6320  
 School Social Worker (Gr. 7-12)  
 School Counselors

**Health Offices/Attendance Officers:**  
 Greenlawn Nurse/Attendance .....607-967-6330  
 Guilford Nurse/Attendance .....607-895-6709  
 Jr.-Sr. HS Nurse .....607-967-6313  
 Jr.-Sr. HS Attendance Officer .....607-967-6368

**Special Education** .....607-967-6333  
 Special Education Administrator  
 CPSE/CSE Chairperson 504 Coordinator  
 School Psychologist

**Athletic Coordinator** .....607-967-6338  
 Coaches

**Building & Grounds** .....607-967-6322  
 Director of Facilities II

**Food Service**.....607-967-6331  
 Food Service Manager and Building Cook Managers

**Transportation Office**.....607-967-6324

**For additional contact information,  
 check our website at [www.bgcds.org](http://www.bgcds.org)**

**FIND US ON FACEBOOK!**  
**Bainbridge-Guilford Central School**





# BAINBRIDGE-GUILFORD CENTRAL SCHOOL DISTRICT 2024-25 Instructional Calendar

JULY 2024						
S	M	T	W	TH	F	S
	1	2	3	4	5*	6
7	8	9	10	11	12	13
14	15	16	17	18	19*	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2024						
S	M	T	W	TH	F	S
				1	2*	3
4	5	6	7	8	9	10
11	12	13	14	15	16*	17
18	19	20	21	22	23	24
25	26	27	28	29	30*	31

SEPTEMBER 2024						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13*	14
15	16	17	18	19	20	21
22	23	24	25	26	27*	28
29	30					

OCTOBER 2024						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11*	12
13	14	15	16	17	18	19
20	21	22	23	24	25*	26
27	28	29	30	31		

NOVEMBER 2024						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8*	9
10	11	12	13	14	15	16
17	18	19	20	21	22*	23
24	25	26	27	28	29	30

DECEMBER 2024						
S	M	T	W	TH	F	S
1	2	3	4	5	6*	7
8	9	10	11	12	13	14
15	16	17	18	19	20*	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2025						
S	M	T	W	TH	F	S
			1	2	3*	4
5	6	7	8	9	10	11
12	13	14	15	16	17*	18
19	20	21	22	23	24	25
26	27	28	29	30	31*	

FEBRUARY 2025						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14*	15
16	17	18	19	20	21	22
23	24	25	26	27	28*	

March 2025						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14*	15
16	17	18	19	20	21	22
23	24	25	26	27	28*	29
30	31					

APRIL 2025						
S	M	T	W	TH	F	S
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6	7	8	9	10	11*	12
13	14	15	16	17	18	19
20	21	22	23	24	25*	26
27	28	29	30			

MAY 2025						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9*	10
11	12	13	14	15	16	17
18	19	20	21	22	23*	24
25	26	27	28	29	30	31

JUNE 2025						
S	M	T	W	TH	F	S
1	2	3	4	5	6*	7
8	9	10	11	12	13	14
15	16	17	18	19	20*	21
22	23	24	25	26	27	28
29	30*					

## KEY

- No School—Vacation Day
- Offices Closed
- 1/2 Day GRN/GLF Only
- Staff Development Day
- Regents & State Exams
- Payroll Dates
- Instructional Day Off (Take Back Day)

## JULY 2024

- 4 4th of July, Offices Closed

## AUGUST 2024

- 12-16 Regents Review
- 19-20 Regents Exams
- 29 Staff Development Day—No School

## SEPTEMBER 2024

- 2 Labor Day—No School, Offices Closed
- 3 Staff Development Day—No School
- 4 First Day for Students

## OCTOBER 2024

- 11 Staff Development Day—No School
- 14 Columbus Day—No School, Offices Closed

## NOVEMBER 2024

- 11 Veterans Day—No School, Offices Closed
- 13 1/2 Day GRN/GLF Only
- 20 1/2 Day GRN/GLF Only
- 27-29 Thanksgiving Recess—No School
- 28-29 Offices Closed

## DECEMBER 2024

- 23-31 Holiday Recess—No School
- 25-26 Christmas, Offices Closed

## JANUARY 2025

- 1 New Year's—No School, Offices Closed
- 20 Martin Luther King, Jr. Day—No School, Offices Closed
- 21-24 Regents Exams
- 29 Lunar New Year—No School, Offices Closed

## FEBRUARY 2025

- 17 Presidents' Day—No School, Offices Closed
- 17-21 Winter Recess—No School

## MARCH 2025

- 14 Staff Development Day—No School
- 19 1/2 Day GRN/GLF Only

## APRIL 2025

- 7 NYS Gr. 3-8 Testing Window Opens
- 18 Good Friday—No School, Offices Closed
- 18-25 Spring Recess—No School

## MAY 2025

- 16 NYS Gr. 3-8 Testing Window Closes
- 23 No School—Instructional Day Off (Take Back Day)
- 26 Memorial Day—No School, Offices Closed

## JUNE 2025

- 4, 10 Regents Exams
- 17-25 Regents Exams
- 19 Juneteenth—No School, Offices Closed
- 26-27 Rating Days, No Regents
- 30 Last Payroll for All Employees



# AUGUST 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>JULY 2024</b>	<b>SEPTEMBER 2024</b>			1	2	3
1 2 3 4 5 6	1 2 3 4 5 6 7					
7 8 9 10 11 12 13	8 9 10 11 12 13 14					
14 15 16 17 18 19 20	15 16 17 18 19 20 21					
21 22 23 24 25 26 27	22 23 24 25 26 27 28					
28 29 30 31	29 30					
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
	NYS Regents Exams					
25	26	27	28	29	30	31
	JV and V Fall Sports Begin					

All Fall Sports Parent Meeting  
(Modified & Varsity), HS, 6:00 PM

Sports Physicals, Jr.-Sr. HS  
BOE Meeting, Guilford, 6:00 PM

Pep Band Rehearsal Begins,  
HS Music Suite, 12:30-2:30 PM  
6th Grade Orientation,  
8:00 AM-2:00 PM  
7th Grade Orientation, Jr.-Sr. HS

Varsity Football Begins

All dates tentative. Visit [www.bgcscd.org](http://www.bgcscd.org) and the Bainbridge-Guilford Central School FACEBOOK page for updates! All Jewish holidays begin at sundown on the evening before.



# SEPTEMBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																						
1	2 No School—Labor Day, Offices Closed	3 No School— Staff Development Day	4 <i>FIRST DAY OF SCHOOL FOR STUDENTS!</i>	5	6	7																																																																						
8	9	10	11	12 Instrumental Lessons Begin	13	14																																																																						
15	16 Milad un Nabi	17	18	19 Fall Sports Pics BOE Meeting, HS, 6:00 PM	20	21																																																																						
22	23	24	25	26 Guilford Open House, Guilford, 6:00-7:00 PM	27	28																																																																						
29	30				<div>AUGUST 2024</div> <table> <tr><td></td><td>1</td><td>2</td><td>3</td><td></td><td></td><td></td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table> <div>OCTOBER 2024</div> <table> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td></td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </table>			1	2	3				4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		1	2	3	4	5		6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
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All dates tentative. Visit [www.bgcscd.org](http://www.bgcscd.org) and the Bainbridge-Guilford Central School FACEBOOK page for updates! All Jewish holidays begin at sundown on the evening before.

# OCTOBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>SEPTEMBER 2024</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>NOVEMBER 2024</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1	2	3	4	5
6	7	8	9 Jr.-Sr. Open House, Jr.-Sr. HS, 6:30-7:30 PM Jr.-Sr. HS End 5 Wk Marking Period <b>Rosh Hashana Begins</b>	10	11 Jr.-Sr. Progress Reports	12
13	14	15	16	17 Hat Day Sr. Honor Society, Jr.-Sr. HS	18 <b>No School— Staff Development Day</b>	19 <b>Yom Kippur</b>
20	21	22	23	24	25	26
27	28	29	30	31		
		Girls Soccer Sectionals (thru 10/29)	Greenlawn Open House, 6:00-7:00 PM Boys Soccer Sectionals (thru 10/30)	BOE Meeting, Guilford, 6:00 PM <b>Sukkot</b>		
		Guilford Picture Day	Elementary Picture Day	Greenlawn Fall Parade, 12:30 PM Guilford Fall Parade, 1:45 PM <b>Halloween</b>		

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# NOVEMBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<div>OCTOBER 2024</div> <div><div>123456789101112</div><div>13141516171819202122232425262728293031</div></div>	<div>DECEMBER 2024</div> <div><div>12345678910111213141516171819202122232425262728293031</div></div>				1	2
					Student Pictures Jr.-Sr. HS Girls Soccer Sectional Finals Boys Soccer Sectional Finals	Girls Soccer Sectional Finals Boys Soccer Sectional Finals
3	4	5	6	7	8	9
Daylight Saving Time Ends (Turn clocks back 1 hour)	Jr.-Sr. HS End 10 Wk Marking Period Girls Volleyball Sectional Play-In Rounds	Girls Volleyball Sectional Play-In Rounds Election Day	Red Cross Blood Drive, HS MPR, 8:00 AM-2:00 PM	Girls Volleyball Sectional Semifinals Cross Country Sectionals, CV State Park	Veterans Day Holiday Breakfast, 8:30 AM Football Sectional Semifinals	Football Sectional Semifinals Girls Volleyball Sectional Finals
10	11	12	13	14	15	16
Girls Volleyball Sectional Finals	No School—Veterans Day, Offices Closed	Jr.-Sr. HS Report Cards	Half Day—Elementary Students, Parent/Teacher Conference		Football Sectionals Finals Boys Soccer State Championship, Middletown HS	Football Sectionals Finals Cross Country State Championship, Queensbury HS
17	18	19	20	21	22	23
Boys Soccer State Championship, Middletown HS	JV and V Winter Sports Begin		Food Drive (thru 12/16) Student Picture Retakes, Jr.-Sr. HS Half Day—Elementary Students, Parent/Teacher Conference	Student Picture Retakes, Guilford BOE Meeting, HS, 6:00 PM	Student Picture Retakes Greenlawn Area All-State Music Festival, Walton	Area All-State Music Festival, Walton Girls Volleyball State Championship, Glens Falls
24	25	26	27	28	29	30
Girls Volleyball State Championship, Glens Falls		Jr. Honor Society Hat Day	No School—Thanksgiving Recess			
				Thanksgiving, Offices Closed	Football Semifinals Offices Closed	Football Semifinals

All dates tentative. Visit [www.bgcsd.org](http://www.bgcsd.org) and the Bainbridge-Guilford Central School FACEBOOK page for updates! *All Jewish holidays begin at sundown on the evening before.*



# DECEMBER 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
		Elementary Trimester Ends	Sr. HS Winter Concert, 7:00 PM		Football Championships	Football Championships BGTA Holiday Craft Fair, Jr.-Sr. HS MPR, 9:00 AM-1:00 PM
8	9	10	11	12	13	14
Football Championships	Jr.-Sr. HS End 15 Wk Marking Period	Elementary Report Cards	Jr.-Sr. HS Progress Reports Jr. HS Winter Concert, 7:00 PM			
15	16	17	18	19	20	21
	Food Drive Ends			Greenlawn Holiday Assembly, 9:00 AM Holiday Food Basket Delivery BOE Meeting, Greenlawn, 6:00 PM	Hat Day Jr. Honor Society, HS	
22	23	24	25	26	27	28
	No School–Holiday Recess					
		Christmas Eve	Hanukkah Begins Christmas Day, Offices Closed	Offices Closed		
29	30	31			NOVEMBER 2024	
	No School–Holiday Recess				JANUARY 2025	
		New Year’s Eve			1 2	
					3 4 5 6 7 8 9	
					10 11 12 13 14 15 16	
					17 18 19 20 21 22 23	
					24 25 26 27 28 29 30	

All dates tentative. Visit [www.bgcsc.org](http://www.bgcsc.org) and the Bainbridge-Guilford Central School FACEBOOK page for updates! All Jewish holidays begin at sundown on the evening before.



# JANUARY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>DECEMBER 2024</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>FEBRUARY 2025</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28		<b>1</b>  No School—New Year's Day, Offices Closed	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
				BOE Meeting, HS, 6:00 PM		County Music Festival, UV
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
	No School— Martin Luther King, Jr. Day, Offices Closed	NYS Regents Exams				
					Jr.-Sr. HS End 20 Wk Marking Period	
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	
	Lailat al Miraj		No School—Lunar New Year, Offices Closed			

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# FEBRUARY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>JANUARY 2025</b>	<b>MARCH 2025</b>					<b>1</b>
1 2 3 4	1					
5 6 7 8 9 10 11	2 3 4 5 6 7 8					
12 13 14 15 16 17 18	9 10 11 12 13 14 15					
19 20 21 22 23 24 25	16 17 18 19 20 21 22					
26 27 28 29 30	23 24 25 26 27 28 29					
	30 31					Wrestling Team Duals
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
		Jr.-Sr. Report Cards				
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
					Greenlawn Winter Olympics Valentine's Day Lailat al Bara'ah	
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
	No School--Winter Recess					
	President's Day, Offices Closed			BOE Meeting, Guilford, 6:00 PM	Bowling Sectionals	Bowling Sectionals
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	
		Boys Basketball Sectional Semifinals (thru 2/28)	Girls Basketball Sectional Semifinals (thru 3/5)		Drama Club Performance Bowling State Qualifiers (thru 3/1) Wrestling State Championships (thru 3/1) Ramadan Begins	

All dates tentative. Visit [www.bgcscd.org](http://www.bgcscd.org) and the Bainbridge-Guilford Central School FACEBOOK page for updates! All Jewish holidays begin at sundown on the evening before.



# MARCH 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>FEBRUARY 2025</b>	<b>APRIL 2025</b>					<b>1</b>
1	1 2 3 4 5					
2 3 4 5 6 7 8	6 7 8 9 10 11 12					
9 10 11 12 13 14 15	13 14 15 16 17 18 19					
16 17 18 19 20 21 22	20 21 22 23 24 25 26					
23 24 25 26 27 28	27 28 29 30					Drama Club Performance Read Across America Begins (thru 3/31)
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
		Jr.-Sr. HS End 25 Wk Marking Period	8th Grade Parent Night, Jr.-Sr. HS, 6:30 PM	Jr.-Sr. HS Progress Reports	Boys Basketball Sectional Finals (thru 3/9)	Indoor Track State Championships, Ocean Breeze Athletic Complex Section IV Badminton & Table Tennis Tournament
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
				Red Cross Blood Drive, HS MPR, 8:00 AM-2:00 PM	County Music Festival, Greene <b>No School-Staff Development Day</b> <b>Purim</b>	County Music Festival, Greene Bowling State Championships
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
	Varsity Spring Sports Begin <b>St. Patrick's Day</b>		Elementary Trimester Ends <b>Half-Day for Elementary Students, Parent-Teacher Conference</b>	Boys Basketball State Cham- pionships, Visions Veterans Arena (thru 3/23) Girls Basketball State Champion- ships, HVCC (thru 3/23) BOE Meeting, HS, 6:00 PM		
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>	<b>31</b>					
	<b>Eid-al-Fitr</b>	Sr. HS Spring Concert, 7:00 PM	Elementary Report Cards	Family Fun Night, 6:00-8:00 PM <b>Laylat al Qadr</b>		

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# APRIL 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
			PSAT—10th Grade		Jr.-Sr. HS End 30 Wk Marking Period	
6	7	8	9	10	11	12
Music Dept. Broadway Trip (Arts in Education)			SAT—11th Grade Sr. Honor Society Inductions, HS Auditorium, 7:00 PM		Jr.-Sr. Report Cards	Passover Begins
13	14	15	16	17	18	19
		NYS ELA TESTING, GRADES 3-8				
		Tax Day	BOE Meeting—BOCES Vote, Guilford, 6:00 PM Junior Honor Society Inductions, HS Auditorium, 7:00 PM		No School—Good Friday, Offices Closed	
20	21	22	23	24	25	26
	No School—Spring Recess					
Easter						
27	28	29	30		<div>MARCH 2025</div> <div>1</div> <div>2 3 4 5 6 7 8</div> <div>9 10 11 12 13 14 15</div> <div>16 17 18 19 20 21 22</div> <div>23 24 25 26 27 28 29</div> <div>30 31</div>	
					<div>MAY 2025</div> <div>1 2 3</div> <div>4 5 6 7 8 9 10</div> <div>11 12 13 14 15 16 17</div> <div>18 19 20 21 22 23 24</div> <div>25 26 27 28 29 30 31</div>	

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# MAY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>APRIL 2025</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>JUNE 2025</b> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			1	2	3
4	5 NYS MATH TESTING, GRADES 3-8	6	7	8 BOE Meeting, HS, 6:00 PM	9	10 Jr. Prom & Post Prom Party, River Club/YMCA, 6:30 PM (thru 5/4)
11 Mother's Day	12 Cinco de Mayo	13 NYS Science Test Gr 5 & 8 Jr.-Sr. HS End 35 Wk Marking Period Budget Hearing, HS, 6:00 PM	14 Boys Tennis Sectionals Jr. High Spring Concert, 7:00 P	15 Boys Tennis Sectionals Jr.-Sr. HS Progress Reports	16 NYSSMA Festival, Norwich	17 NYSSMA Festival, Norwich Senior Trip, TBD
18 Senior Trip, TBD	19	20 Guilford Elementary Concert, Guilford, 1:00 PM Greenlawn Spring Concert Gr. 5/6 Ensembles, HS, 6:30 PM Budget Vote	21 Boys Baseball Sectionals (thru 5/30)	22 Greenlawn Honor Society Induction, 9:00 AM BOE Meeting, HS, 6:00 PM Girls Softball Sections (thru 5/31)	23 Instructional Day Off- Emergency Take Back Day	24
25	26 Memorial Day Parades No School-Memorial Day, Offices Closed	27 Track & Field Sectional Class Meets (thru 5/29)	28	29	30	31

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# JUNE 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           <						

All dates tentative. Visit [www.bgcsc.org](http://www.bgcsc.org) and the Bainbridge-Guilford Central School FACEBOOK page for updates! All Jewish holidays begin at sundown on the evening before.



# JULY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
				Jr.-Sr. HS Report Cards	Independence Day, Offices Closed	Day of Ashura/Muharram
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

All dates tentative. Visit [www.bgcd.org](http://www.bgcd.org) and the Bainbridge-Guilford Central School FACEBOOK page for updates! All Jewish holidays begin at sundown on the evening before.



## Notes

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Bainbridge, New York 13733



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