



2022-2023

North Rose-Wolcott High School Student Handbook

Updated August 2022

It is our **MISSION** that each student will leave the NRW family with pride and preparedness for the future path...

...through our **VISION** that NRW is a community committed to fostering connections and developing experiences where individuals can engage in learning that cultivates individualized potential.

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Academic Support Opportunities

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North Rose-Wolcott High School offers its students a variety of opportunities to receive academic support outside of their enrolled courses. These opportunities include:

- Activity Period 2:26-3:10pm, (daily except Mondays): Students are encouraged to stay with a teacher to receive academic support. Students must confirm the availability of a teacher before staying with them, must stay with the teacher for the entire activity period, and must secure an After School Pass from the teacher at 3:05pm if bus transportation at 3:10pm is necessary. Students are not permitted to wander the halls. Students may be assigned to stay during this time by teachers or administration.
- AIS Support: Students may be assigned to AIS services for additional support during the school day. This intervention provides students additional time with a content area teacher as a Tier 2 or 3 support. Students may move into and out of this support based on skill development.
- Extended School Day/LIFT Program (3:10-5:10, when available): Teachers will inform students when they are able to stay from 3:10 to 5:10. Students who require a 5:10 bus ride home must sign up according to the process established by the LIFT Program. No student will be allowed to remain in the building after the second bus run unless he or she is under the direct supervision of a staff member or coach.
- Study Halls (scheduled throughout the day): See the Study Hall section for study hall expectations.

Advisory

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Students will be scheduled for a 20-minute Advisory every day opposite their lunch. Advisory is required for students to attend and attendance is to be maintained. Advisory is a time for teachers to check-in with students, review their grades with them, provide SEL support, and share MTSS booster lessons, among other things. Students are not to sign out of Advisory to travel to other teachers or go to their locker.

Affection Displays

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Displays of student affection shall be limited to socially acceptable standards of behavior (quick hugs or hand holding). Any contact, actions, or gestures resulting in lewd behavior, as judged by a staff member, will not be tolerated. Student violators shall be subject to disciplinary actions. Any student who believes that they have been subjected to sexual harassment should contact a building administrator immediately.

Announcements/Forum

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Announcements will be made daily at the beginning of 1st period and also, when necessary, at the end of the day. Announcements should be related to school activities and relevant information. Building administration reserves the right to reject any proposed announcements. On Mondays, announcements will be made during the weekly Forum assembly. Students are encouraged to make announcements in Forum. Depending on technological capabilities, announcements may occasionally be made via video.

Attendance/Tardiness

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Building attendance procedures are based on the NRW Board of Education Comprehensive Attendance Policy. New York State Education Law requires that all children between the ages of six and sixteen should receive full-time instruction in a public, private, or parochial school. Further, a person over five and under the age of twenty-one may attend the public

school in the district in which their parent(s) lives. The New York State Education Department defines chronic absenteeism as missing 10% of school days for any reason, *excused or unexcused*. Chronic Absenteeism is a primary cause of low academic achievement and is a powerful predictor of future dropouts.

Students should only miss school for excused reasons. Per Board of Education policy, excused reasons for missing school are restricted to: personal illness, death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearance, approved college visit, attendance at health care appointment, approved cooperative work program, school sponsored field trip, program or activity, or military obligation. Unless the absence falls into one of those categories, it is not excused. Examples of unexcused absences are class cutting, family vacation, non-school sponsored field trips, hunting, babysitting, obtaining a learner's permit, road test, oversleeping, haircut, or shopping for dress/tuxedo.

Telephone calls (may be an automated call) will be made daily to parents/guardians of students who are absent. The absence only becomes excused when the following procedure is followed: Upon returning to school, the student who missed school must bring a written excuse signed by a parent or guardian to the main office. The excuse must include the date and time of the absence as well as the reason for the absence. Verification may be made by office staff, and the absence will be appropriately coded in the student management system. Email excuses will be accepted as long as the parent/guardian email address is recorded in our student management system.

Unexcused absences, tardiness, and early departures will result in disciplinary actions as described in the district's Code of Conduct. An unexcused absence during the school day will result in no admittance to school events that day after school or that evening. A student who is absent from school for an excused reason must first obtain the permission of a building administrator before attending an event that evening. Such permission must be granted prior to the event. Administrators reserve the right to require a written doctor's excuse in order to grant permission for a student with a medical condition to attend a school-based event. After twenty consecutive, unexcused days of absenteeism, and if the student is of compulsory age, the attendance and/or administrative team will review the student's record in consideration of a possible enrollment drop.

Students are expected to be in their classrooms and prepared for class by the class's scheduled start time. A student who is chronically tardy to class may receive a disciplinary referral. Students should not expect to be permitted to leave the classroom during the first 3 minutes of the class period or the last 3 minutes of the class period. The MTSS team will be reviewing student attendance regularly.

Backpacks

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Students will not be allowed to carry backpacks or bags throughout the building. If a student comes to school with a backpack, they must put it in their locker before first period. Students are expected to use their physical education lockers as well. Students should visit their lockers between classes to make sure they are prepared for class. Students will only be permitted to carry a backpack throughout the building if it is identified as a special education accommodation or if the student provides a doctor's note giving permission for medical reasons.

BOCES

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NRW High School has joined with the [Wayne Technical & Career Center](#) (WTCC) in providing a vocational program designed to prepare young people for immediate entry into a job after graduation. A student in their junior year may enter the program and secure a major sequence for graduation if they satisfactorily completes this course of study. Any student who may be interested in taking advantage of this opportunity should initiate conversations with their counselor in their freshmen and/or sophomore year. College bound students attending the WTCC should plan their course of study carefully with their counselor. Only students who are on track to graduate will be approved to attend the WTCC.

The WTCC offers programs in the following areas: animal science, auto body repair, automotive technology, carpentry, computer programming and video game design, conservation, cosmetology, criminal justice, culinary arts, education professions, electrical trades, health dimensions, advanced manufacturing and engineering academy, network technician, and power mechanics. New Vision programs in medical careers, health therapy sciences, nursing sciences, and veterinary assistant are offered to seniors only.

It is important that students who attend the WTCC adhere to the expectations that instructors and school officials set for conduct, attendance, and performance. This includes conduct on the bus to and from the WTCC. Students who demonstrate inappropriate conduct on school buses risk losing the privilege of transportation. Permission to drive to BOCES on a particular day will only be granted if the student secures a signed Emergency One Day Driving Pass form from a building administrator prior to leaving for BOCES. Building administration reserves the right to deny such requests, particularly if they are not made at least one day prior to the requested day to drive. Additional passengers will not be allowed. Occasionally, BOCES programs require field trips. Students should remain in good standing to ensure they will receive approval to attend such trips. Students must complete and submit a teacher sign off sheet to receive permission to attend such trips.

Cheating vs. Collaboration

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It is important to distinguish between cheating and working together. In many classes, working together is encouraged because collaboration and discussion among students generally results in improved knowledge for all participants. Working together includes brainstorming, group analysis, discussion and outlining. Cheating occurs when one or more students use the work of another and claim it as their own. Plagiarism, a form of cheating, occurs when a writer takes another person's ideas and/or language and uses the materials as their own without proper acknowledgement through footnotes, endnotes, or notes within the text. Communication in any form (without teacher permission) during a test or an exam is considered cheating. Students need to do their own work honestly and to the best of their ability.

Class Rank

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Class rank will be based on cumulative grade point average. Final class rank is established after the first semester of the senior year. At that point, the valedictorian and salutatorian are named.

Code of Conduct

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The entire district Code of Conduct is available at the following link: [North Rose-Wolcott CSD Code of Conduct](https://www.nrwcs.org/Page/2109) (https://www.nrwcs.org/Page/2109). A summary of the Code of Conduct is included in the district calendar. The district Code of Conduct has been approved by the North Rose-Wolcott Central School District Board of Education. All students are subject to the district Code of Conduct. Please see the table titled "Offenses and Consequences" in the Code of Conduct for more information about prohibited student conduct.

The Board of Education expects 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.

Contacts

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The following contact information may be useful:

<u>Title</u>	<u>Name</u>	<u>Phone Number</u>	<u>Email Address</u>
Principal	Mr. Bradley	(315) 594-3100	sbradley@nrwcs.org
Assistant Principal	Mr. Shetler	(315) 594-3100	jshetler@nrwcs.org
Athletic Director	Ms. Blankenberg	(315) 594-8051	mblankenberg@nrwcs.org
School Counselor	Mr. VanLaeken	(315) 594-3106	svanlaeken@nrwcs.org
School Counselor	Ms. Gilman	(315) 594-3106	aberesford@nrwcs.org
Delphi Counselor	Ms. Pierce	(315) 594-3106	spierce@nrwcs.org
School Psychologist	Ms. Kandt	(315) 594-3106	rkandt@nrwcs.org
School Nurse	Ms. Randall	(315) 594-3110	vrandall@nrwcs.org
Transportation Dir.	Mr. Barnes	(315) 587-2905	jbarnes@nrwcs.org

Cougar Values

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NRW has identified specific COUGAR VALUES that will be emphasized and reinforced throughout the school year. Teachers will model these values and help students develop characteristics that support them. This is an important component of preparing students for their future path.

<i>We are...</i>	<i>Because we value...</i>
Courageous	Perseverance
Optimistic	Relationships
Understanding	Inquiry
Grateful	Diversity
Adaptable	Engagement
Respectful	

We will focus on a different value each month with themes throughout the district. Every student should know and understand the importance of these values.

Counseling/Guidance

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It is important for staff members to collaborate with the counseling office. Included among the services provided by the counseling program are such activities as the testing and evaluation programs, pupil orientation, vocational and educational planning and exploration, personal counseling services, and the maintenance of cumulative records. There are also multiple additional outside resources which NRW partners with to provide access and support for students and families.

Our list of clinicians includes:

Julie Gilman – Juniors, seniors and freshmen with last names A-K; sophomores with last names A-L
Sean VanLaeken – Juniors, seniors and freshmen with last names L-Z; sophomores with last names M-Z
Sara Pierce - Delphi Drug Prevention Counselor
Rebecca Kandt – School Psychologist
Delilah Calkins - Wayne Behavioral Health

Course Enrollment

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Teachers will meet with students during class to discuss academic options in that content area for the following year. After that meeting, counselors will meet with students to discuss the course recommendations of the teachers and develop a schedule for the next year. Counselors will review transcripts with students during this meeting as well. Course enrollment will be primarily based on graduation requirements. When there is disagreement about which courses a student should take, the counselor, student, and parent will converse in an attempt to resolve the issue. If necessary, a building administrator will be consulted to facilitate a solution. Please keep in mind that we have high academic expectations for our students; we expect each student to appropriately challenge themselves. Students will generally not be permitted to have more than 2 full periods of study hall in their schedule.

Students who wish to pursue an independent study course must first consult with the teacher who would offer the independent study. If the teacher and student agree on arrangements for an independent study course and the course is approved in the curriculum guide, the teacher will inform the counselor of the arrangements. The counselor will contact the parent regarding the process, if the counselor determines it is necessary to do so, and will provide the student with the necessary paperwork that must be completed for the independent study course to be approved.

Dignity for All Students Act (DASA)

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The Dignity for All Students Act protects individuals from harassment, discrimination, and bullying for all people, including but not limited to, people of different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, gender identity, and sexes. District definitions can be found in the Code of Conduct on the North Rose-Wolcott School District website at www.nrwcs.org. You can also contact your Dignity Act Coordinator (the Assistant Principal in each building), or the School SRO if you have questions. Reporting forms can be found on the district website.

Please note that all reported incidents may not fall under the Dignity for All Students Act but will be addressed as per the North Rose-Wolcott discipline policies and procedures when needed. All incidents, reports, and investigations are classified as confidential.

Disciplinary Consequences

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Students are expected to consistently demonstrate **respect, responsibility, and a willingness to learn**. Teachers and administrators will work to teach and reinforce those expectations. When the expectations are not met, teachers and administrators will respond by re-teaching appropriate behavior, instituting restorative measures, and/or assigning consequences or outcomes. Disciplinary consequences are assigned in accordance with the district Code of Conduct, as necessary. Consequences may include, but are not limited to, teacher-assigned appointments (2:25-3:10 with the teacher), administrator-assigned detention, lunch detention, loss of privilege (ex: driving or electronic device use), permanent assigned seat (includes bus), school probation, in-school detention, out-of-school suspension, and referral to law enforcement. When possible, restitution and/or restoration will be utilized as a response to a Code of Conduct violation. Additionally, opportunities for support will be utilized when possible (examples: No-Contact Contract, Contract for Excellence, recurring counseling, parent conference, Tier 2 referral, or CSS referral). Students who are found to have used alcohol, tobacco, or other drugs will be expected to engage in counseling related to these behaviors.

Students who are assigned any form of detention or appointment listed above must report on time and follow the instructions of the teacher/supervisor for the duration of the detention or appointment. Electronic device use is not allowed in detention unless authorized by a building administrator. Additional rules for in-school detention and related consequences will be posted in the assigned locations. Students who fail to meet these expectations may receive additional consequences. For more detailed information related to disciplinary consequences, please read the North Rose-Wolcott CSD Code of Conduct.

Dress Code

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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 appropriate appearance in the school setting.

A student's attire, grooming and appearance, including jewelry, make-up and nails, shall:

1. Be safe, appropriate for school and neither distracting from nor disruptive of the educational process
2. Not include garments that are unduly revealing and see-through garments or lewd clothing.
3. Completely cover the student's underwear regardless of the student's posture or position.
4. Always include footwear that does not pose a safety hazard.
5. Not include hoods or sunglasses in school, unless required for a verified medical or religious reason.
6. Not include any item that is vulgar, obscene, libelous, or denigrate others on account of race, color, religion, ancestry, national origin, sex, or disability (criteria covered under DASA)
7. Not promote and/or endorse the use of alcohol, tobacco, or illegal drugs and/or encourage other illegal or violent activities
8. Shirts, shorts and skirts must be below the length of the middle finger when arms are extended at the sides, even if stocking or leggings are also worn. Appropriate length is defined as mid-thigh.
9. Not include jewelry that is disruptive to the educational process (e.g., spiked jewelry, chains hanging from clothing, etc.)
10. Not include garments (e.g., pants, shorts, skirts) that have holes or tears that are placed above the length stated in # 8, above.
11. Not show a student's bare midriff.
12. All physical education clothing MUST fulfill the dress code requirements.

Each Building Principal shall be responsible for informing students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline.

Driving/Parking

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Students wishing to drive to school must sign a parking regulation form and complete a parking permit application which requires the vehicle's registration, insurance card and student's valid driver's license. By granting their student permission to drive to school, parents/guardians also grant their student permission to sign out and leave school if the student has previously provided approved documentation that grants them permission to leave in advance of the departure, as detailed in the Sign Out Procedures section. Parking stickers must be placed on the rear, driver's side window. A student may only park in their designated parking spot. If vehicles are not registered in the main office, they will be towed at the owner's expense. Students who drive to school must be in good academic and behavioral standing. Building administrators reserve the right to revoke the driving privileges of students for disciplinary, academic, or attendance reasons. Students will not be permitted to go to a car in the parking lot during the school day without a staff escort.

Once their counselor has finalized a student's schedule, the student is committed to that specific program of courses, and it will be very difficult to have the schedule changed. Procedures for adding, swapping, or dropping courses are described below:

- A. **Adding a Course:** To add a course in place of a study hall, a student should consult their counselor. The counselor will communicate with the student's parent, if the counselor determines it is necessary to do so, before making a determination regarding the add request.
- B. **Swapping Courses:** To drop a course and add another in its place, a student should consult their counselor. The counselor will communicate with the student's parent and teachers, if the counselor determines it is necessary to do so, before making a determination regarding the add request.
- C. **Dropping a Course:** A student will only be allowed to drop a course when doing so will positively impact the student's academic program. Listed below are the procedures for a student to drop a course:
 1. The student must have a conversation with their teacher about the reasons for the possible drop. The teacher may recommend the student stay in the course; in that event, the student will remain enrolled in the course.
 2. If the teacher endorses the drop, the student should consult their counselor. The counselor will determine whether the drop will positively impact the student's academic program.
 3. If the counselor endorses the drop, they will communicate with the student's parent.
 4. The teacher(s), counselor, parent, and administrator will all sign off on the drop slip before the counselor changes the student's schedule.

* Drops will not be allowed after the 1-week mark in the semester in which a course begins.

Electronic Device/Technology Expectations

It is important for students to learn and demonstrate appropriate use of electronic devices and other technologies.

The North Rose-Wolcott Central School District recognizes that effective use of technology is important to our students and will be essential to them as adults. Consequently, the school district will provide access to various computerized information resources through the district's computer system. Use of school computers or personal computers (or devices with Internet access while on school property) which violates any aspect of the School District Policy, Code of Conduct, or state, federal and local laws or regulations is strictly prohibited. Using any device system to obtain, view, download, send, print, display, bully/harass or otherwise gain access to or transmit materials that are unlawful, obscene, pornographic, or abusive is prohibited. Students should be aware that data files and electronic storage areas shall be considered to be the property of the school district and are subject to control and inspection. Students can utilize these devices only for educational purposes. Engaging in activities involving social media or games, for example, is not permitted. Apps or devices that are used to circumvent the district's firewalls and security measures are not permitted. Students who engage in unacceptable use may lose access and be subject to further discipline.

Cell phone use is not permitted during classes. Cell phone use is permitted during lunch and in the hallways between periods. Cell phone use is not allowed during study hall except for students who report to the library during study hall (must be failing fewer than 2 classes).

Any student who uses an electronic device in an inappropriate way will be subject to disciplinary consequences that may include loss of all electronic device privileges and/or the requirement that a parent/guardian come to school to collect the device. The following is of particular note:

- It is forbidden to use electronic devices to take videos/pictures or to record anything (including audio), unless given permission by a staff member to do so for instructional purposes.
- Uploading media to the Internet or sharing for public or private viewing is a direct violation of policy.
- When using an electronic device that incorporates the use of earbuds, students will only be allowed to have one earbud in so as to maintain the ability to communicate with others.
- Electronic devices that emit sound, including music, may not be audible to others.

The following expectations are provided so that students and parents are aware of the responsibilities students accept when they use district-owned computer hardware, software, and/or data. This includes student-assigned **Chromebooks**:

Appropriate Care

- Use two hands when handling your device. Do not pick your device up by the monitor.
- Close the lid when you are not using or when you are moving your device.
- Never leave your device unattended in a public space.
- Use caution when carrying your device in a crowded hallway.
- No food or drink should be near your device.
- Do not pile items on top of your device.
- Do not slam or swing your device. Handle your device gently.
- Do not leave your device in an automobile, if possible.
- Protect your device from exposure to extreme heat or cold.
- Do not put stickers on your device, batteries, or charger.
- Do not deface your device in any way (marking, painting, drawing, or marring the surface).
- Report any damage that occurs to your device by filling out an online tech support request. In the event a student vandalizes or damages a device due to gross negligence, the student's family will be responsible for the cost of a replacement or repair.

Appropriate Use

- Students and parents must sign the NRW Chromebook Agreement for a Chromebook to be loaned to the student.
- You may only listen to music, engage in any online gaming (must support education), or message others on your device during school hours if you have been given permission by a staff member. Do not download music, games, images, videos, or other media without the permission of a staff member.
- Keep your volume muted unless directed by a teacher.
- Lock your device when it is not in use.
- Do not share your device or password with others.
- Put your device on Standby between classes by closing the lid.
- At the end of the day, completely shut down your device. Charge your device each night.
- Do not use the network for illegal activities, including copyright or license violations.
- Do not access or explore online locations or content that do not support the curriculum or are inappropriate including, but not limited to, pornographic sites and sites that may house viruses.
- Do not vandalize or tamper with hardware, software, data, system performance or other components of the network. Use or possession of hacking or host file sharing software is strictly prohibited. You are not permitted to attempt to access sites blocked by the NRW filtering system at any time.
- Students will return their devices at the end of the year or when they leave the district.

Appropriate Communication

- Use appropriate language (void of profanity, slurs, or harassing language).
- Do not impersonate others while communicating on your device.
- Do not transmit obscene or harassing messages or media.
- Do not reveal personal information of yourself or others (addresses, phone numbers, etc.).
- Email is to be used as a communication tool for school and must be used solely for educational purposes. Email transmissions, stored data, and transmitted data are not confidential, may be monitored by district staff, and are property of NRWCS.

Emergency Procedures

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The student telephone located in the main office can be used by students to contact family members in cases of emergency, with permission. This phone is best used between classes or during lunch or study hall.

Student procedures for a building on-site evacuation (ex: fire drill):

1. Be aware of the escape route for each room that you use (see diagram in each room and follow arrows).
2. When the alarm sounds, each class proceeds quickly and quietly by single file out the designated exit. Each group should remain together, and each student should listen to report his/her presence when the staff member takes attendance. Follow the directions communicated by your teacher. If you are not with your class when the alarm sounds, exit with the nearest class and report your presence to the nearest staff member. Students must remain quiet and not use electronic devices during evacuations.
3. Listen for directions to be given, over the PA system, to return to the building.
* All students must be accounted for during an evacuation through the attendance procedure described above. Any student who does not comply with these procedures is subject to disciplinary action.

Student procedures for a Lockout:

1. Students are to remain quiet, calm and are to follow the directions of the staff.
2. Exterior entrances to the building should not be opened for any reason.

Student procedures for a Shelter-In-Place:

3. Students are to remain quiet, calm and are to follow the directions of the staff.
4. Students may be required to move to rooms that can be sealed.

Student procedures for a Hold in Place:

1. Students who are not in a supervised location should immediately report to the nearest supervised location. Exterior entrances to the building should not be opened for any reason.
2. Students are to remain quiet, calm and are to follow the directions of the staff.

Student procedures for a Lockdown:

1. Students in non-secure areas must immediately go to the nearest secure area. If not under the supervision of a staff member, students should “duck and cover” so that they are not visible to anyone entering the room.
2. Students are to remain quiet, calm and are to follow the directions of the staff. Electronic device use is not permitted during Lockdowns.

Entrance to Building/Visitors

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Students are not permitted in the building before 7:35 am and must enter through the main entrance. Students are not permitted in the halls before 7:35. No student will be allowed to remain in the building after the 3:10 bus run unless staying for LIFT programming.

To increase building security, the main entrance will be locked from the outside at 7:40 am. Anyone entering or exiting the school during the school day may do so through the main entrance only. Students are not allowed to open exterior doors for any student, staff member, or community member at any time.

Extracurricular Activities

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North-Rose Wolcott High School offers a variety of extracurricular activities. For an updated listing of extracurricular offerings, including detailed club information, visit [our website](#). Students who participate in extracurricular activities must abide by the Extracurricular Activities Handbook (listed as an appendix to this handbook).

All dances are closed (only North Rose-Wolcott High School students may attend), unless prior permission is granted through the guest sign up process and checked by the administration. Seniors may not be allowed to attend the prom or senior trip if they are failing more than 1 class. Similarly, juniors may not be allowed to attend the junior ball if they are failing more than 1 class.

Field Trips

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Field trips will periodically be integrated into both the academic program, via courses, and also extracurricular activities. Students must turn in signed parent permission slips (including medical information) in order to attend field trips. Also, students must complete teacher sign-off sheets prior to attending field trips so that there can be a discussion about missed tasks and assignments as well as – if necessary – the student’s academic progress in the course. Deadlines for turning in these forms will be communicated by the teacher organizing the field trip.

Food and Beverage

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Teachers will determine whether food and/or beverages are allowed in their rooms, and they reserve the right to change their personal policies. Due to the negative health implications of energy drinks (Monster, Red Bull, Kickstart, etc.), they are not allowed during school hours. Food cannot be ordered in or delivered to school by an outside business. Food that is brought in by a family member will be only delivered to a student during his or her lunch period. Food cannot be sold during the school day (ex: fundraiser).

Grading System

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Teachers will develop set methods for calculating quarterly grades. Each teacher’s calculation method will be explained at the beginning of the course. Example: Quarterly grades may consist of 70% tests/quizzes, 20% projects, and 10% homework.

The final course grade is calculated as follows:

- Full-year courses: 19% for each quarter, 10% for the mid-term and 14% for the local final/Regents exam
- Semester courses: 42% for each quarter and 16% for the local final

Grade point averages (quarterly and cumulative) are calculated as follows:

1. For each course grade*, multiply by the number of credits for the course and then divide by the total number of credits.
2. Add all of the values above together.

* For quarterly grade point averages, course grades are quarterly grades. For cumulative grade point averages, course grades are final course grades. When a student takes a course multiple times, the highest occurrence of the retaken course will be used.

When a student cannot be given a grade because they have not completed all major class or test work, the abbreviation "I" for incomplete may be filled in on the report card, at the discretion of the teacher. Typically, this is only used when the student is facing a justifiable circumstance. The responsibility for incomplete work is primarily that of the student. The student should see the teacher immediately if she/he receives an "I," in order to prevent a possible failing grade. The student will be allowed two weeks from the end of the marking period to finish the incomplete work unless there are extremely extenuating circumstances (must get approval from the Principal to override this requirement). If the work is not completed in this time frame, the student will receive a grade of 55 for the marking period.

Graduation

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Only students who have met all requirements for graduation may participate in the graduation ceremony in June. Students who complete requirements after graduation may participate in the following graduation ceremony. Students who wish to graduate early should initiate a conversation with their counselor to determine if an early graduation is feasible. Students must have comprehensive plans for their future if they wish to graduate early. If the student and counselor agree on a plan for early graduation, the parent will be contacted. If all three parties agree, the Principal will be contacted. All four parties must complete and sign the early graduation form. If a student is approved for early graduation, they will be considered a senior for purposes of senior activities (see Promotion section). The student will not be eligible to participate in senior activities in following years.

The mission of the district is to prepare each child for a successful future. The New York State Department of Education has asserted that students demonstrate their readiness for college and/or careers by achieving at least a 75 on the English Regents Exam and at least an 80 on a Regents Exam in mathematics. Thus, these are our minimum expectations for student performance, and we will continuously support students to meet and exceed these scores.

Health Office/Medications

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The mental, physical, and emotional health of our students is a top priority. See the Injury/Illness section for procedures to follow when students are sick or injured. For purposes of safety and confidentiality, students can only go to the nurse's office for health-related needs (injury, illness, medication, etc.).

All medications (prescriptions or over-the-counter) that are to be taken by a student at school must be checked in with the school nurse and administered in her presence. The nurse must receive a doctor's order along with a signed medication form (available in the main office; must be submitted each year). The medication must be provided to the nurse in the original labeled container. Under no circumstance can a student carry any type of medication unless a doctor's note has been brought to the nurse indicating the student has permission to do so. In these cases, the nurse may consult with the doctor and/or administration regarding potential concerns. Notes will not carry over from year to year. Similarly, if a student receives a note from a doctor that requires particular accommodations in school (example: no physical activity in physical education class), the student should bring the note to the nurse's office. The nurse will work to accommodate the student's needs.

Homework

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Students are strongly encouraged to use their Chromebooks to record their homework assignments in the Google Calendar app. Our recommendation is to schedule the assignment for the date/time you plan to complete it.

A student who is absent for at least 2 school days is encouraged to contact the main office to request homework so that the student does not fall behind in his/her studies. The main office will notify the student's teachers of the student's absence, and they will be encouraged to provide assignments. Homework must be picked up before 4 pm and should be picked up before the student returns to school.

Honor Roll

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Each quarter, honor roll students will be determined as follows:

- Honor Roll GPA: 85-89.99...%
- High Honor Roll GPA: 90-94.99...%
- Principal's Honor Roll GPA: 95%+

Injury/Illness

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A student who is injured or too ill to attend classes should report to the school nurse for a proper evaluation. If at all possible, the student must communicate the circumstances of the situation to their teacher before receiving permission to leave for the nurse's office. If the school nurse is not in the nurse's office, the student should report immediately to the main office. The nurse will handle issues of parent communication and insurance, if necessary. It is important for students to follow this process if the school's insurance policy is to be utilized. Emergency requests to leave school, other than for medical reasons, will be handled by the administration. Students should not contact parents/guardians directly to request to be picked up from school when they are sick; they must first be evaluated by the nurse.

Lockers

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Students should use lockers to store academic resources. They should visit their lockers between classes to ensure that they are prepared for their forthcoming classes. Students will not be permitted to carry backpacks throughout the building. Each student must keep their combination to themselves to avoid loss of articles. The school cannot be responsible for money or other valuables that are lost or stolen.

Individual lockers are the property of the school and will be assigned to a student on a temporary loan basis. Although the locker is assigned to a student, it remains the property of the school and is under the jurisdiction of school authorities. School officials will open a locker when there is a reasonable concern for health and safety. Because the lockers remain the property of the school and are subject to search by school authorities as indicated in this paragraph, students are not permitted to use personal locks on any lockers.

Lost and Found

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The lost and found is located at the service entry to the building (at the corner of the gym and the small cafeteria). Students may need to consult a staff member to gain access to the lost and found location. The lost and found for expensive items (ex: cell phones, rings, etc.) is the main office.

Lunch

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Students are to eat lunch in the cafeteria at the tables provided. Students who wish to eat lunch in another location in the building must be supervised and must have a pre-signed pass from the staff member who will be supervising them. These students must show the pass to the teachers in the cafeteria to receive permission to leave the cafeteria. Students may only be in the cafeteria during their assigned lunch period. Food cannot be ordered in or delivered to school by an outside business. Food brought to students may only be picked up during their assigned lunch. Students are not allowed to leave the building for lunch as NRW High School is a closed campus.

National Honor Society

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Selection of students to the National Honor Society (NHS) is a privilege, not a right. The selection process is:

1. Juniors and seniors who have a grade point average of 90 or higher are notified by the National Honor Society advisor(s).
2. These students receive the criteria for selection and an information sheet.
3. Students complete the information sheet (including 3 references) and return the sheet to the National Honor Society advisor(s).

4. A list of applicants is distributed to high school staff. Staff members grade and comment on the National Honor Society criteria of character, leadership, and service. These ballots are returned to the NHS advisor(s).
5. The ballots are compiled into a master list.
6. A Faculty Council is appointed annually by the Principal. The membership includes the National Honor Society advisor(s) and five voting faculty members. The Faculty Council selects the inductees into the National Honor Society.

Obligations

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In the case that a teacher issues a textbook or related resource to a student, it is the responsibility of the student to take good care of the assigned materials. At the end of the course, the resources must be returned to the teacher. Students risk losing privileges or advancement (including graduation) if they have outstanding obligations.

Passes

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Students who are not in class must have a pass to be in an alternate location. Students have 2 options for passes:

- A completed green pass signed by the student's teacher. A green pass must be used for passes to the main office, counseling office, or nurse's office when a student isn't securing printed materials.
- A Weekly Pass Sheet - two passes per day.

Each student must have a pass; it is not permitted for multiple students to use the same pass.

If a student wishes to go to a location other than their assigned location, the student must have an approved pass from the staff member associated with that location. Example: If a student wants to eat lunch with a teacher, the teacher must sign a pass for the student to come to the location before the lunch period begins. This holds true for study halls as well. Students should not expect to be permitted to leave the classroom during the first 3 minutes of the class period or the last 3 minutes of the class period.

Posters

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Posters and signs may not be placed in the building unless permission is secured from building administration. Posters of a commercial nature and posters that are distracting to the educational process, as deemed by building administration, will not be permitted. Approved posters will generally be limited to school-based events.

Printing

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Students will be permitted to use the FollowMe printing system with permission from a staff member. In order to print, students should select the FollowMe print option and then obtain permission from a staff member to go to one of the following locations: Counseling Office, ALC (Room A41), Copy Room, or Media Center.

Promotion

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For a student to be officially promoted from one class to the next class, the following credit requirements must be met:

- To become sophomores, students must have 5 credits, 2 of which must come from the 5 core subjects.
- To become juniors, students must have 10 credits including minimum credits as follows: 1 English, 1 history, 1 math and 1 science credit.

- To become seniors, students must have 15 credits including minimum credits as follows: 2 English, 2 social studies, 1 math and 1 science.

For purposes of determining who is eligible for senior activities (trip, prom, Forum section, senior sweatshirt and other class-based activities, yearbook, etc.), a student will be considered a senior in the year they have a viable plan to graduate. The list of students who meet this standard will be determined each fall through collaboration between the Counseling Office, Alternative Learning Center, senior class advisors, and building administrators. A student will be considered a senior for only 1 year. Administration reserves the right to make exceptions.

Report Cards/Progress Reports

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Report cards are issued to students four times per year – at the 10, 20, 30, and 40 week marks. Students may receive up to four comments per class. The passing percentage is 65%, but our expectation is that students will achieve higher than 65%. New York State designates a student to be “college and career ready” when he or she achieves a score of at least 80 on a mathematics Regents Exam and at least 75 on the English Regents Exam. As a result, these are our expectations for all students, and we will work to support each student appropriately. For information related to incomplete grades and grade calculations, see the Grading System section.

Schedule – Daily Periods

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The daily bell schedule for North-Rose Wolcott High School is:

NRW HIGH SCHOOL	
1st Period	7:45 - 8:25
2nd Period	8:30 - 9:10
3rd Period	9:15 - 9:55
4th Period	10:00 - 10:40
5th Period (Lunch/Advisory)	10:45 - 11:05 11:05 - 11:25
6th Period (Lunch/Advisory)	11:30 - 11:50 11:50 - 12:10
7th Period (Lunch/Advisory)	12:15 - 12:35 12:35 - 12:55
8th Period	1:00 - 1:40
9th Period	1:45 - 2:25
Activity Period	2:25 - 3:10

Academics. Commitment. Excellence.

Schedule – Marking Periods

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The marking period schedule for the 2021-2022 school year is as follows:

10-week mark	November 10, 2022
20-week mark	January 27, 2023
30-week mark	April 14, 2023
40-week mark	June 23, 2023

Sign Out Procedures

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For safety reasons, students will only be permitted to sign out and leave the building if an adult who appears on their contact list in the student management system physically presents themselves in the high school main office and provides appropriate identification. The departure must be confirmed by the student's parent/guardian in advance either via a signed note, email, or a phone conversation with the main office staff. Student age does not impact these procedures (students cannot sign themselves out just because they are 18 years old). The departing student will be called to the main office when the adult arrives; students may not come to the main office early to wait to leave. Students may only leave the building through the main office entrance. Students who need to leave school early on a particular day are encouraged to report to the main office before 1st period and provide the main office secretary with a signed excuse to leave from a parent/guardian. The student will be given a pass that can be presented to the teacher at the time of departure.

Students who have been approved to drive to and from school may sign out and leave the building through the main entrance if they have provided written permission from their parent/guardian to do so in advance of their departure. The written confirmation must include the date and time the student will be leaving as well as the reason for the departure and also the signature of the parent/guardian. Email confirmation will be accepted as long as the email address of the parent/guardian (sender) is recorded in our student management system.

“Permanent” passes to leave will not be accepted as NRW High School is a closed campus. Students must provide signed notes to leave for each departure, as indicated above, and should only be leaving for excused/legal reasons (see Attendance/Tardiness section).

Students who leave the building without following the procedures detailed above will be subject to disciplinary consequences.

Statements from Students

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Students who wish to report an observed violation of the Code of Conduct may report to the main office upon securing a pass from their teacher or supervisor to do so. Students will be asked to complete an Incident Report form. Students are encouraged to use lunch or study hall time to do this.

Student Directory/Photo Release

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Throughout the year, requests are made from various government agencies for student information. The following information will be made available: student name, parent(s) name(s), address, and phone number. The directory information will be made available unless a dated, written statement by the parent or student (if age 18 or older) is on file denying access to such information. Additionally, the district occasionally uses photos of students to promote events in and around the schools. Any parent/guardian who does not want his/her child's photo to be used for this purpose must state their desire in writing to the Principal.

Study Hall

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The following expectations will apply to study halls:

- Students must be in their study hall location and ready to work by the time the period begins.
- The environment must remain quiet so that students can complete independent work.
- Study halls are to be used to complete academic work, not engage in social activities such as games. Cell phone use is not allowed during study hall except for students who report to the library.

Students who are failing more than 1 course as indicated on progress or report cards will not be permitted to leave their assigned study hall locations and will not be permitted to use cell phones or any recreational electronic devices in study hall. Exceptions will only be granted if the student has secured a pre-signed pass from the teacher of the course they are failing to go to that teacher's room during the assigned study hall to do academic work.

Students who wish to go to the library during study hall (and are permitted to do so) may go directly to the library and then follow the library procedures for signing in.

Transportation

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Students must ride the same bus home that they are assigned to take to school. Buses are available to take students home at 2:26 pm and at 3:10 pm. A student riding the 3:10 bus must have an After School Pass from the teacher she/he stayed with in order to board. Inappropriate behavior on a school bus could result in the suspension of bus privileges or other disciplinary consequences. Single day requests to alter one's transportation route will generally be denied. Any questions or changes to a student's transportation arrangements must be handled through the transportation department; forms are available in the main office and on the district website.

Work Release

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The Cooperative Work Experience Program was developed at NRW High School to allow seniors with jobs an avenue to be released early during the school day, if their course schedule permits, to go to the job site. To accomplish this, several things must be done. The senior must comply with and acknowledge their understanding of the guidelines by completing and signing the North Rose-Wolcott High School's Cooperative Work Experience Program Guidelines Form. A copy must be on file with the Counseling Office. The senior's parents or guardians must also acknowledge their understanding of the guidelines by signing this form. Early dismissal will be approved for the senior to participate in the Cooperative Work Experience program, if the senior and parent agree to the following: The senior and parent give consent for the North Rose-Wolcott School District to release the senior from the normal school day at the assigned time. In addition, the North Rose-Wolcott School District reserves the right to revoke this privilege with sufficient notice to the senior, parent/guardian, or employer if the senior does not comply with the rules set forth by the Cooperative Work Experience Program Guidelines.

Cooperative Work Experience Program Guidelines:

1. I understand that my work release time may be revoked if I have one or more failing grades.
2. I understand that work-released seniors must not remain in the school building during work-study release time.
3. As a representative of North Rose-Wolcott High School, I realize my conduct is a reflection upon the entire student population; therefore I will demonstrate a conscientious attitude and be honest, punctual, cooperative, courteous and willing to learn while at work.
4. My parents and/or guardians give the School Counselors permission to discuss my grades and attendance with my employer.
5. I will inform my School Counselor of any changes in my employment status immediately upon knowing these changes.

6. I will hand in timesheet reports or copies of pay stubs from my employment to my School Counselor upon his/her request.

Failure to comply with any of these guidelines will result in the senior's termination from the Work Experience Program.

NORTH ROSE-WOLCOTT CSD
2022-2023 Academic Calendar

July 2022							January 2023							Notes & Holidays		
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	JULY		
					1	2	1	2	3	4	5	6	7	Independence Day Observed	July 4, 2022	
3	4	5	6	7	8	9	8	9	10	11	12	13	14	AUGUST		
10	11	12	13	14	15	16	15	16	17	18	19	20	21	Regents Exams	August 16-17, 2022	
17	18	19	20	21	22	23	22	23	24	25	26	27	28	Professional Development Days	August 30-31, 2022	
24	25	26	27	28	29	30	29	30	31					SEPTEMBER		
31														Professional Development Days	September 1, 2022	
August 2022							February 2023							Labor Day Holiday		September 5, 2022
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	School Opens for Students		September 6, 2022
	1	2	3	4	5	6				1	2	3	4	OCTOBER		
7	8	9	10	11	12	13	5	6	7	8	9	10	11	Columbus Day	October 16, 2022	
14	15	16	17	18	19	20	12	13	14	15	16	17	18	Professional Development Day	October 21, 2022	
21	22	23	24	25	26	27	19	20	21	22	23	24	25	NOVEMBER		
28	29	30	31				26	27	28					Veterans' Day	November 11, 2022	
September 2022							March 2023							Thanksgiving Recess		November 23-25, 2022
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	DECEMBER		
					1	2	5	6	7	8	9	10	11	Winter Holiday Break	December 23-30, 2022	
4	5	6	7	8	9	10	12	13	14	15	16	17	18	JANUARY		
11	12	13	14	15	16	17	19	20	21	22	23	24	25	Winter Holiday Break	January 1, 2023	
18	19	20	21	22	23	24	26	27	28	29	30	31	School Reopens for Students	January 3, 2023		
25	26	27	28	29	30									Martin Luther King, Jr. Day	January 16, 2023	
October 2022							April 2023							Regents Exams		January 24-27, 2023
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	FEBRUARY		
						1	2	3	4	5	6	7	8	Presidents' Week Recess	February 20-24, 2023	
2	3	4	5	6	7	8	9	10	11	12	13	14	15	MARCH		
9	10	11	12	13	14	15	16	17	18	19	20	21	22	Professional Development Day	March 17, 2023	
16	17	18	19	20	21	22	23	24	25	26	27	28	29	APRIL		
23	24	25	26	27	28	29	30							Spring Recess	April 3-7, 2023	
30	31													Gr. 3-8 NYS ELA EXAM Paper-based	April 19-21, 2023	
November 2022							May 2023							Gr. 3-8 NYS ELA EXAM Computer-based		April 19-20, 2023
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	MAY		
						1	1	2	3	4	5	6	Gr. 3-8 NYS Math EXAM Paper-based	May 2-4, 2023		
6	7	8	9	10	11	12	7	8	9	10	11	12	13	Gr. 3-8 NYS Math EXAM Computer-based	May 2-6, 2023	
13	14	15	16	17	18	19	14	15	16	17	18	19	20	Memorial Day	May 29, 2023	
20	21	22	23	24	25	26	21	22	23	24	25	26	27	JUNE		
27	28	29	30				28	29	30	31				Regents Exams	June 14-16, 20-22, 2023	
December 2022							June 2023							Juneteenth		June 19, 2023
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Graduation		June 23, 2023
						1	4	5	6	7	8	9	10	Professional Development Day	June 23, 2023	
4	5	6	7	8	9	10	11	12	13	14	15	16	17			
11	12	13	14	15	16	17	18	19	20	21	22	23	24			
18	19	20	21	22	23	24	25	26	27	28	29	30				
25	26	27	28	29	30	31										

181 Student Days/ 187 Teacher Days

Legend:
[] Holiday Recess <-> Professional Development Day

*Regents/State Exams

Board of Education Approved: March 24, 2022
 Revised: April 27, 2022

Extracurricular/Athletic Handbook

One of the benefits of being part of a small school community is the accessibility of so many diverse extracurricular activities. While students who attend larger schools typically have to specialize in a particular sport, club, or musical pursuit, NRW students are afforded the opportunity to engage in a unique set of experiences beyond the classroom that surely contribute to a well-rounded education.

Studies have shown that participation in extracurricular activities leads to an increased likelihood of student success. Such activities teach students important values including teamwork, individual and group responsibility, physical strength and endurance, competition, diversity, and a sense of culture and community. As a result, we wholeheartedly endorse any student's desire to contribute to the NRW community by participating in extracurricular activities.

With that said, as we continue to work toward our district mission of preparing every student for a successful future, academic success remains our priority. This document outlines the requirements for student participation in our extracurricular program at NRW. Students who wish to participate in these activities must familiarize themselves with this document and understand that their participation is incumbent upon their ability to adhere to its guidelines.

The NRW community has benefitted from decades of extracurricular success. From sectional championships to performing arts awards, club recognitions to musical accomplishments... our students' extracurricular achievements have provided reason to celebrate and have also fostered important knowledge and skills that will benefit past and present Cougars for years to come.

We invite you to join us in celebrating our Cougar Pride!

Proudly,

Scott Bradley
High School Principal

Jason Shetler
High School Assistant Principal

Marc Blankenberg
Athletic Director

NORTH ROSE-WOLCOTT INTERSCHOLASTIC ATHLETIC PROGRAM

FALL:

VOLLEYBALL	Girls and Boys (Modified, Junior Varsity and Varsity)
SOCCER	Girls and Boys (Modified, Junior Varsity and Varsity)
CROSS COUNTRY	Girls and Boys (Modified and Varsity)
TENNIS	Girls (Modified and Varsity)
GOLF	Girls and Boys (Varsity)
SWIMMING	Girls (Varsity)

WINTER:

BASKETBALL	Girls and Boys (Modified, Junior Varsity and Varsity)
WRESTLING	Boys (Modified, Junior Varsity, Varsity)
SWIMMING	Girls and Boys (Modified and Varsity)
INDOOR TRACK	Girls and Boys (Varsity)
BOWLING	Girls and Boys (Varsity)

SPRING:

BASEBALL	Boys (Modified, Junior Varsity and Varsity)
SOFTBALL	Girls (Modified, Junior Varsity and Varsity)
TRACK and FIELD	Girls and Boys (Modified and Varsity)
TENNIS	Boys (Modified and Varsity)

*There is a minimum number of required participants to maintain a team. If any team doesn't meet the minimum requirement number, that team will not be sustained for that school year.

North Rose-Wolcott Central School District is a member of the following Athletic Associations and will follow all rules, regulations and policies established by these organizations. They are as follows:

1. New York State Public High School Athletic Association - NYSPHSAA
2. Section V
3. Wayne County Public School Athletic Association

Clubs and Organizations

Art Club
AV Club
Class Officers / Representatives
Cougar Cupboard
Future Business Leaders of America
Gay/Straight Alliance
Interact Club
Interscholastic Athletics
MasterMinds
Musical Production
National Honor Society
Peer Mentoring
Ski Club
Speak Out
Student Council
Varsity Club

****When a student is involved with more than one extracurricular activity at a time, the advisors/coaches will work together to make reasonable compromises so that students can participate in both activities.***