Bronx Health Sciences High School

Student and Family Handbook



# 2023-2024

**Justine Sharoyan PRINCIPAL**



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## PREFACE

#### INTRODUCTION

The BHS High School Student Handbook has been developed to assist students in the management of procedures as they relate to the operation of our high school. This handbook is subject to revision and update on an ongoing basis.

It should be noted that the handbook introduces a summary of school information. Students are responsible for its content and policies; however, it is not a complete review of all school, district and Chancellor’s rules and regulations.

For more detailed school policies and information for clarification regarding any item found in this handbook, students should consult with their guidance counselor.

## WELCOME

Bronx Health Sciences High School (BHS) is a safe, friendly, multicultural learning environment whose doors are open to high school students from around the world or “around the block.” BHS provides students learning opportunities through creative, rigorous, engaging and supportive instruction. Our students benefit from many opportunities, including the chance to take multiple AP courses, complete college coursework through our partnership with College Now, participate in the Peer Group Connection program and other community based organizations.

## MISSION

“Maslow before Bloom" It is our belief at BHS that when we’re able to combine social, emotional, affective, and cognitive development together, we are creating many more

interconnections in the developing brain that enable students to accelerate learning and development.

We also believe that teachers must be properly supported so that they can engage with their students in meaningful ways and develop their craft. To this end, BHS features a Peer Collaborative teacher who will conduct professional development and mentor new teachers who are in need of support. We believe in self-care for our faculty, we will be offering several self-care workshops throughout the year.

### School Vision

We aim to empower all students’ vision, voice, and agency to own their education, individuality and improve the world around them.

### Focus Statement

If we build teacher capacity by engaging in targeted professional learning focused on our BHS Instructional Framework, District Goals, Every Student Succeeds Act (ESSA), quantitative formative and summative data, and provide individualized actionable feedback, students will elevate, build confidence, and gain the skills needed to become college and career ready and well-rounded human beings.

## TRUTH SIGNS



**BHS HONOR CODE**

|  |  |
| --- | --- |
| **B** | Brave space for individuality |
| **H** | Healthy mind, body, and spirit |
| **S** | Smart decisions equal smart goals |



**School Staff**

### Administration

**Principal** – Justine Sharoyan **RM 366**

**Assistant Principal–** Brian Artzt **RM 351**

**Assistant Principal –** Nicole Maggio **RM 349**

### Social Emotion Support

**Social Worker-** Kevin Wallace **Guidance Counselor-** Noemi Estremera **Guidance Counselor-** Cheryl Varghese

**RM 349 A**

**RM 330**

**RM 361**

### School Support Staff

**Community Coordinator**- Ashley Johnson RM 366 A

**Parent Coordinator-** Esther Cotto RM 366

**School Secretary-** Luz Ortiz RM 359 A

**School Secretary-** Deanichel Sanchez RM 366

**Community Associate -** Carl Milan

**Support Staff -** Bruce Simms

**Support Staff -** Jacob Vaupen

### BHS Teachers

##### Art and Theater Department

* Ms. Taylor- [mtaylor11@schools.nyc.gov](mailto:mtaylor11@schools.nyc.gov)

##### English Department

* Mr. Bruno- [mbruno27@schools.nyc.gov](mailto:mbruno27@schools.nyc.gov)
* Mr. Corbin- [jcorbin4@schools.nyc.gov](mailto:jcorbin4@schools.nyc.gov)
* Ms. Preisler- [jpreisler@schools.nyc.gov](mailto:jpreisler@schools.nyc.gov)
* Ms. Vargas-Catucci- [evargas72@schools.nyc.gov](mailto:evargas72@schools.nyc.gov)

##### English as a New Language Department

* Mr. Peng-

##### Health & Physical Education Department

* Mrs. Smriga- [ssmriga@schools.nyc.gov](mailto:ssmriga@schools.nyc.gov)
* Mr. Puccio- [jpuccio2@schools.nyc.gov](mailto:jpuccio2@schools.nyc.gov)
* Mr. Damiano- [sdamiano@schools.nyc.gov](mailto:sdamiano@schools.nyc.gov)

##### Math Department

* Mr. K- [ksyal@schools.nyc.gov](mailto:ksyal@schools.nyc.gov)
* Mr. Pantazonis- [cpantazonis@schools.nyc.gov](mailto:cpantazonis@schools.nyc.gov)
* Mr. Sotero- [asotero3@schools.nyc.gov](mailto:asotero3@schools.nyc.gov)

##### Science Department

* Mrs. Stewart- [nmallishamstewart@schools.nyc.gov](mailto:nmallishamstewart@schools.nyc.gov)
* Ms. Campbell- [jcampbe9@schools.nyc.gov](mailto:jcampbe9@schools.nyc.gov)
* Ms. Irizarry- [lirizarry7@schools.nyc.gov](mailto:lirizarry7@schools.nyc.gov)
* Mr Lopez- [jlopez447@schools.nyc.gov](mailto:jlopez447@schools.nyc.gov)
* ​

##### Social Studies Department

* Mr. Cooper- [acooper13@schools.nyc.gov](mailto:acooper13@schools.nyc.gov)
* Mr. DiBella- [rdibella4@schools.nyc.gov](mailto:rdibella4@schools.nyc.gov)
* Mr. Lenio- [Clenio@schools.nyc.gov](mailto:Clenio@schools.nyc.gov)

##### Special Education Teachers

* Ms. Akosah- [lakosah@schools.nyc.gov](mailto:lakosah@schools.nyc.gov)
* Ms. [Ecroyd-kecroyd@schools.nyc.gov](mailto:Ecroyd-kecroyd@schools.nyc.gov)
* Mr. Kessler- [ckessler@schools.nyc.gov](mailto:ckessler@schools.nyc.gov)
* Mr. Palaia- [jpalaia@schools.nyc.gov](mailto:jpalaia@schools.nyc.gov)
* Mr. Ramlal- [sramlal3@schools.nyc.gov](mailto:sramlal3@schools.nyc.gov)

##### Speech Teacher

* Ms. Bierman- [jbierman6@schools.nyc.gov](mailto:jbierman6@schools.nyc.gov)

##### Additional Teaching Staff

* Ms. Bancroft- [wbancroft@schools.nyc.gov](mailto:wbancroft@schools.nyc.gov)

### Website

Be sure to check out our school [Twitter](https://twitter.com/bronx_health?lang=en) and school [website](https://www.bhs11x249.org/) to stay up to date about our news, upcoming events and important announcements. You will also find helpful student links, school forms, examination schedules, event calendar, photo galleries and even fun facts!

### Programs & Initiatives

##### National Honor Society

The National Honor Society is an active society of students who display remarkable academic achievements supporting Bronx Health Sciences High School and our community. Students are

nominated for the National Honor Society based on academic performance, as well as maintenance of attendance and community service. Students also must qualify on the basis of character, service to community, and leadership.

##### Advanced Placement Courses

Our students may earn college credits by taking AP courses, which culminate in the examinations given each spring. The academic rigor associated with the curriculum of these courses, and the higher weighting, provides students with a great advantage when applying to colleges and universities. Advanced placement courses are offered to qualifying students in the following subject areas; African American Studies, Biology, Calculus, Chemistry, Computer Science, English, Spanish, Statistics, United States History, World History and many others.

##### College Now

College Now is a nationally recognized high school-to-college partnership between Bronx Community College and Bronx Health Sciences High School. Its primary objective is to prepare students to successfully negotiate the educational and emotional changes that occur during their transformation into becoming college freshmen. The program offers rigorous freshman-level college credit and developmental coursework without cost to our juniors and seniors. The benefits of the program are fourfold:

* Increases student awareness of the demands of higher education
* Prepares students for post-secondary education without remediation
* Facilitates a smooth transition between educational systems helps students to enter college with college credits

Students interested in being in the program can see their advisor.

##### Virtual Learning Classroom NYC Program

The Bronx Health Sciences collaboration with Virtual Learning Classroom NYC is designed to help students explore courses beyond what is directly offered at BHS. Students attend an in-house course that is supervised by BHS staff and a certified NYC licensed content teacher who facilitates and instructs the class.

**Student Life**

# Bell Schedule Fall 2023

**PERIOD 0 : 7:12 – 7:57**

(PASSING 7:57 – 7:59)

**PERIOD 1 : 8:00 – 8:45**

(PASSING 8:45 – 8:48)

**PERIOD 2 : 8:48 – 9:33**

(PASSING 9:33- 09:36)

**PERIOD 3 : 9:36-10:21**

(PASSING 10:21-10:24)

**PERIOD 4 : 10:25 – 11:09**

(PASSING 11:09 –11:12)

**PERIOD 5 : 11:12 – 11:57**

(PASSING 11:57 –12:00)

**PERIOD 6 : 12:00 – 12:45**

(PASSING 12:45–12:48)

**PERIOD 7 : 12:48 – 1:33**

(PASSING 1:33 – 1:35)

**PERIOD 8 : 1:35 – 2:20**

**Monday-Friday**

### Attendance

You are required to attend school and follow your program every day school is in session. Your school attendance is very important. Good attendance is reflected in your grades. When you are absent, late, or cutting your parent or guardian will be notified. Students with less than the Department of Education’s Promotion Policy Goal of 90% attendance may receive a reduction

on the class work portion of their report card grade unless they submit to their teacher acceptable absence notes (e.g., death in family, doctors notes, etc.).

* If you are absent from school, you must do the following when you return:
  + Have your parents or guardian write a note giving the reason for your absence. The note should include your name, OSIS #, official class, and the date(s) of your absence(s). A medical note should accompany your parent’s note when you received medical care or if you have been absent from school for 5 or more consecutive days due to illness.
  + All notes must be brought to Ms. Ortiz in RM 359 A within 5 days after you return to school.
  + Make up all assignments: see class syllabus, class website.
  + In case of a lengthy or anticipated absence, your parent or guardian must notify your guidance counselor, teachers, and the Attendance Office.
  + Family vacations should be planned to coincide within vacation days. Teachers are not obliged to make prior arrangements for assignments, projects, and other instructional activities involving work that has not been assigned. Student absences for vacation not on the calendar will be treated as an unexcused absence.
* **Lateness:** It is your responsibility to arrive at school and each class on time. Lateness interferes with learning and achievement and could cause academic failure and disciplinary actions. If you arrive late to school, you must report directly to class.
* **Cutting:** There is no legitimate reason for cutting. If you are not present in your subject class, and your name does not appear on the daily absence list, you will be marked cutting. Cutting is a serious matter, and your parents or guardians will be notified. Cutting will result in a reduction of the class work portion of your grade as well as in disciplinary actions. After a student has reached 3 cuts a higher level consequence will ensue.

### Scanning

Bronx Health Sciences High School is a scanning school. As per chancellor's regulations **all students and visitors** must pass through scanning each time they enter the building.

* Scanning begins at 7:30am. Students who arrive early to school can go to the cafeteria for free breakfast.
* Students should arrive no later than 7:50am to ensure they are on time for the first period.
* Students must have their school issued ID out anytime they enter the school.
* Students must swipe their ID card upon entering school. Students who do not have their ID will receive a temporary ID.
* Students should be ready to go through scanning as they enter the building. This includes:
  + Fully emptying pockets
  + Removing belts
  + Removing hats and hoods
  + Taking off all jewelry
  + Removing backpacks and bags
  + Electronics such as: Cell phones, laptops, cameras, and tablets are to be kept inside your bag.
  + Glass bottles are not permitted in the building
  + No open containers are permitted. Please wait until you enter the school to open them.
  + E-Cigarettes, lighters, cigarettes, and all Category I weapons listed in the NYC DOE citywide Behavioral Standards Handbook are banned and will be confiscated.

### School IDs

* All students are responsible for having their school issued ID on them at all times while in the building. If students do not have their ID they are subject to disciplinary actions.
* If your ID is lost or stolen you need to report it to Ms. E in RM 366.
* Please be advised students who do not have an ID card are subject to waiting until the entry scanning line slows down.

### Metro Cards

Metro Card’s are given out on the first day of each semester. Students are responsible for always keeping their MetroCard safe. If your MetroCard is lost or stolen go to 359. Please note that you may not be able to receive your new MetroCard the same day that you report it lost or stolen.

### Cell Phones and Earbuds

* When entering during the start of the school day, all cell phone electronics and accessories must be kept in their Yondr pouch locked and stored away throughout the entire school day. Students must reopen their pouch using the Yondr unlocking system before exiting the floor or school building. If a student does not unlock their Yondr pouch before leaving school, they must wait until the following school day to unlock the pouch.
* All cell phones/electronic devices must be kept off, and out of sight, at all times, while students are in the building. This includes hallways, bathrooms and cafeteria.
* If a student needs to make a call home, they must ask a staff member in the main office to make the call.
* Cell phones and electronic devices cannot be charged at any time in the building.
* Headphones must be kept out of sight and inside the Yondr pouch. Headphones that are visible will be confiscated and returned at the end of the day.
* Video or photography on campus is strictly prohibited. Students found to be violating this rule will be subject to discipline as per the NYC DOE Discipline Code.
* In case of an emergency, if a staff member is present students should notify the staff member to receive instruction on if they should use their cell phones.

### Consequences for violation of the cell phone/electronics policy

* 1st offense: Item is confiscated and held in Room 349 to be returned at the end of that school day. Also, a referral will be completed and the student’s parent/guardian will be called.
* 2nd offense: Item is confiscated and must be picked up by a parent/guardian.
* 3rd offense: Students may have the cell phone privilege revoked and a parent conference will be held.

### Internet Usage Policy

##### Social Media usage should be used appropriately and respectfully. [Social Media Guidelines: 13 and Older](https://www.schools.nyc.gov/school-life/school-environment/digital-citizenship/social-media-guidelines-for-students-over-13)

The purpose of access to or use of the Internet through Department of Education connections or equipment is solely educational. Therefore, students who utilize these connections must foster that purpose by using Internet resources only for educational purposes and in an appropriate and legal manner.

All students using the Internet through Department of Education connections or equipment are specifically prohibited from:

* Sending or receiving personal messages.
* Using the internet for commercial purposes, advertising or similar objectives.
* Vandalizing data, software, or equipment.
* Utilizing copyrighted materials without permission.
* Lobbying for political purposes or soliciting votes
* Accessing pornographic or obscene material.
* Sending or receiving messages that are racist, sexist, inflammatory, hateful or obscene.
* Requesting or providing home phone numbers, addresses, photographs, videos or other personal information without authorization.

**Students Using the Department’s Internet Systems**

* Students must not reveal personal information about themselves or other persons on social networking sites, in chat rooms, in emails or other direct electronic communications, or any other forum over the Internet. For example, students must not reveal their home address, or telephone or cell phone number. Students must not display photographs of themselves, or the images of others.
* Students should not meet in person anyone they have met only on the Internet.
* Students must promptly disclose to their teacher or other school employee any message or other activity they receive that is inappropriate or makes them feel uncomfortable.
* Students should not allow Department computers to save their passwords

### Homework Policy

Under the Chancellor’s regulations, homework is considered to be a vital component of the education process. It is a reflection of the classroom activity which:

* Enhances student academic growth.
* Prepares students for subject lessons.
* Reinforces concepts taught in the classroom.
* Stimulates and furthers individual interests.
* Develops independent study skills to foster initiative, responsibility and self-direction.

### Bathroom Passes/General Passes

* You may not leave a classroom during class time without an authorized pass and the teacher's permission.
* Students are not permitted to use the bathroom during the first or last 10 minutes of the period.
* Each classroom will have a Sign In/Sign Out book for use of a pass. Every time you are given a pass the following must be reordered in the classroom log: Your Name, OSIS #, Time Out/Time In.

### Hall Sweeps

* Students caught in a hall sweep will be brought to the dean’s office.
* Parents or guardians will be contacted and anecdotes will be entered.
* Any student caught in a hall sweep will be assigned detention.
* The dean will return students to class.

### Transgender Bathrooms and Lockers

Transgender and gender nonconforming students must be provided access to facilities (restrooms, locker rooms or changing rooms) consistent with their gender identity consistently asserted at school. A transgender student may not be required to use a facility that conflicts with the student’s gender identity consistently asserted at school. A student whose gender identity is fluid should work with their school to facilitate restroom and locker room access that affirms their identity

## LGBTQ+

The LGBTQ club at Bronx Health Sciences High School is a coalition of students and staff working together to eliminate discrimination and to foster unity. We work to maintain a supportive environment for LGBTQ students in the classroom and on campus. We welcome all who identify as LGBTQ, are questioning their sexuality or consider themselves allies to the community. If you seek answers or help in regards to this issue, our goal is to provide you with a confidential and safe space.We strive to increase awareness and understanding of LGBTQ matters and to educate all on the LGBTQ history, as well as respect for all people regardless of gender, sexuality or ethnicity.

Bronx Health Sciences High School has implemented a number of initiatives to ensure that students feel affirmed in their school regardless of sexual orientation and gender identity/expression. These include:

* **Out for Safe Schools Badges**: The Out for Safe Schools program helps Teachers, administrators, and other support staff employees “come out” as visible allies for LGBTQ students. Under the program, participating staff wear badges identifying themselves as allies to make Bronx Health Sciences a safer, more welcoming place. Bronx Health Sciences High School also has a student-run LGBTQ club with support from Ms. Johnson, for more information regarding the LGBTQ club refer to the “clubs” section.



### Cafeteria Expectations

All Students in the school use the cafeteria. It is important to be considerate of others and think about the environment you would like to eat in.

* Students are expected to arrive and leave on time.
* Upon entering the cafeteria students need to show their IDs.
* Students are expected to behave appropriately and to clean up after themselves by leaving tables and the surrounding area clean and depositing waste in the containers provided.
* Failure to comply with the cafeteria rules can result in lunch detention or disciplinary consequences in accordance with DOE regulations.
* Students must get a bathroom pass from the cafeteria aide to use the bathroom during their lunch period.

### Elevator

Elevator passes may be obtained from Ms.Sanchez in room 330 when a note from a doctor is provided. If you do not have a pass you cannot use the elevator.

### Working Papers

Esther Cotto can obtain applications for working papers in room 366.

##### Who needs working papers?

* All students between 14 - 17 years of age must get an employment certificate in order to work
* Out of state students who are working in New York City must have New York State working papers. Those from their own state are not sufficient.

##### How do I get working papers?

1. Fill out the New York State application available on the [NY State Education](http://www.p12.nysed.gov/sss/pps/workingpapers/) [Website (Open external link)](http://www.p12.nysed.gov/sss/pps/workingpapers/), which also provides related resources (e.g., Work Hours).
2. Submit it to the designated person in their high school or middle school. Ask about a virtual process if needed.
   1. Out of state students can contact a [Family Support Coordinator](https://www.schools.nyc.gov/about-us/leadership/superintendents) at either the Community (middle school) and High School districts.
   2. [Family Support Coordinators](https://www.schools.nyc.gov/about-us/leadership/superintendents) may also be contacted when DOE schools are closed.
   3. The school—or superintendent's office—will issue an employment certificate to the student.

##### What do I need to complete/bring?

Make sure you have with you:

* + - An application with Section 1 completed and signed by a parent
    - A birth certificate as proof of your age
    - An original version of a:
      * New York State doctor's note (stating the student is "fit for employment")
      * Certificate of physical fitness completed by a NY State physician
    - Schooling record:
      * Registered NYC public school students need their school ID
      * Private school and non-NYC public school students--and out of state students working in NYC--need:
        + To complete the Schooling Record section of the application and:

A letter from school or

A recent report card

* + - [Complete the NY State application](http://www.p12.nysed.gov/sss/pps/workingpapers/)

### Official Transcript Request Form

##### [Click here to request an official transcript](https://docs.google.com/forms/d/e/1FAIpQLSdD9U60kKgCN_NJ8kcCKjrBzNVY9-r7ADpXSBpD-yQb3GQnlg/viewform?usp=sharing)

Complete the Google Form to request an official transcript (All information requested in the form is required.)

Once the request has been received, our staff will prepare and complete the official transcript as soon as possible. When the transcript is ready for pick up, BHS staff will directly contact you via phone and email with a specific date and time to pick up the document.

Please be advised that only the present or former student is permitted to request and receive the transcript

***(Photo ID and signature of receipt will be required when picking up the official document)***

***\*\*\*Walk-in requests for official school transcripts are not permitted\*\*\****

### School Letter Request Form (Face-to-Face Letter)

##### [Click here to request an official school letter (Face-to-Face)](https://docs.google.com/forms/d/e/1FAIpQLSfHEPka-_C0GQqB8hIpXxGMSsNYnFmDRfMe7wOyxdnwiZdO-Q/viewform?usp=sharing)

Complete the Google Form to request a school letter also called a “Face-to-Face” Letter (All information requested in the form is required.)

Once the request has been received, our staff will prepare and complete the requested letter as soon as possible. When the letter is ready for pick up, BHS staff will directly contact you via phone and email with a specific date and time to pick up the document.

Please be advised that only a parent or guardian of a student is permitted to request and receive this letter.

***(Photo ID and signature of receipt will be required when picking up the official document)***

***\*\*\*Walk-in requests for official school letters are not permitted\*\*\****

**College and Career Office - Ms. Varghese and Ms. Estremera, Guidance Counselors**

The College and Career Office provides hands-on assistance with students' college and financial aid applications, job and internship searches, scholarship applications, SAT and ACT preparedness, and resume writing. A monthly college office newsletter is distributed to the entire BHS community which highlights application checklists, job/internship postings, scholarship opportunities, and college office updates. All of these services are available throughout the school year and a library of college and career reading material is readily available to all students in Rooms 330 & 361.

### Program Changes

See your Guidance Counselor.

### Guidance and Counseling

Guidance and Counseling is available to every student. These services include assistance with educational planning, interpretation of test scores, bereavement counseling, college and career information, help with home, school and or social concerns, or any questions you would like to discuss. Students can speak with a Counselor during their lunch periods or during a scheduled time.

### Morris Heights Health Center

If you become ill and need the medical room, you must obtain a pass from your subject teacher. If you are deemed ill enough to be sent home, your parents or guardian will be called to school to take you home. You may ONLY leave the building with a parent or guardian. Blue cards must be current with your current home address and phone number. Blank blue cards are available in room 330. If you have any medical conditions such as Asthma, Seizures, or Diabetes please visit the nurses’ office to pick up forms to be filled out by a physician and returned to the nurse. Medication is not given to any student who does not have a doctor’s order.

### Immunization

All students must have complete and up to date immunization records indicating immunization against measles, mumps, polio, rubella, diphtheria, pertussis and tetanus. Students who do not have current immunization will be excluded from school. In addition, for all students’ health and safety, they must have annual medicals to participate in physical activities. Immunization records and medicals are stored in the nurse's Office.

### Lost & Found

Students who find lost articles are asked to bring them to the Lost and Found located in Room

366. Bronx Health Sciences High School is not responsible for any items that are lost or stolen.

### High School Graduation Requirements and BHS Grading Policy

##### Grading Policy

[**Bronx Health Sciences Grading Policy**](https://docs.google.com/document/d/1cy17zOZw62fz_1TPmRMIF-w585O0v_l4gQ6AlVgVVAY/edit?usp=sharing)

Grades provide you and your student important feedback about your student’s academic progress throughout their educational path. Learning is a journey, and it may take more than one attempt for your student to demonstrate proficiency. Grades show what your student knows and can do at a given point in time.

|  |  |
| --- | --- |
| **Advanced Regents Diploma** | **Regents Diploma** |
| * 9 Regents Examinations – Comprehensive English, US History, Global History, Living Environment, a Physical Science, Common Core Algebra, Geometry, Algebra 2, World Language * 8 credits in English and Social Studies * 6 credits in Science and Mathematics | * 5 Regents Examinations:   ▫ Comprehensive English  ▫ One history  ▫ One math  ▫ One science   * 8 credits in English and Social Studies |

|  |  |
| --- | --- |
| * 2 credits in the Arts (Art, Music, Dance, and   /Theater)   * 5 credits in Physical Education (including Health) * 6 credits in a World Language | * 6 credits in Science and Mathematics * 2 credits in the Arts (Art, Music, Dance, and   /Theater)   * 5 credits in Physical Education (including Health) * 2 credits in a World Language |

* 5 Regents Examinations:

▫ Comprehensive English

▫ One history

▫ One math

▫ One science

▫ One additional exam (not the LOTE)

* + Students must receive 55 or higher on all 5 Regents OR

Students can graduate with a 45 in one or more Regents if they have earned a 65 in another.

* + However, the 45 cannot be earned in Math or ELA.
* 8 credits in English and Social Studies
* 6 credits in Science and Mathematics
* 2 credits in the Arts (Art, Music, Dance, and /Theater)
* 5 credits in Physical Education (including Health)
* 2 credits in a World Language

**Regents Diploma for Students with IEPs**

### Guidelines for selection of Valedictorian and Salutatorian

**SELECTION OF VALEDICTORIAN AND SALUTATORIAN**

* The valedictorian designation shall be the student who has the highest cumulative grade point average (8 Semesters)
  + Must have earned their last 11 credits in NYC Public School and have attended a minimum of one year at Bronx Health Sciences High School
* The salutatorian shall be the student with the second highest cumulative grade point average (8 Semesters)
* Any disciplinary issue dealing with academic honesty will disqualify a student (including but not limited to cheating and/or plagiarism)
* No one may be valedictorian or salutatorian if they receive any major discipline in junior or senior year (Out of School Suspension of 2 or more days)
* In the instance of a tie, students will be awarded a designation as co-valedictorian or co-salutatorian
* The Valedictorian and Salutatorian may give a 2-3 minute speech but do NOT automatically speak at graduation.

Some form of recognition should be granted to both individuals during the graduation ceremony beyond the designation in the printed program. Such recognition may take the form of being a student speaker, sitting on the stage, leading the pledge to the flag, standing and being introduced by the principal during their remarks to the audience, noting the student’s achievements during their high school career, etc.

### Senior Dues TBD

Senior dues are necessary from all graduating seniors to provide for the cost of many senior activities. The money is used towards (but is not limited to) the cost of:

* **Senior T-shirt**
* **Yearbook**
* **Senior Awards Ceremony**
* **Graduation caps and gowns**
* **Senior breakfast and/or lunch**

Senior dues are determined based on the at-cost pricing during the time related items are purchased. Senior dues are payable by cash or money order only. Please make the money order out to “Bronx Health Sciences High School” with your child’s name written on the money order as well. All money is non-refundable and must be handed directly to Ashley in Room 366. If you do not pay senior dues, you will not be able to participate in senior related activities associated with these fees.

##### Graduation Senior Speakers:

It is the policy of BHS to encourage the involvement of as many students as possible in the graduation ceremony. Therefore, selection of student speakers is not confined only to those students with the highest academic honors.

* The Valedictorian, Salutatorian and Senior Class President will be given the opportunity to speak at graduation for 2-3 minutes
* Any additional “MC” graduation speaker(s) is selected by a panel of teachers using a rubric
* The “MC” graduation senior(s) must be eligible to graduate at their intended cohort year; it is open to all graduating seniors in good standing
* A minimum of five staff members and one administrator will serve on the selection committee
* The committee will use a rubric for the selection process
* Interested seniors submit a speech (5 minutes or less) by deadline
* A panel of five teachers read the speeches and rate them (the names are removed so that there will be no bias)
* After the panel selects the top three, they are presented to administration for final approval of the content’s appropriateness
* The Principal then meets with the finalist and informs them that they will speak at graduation.

### Dress Code

The BHS School Community has a uniform policy that encourages every student to dress for success! The BHS Uniform Policy was instituted in consultation with BHS families and students. As a community, we believe school uniforms foster a sense of pride in our school and solidarity between students. We also believe that a professional image eliminates many distractions, can reduce financial burdens or peer pressure on families and students, and keeps our focus on learning. Therefore, school uniforms are expected to fit the student appropriately and cannot deviate from the style and color choices. While the school may designate non-uniform days, the principal will make such decisions. Our school uniform can be ordered at [**BHS Uniform Order**](https://idealuniform.com/BHS)**.**

***The dress requirements are as follows:***

All students should wear solid black, gray, or khaki dress pants. Pants must always be worn at the waist. No jeans, cargo or carpenter pants, leggings or sweatpants of any kind. All students must wear the BHS polo-style solid short or long sleeve shirts with the school logo available for purchases at [BHS Uniform](https://idealuniform.com/BHS). In addition, during cold weather months, students will be allowed to wear the school uniform sweatshirt, which is available for purchase online. Hats, scarves, ski masks or any other type of head covering is not permitted except for religious or medical reasons.

All students at BHS are expected to follow the Dress Code. Students who fail to come to school not in uniform will be required to wear a uniform that will be provided for the day. This uniform must be returned at the end of the school day.

**Holding our students accountable for our Uniform Policy is the responsibility of all BHS staff members**. All staff members are expected to be proactive in communicating with students and parents/guardians about habitual infractions of the Uniform Policy. Students who are egregiously out of uniform (i.e., no uniform pants or shirts) will be identified at the beginning of first period, and provided with a loaner uniform. Guidance, Admin, and support/main office staff work together to ensure all students are provided with any necessary temporary uniform items.

***Any student or family that has difficulty obtaining or purchasing uniforms for their child should contact Ms. Cotto, Parent Coordinator for assistance.***

### As per The New York City Department of Education:

To provide an environment conducive to promoting educational excellence with minimum distractions and disruptions of the learning environment, we expect you and your child’s cooperation in complying with the following dress code. All students, both male and female, are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. A student’s dress, grooming, and appearance, including hair style/color, jewelry, make-up and nails, shall:

* Recognize that extremely brief garments such as tube tops, net tops, clothing that exposes midsection of the body, miniskirts, and see-through garments are NOT appropriate for school.
* Ensure that all underwear is completely covered by outer garments.
* Include footwear at all times.
* Not include wearing hats in the building, except for acceptable documentation of medical or religious purpose.
* Not include items that are vulgar, obscene, and libelous, or denigrate others on account of race, religion, national origin, gender, sexual orientation, or disability.
* Not promote or endorse the use of alcohol, tobacco, or illegal drugs, and/or encourage other illegal or violent activities.

Students who violate the dress code shall be required to modify their appearance by covering or removing the offending item, or, if necessary or practical, replacing it with an acceptable item. Any student who refuses to cooperate may be required to return home with a parent/guardian or be suspended.

### Smoking/Vaping in School

It is against the fire laws of this city for anyone to smoke in any part of the school building. Smoking tobacco products, including vapes and e-cigarettes, is prohibited on school grounds at all times. Cigarettes are prohibited items and must not be brought to school. Students found in possession of cigarettes, lighters, matches, vapes, e-cigarettes are also subject to disciplinary action. Tobacco products will be confiscated and discarded.

A copy of the Citywide Standards of Discipline and Intervention Measures can be found on the DOE website at the following link:

<https://www.schools.nyc.gov/school-life/know-your-rights/discipline-code>

## RESPECT FOR ALL

Bronx Health Sciences High school is committed to maintaining a safe and supportive learning environment which is free from harassment, intimidation and/or bullying and from discrimination based on actual or perceived race, color, citizenship/immigration status, religion, creed, national origin, disability, ethnicity, gender, gender identity, gender expression, sexual orientation, or weight. Each student and staff member brings to the New York City public school community the richness of our City’s cultural diversity and the desire for respect.

[Frequently Asked Questions](https://www.schools.nyc.gov/docs/default-source/default-document-library/student-to-student-discrimination-sexual-and-other-harassment-intimidation-bullying-faq)

[**Respect for All**](https://www.schools.nyc.gov/school-life/school-environment/respect-for-all/respect-for-all-handouts)

[**Title IX: Sexual and Gender-Based Harassment and Discrimination**](https://www.schools.nyc.gov/about-us/policies/non-discrimination-policy/title-ix)

**Respect for All Week:**

During Respect for All Week, February 12 -16, 2024, schools across the city will have the opportunity to highlight and build upon ongoing programs to help students, staff and communities gain a better understanding of diversity. Schools may also start new initiatives that promote respect for diversity and focus on preventing bullying, intimidation, and bias-based harassment. Your child’s school is also encouraged to promote acceptance and understanding through theme-based lessons and activities. Suggested themes include:

* Celebrating Kindness/Be an Ally
* Anti-Bullying/ Cyberbullying
* Respect for Diversity, Disability, Religious Acceptance and Racial Diversity
* Gender Identity, Sexual Orientation and LGBTQ Pride and Acceptance
* Friday, February 16, 2024 - [National No One Eats Alone Day](https://www.beyonddifferences.org/no-one-eats-alone/)
* [(Open external link)](https://www.beyonddifferences.org/no-one-eats-alone/)

Educator resources are on the [Employee InfoHub](https://infohub.nyced.org/nyc-doe-topics/students-and-families/school-culture-and-climate/respect-for-all) (sign in required).

Respect for All is our system-wide response to bullying and harassment. We are committed to keeping our schools safe, supportive, and free from discrimination.

##### What is Bullying?

Bullying behavior is very different from conflict. It is behavior that is **intended to cause some kind of harm**. The person doing the bullying purposely says or does something to hurt the target of his/her behavior.

There is always an **imbalance of power** (physical or social) or strength between the person doing the bullying and the target of the behavior. The person doing the bullying may be

physically bigger or stronger or may be older or have greater social status or social power than the person being targeted.

* An older student verbally abuses younger students on the bus and does not let them sit where they want to
* A bigger child threatens a smaller child for his lunch
* A very popular teenager intimidates others to do his/her bidding

It is **aggressive behavior** by one individual (or group) that is **directed at a particular perso**n (or group). Aggressive behavior is undesirable **and negative**. It is deliberate and unprovoked. The targeted person is harmed by what is purposely being said or done. There is only one person feeling emotional upset—the person who is the target of the bullying. The person who engages in bullying behavior derives some sense of satisfaction from his/her behavior and does not feel sorrow or regret about the harmful effects of her/his behavior.

* A student intentionally bumps into a classmate whenever they pass in the hallway and encourages other students to laugh
* An athlete taunts another student about his sexual orientation in the locker room
* Classmates make fun of a student’s clothes or a mock student’s accent or taunt him/her about his / her grades

Although bullying can occur in a single incident, it is usually **a pattern of behavior repeated over time** and can take many forms –physical, verbal or social.

* A group of students regularly call another student names and hold her/him up for ridicule in front of others
* A student repeatedly uses social media to embarrass and harass a classmate
* A student gets others to go along with excluding a particular girl/boy from participating in activities in which she would otherwise be included.

##### What help is available for students who have been the targets of bullying?

School counselors are available to provide counseling services or referrals.

If you believe you have been the target of bullying or intimidating behavior, harassment or discrimination by another student, please report your concerns immediately to your school’s Respect For All Liaison and Social Worker, **Kevin Wallace,** located in **349A.**

If you have knowledge of such behavior happening to another student, please report the incident immediately to your school’s Respect For All Liaison or to any other staff member.

A student may make a report of bullying, intimidation, discrimination or harassment by another student in writing or orally to the school staff members listed on your school’s **Respect for All** posters which are displayed throughout your school **or to any school staff member**.

##### Cyberbullying

Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets.

It can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content.

Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation. Some cyberbullying crosses the line into unlawful or criminal behavior.

The most common places where cyberbullying occurs are:

* Social Media, such as Facebook, Instagram, Snapchat, and Tik Tok
* Text messaging and messaging apps on mobile or tablet devices
* Instant messaging, direct messaging, and online chatting over the internet
* Online forums, chat rooms, and message boards, such as Reddit
* Email
* Online gaming communities

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| --- | --- | --- |
| **Progressive Discipline Chart:** [**Citywide Behavioral Expectations to Support**](https://www.schools.nyc.gov/docs/default-source/default-document-library/discipline-code-grade-6-12-english)[**Student Learning Grades 6–12**](https://www.schools.nyc.gov/docs/default-source/default-document-library/discipline-code-grade-6-12-english) | | |
| **Level** | **1** | **1st** **Offense:** Teacher will conference with student about |
| **Infraction** |  | inappropriate behavior w/ regard to class rules and |
| **Range:** |  | expectations. Reiterate expectations and potential |
| **B1 – B12** |  | consequences.  **2nd** **Offense** of any Level 1 Infractions: Phone Call to |
|  |  | Parent/Guardian/Conference with Student  **3rd** **Offense** of Any Level 1 Infractions: Phone Call to |
|  |  | Parent/Guardian/AP Conference with Student/1-3 Day Lunch |
|  |  | Detention |

|  |  |  |
| --- | --- | --- |
| **Level** | **2** | **1st** **Offense** of any Level 2 Infractions: Phone Call to |
| **Infraction** |  | Parent/Guardian/APConference with Student/1-2 Day Lunch |
| **Range:**  **B13 – B20** |  | Detention  **2nd** **Offense** of any Level 2 Infractions: Phone Call to |
|  |  | Parent/Guardian/AP Conference with Student/3-4 Day Lunch |
|  |  | Detention  **3rd** **Offense** of any Level 2 Infractions: Phone Call to |
|  |  | Parent/Guardian/AP Conference with Student/1-2 Day |
|  |  | After-School Detention |
| **Level** | **3** | **1st** **Offense** of any Level 3 Infractions: Phone Call to |
| **Infraction** |  | Parent/Guardian/AP Conference with Student/1-4 Day |
| **Range:**  **B21 – B32** |  | After-School Detention  **2nd** **Offense** of any level 3 Infractions: Phone Call to Parent or |
|  |  | Guardian/AP Conference with Student/1-4 Day Classroom |
|  |  | Removal  **3rd** **Offense** of any Level 3 Infractions: Phone Call to |
|  |  | Parent/Guardian/AP Conference with Student/Principal |
|  |  | Suspension 1-5 Days (AP Approval) |
| **Level** | **4** | **All Level 4 Infractions must be directly reported to AP Maggio** |
| **Infraction**  **Range:** |  | **1st** **Offense** Can result in a 1-5 Day Principal Suspension  **2nd** **Offense** 1-5 Day Principal Suspension/ Superintendent |
| **B33 – B49** |  | Suspension  **3rd** **Offense** of any Level 4 Infractions: Superintendent |
|  |  | Suspension with Office of Suspension Approval |
| **Level** | **5** | **All Level 5 Infractions must be directly reported to AP Maggio** |
| **Infraction** |  | \*\*Automatic Superintendent Suspension\*\* |
| **Range:**  **B50 – B62** |  | Suspension can range from 6 days – 1 year suspension |
|  |  | Depending on the nature of the incident. |

***DOE Emergency Procedures and Policies***

In addition to the BHS policies and procedures, all staff members are trained in the DOE’s Emergency Response procedures.

[Parent Guide to School Safety and Emergency Preparedness](https://www.schools.nyc.gov/school-life/safe-schools/school-safety/parent-guide-to-school-safety-and-emergency-preparedness) [General Response Protocol](https://www.schools.nyc.gov/school-life/safe-schools/emergency-readiness)

GRP Training Guide for Students

### Students have a right to

1. Attend school and receive a free public school education from kindergarten until age 21 or receipt of a high school diploma, whichever comes first, as provided by law; students who have been determined to be of limited English proficiency are entitled to bilingual education or English as a second language program as provided by law; students with disabilities who have been determined to be in need of special education are entitled to free, appropriate education from age 3 until age 21, as provided by law
2. Be in a safe and supportive learning environment, free from discrimination, harassment and bigotry
3. Receive courtesy and respect from others regardless of age, race, creed, color, gender, religion, national origin, sexual orientation, disability, marital status and political beliefs
4. Receive a written copy of the school’s policies and procedures, including the discipline code and the New York City Board of Education Bill of Student Rights and responsibilities, early in the school year or upon admission to the school during the school year
5. Be informed about diploma requirements, including courses and examinations and information on assistance to meet those requirements
6. Be informed about required health, cognitive and language screening and examinations
7. Be informed concerning courses and programs that are available in the school and the opportunity to have input in the selection for elective courses
8. Receive professional instruction
9. Know the grading criteria for each subject area and/or course offered by the school and to receive grades for school work completed based on established criteria
10. Be informed of educational progress and receive periodic evaluations both informally and through formal progress reports
11. Be notified in a timely manner of the possibility of being held over in the grade or of failing the course
12. Be notified of the right of appeal regarding holdover or failing grades
13. Access to review their education records upon request, if in high school. The right to review records is always afforded the parent/guardian and eligible student
14. Confidentiality in the handling of student records maintained by the school and by the school system
15. Receive guidance, counseling and advisement for personal, social, educational, career and vocational development

#### Parents Resources

[Parents' Bill of Rights](https://www.schools.nyc.gov/school-life/know-your-rights/parents-bill-of-rights)

[504 Accommodations: Student & Family Guide](https://www.schools.nyc.gov/docs/default-source/default-document-library/504-accommodations-student-and-family-guide) [Annual FERPA Notification](https://www.schools.nyc.gov/about-us/policies/data-privacy-and-security-policies/annual-ferpa-notification)

[Family Income Inquiry Form](https://www.myschoolapps.com/Home/PickDistrict) [NCLB](https://www.schools.nyc.gov/docs/default-source/default-document-library/a-825-1-21-2016-final-combined-remediated-wcag2-0)

[Family Guide to Special Education Services](https://www.schools.nyc.gov/docs/default-source/default-document-library/family-guide-to-special-education-school-age-services-english)

[Family Guide for Parents and Guardians with Disabilities](https://infohub.nyced.org/in-our-schools/translations/letters/special-education/family-guide-for-parents-and-guardians-with-disabilities)

## SPORTS & CLUBS

##### Athletics

Students are encouraged to take advantage of after school sports. Students must have their PSAL paperwork on file for EACH YEAR they participate. Participation in sports is a privilege and any student-athlete not following the team contract may no longer be allowed to participate.

##### PSAL Eligibility Requirements

* All student athletes must have a valid medical and parent consent form on file. Medical forms are to be filled out by a doctor and are valid for 1 year of issue date. These forms can be obtained from our Athletic Director in the gym area.
* In order to gain and/ or maintain eligibility to be a student-athlete each student must pass five credit bearing courses + physical education in the most recent marking period with the exception of:
  + Incoming 9th grade student-athletes are eligible to compete in PSAL activities immediately upon entry into high school. The second report card is the first report card to determine continued eligibility for 9th grade students.
  + A senior programmed for 4 or 5 classes who fails one, in his/her senior year, will be eligible for PSAL so long as the failed class is not required for graduation.
* At the end of each marking period a student must receive 90% attendance to be considered for athletic eligibility.
* There is a minimum, cumulative GPA requirement of “65” for all report cards issued.
* A student must be present in school and must attend all assigned classes to participate in any team practice, scrimmage, league or non-league game, meet, contest or try-out on that day. The school Athletic Director on a case may grant exceptions to this rule by case basis.
* For More Information: [**http://www.psal.org/info/eligibility.aspx**](http://www.psal.org/info/eligibility.aspx)

PSAL TEAMS

* Boys Lacrosse
* Girls Lacrosse
* Boys Basketball
* Girls Basketball
* Wrestling
* Volleyball
* Boys Soccer
* Girls Soccer
* Track
* Boys Badminton
* Girls Badminton
* Double Dutch
* Boys Tennis
* Girls Tennis
* Boys Table Tennis
* Girls Table Tennis

##### Clubs

Students must submit a proposal detailing the vision and mission of the club, weekly purpose and activities/topics associated with the meetings, student sign up log and a teacher’s letter of commitment to supervising the club or group. Clubs must maintain a minimum of 10 students per meeting/session to remain active. Students in the club or group must abide by the clubs rules and regulations (approved previously by administration and club supervisor). Any students who partake in a club must maintain good academic, behavioral and attendance standing to remain a member of said club.

To start clubs here at Bronx Health Sciences High School see AP Artzt for further guidance.