



2025-2026

Draper Middle School

Parent-Student Success Guide

Welcome to Draper Middle School!

This guidebook has been developed to give parents and students useful information that will help everyone navigate the middle school years with confidence and success.

Bookmark this guide, you'll probably find yourself coming back to it when questions or problems arise. If we left something out that would be useful for parents or students to know, please tell us so that we can include it in future handbooks. Contact the Main Office at (518) 356-8350. Please also keep in mind that the information contained in this guide is subject to change.

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Contact Information

Communication Tools

Online Notification System: ParentSquare

The district utilizes a communications system known as ParentSquare to provide parents with important announcements and timely emails, text messages and phone calls. There are alerts for general district news, weather-related closings, School Board news, Continuing Education, athletics and more.

Parents will need to sign up for ParentSquare to receive these notifications. <https://www.parentsquare.com/signin>.

SchoolTool

Please take a moment to make sure your contact information is up-to-date in SchoolTool, as this will be vital to you receiving important messages from your students' teachers and support team. If you need to gain access to your SchoolTool account, please go to your school's main office to fill out the paperwork. Please bring your driver's license or a valid form of identification.

"Like" us on Facebook; Follow us on Twitter & YouTube

Mohonasen sends news and information out through social media, including Facebook and Twitter. Visit us at: www.facebook.com/Mohonasen and on Twitter, follow [@MohonCSD](https://twitter.com/MohonCSD) and [@DraperMiddle](https://twitter.com/DraperMiddle) to start receiving news and updates from the district and Draper Middle School today!

Key Contacts at Draper Middle School

2070 Curry Road, Schenectady, NY 12303
(518) 356-8350

Principal

Thomas O'Connor
(518) 356-8357

Assistant Principal

Sarah Christy
(518) 356-8351

Dean of Students

Erin Degnan
(518) 356-8350

Guidance Counselors

Kyra Grimsley
Tara Millhouse
Angie Santabarbara
(518) 356-8370

School Psychologist

Brittney Laudenschlager
(518) 356-8361

Alt. Ed Guidance Counselor

Maria June
(518) 356-2207

School Librarian

Mary Gorton
(518) 356-8380

School Nurse

Sarah Kinne
(518) 356-8360

School Social Worker

Paola Cummings
(518) 356-8375

Draper Middle School Faculty by Department

All teachers have voice mail. Parents who wish to contact a teacher should call the school's main number (**518-356-8350**) and ask to be connected with the teacher's voice mail.

Alt. Ed.

Lauren Berezowski
Erin Keaton

Art

Steve Blais
Tina Mathieu

English

Lauren Berezowski
Melyssa Burega
Rachel Geracitano
Gabrielle Guardino
Michelle Howard
Nicole Mason
Cassie Palkovic
Tecia Pitterson
Rebecca Pollock
Esther Vrooman

Family and Consumer Science

Jennifer Fritz-Walbroehl
Ashley Samborin

Foreign Language

French:

Maureen Geagan

Spanish:

Linda Breen
Cassie Koegl

Health/Physical Education

Melissa Goncerz
Douglas Hallberg
Justin Kimball
Nikki Schaap

Mathematics

Casey Coffey
Amie Espinola
Katherine Fazel
Renee Gandrow
Danielle King
Jennifer McGuire
Mary Ann Nickloy
Cathy Scheer
Trina Shanz

Music

Abigail Fast
Dan Hoke
Cloë Shan
Jason Varga

Science

Sara Bach
Daniel Lemon
Carolyn Lundy
Jennifer Palleschi
Jenna Niles
Kim Trestick

Social Studies

Mark DiCocco
Cheryl Donovan
Erin Keaton
Josh Sawicki
Rebecca Sokolowski
William VanWie
Josh Whipple

Special Education

Chelsea Abady
Alexandra Ballmes
Beth Barnes
Linda Beeler
Erin Conklin
Lori Giattino
Erika Riddick

Speech Pathologist

Olivia Marl

Technology

Mark Lajeunesse
Stephen Leader

ELL

Kristen Dietz

District Contacts

Superintendent of Schools

Mr. Shannon Shine
(518) 356-8200
sshine@mohonasen.org

Assistant Superintendent for Business

Christopher Ruberti
(518) 356-8210
rubertich@mohonasen.org

Assistant Superintendent for Curriculum and Instruction

Laurel Logan-King
(518) 356-8205
lking@mohonasen.org

Director for Special and Alternative Education

Bernadette Calender
(518) 356-8221
bcalandar@mohonasen.org

Information Technology Director

James Dilbone
(518) 356-8341

Head Mechanic

David Rickard
(518) 356-8263

Academic Administrator for Science & Technology

Carol Eckl
(518) 356-8254
ceckl@mohonasen.org

Academic Administrators for APPR, Data, State Reporting, Mentoring, Instructional Leaders

Deborah Kavanaugh-Farnan
(518) 356-8256

Katie Lossi
(518) 356-8200
klossi@mohonasen.org

Academic Administrator for Humanities

Lyndsey Lutz
(518) 356-8258
llutz@mohonasen.org

Business Office Supervisor/District Treasurer

Meg Fountain
(518) 356-8230

Central Registrar

Suzanne Candee
(518) 356-8222

Communications Coordinator

Kelsie Conroy
(518) 356-8250
communications@mohonasen.org

Continuing Education

Cheryl Hitchcock
(518) 356-8303

Director of Facilities

Michael Sherman
(518) 356-8228

Director of PE, Athletics & Health Education

Matthew Ronca
(518) 356-8270

Food Service Program Supervisor

Kimberly Gagnon
(518) 356-8225

School Safety & Security

Brandon DeLuke
(518) 356-8355
bdeluke@mohonasen.org

Transportation Department Supervisor

Dan McConnelee
(518) 356-8260

Mohonasen's Schools

Bradt Primary School (Grades K-2)

2719 Hamburg Street
Schenectady, NY 12303
Leslie Smith, Principal
(518) 356-8400

Pinewood Intermediate School (Grades 3-5)

901 Kings Road
Schenectady, NY 12303
Jason Thompson, Principal
(518) 356-8430

Draper Middle School (Grades 6-8)

2070 Curry Road
Schenectady, NY 12303
Thomas O'Connor, Principal
(518) 356-8357

Mohonasen High School (Grades 9-12)

2072 Curry Road
Schenectady, NY 12303
Daniella DeLuca, Principal
(518) 356-8301

Center for Advanced Technology (Grades 9-12)

400 Warrior Way
Schenectady, NY 12303
(518) 356-8461

What is Middle School?

Importance of Middle School and Draper's Philosophy

Middle school represents one of the most important transitions in a student's academic career since the transition from home to school, way back in kindergarten. Students enter middle school as products of their elementary school environment — and when they leave in three short years, they are expected to be high schoolers!

At Draper Middle School, our vision, mission and norms direct our philosophy toward education:

Vision:

Together, we achieve success.

Mission:

We do whatever it takes to achieve our full potential in teaching and learning.

Norms:

- **Dedication** – We encourage all students and staff to reach their personal best.
- **Respect** – We value and admire the uniqueness in each of us.
- **Adaptability** – We are continuously working to create a culture of acceptance.
- **Pride** – We are proud of our students, our colleagues and our community.
- **Excellence** – We aspire for the best in teaching and learning.
- **Resourcefulness** – We do whatever it takes.

Middle school is intended to provide students with a solid foundation in the core curriculum subjects of Math, English Language Arts, Science, and Social Studies, as well as providing opportunities for experiencing exploratory subjects such as Family and Consumer Science (FACS), Technology, Foreign Language, and the Arts. Physical Education and Health are also cornerstones of the middle school experience.

Accountability is important at DMS. We hold the students accountable for their own success and provide as much support as they need..

Because DMS emphasizes mastery of the core subjects and exploratory content, all subjects have "Success Indicators" that must be completed as evidence of understanding.

Part 1: Academics & Growth Mindset

The Draper staff believe strongly in nurturing a growth mindset in students. We want students to push themselves outside of their academic comfort zone, and to also be willing to take academic risks, make mistakes and learn from them. In this light, Draper faculty offers remediation opportunities for students on major projects and assessments.

Students also have the first five weeks of the next quarter to increase their previous quarter grade by remediating designated assignments and assessments.

Academic Support Opportunities

We have a large array of extra help and academic support opportunities available to students.

- After-school help (Period 10 Tuesday, Wednesday, Thursday each week)
- Academic tutoring during advisory
- Lunchtime academic support
- PM Tutoring (2-4pm)
- Academic Intervention Services (AIS)

Part 2: Character Education

At Draper Middle School, character education is a way to support students in making responsible and life-changing choices. While we want to foster independence, we also want to ensure that students have the necessary tools to make good decisions. One of the key ideas school leaders focus on at this level is that “with freedom, comes responsibility.” Therefore, through the daily DMS Television Morning Show broadcasts, as well as daily interactions in the classrooms and hallways, Draper staff members focus on modeling and encouraging positive traits throughout the school year. These traits include:

- Respect
- Responsibility
- Attitude
- Perseverance
- Service
- Teamwork
- Mindfulness
- Growth Mindset

The MohonasenCSD and Draper MS have also implemented practices and policies in order to comply with the Dignity for All Students Act (DASA), which took effect on July 1, 2012. The goal of this state law is to provide students with a safe, supportive educational environment that is free from discrimination, intimidation, taunting, harassment and bullying (including cyberbullying). Some of the law requirements include establishing anti-harassment and discrimination policies, creating school training programs, and including a course in civility, citizenship and character education in the curriculum for every grade level. For more information, please visit www.mohonasen.org.

Part 3: Student Success Team

As we require success from all students, it becomes critical that we have a plan for helping individual students who are struggling with success. While mindfulness practices and strategies for self-regulation can give the students the personal tools needed to become more effective and

successful students, there are often problems and situations that fall out of the student's circle of control.

Some students may struggle due to external circumstances, barriers that prevent them from reaching success. Others may struggle because there are services or assistance that they need but are not receiving. Even the strongest of students may have a time when external variables impact their ability to succeed.

For this reason we have developed the Student Success Team. The team consists of a group of educators and professionals within the school, each of whom has his or her own area of expertise. The team is charged with pooling members' expertise and resources to remove the barriers and bridge the gaps that are preventing individual students from succeeding academically, socially, and behaviorally. The team meets bi-weekly to develop a plan for the success of any student referred to the team.

Referrals to the team can be made by parents, teachers, or administrators. For more information about the Student Success Team, or to make a referral to the team, please call your child's Guidance Counselor at **(518) 356-8370**.

Members of the Child Success Team:

- Administrators
- Faculty
- Guidance Counselors
- School Social Worker
- School Nurse
- School Psychologist
- Outside Agencies

A "Crash Course" in Draper's Period Schedule

Draper Middle School operates on a 40 minute Period Schedule with core subjects (Math, English, Science and Social Studies) meeting every day. Here are some key things to know about Draper's schedules.

The Schedule Follows an Alternating Cycle: A Day; B Day; C Day and D Day.

Certain classes only run on alternating days, such as PE and Health. There are signs posted around the school to remind students what day it is in the cycle. Monthly schedules are posted online. *Note: The schedule is planned around scheduled holidays. If a snow day falls on an A day, the next day is an A day.*

- Period 1: 7:35-8:18 (DMSTV)
- Period 2: 8:22-9:02
- Period 3: 9:06 - 9:46
- Period 4: 9:50-10:30
- Period 5: 10:34-11:14
- Period 6: 11:18-11:58
- Period 7: 12:02-12:42
- Period 8: 12:46-1:26
- Period 9: 1:30-2:10
- Activity Period 2:15-2:50

Lunch

Each grade level will have a 40-minute lunch (period 5, 6, or 7). Each lunch period is split into two halves. Half of the grade will begin eating lunch, while the other half will have recess. Halfway through the lunch period, the groups switch. The lunch groups within each grade level will be mixed up on a periodic basis throughout the year.

Period 10 is held after the regular school day Tuesday through Thursday from 2:15-2:50 p.m.

Busing is provided on Tuesday, Wednesday and Thursday ONLY. In order to stay for period 10, a student must have an appointment pass from the teacher they are staying with approved in our Securly Pass System.

This is a designated time for:

- Additional academic help, when needed, with teachers;
- Scheduled meetings of school clubs and other extracurricular activities;
- Homework, particularly for student athletes;
- Detention, if assigned; and
- Parent-teacher conferences.

Be on time to class!

There are four minutes between the end of one class and the start of another. In many cases you will not have time to stop at your locker, so plan accordingly. If you get detained by a teacher, ask for a pass. Otherwise, if you're not in your class by the time the bell rings, you are tardy. Also - Don't get caught in a hall sweep!

Questions about your schedule?

Don't be afraid to ask a teacher, a friend, or stop by the Guidance Office for help deciphering your schedule.

Academically Speaking...

The “Middle Years” lay the foundation for High School

For many kids, preadolescence can be challenging. Peer pressure becomes a significant factor, and new relationships take on major importance as many children look for peer acceptance. With all this going on for preteens, is it any wonder that their desire to focus on academics might wane?

Students face rigorous academic standards and challenging high school graduation requirements. All students in grades 3-8 must take state exams in English and Math, while eighth graders also take a state science exam.

According to the New York State Education Department, a quality middle school program should offer academics that are comprehensive, challenging, purposeful, integrated, relevant and standards based. Middle school should have a philosophy and mission that reflects the intellectual, social-emotional and developmental needs and characteristics of children who are 10-14 years old. This is our aspiration at Draper Middle School.

So how do you, as a parent, spark an interest in academics when Fortnite is your child's greatest interest? Or the lure of hanging out with friends dwarfs all interest in school work? The ideas at right take time but they've worked for many parents — and they can work for you, too!

- **Be a positive role model.** When talking about your own work, emphasize not only the frustrations, but also the satisfactions that go along with reaching a goal or finishing a tough job. This is a great way to show your children that achievement has its rewards. Too many kids think school success comes from being “born smart” instead of from hard work.
- **Foster a “growth mindset”.** Challenge your student to push him or herself. A growth mindset values effort over fixed results.
- **Give your children lots of support.** Although the middle years are a time when children crave more independence, they still need daily encouragement and clear expectations from their parents. Let them know that struggling with a task is not necessarily a bad thing.
- **Tap into your child's interests.** Subscribe to a preteen or sports magazine to promote reading. Build research skills by using the Internet together to plan a vacation or learn more about a favorite musician. Visit museums, bookstores, theaters, etc. Enjoy cooking? Do some research and host ethnic theme dinners with family or friends. Be creative; show your kids that learning can be fun!
- **Make school the topic of daily conversations.** Ask questions of your children and their teachers, participate in school activities and check on homework, test grades, etc.
- **Stay connected.** Many Draper teachers utilize Google Classroom, class websites and other education apps to connect with parents. Make sure to access the SchoolTool Parent Portal where you will have access to grades and teacher email addresses.
- **Monitor your child's social media accounts /electronics.** Oftentimes, children and adults find themselves conversing and scrolling through social media endlessly. Monitoring your child's social media accounts and electronics regularly will ensure that they are not spending too much time on them and are staying safe.

Academic Intervention Services (AIS)

The faculty and staff at Draper Middle School are committed to helping all students succeed in challenging course work. A wide range of Academic Intervention Services (AIS) are provided to students who would benefit from extra support in order to meet grade-level expectations in math and ELA.

For example, students falling below state standards in English language arts and/or math will be scheduled for ELA/math every day. Extra help may also be provided by remedial teachers within a regular class or during advisory.

Students who are in serious academic jeopardy may also be placed in smaller classes for English or math where they have more time on tasks and more concentrated supports. Counseling services are also available to help at-risk students deal with peripheral issues that may be getting in the way of their school success.

If you would like more information about Mohonasen's AIS programs or wonder whether or not your child qualifies, call your school principal or guidance counselor.

Advisory

In the middle school block schedule, all students have an 80-minute advisory period every other day.

This time is a much-improved alternative to the old practice of mass "study halls" where very little studying ever took place. Instead, students are now assigned to a particular classroom and teacher for their advisory period. However, students don't necessarily stay in that classroom for their entire advisory period. In practice, advisory time is meant to be flexible and accommodating to students' needs and interests.

Advisory is a time when:

- Students can arrange to meet with any of their teachers for extra help.
- Students can get a start on homework assignments or make up past-due work.
- Students in the band, choir or orchestra programs practice and perform as a group.
- Students can relax and enjoy some time for free reading, if they are up to date in all classes.
- Living Environment labs meet.
- Academic Interventions Services are provided.
- Music ensembles meet.

Awards and Awards Ceremonies

The achievements of Draper Middle School students are recognized often! Draper celebrates students with positive behavior referrals regularly and recognizes standout students each month with the Student of the Month award.

In 6th, 7th & 8th grade, students are recognized at the classroom and team level.

For all grades, Draper holds a Student Recognition breakfast for stand out students and their family. All 8th grade students are recognized at the 8th Grade Moving-Up Ceremony each June. The date,

time and location of this event is published in the annual district calendar, which is mailed home at the start of each school year. It can also be found online.

Character Education

Mohonasen works in partnership with parents to maintain an environment that will reflect and reinforce core ethical values such as honesty, tolerance, personal responsibility, respect for others, observance of laws and rules, courtesy and dignity. Students are strongly encouraged to get involved in the many school sponsored clubs, activities, and service projects that support positive character development.

Course of Study

The course of study is generally the same within each grade level. Students who opt to participate in musical groups do so during advisory periods. Honors courses are also offered in certain subjects for academically advanced students. (See [Accelerated/Honors Classes](#)).

Sixth-grade Courses

Full-year classes:

- Computer Skills
- English/Language Arts
- Health
- Math
- Physical Education
- Science
- Social Studies
- + Advisory

Quarter-year classes:

- FACS
- Technology
- Art
- Music

Seventh-grade Courses

Full-year classes:

- English/Language Arts
- Math
- Physical Education
- Science
- Social Studies
- French or Spanish
- + Advisory

Half-year classes:

- Art
- Music
- FACS
- Wellness Seminar
(*Quarter-year seminar*)
- Technology

Eighth-grade Courses

Full-year classes:

- English/Language Arts
- French or Spanish
- Health
- Math
- Physical Education
- Science
- Social Studies
- + Advisory

Quarter-year classes:

- Art
- Music
- FACS
- Technology

Course Weighting

Several middle school courses are weighted. This means that certain higher level courses will be multiplied by 1.025. For example, a grade of an 80 in Honors English Language Arts would be multiplied by 1.025 and would be calculated as an 82. This weighted grade would be used toward the student's weighted GPA and would also be used for honor roll and National Junior Honor Society eligibility.

Course weighting pertains to all Honors courses at Draper, as well as the Living Environment and Algebra Regents courses (for accelerated 8th graders). Regents courses are counted toward a student's HS GPA.

Google Classroom

Many teachers post assignments and resources on their Google classroom. Students will receive information to access this resource from individual teachers.

Dropping a Course

There are no "elective" courses in the middle school course of study, so courses may not be dropped.

The only exception is for accelerated eighth graders enrolled in high school living environment or algebra. Those students may drop the accelerated course and enroll in the regular eighth-grade course for math and/or science. Parents should contact their child's guidance counselor to learn more.

Homebound Instruction

Homebound instruction — or home tutoring — is a service schools are required to provide to students who are unable to attend school due to medical, emotional, or disciplinary problems.

Middle school students who qualify for homebound instruction may receive two hours of home tutoring per subject up to 10 hours per week for all subjects.

If the inability to attend school is due to a medical condition, parents should call their child's guidance counselor as soon as possible and provide a written medical request for homebound instruction from the child's physician. The counselor will then submit the doctor's note along with additional paperwork to the superintendent of schools for approval of home tutoring.

Once approval is given, the counselor will secure tutors for each of the child's core subjects. The turnaround time between providing the doctor's note to the counselor and tutors contacting the family is generally 48 hours.

Homework

(Also see [Organization & Homework](#))

Homework helps students practice and reinforce what they learned in class. It also teaches self discipline, time-management skills and responsibility.

According to district guidelines, middle schoolers should be spending — on average — one to two hours on homework and/or reading daily.

It is the responsibility of each student to find out and complete homework assignments — even when absent from school. With a little planning and follow-through, students can avoid falling behind. For example:

- Visit Mohonasen's website at www.mohonasen.org for teacher's Google Classroom.
- Find a reliable friend in each class that you can call if you have a question about the homework, need to copy notes that you missed, etc. (Offer to do the same for him or her, too!)

- Get in the habit of writing down the week's assignments using an agenda book, Google Keep or another way that works for you.
- Know each teacher's rules (including deadlines!) for making up missed class work.
- Students are encouraged to use advisory periods and Period 10 if they have questions or have missed work due to an absence. In some cases a student may be scheduled to remain after school with the teacher to complete past due homework. If this request is made, it takes precedence over all other school activities.
- Students who will be absent (excused) for several days can call the Guidance Office to get homework worksheets. Allow 24 hours before pick up.
- Students who need to be out of school for an extended period, may — with a doctor's note — be eligible for home tutoring.

Accelerated and Honors Classes

All incoming students in grades 6, 7, and 8 are eligible to apply to the middle school's accelerated and Honors classes.

These classes are for academically advanced students who meet specific requirements in those subjects. Criteria includes high benchmark scores, strong classroom performance, teacher and guidance counselor recommendation and the child's desire to participate in a more demanding program.

Honors English Language Arts (ELA) is offered to students in grade 8. Accelerated Science is offered in grades 7 or 8. Accelerated Math is offered at all three grade levels.

The Accelerated Math class in grade 8 is the same course typically offered to high school freshmen. Accelerated 8th graders take the Algebra Regents Exam in June of their 8th grade year – one year ahead of schedule.

Similarly, the 8th grade Honors Science curriculum is the high school-level Biology course leading to the Living Environment Regents exam at the end of grade 8.

Students who pass either exam earn one high school Regents credit per exam.

Honor Roll

Four times each year, after report cards are issued, an honor roll is released based upon grades received during the preceding quarter. All classes with numeric grades are counted when computing honor roll standings.

- **HIGH HONOR ROLL** will be awarded to students who achieve a grade point average of 94.5 or above.
- **HONOR ROLL** will be awarded to students who achieve a grade point average of 84.5 to 94.4.

The honor roll and high honor roll are posted on Mohonasen's website. Each quarter, high honor roll students are celebrated and receive an incentive, provided by the Draper PTSO.

Junior Honor Society

Membership in Draper Middle School's National Junior Honor Society is open to 7th and 8th graders.

To be eligible for induction, students must meet established academic criteria. Students who meet the criteria will receive letters in March inviting them to apply for membership. The application also

requires participating in at least two school and/or community service activities, as well as teacher recommendations.

A special induction ceremony is held each spring and parents are invited to attend.

Keep These in Your Locker:

- Draper students are not allowed to wear hats, hoods, headphones, earbuds or carry cell phones, iPods, hand-held video games or mp3 players during the school day. This includes hand-held speakers. Sunglasses are prohibited.
- Coats and jackets designed as outerwear; These should be locked in student lockers and not worn during the school day.
- If you have a cell phone, it has to be turned off and stored in your locker during school hours.
- Food and beverages, besides water, are to be stored in your locker at all times.

Library

Draper Middle School's library is open during school hours: 7:30 a.m. to 2:50 p.m. The library has a good assortment of books, magazines, newspapers and encyclopedias — as well as 30 computers for students to use when working on school projects.

Draper's library web page is set up to help students with online research and provides access to the online library catalog.

Students may borrow up to four books and/or magazines at any given time. Students are also invited to stop in and renew a book if they haven't finished reading it by the time it's due.

All students are responsible for the materials they borrow. Please do not loan them to others!

Music Lessons

Students who participate in band and orchestra take small group lessons during the regular school day. Lessons are scheduled on a rotating basis to avoid conflicts with any one class. Students must report to their regular classroom teacher first, before going to a scheduled lesson. Students are also responsible for completing missed classroom assignments when they are pulled out for a music lesson.

Band, orchestra and choir students meet regularly to practice and perform as a group. Large group sessions are always scheduled to coincide with advisories.

Students are given monthly schedules, in advance, for both lessons and large group sessions. It is recommended that students record the dates and times in their assignment books to avoid forgetting!

Music students are required to keep their instruments in lockers in the music room.

Parent Conferences

Parents may make appointments for conferences with teachers and/or their child's guidance counselor by calling Draper's Guidance Office (**518-356-8370**) any time they have questions or concerns. School officials may also call parents to request a conference as needed.

If a parent or student is unhappy with an interim report or report card, a conference can help get to the root of the problem.

A conference is also a good opportunity to set up an improvement plan — for behavior and/or academics. In almost all instances, students will be expected to participate.

Guidance counselors can also set up and facilitate a group conference involving one or more teachers. The focus is always on problem-solving.

Most people, including students, say they feel relieved at the end of a conference. That's because once the nature of the problem is clearly understood, it's much easier to address it — particularly when everyone is working together.

Keep in mind things don't have to be desperate before parents step in. Any drop in grades is a good reason to call the school.

Physical Education

All students take Physical Education (PE) classes. Classes meet every other day for 40 minutes. Students receive a grade based on their participation, attendance, effort, citizenship, and skill development.

The main focus of the middle school Physical Education program is on developing an understanding of physical fitness and cultivating life-long fitness habits.

Appropriate dress for PE classes includes sneakers, T-shirts, shorts, or sweatpants.

Team Building and PE

All students take part in an annual team building/cooperative activities unit in their Physical Education classes. The focus is on building interpersonal and team problem-solving skills. In grades seven and eight, the team building unit culminates with students climbing Draper's popular "rock wall" and taking on other high elements that challenge students in nontraditional ways.

Medical Excuses and PE

Students who are unable to participate in Physical Education for any reason will need a signed note stating their limitations from their doctor. Students will be given a zero grade for each missed day unless they submit this written medical excuse to the school nurse (not the PE teacher). If a student ends the school year with a medical excuse, he or she needs to submit either a new excuse or a release note from their physician for the next school year.

Progress Reports to Parents

There are four marking periods in the regular school year. Report cards are available online, through SchoolTool, approximately 1-2 weeks after the close of each marking period. Interim reports are available in SchoolTool approximately halfway through each marking period. Combined, parents can expect to access eight reports, all through SchoolTool, on their child's progress in a typical school year. In addition, teachers will update grades and attendance information in SchoolTool on a regular basis.

Paper report cards will be mailed home to families at the end of each quarter. Parents should check for an accurate home address in Schooltool. If you do not yet have a SchoolTool account, contact the main office.

Specific dates are noted on Mohonasen's annual district calendar that is mailed home at the end of August each year and are available on the district's website. Parents are advised to note these dates. If, for any reason, they are unable to access their child's reports, parents should call the middle school main office.

Requests/Non-requests for Teachers

Requests for particular teachers cannot be honored since there are too many scheduling variables to consider and such requests could create imbalances in class sizes. Students are assigned to "teams" of teachers, not to one particular teacher.

If a parent or student has had a negative past experience with a particular teacher, a non-request may be submitted to the guidance office.

Where appropriate and scheduling permits, the school will do its best to honor such requests.

SchoolTool: Mohonasen Parent Access

For the 2025-2026 school year, all middle school parents can continue to use SchoolTool to access their child's attendance, academic, and discipline records online. In addition, teachers will update grades and attendance information in SchoolTool on a regular basis. To sign up for SchoolTool, or if you are unable to access the Internet, please contact the middle school main office. Parents/guardians can also enroll at Draper's Open House in September.

Standardized Tests

In grades 6, 7 and 8, students take the New York State tests in math and English/language arts.

Eighth graders also take a proficiency exam in French or Spanish, as well as a NYS science exam. These exams measure whether or not a student is on-track to achieve the challenging Regents requirements in high school.

Parents are advised to pay close attention to their child's standardized test results. These are shared with parents annually.

Summer Reading

All students are encouraged to free-read over the summer. Research shows that reading over the summer is critical, not only to maintain learning, but also for fostering social-emotional development, discovering the joy of stories, and elevating the importance of lifelong learning.

Tutors

Students or parents who wish to obtain a private professional tutor can contact their guidance counselor for the names of qualified tutors in various subject areas.

Draper offers tutoring in a small group setting. Contact your child's counselor for more details

Organization & Homework

One of the biggest challenges students will face during their middle school years will come from an unexpected source. It isn't making the basketball team or having to memorize a long list of mathematical formulas. According to counselors and teachers, it's learning how to manage their time and stay organized.

For the first time, all students are faced with having multiple teachers, each with their own set of assignments and expectations. Juggling these new academic relationships (not to mention their extracurricular activities and social lives) can be overwhelming for some kids. Helping children learn to keep track of their commitments will save them a lot of frustration and will put them on the road to success in school — and life!

Three Common Pitfalls—Watch Out for These Traps!

1. NOT WRITING DOWN ASSIGNMENTS.

Guidance counselors at Draper Middle School say this is a huge issue for students. Successful students get into the routine of copying down homework assignments from the whiteboard as soon as they enter the classroom.

2. NOT BRINGING THE RIGHT THINGS HOME.

At the end of each day, students should refer to their assignments when packing books and other supplies for home.

3. HAVING INCONSISTENT HOMEWORK HABITS.

Students often struggle with prioritizing tasks and creating routines. Set aside time and space each day to review your assignments. Complete them without rushing and most importantly, turn them in once you have completed them!

More Homework Tips for Parents

Make expectations clear & consistent!

Parents are the key to making homework a positive experience for their child at home. But, where do parents begin?

- **Schedule a structured time period for homework** (e.g., 6:30-7:30 p.m.) and keep this time consistent. Designate a quiet place without distractions or interruptions like phone calls.
- **Look at their assignments every night.**
- **Do not accept excuses.** (e.g., "I have no homework.") Your child will always have something he or she can work on during their scheduled homework time: written homework, free reading, studying for tests, organizing notebooks, etc. Insist that if "they did it in school," they still have to bring it home to show you.
- **Help your child get organized and stay organized.** Take 10 minutes each night to clean out notebooks and loose papers, three-hole-punch papers and insert them where they belong in a binder.

- **Establish a place at home to charge Chromebooks and store backpacks, making sure they're packed before bed with completed homework and all necessary supplies for the next day.** In the morning it will be easy to grab on the way out.
- **Don't hesitate to talk to a teacher about homework.** The best way to contact a teacher at Draper is through email or through Google Classroom.

Common homework excuses...and some effective responses!

- **"I don't have any homework."**
"Let me look at your assignments, or, let's go to your Google Classroom and see if there is any homework posted. I can also email your teacher and check."
- **"I already did it!"**
"Show me."
- **"My book is lost or stolen."**
"Call a friend."
- **"I don't need (or want) you to help me."**
"OK, but I will be checking your work every night."
- **"I do my homework but I always lose it."**
"I'll help you get your notebooks organized. We can work together each night to help you keep your binders clean."
- **"I don't understand the work."**
"Get a pre-signed pass to stay with your teacher during period 10."
- **"I forgot to write my assignments down."**
"Call a friend or see if it's in Google Classroom."

Student Support at Draper

Ensuring students feel safe and welcome is a primary goal at Draper. Conflicts between students, both in person, and online, is a serious issue all schools face. The majority of issues between middle school students are conflicts, not bullying.

Please refer to the Mohonasen Code of Conduct for the district definition of bullying. While bullying may involve a single incident, bullying is most often repeated over time, and involves a power imbalance (physical, social, emotional) between bully and victim. Bullying can be in person, or online.

Here is a helpful table that shows the difference between conflict and bullying:

Characteristic	Conflict	Bullying
Relationship between parties	Often friends or acquaintances (example: on-again, off-again friends)	Usually not friends
Balance of power	Usually equal	Unequal
Expression & atmosphere	Neutral face, sometimes friendly	The inferior party: often sad, depressed, crying, angry The superior party: may vary, but often laughter and scornful smiles, serious, not friendly
Activity repeated with same partners	Varies	Yes
Role switching (who wins & loses)	Yes	No
Relations immediately after episode	Parties often participate in new, common activity	The participants leave each other

Strategies for Students Engaged in Conflict

1. Stay cool
2. Talk it out
3. Walk away
4. Seek out help
5. Report to an adult

Don't Be a Bystander

A bystander is a witness to bullying. Bystanders can play a powerful role by positively influencing a potentially harmful situation. There are many ways to help someone who is being bullied!

- You can be direct and address the situation.
- You can talk to a trusted adult for help.
- You can report the incident by emailing your guidance counselor, teacher, or principals. The best ways to report an incident is to visit the main office, complete a student complaint form, or email.

Stand up for someone that is in a potentially harmful situation. ***If you see something, say something.***

No Place for Hate

Draper strives to provide a safe and secure learning environment for all students that is free from bullying and harassment, and provides students the tools necessary to resolve conflict peacefully.

Each year since 2019, Draper has been recognized as a No Place for Hate school by the Anti-Defamation League. Below are a sample of the character education and social-emotional programs offered at Draper.

- Student assemblies in the Fall and Spring
- Start with Hello Week
- The Great Kindness Challenge
- Beautiful Me Program
- Strong Links Program
- Wellness Seminar
- Restorative Practices

Portrait of a Mohonasen Graduate

- Growth Oriented and Knowledgeable: Persistent in effort; embracing of challenges, maximizing potential; exhibiting a Growth Mindset.
- Intellectually Curious and Creative: Driven to learn and understand the complexities and connections among cultures, people groups, facts and ideas.
- Financially Literate: Demonstrating fiscal awareness and discernment in all areas of money management including budgeting, saving, borrowing, investing and credit.
- Team Players & Responsible Citizens: Exhibiting selfless behavior; service oriented; multiculturally fluent; champions for equity; active contributors to local, state, national and global communities.
- Effective Communicators: Active and empathetic listeners demonstrating clear, concise, confident and courteous written and oral communication skills.
- Dynamic Problem Solvers & Critical Thinkers: Demonstrating effective, logical thinking to appropriately analyze and interpret data and situations as part of collaborative problem solving.

The Guidance Office

Draper employs three full-time guidance counselors — one for each of the three grade levels. As students progress from one grade to the next, their counselor moves with them, providing continuity and time to really get to know students and their families.

Guidance counselors are often the first people students and parents contact with questions or concerns. They take a holistic approach to making sure each student has a positive experience at Draper Middle School and that they are well-prepared for the challenges of high school and beyond.

Some of the key things counselors typically help students with include:

- **Helping each student know him or herself.** This includes helping students explore interests, capitalize on strengths and develop plans to address weaknesses.
- **Educational guidance and goal setting.** Counselors meet with students and parents to help select courses and review standardized test results. Counselors will also act as a “go-between” with teachers, students and parents to facilitate solutions to academic and/or behavior problems.
- **Personal counseling and/or referrals** for students experiencing any number of problems — academic, social, family, etc.
- **Helping students balance the demands of school, family and friends.** Special attention is paid to teaching “life skills” such as organization, study skills, time management, responsibility, cooperation, teamwork, and other habits and attitudes that will serve students well in any classroom, job, or social situation.
- **Organizing and facilitating parent-teacher conferences** where the focus is on problem-solving. (See [Parent Conferences](#))
- **Communicating regularly with parents** to build strong and effective partnerships between home and school.

Your Counselor is Here to Help!

Students: Make an appointment whenever you have questions or concerns. Parents: Call our office at **(518) 356-8370**.

Tara Millhouse

(518) 356-8370

tmillhouse@mohonasen.org

During the 2025-2026 school year, Mrs. Millhouse will work with 7th graders. In September 2026, Mrs. Millhouse will move to the 8th grade to work with her students.

Angie Santabarbara

(518) 356-8370

asantabarbara@mohonasen.org

During the 2025-2026 school year, Mrs. Santabarbara worked with 8th graders. In September 2026, Mrs. Santabarbara will move to the 6th grade to work with incoming students.

Kyra Grimsley

(518) 356-8370

kgrimsley@mohonasen.org

During the 2025-2026 school year, Mrs. Grimsley worked with 6th graders. In September 2026, Mrs. Grimsley will move to the 7th grade to work with her students.

Attendance & Behavior

The Draper Way:

1. Be Kind
2. Be Safe
3. Be You

Attendance, Absences, & Tardiness

A positive attendance record is critical for students to be successful. Parent support on this is essential.

Written Excuses are Required Within Three Days

Students in grades K-12 who are absent from school must submit a written excuse, signed by a parent/legal guardian, within three days of the student's return to school or their attendance record will permanently reflect an unexcused absence after this time. (In other words, no backdating of excuses will be allowed after these three days.) The excuse should indicate the reason for and the date(s) of the absence.

The Difference Between "Excused" and "Unexcused" Absences

Absences, tardiness, and early departures will be considered excused or unexcused according to the following standards.

- **Excused:** Absences due to personal illness, illness or death in the family, extreme weather conditions, medical appointments, religious observances, quarantine, required court appearances, music lessons, and approved school-sponsored trips or activities.
- **Unexcused:** Any absence that does not fit the above categories, e.g., family vacation, hunting, babysitting, hair cut, obtaining a learner's permit, oversleeping, etc.

When a student needs to miss school, parents are still asked to notify the school that day by calling the main office at **(518) 356-8352**. Upon their return, students should give their written excuses to their teacher or the attendance clerk at the start of the school day. A parent or guardian can also email the attendance clerk directly. The attendance clerk's email address is on the Draper website's homepage.

The school day starts promptly at 7:35 am. Students arriving late to school must sign in at the security desk using the Securlypass kiosk. If a student is late for a legitimate reason, parents are asked to provide a note within three days to our attendance clerk. Otherwise, lateness will result in a disciplinary referral.

School officials will take legal action when students are chronically late and/or absent. That said, the dean of students and guidance counselors at Draper Middle School are more than happy to work with parents of children with serious attendance problems. Don't hesitate to call for ideas or assistance!

Period 10 Appointments and Detentions

Period 10

Period 10 runs Tuesday through Thursday from 2:15 to 2:50 p.m. This is a time when many students voluntarily stay after to get extra help from teachers, organize their notebooks, or make up past-due work. Students must make arrangements and have an approved pass in Securly to stay with their teacher prior to attending period 10.

Teachers may also assign a “Period 10” appointment to students who owe work or did not follow class rules. The teacher will schedule the Period 10 appointment in the Securly pass system. This helps students remember when their Period 10 appointment is scheduled and communicates to parents why it has been assigned.

Detention

Students who exhibit more serious or chronic behavior problems may be assigned an after-school detention by the dean, assistant principal, or principal.

On Tuesdays, Wednesdays, and Thursdays late buses are provided for Period 10 appointments and detentions, so transportation home will not be a problem for students on the assigned days.

1:1 Chromebook

All Draper students will be provided a Chromebook for school use only. For details, please refer to the 1:1 Agreement Form, Chromebook Student Handbook, and Acceptable Use Policy on the district website.

Computer Use Code

Student use of school computers and other learning technologies is contingent upon them abiding by the district’s acceptable use policy.

All students must abide by the rules spelled out in the Computer Use Code. It is very simple for network administrators to pinpoint misuse of computers — down to which computer, at what time, location, and who was using it. So do yourself a favor and don’t horse around on the school computers. Also, do not share your password with anyone!

District Code of Conduct

(Please visit <https://www.mohonasen.org/about-us/policies-and-procedures/districtwide-code-of-conduct/> to view the complete District Code of Conduct.

In compliance with the state’s Safe Schools Against Violence (SAVE) legislation and the Dignity for All Students Act, the Mohonasen Board of Education has adopted a Code of Conduct (i.e., rules and regulations) for all people on school property.

This district-wide Code of Conduct was developed in consultation with teachers, parents, students, administrators, and other school/community representatives and is updated annually. It is available online at <https://www.mohonasen.org/about-us/policies-and-procedures/> or in the Draper Middle School main office.

Mohonasen's Code of Conduct sets high standards for student conduct and academic integrity. The Code of Conduct outlines clear consequences for students who break the rules. It specifically addresses consequences for infractions such as bullying, intimidation, harassment, swearing, plagiarism and cheating. The Code of Conduct also outlines the student Dress Code and Electronics Policy, as well as what is expected of students involved in extracurricular activities.

The Code of Conduct will serve as a standard for consistency and fairness that protects students' rights while promoting responsibility. We are committed to holding high academic standards of integrity.

Parents play an important role in the maintenance of good discipline in Mohonasen schools. Parents are encouraged to review the Code of Conduct and discuss it with their children on a regular basis.

Parents should encourage students to be "school ready" every day. This includes ensuring students arrive on time, dress appropriately, bring all needed materials and present an attitude of respect. It is essential that parents contact the school with any information that can help avoid problems during the school day.

Students who are in violation of the Code of Conduct and receive an internal school suspension (ISS) or an out of school suspension (OSS) are not allowed to attend athletic events.

Students who receive one ISS, one OSS, or two after school detentions are not eligible to attend the next Teen Town.

Dignity for All Students

New York State's Dignity for All Students Act (The Dignity Act) took effect on July 1, 2012, and was amended in July 2013 to include a cyberbullying component. Just as with the district's Code of Conduct, the law seeks to provide the State's public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment, and bullying on school property, a school bus and/or at a school function.

The Dignity Act includes, but is not limited to, acts of discrimination and harassment based on a student's race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex.

School officials understand the impact bullying and harassment can have on a school environment. More than a physical threat, bullying creates a climate of fear and makes learning difficult for all students. The law calls for each school to appoint a Dignity Act Coordinator who is trained to address issues in areas protected by the law and is accessible to the school community. The Dignity Act Coordinators at Mohonasen are the principals of each school.

Cyberbullying Amendment to DASA

The New York State Legislature passed an amendment to the Dignity for All Students Act, which took effect July 1, 2013 to specifically address cyberbullying not only within schools but also incidents that occur off school property that could "foreseeably disrupt" the school environment.

Extracurricular Activities

Join a Club ... Go Out for the Team ... Get Involved!

Extracurricular activities are a great way for kids to meet new friends, learn new things, or give something back to their community. Best of all, studies show that students who are involved in after-school activities earn higher grades and are more successful — both academically and socially.

Details about meeting dates and times are generally provided over the morning announcements and via the Student Google Classroom.

Parents and students should also feel free to contact their guidance counselor or club advisor for more information.

Athletics

All students at the middle school (grades six through eight) are encouraged to take part in intramural athletics that are offered throughout the school year. They are designed to appeal to students of all abilities and diverse interests.

Students in grades 7 and 8 may also compete at the interscholastic level on modified teams in football, wrestling, baseball, soccer, diving, lacrosse, basketball, cross country, girls volleyball, softball, track and field, lacrosse and swimming. Registration for these sports will be done online through FamilyID. (See below.) Questions? Contact the Athletic Director at **(518) 356-8270**.

Students participating in athletics are invited to attend Sports Study Hall. This is a working period for all athletes from the end of the school day until the beginning of practice. Students should use this time to complete assignments, seek extra help, and prepare for practice.

Sports Study Hall Expectations: Students must be at Sports Study Hall by 2:15. The expectation is to work on schoolwork, however students have the first ten minutes of study hall to use their cellphones if needed to make arrangements or update a change in sporting events with their parents.

Online Sports Registration with FamilyID

As of Spring 2018, athletes must sign up for their sports online through [FamilyID.com](https://familyid.com). All athletes must complete registration prior to each sports season.

FamilyID is a secure registration platform that provides an easy, user-friendly way to register to participate in an athletic team. Mohonasen also uses FamilyID for swim and other program registration.

For information and a link to register, visit

<https://students.arbitersports.com/organizations/mohonasen-central-school-district-athletics>

Question? Please call the Athletics Office at **(518) 356-8270**.

Color Guard

Advisor: Michael Salamone

Mohonasen's Color Guard accompanies the Marching Band at competitive field shows and parades. Guard members add a lot of pizzazz to the band by flashing and twirling batons, flags and rifles and dancing while the band performs. Members also compete against other color guards in New York state and beyond.

Students have the option of participating in the Indoor Guard during the winter months. It is also possible for instrumental students to participate in Color Guard.

Students are usually asked to attend meetings before the school year is over and are expected to attend practices beginning in July and participate in Band Camp, held the last two weeks of August.

DMSTV Club

Advisors: Kim Trestick and Josh Whipple

Students run the tech portion of DMSTV and provide daily on-air reporting.

Mohon Masque Jr.

Advisor: Abigail Fast

Get involved in a school play — center stage or behind the scenes. Mohon Masque's big spring musical involves students in elementary grades through high school. Tryouts and rehearsals are announced at least a week in advance to give students time to prepare. Even if acting, singing and dancing aren't for you, there are many other ways to get involved in the plays. Stage crew, set building, costumes, fund-raising and lighting are just a few of the behind-the-scenes opportunities for students.

Garden Club

Advisor: Pattie Baker

Help beautify Draper's Courtyard! Join us to help design and maintain a colorful outdoor space for our school. Students keep the courtyard cleaned up and weeded. Students also design an attractive outdoor space to use during class, for reading or for special events. Members care for and water flowers throughout the various seasons and make garden decorations, graded stones, birdhouses and more!

Library Book Club

Advisor: Mary Gorton

The Draper Library Book Club is devoted to connecting students to books in an ongoing effort to create lifelong readers. Members meet on a weekly basis to discuss various books that are selected as a group. In addition to weekly book discussions and other activities that promote reading, members also attend field trips, as well as participate in community and school events. All students

are welcome to attend. All that is required is an appetite for reading. Meetings take place every Friday after school in the Library Media Center.

Musical Performing Groups

- **Band Gr. 6-8:** Jason Varga
- **Choir Gr. 6-8:** Abigail Fast
- **Orchestra Gr. 6-8:** Cloë Shan

Band, choir and orchestra members practice regularly with their group during advisory periods. Each group performs at the winter and spring concerts, two school assemblies, annual school budget vote, Strawberry Festival and other special events that may vary from one year to the next. Serious students are also encouraged to prepare music and play for the New York State School Music Association Music Festival held each spring.

National Junior Honor Society

Advisors: Melyssa Burega and Jenn McGuire

For 7th and 8th graders who meet requirements: i.e. academic average, prior community service, etc. (See [Junior Honor Society](#))

Chess and Board Game Club

Advisors: Becky Sokolowski & Michelle Howard

For 6th through 8th graders who enjoy thinking critically, planning, using strategy, and having fun! This club meets several times throughout the year to learn how to play classic games such as Chess and Clue...but also new and exciting games such as Smash Up, Disney Villainous and so many more!

Fitness and Nutrition Club

Advisors: Kim Trestick

The mission of the Draper Fitness and Nutrition Club is to promote a healthy school environment through nutrition education and student advocacy. During the school year, students are involved in several activities that educate and promote healthy behaviors to Draper staff, students and community members.

Peers For Peace

Advisors: Paola Cummings, Kyra Grimsley, and Angie Santabarbara

Peers for Peace is offered at both the middle school and high school. The goal of this student group is to raise awareness about human rights and increase tolerance and respect for diversity within the school and community.

School Yearbook

Advisor: Mary Gorton

Students in grades six through eight are encouraged to contribute to the many aspects of creating a lasting record of their middle school years. Yearbook staffers structure layouts, take pictures, write captions, and document special events that take place throughout the school year. If you're

responsible, good at managing your time, hard-working and dedicated to producing a yearbook that reflects middle school life — then this is the club for you!

Science Club

Advisor: TBD

Environmentalists will enjoy the many outdoor activities (hiking, field trips, etc.) as well as recycling efforts that club members are spearheading. There are also plans to participate in competitions that combine science and technology. Joining this club will allow students to explore different aspects of science while having lots of fun.

Ski and Snowboard Club

Advisor: Mark DiCocco

Take to the slopes at various mountains in the northeast from January to March. Lessons and rentals available. Round-trip transportation is included. Open to students in grades 6-12 on a first-come, first-served basis. There is a fee of approximately \$225 to cover the cost of lift tickets and transportation.

Student Council

Advisor: Erin Degnan

Student Council membership provides an avenue for students to discuss ways to improve their school and have a voice in school operations. Two student representatives from each homeroom (grades 6-8) are chosen annually; these students must maintain a grade average of at least 80. Each September the eighth-grade class elects a slate of officers. Student Council Officers are required to maintain a minimum grade average of 85. Meetings are held approximately twice a month.

The Student Council sponsors several dances each year and helps organize the eighth-grade carnival. Other activities include an annual flower sale, various service projects and fundraisers that help support student field trips at all grade levels. This is a great way for students to get leadership experience while having a positive impact on their school.

Minecraft and Technology Club

Advisors: Mark Lajeunesse

This club takes what students are learning in technology class to the next level. Projects include robotics demonstrations, hydroponic gardens and mouse-trap powered vehicles. Students also use and build technologies like Minecraft, rockets, and hot air balloons!

Teen Town

Coordinator: Casey Coffey and Maria Frisone

The extremely popular “Teen Town” program gives Draper Middle School students a fun night out where they can socialize with friends in a well-supervised setting. Teen Towns are held on Friday evenings, approximately 3 times per grade during the school year, from 7 to 8:30 p.m. at the middle school. Dates are published in the district calendar.

At Teen Town, students can dance to music provided by a disc jockey in the school cafeteria and play basketball in the gym. Pizza, soda and other snacks are sold throughout the night.

There is a \$3.00 admission fee for students to cover the cost of the disc jockey, dance contest and door prizes. Parents who would like to help chaperone should ensure their contact information is up-to-date in SchoolTool to receive notification through the new School Messenger system when volunteers are needed.

Please note that Teen Town, Student Council Dances and the 8th Grade Moving Up Dance are for Draper Middle School students only; no guest passes are allowed.

All Teen Towns are chaperoned by several school officials including either the principal or assistant principal, teacher(s) as well as parent chaperones.

Participation in Teen Town and other student dances is a privilege, not a right. Any student arriving after 7:30 p.m. must be walked to the door by a parent or guardian. Students who leave the building during Teen Town will not be allowed to re-enter. Any student evicted from Teen Town will not be allowed to participate in Teen Towns/dances for the remainder of the year. Students suspended (internal or external) from school since the last general student dance or Teen Town will not be permitted to attend the next event. Lastly, students should have a positive attendance record - not including excused absences.

The Warrior Way School Newspaper

Advisor: Erin Degnan

Draper Middle School's student newspaper, The Warrior Way, is published three to four times each year. Students in grades 6 through 8 are encouraged to get involved in one or more of the various aspects of producing a newspaper. These include reporting, editing, layout, artwork and photography.

“This & That”

Change of Address or Phone Number

Any change of address or telephone number must be reported to the Guidance Office (**518-356-8370**) and the school nurse’s office (**518-356-8360**).

The school must have daytime phone numbers where parents can be reached in the event of an emergency.

Closings/Early Dismissals

The superintendent of schools may close schools or dismiss students and staff early when hazardous weather or other emergencies threaten health or safety.

School closings and delayed starting times will be reported to local television stations and radio stations. Closing information is also posted on the Mohonasen School District website at www.mohonasen.org and on the district’s Facebook page.

Sign up to receive e-mail and/or text message alerts through ParentSquare. For additional communication in the case of a closing/delay or early dismissal make sure you have updated your information in SchoolTool at the District’s website.

Parents are asked to avoid calling the school office for this information in order to keep phone lines open.

Dress for Success

Guidelines for School Dress: We tell students to come to school dressed as if this were their “job”. Studies show that students perform better if dressed the part.

If school and home work together on student attire, your child will understand what is acceptable and appropriate.

You can view our Dress for Success Guide by clicking [here](#) or visiting our school website.

Field Trips

Students must have prior written permission from a parent or legal guardian for all school-sponsored field trips. A permission/health form must be obtained from the teacher coordinating the trip, signed, and returned to the school prior to the trip.

Additionally, in order to participate in field trips, students must have on file with the school nurse an *Activity/Field Trip Medication Form* along with a *Student Health Card*. (Both cards are sent home at the start of each school year.)

Keep in mind that participation in field trips is a privilege, not a right, and may be revoked based on behavior, attendance or school performance.

Students are representatives of their school while on field trips and should behave accordingly by following all school rules. Students are also responsible for making up any course work they missed while on the trip.

Lockers & Locks

All students are assigned their own locker, as close to their classes as possible. Students may go to their locker any time during the school day provided they are not late for class.

To Unlock Your Locker:

- Turn the knob right two or more complete turns, stopping at the first number of the combination.
- Then turn the knob left, one complete turn, past the first number of the combination and stopping at the second number of the combination.
- Finally, turn the knob right to the third number of the combination and stop. Pull the locker handle to open.

Students should NOT share their locker combination or their lockers with other students.

Students must make sure their lockers are closed and locked before leaving them. (Do not leave it in a ready-to-open position!) The school is not responsible for items reported missing from school lockers.

Outerwear must be stored in students' lockers.

Be advised that student lockers are the property of the district and, like textbooks, are loaned to students for their use during the school year. To ensure student health and safety, the school reserves the right to inspect locker contents. This inspection may include, but is not limited to, locker clean-out days, the use of trained drug dogs, and individual locker inspections.

Lost and Found

Any student who has lost something or believes it may have been stolen, should report this to the office. School officials will make a reasonable attempt to find lost or stolen property, but the district is not responsible for its replacement.

Students who find property belonging to someone else are asked to bring it to the main office.

Morning Announcements

Each day during, morning during Block 3/4 announcements give students valuable information via DMS TV about things like athletic team tryouts, club activities, various deadlines, and school news. Listen carefully and have a pencil ready to jot down notes!

Morning announcements are also available at

www.mohonasen.org/draper-middle-school/ms-morning-announcements/

Passes

At Draper, a student must have an electronic pass anytime he or she is in the hallway during class time. Each student will have an account and assigned PIN to utilize our new ehallpass system, Securly. Teachers and students can create passes, only teachers may approve the passes. Students

should ask their teacher to approve passes should they need to leave their advisory period or stay after for a period 10. Each student is given 5 passes per day, unless there is a medical need documented with our school nurse or a 504/IEP. They are timed to end after 5 minutes.

Public Concerns

Public concerns about any facet of school life should generally follow a chain of command, starting with the person closest to the source of the complaint.

In most instances concerns will be directed to the building principal or his assistant if the matter cannot first be resolved by the teacher, guidance counselor, coach, or other staff member involved.

Parents and guardians must make an appointment with the Main Office to speak with the necessary person(s).

If an issue is not satisfactorily resolved at the building level, the concern may be carried to the superintendent of schools or one of his assistants.

Release of Student Directory Information

From time to time, student directory information is released for use in school publications, on school web pages and to the media, depicting activities of the Mohonasen School District.

Parents who object to the release of their child's directory information must notify both the superintendent of schools and their building principal — in writing — on or before September 15 in any given school year.

School Resource Officer (SRO)

Thanks to a partnership with the Rotterdam Police Department, a police officer works full-time in the Mohonasen School District when school is in session. Mohonasen's SRO provides a visible law enforcement presence on the campus. The SRO is also a resource for students, parents, faculty, and staff. The SRO is involved in counseling, teaching, participation in extracurricular activities, as well as safety and security issues. The SRO's office is located at Mohonasen High School.

School Social Worker (& Luna the Therapy Dog)

Draper Middle School has a Social Worker who is available to help students who are dealing with personal problems such as depression, drug or alcohol abuse, a family crisis, etc. Students may contact the Social Worker directly at **(518) 356-8375** (an office located in the main office suite) or they may be referred to her by a parent or school personnel.

Parents are also welcome to call the school social worker for information and referrals to community and social service programs.

Northern Rivers

Northern Rivers is a family of human services agencies providing help and hope to those who struggle with abuse, neglect, trauma, mental health challenges and educational difficulties. Northern Rivers navigates through an innovative continuum of home-, clinic-, school-, and community based practices, such as trauma-informed innovative solutions to ensure clients live their best lives. If you

believe your child could benefit from these services, please contact Nancy VanAllen, MSW, our school-based clinician at (518) 356-8355.

Security Cameras at the Middle School

Surveillance cameras to help deter violence and vandalism are in place in all Mohonasen schools.

These closed-circuit TV cameras monitor student activity in high-traffic areas both inside and outside of our schools. Security cameras record people as they enter and exit each building and sensors notify staff when there has been an unauthorized entry at selected doors. (There are NO surveillance cameras in student bathrooms or physical education locker rooms.)

The presence of cameras is designed to serve as an added deterrent to fights and other misbehavior, vandalism and violence. Video recordings also provide powerful evidence in disciplinary or criminal investigations.

Signing Students In and Out

When picking middle-school students up early for doctor appointments, etc., parents are asked to observe the following procedures:

- Parents are asked to write an early dismissal note for their child to bring to the office the morning of the appointment. This note should state the student's full name, reason for having to leave early, the time he or she will be picked up and include a parent's signature. The office will then issue an early dismissal pass, which students simply need to show to their teacher at the time of dismissal. The student is then free to report to the main office to meet his or her parent.
- Parents need to come **INSIDE** the school to meet their child and physically sign him or her out for the appointment. For safety reasons, students are not allowed to sign themselves out of school. Adults picking up students **MUST** have a valid photo ID.
- Students can only be signed out by contacts listed in SchoolTool.

Student IDs

All middle school students are issued a student identification card by the company that takes student pictures each year.

Student Records

The Family Education Rights and Privacy Act (FERPA) gives parents (not stepparents) and students over age 18 the following rights:

1. The right to inspect and review your (or your child's) education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the building principal a written request that identifies the records they wish to inspect. The principal will make arrangements for access and notify you of the time and place where the records may be inspected.
2. The right to request the amendment of your (or your child's) education records that you believe is inaccurate or misleading. Parents or eligible students may do this by writing to the principal, clearly indicating the part of the record they want changed, and specifying why it is inaccurate or misleading. If the district decides not to amend the record as requested, it will notify the parent or eligible student of the decision and advise them of their right to a

hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided at this same time.

3. The right to consent to disclosure of personally identifiable information contained in your (or your child's) education records, except to the extent that FERPA authorizes disclosure without consent.

Student Transfers

If a student is going to transfer to another school district, parents should notify the current school counselor as far in advance as possible.

Early notice will help make the transition smoother for all involved. School records need to be transferred and processed and schedules need to be adapted when students leave one school for another. Whenever possible, it's best to time the move to coincide with the end of a marking period or the beginning of a new school year.

Student Demerits

During the last quarter of the academic school year, every student will be held accountable for their behavior and attendance. Students' positive behavior will be rewarded with end of the year activities such as field trips, carnivals, Teen Towns, etc. Students who demonstrate negative behavior will receive leveled demerits for their infractions, resulting in possibly not attending such events. Additionally, students who are below the attendance threshold for the quarter will also receive level demerits.

Telephone / Cellphone Usage by Students

The main office has a telephone for student's emergency use only (i.e., to call home for forgotten books, physical education clothes, etc.). Students are not to use this phone to make social plans or to call parents for a ride home when they don't want to wait for the late bus. Cell phones are to be put away upon entering the building and kept in lockers until the end of the school day. **Please do not call or text message your child on his/her cell phone during the school day.** Our School cell phone policy was enacted by the Board of Education for the 24-25 School year and will continue to be utilized for the 25-26 academic year. More information can be found [here](#).

Textbooks

Textbooks and, in certain cases, other school supplies and materials, are provided to students on a loan basis. Such property is generally intended for use by a number of students over a period of years and should not be abused.

Students are responsible for the return of all loaned property. Each book is checked by the teacher when issued and its number and condition are registered upon student receipt. With reasonable care, books can be returned in June in about the same condition as when issued. If a book is lost or damaged, the student will be required to pay a fee based on the cost and condition of the book when issued.

Outside Food and Beverages

For health and safety, as well as cleanliness purposes, outside food and beverages are not allowed to be brought into the building by students. Outside food and beverages, such as Dunkin' Donuts

and other fast food, can become a distraction to students when in the classroom setting. We offer breakfast and lunch at Draper, as well as multiple vending machines. We kindly ask that food brought from home be stored in students' lockers. Delivery services, such as DoorDash and Uber Eats, are not permitted.

Visitors to the Middle School

For security reasons, all visitors during school hours are required to first report to the middle school security desk for a visitor's pass and present a photo ID. This includes parents.

Students may only be released to individuals who are listed in SchoolTool or via parent permission.

Website for Mohonasen

www.mohonasen.org

The Mohonasen School District website provides news and information on all kinds of topics—from what's making news in the district to what's for lunch each day, along with some new features.

Draper Middle School also has its own section on the district website and many teachers have classroom or department-level pages where visitors can learn about homework policies, see student work, or find helpful instructional links.

Things you'll find on the district website include:

- Access to SchoolTool for student academic, discipline and attendance information, as well as Essential Tasks, interim reports and report cards;
- School news and important reminders;
- Teacher and department-level web pages;
- Information about programs and academic-related news;
- A link to the district Facebook page;
- A link to the online apparel store;
- Budget and school advocacy information;
- Athletic news and sports pages;
- Information about adult education programs;
- A variety of district forms are available for your convenience;
- Information about swim classes for kids and adults;
- A searchable staff directory;
- School closing/delay information;
- School lunch and breakfast menus;
- Board of Education news, meeting agendas and minutes of prior meetings;
- Employment opportunities in the school district;
- Code of Conduct;
- An online calendar; and
- Archives of district newsletters and publications.

Information is updated regularly so check in frequently!

Working Papers

Any students under the age of 18 who want to work must first get working papers from the Guidance Department. This requires a parent's written permission to work, proof of age, and a certificate of physical fitness.

"Blue cards" are issued for students under the age of 16. When students turn 16 they must reapply for "green card" working papers.

The following laws apply to underage workers:

- 11-, 12- and 13-year-olds can work as newspaper carriers and can also hand-harvest fruits and vegetables up to four hours per week.
- 14- and 15-year-olds can work for three hours on a school day and eight hours Saturday, Sunday and holidays – up to an 18-hour work week. During the summer, they can work from 7 a.m. to 7 p.m.
- At age 16, teens can work four hours per day, Monday through Thursday, and eight hours per day Fridays, weekends or holidays. They can work up to 28 hours per week, between 6 a.m. and 10 p.m. With parental permission, they can work until midnight on Fridays and Saturdays.
- No minor can work in the construction industry and teens are not permitted to operate machinery that could prove dangerous.
- Teens must be paid minimum wage.

Teens and parents should be mindful that while working offers a number of clear benefits, studies show that working 15 hours or more each week during the school year often requires students to sacrifice sleep, homework and family time.

MohonCARES

Programs operated by the district that support children and families in need are often funded through an initiative known as [MohonCARES](#) (Connecting Area Resources to Empower Students). This program helps serve students both inside and outside the classroom. Across the district, students in K-12 are provided food, clothing, and toiletries.

MohonCARES exists at different levels in each school building. These programs largely exist because of donations from our families, our community and district employees. Visit the mohonasen.org homepage and click on the MohonCARES icon to make a donation.

Special Areas

The Food Service Program

It's a fact. Students who are well-nourished are shown to have increased problem-solving abilities, memory, verbal fluency and creativity.

With that in mind, Mohonasen offers a food service program at the middle school that is designed to fuel learning *and* offer a variety of choices that appeal to adolescents.

How Much Does Breakfast & Lunch Cost?

Due to recent legislation, all students will be provided a free breakfast and lunch, regardless of their family income. There will be no applications since all students are provided for within the 2026 State Budget ([source](#)).

Students will be able to purchase additional snacks using their school meal account unless a parent turns in a note saying they do not want students to use their meal account for snacks.

How Healthy Are School Meals?

Today's school meals are lower in fat and provide well-balanced servings from each food group. School lunches provide half of the recommended dietary allowances for calories, protein and vitamins A and C, iron and calcium.

New school meal standards are taking effect that are designed to make them healthier than ever. According to the US Department of Agriculture, school meals must adhere to strict calorie limits, schools must serve a greater amount of fruits and vegetables, and there are limits to the amount of breads/grains served.

In addition, under the new law, all students **MUST** take a vegetable or a fruit with each meal.

Students who are well-nourished are better prepared to learn. By implementing consistent nutrition standards throughout all corners of the school building, we believe it will improve the overall health and well-being of our students.

For more information on the new meal standards, visit <https://www.mohonasen.org/district-services/food-services/>.

Access to Meals

All students are given pin numbers and will enter them to receive their meal. Accounts will only be charged if the student is purchasing additional snacks.

Health Services

A full-time registered nurse is on staff at Draper Middle School to serve students' health needs, along with a part-time health office assistant.

Accident Insurance

Mohonasen provides supplemental student accident insurance that serves as secondary coverage. Benefits will not be paid for medical expenses covered by a student's primary insurer. In order to receive benefits from Mohonasen's student accident policy, parents must first submit all medical

bills to their own health insurance carrier. In the event no health insurance exists, the district has elected to self-fund the \$100 deductible for this coverage. Insurance forms are available from the school nurse.

Health Cards

At the start of each school year, a Student Health Card is sent home for parents/guardians to fill out and return to the school. It should be returned to the school as soon as possible after receiving it.

The information on this card is kept on file in the nurse's office throughout the year. It includes emergency contact numbers for parents and medical information concerning each student. Parents are urged to call the school nurse immediately if any of this information changes during the school year.

Illness

Students who become ill or injured during the school day need to report to the school nurse before calling or texting a parent to come get them or leaving school on their own. Any student leaving school due to the above reasons must be released by the school nurse.

Immunizations

New York State law requires that all incoming 6th graders who have reached their 11th birthday by September 1, have a Tdap booster immunization before the beginning of school. The physician's documentation of this shot must be presented to the school nurse. Any child who has their 11th birthday after September 1 will have two weeks following their birthday to get this NYS required booster.

Effective July 1, 2014, a second dose of Varicella (chickenpox) is now required for 6th graders. Please note New York State now requires all students entering seventh grade to be vaccinated against meningococcal disease.

For more information, contact the school nurse at **(518) 356-8360**.

Medications in School

Students, with the exception of diabetics, may not have any medication (prescription or over the counter) in their possession during the school day (i.e., not in pockets, lunch boxes, backpacks, lockers, etc.). The only medication exceptions are an asthma inhaler or Epi-Pen, which may be carried by the student if they have a physician order and parent consent, along with the approval of the school nurse.

The following guidelines must be met before administering any medication during school hours:

- All medication, over the counter and prescription, must be brought to school by a parent or responsible adult in the original labeled container (prescription medication must be in a pharmacy labeled container). Stock Acetaminophen and Ibuprofen are available in the nurse's office and can be given by the school nurse with a physician order unless the parent chooses to provide the student's own Acetaminophen/Ibuprofen. All other over the counter medication must be provided by the parent.
- A written physician order including name, dose, duration, and reason for prescribing the medication and possible adverse reactions.

- A written note from parent/guardian giving the school nurse permission to administer the medication as prescribed by the physician.
- Any discontinued or unused medication will be disposed of at the end of the school year if not picked up by the parent by July 1.
- All medication orders must be renewed by the physician each school year.

School Physicals/Dental Certificates

NYS regulations require new students to the district as well as students entering 7th grade shall submit a health physical certificate signed by a licensed physician or nurse practitioner. This certificate shall be submitted within 30 days of entrance into the district or before January 1 of their 7th grade school year. Such examinations shall be accepted if it is administered not more than 12 months prior to commencement of the school year in which it is required. If the student does not submit a current physical from his/her own physician, a physical by the district physician will be scheduled to meet this requirement.

Dental certificates are also required for 7th grade students.

Please see the district website (<https://www.mohonasen.org/district-services/health-wellness/>) for information on the state-required health form.

Sports Physicals

To play on a team, or even practice, students must — by law — have a sports physical on file with the school nurse. The physical must be dated within the past calendar year of the current sport season.

The physical can be performed by a student's family doctor, but Mohonasen's health physical form for Grades 6-12 — which is also available from the school nurse or online at <https://www.mohonasen.org/district-services/forms/>—must be filled out.

Prior to each sports season, students also have the option of having a free sports physical performed by the school physician. Students will be given advance notice throughout the year of the physical dates.

Students must obtain and complete a Sports Packet. This is provided by coaches prior to each sports season,

Note: In order for all students to participate on a school sports team, a Sports Health Update Form must be filled out, signed by a parent, and turned in to the school nurse. This form can also be obtained from the school nurse or at www.mohonasen.org.

Hand Sanitizer Use

Draper Middle School has alcohol-based hand sanitizers available in the school building. If parents/guardians wish to opt their child out of using it, they should send a written notice to the school.

Parent Groups

Participation in parent organizations is a natural way to stay connected to your middle schooler. It's also a way to get involved in some of the many fun and worthwhile activities that these groups

support. Get involved and you'll also get to know your child's friends — and their parents — a little better, too!

Draper Middle School sponsors two parent nights each year. Past events have covered math, guest authors, social-emotional topics and other presentations.

Volunteers Needed

We are in great need of PTSO (Parent-Teacher-Student Organization) volunteers for the following activities:

- Teen Town chaperones (sign up for one or all!)
- Honor Roll/ High Honor Roll Incentives
- 8th Grade Carnival Committee
- 8th Grade Awards Coordinator (can be shared position)

We would love to tap your area of expertise! There may be other events throughout the school year for which we could use your help. Please call Draper Middle School at **(518) 356-8350** if you are interested.

Music Parents Association

The Mohonasen Music Parents Association is a parent group that supports all student musical performing groups, grades 3-12.

The group organizes several events each year, helps with the annual concerts and chaperones at special events — from local parades to out-of-state competitions.

The group meets monthly during the school year. Check the district calendar for dates and times.

- **Music Parents Email:** mohonmusicparents@yahoo.com

Band Boosters

- **President:** Stacy McLean
- **Band Boosters Email:** mohonbandboosters@gmail.com

Students with Disabilities

Draper Middle School students with disabilities work side-by-side with their peers in inclusive classrooms and are actively involved in all aspects of middle school life. Students often receive additional services or participate in specialized programs to accommodate their disabilities while facilitating success in school and life.

What follows is a BRIEF explanation of some of the district's programs, plans, and resources for students with disabilities. For more information, parents should contact Mohonasen's Director for Special and Alternative Education at **(518) 356-8221**.

Consultant Teachers

Since the goal is to provide a quality education in the least restrictive environment, most students with disabilities learn side-by-side with their peers in general education classrooms. Consultant teachers are special education teachers who work with the regular classroom teacher to help "integrated" students find success in the general education environment. Consultant teachers, for

example, may co-teach lessons, restructure assignments, provide special accommodations, and follow-up with students and/or teachers after class.

Learning Lab

Special education teachers are available to meet with students in small groups outside the general education classrooms to make sure students receive the supplemental support needed to meet high academic standards. The nature of these supports is spelled out in each student's Individual Education Plan (IEP).

The learning lab is staffed by special education teachers who provide additional instruction to strengthen the skills of students with disabilities. Learning lab teachers also work to provide students with necessary accommodations and modifications.

Special Class

While all students with disabilities are encouraged to participate in general education classes, for some this environment proves to be very restrictive. Some students require the additional support and structure of special classes designed to address their unique instructional needs. These "self-contained" classes have low student-to-teacher ratios and allow for more individualized instruction.

Individualized Education Plan (IEP)

The Committee on Special Education must develop an Individual Education Plan (IEP) for all special education students. In developing the IEP, the committee considers evaluations, student strengths, concerns of the parent and where appropriate, student performance on state and district assessments.

An IEP documents the following: present level of performance; how the student's disability impacts his/her participation in the general curriculum; classification of the disability; annual goals; recommended programs and services; eligibility for state or alternate assessments; a list of any alternative accommodations; a list of any assistive technology devices; and transitional goals at the appropriate time.

Program/Testing Accommodations

Students with IEPs or 504 Plans often have testing or classroom accommodations as part of their middle school program. Accommodations may include: additional strategies for participating in class activities, for acquiring class notes or for completing homework. Testing accommodations are provided only as the result of a recommendation by the Committee on Special Education (CSE) or 504 Compliance Committee.

504 Plans

"504 Plans" are developed to support students whose physical or medical needs have a significant negative impact on their success in school. Special accommodations are written into 504 Plans to ensure that students with disabilities receive a free and appropriate education — just as non-disabled students do. Accommodations, for example, may include providing additional time and/or alternative locations for tests or special strategies for participating in class activities. A 504 Plan is not the same as an IEP (Individual Education Plan), which is generally much more intensive.

Psychological Testing

At the request of the Student Study Team and/or the parent/guardian, a student can receive psychoeducational testing, which may include tests of ability and/or achievement level. A psycho-educational evaluation must be authorized by Mohonasen's Office of Student Services. Testing is conducted by the school psychologist. Students with an IEP are required to receive an updated evaluation at least every three years.

Transition Planning

All students aged 15 and older who have a disability receive transitional planning as part of the annual review of the special education program. The student's case manager, in consultation with the transition specialist, will work annually to address post-secondary education, employment, and community living goals. As students move closer to graduation, representatives from Adult Career and Continuing Education Services-Vocational Rehabilitation (formerly known as VESID) and other community-based services may be included in the process.

Web Resources

The Internet is a helpful source of information for parents and students who want to learn more about a particular disability, find resources, network with others, etc. What follows are a few sites that address some common disabilities:

- Adult Career & Continuing Education Services-Vocational Rehabilitation (formerly known as VESID)
<http://www.acces.nysed.gov>
- Asperger's Syndrome Education Network
<http://www.aspennj.org>
- Children and Adults with Attention Deficit Disorder (CHADD)
<http://www.chadd.org>
- Learning Disabilities
<http://www.ldonline.com>
- National Attention Deficit Disorder Association
<http://www.add.org>
- Center for Parent Information and Resources
<https://www.parentcenterhub.org/resources/ourcelibrary/>
- Obsessive-Compulsive Foundation
<https://iocdf.org/>
- New York State Talking Book and Braille Library
<http://www.nysl.nysed.gov/tbbl/index.html>
- Office of Special Education and Rehabilitative Services
<http://www.ed.gov/about/offices/list/ose/index.html>

Transportation

Mohonasen transports approximately 3,000 students more than a half million miles annually. Staff in our Transportation Department work hard to provide safe and efficient service to all students.

Post cards are mailed home notifying students of their **assigned** bus stop approximately two weeks before the start of each new school year. Students are asked to report only to this stop.

Please be patient the first few weeks of school to allow drivers to adjust bus routes and times. Pick-up and drop-off times may vary 5-10 minutes either way.

If parents have a transportation-related issue or concern, it's important they contact the transportation office **(518-356-8260)** or their child's school directly rather than approaching a school bus driver.

Bus Notes

Parents wishing to have their student picked up or dropped off at a location other than their home must complete a request form that can be found on the district website, www.mohonasen.org/transportation. Please contact the transportation office at **(518) 356-8260** with any questions.

If a student wants to ride an alternate bus other than the one he or she is scheduled to ride, (i.e., to go to a friend's house after school), parents are required to send a written note that must be turned in at the front office in the morning. Bus drivers will ask students to produce the approved note before allowing them to board a bus they are not scheduled to ride.

Bus Rules

The safety of all students is the district's primary concern. All buses are school property and are subject to all rules set forth in the Code of Conduct. Each student has an individual responsibility to help ensure the safety of all students on the bus by following the rules.

Coming to school, going home, and riding buses for extracurricular events or field trips, all students are expected to listen to and obey all instructions from transportation personnel and adhere to the following rules:

1. Behave in a safe and orderly manner at the bus stop, school bus port and on the bus.
2. Look both ways if crossing a road AND wait for the driver's hand signal or directions before crossing.
3. Enter and exit the bus in an orderly fashion.
4. Ride in your seat, facing forward.
5. Keep the bus clean and free of litter.
6. Keep all parts of your body inside the bus at all times.
7. Be responsible for your own belongings.
8. Respect others' property.
9. Speak quietly, using appropriate and respectful language.
10. Refrain from activities that may damage the bus.
11. Use of illegal substances (alcohol, tobacco and drugs) is prohibited.
12. Refrain from bringing objects (like skateboards, large musical instruments or school projects) onto the bus that may present a safety hazard.
13. No eating or drinking on the school bus. Many students have food allergies and food on the bus could cause a medical emergency.

The Code of Conduct spells out clear disciplinary rules for students who violate bus rules.

Changing an Assigned Bus Stop

If you want to request a change in an assigned bus stop, contact the Transportation Office by phone at **(518) 356-8260**.

Mohonasen's policy is to try to honor change requests to existing bus stops — provided there is enough room on the bus.

For obvious safety reasons, the district's goal is to have no students forced to stand on buses. During the first two weeks of school, bus routes may need to be adjusted to meet this goal.

For more information about the Mohonasen Transportation Department, visit www.mohonasen.org/transportation.

Activity Period Buses

Late buses are provided on Tuesdays, Wednesdays, and Thursdays. Buses arrive at the school between 3:25 and 3:35 p.m. so transportation home will not be a problem for students participating in extracurricular activities or period 10 appointments and main office detentions on those days. A list of late run bus letters and assigned stops can be found on our website, www.mohonasen.org/transportation.