



George Washington Carver
High School for the Sciences

143-10 Springfield Boulevard
Springfield Gardens, New York, 11413
(718) 525-6439 (voice) ♦ (718) 525-6482 (fax)



"To raise the knowledge, skills and opportunities of every student"

Dr. Janice M. Sutton
Principal

Mrs. Magdalena Bellamy
Assistant Principal

Mrs. Latoya Key
Assistant Principal, I.A.

2015-2016
STUDENT HANDBOOK



NAME_____

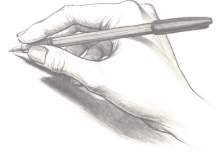
ADDRESS_____

CITY/TOWN_____STATE/PROVINCE_____

ZIP/POSTAL CODE_____PHONE_____

STUDENT ID. #_____OFFICAL CLASS_____

Principal's Welcome Letter



Dear Parents/Guardians and Students:

High School is an amazing opportunity for students to prepare for their future. George Washington Carver High School for the Sciences (GWCHSS) has made a long-standing commitment to provide students with personalized learning experiences to help students feel confident about their abilities and begin to plan for the future after high school. Our mission is to raise the knowledge, skills and opportunities of every student to become lifelong learners and to pursue careers in science, mathematics and/or technology.

GWCHSS provides students' with an in-depth, well-rounded and thorough college preparatory education with an emphasis on science and mathematics. At all levels of training, classroom teaching and learning are complemented with authentic, inquiry-based learning and research experiences that will enable students to become adept at critical thinking and problem solving.

Education is a three-part process: it takes the commitment of students, parents/guardians, and teachers working together. We need all three parts sharing responsibility to ensure every student reaches his/ her potential. As part of this process, parents/guardians need to ensure students arrive at school on time and prepared to learn.

We believe our students' years at GWCHSS are their opportunity to become scholars and champions! I am confident that this will be an outstanding school year and look forward to working with the entire school community to continue the GWCHSS tradition of academic excellence.

Educationally yours,

Dr. Janice M. Sutton
Principal

STUDENT INFORMATION

In case of emergency notify:

Name_____

Address_____

City/Town_____State_____

Zip/Postal Code_____Telephone_____

Other Important information:

Some data may be considered confidential and private, yet can be of vital importance in emergencies. Please use your discretion in entering the information.

Physician_____

Telephone_____

Blood Group_____Rh Factor_____

Allergies_____

Medical Insurance No._____

Other Medical Data_____

Student Behavioral Contract

Name of Student

Student ID #

Class

I know that I have a right to:

- be in a safe and supportive learning environment, free from discrimination, harassment and bigotry;
- know what is appropriate behavior and what behaviors may result in disciplinary actions;
- be counseled by members of the professional staff in matters related to my behavior as it affects my education and welfare within the school;
- due process of law in instances of disciplinary action for alleged violations of school regulations for which I may be suspended or removed from class.

I agree to:

- come to school on time;
- display my school ID at all times;
- appear for each of my classes at the start time, ready to begin work;
- be prepared with appropriate materials and assignments for all classes;
- show respect to all members of the learning community;
- resolve conflicts peacefully, and avoid fighting inside or outside of the school or at program sites;
- behave respectfully, without arguing, and cooperate when a staff member gives direction or makes a request. I understand that I will be given an opportunity to voice my concerns at an appropriate time if I do not agree with the request;
- take responsibility for my personal belongings and respect other people's property;
- dress appropriately by adhering to the school's dress code and do not wear any suggestive clothing including skinny tank-tops, midriffs, short-shorts, or mini-skirts;
- refrain from wearing clothes which have any signs of gang affiliation (e.g. scarves, bandanas, accessories) and refrain from using gang signs, calls, chants, movements, handshakes;
- refrain from bringing weapons, illegal drugs, controlled substances and alcohol to school;
- refrain from bringing personal possessions that are disruptive (e.g., cell phone, beeper, pager) in school;
- share information with school officials that might affect the health, safety or welfare of the school community;
- keep my parents/guardians informed about school-related matters and make sure I give them any information sent home;
- follow all rules in the Discipline Code;
- behave responsibly as described in the Bill of Student Rights and Responsibilities.

I have received a copy of the ***Discipline Code*** and ***Bill of Student Rights and Responsibilities***, and understand this contract. I agree to follow the rules of behavior.

Student Name: _____ Signature: _____ Date: _____
(Please Print)

Parent Section

I have received a copy of the ***Discipline Code*** and ***Bill of Student Rights and Responsibilities*** and understand the behavior that is required of my child.

I agree to help my child follow this agreement by:

- encouraging my child to be a respectful and peaceful member of the school community
- discussing the contents of the Discipline Code and the Bill of Student Rights and Responsibilities with my child
- participating in any discussions and decisions concerning my child's education
- attending scheduled appointments with school staff
- providing the school with current telephone numbers and emergency contact information
- alerting the school if there are any significant changes in my child's health, or well-being that affect his/her ability to perform in school.

Parent/Guardian Name: _____ Date: _____
(Please Print)

Parent/Guardian Signature: _____



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Mrs. Latoya Key, Assistant Principal, I.A.

2015-2016 School Bell Schedule

Period	Start Time	End Time
1	8:10 am	8:55 am
2	8:57 am	9:42 am
3	9:44 am	10:33 am
4	10:35 am	11:21 am
	Lunch	
5	11:23 am	12:09 pm
6	12:11 pm	12:57 pm
7	12:59 pm	1:44 pm
8	1:46 pm	2:30 pm

GRADUATION REQUIREMENTS

REGENTS DIPLOMA		ADVANCED DESIGNATION REGENTS DIPLOMA	
REQUIRED COURSES	Required Number of Credits	REQUIRED COURSES	Required Number of Credits
English	8	English	8
Social Studies	8	Social Studies	8
Math	6	Math	6
Science	6	Science	6
Foreign Language	2	Foreign Language	6
Health	1	Health	1
Physical Education	7 (.58 credit value each)	Physical Education	7 (.58 credit value each)
Sequence/Electives	7	Sequence/Electives	7
Art/Music	2	Art/Music	2
TOTAL	44.0	TOTAL	44.0

REQUIRED REGENTS EXAMINATIONS Passing score of 65 or above to earn Regents endorsed diploma College and Career Readiness – Passing Score: 80 on Math; 75 on all other Regents Examinations	REQUIRED REGENTS EXAMINATIONS Passing score of 65 or above to earn Advanced Regents endorsed diploma College and Career Readiness – Passing Score: 80 on Math; 75 on all other Regents Examinations
English Language Arts	English Language Arts
Global History/Geography	Global History/Geography
U. S. History and Government	U. S. History and Government
1 Mathematics	3 Mathematics
1 Science	At least 2 Sciences
	1 Foreign Language

SPRINGFIELD GARDENS EDUCATIONAL CAMPUS

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G.W. Carver H.S. for the Sciences

Dr. Janice M. Sutton - Principal
Mrs. Magdalena Bellamy- AP
Mrs. Latoya Key – AP, I.A.

Excelsior Preparatory High School

Mrs. Lilly N. Lucas - Principal
Mr. Hassan Fuller- AP
Mr. Rodney Orji- AP

Preparatory Academy for Writers

Mr. Charles Anderson - Principal
Mr. Chris Tidridge- AP
Ms. Jessica Behr- AP, IA
Mr. Mahendra Singh- AP

Queens Preparatory Academy

Ms. Tashon Haywood -Principal
Ms. Rhonda Jeffrey- AP

SCHOOL-BASED POLICY OF SPRINGFIELD GARDENS EDUCATIONAL CAMPUS FOR USE OF CELL PHONES, HEADPHONES, EAR PLUGS/BUDS, COMPUTING DEVICES, AND PORTABLE MUSIC AND ENTERTAINMENT SYSTEMS ON SCHOOL PROPERTY

A. The use of cell phones, computing devices and portable music and entertainment systems at school is subject to the conditions below.

1. Cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) may not be turned on or used during the administration of any school quiz, test or examination.
2. Cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) may not be turned on or used during the administration of any school quiz, test or examination, except where such use has been explicitly authorized by the school or is contained in an Individualized Education Program or Section 504 Accommodation Plan.
3. Cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) may not be turned on or used during school fire drills or other emergency preparedness exercises.
4. Cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) may not be used in locker rooms or bathrooms.
5. Students who use cell phones, head phones, ear plug/buds computing devices, portable music devices and entertainment systems (electronic devices) in violation of any provision of the DOE's Discipline Code, the school's policy, Chancellor's regulation A-413, and/or the DOE's Internet Acceptable Use and Safety Policy ("IAUSP") will be subject to discipline in accordance with the guidance interventions and disciplinary responses set forth in the Discipline Code.

B. Cell phones, head phones, ear plug/buds computing devices, portable music devices and entertainment systems (electronic devices) may be used as set forth below consistent with Regulation A-413).

During the school day:

- Cell phones, head phones, ear plug/buds computing devices, portable music devices and entertainment systems (electronic devices) may not be turned on or used while on school property except in the cafeteria during designated hours.
- Cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) may not be turned on or used during instructional time.

During after-school, school-sponsored programs or activities:

- Cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) may not be turned on or used during after-school, school-sponsored programs or activities. This includes before, during and after instructional time (extended day activities) e.g. PM school, Regents Review, tutorial sessions, SGA events and PSAL sponsored events.

C. Shared space in campus schools

- At the Springfield Gardens Educational Campus the use of cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) may only be used during the following non-instructional times of the school day: breakfast and your schools lunch period in the following designated area: cafeteria only.

D. Confiscation and return of electronic item

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Ms. Tashon Haywood - Principal
Ms. Rhonda Jeffrey- AP

- **If a cell phone/ electronic device rings, vibrates, or is used for any reason without teacher permission, or is visible anytime during class time or if you are caught using it on campus during class time, a staff member may confiscate the device.**
- **Refusal to surrender your cell phones, head phones, ear plug/buds, computing devices, portable music devices and entertainment systems (electronic devices) when asked is considered insubordination. Insubordination may result in disciplinary consequences. Parents will be contacted.**
 - **First Offense ~ The** cell phones, computing devices, portable music devices and entertainment systems (electronic devices) **will be held in the dean of students office until a lunch or after school detention is served. Students may pick up their phone at the end of the school day.**
 - **Second Offense ~ The** cell phones, computing devices, portable music devices and entertainment systems (electronic devices) **will remain in the dean of student's office until the end of the school day. An Administrator/Dean will establish parent contact and assign one week of detention.** Cell phones, computing devices, portable music devices and entertainment systems (electronic devices) **must only be picked up by a parent/guardian of record.**
 - **Third Offense ~ The** cell phones, computing devices, portable music devices and entertainment systems (electronic devices) **will remain in the dean of students office until it is picked up by a parent/guardian of record. The Administrator/Dean will issue a one day suspension.** Cell phones, computing devices, portable music devices and entertainment systems (electronic devices) **may only be picked up by a parent/ guardian of record following a post suspension conference.**

Please see the following link if your cell phones, computing devices, portable music devices and entertainment systems (electronic devices) are damaged or lost:

[https:// comptroller.nyc.gov/wp-content/uploads/2013/12/NYCBLA-PD1.pdf](https://comptroller.nyc.gov/wp-content/uploads/2013/12/NYCBLA-PD1.pdf)

Parent/ Guardian Signature: _____

Date: _____

Student Signature: _____

Date: _____