



Long Island City High School

Student Handbook 2018-2019



*14-30 Broadway
Long Island City, N.Y. 11106
(718) 545-7095
Fax: (718) 545-2980*

<http://longislandcityhs.schoolwires.net>

Ms. Vivian Selenikas, Principal

Long Island City High School Table of Contents

- Who we are? Page 3
- LICHS Core Values Pages 4
- SLC Mission and Vision Statements Page 5

Academy of **H**umanities and **U**rban **C**ulture

Academy of **W**ellness **E**ducation

CULinary Arts Academy and Restaurant Hospitality Management

Global **L**ANGUages Academy

- Top 10 ways to have a successful experience at LICHS Pages 6 - 7
- Important to know Pages 8 - 9
- How LICHS Families get involved / Common Core Page 10
- Bell Schedule (Regular) Page 11
- Wednesday Bell Schedule Page 12
- School Year Calendar Pages 13 - 14
- School Staff Page 15
- Small Learning Community (SLC) Directory Page 16
- Promotion Policy & Graduation Requirements Pages 17 - 18
- LICHS Discipline Policy Pages 19 - 20
- Thank You For... Page 21
- Frequently Asked Questions (FAQ) Page 22
- LICHS PSAL Teams Page 23
- LICHS Floor Plan Page 24



Who are We?

Welcome to Long Island City High School, otherwise known as LICHS. One of the most diverse schools in Queens. The school serves grades 9 through 12 and has award-winning courses in the Arts, Culinary Arts, Global Languages and Sports Medicine. Expect to learn the skills and strategies to effectively read, write, speak, and listen in every one of your classes.

You can also expect that your learning will be applied throughout every facet of your development as an LICHS student. Instruction is largely student-directed, hands-on, discovery-based, and collaborative. At LICHS, you will regularly:

- Communicate through writing and other forms of media
- Research and problem solve
- Evaluate yourself and your peers based on standard criteria
- Self manage and set goals

At LICHS you are part of a smaller learning community of readers, writers, historians, scientists, mathematicians, artists, and athletes.

Always remember that your success starts with you!

Our Vision

Long Island City High School is committed to the development of a safe and productive learning community that fosters a meaningful and respectful collaboration among students, staff, parents/guardians, and the community in order to achieve common goals. With a strong focus on promoting literacy and communication skills across the curriculum, instruction will be delivered through smaller learning communities. Our curriculum is shaped by the consistent collection and analysis of data, rituals and routines, active engagement, and opportunities to apply new knowledge supporting a culture of responsibility, citizenship, and self-directed instruction.

LONG ISLAND CITY HIGH SCHOOL

Vivian Selenikas, Principal

LIC CORE VALUES

THE ROAD TO SUCCESS



RESPONSIBILITY

We hold ourselves to high standards of thoughtfulness, decision making, leadership, and accountability.

OWNERSHIP

We create our own opportunities and our own futures.

ACHIEVEMENT

We dedicate ourselves to academic achievement through persistence, hard work, and collaboration.

DIVERSITY

We celebrate and value the diversity in our community and promote a safe environment with respect for all.

RESPONSIBILITY

OWNERSHIP

Small Learning Community Mission Statements



Academy of Humanities and Urban Culture (HUC)

The Academy of Humanities and Urban Culture helps students turn passions into careers. By making connections across the disciplines through humanities, culture, and the arts, our students become well-rounded individuals who have the skills to serve their community today and in the future. A partnership among educators, students, and their families, HUC allows students to discover who they are and who they hope to become as they prepare for college, careers, and a lifetime of learning.

Academy of Wellness Education (AWE)

We are the future health professionals and athletes of Long Island City High School. As members of The Academy of Wellness and Education, we strive to positively contribute to the Long Island City High School community through propriety, ethical decency and diligence. We understand the importance of personal responsibility and hard work in accomplishing our goals for the future. We cannot change the actions of others, but always do our best to promote academic achievement by demonstrating the behavior and work ethic necessary to ensure a fulfilling future. If we set an example for our peers as independent thinkers who are committed to our own health, and are consistent with our ambitions and persistent in our goals we will attain academic and personal success.



CULinary Arts and Restaurant Hospitality Management Academy (CUL)

The students in the Culinary Arts and RHM small learning community will learn technical skills that they will be able to apply in their careers and in everyday situations. The 21st Century skills learned in our subject areas promote and foster college and career readiness. In our small learning communities we promote respect. In our courses, we apply all of the core subjects. Our technical courses enhance individual strengths in all subjects that will embrace lifelong learning.

Global LANGUages Academy (LANG)

Our goal is to equip students with the skills they need to be successful learners and to be ready for the challenges of today's globalized society. The Global Languages Academy believes that language is the door to opportunity and that proficiency in languages and technological skills will open a world of possibilities to our students. We will prepare students to compete in a global economy by focusing on languages, technology, And communication skills that will ensure their success in post-secondary education and careers. The Global Languages Academy provides supports and opportunities for students interested in international business, travel and in careers in tourism and hospitality.



Top 10 Ways to Have a Successful Experience at LICHS

1. *Come to school each day*

Remember, if you are absent for any reason, it is your responsibility to give your period 3 teacher an absence note and to make up any missing classwork and homework. Unless they report your absence to the school, parents or guardians will be contacted each time you are absent.



2. *Follow the LIC Core Values*

Students who follow the LIC core values, which include dedication to academic achievement, being responsible and making good choices, being part of a safe environment with respect for all and recognizing your future is what you are creating will lend to your successful experience at LICHS.



3. *Always be on time*

It is extremely important that you are on time to school each and every day. Think about how long it takes to get to your first period class on time and plan accordingly! Do not forget to include riding the bus or subway, walking from public transit, getting up to the floor of your first class of the day, and walking to the appropriate classroom. Breakfast begins promptly at 7:20 am. Getting to school early enough to have breakfast is a great way to start the day and avoid being late.

4. *Be respectful*

A little kindness goes a long way. Your attitude towards the people around you leaves a strong impression. Watch your language, be sensitive to people's differences, offer assistance, and don't forget to say "good morning," "please," and "thank you." Remember, it is up to us to make our school a place where everyone feels safe, happy, and supported.

5. *Be prepared and organized*

It is very important that you are in school every day ready to learn. Come prepared with the materials necessary for class, including pens and pencils, books, and homework. Carry an organizer or notepad to write down all assignments. Remember that your notebook for each class will be an integral part of your learning and of your grade. Keep it updated and organized and review past entries often.

6. Set goals for yourself

The ability to set your own goals is a skill that will benefit you for a lifetime. Make sure that the goals for each of your classes are clear. Create a specific plan for how you will achieve these goals. Monitor your progress by carefully observing what is working for you and what is still holding you back. Write and reflect often. Develop new plans if necessary and never forget to celebrate your successes.



7. Get help when you need it

It is your responsibility to monitor your own progress and to ask for help if any issues arise that might impede your success at LIC. Our staff prides itself on its willingness to help all of our students. We offer after school tutoring programs, and many teachers will volunteer their time during lunch or a free period if you need extra help. Our guidance counselors and social workers will help support your social and emotional needs, or answer questions about your program, work opportunities, or your future plans. Peer tutors are also on hand if you need them. Take advantage of the resources LICHS has to offer. Small issues become large ones when they are not addressed.

8. Help keep the building clean

We as a school community must pitch in and keep the hallways and classrooms free of trash. Discard unwanted items in the trash cans located around the building. In the cafeteria, throw away your garbage after you eat and clean up any litter or spills. Students may only eat in the cafeteria. If you bring *Grab and Go* breakfast to class, you will be asked to discard the trash appropriately. Keep the desks clean and always make sure your materials are neatly put away in the appropriate location before leaving your classroom.



9. Get involved in your school community

Students who get involved in extracurricular activities have a much richer and enjoyable high school experience. Plan to join an after-school club or team. Volunteer for our fundraisers that support the school and local charities. If you are not sure how you can get involved, any member of the staff will be happy to assist you.

10. Follow the discipline policy

Our school policy were developed collaboratively by school administrators, teachers, staff, families and students to help ensure the safety, comfort, well-being, and success of every member of our school community. These policies support the rules, regulations, and consequences set forth by the N.Y.C. Department of Education Discipline Code. All students will be held accountable for knowing our policies and accepting responsibility for their actions.

Important to Know

Special Wednesday Schedule

On Wednesdays, each period is reduced by approximately five minutes. This schedule provides time for teachers to engage in professional learning activities.

Community Service

In addition to the course and exam requirements needed to graduate, we strongly recommend that LICHS students volunteer a minimum of 30 community service hours as part of their educational development. Through volunteering, students will have the chance to develop character, responsibility, and maturity, as well as build relationships and skills. Additionally, in today's competitive climate, community service is critical for students applying for college admission and scholarships. We encourage students to begin seeking volunteer opportunities in their communities and/or at school as early as freshman year.



LICHS Dress Code

Students must come to school wearing appropriate clothing that will allow them to learn without distraction.

The following items may NOT be worn in school:

- Any item of clothing that reveals visible undergarments. For example, pants/shorts worn below the waist and tops that reveal bra straps.
- Tube tops, crop tops, backless tops, halter tops, tops made of lace, mesh or any other type of sheer material.
- Shorts, skorts, skirts and dresses above knee length. These items should hit the knee without adjustment.
- Clothing that is obscene, profane, suggestive, or refers directly/indirectly to beer, wine, alcohol, drugs (prescription or illegal), tobacco, hate speech, violence, sex, or cults.
- Hats, doo-rags, bonnets or similar headwear may not be worn in school unless for religious purposes.

Students are also required to change into appropriate attire for physical education classes. This includes sneakers, shorts, t-shirts, sweatpants, sweatshirts, etc.

We encourage all students to show their SLC spirit by wearing clothing with the LICHS name and logo. LICHS attire is available for purchase at the school throughout the year.

Cafeteria Procedures

- Students will line up outside of the cafeteria double file.
- Students will be let in two at a time to swipe in.
- After swiping in, students will line up to be served lunch then sit at their table to eat their lunch.
- Ten minutes into the period, the cafeteria will be closed. Students that arrive after the ten minute mark must have a late pass from a staff member at their last location.
- When there is ten minutes remaining to the period, food service will cease.
- Students will remove trash from tables, seats and floor and dispose of it in the nearby garbage pails.
- When the bell rings, students will be released to travel to their next period class.

Lockers and Locker Room

It is expected that all students will follow the rules below in order to make PE safe and enjoyable for all students:

1. Students will have five minutes after the late bell to change into appropriate clothes for class (sneakers, t-shirt, shorts, sweatpants, leotards, etc.)
2. Students are only permitted to use the locker room during their assigned physical education period.
3. Only locks purchased from school are to be used, otherwise the locks are subject to being clipped. Large lockers are only to be used during Physical Education class. Otherwise the lock will be clipped and the items removed. Nothing may be stored in locker EXCEPT for your Physical Education attire.
4. Only use assigned central hall locker room doors specified by your Physical Education Teacher.
5. Absolutely no eating or drinking anywhere in the gym and locker room.
6. At no point may a student open the locker room door for any other students.
7. Horse play is prohibited. Report any concerns to an adult.
8. Do not tamper with the locker room doors for entry at any time.
9. Bathrooms in the locker room are only to be used during your assigned Physical Education class.
10. Students who arrive late to Physical Education class must enter through the gym.
11. Locker room doors are to remain closed during the entire PE period.
12. Students are **not** to leave gym or locker room before the first bell.

Report Cards and Marking Periods

Students will receive six report cards per year. Only the June report card grades will appear on the student's official high school transcripts in all courses except for semester courses which appear in February and June. This means that your final grade in most courses is based on the cumulative grades of the marking periods of work.

AP Courses

LICHS offers the following Advanced Placement courses: AP Statistics, AP Calculus AB, AP Environmental Science, AP Chemistry, AP Biology, AP World History, AP US History, AP US Government & Politics, AP Psychology, AP English Language & Composition, AP English Literature & Composition, AP World Language & Culture in Spanish, Italian and French, AP Spanish Literature, AP Physics and AP Studio Art. These classes offer students a more rigorous academic experience and are weighted more.



Technology Program

During their time at LICHS, students will have the opportunity to experience various aspects of technology, including computer graphics, commercial art, video production, introduction to python programming, graphic communications, automotive and carpentry. These courses are designed to teach students how to use technology for learning, research, and presentation.

Useful Websites

Visit LICHS's website at:

<http://longislandcityhs.schoolwires.net>

where you can find school news, resources, photos, and a wealth of other information.



Additional resources:

Parents:

<https://mystudent.nyc>
www.pupilpath.com

Students:

<http://RegentsPrep.org>

College Programs

11th and 12th grade students in good academic standing will have the opportunity to take College Now classes at LICHS. Through our partnerships with LaGuardia Community College, students will take college level courses in order to earn college credit and to get a taste of the rewards and challenges of college life.

Extracurricular Activities and Clubs

Students will be given many opportunities to meet other students who share common interests at LICHS. Our clubs include: Leadership, Robotics, Student Government, SING!, GSA, School Newspaper, Art, Drama, Yearbook, Senior Activities Committee, Dance, Technology, and Peer Tutoring. We encourage you to speak to your teachers or administrators if there is a club that you are interested in starting.



PSAL Sports

The 31 PSAL teams in our sports program bring together our students and coaches under the leadership of our athletic director, Mr. Engel (see page 27 for the list of sports teams). In order to participate in PSAL sports, students must have a medical form and parental consent form on file. The student must maintain satisfactory grades and attendance.

National Honor Society

Students may apply for membership in the prestigious National Honor Society during their sophomore and junior year. Membership is based on the following criteria:

- **Scholarship** (a minimum cumulative average of 90%)
- **Exemplary Character**
- **Leadership**
- **Service** (make sure to submit your community service hours)

Members of the National Honor Society are a vital and esteemed part of our school community and are recognized each year at graduation.



How LICHS Families can Get Involved

LICHS is a Community Renewal School and we ask that every student encourage their parents or guardians to play a larger role in the community by attending the many workshops, meetings, and events that are held regularly at the school. These include:

- **Workshops:** We provide a variety of informative workshops each month during the evening hours on many topics, including academic requirements, applying for college, financial aid, bullying, substance abuse, etc.
- **Celebrations:** We hold many celebrations throughout year that bring together families, students, and staff. These celebrations include: Awards Nights, Most Improved ceremonies and other celebrations.
- **Parent Association:** The PA meets on the same night each month and provides parents with the opportunity to learn about what is happening in the school, share ideas, and work together to support the students of LICHS through workshops and other service to the school.
- **School Leadership Team:** The School Leadership Team (SLT) is a committee of parents, school staff, and students who meet monthly to develop the school's education plan and budget. Parents are elected through the PA to serve on the SLT. The Principal, PA President, and UFT Chapter Leader are automatically members of the SLT.

• New York State Next Generation English Language Arts and Mathematics Learning Standards



- The revised New York State Standards aim to reimagine the educational framework for English language arts and mathematics, with the goal of better supporting educators in their instructional practice and to provide additional guidance on achieving a vision of 21st century literacy. While the Standards were designed to apply to the teaching and learning of all students in our state's schools and are the result of collaborative and deliberate efforts between a diverse range of instructional experts, school leaders and parents, the supporting documents that are linked with the Standards provide additional guidance on implementation of the Standards with English Language Learners (ELLs), Multilingual Learners (MLLs), and Students with Disabilities (SWDs). It is the intention of the Board of Regents that these standards serve the intended function in our schools: preparing our students to become lifelong learners and thinkers, as well as active participants in civil, community and professional endeavors. Additional introductory information about the new standards is available here: <http://www.nysed.gov/common/nysed/files/ela-and-mathematics-standards-preface.pdf>

Long Island City High School

Bell Schedule 2018 - 2019

Monday - Tuesday - Thursday - Friday

Period Number	Start Time	End Time	Period Length	Special Notes
0	7:20 am	8:06 am	46 min.	<i>ELT; College Now (CN); Internships</i>
1	8:10 am	8:56 am	46 min.	<i>ELT; CN; Internships</i>
2	9:00 am	9:49 am	46 min.	
3	9:53 am	10:39 am	46 min.	<i>Attendance; AN</i>
4	10:43 am	11:29 am	46 min.	<i>Lunch; AN</i>
5	11:33 am	12:19 pm	46 min.	<i>CUL Lunch; AN</i>
6	12:23 pm	1:09 pm	46 min.	<i>LANG Lunch; AN</i>
7	1:13 pm	1:59 pm	46 min.	<i>AWE Lunch; AN</i>
8	2:03 pm	2:49 pm	46 min.	<i>HUC Lunch; AN</i>
9	2:53 pm	3:39 pm	46 min.	<i>AN</i>
10	3:43 pm	4:29 pm	46 min.	<i>ELT; CN; AN; PM School (M & T)</i>
11	4:33 pm	5:19 pm	46 min.	<i>ELT; CN; PM School (M & T)</i>
12	5:19 pm	6:47 pm	28 min.	<i>ELT; CN; PM School (M & T)</i>
13	5:47 pm	6:33 pm	46 min.	<i>ELT; CN; PM School (M & T)</i>

Long Island City High School is a Community Renewal School. Therefore, we have expanded our school day as part of the Community Renewal School Model. During the 2018 – 2019 school year, all students enrolled at Long Island City High School will participate in 5 additional hours of learning time per week.

This is mandatory learning time for students to support their academic and social growth. Attendance is required. There is no “opt out” of Extended Learning Time (ELT), as this is a mandatory component of the school day.

Long Island City High School

Bell Schedule 2018 - 2019

Wednesday Only

Period Number	Start Time	End Time	Period Length	Special Notes
0	7:20 am	8:06 am	46 min.	<i>ELT; College Now (CN); Internships</i>
1	8:10 am	8:56 am	46 min.	<i>ELT; CN; Internships</i>
2	9:00 am	9:43 am	43 min.	
3	9:46 am	10:26 am	40 min.	<i>Attendance; AN</i>
4	10:29 am	11:09 am	40 min.	<i>Lunch; AN</i>
5	11:12 am	11:52 am	40 min.	<i>CUL Lunch; AN</i>
6	11:55 am	12:35 pm	40 min.	<i>LANG Lunch; AN</i>
7	12:38 pm	1:18 pm	40 min.	<i>AWE Lunch; AN</i>
8	1:21 pm	2:01 pm	40 min.	<i>HUC Lunch; AN</i>
9	2:04 pm	2:50 pm	46 min.	<i>PD Sess A; AN</i>
10	2:53 pm	3:39 pm	46 min.	<i>PD Sess B; AN; ELT; CN</i>
11	3:42 pm	4:28 pm	46 min.	<i>PD Sess C; ELT; CN</i>
12	4:28 pm	4:56 pm	28 min.	<i>ELT</i>
13	4:56 pm	5:43 pm	46 min.	<i>ELT</i>

2018 - 2019 School Year Calendar

2018

September	3	Monday	Labor Day (Schools Closed)
September	4	Tuesday	Teachers Report; <i>Students will not be in attendance</i>
September	5	Wednesday	First day of school/Start of 1st Marking Period
September	10 11	Monday Tuesday	Rosh Hashanah (Schools Closed)
September	19	Wednesday	Yom Kippur (Schools Closed)
October	8	Monday	Columbus Day (Schools Closed)
October	15	Monday	End of 1st Marking Period
November	6	Tuesday	Election Day, Chancellor's Conference Day for Staff Development; <i>Students will not be in attendance</i>
November	12	Monday	Veteran's Day (Schools Closed)
November	20	Tuesday	End of 2nd Marking Period
November	22 23	Thursday Friday	Thanksgiving Recess (Schools Closed)
November	29 30	Thursday Friday	High School Parent-Teacher Conferences
December January	24 - 1	Monday - Tuesday	Winter Recess (Schools Closed) <i>Students return to school on Wednesday, January 2</i>

2018 - 2019 School Year Calendar

2019

January	18	Friday	End of 3rd Marking Period
January	21	Monday	Dr. Martin Luther King Jr. Day (Schools Closed)
January	22 - 25	Tuesday - Friday	January Regents Exam Administration.
January	28	Monday	Chancellor's Conference Day for Staff Development. <i>Students will not be in attendance.</i>
January	29	Tuesday	Spring Term/ 4th Marking Period begins
February	5	Tuesday	Lunar New Year (Schools Closed)
February	18 - 22	Monday - Friday	Midwinter Recess (Schools Closed)
March	7 8	Thursday Friday	High School Parent-Teacher Conferences
March	15	Friday	End of 4th Marking Period
April	19 - 26	Friday - Friday	Spring Recess (Schools Closed)
May	1	Wednesday	End of 5th Marking Period
May	6 - 17	Monday - Friday	AP Exam Administration
May	27	Monday	Memorial Day (Schools Closed)
June	3	Monday	New Administration of the New Framework Global History and Geography II Exam
June	4	Tuesday	Eid al-Fitr (Schools Closed)
June	6	Thursday	Anniversary Day, Chancellor's Conference Day for Staff Development. <i>Students will not be in attendance.</i>
June	17	Monday	End of 6th Marking Period
June	18 - 25	Tuesday - Tuesday	June Regents Exam Administration
June	26	Wednesday	RATING DAY & LAST DAY FOR ALL STUDENTS AND TEACHERS; <i>Early dismissal for students</i>

School Staff

Principal

Vivian Selenikas

Room 113

Assistant Principals

Administration - Pupil Personnel Services

Maria Argyris Room 110

Supervision - Mathematics

Co-Director of CUL SLC

Julie Bingay-Lopez Room 550

Supervision - English

Tanya Bloomfield Room 210

Supervision - Social Studies

Margie Schikman Room 450

Supervision - Science

Director of LANG SLC

Maria Rodriguez Room 540

Administration & Supervision - ISS

Leonard Brief Room 322

Supervision - Phys. Ed/Health/JROTC

Director of AWE SLC

Jeff Engel Room 280

Supervision - Art/Music & LOTE

Director of HUC SLC

Natalya Duncan Room 175

Supervision - Technology & Culinary

Co-Director of CUL SLC

Matthew Malench Room 640

Administration - Security, School Climate and Achieve Now Academy

George Politis Room 440

Administration - Data, Organization, and Assessment

Jason Mudd Room 121

College Now

Gregory Levine, Coordinator Room 340

Barbara Elias, Advisor Room 185

Yearbook Advisor

Windy DeStefano Room 185

Senior Advisor

Allen Smart Room 185

Zone 126

Michelle Makabali Room 650

Guidance Department

Lila Acosta Room 127

Cecilia Aguilar-Maldonado Room 127

Sandra Badillo Room 345P

Hale Berk Room 585

Yesenia Fermin Room 548

Cindy Orbegoso-Gomez Room 548

Astrid Lenis Room 212

Marta Sierra Room 585

Maria Vergidis Room 212

Social Workers

Stecia Assad Room 548

Marcia Herrera Room 345

Keith Linton Room 585

Sandra Neznamy Room 127

Allison Sherman Room 212

Allen Smart Room 185

Psychologist

TBD Room 345L

SPARK Counselors

Raveenga Perera Room 585

Ricardo Sanchez Room 178

Parent Coordinators

Awatef Ibrahim Room 185

Maria Cancemi Room 185

LYFE Center Staff

TBD Room 160

Naomi Greenberg, SW Room 345G

Coordinator of Student Activities (COSA)

Steve Voutsas Room 321

College and Career Advisors

Popi Christodoulou Room 385

Sun Jeoung Room 385

<p style="text-align: center;">LUNCH PERIOD</p>	<p style="text-align: center;">SLCs/Teacher Teams Director(s) of SLC/Teacher Team Peer Collaborative Teacher (PCT) Guidance Counselor (GC) Social Worker (SW) Behavioral Support Teacher (BST)</p>	<p>2018 – 2019</p> <p>L I C H S SMALL LEARNING COMMUNITY (SLC)</p> <p>DIRECTORY</p>
<p style="text-align: center;">Period 5 11:33 - 12:19 <i>W 11:12 - 11:52</i></p>	<p style="text-align: center;">CUL (E+K) Room 585 MS. BINGAY & MR. MALENCH Supported by Mr. Neubauer Ms. Berk & Ms. Sierra Mr. Linton Mr. Sims</p>	
<p style="text-align: center;">Period 6 12:23 - 1:09 <i>W 11:55 - 12:35</i></p>	<p style="text-align: center;">LANG (A+H) Room 548 MS. RODRIGUEZ Ms. Smith Ms. Fermin & Ms. Orbegoso Ms. Assad Ms. DeLuca</p>	
<p style="text-align: center;">Period 7 1:13 - 1:59 <i>W 12:38 - 1:18</i></p>	<p style="text-align: center;">AWE (D) Room 212 MR. ENGEL Mr. Neubauer Ms. Lenis & Ms. Vergidis Ms. Sherman Mr. Errigo</p>	
<p style="text-align: center;">Period 8 2:03 - 2:49 <i>W 1:21 - 2:01</i></p>	<p style="text-align: center;">HUC (B+C) Room 127 MS. DUNCAN Supported by Ms. Smith Ms. Acosta & Ms. Aguilar Ms. Neznamy Mr. Simon</p>	

Promotion Policy on Grade Level and Credits

I am a freshman if...

I have graduated from junior high school

I have **fewer than 8 credits**

I am a sophomore if...

I have **at least 8 credits** with a minimum of:

2 English credits, 2 Social Studies credits,
1 Math credit, 1 Science credit, and 2 Physical Education classes

I am a junior if...

I have **at least 20 credits** with a minimum of:

4 English credits, 4 Social Studies credits,
3 Math credits, 3 Science credits, 4 Physical Education courses and 2 LOTE
credits (Language Other Than English)

I am a senior if...

I have **at least 30 credits** with a minimum of:

6 English credits, 6 Social Studies credits,
4 Math credits, 4 Science credits, 6 Physical Education courses, 2 LOTE
credits, and 2 Elective credits

If you have questions regarding your status, please see your Guidance Counselor.

Graduation Requirements

In New York State, there are three types of diploma: a local diploma, a Regents diploma, and an Advanced Regents diploma. All students can earn a Regents or Advanced Regents diploma; however only students who meet specific criteria are eligible to graduate with a local diploma, which allows students to graduate with lower exam scores. The type of diploma your child earns depends on his or her course credits and scores on specific Regents exams, as shown in the table below. An Advanced Regents diploma lets students demonstrate additional skills in math, science, and languages other than English. If you think your child is not earning the credits she or he needs to graduate, please speak to your school's guidance counselor immediately. Keep in mind that a student may always exceed these requirements; these represent the minimum.

Regents Diploma	Advanced Regents Diploma	
Examination Requirements		
Your child must achieve a score of 65 or higher on these five Regents exams: <ul style="list-style-type: none"> • English Language Arts (ELA) • Any mathematics exam (Algebra I, Geometry, <i>or</i> Algebra II/Trigonometry) • Any social studies exam (Global History and Geography <i>or</i> U.S. History and Government) • Any science exam (Living Environment, Chemistry, Earth Science, <i>or</i> Physics) • Any additional Regents exam or assessment approved by the State for this purpose 	Your child must achieve a score of 65 or higher on these nine exams: <ul style="list-style-type: none"> • English Language Arts (ELA) • Three mathematics exams (Algebra I, Geometry, <i>and</i> Algebra II/Trigonometry) • Any social studies exam (Global History and Geography <i>or</i> U.S. History and Government) • Two science exams (Living Environment <i>and</i> one of these: Chemistry, Earth Science, <i>or</i> Physics) • Any additional Regents exam or assessment approved by the State for this purpose • Any NYC Languages Other Than English (LOTE) exam 	
Minimum Credit Requirements		
8	Core English	8
8	Social Studies: Global History (4), U.S. History (2), Participation in Government (1), Economics (1)	8
6	Mathematics: Including at least two credits of advanced math (e.g., Geometry or Algebra II)	6
6	Science: Life Science (2), Physical Science (2), Life Science or Physical Science (2)	6
2	Languages Other than English (LOTE)*	6
4	Physical Education (every year, distributed in specific ways)	4
1	Health	1
2	Visual Art, Music, Dance, and/or Theater	2
7	Electives	3
44	TOTAL CREDITS	44
<small>*A student seeking an Advanced Regents diploma with an arts or CTE endorsement is only required to complete 2 credits of LOTE. Also, a student whose IEP specifies that the disability directly impacts his or her ability to learn a language may substitute other courses for the LOTE requirement and still earn an Advanced Regents diploma.</small>		

Source (Aug 31, 2017): <http://schools.nyc.gov/RulesPolicies/GraduationRequirements/default.htm>

If you have questions regarding these requirements, please see your Guidance Counselor.

Long Island City High School Discipline Policies



Every student has the right to learn in a safe, well-ordered, and supportive environment. In order to maintain this type of environment at Long Island City High School, all students must adhere to the following discipline policies:

School Identification, Program Cards

- Students must bring their school I.D. and program card each day. Students must wear their I.D. card on their SLC lanyard.
- Students must swipe their I.D. card upon entering the building and again upon entering the cafeteria for lunch.
- If an I.D. card is lost, it is the student's responsibility to have it replaced in room 142.

Lateness to Class

- Students must arrive to class on time.
- Any student who walks into class after the late bell must sign the Late Log.
- Two latenesses to class within a week will result in a phone call home.
- Students who continue to be late after phone calls will be referred to their appropriate BST and may be assigned detention.

Dress Code

- All students must adhere to the designated dress code each day.
- All students entering the building wearing inappropriate attire will be directed to room 113 where parents will be called and appropriate t-shirts and or pants will be provided for the students to wear for the remainder of their school day or until a parent brings in clothing.
- Students that fail to comply with the dress code policy on at least three occasions will be given lunch detention. Further disciplinary action may be taken if the behavior continues.

Hall Passes

- Students must request a hall pass from their teacher in order to leave the classroom.
- Restrooms are not available during the first and last 10 minutes of the period.
- There is a 5 minute maximum time limit on all passes.

Cutting Class

- Students must attend every class each day, including their first and last period classes.
- Teachers will contact parents or guardians if a student cuts class.
- Cutting a class will result in a phone call home and detention.
- Any student who leaves the building without permission will automatically receive a phone call home and detention.

Late to Class and Hall Sweeps

- Students caught in a hall sweep will be brought to designated rooms.
- Parents or guardians will be contacted and letters will be sent home.
- Any student caught in a hall sweep three times will be assigned detention.
- Students will return to class with a hall sweep pass.

Prohibited Items

- The following items are not permitted in school according to Chancellor's Regulations and will be confiscated if seen:
 - Electronics (including I-Pods, head phones, cell phones, etc. that are being used without authorization.)
 - Headwear (unless for religious purposes)
 - Gang related paraphernalia
 - Lighters, matches, tobacco products
 - Weapons (including chains worn on the belt)
- Any confiscated electronics or headwear will be returned to the student at the end of the school day for the first offense. Second offense, confiscated items will be taken and a parent will be required to pick up the device and third offense the electronic device will be confiscated and a parent conference will take place. Further disciplinary action may be imposed on the student. All confiscated items will be returned at 4:30pm in room 440.
- A student caught in possession of a weapon will be subject to a Superintendent's Suspension and/or arrest.

Trespassing

- It is considered trespassing for anyone to permit an unauthorized person to enter the school building.

School Property

- Students must respect school property by keeping it clean.
- Any student who engages in graffiti or any type of vandalism will be subjected to a Principal Suspension and/or arrest.
- Any student who is tampering with a fire safety device will be subject to penalties that can arrest and fines.

Detention Policy

- Any student who fails to report for an assigned detention will have an additional day added.
- Failure to report to detention more than three times will result in further disciplinary action.

Thank you for...

- Always carrying your program card and photo ID card! Program card or ID card must be provided upon request from any member of the staff in the building. (Lost card and ID's must be replaced immediately!)
- Conducting yourself in a respectful and honorable manner.
- Not using electronic devices in the hallways and classrooms without proper authorization.
- Being in the cafeteria when you are programmed for lunch. Lunch means you go to the cafeteria before the late bell, and stay there.
- Not leaving school for any reason.
- Being seated inside your classroom when the late bell rings assists you and your classmates towards success. Hall sweeps are conducted regularly.
- Not wearing hats, bandanas, doo-rags, and beads in the building.
- Not bringing glass bottles into the school building.

Frequently Asked Questions

1. What do I do if I lost my school ID?

When you arrive to school, sign in on the sign in sheet at the security desk and indicate that you have lost your ID. Within a few days, you will be provided with a replacement.

2. What do I do if I lost my MetroCard?

See Ms. Amato in the main office

3. How do I get working papers?

See Ms. Amato , Secretary, in room 121.

4. What do I do if I need to see the guidance counselor or social worker?

Our guidance counselors are always here to help. Stop by their office before school starts and let them know that you need their assistance. If they can't talk to you at that time, they will give you a pass to come back. If it is an emergency situation, get a pass from your teacher and see any of the Assistant Principals who are available.

5. What if I have a problem with my schedule?

Fill out the program change request forms, attached to the program card you will receive the first day. Attend your scheduled program review sessions as indicated on the form, and discuss with your SLC Counselor.

6. What if I am having a problem with another student in the school (i.e.: teasing, bullying, etc.)

Speak to an adult in the building immediately, such as a Dean, BST, Social Worker or Guidance Counselor. You can always see the AP of Security in office 440. Your safety and well being are extremely important, and we will treat any concerns seriously, no matter how small. Remember, we cannot help you to solve a problem if we are not aware of the problem.

7. What if I need to leave school early?

You must bring in a note from your parent or guardian to a Parent Coordinator in room 185 when you get to school indicating the reason and time you must leave. When it is time to leave, and your parent or guardian on file has arrived, return to the main office to sign out and get a copy of the note.

8. What if I have an injury or illness that prevents me from participating in physical education?

If the situation is minor and will resolve itself within two days, bring in a note from a parent or guardian explaining the situation and give it to your physical education teacher. If the situation is more serious and will keep you from participating in physical education for a longer period of time, you must provide a doctor's note in addition to a note from home. If you cannot participate in physical education, you will be given an alternate assignment to complete during class.

9. What if my parent/ guardian would like to speak to a member of the staff or administration?

We welcome communication from parents and do our best to make communication as easy as possible. Call the school from 7:00AM—4:30PM, or communicate with us using PupilPath at <http://pupilpath.skedula.com>.



Long Island City High School

PSAL Teams

<u>Sport</u>	<u>Season</u>
J.V. Baseball	Spring
Basketball (Boys)	Winter
Basketball (Girls)	Winter
Bowling (Boys)	Fall
Bowling (Girls)	Fall
Cricket	Spring
Cross Country (Boys)	Fall
Cross Country (Girls)	Fall
Fencing (Boys)	Fall
Fencing (Girls)	Spring
Football	Fall
Girls Golf	Fall
Golf (Coed)	Spring
Gymnastics (Boys)	Winter
Gymnastics (Girls)	Winter
Handball (Boys)	Spring
Handball (Girls)	Spring
Lacrosse (Boys)	Spring
Lacrosse (Girls)	Spring
Soccer (Boys)	Fall
Soccer (Girls)	Fall
Softball	Spring
Swimming (Boys)	Winter
Swimming (Girls)	Fall
Tennis (Boys)	Spring
Tennis (Girls)	Fall
Volleyball (Boys)	Spring
Volleyball (Girls)	Fall
J.V. Volleyball (Girls)	Fall
Wrestling	Winter

Long Island City High School Floor Plan

