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BOCES

BOARD OF COOPERATIVE
EDUCATIONAL SERVICES

James Street Academy
1625 St. Agnes Avenue
Utica, NY 13501

Dear Parents/Guardians,

In past years, the start of summer school has included some confusion regarding the changing of class periods and student attendance. Each year we are inundated with requests from parents to make special exceptions for their child. The purpose of this letter is to clarify these two issues so there are no misunderstandings and the start of summer school goes smoothly.

- Class periods are assigned to students randomly. There are no special considerations given to any student at that time. A large number of students have conflicts because they have part-time summer jobs, babysitting responsibilities, have difficulty making ride arrangements, have other commitments, etc. Unfortunately, there are too many students with these circumstances; therefore, it is impossible to make any changes to the original assigned period. It would be unfair to all students if even one exception was made.
 - Therefore, under **NO** circumstance will students be allowed to choose which class period they want.
 - **NOR** will any changes be made to the assigned period. You must attend the class period you are initially assigned. Conflicts with other commitments will not be recognized for anyone. As an educational institution, it is our philosophy that a student's education should be the top priority.
 - If a student was assigned the wrong course (ex: science instead of math), those changes can be made, however, all subject changes **must** come from the home school.
- It has been agreed upon by all participating school districts that attendance is important to a student's success at summer school. All the districts have agreed to the following attendance policy and it is their expectation that Oneida BOCES will adhere to it. The **attendance policy will be strictly upheld. There will be no exceptions!**
- **Work, sports, vacations, oversleeping, babysitting, missed ride, etc., will be marked as illegal absences.**
- **Nor will tardiness for any amount of time be accepted. When the bell rings, students are expected to be in the classroom, in their seats, and ready to work.**

THE ATTENDANCE POLICY

- A student is allowed only three illegal absences. After the third absence, a student will not receive credit for the course. He or she may continue to attend on an audit basis. An appeal process exists; for details please see the brochure. Each tardy/early dismissal under fifteen (15) minutes will be considered a partial period absence.
- Three (3) partial period absences will count as a full period absence. Any tardy/early dismissal over fifteen (15) minutes is considered a full period absence. A complete explanation of the attendance policy can be found in the brochure.

Lastly, it is the responsibility of the student and parent to furnish **PHOTO ID** for all walk-in Regents on the day of the Regents.

I hope this letter provides a fuller understanding of the BOCES Summer School policies and a smooth start to a successful summer school experience for your child.

Thank you very much.

Sincerely,

Dr. Michelle L. LaQuay, Principal