



Boonsboro High School

STUDENT HANDBOOK



Contacts

 Main Office: 301-766-8022


Attendance Office: 301-766-8029

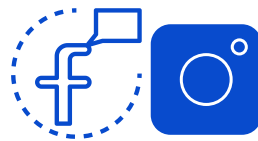
Counseling Center: 301-766-8025

Health Office: 301-766-8026

Athletic Director: 301-766-8028

 School Website:
<https://sites.google.com/wcps.k12.md.us/boonsboro-high/home>

 [10 Campus Avenue](#)
[Boonsboro, MD 21713](#)



**Call or Text 988
Suicide & Crisis Lifeline**

**Maryland Youth Crisis Hotline
1-800-422-0009**

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The Principal of Boonsboro High School reserves the rights to change any statement in this publication when it is in the best interest of the student.

For official guidelines, policies, and procedures that apply to all public schools in Washington County, visit www.wcpsmd.com/handbook. Administrative teams at each school may include additional expectations for their students at the school level with the approval of appropriate WCPS administrators. If any statement contained within the school handbook conflicts with the Washington County Public School Handbook referenced above, the Washington County Public Schools Handbook supersedes.

Traditions

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Boonsboro High School began in 1912 in a building on Potomac Street. The inaugural class graduated five students in 1915. A second building was opened in 1926 that was shared with the elementary school. The current high school began construction in 1958 and was completed in March of 1960. There have been numerous renovation projects over the years—most notably the auditorium renovation that was completed in the 2022. Boonsboro's location along the old National Pike is rich agriculture and history with rolling farmlands and its proximity to the Antietam Battlefield and Harper's Ferry.

School Colors - Blue and Orange
School Mascot - The Warriors

Fight Song

**We are the Warriors of
Boonsboro High,
the blue and white is our
greatest pride.**

**When we fight we fight to win,
victory to the very end.**

**We've got a team that we're
proud to show.**

**We're called the Warriors let's
fight and go!**

**When we fight we fight to win,
let's fight for a win tonight!**

Alma Mater

Here mid the hills and fields of green,
She gives her wisdom to young minds
Opens their eyes that they might see,
Visions of what may come to be.

Boonsboro High - to her we all have come,

Our aspirations to embrace

Our future in her hands we place,

Courage to greet the world.

Here come the minds that long for wings,

Searching for wind on which to fly

Friendships and memories that will last,

After our high school days have passed.

Boonsboro High - she holds for us the key,

To reach our goals and grasp our dreams

When we must leave to do our part,

We'll take her with us in our heart.



Dr. Kuhaneck
Principal



School Leadership

05



Mrs. Comstock
Last Names A-L

Mrs. Downin
Last Names M-Z



Ms. Kromka
Lead Teacher



06

Your Counselors



Ms. Rahilly
Last Names A-G



Mrs. Taylor
Last Names H-N



Ms. Mcknight
Last Names O-Z

COUNSELING CENTER

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[BHS Scheduling Website](#)

STUDENT ASSISTANCE PROGRAM (SAP)



Reporting is
CONFIDENTIAL!

- a resource for students, school staff, parents, & others who care.
- When students show warning signs of problems that may affect their success in school (substance abuse, mental health issues, attendance, etc), reach out to the SAP TEAM to help support those you care about.
- SAFE SPACE FOR GETTING HELP!

Want to request a schedule change?

You can request a change through [this GC assignment](#) through September 6, 2024. Once school starts, you will be also be required to get signatures.

Mrs. DeMartino
Registrar



Ms. Thompson
Career Coach

[BACK TO
START](#)

BELL SCHEDULES

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Boonsboro High School Bell Schedule & Lunch Shifts 2024-2025

8:20 a.m.	Doors Open		
8:35-9:24 a.m.	Period 1 <small>Pledge/Announcements - 8:35-8:39</small>	Block 1/2	
9:27-10:12 a.m.	Period 2		Block 2/3
10:15-11:00 a.m.	Period 3	Block 3/4	
11:03-11:48 a.m. or 11:33-12:18 p.m.	<i>A Lunch 11:00-11:30</i> Period 4 <i>B Lunch 11:48-12:18</i>		<i>A Lunch 11:00-11:30</i> <small>(split class)</small> or <i>B Lunch 11:48-12:18</i>
12:21-1:06 p.m.	Period 5		or <i>C Lunch 12:36-1:06</i>
1:09-1:54 p.m.	Period 6 F.L.E.X.		
1:57-2:42 p.m.	Period 7	Block 7/8	
2:45-3:30 p.m.	Period 8		

Boonsboro High School 2-Hr. Early Dismissal Bell Schedule & Lunch Shifts 2024-2025			
8:20 a.m.	Doors Open		
8:35-9:14 a.m.	Period 1 <small>Pledge/Announcements - 8:35-8:39</small>	Block 1/2	
9:17-9:51 a.m.	Period 2		Block 2/3
9:54-10:28 a.m.	Period 3	Block 3/4	
10:31-11:03 a.m. or 11:03-11:36 a.m.	<i>A Lunch 10:31-11:01</i> Period 4 <i>B Lunch 11:06-11:36</i>		<i>A Lunch 10:31-11:01</i> <small>(split class)</small> or <i>B Lunch 11:06-11:36</i>
11:39 a.m. - 12:14 p.m.	Period 5		or <i>C Lunch 11:44-12:14</i>
12:17-12:52 p.m.	Period 7	Block 7/8	
12:55-1:30 p.m.	Period 8		

Boonsboro High School 2-Hour Delay Bell Schedule & Lunch Shifts 2024-2025			
10:20	Doors Open		
10:35-11:14	Period 1 <small>Pledge/Announcements - 10:35-10:39</small>	Block 1/2	
11:17-11:51	Period 2		Block 2/3 <i>A Lunch 11:21-11:51</i>
11:54-12:31 or 12:27 - 1:04	<i>B Lunch 11:54-12:24</i> Period 3 <i>C Lunch 12:32-1:04</i>	Block 3/4 <i>C Lunch 12:32-1:04</i>	
1:07-1:41	Period 4		Block 4/5
1:44-2:18	Period 5		
2:21-2:55	Period 7	Block 7/8	
2:58-3:30	Period 8		

BREAKFAST & LUNCH

09



BREAKFAST

- 8:20 a.m. - 8:34 a.m.
- in Cafeteria
- Be on time for period 1!
Breakfast is not an excused tardy.

LINQ Connect replaces MySchoolBucks!

Free / Reduced Price Meals

- must apply each year
- through LINQ Connect app

LUNCH

- Shift is determined by period 4
- Go directly to Cafeteria and stay there unless given permission by Admin
- Use restrooms in Cafeteria
- No food order deliveries allowed
- Clean your table and return your tray
- Lunch incentives start after Interim 1

StudentVue & PASS

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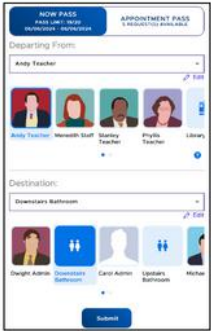

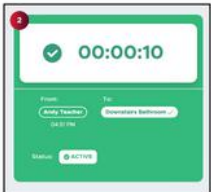

StudentVue (Synergy)

- Open Chrome on Chromebook
- New tab: click “waffle” (top right)
- Scroll down & select Synergy
- Keep up with your grades and attendance through Synergy!

PASS (formally E-Hallpass)

1. Keep PASS open in your tabs **EVERY DAY!**
2. **ONLY 1** person out of a classroom at a time.
3. Fill out a pass when you go anywhere at Boonsboro High.
4. Don't forget to take your lanyard hall pass!

PASS Student Guide

<p>1. Request the pass</p> 	<p>1. Wait for your teacher to approve it</p> 
<p>1. Once it's approved, leave it running and go on your pass</p>	<p>1. When you get back, your pass needs to be ended</p>
	

SUPPORTS

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Mrs. Otte
Media Center & Chromebooks



Mrs. Garay
Student Intervention Specialist



Mr. Jay Rottmund
Alternative Instruction



TBD
Resident Substitute Teacher



Mr. Rafter
Resident Substitute Teacher



Academic Team – Ms. Clingan

Best Buddies – Mr. Ricketts, Mrs. McGrath, Mrs. Jones

Card Club – Mr. Harteis

Class of 2025 – Mrs. Null & Mr. Fink

Class of 2026 – Mrs. Griffith & Mrs. Dyer

Class of 2027 - Mrs. Jones & Ms. Donnie

Class of 2028 - Mr. Richardson

Educators Rising – Ms. Radomski

FCA – Mr. Muniz

Japanese Culture Club – Mrs. Davidson

Mindful Warriors – Ms. Mcknight

Multicultural, Diversity, & Inclusion Club – Mrs. Hamilton

Poetry Out Loud – Ms. Clingan

Q Club – Ms. Hare, Mrs. Wadding, & Mr. Richardson

Robotics Team - Mr. Baker

Student Government Association – Ms. Kromka

Youth United – Mrs. Mason



Open Clubs & Orgs

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START



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Japanese National Honor Society – Ms. Davidson

Mu Alpha Theta – Ms. Fisher & Mrs. Myers

National English Honor Society – Mr. Blough

National Honor Society - Mrs. Knight

Rho Kappa – Ms. Hare & Mr. Baran

Spanish National Honor Society – Ms. Swisher

Tri-M Music Honor Society – Mr. Engel

Honor Societies





● ● ● 14

BASSO - Mrs. Wadding

BLAM - Mr. Boyd

Color Guard - Mr. Engel

Drama - Mr. Bair

FFA – Ms. Farmer & Mr. Long

Indoor Percussion - Mr. Engel

Marching Band - Mr. Engel

Warrior Wire – Mr. Fink

We the People – Ms. Vascik

Yearbook - Ms. Leadingham

Class-Based Orgs



ATHLETICS

SPORT SCHEDULES



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Fall Sports

Cheerleading
Cross Country
Flag Football
Football
Golf
Soccer
Unified Tennis
Volleyball

Winter Sports

Basketball
Cheerleading
Indoor Track
Unified Bocce
Wrestling

Spring Sports

Baseball
Lacrosse
Softball
Tennis
Track & Field
Unified Track & Field

Price of Admission at Athletic Events

\$6.00 adults
\$2.00 students

Expectations for Student Section and All Spectators

All spectators and students in attendance at sporting events are required to **respect the game, teams, players, coaches, officials, and other spectators.** No taunting, name calling, inappropriate language or gestures, or any other act of disrespect will be tolerated. Any spectator who is disrespectful may be warned or immediately removed from the game. Students who are removed from a game due to disrespectful actions may be conduct illegible for future games as well if deemed appropriate by school administration. In short, **positively support Boonsboro High teams and players.** Let the coaches coach and the officials officiate.

EXPECTATIONS FOR STUDENT ATHLETES 16

The following information is provided for students who anticipate being a part of the athletic program at Boonsboro High School.

This information is a summary of information found in the WCPS Athletics Handbook -->



- Register at FamilyID.com prior to tryout dates in order to participate in tryouts and practices
- Must be present in school all day on the day of game to play
- Must be in school all day following a game to participate in the next scheduled game
- Physical exam and signed paperwork must be done before the first day of practice
- School insurance or other accident insurance coverage required - Proof of insurance is collected when registering on FamilyID.
- Athletes must ride the team bus to and from events unless requested the day before through the [Athletic Travel Release Form](#).
- Athletes must be academically and conduct eligible in order to play.
- Sports schedules are distributed to all athletes at the start of each season. Schedules and other pertinent information are posted on the website: www.washingtoncountycmc.org



Mr. Marsh
Athletic Director



ELIGIBILITY 17

WCPS Student Handbook

Student Conduct Ineligibility

Students attending dances, concerts, athletic contests, field trips, etc., are expected to follow school rules. Students may be declared ineligible to participate in any extracurricular activities for a given period of time at the discretion of the school administration. Violations of rules of conduct for field trips, band trips, athletic trips, disruption of assemblies, and other school activity agreements, may result in ineligibility.



Student Activities—Eligibility (High Schools)

1. Extracurricular activities are those which ordinarily occur outside the school day, including athletics, clubs, plays, etc.
 2. Student extracurricular activities are an integral part of school life and are used as a means of developing wholesome attitudes and good human relations as well as knowledge and skills. These activities often require as much careful planning and supervision as student experiences in the academic subject area; however, care must be taken that these activities do not take precedence over subject matter areas, but remain as supplemental activities to the basic courses of study. While it is desirable that students participate in such activities to the extent that they further their educational development, it is of paramount importance that such participation shall not jeopardize pupils' academic achievement nor exploit their time and talents.
 3. In order for students to fully participate in extracurricular activities, including high school athletics, they must attain the following academic standards:
 - a. Full Schedule - Fail 2 classes in a marking period → INELIGIBLE
 - b. ½ Day Schedule - Fail 1 class in a marking period → INELIGIBLE
 - c. The marking period grade, reported every nine weeks, determines eligibility for the next marking period unless a final grade was awarded. Final grades always determine eligibility over marking period grades. (Refer to Grading Policy IKA.)
- Ineligible athletes can attend practices only, but not participate in games or team activities.



ELIGIBILITY

continued

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WCPS Student Handbook

4. Eligibility shall be determined by the previous marking period grades except for the first marking period. Eligibility for the first marking period is determined by the final grades of the preceding year. Should a student not be eligible as determined by the final grades, that student may attempt to improve his/her grade by attending summer school. If, as a result of attending summer school the student meets necessary requirements, he/she is considered eligible and may participate in extracurricular activities in the fall.

5. In cases such as band or chorus, the student who is declared ineligible will participate in any regularly scheduled classes, but would not be permitted to perform in concert, marching or related activities occurring outside the school day. A student's nonparticipation in such activities because of ineligibility will not affect his/her regular class grade. During the period of ineligibility, students are permitted to participate in practices after regular school hours.

6. Students will be declared ineligible or eligible effective the next school day following the WCPS deadline for posting report cards for high schools and middle schools. Students do not become ineligible based on failing grades on interim reports; however, students who were ineligible due to their most recent marking period grades become eligible for full participation if their interim report indicates they are passing all classes.

7. Students who are ineligible may participate in practices, but cannot participate in a game or competition, dress in a game uniform, or travel with the team to games or competitions played away from their home school; these stipulations apply to students who are ineligible at the start of an athletic season or become ineligible during an athletic season.

8. Ninth graders would be exempt from this policy for the first nine week marking period.



GOOD STANDING & BLUE @BHS

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GOOD STANDING

*Determined monthly
(as of last day of the prior month)*

**Academically Eligible
Not Chronically Absent/Tardy**

(average fewer than 2 absences per month)

No ISI/ISS/OSS

BLUE

*Determined by Marking Period
(as of final grade for prior MP)*

in Good Standing

PLUS

C or Better in All Classes

No Referrals



**BACK TO
START**



GOOD STANDING & BLUE ACTIVITIES 20

BLUE Activities

NOVEMBER 21ST



TOPGOLF

JANUARY 31ST



MOVIE ADVENTURE

APRIL 17TH



Good Standing Activities

October 11th

Varsity vs. JV Powder Puff Game

October 19th

Homecoming Dance

November 26th

National Cake Day

December 20th

Popcorn & a Movie

January

Daily Giveaways

February __

Gal/Pal/Valentine's Dance

March 7th

March Madness Staff vs. Students Extravaganza!

April 24th -25th

BHS Drama Production

May 17th

Junior/Senior PROM

June

Flying Boxcars Game

BACK TO
START



DANCE POLICY & INFORMATION

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Students must be in Good Standing to attend dances, and tickets must be purchased in advance.

A guest form must be completed prior to purchasing a ticket for any guest that does not attend Boonsboro High School. Forms can be picked up in the Main Office. All guests must be under the age of 21 and no elementary or middle school students will be permitted to attend.

Boonsboro High School students and Boonsboro students that have elected to attend Barbara Ingram School for the Fine Arts or Boyd J. Michael III Technical High School are able to attend BHS school dances and bring a guest if they are dressed appropriately and register/buy their ticket in advance.

PROM

All Juniors and Seniors are invited. Underclassmen are able to attend if they are the guest of a current Junior or Senior. Students are required to purchase a ticket for themselves and their guests.

All students who wish to attend Prom must be in Good Standing in April and three additional months. January graduates need to be in Good Standing in January and two additional months. These months do not need to be consecutive. Seniors must also have all Student Service Learning hours completed and submitted before being able to purchase a Prom ticket.



2024-2025 BHS Dances

Homecoming

Saturday, October 19, 2024

Homecoming is an annual event held during one of the home football game weekends. This year is unusual in that there will be no school on the day of our Homecoming Game, Friday, October 18, 2024. A Homecoming King and Queen are selected by the student body. The Homecoming Court is comprised of 9th, 10th, 11th, and 12th grade students. The crowning of Homecoming King and Queen is made during halftime of the Homecoming Football Game. Dress for the Homecoming Dance is semi-formal, and the dance is held in the BHS Gymnasium.

Gal/Pal/Valentine's Dance

Saturday, February ?, 2025

This dance is a new concept for the Good Standing event of February. Dress for this dance will be casual, and the dance will be held in the BHS Gymnasium. It will be held on either a Friday or Saturday in February (to be determined).

Junior/Senior Prom

Saturday, May 17, 2025

Sponsored by the Junior class, Prom is held toward the end of the school year and is the formal event of the year. This year's Prom will again be held at The Historic Springfield Barn in Williamsport, MD.



ATTENDANCE

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WCPS Student Handbook

A student is counted present for a full day if the student is in attendance four hours or more of the school day. A student is counted present for a half day if in attendance for at least two hours of the school day, but less than four hours.

Absence Notes

Students should turn in an absence note the day they return to school in the Attendance Office. Per WCPS policy, failure to provide a parent note within 30 days may result in the absence being coded as unexcused. Unexcused absences will be tracked and students and/or parents will be contacted by school staff to collect absence notes and/or issue unexcused absence consequences (see below).

Reasons that are accepted as lawful excuses for being absent from school are listed below, as per Maryland Annotated Code 13A.08.01.03:

1. Death in the immediate family
2. Illness of the student
3. Quarantine – isolation ordered by State Board of Health and doctor’s certificate
4. Court summons
5. State emergency (hazardous spills, polluted air, etc.)
6. Absences approved in advance by the school administration (Vacations and college visits require 10 days notice—see below)
7. Suspension from school

Some examples of reasons that are considered unexcused for being absent are Babysitting, Illness of a family member, Missing the bus, Oversleeping, Employment not approved by school, and Vacation, unless approved by Principal.



ATTENDANCE

continued

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[WCPS Student Handbook](#)

Vacation Forms

WCPS policy allows for three (3) days of approved and lawful vacation days per school year. In order for vacation days to be approved, students must get a Vacation Form from the Main Office and obtain signatures from teachers and parent/guardians before turning into the Principal for his signature/approval a minimum of ten (10) days before the start of the vacation. Students must be passing all classes to have a vacation approved. When a vacation exceeds the three allowable approved days, the remaining days will be coded as unexcused.

Early Dismissals

No student is permitted to leave the building at any time during school hours without first obtaining an early dismissal note from the Main Office. To obtain an early dismissal note, students must bring a note from parents/guardians explaining the time and reason for the dismissal. If approved, an early dismissal note will be issued to the student. For students not bringing an early excuse note or needing to be picked up early for an unforeseen reason, the parent/guardian must come in to the Main Office to sign the student out of school. If the early dismissal is for a morning appointment, the student is encouraged to return to school after that appointment. Students who leave the school building during school hours without a dismissal will disciplinary consequences for cutting classes. When returning to school, students are required to report to the Main Office before returning to class. Excuse slips must be presented to each teacher following an absence from class.



ATTENDANCE 25

continued

WCPS Student Handbook

Response to Absences

Students that maintain strong daily attendance will be recognized through the BLUE and/or Good Standing program.

In accordance with WCPS Policy, parents will be notified about student's absences in the following manner:

The attendance office will make a daily phone call alerting parents that their child is absent from school. Parents may check student attendance at <https://spportal.wcps.k12.md.us>. If you need a username and password please contact the guidance office at 301-766-8025.

When a student accumulates 3, 6, 12 days of lawful and/or unlawful absences, parents/guardians will be notified by mail. If deemed necessary by the Principal, the case will be referred to the Student Support Team. This team is composed of the school's administration, counseling staff, student intervention specialist, and the school's pupil personnel worker. The team may invite the student and the parents to attend a conference to determine appropriate course of action to improve attendance.

All absences are counted. Absences are excused or unexcused. When the combined absences, excused or unexcused, reach twelve (12) days, only official/legal documentation will be accepted as excused absences (i.e., doctor notes and/or legal summons).

NOTE: The WCPS Attendance Policy is not designed nor intended to punish sick children or to encourage ill children to be in school. The procedures are designed to promote the importance of regular, daily school attendance. The law is quite clear – students are to be in school every day school is in session, unless they are ill or absent for another lawful reason.



PUNCTUALITY 26

WCPS Student Handbook

Tardiness to School

Students who are tardy to school (after 8:35 a.m.) must enter through the Main Office in order to be admitted to class.

Students must bring a note from the doctor or parent/guardian to explain the tardiness. Failure to bring a note is an unexcused tardy. Note that traffic is NOT an excused absence in alignment with the WCPS Student Handbook.

Consequences for being tardy to school:

- 1st & 2nd times: Conversation with Student Intervention Specialist (SIS)
- 3rd time: Parent notification by SIS
- 4th time: Parent notification & Lunch Detention with SIS
- 5th+: Lunch Detention with SIS, parent notification, and Referral to Administration

Tardiness to Class

When the second bell (tardy bell) rings, students should be inside the classroom, seated, and participating in class.

Teachers will follow these consequences for tardies to class:

- 1st & 2nd times: Conversation with teacher
- 3rd time: Parent notification
- 4th time: Parent notification & 30-min. After-school teacher detention
- 5th time: Parent notification & Referral to AP



IN THE CLASSROOM

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Disciplinary Procedures for Lack of Academic Integrity

Boonsboro High School will follow the Academic Integrity Process and Procedures approved by WCPS for any incident of cheating, fabrication, plagiarism, or facilitating academic dishonesty.

Consequences for cheating, fabrication, plagiarism, or facilitating academic dishonesty:

- The student will be given a grade of “0” for the assignment
- Written notification will be sent to the parent
- A written copy of the incident will be forwarded to the school administrator for placement in the student’s discipline file
- Additional disciplinary consequences may be administered consistent with “Washington County Public Schools Disciplinary Guidelines” for violation of school policies

Artificial Intelligence (AI)

Schoolwork completed with the assistance of AI is not original thought or work and therefore is deemed an Academic Integrity Violation and will be addressed accordingly.

[WCPS Student Handbook](#)

IN THE CLASSROOM

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Make-Up Work

Students who are absent from class for an **excused** reason will be required to make up class work, quizzes, tests, etc., missed in each class. It is the student's responsibility to adhere to the individual teacher's make-up policy and to obtain all make-up work from his/ her teachers immediately upon return to classes. Make-up work is required to be completed in the amount of days a student is absent. For example if a student is absent one day, they have one day to make up missing work. Make-up work will partially compensate for absences from classes.

If the absence is known by the student in advance, work is to be given to the student in advance of the absence and/or the student will be held accountable for the instruction or other work missed upon his/her return to school. This absence must be approved, prior to departure, through the office of the principal and all teachers of the student must be notified in writing. In the event of a prolonged absence, a parent or guardian should notify the school through the counseling office and, make arrangements to secure required work; a minimum twenty four hour notice is required.

Grading

Refer to [WCPS Policy IKA for specifics](#) on grade calculation, GPA/ranks, honors, and grade reports/report cards.

All BHS teachers maintain a grade book that can be accessed through StudentVue/ParentVue.

Teachers use various means and measures to determine final letter grades (A,B,C,D,F). Refer to each teacher's grading policy given at the beginning of the course.



See the
Policy

IN THE CLASSROOM

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End of Year Assessments
in Government
in Biology
20% of final grade

[WCPS Student Handbook](#)

What is CCR?

College and Career Readiness

- in English (determined by English 10 MCAP)
- **and** in Math (determined by Algebra 1 MCAP
OR an overall GPA of 3.0 after having taken the
Algebra 1 MCAP)
- not a graduation requirement, but lack of CCR
in Junior/Senior years will result in extra
math/English classes

ABBREVIATED SCHEDULES

Some juniors/seniors arrive to school later than period 1 or leave before the end of the school day due to Work Release, Apprenticeship, or HCC dual enrollment. All students arriving after period 1 must sign in at the Main Office each day.

All those leaving before dismissal immediately leave the building. These students may not wander the building or otherwise stay on campus beyond their school day unless arranged with their AP to be supervised.

MAKING GOOD DECISIONS

30⁺

WCPS Student Handbook

MANAGING BEHAVIORS

As teenagers, our students are at a critical point in their lives in making hundreds of decisions a day. From deciding what to wear for the day to deciding how quickly to walk to class to how to speak with classmates and teachers, we believe that, in most cases, our students know how to make good decisions about the ways in which they behave. Sometimes they make poor choices, however, and teachers and administrators must help students manage their behaviors.

CLASSROOM-LEVEL

In most cases, the poor choices that students make are lower-level misbehaviors that teachers can work through along with students and their parents/guardians.

Examples:

- tardiness
- some profanity
- horseplay
- work avoidance
- cell phone use
- excessive talking
- being annoying

Ways teachers might respond:

- Private conversation
- Parent phone call/email
- Request for mediation
- 30-minute after school detention

If several attempts are unsuccessful, the teacher may refer behavior to AP.

ADMINISTRATIVE-LEVEL

Unfortunately, sometimes students make serious mistakes in their decision-making and their behaviors are immediately referred to administration (usually their AP).

Examples:

- substance use/possession
- bullying, harassment, and/or intimidation
- cutting class
- serious disruption
- serious disrespect
- fighting / attacking
- threatening
- weapon
- repeated classroom-level misbehavior

Some ways APs might respond:

- Pass restrictions
- Parent conference
- Lunch detention
- 60-minute after school detention
- Restorative Justice practices
- Alternative learning location
- Saturday School (3 hours)
- Conduct ineligibility
- Behavior Intervention Plan
- ALT 1 program
- Suspension



In addition to LAWS, here are THE RULES

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WCPS Student Handbook

MAKE GOOD DECISIONS BASED ON THESE GUIDELINES

The following rules are based on WCPS Policies and Administrative Procedures:

- Sunglasses are not permitted to be worn inside the school building.
- Clothing must cover all undergarments and not expose breasts, buttocks, or torso/midriff.
- Clothing may not be see-through.
- Tops must have at least shoulder straps worn on top of each shoulder.
- Shoes must be worn at all times.
- No full head/face coverings. BHS Administration requires all student faces to be fully visible at all times. Face paint, masks, or anything that can impede student identification is not acceptable and must be removed immediately.
- Full-size flags and blankets may not be worn or wrapped.
- No words or pictures that are vulgar, disrespectful, racist, sexist, homophobic, or otherwise derogatory of a protected group.
- Similarly, no references to profanity, drugs, alcohol, tobacco, weapons.



Note about Special Events

BHS holds many special events that require attention to dress. For instance, Homecoming Dance is a semi-formal event and Prom is a formal event. Also, graduates will be required to dress business casual during all celebration events to maintain the decorum of these special times.



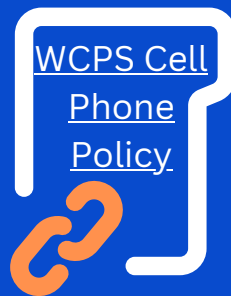
A FEW MORE RULES

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WCPS Student Handbook

MAKE GOOD DECISIONS BASED ON THESE GUIDELINES

- Cell phones must be off and out of sight during class.
- Do not take photos, videos, or audio recordings of others.
- You may not use your own personal laptop in school.
- No inappropriate public displays of affection.
- Use a PASS every time you exit your classroom and take the lanyard hall pass with you.
- Restroom breaks should take no longer than 5 minutes.
- Use the restroom nearest your classroom (same color code).
- Do not loiter in restrooms; no eating or sitting in restrooms on the floor.
- Report immediately to the Cafeteria during your lunch shift and do not leave the Cafeteria without permission.
- Do not bring or carry over-the-counter or prescription medications.



GRADUATION REQUIREMENTS & COMPLETERS

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[BHS Scheduling Website](#)

To earn a WCPS Diploma students must:

Earn a minimum of twenty-four (24) credits

- English—4 credits
- Social Studies—3 credits (1 United States Studies II , 1 Local, State, and National Government, 1 World History)
- Mathematics—4 credits (Students must enroll in a mathematics course in each year of high school: 1 Algebraic Concepts, 1 Geometric Concepts, 2 Additional Mathematics Credits)
- Science, laboratory-based—3 credits (1 Biology, 2 Additional Science Credits to include Physical Science and Earth Space Science content)
- Fine Arts—1 credit
- Technology Education—1 credit
- Physical Education—1 credit
- Health/Life Skills—1 credit Electives—6 credits

Meet the Maryland High School Assessment requirement

Complete a minimum 75 hours of Student Service Learning

Earn credits to satisfy the requirements of the University System of Maryland Completer Program and/or a Career and Technology Education Completer Program

Completers at Boonsboro High School

- Apprenticeship Maryland Program
- Career Research and Development
- Carpentry
- Certified Nursing Assistant/Geriatric Nursing Assistant
- Computer Science
- Construction Design & Management
- Finance & Accounting
- Homeland Security & Emergency Preparedness
- Horticulture
- Interactive Multimedia Production
- Marketing
- Power Mechanics
- Software Specialist
- Sports Medicine
- University System of Maryland
- College Credit Through High School

F.L.E.X. Period @BHS

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WHAT

- F.L.E.X. = Focused Learning & "EXtras" - like EXtracurricular activities, EXperiences, and EXtraordinary opportunities that enhance your high school experience
- A035 Advanced Study Skills is the course that appears on your schedule. It is a Pass/Fail 1 elective credit course.

WHY

- Last year, the SGA asked Admin to consider a common period for all students where they could have time to study; receive tutoring and remediation; attend assemblies, seminars, and workshops; and participate in extracurriculars, clubs, and organizational meetings. The Admin team agreed that this type of period could be beneficial to all Warriors, so we are giving it a try this year!

WHEN

- Period 6 every day
- Students who are not in school period 6 will still be invited to attend special events and meetings.
- For some assemblies, Period 6 may be moved to the beginning or end of the school day.
- On 2-hour delay and early dismissal days, there will be no period 6/FLEX.

WHO

- FLEX groups are based on grade-level.
- While most groups are alphabetical, some students are grouped together because they all need Math Support for CCR purposes.

HOW

- Generally, Tuesday-Thursday will be used for Focused Learning to include studying, completing assignments, targeted remediation, intervention, and tutoring.
- Generally, Monday and Friday will be open for the "EXtras" -- calendared club/org meetings, assemblies, class meetings, events, workshops, etc.



EMAIL & GOOGLE CLASSROOMS

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EMAIL

- Open Chrome on Chromebook
- New tab: click WCPS QuickLinks (top left)
- Select WCPS Email
- Enter 5/3@wcps.k12.md.us
- Enter password (for most wcps##### - student id)
 - *There are a few exceptions that Mrs. Otte will support.*
- Consider deleting all or nearly all existing messages to start anew!
- Consider changing notification preferences in GC to reduce messages in the future.



GOOGLE CLASSROOMS

- Open Chrome on Chromebook
- New tab: click “waffle” (top right)
- Select Classroom

CLASS OF 20XX GOOGLE CLASSROOMS

Join only your grade-level classroom if you are not already a member. Graduating Juniors should also join 12th.

Class of 2025 (12th) - iw4pa6

Class of 2026 (11th) - csb5oug

Class of 2027 (10th) - aunvt3b

Class of 2028 (9th) - 4ktxycm



GETTING TO & FROM SCHOOL

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BUSES

- Students who do not live within walking distance are assigned a bus. Bus routes, stops, and times are posted on the WCPS Transportation web page in August and typically the school posts paper copies in the Gym Lobby windows.
- Appropriate behaviors are expected on the buses as they are an extension of our school building.

DROP-OFF & PICK-UP

- If a student is being dropped off between 8:20 and 8:34 a.m., use the **BACK parking lot** and enter the school by the Greenhouse.
- DO NOT USE the bus loop, the auditorium lot, nor the gym lot for regular drop-offs. Dropping off in those areas can be dangerous for pedestrians and cause serious back-ups of traffic.
- **Pick-up should also occur in the Back Lot.**
- Cars picking up students should NOT line up in the lot loop but rather pull into empty spots to await their students.

PARKING

- Applications and information for parking permits are posted in the rising 11th and 12th grade Google Classrooms at the end of the school year for the following year and are available on a first come, first served basis.
- Parking permits are only available to currently licensed drivers.
- Applications are on a rolling basis, which means they are open throughout the year; passes will be sold when/if there are available spots.
- You **MUST** have a hang-tag and park in your designated space of the **FIRST** day of school and every day you attend. If you park somewhere else or without a tag, you risk consequences like Saturday School and towing.



Boonsboro High School

Student Handbook Acknowledgement Form

Boonsboro High School is issuing this Student and Parent Handbook digitally. The handbook can be found on our school website: <https://sites.google.com/wcps.k12.md.us/boonsboro-high/home> and will also be available in each “Class of...” Google Classroom.

We encourage parents/guardians also to review the handbook with their student to help them understand the rules and procedures at Boonsboro High School. Our administrative team will highlight a few important changes in class meetings during the school's first week.

There will be a form in an assignment on your Class of 20xx Google Classroom to sign electronically that you acknowledge and confirm your understanding of Boonsboro High School rules and procedures.

Failure to sign the electronic acknowledgment form does not relieve the student from any expectations, rules, policies, or procedures referenced within this handbook.