



BRONX ENVISION ACADEMY

1619 Boston Road, Bronx, NY 10460

718.589.1590 [bronxenvision.org](http://bronxenvision.org)

# Student Handbook

# 2018-2019

*This planner belongs to:*

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Name

Advisor: \_\_\_\_\_

# Important Dates

## September

Wednesday 9/5: *First Day of School*

Monday 9/10 - Tuesday 9/11: *No School (Rosh Hashanah)*

Wednesday 9/19: *No School (Yom Kippur)*

Wednesday 9/26: *Progress Report Date (MP1), Curriculum Night*

## October

Monday 10/8: *No School (Columbus Day)*

Thursday 10/18: *Marking Period 1 Ends*

Friday 10/19: *Marking Period 2 Begins*

Thursday 10/25: *Parent Teacher Conferences (1/2 Day for Students)*

Monday 10/29 - Friday 11/2: *Spirit Week*

## November

Tuesday 11/6: *No School for Students (Election Day)*

Monday 11/12: *No School (Veterans Day)*

Wednesday 11/14: *Progress Report Date (MP2)*

Thursday 11/22 - Friday 11/23: *No School (Thanksgiving Recess)*

Friday 11/30: *Marking Period 2 Ends*

## December

Monday 12/3: *Marking Period 3 Begins*

Tuesday 12/18: *Winter Concert*

Monday 12/24 - Tuesday 1/1: *No School (Winter Recess)*

## January

Tuesday 1/1: *No School (New Year's Day)*

Wednesday 1/2: *Progress Report Date (MP3)*

Wednesday 1/16: *Marking Period 3 Ends*

Thursday 1/17 - Friday 1/18: *End of Term Exams*

Monday 1/21: *No School (Martin Luther King, Jr. Day)*

Tuesday 1/22 - Friday 1/25: *Regents Examinations*

Monday 1/28: *No School for Students*

Tuesday 1/29: *First Day of Second Semester*

## February

Tuesday 2/5: No School (Lunar New Year)

Monday 2/18 - Friday 2/22: No School (Mid-Winter Recess)

Wednesday 2/27: Progress Report Date (MP1)

## March

Monday 3/18: Marking Period 1 Ends

Tuesday 3/19: Marking Period 2 Begins

Wednesday 3/27: SAT & PSAT Day

Thursday 3/28: Parent Teacher Conferences (1/2 Day for Students)

## April

Wednesday 4/10: Progress Report Date (MP2)

Friday 4/19 - Friday 4/26: No School (Spring Recess)

## May

Thursday 5/2: Marking Period 2 Ends

Friday 5/3: Marking Period 3 Begins

Monday 5/6, Tuesday 5/8, Friday 5/10 - Thursday 5/16: AP Exams

Thursday 5/9: Evening of Excellence Awards

Wednesday 5/22: Progress Report (MP3)

Monday 5/27: No School (Memorial Day)

## June

Monday 6/3: New Global History Regents Exam

Tuesday 6/4: No School (Eid al-Fitr)

Thursday 6/6: No School for Students (Anniversary Day)

Tuesday 6/11: Marking Period 3 Ends

Wednesday 6/12 - Friday 6/14: Final Exams

Monday 6/17: Field Day

Tuesday 6/18 - Tuesday 6/25: Regents Examinations

Wednesday 6/26: Graduation

# Bronx Envision Academy Mission

The mission of Bronx Envision Academy is to empower students to be passionate about and well-prepared for their futures, enabling them to be successful in college and their careers.

Bronx Envision supports student success through a challenging arts-rich curriculum and intensive internship experiences in collaboration with vibrant community arts organizations. At Bronx Envision, imagination is the key to success, and the learning process in all academic disciplines will mirror the artistic process of skill-building, in-depth investigation, integration of ideas from disparate sources, and process of critique, feedback and reflection.

Bronx Envision teachers design courses that link students to the unique and varied arts institutions that make New York City a magnet for creativity and arts professions. As the school grows, Bronx Envision itself will become a public hub for the arts, with student-run gallery exhibitions and performances open to students, their families, and the community.

## Bronx Envision Instructional Core Values

### **Project-Based Learning**

*Process • Product • Creativity • Inquiry*

Students learn best when given the opportunity to develop their own ideas and learn from others. Project-based learning allows students to learn by doing, identifying questions, goals, and processes to explore and share their ideas. At Bronx Envision, we encourage imaginative and creative thinking and celebrate the unique perspectives each member of our community contributes.

### **Reflection and Critique**

*Discussions • Gallery Exhibitions • Peer Reviews • Portfolio Roundtables*

Through discussions, students develop their thinking and learn from others' points of view. Bronx Envision students will seek feedback from others and share their ideas with others. Through critiques, peer reviews, and portfolio roundtables, students will take responsibility for their learning and contributions to the classroom and school community.

### **Connections**

*Interdisciplinary and Arts • Relevance to Future • Relevance to Self • Relevance to the Real World • Personal Relationships*

At Bronx Envision, we strive to make learning meaningful for all students. By identifying interdisciplinary and arts connections and designing relevant learning experiences, Bronx Envision teachers facilitate student meaning-making. We endeavor to support each student in developing strong connections within and beyond the Bronx Envision community.

# College Preparatory Curriculum

At Bronx Envision, we expect all students to graduate well-prepared for success in college.

## Rigorous Liberal Arts Coursework

Students will take four years of mathematics, English, science, social studies, physical education, arts, and advisory courses.

## Portfolios, Projects and Discussions

Students learn best when they have the opportunity to research in depth, discuss their ideas, write extensively, and reflect on their learning. Each year, Bronx Envision students will present their work in portfolio roundtable reviews, presentations or seminars.

## Off-Site Learning

Students will have the opportunity to visit our city's cultural institutions as part of their coursework and extracurricular activities.

## Arts and Interdisciplinary Connections

The arts are essential. Students will have the opportunity to choose elective courses in the arts and study the arts over the course of their high school career. We connect the arts to learning across the curriculum and celebrate student work in our gallery and through student performances and published works.

## College Process

Through our partnership with College Bound Initiative (CBI), students will visit public and private colleges and universities, attend college fairs, and meet college students to learn about the college experience. Students and their families will receive support to learn about colleges that will help them reach their goals, in meeting requirements for admission, and in preparing college and financial aid applications.

## Grading Policy

At Bronx Envision, there are three marking periods each semester. Students' final grade for the semester will be an average of the three marking period grades.

In each class, students will receive grades (55-100%) based on homework & classwork, and major projects & assessments.

## Course Grading Guidelines

Grades represent a variety of assessments, including exams, quizzes, projects and exhibitions (such as portfolios, presentations, essays). Such assessments grow in importance in high school, and the grading policy reflects increased emphasis on major assessments in upper grades.

	9th	10th	11th	12th
Exams, Projects, Exhibitions & Quizzes	45%	50%	55%	60%
Classwork	40%	35%	25%	20%
Homework	15%	15%	20%	20%

# Important Policies

Bronx Envision Academy is a New York City Department of Education public high school. The Chancellor's Regulations, Bill of Student Rights and Responsibilities, Discipline Code, and Parents' Bill of Rights apply.

**We at Bronx Envision are committed to creating a safe learning community for all. We believe that all people -- students, parents, families, faculty, staff, visitors, and community partners -- must be treated with respect.**

Please visit [schools.nyc.gov/RulesPolicies/default.htm](https://schools.nyc.gov/RulesPolicies/default.htm) for more information about city-wide regulations that are in effect at Bronx Envision Academy.

## DISCLAIMER

*This policy section contains guidelines but is not intended to be all-inclusive or to supersede or conflict with any New York City Department of Education Policies, New York State Statutes, Federal Laws and Regulations, or revised school rules and procedures. Additional rules, procedures or revisions of existing school rules may be developed during the school year.*

## Attendance

The New York State Department of Education has set a standard of 90% attendance for grade level promotion. Absence is a major cause of academic failure. Regular attendance is necessary for success in school. One hundred percent (100%) attendance should be the goal of every student.

Bronx Envision will contact families (usually with a phone messenger or text message service) to alert families when students are late or absent. Advisors will track the attendance of their advisees and make referrals as needed. Parents and guardians are expected to call the school as early as possible if a student will not be attending school for any reason. Written notice is both welcome and appreciated, and calls should be made as far in advance as possible. Families should schedule routine appointments, including medical and dental appointments, after school hours or on the weekend so that students are able to participate fully in school.

Students are responsible for making up any classwork, homework, projects, quizzes, exams, and assignments missed during absences. Students who are absent from school may not attend school sporting events, dances, performances or other school-sponsored activities occurring on the day they are absent from school.

## Dress Code

Bronx Envision Academy students must make responsible decisions about appropriate dress for school. Students must wear sneakers and clothing appropriate for physical activity (t-shirt and sweatpants or shorts) on days they are programmed for physical education class.

Prohibited items include: skinny or spaghetti strap tank-tops, midriff-showing tops, sheer tops, short-shorts, cut-offs, mini-skirts (shorter than fingertip length), pants or shorts that reveal undergarments, any clothes which have any signs of gang affiliation (e.g. scarves, bandanas, beads), any clothing referencing drug or alcohol use or any clothing that violates others' right to a safe and supportive learning environment, free from discrimination, harassment and bigotry.

## Advisory Program

Advisory is at the heart of our school. Advisory is a credit-bearing class, and the following important initiatives take place during advisory:

Daily: Independent Reading. Reading is essential, and we make time at BEA during each advisory for silent independent reading.

Weekly: Restorative Circles. We learn from one another's perspectives. Weekly circle discussions help strengthen our community.

Twice Each Marking Period: Conferences about goals, grades & progress.

On an Ongoing Basis: Research and preparation for the college search and application process.

Twice yearly: Parent-Teacher conferences, by appointment with advisor.

In advisory, students also complete major exhibitions of learning in each grade:

Ninth Grade: Portfolio Roundtables. Students present reflections on their learning in all courses.

Tenth Grade: Portfolio Roundtables. Students present in-depth reflections on their strongest learning from two courses.

Eleventh Grade: Junior Research Presentations and Papers. Students prepare twenty-minute presentations, respond to questions from a panel, and complete a research paper.

Twelfth Grade: Senior Capstone Seminars. Students lead engaging seminar classes on a topic.

## Hallway Passes

*Between Classes*: Students must proceed directly from one class to another. Students are not permitted to use the restrooms between classes because they must be present at the beginning of class for the class warm up, attendance, and important classroom instruction.

*During Classes*: Learning is our shared priority. Students should minimize interruptions to class periods whenever possible. Students may request permission to use a pass for the restroom in the middle of class periods (after the first ten minutes and before the last ten minutes). Only one student may be out of the room at a time, and students must sign out in a log book in the classroom.

# Electronics Policy

Bronx Envision Academy is committed to providing a safe and supportive educational environment. Cell phones and other communication devices have become sources of distraction and have been substantially disruptive to the educational process.

Students must turn off and store cellphones and other electronic devices in Yondr pouches upon arrival. Students may not wear headphones during the school day. School staff will unlock pouches for students at dismissal. Yondr pouches are school property, and students will be responsible for a fee to replace damaged pouches. Damage to a pouch will result in a \$25 replacement fee.

Any observed electronic device is subject to confiscation. Parents must pick up electronics confiscated in violation of Bronx Envision Academy policy between 9 AM and 2 PM. In case of emergency, families may contact the school main office at 718.589.1590 x0.



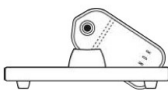
## ENTRANCE

Upon entering the school, student phones are placed in a personal locking Yondr pouch.



## EXPERIENCE

Students retain possession of their locked phones throughout the school day. Teachers are able to instruct without distraction.



## EXIT

Upon exiting the school, student phones are unlocked and they are free to use their devices to coordinate transportation and contact family members.

# Cafeteria

The cafeteria is a public eating place, and students are expected to behave in a manner which demonstrates the high quality of table manners and respect for others. Bronx Envision shares the cafeteria with two other schools in the building, and all students are responsible for leaving the cafeteria clean and ready for the next group of students.

- All students with 7th period lunch must eat lunch in school. They may bring lunch from home or eat school lunch. They may not leave the school building to obtain food after arriving on school grounds. Seniors and select juniors are assigned 8th period lunch. If they are in good standing, students with 8th period lunch may leave the building.
- All students must report to the cafeteria promptly at the beginning of the lunch period unless they are scheduled for a lunch club or tutoring program for the period.
- Proper behavior is expected at all times. Students must follow directions from supervising adults, including faculty and staff from other schools in the building, school safety agents or cafeteria staff.
- All students will neatly place refuse in the garbage cans provided and contribute to efforts to keep the cafeteria clean.



- All students must input their lunch numbers to have lunch, and students are responsible for learning their lunch numbers. Students who pay full price for lunch must pay in the lunch line. Unfortunately, the Department of Education is unable to issue credit for meal payment for high school students.

## Building Safety & Security

### Student Records: Access & Disclosure

Personal information (including students' names, parent or other family members' names, address, social security number or school identification number and personal characteristics of students or their families) is confidential information. Only family members or guardians listed as contacts on the student's emergency blue card may have access to student information regarding grades, attendance and progress.

### Shared Space

In our building, the Department of Education has designated certain spaces to be shared space. These spaces include the auditorium, gym, cafeteria, school yard, dance studio, bathrooms, hallways, stairwells, and science laboratory. At all times, students must treat areas and property with respect. Shared spaces, like Bronx Envision's school space, should be kept clean at all times.

### Emergency Contact Cards

At the beginning of the school year, every student receives an emergency contact form, which must be brought home for completion by a parent or guardian. This blue card must be filled out entirely and returned to school immediately. The information must be accurate, and parents and guardians should notify the school office should any information change. All information on the card is needed in case of a medical or other type of emergency. Please be sure to provide a minimum of three individuals with names, addresses, working telephone numbers, email addresses, and relationship to the student.

### Visitors

Safety is a primary concern at Bronx Envision Academy. Monitoring the flow of visitors is an important aspect of our safety policy. Parents and guardians are encouraged to make appointments to visit staff when they are not teaching. Parents and guardians should please contact the main office (718) 589-1590 or [info@bronxenvision.org](mailto:info@bronxenvision.org) or their child's advisor to make an appointment.

#### *Visiting Procedure:*

1. All visitors use the main entrance at Boston Road and E 173rd Street.
2. Visitors must present a photo ID at the front table and sign in.
3. Visitors must then proceed to the BEA main office to check in (Room 419).

## PupilPath

Students and families have access to grades via [PupilPath.com](https://pupilpath.com) and the PupilPath phone app at any time. Teachers will update grades in PupilPath at least twelve times per year. Students who need help logging into PupilPath should see their advisor or guidance counselor.

## Honor Roll & High Honor Roll

Students who earn a place on the Bronx Envision Honor Roll represent remarkable academic achievement. To earn a place on the **High Honor Roll**, students must earn an average of 90% or above with no failing grades and maintain an on-time attendance record of 80% or above. To earn a place on the **Honor Roll**, students must earn an average of 80% or above with no failing grades and maintain an on-time attendance record of 80% or above.

## MetroCards

MetroCards are distributed according to Department of Education regulations. Students who qualify for full-fare or half-fare MetroCards will receive a card at the beginning of each semester. Students are responsible for maintaining their cards. In the event that a card is lost or stolen, students may visit the office to request a replacement card after school or during lunch. Bronx Envision Academy will endeavor to replace the card as quickly as possible, but same-day replacement is not typically possible.

## Sign Out Policy for Students

Students who become ill at school but who are able to travel independently may be dismissed with parent or guardian permission by phone. Students under the age of 18 who need to leave school due to appointments must provide written permission from a parent or guardian or must be signed out by a parent, guardian or other adult authorized on the blue card on file. Parent notification is required for students 18 and over to sign out in the main office due to illness or appointments. Students attending recurring academic programs (for example College Now classes or an academic internship) should provide written permission for the semester.

## Promotion Policy

### Tenth Grade

Students must earn 11 credits and demonstrate they are meeting academic standards to be promoted to tenth grade.

### Eleventh Grade

Students must earn 22 credits, including four credits in required social studies courses (typically Global History 1-4) and four credits in English, and demonstrate they are meeting academic standards in English, math and science to be promoted to the eleventh grade.

### Twelfth Grade

Students must earn 33 credits and demonstrate they are meeting academic standards in English, math and science to be promoted to the twelfth grade.

# Diploma Requirements

## Regents Diploma

### **Required Courses 44 Credits**

English 8 credits

Math 6 credits

History 8 credits

*Global History* 4

*US History* 2

*Government* 1

*Economics* 1

Science 6 credits

*Life Science* 2

*Physical Science* 2

Fine & Performing Arts 2 credits

Language other than

English 2 credits

Physical Education 4 credits

Health 1 credit

Electives 7 credits

## Advanced Regents Diploma

### **Required Courses 44 Credits**

English 8 credits

Math 6 credits

History 8 credits

*Global History* 4

*US History* 2

*Government* 1

*Economics* 1

Science 6 credits

*Life Science* 2

*Physical Science* 2

Fine & Performing Arts 2 credits

Language other than

English 6 credits

Physical Education 4 credits

Health 1 credit

Electives 1 credit

### **Required Regents Examinations**

#### **Mathematics**

*Algebra, Geometry or  
Trigonometry*

#### **Science**

*Living Environment, Earth  
Science, Chemistry or Physics*

#### **Global History\***

#### **United States History\***

#### **English**

### **Required Regents Examinations**

#### **Mathematics**

**3 exams**

*Algebra, Geometry and  
Trigonometry*

#### **Science**

**2 exams**

*Living Environment, Earth  
Science, Chemistry or Physics*

#### **Global History**

#### **United States History**

#### **English**

#### **Language other than English**

#### **Exam**

*(NYC Regents-like Exam)*

\*Students must pass five Regents examinations with a 65. Students may substitute one of the required history exams with a passing score on an additional Regents examination or an alternative approved by the New York State Education Department.

## Arts Endorsed Regents

### Diploma

<b>Required Courses</b>	<b>45 Credits</b>
English	8 credits
Math	6 credits
History	8 credits
<i>Global History</i>	4
<i>US History</i>	2
<i>Government</i>	1
<i>Economics</i>	1
Science	6 credits
<i>Life Science</i>	2
<i>Physical Science</i>	2
Fine & Performing Arts	10 credits <i>(within one arts discipline)</i>
Language other than	
English	2 credits
Physical Education	4 credits
Health	1 credit

### Required Regents Examinations

#### Mathematics

*Algebra, Geometry or  
Trigonometry*

#### Science

*Living Environment, Earth  
Science, Chemistry or Physics*

#### Global History

#### United States History

#### English

#### New York City Commencement Level Arts Examination

## Arts Endorsed Advanced

### Regents Diploma

<b>Required Courses</b>	<b>45 Credits</b>
English	8 credits
Math	6 credits
History	8 credits
<i>Global History</i>	4
<i>US History</i>	2
<i>Government</i>	1
<i>Economics</i>	1
Science	6 credits
<i>Life Science</i>	2
<i>Physical Science</i>	2
Fine & Performing Arts	10 credits*
Language other than	
English	2 credits
Physical Education	4 credits
Health	1 credit

### Required Regents Examinations

#### Mathematics 3 exams

*Algebra, Geometry and  
Trigonometry*

#### Science 2 exams

*Living Environment, Earth  
Science, Chemistry or Physics*

#### Global History

#### United States History

#### English

#### New York City Commencement Level Arts Examination

\*All ten arts credits must be from a single arts discipline. Students must pass the Commencement Level Arts Examination in the same arts discipline.