



Scholar and Parent

Handbook

For

A Better Chance

of

Clinton & the Mohawk Valley

Page intentionally left blank.

# HANDBOOK FOR A BETTER CHANCE OF CLINTON & THE MOHAWK VALLEY

## Table of Contents

Chapter 1 ABC Mission Statement	Pag	4
Chapter 2 Greetings		6
Chapter 3 Introduction		8
Chapter 4 Our ABC Community		10
4.1 Our Students		10
4.2 Our Program		10
4.2.1 The ABC House		10
4.2.2 The Resident Directors		11
4.2.3 The Resident Tutors		11
4.2.4 Host Families		11
4.2.5 Free Sundays		11
4.2.6 Transportation		11
4.2.6.1 Transportation		12
4.2.6.2 Policy on Rides for		12
4.2.7 Vacation and Travel Guidelines		13
4.2.8. The Role of the Board of Directors		15
Chapter 5 Student Responsibility and Development		16
5.1 Areas of Responsibility		16
5.2 Areas of Development		17
5.2.1 Academic Rules		17
5.2.2 Academic Standards		18
5.2.3 Academic Responsibilities		18
5.2.4 Residential Responsibilities		18
5.2.4.1 Residential Life Report		21
5.2.5 Community Responsibilities		21
5.2.6 Student Complaints		21
5.3 Disciplinary Procedures		21
5.3.1 Initial Procedures for Minor		22
5.3.2 The Student Review Board		22
5.3.3 Student Review Board Procedures		22
Appendix		24

Page intentionally left blank.

## **Chapter 1**

### **The Mission of A Better Chance**

A Better Chance of Clinton & the Mohawk Valley is affiliated with A Better Chance, Inc., a national, non-profit, academic program that has been serving high school students from all over the country since 1963. The mission of National A Better Chance rests on a single goal: to substantially increase the number of well-educated young men and women of color capable of assuming positions of responsibility and leadership in American society. One part of National ABC's mission statement is to "provide educational opportunities to students of color with the talent and potential to excel academically through their recruitment and placement into some of the nation's most outstanding secondary schools." A Better Chance of Clinton & the Mohawk Valley, founded in 1972, is one of 25 community school ABC programs located throughout the country. The mission of community school programs is to provide the housing, education, and nurturing these students need in order to succeed academically, socially, and personally, and to go on to the colleges of their choice.

This page is intentionally left blank.

## Chapter 2

### Greetings

Dear Student:

Welcome to A Better Chance of Clinton & the Mohawk Valley, the ABC Program. We are delighted that you have been selected to be part of this program, and we look forward to a high school experience which will bring growth and personal development in many ways. Three areas of personal development are: academic responsibility, residential responsibility, and community responsibility. While you are here you will be exposed to the lifestyles, beliefs, attitudes, and values of your fellow students, which may be different from your own, and your fellow students will, in turn, be exposed to your values and beliefs, which might be new for them. As you live and go to school with your fellow students, you may encounter new ideas and feelings, arising from a variety of situations. You may be challenged by others, as you exchange opinions and cultural perspectives. We hope that all parties will learn from each other's viewpoints. Should serious disagreements or confrontations occur, then your demonstration of restraint and tolerance will be a sign of your personal growth. At all times, your Resident Directors, Host Family parents, Board Liaisons, and ABC Board members are here for you as mentors and friends, and you may count on them as a source of advice and encouragement.

As you know, not all learning occurs in the classroom. Through the daily challenges of the program your education will occur whether it is in the ABC House, in school, in extra-curricular activities, in the village of Clinton, or with Host Families. Many of the people whom you meet will say that they have learned from you. The more that these events occur, the better the goals of ABC are being met.

Good luck! Take advantage of every opportunity to make your experiences in the Clinton ABC Program as rewarding as possible, both for yourself and others. Your experiences will not all be equally interesting or exciting, but each will contribute to your development in its special way. Through your years in the program, we will make every effort to help you in every way that we can.

Sincerely,

The Board of Directors  
A Better Chance of Clinton & the Mohawk Valley

This page is intentionally left blank.



## **Chapter 3**

### **Introduction**

We hope that this handbook will serve at least two purposes. First, supporters and interested friends of the ABC Program should find this handbook to be an accurate reflection of ABC's goals and resources. But, more importantly, this handbook is intended to be a guide for the ABC students. If the students both accept and learn to work with the rules and responsibilities described herein, it is our belief that they will prosper and grow in the ABC Program as well as in Clinton and the surrounding community. We are confident that all students enrolled in the Clinton ABC Program are capable of meeting its challenges.

Keep in mind that both the Handbook and the Program are subject to change. The ABC Program welcomes and here solicits constructive criticism from students of the Program. We firmly believe that our Program can continue to develop and improve if we maintain a perpetual exchange of ideas which are constantly subjected to thoughtful scrutiny and sometimes tested by experience. This revised handbook is a product of such exchanges over more than 40 years. We wish to thank all who contributed their time, energy and ideas to this Handbook, and we encourage them and others to help us in our goal to make ABC an ever better program.

The Board of Directors  
A Better Chance of Clinton & the Mohawk Valley

This page is intentionally left blank.

## **Chapter 4**

### **Our ABC Community**

#### **4.1 Our Students**

To date, all of the ABC students who have completed their studies and graduated from Clinton High School have been admitted to four-year colleges. This is a record of which we are proud. You, the students, are responsible for this success, which we hope will continue.

Clinton ABC students are selected by our Admissions Team from applications provided by the National ABC Headquarters. Our students have come from all over the United States; presently nearly all come from the Northeastern area of the country. Despite the diversity of their backgrounds, all ABC students have in common the ability and ambition to work with intensity in learning. Just as importantly, they enjoy the rewards that grow from their efforts.

In addition to academic success, Clinton ABC students have traditionally participated in such extracurricular activities as student government, the school musical, varsity and junior varsity athletics, the science fair, band, chorus, Model U.N., Yearbook, or school clubs. They have also participated in community service and other school and community related activities.

Students will discover many interests and activities in Clinton. All of these contribute to personal growth and are a part of the ABC experience. Each student is encouraged to take part in any activity of interest to him as long as his academic work is of high quality and all House rules and responsibilities are satisfied.

#### **4.2 Our Program**

##### **4.2.1 The ABC House**

The ABC House is located one and a half miles from the center of the village on the edge of the Hamilton College campus. The address of the House is 3989 Campus Road, Clinton, NY 13323, and the telephone number is (315) 853-6266. Normally a student will be living in this house with seven other ABC students and the Resident Director/family. Some years there are live-in tutors. Most students will share a room with another student throughout their time in the Clinton ABC residence. The common living and dining areas are shared by all.

#### **4.2.2 The Resident Directors**

The Resident Director(s), herein after referred to as the RD(s), is responsible for the ABC House and its residents. The RD(s) are usually a married couple with children, though a single adult could have the position. The RD(s) supervises and coordinate all aspects of the Program directly related to students - academic, social, and interpersonal. They provide an important link between the students, tutors, teachers, Board members, and the student's parents. The RD(s) is the final authority concerning In-House decisions. They implement Board policy within the House.

#### **4.2.3 The Resident Tutors**

The resident tutors are college students or graduates. They are responsible for tutoring during study hours under the supervision of the RD(s). With the Directors they share the responsibilities for management of the House and its activities. In some years tutors may be work-study students residing at Hamilton College.

#### **4.2.4 Host Families**

Host families are families living in the community who provide a home situation and experience away from the ABC House for each student. Generally, each student has two host families with whom he spends alternate Sundays, from 1:00 p.m. to 7:00 p.m. During that time, the student participates in the activities of the family. The host families pick up the students no later than 1:00 p.m. and return them no earlier than 7:00 p.m., unless other arrangements have been made in advance with the RD(s).

#### **4.2.5 Free Sundays**

Occasionally during the year, perhaps once a semester, Free Sundays may be scheduled by the Host Family Board Chairperson. Free Sundays will require each student to plan and organize his day, submitting his plans to the RD(s), unless a group activity has been planned.

#### **4.2.6 Transportation**

Students are provided with help in acquiring transportation to and from their homes, as well as to and from destinations in the Clinton area, by the ABC Board, and specifically by the Transportation Committee.

#### 4.2.6.1 Transportation Arrangements

##### a. Long Distance travel

The Transportation Committee Chairperson will help arrange for long distance trips to and from the ABC House. Our program pays for one round trip per year, normally at Thanksgiving. (See 4.2.7 Vacation)

##### b. Travel around Clinton

The Transportation Committee Chairperson will provide lists of drivers (Transportation List) to be posted on the House bulletin board and given to each student:

###### 1. After school rides

Students should call at least 30 minutes in advance. Each driver listed may not always be available on a given day.

###### 2. Late night rides on Friday and Saturday

Students must call by 8:00 p.m. Normally, the arrangement is for one way only. The student may call two drivers to arrange for the round trip, if necessary.

#### 4.2.6.2 Policy on Rides for Students

We are primarily concerned with establishing and monitoring a policy that keeps our ABC students as safe as possible, a policy that is simple to remember and abide by. Our students have the responsibility of operating within the guidelines agreed upon. Whether or not permission is needed for a particular ride, students are always expected to notify the RD(s) of their destinations ahead of time and to call about unavoidable changes of plan.

1. **College Jitney** - Use for unrestricted trips to the mall, movies, or village during normal social hours. Advise RD(s) of plans. The shuttle runs about once per hour and is available at no cost.
2. **Rides with peers (local)** - Any ABC student may ride with Clinton student drivers within Clinton (school district). It may occur from time to time that ABC students will be told to not accept rides from certain CCS students. Parents may opt to allow their son to only travel with an approved adult by letting the RD(s) know of their wishes.
3. **Rides with peers (5 mile radius)** (Mall and fast-food strip) - juniors and seniors have unrestricted permission to accept rides if RD(s) is notified. Freshmen and sophomores will not normally be permitted to accept such rides. Instead, they should take the jitney or call someone on the Transportation List for a ride.
4. **Rides with peers (greater than 5 mile radius)** - Specific permission is required for juniors and seniors. Same restrictions for freshmen and sophomores as #3.

#### 4.2.6.2 Policy on Rides for Students Cont'd.

5. **ABC Program-Related** – Approved adults may drive students within a 200-mile radius. RD(s) should be notified of plans. Host family outings and college trips are typical examples.

6. **Tutors, teachers, school personnel and other approved CCS parents** may give unrestricted rides within a 10 mile radius.

7. **Prior permission is required** for all other driving situations. No permission will be given for peer-driven trips beyond a 10-mile radius. Uber and taxi services are not allowed.

8. **Parents** will be made aware of these guidelines and asked if they would like to add further restrictions for their son. A student should be courteous and notify his family of any unusual or lengthy trips that are planned. Students may at times be asked to obtain family permission for a specific trip.

9. **Primary discretion** and implementation of this policy resides with the RD(s). Under no circumstances should students accept rides from anyone who is under the influence of drugs or alcohol or whose ability to drive safely is in doubt.

#### 4.2.7 Vacation and Travel Guidelines

ABC students are expected to be in Clinton and attending classes whenever the High School is in session. Legitimate excuses for absence are illness and family emergencies requiring a trip home. On the other hand, for major holidays and vacation periods, students are expected to return home. Legitimate reasons for not going home are school trips to Spain or France and significant CCS sport competitions.

As a general rule, the Board requires students to travel to their homes on the afternoon of the last day of school preceding vacation, after the school day is completed. Ideally, the students will remain with their families for the duration of the vacation and return to the ABC House the day before school resumes. In September, new students will normally arrive at the ABC House the day before Labor Day and returning students on Labor Day. The Board recognizes the importance of having students maintain family relationships whenever possible. Thus, we encourage them to spend the entire vacation period with their families.

In June underclassmen are expected to leave Clinton within 24 hours from the end of their last exam. Any personal belongings left over the summer must be cleared by the RD(s) and are left at the student's risk. Seniors are expected to leave 24 hours after graduation, taking all their belongings at that time.

#### **4.2.7 Vacation and Travel Guidelines Cont'd**

The ABC Program is responsible for getting the students on the bus as they depart for home and for picking them up at the appointed time when they return from home on the last day of vacation. It is the family's responsibility to pick up the student upon his arrival at his destination and put him on the appropriate bus so he will arrive back in Clinton at the agreed-upon time. Students are expected to notify the Transportation Committee Chairperson of the time well in advance, so that plans can be made to meet them at the station. As a courtesy, students should also notify the RD(s) of their arrival time. Occasionally, a student may travel by train or family car, or with an adult from the Clinton ABC "family."

Once in a while, an ABC student will have a school-related need to spend part of a vacation period in Clinton. The ABC House is not open during vacation periods. The RD(s) is on vacation during this time and are not available to supervise the ABC House until the day before school resumes, when students are expected back in Clinton. Consequently, if a student has a legitimate need to be in Clinton during a vacation period, he may ask to stay with his host family (i.e. athletic contest, school event). Host families may not grant this request. If, however, the host family is willing to care for a host son during a vacation and the ABC Program approves his request, the following guidelines are to be observed:

Seven to ten days before the beginning of the vacation, the student must obtain his family's permission to stay in Clinton by explaining why and with whom he wishes to stay. He must also discuss his intentions with the RD(s), who will be in touch with a Board member regarding his plans. Ideally the home family and host family will be in touch as well. If his plans are unacceptable, the student will be asked to travel home on the normal schedule. The emphasis here is on timely and adequate communication among all parties having responsibility for the student and the program. Lack of student cooperation with these guidelines may result in restriction of social privileges.

Student welfare, while in Clinton during a vacation period, is solely the responsibility of the host family. During his stay with his host family, the student is expected to follow their rules, even if they are stricter than the ABC House rules. (Reminder - an ABC student may NOT drive a car under any circumstances when under the supervision of RD(s), host families, or any other Clinton hosts.)

#### **4.2.8 The Role of the Board of Directors**

The Board of Directors consists of volunteer members from the surrounding community. The Board directs the total operation of the ABC Program through its various committees. Board members may be asked to participate in increasing public awareness and support of the ABC Program by addressing various organizations, often with the assistance of one or more students. Committees include: Academic, College Placement, Finance, Fundraising, Health and Wellness, Host Family, Housing, Nominating, Personnel, Student Activities, Student Affairs, and Transportation.



## **Chapter 5**

### **Student Responsibility and Development**

#### **5.1 Areas of Responsibility**

The Clinton ABC Program is composed of male students selected for strong academic motivation and promise of achievement. Students live in a family-type residence within a community setting. A basic premise of the ABC Program is that its students are capable of accepting more responsibility than is required of the average high school student. The added responsibilities that come from living away from home and in a residence with many other students cannot be assumed instantly. Rather, the Program expects a gradual assumption of responsibilities. Accordingly, the rules are flexible to accommodate differences in age and maturity among the students, who are expected to show steady progress in the Program's three basic areas of personal development:

1. Academic Responsibility
2. Residential Responsibility
3. Community Responsibility

Areas of personal development cited above are, like the rules detailed below, tough but flexible. If an ABC student accepts these areas of development as goals, then he will find these rules of assistance.

The rules are based on common courtesy to others, the need for individual and group safety, and respect for the rights and attitudes of peers and adults within the Program, as well as those in the larger community. Students who work with the rules will find that the rules will work for them. Those students who consistently refuse to abide by the rules will not find the ABC Program to be a productive experience, and, as a result, may be dismissed from the Program. No student, no matter how likable or talented, is above the rules. The rules are designed to work with students as individuals, and all students are assured of equal protection. This is the Program's responsibility to the student.

## **5.2 Areas of Development**

First and foremost, ABC is an academic program, seeking to prepare students for college. The academic rules, standards, and responsibilities which follow are designed to help the student achieve the basic goal of entering college, as well as personal academic goals, which each student should establish for himself. As each student approaches and works with these rules and standards, he should remember that learning is not limited to school work. Certainly some of the most valuable experiences ABC students have come from interactions with other students, both in and outside of the House. Accordingly, students are encouraged to participate in the school's extra-curricular program. Through such interaction, they may expect to experience personal growth and awareness.

### **5.2.1 Academic Rules**

a. Students are expected to arrive at school on time and attend all classes. Absence due to illness or other reason must be approved by the RD(s).

b. On every school night, 2 hours of structured study time are required of each student. During this time, television, radio, and musical instruments will not be played on the first floor (with the exception noted below in item "e." Internet viewing and communication through cell phones, etc. may only be used in relation to homework and studying.

c. Exemption from study hours or modification of individual study schedules requires permission from the RD(s). Missed study hours must be made up (i.e. athletic contest, school event).

d. Underclassmen normally study in the Common Room. If a worthwhile activity is attended by the student, missed study time must be made up.

e. Seniors are exempt from mandatory common room study, and may study in their rooms. However, they are expected to remain in their chosen study area and not to disturb or distract others. A drop in grades will cause this privilege to be revoked.

f. When deemed financially feasible by the Board of Directors, honor roll students will receive an increase in their weekly allowance.

## **5.2.2 Academic Standards**

a. The acceptable course of study for an ABC student is a strong college preparatory program. Each year a student is expected to select a strong academic program so that his graduation credits will exceed the minimum requirements of Clinton Senior High School and New York State.

b. The ABC student is expected to pass all courses and Regents Exams, and to maintain a scholastic average of at least 76 in each class. Based on the standard set by the national office of ABC, failure to maintain an overall average of 76 may result in probation or dismissal.

## **5.2.3 Academic Responsibilities**

a. The ABC student is expected to meet regularly with guidance and academic advisers to discuss academic concerns, e.g., course selection, academic difficulties, and college placement.

b. The ABC student is required to meet with the Academic Committee Chair at the start of the school year to discuss the responsibilities of all parties.

c. Upon request by an appropriate ABC Board member or RD(s), the ABC student is required to participate in any needed mini-clinic or resource service which might be made available, e.g., PSAT or SAT preparation, area College Night, or extra study help.

## **5.2.4 Residential Responsibilities**

Each ABC student is more than just a Program member. He is an integral part of a shared living experience. Cooperation with fellow students and RD(s) is essential to the smooth functioning of the ABC House. Living at ABC is likely to be different from living at home. Tensions created by the move to a new town, the academic demands of the school, House responsibilities and the rigorous daily schedules require extra cooperation and sensitivity to the needs and feelings of others. The only way to live harmoniously in the House is for each student to respect the rights of others and to assume a fair share of the responsibility for House upkeep. To ensure that the ABC House provides a pleasant and productive home for all students, the following rules will apply:

a. All students are required to keep their rooms neat and clean, and to clean up after themselves both in the House and on the grounds.

#### **5.2.4 Residential Responsibilities, Cont'd**

b. Students are encouraged to bring friends to the House at acceptable times, provided that the student has been granted permission to do so by the RD(s). The student should introduce all guests to the RD(s).

c. There are to be no guests in the House during study hours. Guests are to be out of the House by 10:30 pm on school nights and by curfew on weekends. Permission to have an overnight guest at the ABC House must be obtained in advance from the RD(s).

d. Female guests are not allowed in the students' rooms and they may not visit overnight.

e. Students must consult and receive permission from the RD(s) before 5:00 pm if they wish to be out of the House overnight. The RD would also need to receive a text from your parent granting permission for you to be out of the house for the evening. Likewise, weekend absences from the Program must be approved at least 48 hours in advance by the RD(s). Parents may overrule this privilege and decide for no overnight stays at any time.

f. Students must obey the following curfew hours: Sunday through Thursday night, students must be in the House no later than 10:30 p.m. and in their own rooms by 10:45 p.m. Lights, music, and noise should be kept low. Lights out and quiet by 11:00 p.m. All students are to be in the House from curfew until 7:00 a.m., seven days a week, unless permission otherwise has been granted. Music and noise should be held to a reasonable and courteous volume in the early morning. Wi-Fi will be turned off on school nights at 11pm. Scholars found breaking these guidelines by staying up playing videogames after 11pm will be asked to leave game consoles/electronics downstairs every evening.

g. On Friday and Saturday nights freshmen are to be in the House no later than 11:00 p.m., sophomores no later than 11:30, juniors and seniors no later than 12:00 a.m. Parents can set an earlier curfew by letting the RD(s) know.

h. Attendance at meals is required unless prior arrangements are made with the RD(s). This rule of courtesy also applies to Sunday meals with host families. Reasonable advance notice must be given to the RD(s) and the cook, and permission granted, whenever guests are brought to dinner.

i. There is to be no smoking anywhere in the ABC House or on ABC grounds, by anyone, of any age.

j. Any illegal activity can be grounds for immediate dismissal. The use of firearms, alcoholic beverages, tobacco or vape products, and controlled drugs is illegal and therefore prohibited for ABC students at any time. Physical and verbal intimidation, racial and sexual harassment, hazing, and other similar behaviors are likewise prohibited.

## 5.2.4 Residential Responsibilities, Cont'd

k. It is the responsibility of each student to read all posted information on bulletin boards and to use the information appropriately, as needed.

l. Students are required to report promptly any damage to the House or its furnishings to the RD(s). Intentional abuse to personal and communal property will not be tolerated, and instances will be reported to the Student Affairs Committee.

m. For safety reasons, certain types of electrical equipment may not be used in student rooms (e.g. electric irons, heaters, hotplates), unless approved by the RD(s). Likewise, the use of candles, incense, matches, or other flammables is not permitted. Television sets are not permitted in student rooms.

n. No pets, other than those belonging to the RD(s), will be allowed in the House without the unanimous agreement of the ABC students and the RD(s), and a majority vote by the Board of Directors.

o. Policy from the national office of A Better Chance states that no student may drive a licensed motor vehicle while under the auspices of an ABC Program.

p. Eating occurs typically in the kitchen and dining room. Each student is responsible for his own prompt clean-up from snacking.

q. Students are expected to show evidence of self-development and maturation by recognizing that their behavior must take into consideration the feelings and attitudes of others. Because other people within earshot may be offended by profanity, swearing is not an acceptable conversational technique, and is not allowed on the first floor of the residence. Loud playing of music that draws on profanity for most of the lyrics is likewise unacceptable.

#### **5.2.4.1 Residential Life Report Card**

The Residential Life Report Card is an evaluative tool prepared by the Student Affairs Committee, in conference with the RD(s). Its purpose is to help the student develop in House citizenship and character, and to communicate progress to the student's parents. The evaluation typically occurs at the times of the school's academic five week reviews. The Report Card is reviewed by the student and discussed with a member of the Student Affairs Committee and the RD, before it is sent home. An example of the Report Card may be found in the Appendix.

#### **5.2.5 Community Responsibilities**

All students enrolled in the ABC Program are expected to conduct themselves in a manner which conveys respect for the surrounding community. It is essential, therefore, that any act which compromises the student's ability to think and act in a mature and intelligent manner must be considered contrary to the goals of the ABC Program. For those reasons all rules involving curfew, overnight and weekend privileges, tobacco, drugs and alcohol, and driving are considered to be of paramount importance. Infractions of these rules relative to community responsibility are considered probationary and will result in prompt review and action by the Student Review Board.

In addition, the student is expected to act in a manner that reflects positively on him and the Program. This includes public behaviors, such as curbing the use of profanity, controlling the volume of music offensive to others, and abiding by the rules and expectations in any home in which he is a guest, including host families.

#### **5.2.6 Student Complaints**

Students who have a complaint or question about ABC rules are encouraged to bring the matter to the RD(s) or a member of the Board for resolution.

### **5.3 Disciplinary Procedures**

Minor disciplinary action is handled within the ABC House by the RD(s). Major or repeated infractions or violations of rules will be judged by the Student Review Board. The student charged, the RD(s), and other appropriate persons will present the facts to the Student Review Board.

### **5.3.1 Initial Procedures for Minor Offenses**

The RD(s) may write a disciplinary letter to the student outlining the specific infraction and the disciplinary action taken. Copies of that letter may be placed in the student's ABC file and sent to the Chair of the Student Affairs committee. After one or more disciplinary letters, the RD(s) may ask for a review and a hearing by the Student Affairs Chairperson. If the issue is not resolved but continues to be a reasonably minor offense, the Student Affairs Committee may hear the case, make recommendations, and impose disciplinary action. A letter to the student, his parents, and the Board President follow this action. If the problem escalates, either by repetition of the behavior, or as a more serious offense, the matter is brought before the Student Review Board.

### **5.3.2 The Student Review Board**

The Student Review Board usually consists of five members selected as follows: The Executive Committee of the Board (President, Vice President, Secretary, and Treasurer) and Student Affairs/Academic Chair. It is expected that if any of the above is a host parent of the student charged, that person will withdraw and be replaced by another member of the ABC Board appointed by the President.

### **5.3.3 Student Review Board Procedures**

The Student Review Board will hear all charges brought against a student as presented by the RD(s). The Student Review Board will also hear the student's defense. Both sides may present witnesses and evidence to the Board. The Board will review the case against the student and render a judgment concerning the case. The Board may decide to acquit, place on probation, suspend, or dismiss the student from the Clinton ABC Program. Except for a decision to dismiss, decisions require a simple majority.

If acquitted, it is presumed that the student charged was not guilty of the charges or that the offense was not deemed serious enough by the Board to warrant probation or expulsion. Copies of the acquittal ruling, specifying the reasons for acquittal, will be given to the student, placed in the student's national ABC file, sent to the student's parents, and given to the RD(s).

### **5.3.3 Student Review Board Procedures, Cont'd**

a. If placed on probation, a program with a timetable designed to help the student return to non- probationary status will be developed by the Board and administered by the Student Affairs Committee. Copies of the probationary ruling will be given to the student, placed in the student's national ABC file, sent to the student's parents and given to the RD(s).

b. If placed on suspension, the student will normally be sent home for a short period of time with the expectation that he is responsible for completing all academic work during the suspension period, or immediately upon return. Copies of the suspension ruling will be given to the student, placed in the student's national ABC file, sent to the student's parents and given to the RD(s).

c. Judgments of dismissal by the Board require a 4/5's majority (four of the five members). Judgments of dismissal by the Board are considered final. Copies of the dismissal ruling, specifying the reasons for dismissal, will be given to the student, placed in the student's national ABC file, sent to the student's parents, and given to the RD(s).

**Handbook revised: 7/2018**

**7/2012, 3/2008, 9/1997, 9/1987, 9/1985, 9/1983, 9/1981, 8/1978**



**APPENDIX**

**Residential Life Report Card**

**Personal Qualities at our Residence**

Name: \_\_\_\_\_

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

**Scale:** Exceeds Expectations, Meets Expectations, Sometimes Meets Expectations, Needs Improvement

**Qualities:**

1. Attitude
2. Responsibility
3. Leadership
4. Respect for others
5. Study habits
6. Trust
7. Adheres to curfew, bedtime
8. Assigned chores
9. Relationship with RD(s)
10. Positive role model for others in the home

**Comments:**

Signed/dated by: Student Affairs Chairperson, Scholar

\_\_\_\_\_  
Student Affairs Chairperson

Date: \_\_\_\_\_

\_\_\_\_\_  
Scholar

Date: \_\_\_\_\_