



STUDENT & FAMILY HANDBOOK 2022-2023

This Handbook is a living document that reflects the essential values of Central and the responsibilities of students and parents that advance our shared mission. It contains essential information about the policies, procedures, and programs of Central.

We expect both students and parents to be aware of and adhere to all policies in this Handbook. Any revisions to this Handbook will be disseminated throughout the Central community. After reading, understanding, and accepting the guidelines, students are asked to **sign the student handbook agreement in the Student Forms Link.**

Thank you!

All updated policies are **bolded for emphasis.

Table of Contents

1	Our Mission	Page 2
2	Message from Ms. Rutner	Page 3
3	Communication - Who to Ask	Page 4
4	Citizenship & Community	Page 5
5	Health & Safety	Page 13
6	Curricular Requirements	Page 19
7	Support & Guidance	Page 24
8	Student Life	Page 27

Yeshiva University High School for Girls/Central

YUHSG/Central is a college-preparatory Modern Orthodox high school for girls that is affiliated with Yeshiva University.

OUR MISSION

Relationships and commitment to Torah are at the heart of our mission. Our distinguished history in Jewish education dates back to 1948. Our vision is as innovative and creative as the 21st century itself.

The spiritual and academic life of Central is built upon the philosophy of *Torah U'Madda L'chatchila*. We believe that the synthesis of Jewish law and life and the wisdom of world civilization results in a heightened and enriched Judaism. Our mission directs our students to be knowledgeable, halachically committed Jews and broadly educated, intellectually curious, and caring members of society. As lifelong learners, our students develop a personal devotion to G-d, Torah learning, integrity, and commitment to ethical behavior. Identification with the destiny of our fellow Jews around the world, loyalty to Eretz Yisrael, recognition of the modern State of Israel as the spiritual homeland of the Jewish people, and the fulfillment of a religious Zionist vision, are all cornerstones of our educational program.

Our commitment to Torah U'Madda requires students to pursue all academic studies with the intent of achieving a greater understanding of the world, reaching for personal academic achievement, and making a lasting difference in our community.

MESSAGE FROM MS. RUTNER

Dear Student,

We are delighted to welcome you to the Central family. Whether you are beginning or continuing your educational journey with us, we look forward to learning, exploring, and growing together. At Central, you are part of a strong values-driven Torah community that promotes the very best of each student through strong relationships and trust.

You have joined a very exciting place during a pivotal point in your educational journey. Personally, I am thrilled to be a part of this community and on this journey through high school with each of you. Academic and spiritual growth is best fostered within the context of a cohesive community. Throughout the year ahead, your teachers and I look forward to deepening our relationships with you.

At the heart of Central is the commitment to educate our students in a Torah environment that is challenging and nurturing, that promotes personal excellence, and that values the unique strengths each individual brings to our school community.

This is based on three core values from our tradition:

1. **דרך ארץ קדמה לתורה** - The rabbis teach that before focusing on any mitzvot or study, we must first prioritize being respectful—both of ourselves and others. The principle of kavod pervades the entire Central community.
2. **בשבילי נברא העולם**- A famous midrash teaches that we must acknowledge the essential role an individual plays. When we recognize that each person is a whole world and when we behave towards ourselves and others as though the whole world was created for us and them, we bring God's presence into our every action.
3. **כל ישראל ערבים זה לזה** - Jews believe that we have a responsibility for and towards each other, no matter how we may differ from one another.

Please take the time to carefully read through this handbook, as is it designed, much like an old-fashioned travel guide, to help you navigate your high school journey. Please do not hesitate to contact me with any questions.

Warm regards,

Ms. Bracha Rutner
Head of School

CENTRAL COMMUNICATION 2022-2023

Department	Name	Email
Administration	Ms. Bracha Rutner	rutner@yuhsg.org
	Ms. Leah Moskovich	moskovich@yuhsg.org
Admissions	Mrs. Aliza Gewirtz	gewirtz@yuhsg.org
	Ms. Kymmie Baker	baker@yuhsg.org
AP Exams	Ms. Chevi Friedman	friedman@yuhsg.org
Arista Honor Society	Rabbi Joshua Strulowitz	strulowitz@yuhsg.org
Athletics	Mr. Erez Bar-Levy	barlevy@yuhsg.org
Attendance	Ms. Lisa Goldman	attendance@yuhsg.org
Busing	Mr. Menachem Lewin	mlewin@yu.edu
Calendars & Clubs	Ms. Leah Moskovich	moskovich@yuhsg.org
Chesed	Mrs. Yael Axelrod	axelrod@yuhsg.org
College Guidance	Mrs. Rena Boord	boord@yuhsg.org
Computer Help	Mrs. Marci Karoll	karoll@yuhsg.org
Dean of Students	Mrs. Aliza Gewirtz	gewirtz@yuhsg.org
Director of Operations	Mrs. Alisa Goldberger	goldberger@yuhsg.org
Educational Technology	Mrs. Marci Karoll	karoll@yuhsg.org
Executive Director	Ms. Chaviva Fisher	cfisher@yu.edu
Grade Deans	9th Grade, Mrs. Chani Cooper	ccooper@yuhsg.org
	10th Grade, Mrs. Rena Boord	boord@yuhsg.org
	11th Grade, Mrs. Karen Lavner	lavner@yuhsg.org
	12th Grade, Mrs. Rivka Alter	alter@yuhsg.org
Health Forms	Mrs. Dana Alba	alba@yuhsg.org
Institutional Advancement	Mrs. Sari Kahn	skahn@yuhsg.org
Israel Guidance	Rabbi Zvi Lew	lew@yuhsg.org
Lilker Learning Center Academic Support	Ms. Laura Fruchter	fruchter@yuhsg.org
	Mrs. Chani Cooper	ccooper@yuhsg.org
	Ms. Kathy Gold	gold@yuhsg.org
Mashgiach Ruchani	Rabbi Joshua Goller	goller@yuhsg.org
MetroCards	Ms. Kymmie Baker	baker@yuhsg.org
P'TACH Program	Mrs. Jackie Welkowitz	welkowitz@yuhsg.org
Programming	Mrs. Yael Axelrod	axelrod@yuhsg.org
	Mrs. Rebecca Teper	teper@yuhsg.org
Regents Exams	Ms. Lisa Goldman	goldman@yuhsg.org
Security	Mr. Louis Garza	security@yuhsg.org
Student Guidance	Mrs. Aliza Gewirtz	gewirtz@yuhsg.org
Student Records	Ms. Lisa Goldman	goldman@yuhsg.org
Student Schedules	Mrs. Aliza Gewirtz	gewirtz@yuhsg.org
Tuition/Finances	Ms. Malkie Klausner	businessoffice@yuhsg.org
Yearbook	Mrs. Rivka Alter	alter@yuhsg.org

CITIZENSHIP & COMMUNITY

Citizenship at Central means respect towards oneself, one's peers, community, teachers, and work. We have established values, expectations, and policies in **Respect and Dignity**, the foundation of citizenship, as well as in four core areas: **Tefillah, Timeliness and Accountability, Dress Code, and Integrity**.

Because we believe so strongly in the principles of citizenship and want to demonstrate this internally and externally, we have articulated specific standards and incorporated accountability in these areas on progress reports and report cards. Each student receives a citizenship grade each semester. We believe all students start with the potential to fulfill the highest level of citizenship (100) and therefore adjust the grade only when infractions occur. The citizenship of each member of our school community strengthens our positive culture.

The Citizenship grade on Progress Reports and Report Cards is based on adherence to all 4 citizenship standards listed above and will be counted as a minor course (.5 of a credit) averaged into a student's grade point average. Students and parents will be notified each time an infraction occurs to give every student the chance to improve. Please see each citizenship standard for the specific guidelines and policies.

Repeated violations of citizenship standards will impact a student's record, honor roll/merit scholarship status, grades, and leadership opportunities. Students will not be allowed to run for leadership positions with a citizenship grade lower than 90.

Citizenship Foundation: Respect and Dignity

Values & Expectations

Recognizing that we each strive to support one another in the growth and development of our personalities, students are expected to act appropriately and honor the *Tzelem Elokim/image of G-d* in everyone. All members of the Central school community are expected to treat others with respect and dignity and refrain from any actions or communications that convey bias or constitute harassment based on race, color, appearance, national origin, etc. Students, faculty, and staff members must manage inevitable conflicts appropriately, act towards others with sensitivity, and use respectful language in all interactions in and out of the classroom. This expectation extends to our digital footprint online and is covered in greater detail within Central's Technology Acceptable Use Policy contained later in this handbook.

Respect Policies

1. **Respect for Others:**
 - a. **Students are expected to speak respectfully to their classmates, faculty, administration, and staff at all times.** It is never acceptable to speak back to a teacher in a disrespectful manner.
 - b. **There is a zero-tolerance policy for bullying of any kind in WhatsApp groups or emails.**
2. **Respect for our Building:**
 - a. The Cafe must be cleaned up after lunch and activities.
 - b. Classrooms must remain clean.
 - c. Hallways must be kept clean and clear at all times.
 - d. **There can be nothing hung-up or taped to the outside of lockers.**
 - e. Siddurim must be put away after tefillah.

Policy Infractions

Any student demonstrating a lack of respect may face the following consequences:

1. **Lowering of the student's citizenship grade.**
2. **Revocation of leadership opportunities or positions.**
3. **Suspension.**
4. **Academic probation.**
5. **Expulsion.**

Citizenship Principle #1: Tefillah

Values and Expectations

Devoting time to pray together is a formative part of belonging to our school community. Davening at Central is a communal time during which we focus on strengthening our connection to Hashem and Klal Yisrael (the Jewish people). Students are required to attend davening (Shacharit in the morning and Mincha in the afternoon) and to participate respectfully.

In the morning, school buses are scheduled so that students arrive on time for tefillah. Anyone driving to school or in a carpool must assure a timely arrival for tefillah. In the afternoon, we designate time for students to participate in Mincha. This requirement sends a strong, positive, and supportive message of the importance of davening and good citizenship. **There are no drinks or class notes permitted in davening. Attendance will be taken at both Shacharit and Mincha. Mincha will take place every day between Periods 8 & 9.**

Tefillah Policies

All students are expected to participate respectfully throughout **both Shacharit and Mincha**. This includes

1. Sitting in your assigned seat.
2. Refraining from speaking.
3. **Attendance to both Shacharit and Mincha.**
4. **Blankets and hoods cannot be worn.**

Policy Infractions

At the first infraction of one of these policies, students will be verbally reminded of the expectation/behavior in a conversation with Mrs. Aliza Gewirtz, Dean of Students, and parents will be emailed. At the second infraction, a meeting will take place with the student, parent, and administration, and the student's citizenship grade will be lowered by five points.

Citizenship Principle #2: Timeliness & Attendance

Values and Expectations

Being present and on time is an important value in our school community. Taking great care to be on time to school, and to each class, every day, reflects a student's commitment to their learning, their respect for their peers and teachers, and their reliability. In the event of unavoidable absence or tardiness, students and parents are expected to communicate with the school.

Our primary concern is the health and welfare of all of our students. If you are not feeling well, have a fever, or have spreadable germs, please stay home and take care of yourself.

It is preferable that family vacations be taken during school breaks. A family who intends to take a trip during the school year should be in touch with their Grade Dean or the Dean of Students, with the recognition that this may impact their citizenship grade.

Timeliness & Attendance Policies

All students will use their student ID card to sign in and to keep track of attendance through the Ruvna App. All students must bring their ID cards each day. Forgetting to bring one's ID card to school multiple times may impact a student's citizenship grade.

Absences

1. Attendance is taken in davening and in each class.
2. **Upon entry to morning davening, students will scan their ID cards at one of the dedicated iPad stands. Even if a student is late to davening, she must still scan her ID card before entering davening.**
3. **When a student will be absent, a parent must email the Attendance Coordinator, Ms. Lisa Goldman, at attendance@yuhsg.org by 8:20 am.**
4. If a student is absent, the parent will receive an automated absence email. Any questions about a reported absence should be directed to Ms. Goldman promptly.
5. Any student who wishes to visit a college should speak with Mrs. Rena Boord and her Grade Dean.

Arriving Late

1. **If a student arrives after 8:50 am, she must scan her ID card by the iPad stand at security.**
2. If a student arrives late on the day of an exam, five points will be deducted from that day's exam. This is to avoid the appearance of impropriety and to make it equitable to other students sitting for the same exam. A doctor or dentist note is necessary to explain a morning appointment and must be hand-delivered to Ms. Goldman. If there are extenuating circumstances on the morning of an exam, a parent must expeditiously communicate with Ms. Goldman.

3. Participation in any after-school activity (sports game, academic competition, etc.), requires that the student be present for the entirety of the school day.
4. Exceptions: Students with morning doctor or dentist appointments are required to submit a doctor's note directly to Ms. Goldman in the main office upon arrival.

Leaving Early

1. A parent must **email** attendance@yuhsg.org to authorize a student to leave early.
2. Once this authorization **email** is received, the student must then **receive a yellow slip and scan their ID card to sign out**. This is for security/emergency and attendance recording purposes.
*** If a student leaves school before lunch, it is considered a ½ day absence.**

Seniors Leaving School

1. Early Due to Free Schedule: As a senior privilege, if a senior has no additional class on that day, she may leave early. No parental email is needed. She must receive a yellow slip from the main office and scan out. This is for security/emergency and attendance recording purposes. If a senior scans out for the day because she is free, without plans to return, she may drive herself home.
2. Leaving Campus Temporarily (Free/Lunch) and Returning to School:
 - a. Seniors may receive a yellow slip from the main office and scan out for lunch and scan back in, taking care to be on time for class.
 - b. **SENIORS MAY NOT DRIVE THEMSELVES OR BE DRIVEN BY A FELLOW STUDENT DURING THE SCHOOL DAY.**

Unsanctioned Absence from Class (Cutting Class)

1. Every student is expected to attend all of her classes. If a student is present in school, but not present in a class, the absence will be considered a cut.
2. Each cut will reduce a student's class citizenship grade by five points.
3. If a student has a situation that might require missing a class, she must contact the teacher or the Attendance Coordinator, Ms. Lisa Goldman, beforehand.
4. **Mincha is considered a class. If a student is not present for mincha, this will impact her citizenship grade.**

Make-Up Exams

If a student is absent on a day of an exam, a parent must email attendance@yuhsg.org before 8:00 am, and she will take the exam the next day, during lunch. If a student misses an exam on a Thursday, she will make up her exam on Monday. **If a student fails to take the exam, for two consecutive days, she will not be able to take her make-up exam.**

Policy Infractions

School Day Absence

There is no penalty for 10 absences or fewer, per semester. Each school day's absence is recorded regardless of whether or not the parent contacted Ms. Goldman. The reason for absence does not affect the tally.

- | | |
|---------------|--|
| 0-10 Absences | Emails will be sent home with each absence as a reminder. |
| 11+ Absences | Students & Parents will be emailed. The student's citizenship grade will be lowered by five points with each subsequent absence. |

School Day Lateness

There is no penalty for 10 latenesses or fewer, per semester. Lateness to school is recorded regardless of whether the parent contacted Ms. Goldman. The reason for being late does not affect the tally. If a student arrives late on the day of an exam, a note from a doctor must be hand-delivered to Ms. Goldman, or the student will automatically receive a five point deduction on her exam.

- | | |
|-----------------|---|
| 0-10 Latenesses | No Penalty |
| 11+ Latenesses | The student's citizenship grade will be lowered by five points with each subsequent lateness. |

Citizenship Principle #3: Dress Code

Values and Expectations

At Central, demonstrating a commitment to school citizenship and positively contributing to our community requires adherence to the school dress code. Being dressed properly enables all of us to focus on keeping a positive Torah learning environment in school.

Dress Code Policies

Reflecting the traditional values of Central and our communal norms, our school dress code includes the following specific guidelines and also requires that all clothing and personal accessories reflect the traditional values of Central and our communal norms.

1. Skirts must cover the knees at all times.
2. Shirt necklines must reach the collarbone.
3. Shirt sleeves must cover the elbow.
4. All clothing must be modest, not form-fitting or of sheer material.
5. Hennas, piercings other than ears, and unnatural hair colors are not permitted.
6. Closed shoes must be worn for Lab and Physical Education classes, as per New York State requirements.
7. No sweatpants are permitted underneath skirts.
8. **No hats are permitted in the school building without administrative approval.**
9. **Blankets and hoods cannot be worn.**

Students must be in compliance with the dress code for all school functions both on and off-campus. Students do not need to be in dress code while in gym class or while playing athletic games, but must follow the dress code at all times once they leave the school gym.

Parents/guardians are expected to adhere to the Central dress code when visiting the school and when attending any school events.

Policy Infractions

At the first infraction of one of these policies, student and parents will be emailed with a reminder of the expectation/behavior. Upon a second infraction, a meeting will take place with the student, parent, and administration. The student's citizenship grade will be lowered by five points at this and any further infractions.

Citizenship Principle #4: Integrity

Values and Expectations

A student's integrity is at the heart of her personal growth, dedication to *Torah* values, academic achievements, and her development as an honest person. Any form of dishonesty, cheating or plagiarism, is a significant violation of school policy and will be treated seriously.

Integrity Policies

Any student presenting work or enabling the sharing of work, that is not fully and completely her own (i.e., homework assignments, graded or ungraded assessments, tests, or quizzes) may face the following consequences:

At the first infraction, a student will be verbally reminded of the expectation/behavior, and a conversation will take place between the student and Mrs. Aliza Gewirtz, Dean of Students, and parents will be emailed. Students will be required to retake the test or rewrite the assignment.

At the second infraction, the following will take place:

1. A failing grade will be recorded for the submitted work.
2. The student will retake the test or rewrite the assignment (with no improvement of the grade).
3. Notification will be made in the student's file about the incident.
4. A substantial impact will be made on the course grade for that semester.
5. A conference meeting will take place with parents/guardians and the administration.

The consequences of continued infractions may include all of the above, with the potential addition of:

1. The student's citizenship grade will be lowered.
2. Revocation of leadership opportunities or positions.
3. Suspension.
4. Academic probation.
5. Expulsion.

HEALTH & SAFETY

PART I: HEALTH

Values and Expectations

Student health and well-being is our top priority. Policies and procedures have been put in place to ensure each student's health and wellbeing.

Emergency Contact Information

Emergency contact information for each student must be submitted annually. Each student must comply with the medical and health requirements as described online on our website. Please note that there may also be additional required trip-specific forms and permission slips.

School Nurse

Central has a school nurse to respond to any health issues that may arise. She is available during the day to support student and faculty health and well-being.

In-School Illness and Injury

During the school day, if a student becomes ill and cannot remain in school, a parent/guardian will be contacted by the nurse to arrange for the student to be picked up. A student who is ill will not be permitted to leave school on her own. In the case of injury, basic first aid will be rendered. In the event of an extensive injury, Emergency Services will be called to assess the student's condition and transport her to the nearest hospital if deemed necessary. Parents/guardians will be contacted immediately. Accident/incident reports are written on all serious injuries.

Injury or Illness Excusing Physical Education Participation

In the event that a student is physically unable to participate in physical education class, a note from the parent/guardian is required. This note must be written and signed by the parent/guardian. Notes from parents/guardians are acceptable for up to two classes. If a student has an illness or injury that will prevent or limit her from participation in physical education for more than two classes, a signed note from her healthcare provider is required. No student will be permitted to return to class without medical clearance from the provider.

Medical Forms

The New York City Public Health Code and Chancellor's Regulations require all students entering a New York City School (public or private) to submit the Child & Adolescent Health Examination Form to the school, completed, signed, and stamped by the student's health care provider. In addition, the New York State Department of Education requires updated physicals for **all new entrants and all students entering 10th grade**. The NYC Department of Health and Mental Hygiene sets forth the immunizations required of all students. By law, students must be excluded from school if they do not meet these requirements within 14 days of the start of school.

Over-the-Counter and Prescription Medication

Consistent with NYS and NYC Guidelines for Administration of Medications in School, any student who needs to carry medication, whether prescription or over-the-counter (including ibuprofen and acetaminophen), and who may need to self-medicate during school or any school-related activity, must have the MAF/Self Medication Release Form completed and signed by her healthcare provider and parent/guardian and submitted to the nurse's office. The Nurse is not permitted to dispense any over-the-counter or prescription medication that has not been provided by the student, stored in the office, and labeled with the student's name, in addition to submitting an OTC and/or MAF form.

Substance Use/Abuse Policy & National Yeshiva Agreement

Central has joined with over 25 yeshivot to develop a unified National Yeshiva High School Substance Abuse policy. This policy outlines our joint commitment to provide an education that educates and directs our students towards healthy choices in relation to avoiding substances that pose a danger to them. A yeshiva high school is a community dedicated to fostering students' educational, spiritual, and personal development. We partner with students and parents to nurture this growth in every student. As part of this commitment, we also promote the safety and health of our greater yeshiva community: the families and neighborhoods we serve. To further this noble goal, we have collaborated as yeshiva high school leaders and consulted with mental health professionals to develop guidelines for addressing substance use among our students. Please read [this policy](#) that relates to our approach to these matters. **Vape detectors have been installed in the bathrooms.**

Substance use includes, but is not limited to:

1. The use of marijuana or other illegal drugs and substances.
2. Non-prescription medications.
3. Alcohol.
4. Cigarettes.
5. Electronic cigarettes.
6. Vapes.
7. Juuls.

Any infractions of the city, state, or federal laws will result in expulsion and notification of outside authorities.

Disciplinary Actions

In order to foster a safe and supportive environment for all students, if a student fails to comply with school policy, the following consequences may occur:

1. A notation will be made in the student's internal record.
2. Parents/guardians will be notified.
3. The student will be placed on Academic/Disciplinary Probation.
4. Inability to be considered for leadership roles, academic honors, and/or to participate in athletic, extra- and co-curricular events.

If a student is placed on probation (academic/disciplinary), it is an indication that a student may not be able to continue as a student at Central. Depending on the severity of the situation, the student may be able to finish out the current year but not matriculate into the next grade. If the situation is egregious, the student may need to leave before the end of the semester or year. While an internal record of disciplinary action is maintained, this record need not become a part of a student's permanent file. However, if the incident is severe or the instances become chronic, the school may place a description of the incident, along with its consequences, in the student's permanent file.

PART II: SAFETY

Values and Expectations

Central maintains a safe and secure environment. We have Yeshiva University Security on campus at all times. Regular drills take place in our building and have a strong relationship with our local law enforcement.

Athletic Participation & Policies

All [Athletic Forms](#) must be completed and submitted prior to any athletic try-out. **Please click to read the New [Yeshiva League Athletic Code of Conduct](#).**

Driving/Parking

We are committed to ensuring that all students are safe and accounted for during their school day. Students who drive to school must submit the appropriate permission form to the school. Our parking lot is reserved for faculty members only; all students must park on the street and be mindful of our neighbors and their driveways.

Technology, Social Media, and Electronic Safety

In order to support a safe and healthy school community in an age of ubiquitous communications, we have clear policies regarding email, phone, and online communications that highlight the need for greater vigilance and limits. Together, we can promote good citizenship and foster a sense of the appropriate lines and boundaries in relationships and communications, whether in person or online. We are reminding parents/guardians that their guidance and input are crucial and that extra vigilance in this regard requires a home/school partnership. Together, we can guide our students, to develop the necessary strengths and skills to put forth their best while navigating an increasingly challenging online terrain. At times, Central uses e-learning tools in the classroom, including social media platforms, and students/parents/guardians acknowledge and agree to such use by signing the Handbook Adherence Form.

Central has both filtering and monitoring software in place to help guard students against content that is malicious, inappropriate, or out of alignment with Central's Mission and Core Values. The filter configured on the Chromebook blocks access to inappropriate websites. The filter and monitoring programs are in operation 24 hours a day/7 days a week, and both the Chromebook User Agreement and the

Technology Acceptable Use Agreement are in effect for any activity both in and out of the school building.

Additionally, to keep our students safe, Central will continuously monitor student utilization of electronic devices in school. Bullying and inappropriate language are not tolerated. Each student will be required to participate in a workshop about using her Chromebook to enhance education, as well as appropriate online behavior and internet safety education. Inappropriate usage of the Chromebook may result in its confiscation and further disciplinary action.

Central Network/Computer/Laptop Use

Central strives to provide its users with the best computing experience possible, using the latest technologies available. Proper care and respect for all technology are necessary to maintain our systems and keep them in working order for all. Students must treat all computers with care and are responsible for maintaining all computer equipment appropriately. Any actions to disrupt or damage working conditions of school computers, laptops, Smartboards, and the like, will be disciplined. Please note that the use of Laptops/Chromebooks in class is a privilege and any inappropriate use during class time may result in the inability to use the device in class or disciplinary action. Additionally, each Central account, and any network use or electronic storage, is the property of Central and will be reviewed periodically.

Email Etiquette

Each student at Central is assigned a Central email address at the beginning of her high school career. All school communications will be maintained via this email address only. Each student must check her yuhsg.org account daily as that will be the primary means of receiving important information. All email communications between the Central administration, faculty, and students should be via yuhsg.org accounts only. Emails should generally not be sent before 7:00 a.m. or after 10:00 p.m.

Password Management

Each student will have a personal password that must be kept private and secure. A student may not share her password. Unauthorized attempts to acquire passwords or gain access to any computer equipment or system are unacceptable.

Social Media

Communications via the Internet must always reflect the same degree of dignity and concern for all members of our school community as is expected in face-to-face interactions. Please be aware that cyber-bullying, harassment, biased and discriminatory language, and/or insensitivity to any member of our school community will be regarded as a serious offense and may result in suspension or expulsion. Students should use appropriate “netiquette”, and should:

1. Treat others as they would like to be treated.
2. Be careful about online postings or what is included in electronic communications.
3. Always use appropriate language.

4. Be honest and accurate.
5. Protect confidential and personal information.
6. Speak for themselves.

While social media platforms, such as Facebook, Instagram, Twitter, TikTok etc., can be wonderful networking mechanisms and a valuable communication tool, faculty and students are not permitted to communicate on personal social media sites, and should not “friend,” “follow,” “comment,” “like,” post personal messages or otherwise connect on these forums. Prior approval of the administration is also required for the use of video conferencing and similar technology between a teacher and student. All school social media accounts are monitored and utilized only for professional and educational purposes.

Whatsapp groups and similar platforms associated with Central must adhere to the social media policy requiring appropriate language and respectful and dignified treatment of the community.

Cell Phones in School

Understanding the safety concerns shared by parents in our cell phone survey and in light of the shared agreement between many Yeshivot, our policy for the 2022-23 school year is as follows:

- **Student cell phones must be stored for the duration of the day, either in a student’s locker or in the cell phone locker provided by the school.**
- **Students may use their phones outside of the building during breaks.**
- **Any student found using a phone in school will have her phone taken away for the duration of the day and it will be locked in the phone locker until 4:50 pm.**
- **If the student continues to use her phone during school hours in the building or is exiting the building excessively, her phone will be required to be stored daily in the cell phone locker.**
- **Parents will be notified via email and the student’s citizenship grade will be impacted.**

Thank you for your partnering with us and please be aware that this new cell phone policy is subject to change.

Many Yeshiva High Schools have agreed to a shared cell phone policy. Please read the updated policy [here](#).

Use of AirPods/Headphones During the School Day

Students are not permitted to wear or use AirPods/Headphones of any kind during class or exams unless specifically instructed by their teacher or because they are participating in an online course. Additionally, AirPods/Headphones may not be worn during Tefillah or during school assemblies. Any student who uses AirPods/Headphones during any of the above-mentioned times will have their AirPods/Headphones confiscated.

Faculty-Student Cell Phone Communications

To establish good habits and healthy boundaries, when after-school communications between faculty and students are necessary, email is strongly preferred. Any necessary evening phone calls should be placed on the family phone line and not through student cell phones. Students should also not call faculty or staff on the faculty/staff's cell phones.

Texting

Texting is not permitted between Central staff members and students unless expressly authorized by the administration (such as on a school trip) or in the case of an emergency. We are confident that with these limits, together we can promote healthy relationships, appropriate boundaries, and positive use of technology within our school.

CURRICULAR REQUIREMENTS

Academic Program

Values and Expectations

The academic program at Central is designed to enable each student to learn and grow, stretch and reach their potential.

In order to earn a diploma from Central, each student must complete the following four-year course of study:

Judaic Studies

1. Four years of Biblical Analysis
2. Four years of Talmud/Jewish Law
3. Four years of Navi (Literature of the Prophets)
4. Two years of Hebrew Language & Literature
5. One year of Jewish History

General Studies

1. Four years of English
2. Four years of History
3. Three years of Mathematics
4. Three years of Laboratory Science
5. Three one-credit electives
6. Two years of Foreign Language
7. Four Years of Physical Education
8. One year of Health
9. One year of Visual Arts
10. Senior Seminar
11. Two years of General Studies Seminar courses
12. Torah Values Intimacy Education for Women (TVIEW)

Student Placement and Course Schedule

We believe that students should have an active part in their learning, both in and out of the classes. Each year, there are required courses that a student studies to expose her to a rich plethora of topics and ideas. Some courses are chose by the student and in her senior year, a student makes the choice of almost all of her course.

Our master schedule is carefully designed to enable a student to learn in the most productive environment, based on consultation with faculty, according to according to academic background, and achievement level, with an overriding consideration for the needs of the individual student. There may be times when a student will request a change. In that case, she should reach out to her Grade Dean for discussion and fill out a “request for course change” form. The form should be completed with a clear and complete explanation for the request along with the signatures of a parent/guardian and student. We value student input, and at the same time, manage expectations that course changes may not take place.

Assessments and Grading

The learning cycle involves discovering new information and skills, and having an opportunity to examine, investigate, and demonstrate one's newly acquired skills or mastery of knowledge in the form of an assessment. Each course will have a balance of different assessment opportunities, including homework, presentations, projects, quizzes, and tests.

A centralized test calendar is created by the administration to ensure a fair distribution of evaluative experiences over the week and semester. A test schedule will be published at the start of each semester to allow students to plan appropriately and prepare a balanced work plan.

A course that meets on average four to five times a week may have no more than three exams per semester, in addition to a midterm/final. A course that meets on average three times a week may have no more than two exams per semester, in addition to a midterm/final. Advanced Placement exams will have no more than five exams per semester, in addition to a midterm.

Students may be assessed on the previous day's or night's material without advance notice. These will be counted only as class work in the course grade and are defined as ten-minute exercises covering material assigned or discussed over the previous one to two days of class.

Tests or quizzes (which cover more than two days' material and are allotted 15 minutes or less) are more significant exercises that both measure a greater amount of knowledge and account for a greater percentage of a student's overall semester grade. Alternative assessments, including projects, presentations, and papers/essays, are encouraged as part of the learning cycle.

Returning assessments with meaningful feedback within a reasonable time frame allow students to learn from their mistakes and make improvements moving forward. Therefore, all assessments must be returned within two weeks. If an assessment is not returned three days prior to the next scheduled exam or quiz, it will be canceled or rescheduled.

A student who arrives late on the day of a test, without a doctor's note or permission from the administration, will have five points deducted from her test score.

Learning Management System

Schoology is our online Learning Management System (LMS) and offers an important opportunity for transparency and communication among teachers, students, and parents/guardians. Faculty will regularly post assignments, grades, and citizenship, enabling students and parents to track progress in each course, celebrate successes, and note difficulties. When there are issues of concern, it is the mutual responsibility of faculty and parents to communicate by email or phone.

Access to Schoology will begin on the first day of class. To log in to Schoology, students should log on to www.yuhsg.schoology.com. Students will use their Central email and password to log on and connect their Google and Schoology accounts when prompted in the login process. Parents/guardians will receive customized Schoology access codes and instructions in the beginning days of the school year.

Student Information System

Central's student information system is **Alma**. Alma is a secure, easy-to-use online system that brings important school information and tools together in one place. Alma is designed to save time for students, families, and the Central Administration, and provide better lines of communication. In addition to educator tools, Alma offers a parent and student portal to help families stay informed and on track with student learning. You can also email teachers and school staff through Alma, so you never have to search for their contact information. Families with more than one child enrolled in our school can access all of their information with a single login. Alma can be accessed on any phone browser by using the AlmaNow app. Instructions to access it can be found [here](#). For more information about Alma, feel free to visit their website at www.getalma.com. You can also find frequently asked questions about Alma [here](#).

Tracking Academic Growth

All courses will be graded based on the following general guidelines:

1. Work Product: 80%
 - Tests, Major Assignments and Final Exam: 40-50%
 - Quizzes: 10-20%
 - Classroom work 10 -20%
 - Homework: 10-20%
2. Student Citizenship and Commitment: 20%

Includes student ownership of learning processes such as participation, attendance, and citizenship standards as expressed in course syllabi.

Residency Requirement

Each course has a residency requirement of 90% in order to be able to gain credit for the course. Should a student miss more than 10% of class meeting times per year (approximately ten classes for those that meet four times weekly, approximately eight classes for those that meet three times weekly), she jeopardizes her ability to receive credit for the course, as per New York State guidelines concerning residency.

Credit Recovery Policy for Course Failure

A student who fails a course, either one semester or two semesters, will be required to enroll in an online course designated by Central, at her/her family's expense. The transcript earned from the online provider must be shared with Central as proof of successful completion. The recovered course will be designated as credit recovery on the transcript. This applies to both General Studies courses and Judaic Studies courses. At Central's discretion, an online course may be substituted by a face-to-face course or equivalent.

The average of the failed course and the credit recovery course will be reported on the report card, in place of the original failing grade. This provides an incentive to invest in the credit recovery course. If the average remains below 65, successful accomplishment of credit recovery will allow the original failing grade to be expunged and replaced by 65. In all cases, the credit recovery course will be listed on the report card and transcript.

Course Failure in either semester where the course culminates in Regents Exam

A student who fails one semester and passes the other semester of a cumulative two-semester course and subsequently passes a cumulative Regents Exam in the course will have her failed course grade expunged to 65, due to the cumulative nature of the Regents Exam.

Course Failure in either semester resolved within two weeks of Report Card issuance

If a failure is imminent, due to missing assignments, and the missing work is submitted within two weeks of the report card issuance, a failure may not be recorded, at the discretion of the administration; instead, the earned grade may be listed on the report card. This benefit does not accrue for work submitted after two weeks from the issuance of the report card.

Final Examinations

Schedules for each final exam period (January and June) will be distributed several weeks prior to the start of the final exams. No final exams will be administered early. Late arrival on the morning of a final exam will result in a deduction of five points from that day's exam.

Progress Reports and Report Cards

Parent-Faculty communication is a vital component of the educational success of a student. In addition to using Schoology, parents and teachers should be in regular contact throughout the course of the semester as needed.

Parent-Student-Teacher Conferences will take place in November/December (on Zoom) and formal progress reports will be sent out in March. Report Cards are issued in February and July.

Graduation Awards

In Central, the Valedictorian and Salutatorian selections are made by the Administration and Faculty by evaluating candidates according to many criteria, such as alignment with our mission, academic performance, Middot, school involvement, and citizenship. The *Keter Shem Tov* Award is voted on by the Senior class, as well as the faculty, and is an award based on middot and character. A student must uphold a citizenship grade above 90 to be eligible for any of these awards.

Arista

Students are recognized for their outstanding academic achievements, by being invited to apply to the Arista Honor Society.

Juniors are eligible to apply to Arista:

- If a student has at least three honors classes per semester and earns a semester average of 90 or above for four semesters.
- If a student has fewer than three honors courses and earns a semester average of 93 or above for four semesters.
- No class grade may be below an 85 in any semester.

Seniors are eligible to apply to Arista:

- If a student has at least three honors classes per semester and earns a semester average of 90 or above for five semesters.
- If a student has fewer than three honors courses and earns a semester average of 93 or above for five semesters.
- No class grade may be below an 85 in five out of six semesters.

Textbooks

We strongly encourage students to develop their own personal libraries. Students are required to own a Tanach and a Hebrew-English dictionary and have them readily available for classroom use. Each year, Central chooses to study one Masechet of the Talmud and each student purchases this volume for use in school. Other courses list their book requirements at the start of the year. In addition, in some courses, students will purchase workbooks and review books. All textbooks for Advanced Placement courses are purchased by the student. Students purchase their own copies of novels and plays for their English Literature classes. This is to encourage students to take notes directly in the book and build their own literary library.

Upon receipt of the books, the student should check to see that her school-loaned books are in good condition and that they remain that way. Her account will be cleared when all textbooks scanned to her are returned at the close of the academic year. Student book accounts must be cleared in order to receive year-end grades, diplomas, or have transcripts forwarded. If a book is lost or damaged, the student will be charged for its replacement. No alternate replacement plan is acceptable.

For any questions regarding textbooks, please contact [Ms. Kymmie Baker](#).

SUPPORT & GUIDANCE

Advisory Program

Values and Expectations

We strive to meet the unique needs of adolescents in high school in a caring, supportive, religious atmosphere. Students have the opportunity to meet with a Faculty Advisor on a regular basis to further support our students' growth and development. The Advisory program offers our students the chance to connect with their Faculty Advisor in small group meetings to discuss developmentally important issues, including their academic trajectory, through thoughtful connections. Advisory reflects our commitment to fostering a culture of dialogue, support, and thoughtfulness, keeping lines of communication open, and offering opportunities for individualized attention. The advisory program is run by our **Dean of Students, [Mrs. Aliza Gewirtz](#)**.

Big Sister-Little Sister Program

Upon entry into Central, each Freshman is paired with a Senior in our Big Sister-Little Sister Program. Big Sisters help guide, advise, and befriend our Freshmen and welcome them with open arms into the Central building. Big Sisters run programs, join advisory groups, and check in regularly with their Little Sisters. The Big Sister-Little Sister program is run by our **Dean of Students, [Mrs. Aliza Gewirtz](#)**.

Grade Deans

Each grade is assigned a Grade Dean, a faculty member dedicated to helping students throughout their year in school. Any academic, social, or emotional concern can/should be brought to the Grade Dean, who will then work together with the student, family, and administration to solve any issue that may arise. The Grade Deans work in conjunction with the Dean of Students, Director of Academics, Director of Guidance, and the Administration.

Freshman Grade Dean: [Mrs. Chani Cooper](#)

Sophomore Grade Dean: [Mrs. Rena Boord](#)

Junior Grade Dean: [Mrs. Karen Lavner](#)

Senior Grade Dean: [Mrs. Rivka Alter](#)

Guidance

The Guidance Department is a place and space for students to come to address all issues pertinent to their success in high school and life. From grades nine through twelve, the school counselor advises and counsels students helping them cope with pressures, tensions and the day-to-day problems of growing up in a complex, multi-faceted society.

Religious Guidance

Our school is committed to academic, social, emotional, and religious growth. Rabbi Joshua Goller, *Mashgiach Ruchani*, works together with the Judaic Studies faculty to provide content, programming, and an opportunity for discussion surrounding all religious topics. If a student should ever feel like she needs

support, conversation, or guidance on any religious topic, she should reach out. All questions are celebrated in Central. For any questions regarding Religious Guidance, please contact [Rabbi Joshua Goller](#).

The Lilker Learning Center (LLC) Support Program

Students in the Support Program will be assigned a Learning Specialist who will be actively involved in establishing semester goals and benchmarks, working with each student independently, and possibly in a small group setting, developing close communication with families, and working with teachers on necessary modifications to curriculum and assessments. For any questions regarding The LLC, please contact the Director of Academics, [Ms. Laura Fruchter](#).

Student Accommodations Committee (SAC)

Learning Specialists, along with other members of the administration, meet regularly to gather data about student learning, interpret NYC Board of Education IEP reports and private psycho-educational evaluations, and develop policy around accommodations and modifications that best serve the students under discussion. Learning Specialists in the Lilker Learning Center also liaise between the New York City Board of Education and CSE regarding Individualized Education Plans (IEPs), and the College Board regarding testing accommodations and procedures.

A student may visit the Learning Center for occasional guidance in study skills, organizational skills, and test-taking strategies.

College Guidance

The Office of College Guidance offers our students and parents the counseling and information they need to navigate the opportunities of higher education and to facilitate making meaningful choices. We seek to promote an investigative process into college and career possibilities that most closely matches each student’s achievements and career direction.

The process of preparing for college begins in ninth grade and accelerates as students progress through high school.

Ninth Grade	Students get their academic bearings and become involved in co-curricular activities.
Tenth Grade	PSAT/Introduction to standardized testing as part of the college process; continued pursuit of co-curricular interests in school and community, developing interests and talents beyond the classroom.
Eleventh Grade	Rising 11 th graders during the summer consider unique summer activities reflecting students’ passions and commitments. Early visits to prospective colleges to get a sense of campus life and academic opportunities. Second PSAT in early fall. Spring College Fair. SATs and/or ACTs in Spring. Private meetings with parents/guardians, students and

	College Advisor to discuss college opportunities specific to the needs of each student.
Twelfth Grade	Repeat SATs and/or ACTs. College applications submitted in the fall of the senior year; students continue to work closely with the College Guidance Office to achieve the best possible match.

Parents/guardians and juniors will meet in private sessions with the **Director of College Guidance, Mrs. Rena Boord**, to discuss college opportunities specific to the needs of each student. College applications are submitted in the fall of senior year; students continue to work closely with the College Guidance Office to achieve the best possible match. Most importantly, the door to the College Guidance Office is always open and will accommodate your questions and concerns in a personalized and thoughtful fashion. For any questions regarding College Guidance, please contact [Mrs. Rena Boord](#).

Israel Guidance

The Joy Rochwarger Balsam z'l Office of Israel Guidance works to support and educate students and parents about the value of a year of intense Judaic studies in Israel and to walk families through the application and scholarship process. A post-high school “gap year” in Israel provides students with the opportunity to refine their textual skills and grow spiritually as well as learn the skills of self-reliance.

The process begins in the junior year, when eleventh graders and their parents attend our annual Israel Night and have the opportunity to ask questions and learn about the opportunities available to them post high school. The Israel Guidance Office offers resources, information, and advice for students and families, hosting numerous events, such as Israel Night, *shiurim* by representatives, and an alumnae panel.

As the liaisons between students and the Israel institutions, our Israel Guidance team acts as advocates for our students as they are guided through the application and decision process. For any questions regarding Israel Guidance, please contact [Rabbi Zvi Lew](#).

STUDENT LIFE

Values and Expectations

Central values the development of each student and seeks to support her growth inside and outside the classroom. Students are invited to explore and nurture their interests and talents by joining a robust array of existing clubs, academic teams, and school publications, or initiating and leading new co-curricular opportunities. There are co-curricular clubs in the broad areas of ACE (Architecture, Construction and Engineering), Academics (General and Judaic), Art, Athletics, Civic Spirit, Chesed, Coding (Girls Who Code), Engineering, Performing Arts, and Publications. Any student who would like to get involved in school should speak with [Ms. Leah Moskovich](#) who can direct her to the appropriate faculty advisor. The complete list of Clubs is listed below.

Academic Teams

- ACE
- Civic Spirit
- Chidon HaTanach
- College Bowl
- Debate
- Mock Trial
- Model Congress
- Model UN
- Rambam B'Kiyut
- Torah Bowl

Athletic Teams

- Basketball
- Volleyball
- Hockey
- Softball
- Soccer
- Tennis

Chesed Clubs

- After the School Bell
- Chesed Drives Committee
- Friendship Circle
- The Gift of Life
- Letter Writing Club
- Shalom Task Force
- Yachad Club

Performing Arts Clubs

- Choir
- Dance
- Envision Shakespeare
- Musical Theatre

Publications

- The Central Update
- Central Newspaper
- Ohr Hamercaz
- The Central Hagaddah
- Yearbook

Weekly (Student-Run) Clubs

- 3D Printing
- Art Club
- Badminton
- Book Club
- BMP Time
- Broadcasting Club
- Chess Team
- Cooking Club
- Criminal Justice Club
- Environmental Club
- Girls Who Code
- Graphic Design
- Israel Advocacy
- Learn-To-Be
- Math Club
- NCSY JUMP
- Parsha Club
- Peer Study Hall
- Pi Club
- Podcasting Club
- Science Olympiad
- Shabbat Party Club
- Sports Clinics
- Stock Market Club

Student Government Organization (G.O.)

Grade Representatives

Each grade elects a representative to serve as Grade Rep. Grade Reps work together with the G.O. & Grade Deans to create meaningful and fun programming for their grade. They also oversee all chesed programming for their grade.

G.O. Representatives

Elections are held in the spring for the offices of **President, Vice President, Governor, and Mayor**. All elected representatives work together with [Mrs. Yael Axelrod](#) to plan and execute fun and meaningful activities and programs for our school community to enjoy. In order to run for G.O., students must adhere to the following standards:

- Student leaders **represent Central** at all times, in and out of school.
- Student leaders must maintain the **utmost respect** for all peers, teachers, and administrators.
- Student leaders must maintain above an **80 average**.
- Student leaders must maintain a **citizenship grade above 90**.
- Attendance at related meetings is critical to a club's success. A note of excuse to the Faculty Advisor should be given before a Student Leader misses a meeting.
- Student Leadership is the hub for positive school spirit and morale. Student leaders' actions must reflect a strong **sense of passion and investment in our school** so that their **positivity** permeates the student body on a consistent basis.

School Programming

Central works very hard to provide fun and meaningful activities for grades as well as for the whole school. Chagim programming, guest speakers, Mishmar, Color War, and trips happen throughout the school year. Central also works hard to bring in parents and alumnae to join in many of our school-wide events and programs. For any questions regarding school programming or trips, please contact [Mrs. Rebecca Teper](#).

Lunch Vendors & Deliveries

Central offers lunch vendors every day of the week. Students may order food from the certified Kosher food list on UberEats or any other delivery app. Starbucks deliveries are not permitted in Central. Dunkin' may only be ordered from the Main Street & Union Turnpike store (through GrubHub ONLY). All deliveries will be brought into the main office to be checked and released.