

Jack Dellapiano
Principal

STRATFORD HIGH SCHOOL



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August, 2017

Homeroom No. _____

To All Freshman Students and Their Parents/Guardians:

Welcome to Stratford High School! As we prepare for the first day of school I would once again like to introduce myself to you. My name is Mr. Jack Dellapiano and I will be entering my third year as Principal of Stratford High School. The first few days in high school are filled with excitement but may also seem a bit overwhelming and confusing. Please ask questions of teachers and other students and remember that at one point, we all were freshman in high school. In addition, we were all once new to Stratford High School and experienced the same feelings, reactions, and confusions that you do. Most importantly please remember that we are here to help you and make your experience here the best four years of your life. During that four year period you will also see the transformation of our new Stratford High School as construction is underway and we are planning for phase one to be completed on November 16, 2018.

The purpose of this letter is to acquaint new students to Stratford High School with meaningful information that will ease students into their first days at Stratford High. A handbook, explaining school regulations will be distributed to each student on the first day of school. This handbook should be read carefully as a family, for the explanation of rules, regulations, and many other phases of high school life. A copy of the handbook may also be found on the SHS website www.stratfordk12.org/stratfordhigh.

YOUR HOMEROOM NUMBER IS INDICATED AT THE TOP RIGHT HAND CORNER OF THIS LETTER. YOU WILL REPORT DIRECTLY TO YOUR HOMEROOM ON THE FIRST DAY OF SCHOOL.

SCHEDULE OF CLASSES

Regular high school hours are 7:40 a.m.-2:10 p.m.

A personal schedule of classes will be given to each student during the scheduled homeroom period on Thursday, August 31, 2017. **The first day of school will be a full day.**

SHS WEBSITE

Our new website, www.stratfordk12.org/stratfordhigh is up and running. The site is updated often and contains a great deal of valuable information for our families.

ORIENTATION

A half-day LINK Crew orientation program for all new 9th grade students will be held in the gym on Friday, August 25th from 8:00 a.m. to 12:00 p.m. Students, you'll have fun and learn about your new school. Additionally, parents are invited for a brief orientation that morning from 8:00 to 9:00 a.m. in the auditorium.

GRADUATION REQUIREMENTS

The purpose of high school is to prepare students to succeed at work and in college. To graduate from Stratford High School students will need to satisfactorily complete all course requirements in effect at the time of graduation. Currently, completion of 21 credits is required including specific State and district course requirements. In addition, **the State of Connecticut requires that all students who graduate from public schools in the state must demonstrate proficiency in core skills by scoring "proficient" or above on the CAPT test in Science and all students in the junior class are now also required to take the SAT at SHS.** (The Connecticut State Education Department may expand these testing requirements during your high school years to include additional tests.) The CAPT science test is taken sophomore year. Graduation requirements are further explained in the "Program of Studies" booklet received when courses were selected last year.

SCHOOL COUNSELING

Each student has been assigned a school counselor. Students will be introduced to their counselor during the first week of school. Students are urged to promptly bring any problem to the attention of their school counselor. Students are invited to confer with counselors after school or during study periods. Parents may schedule appointments with guidance personnel via email or by calling the guidance department at 203-385-4235 during the hours of 7:30 a.m. to 2:30 p.m.

TRANSPORTATION

Students who live **two or more miles** from the high school are entitled to free bus transportation. Bus routes by address will be published in the Stratford Star the week before school starts. Parents who have any questions regarding bus transportation should call the Stratford High School office at 203-385-4230 after Tuesday, September 5, 2017.

CAFETERIA/SCHOOL LUNCH PROGRAM

Each student is scheduled for a cafeteria lunch shift during their period 5 class. Cafeteria schedules and procedures will be explained in homeroom on Thursday, August 31, 2017. The cafeteria serves a complete hot lunch at \$3.10. Individual items such as salad, sandwiches, milk, and ice cream may be purchased to supplement a lunch brought from home. The cafeteria will begin serving lunches on Thursday, August 31, 2017. Lunch is served daily with the exception of previously scheduled early dismissal days that are listed on the 2017-2018 school calendar, just like middle school. Breakfast is available in our cafeteria from 7:15 a.m. – 7:35 a.m. daily. Information and an application for the free and reduced lunch program will be sent home in an opening packet on the first day of school.

STUDENT INFORMATION

Student information forms will be sent home in the opening packet on the first day of school. Please make any necessary changes and return the form to the main office. If you have any questions, please contact the office and discuss your questions with us. Your cooperation is most important in this matter.

SUMMER MATH and READING ASSIGNMENTS

Summer Math Packet and Summer Reading Assignments are due the first day of school. These will be graded assignments that will influence your first quarter marks. If you have misplaced these assignments, copies are available at the Stratford Public Library, on-line at www.stratfordk12.org.

ATTENDANCE

Regular attendance is essential for an effective school experience and is necessary for annual promotion, as course credit will only be awarded if the minimum attendance is fulfilled for each course. In June, 1985, the Board of Education adopted an Attendance Policy which spells out the requirements regarding minimal attendance. Students who exceed the absence limitation will not receive credit for courses. **It should also be noted that early dismissal from school and tardiness does count as missed class time which may affect the granting of credits.**

If you are absent from school for any reason it is necessary that your parent or guardian call to inform the school. Parents may call the school attendance line at 203-385-4234 or may write a note which you should bring to the attendance office when you return to school. The call or note should state your name, grade, date(s) of absence, and the reason for the absence. Be aware that excused absences still count toward the maximum number of absences permitted to receive credit in high school courses.

TARDY TO SCHOOL

Students will be considered tardy if they arrive after 7:40 a.m. Students who are tardy must sign in at the attendance office. Failure to do so will result in disciplinary action.

HOMEWORK, MAKE-UP, EXTRA HELP

Homework guidelines, adopted by the Stratford Board of Education, require homework to be assigned daily for up to two hours. Although most students have some study time during the regular school day, that time will be enough to prepare for one or two subjects at the most. More than two hours may be required for studying outside of school depending upon a student's ability, study habits, power of concentration, and difficulty of the program.

Work lost through an excused absence must be made up within a reasonable time if credit is to be obtained. Students will be informed by their teachers when and where a weekly scheduled make-up period is to be held.

Students who need extra help may make special appointments with their teachers who will be willing to give assistance in explaining work which is not understood.

BEHAVIOR

Effective learning cannot take place unless there is a good educational atmosphere within the school; therefore, proper behavior is expected of everyone at all times. If a student's behavior becomes self-defeating or threatens the learning of others, supportive action will be instituted. Every effort by teachers and administrators will be made to enable the student to correct poor behavior with assistance and support from the home.

In instances where a student's behavior has seriously disrupted the educational process or where such behavior is in disregard of established school policy and regulations, the student will be either temporarily or, if the problem persists, permanently removed from Stratford High School.

STANDARDS OF DRESS

A great variety of dress and grooming are part of the high school scene today; however, at Stratford High School the students must avoid extremes in fashion and dress in good taste.

Parents generally insist that their children be well groomed, and we support them in this regard. Adequate preparation and training in the area of proper dress, public habits and manners are all part of good appearance vital to our young people during and after their formal education.

The Stratford Board of Education has a dress code policy. A copy of this policy can be found on the Stratford Board of Education's website. This policy will be enforced throughout the year.

ENTRANCE AND EXIT PROCEDURES

Parents driving students to school are encouraged to use the drop off area at the rear of the building. Students picked-up by parents will also exit from the rear doors of the building.

Students transported by buses will be dropped off at the side of the building. This procedure will be established the first week of school. Please check with your son/daughter regarding their drop-off place for your future reference.

EARLY DISMISSAL PROCEDURE

We understand that it is sometimes necessary for a student to leave school before the end of a school day. If you must have your child leave early for an appointment that cannot be scheduled after school hours, please send in a note with the reason for request for early dismissal, time of dismissal, your child's full name and grade, your name and a number at which you can be reached for confirmation. Please ask your child to bring the note to the office between periods 1 and 2. Once verified, your child will receive a pass to exit the building. Calling the school to release your child early should be reserved for emergencies only. **The use of cell phones is prohibited during the school day.** Parents should not call or text their children on their cell phones between the hours of 7:40 a.m. and 2:10 p.m.

Also, please call school to leave a message for your child only in an emergency. Stratford High School serves over 1000 students. It is not possible, nor in the best interest of education, to disrupt learning in order to give students personal messages.

VISITORS

All exterior doors are locked after 7:50 a.m. Our front doors are always accessible via a buzzer system. All visitors are required to enter through the double doors located at the front of the building. This entrance provides easy access to the main office. Visitors are must report to the office for a visitor's badge and sign-in and sign-out. This safety procedure continues to ensure a safe environment for all students at Stratford High School. If there are any questions, please feel free to call the school office at 203-385-4230.

EMERGENCY COMMUNICATION

This phone based alert service enables the Stratford Public Schools to call two phone numbers to notify students' families concerning important information. If you are interested in receiving emergency notification via phone you must register. Specific registration information will be forthcoming.

SCHOOL INSURANCE

Students are urged to purchase school insurance. This insurance is offered at very reasonable rates and covers all school-connected injuries (with the exception of those caused by varsity or junior varsity interscholastic athletics). A special policy, paid by the Board of Education, covers injuries in our interscholastic athletics program. **This policy covers excess cost beyond family insurance coverage.**

IMPORTANT SCHOOL TELEPHONE NUMBERS

Main Office	203-385-4230
Attendance Office (absence line 24 hours)	203-385-4234
Nurse's Office	203-385-4233
Guidance Office	203-385-4235
Athletic Office	203-385-4240

PTSA

Please consider joining the Stratford High School PTSA. PTSA Membership is only \$10.00 per person. The PTSA gives multiple scholarships to graduating seniors. To be eligible for a PTSA senior scholarship, a student or parent must be a member. In addition to being a valuable resource for parents, the PTSA supports link crew, post prom, teacher appreciation and sells SHS spirit apparel. Order forms are on the website. PTSA also sponsors a holiday gift card fundraiser in early November and a craft fair and tag sale in early spring. Look for their table at Open House on October 5th!

PTSA Officers 2017-2018:

President-Kimberly Smith-Rosenbaum
Secretary-Theresa Bonazzo
Membership Chair- Olga Pena

Vice President-Kathy Bacon
Treasurer-Kris Hart Rooney

Respectfully,



Jack Dellapiano
Principal
Stratford High School

Enclosure: Annual Parent Notification

Annual Parent Notification

Truancy Notice

CT. law requires that the Stratford Public Schools provide you with this written notice of your obligations under CT. General Statute 10-84. This law provides that each parent or other person having control of a child seven years of age and older, and under sixteen years of age, is obligated to cause the child to attend school regularly during the hours and terms school is in session, unless such parent or other person shows that the child is elsewhere receiving equivalent instruction. CT. General Statute 10-185 provides that failure to comply with these requirements is punishable by a daily fine of \$25.00. Four truanancies in one month will result in the school filing a Family with Service Needs referral to Juvenile Matters.

Non-Discrimination Notice

"The Stratford Board of Education does not discriminate on the basis of race, color, national origin, gender, age, sexual orientation, or disability/handicap in admission or access to or treatment of employment in its programs or activities".

Section 504

It is the policy of the Stratford Board of Education to provide accommodations to students with disabilities to enable them to receive a free appropriate public education in accordance with Section 504 of the Rehabilitation Act of 1973. The Stratford Board of Education does not discriminate against any student in admission or access to its programs and activities on the basis of disability. As the parent of a student with a disability, you have certain rights, including the right to have the district advise you of your rights under federal law. Should you have any questions regarding your rights under Section 504, please write the Section 504 coordinator, Robin Marino, Director of Pupil Personnel Services, 1000 E. Broadway, Stratford, CT. 06615, or call 203-385-4225.

Transportation Policy

The maximum walking distance from home to school or to a prescribed point of embarkation for pupils enrolled in grades K through 8 is one and one-half miles; for pupils enrolled in grades 9 through 12 it is two miles.

Transportation for pupils, who live within the aforementioned distances, may be provided in some instances, where there is room available on buses at an established bus stop. These arrangements are made each year based on the bus runs that are created to accommodate those entitled to transportation and may be changed when necessary.

Access to Students Records Notice

Stratford Public School parents and eligible students (18 years or older) are, in accord with the Family Educational Rights and Privacy Act (FERPA) notified of the following rights to:

- A. Inspect and review your student's education records
- B. Request an amendment of your student's records to ensure that the records are not inaccurate, misleading or otherwise in violation of your student's privacy rights or other rights
- C. Consent to disclosures of personally identifiable information contained in your student's educational record, except to the extent that FERPA Regulations authorize disclosure without consent
- D. File with the US Department of Education a complaint concerning alleged failures by Stratford Public Schools to comply with the FERPA Regulations; and
- E. Obtain copies of Stratford Public Schools policies for student education records. These policies are located in the Pupil Service Manual, located in each Pupil Services office of each school in the district.

Discipline Notice

Policy 5147.10-The Public School shall ensure the physical and mental health, safety and welfare of all students in attendance, and the maintenance of an atmosphere conducive to learning. Pupil behavior that is inimical to these purposes, the public interest, and individual rights of school personnel and students will be dealt with through administrative and legal channels. In no case will a student be denied the procedural due process guaranteed by the fourteenth amendment.

Good behavior is expected from all students at all times. Discipline will be maintained by teachers, and administrators. In certain cases of continued disregard for established school rules and procedures, students will be liable for suspension or expulsion from school. Corporal punishment of students is prohibited.

Pesticide Management Policy

The Stratford Board of Education adopted a policy on the issue of pesticide applications in compliance with state law. The policy provides for notice to persons, who request such notice, prior to the application of any pesticide in the Stratford schools.

Access to the Internet

The Stratford Public School system recognizes that the tools of technology are powerful catalysts for increasing student learning and as such are incorporated into all areas of the curriculum. Access to the Internet, our most comprehensive technology tool, is available in all library media centers and almost every classroom.

While technology is an amazing resource, inappropriate use may occur. In 1998, (revised in Spring 2010) the Board of Education adopted a policy and related guidelines that define appropriate use in several areas including access to the Internet, e-mail, web sites, and overall technology etiquette. Additionally, in August 2000, the district installed an Internet filtering system designed to protect our students from exposure to inappropriate sites. While no filtering software is guaranteed to be 100% effective, our experience indicates that this particular filtering system is an excellent product. Of course, teachers are constantly monitoring students as they apply technology in a learning context.

Because all students are now expected to use technology throughout their education in the Stratford Public Schools, the district no longer requires a signed acceptable use form for every student. However, all rights, responsibilities, and consequences of the district policy and guidelines remain in effect.

Breathalyzer Policy

STRATFORD PUBLIC SCHOOLS - BREATHALYZER POLICY

Administrative Regulations for Use of Breathalyzers at School or at School-Sponsored Events

The Stratford Board of Education is committed to the promotion of healthful living and to the safety and well-being of its students. In keeping with this commitment, the Stratford Board of Education believes that the use of breathalyzers during school-sponsored events, on or off school grounds, during the school day is an acceptable deterrent to the use of alcohol by underage drinkers. Use of breathalyzers shall be guided by this policy.

High school administrators may administer breathalyzer tests at school-sponsored dances, both on and off site, to students and their guests in order to provide a safe and healthy environment for the students, staff and community. In addition, district or school administrators at any level may administer breathalyzer tests to students attending dances, shows, athletic events and other similar school sponsored events if they believe that the use of these tests is necessary as a deterrent to the use of alcohol by underage drinkers.

Extracurricular/Voluntary School-Sponsored Events

Students and their parents or guardians will be notified via annual policy notices, newsletters and event permission forms, specific advertisements and/or tickets that breathalyzers may be used at school-sponsored events. Students and their parents or guardians also will be notified that students will be denied entry and/or be removed from the event or activity in the event that they are found to have consumed and/or possessed alcohol at or preceding a school-sponsored event and could face additional disciplinary action as described in Stratford Public Schools Policy 5145.7 and the "Chemical Health Policy for Stratford Public Schools Student-Athletes," if applicable.

A breathalyzer test may be administered in the following manner at the discretion of the school administrator(s) in charge of the event:

1. The administrator(s) will test every student upon entering the school event and when the students leave the event.
2. The administrator(s) may decide to test only upon reasonable suspicion that a particular student or students was/were under the influence of alcohol.

For purposes of this policy, indications of reasonable suspicion of alcohol consumption may include, but are not limited to, such characteristics as alcohol odor, slurred speech, and unsteady gait, lack of coordination, presence of an alcohol container, bloodshot or glazed eyes, marked change in personal behavior, a report by a third party of a student's consumption of alcohol or other similar information, or behavior that is risky, aggressive, or disruptive.

The administrator(s) in charge of the event and any other school personnel who will participate or assist in the breathalyzer tests will be knowledgeable in the proper use of breathalyzers. Breathalyzers will be properly calibrated and maintained in accordance with accepted manufacturer standards.

Any student who tests positive after the first breathalyzer test will be given a second test after 10 minutes on a different breathalyzer in the presence of a second administrator, designee or school security guard. If a student tests positive for a second time, his/her parents or guardians will be called to pick up the student from the school-sponsored event. Under no circumstances will a student be allowed to transport himself from the event. No refunds will be provided to these students or their guests. Additional disciplinary action may follow which could include referral to an alcohol/substance abuse counseling program, in-school suspension, out-of-school suspension, expulsion, and/or other disciplinary consequences as outlined in the Stratford Public Schools Policy 5145.7 and the "Chemical Health Policy for Stratford Public Schools Student-Athletes," if applicable.

Should the student refuse to take a breathalyzer test, it will be deemed that the suspicion of the administrator is confirmed and the student will face consequences as outlined in the Stratford Public Schools Policy 5145.7 and the "Chemical Health Policy for Stratford Public Schools Student-Athletes," if applicable.

Police officers may be present at an extracurricular or school-sponsored event where breathalyzers are used, but police officers will not be involved in the screening process or in the disciplinary action taken by school officials against a student who fails a breathalyzer test. The District does not consider the use of a breathalyzer as constituting a search; therefore, the issue of trespass or intrusion into a student's privacy is not a factor in the use of the device.

Policy Adopted by the Board of Education at the 5.24.2010 Meeting

Bullying Policy

Bullying is any overt act by a student or group of students directed against another student with the intent to ridicule, humiliate, or intimidate.

Bullying is prohibited in Stratford Public Schools. The Stratford Board of Education and staff will not tolerate any bullying on school property, including buses, or at any school activity on or off school grounds. Language defining bullying is included in the student codes of conduct. Notice to parents or guardians of all students involved in a verified act of bullying will be made by school administration.

For further information on the Bullying Policy please refer to BOE Policy 5131.911

Sexual Harassment

All persons associated with the district community including, but not limited to the Board, the administration, the staff, and the students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment.

Sexual harassment will not be tolerated. For further information regarding the policy on Sexual Harassment please refer to BOE policy 4401.

For a complete listing of all district policies and procedures, please visit the Stratford District web site at www.stratfordk12.org