HAMDEN HIGH SCHOOL

Established in 1935

School Colors
Green and Gold

School Motto
"To Everyone There Openeth A Way"

School Mascot
Green Dragon

ACADEMIC PROGRAM

Hamden High School is a comprehensive high school that serves a diverse student body. Our goal is to meet the educational needs of each student. The school strives for excellence in all areas and believes that effective education is the result of a strong partnership with the families of its students.

ACCREDITATION STATEMENT

Hamden High School is a fully-accredited high school with the New England Association of Schools and Colleges, (NEASC) Incorporated, which is a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering post-graduate instruction.

Accreditation of an institution by the NEASC indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the New England Association is not partial but applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the status of an institution's accreditation by the New England Association of Schools and Colleges should be directed to the administrative staff of the school. Individuals may also contact the Association:

New England Association of Schools and Colleges
209 Burlington Road
Bedford, Massachusetts 01730-1433
781-271-0022

INTRODUCTORY INFORMATION

CORE VALUES AND BELIEFS

We aspire to educate students in a rigorous, diverse and supportive learning environment. All students at Hamden High School are challenged to become socially, culturally and globally aware as well as civically active and productive. Our students will demonstrate responsible personal behaviors, and will achieve self-reliance in order to obtain college/career readiness skills. Our students are further expected to be caring and productive young men and women who are resilient and resourceful problem solvers. We believe students learn best when they are given real-world learning opportunities, and when adults work collaboratively to ensure a safe, supportive, and engaging learning environment.

Expectations for Student Learning

Academic Expectations:
Students will:

- Read with comprehension.
- Write effectively to communicate for a wide variety of purposes.
- Demonstrate creativity.
- Solve complex problems.
- Use technology discerningly to access, analyze, and use information.

Social and Civic Expectations:
Students will:

- Understand and carry out their responsibilities as members of the community.
- Understand physical, mental, and social health strategies.

IT IS NOT THE INTENT OF THIS GUIDE TO ITEMIZE EVERY POSSIBLE INFRACTION AND ITS PENALTY. It is hoped that all parties will commit themselves to a smooth operation of Hamden High School and will exercise good judgment. **THE RULES, REGULATIONS AND PENALTIES OUTLINED IN THIS GUIDE WILL BE SUBJECT TO REVIEW AND MAY CHANGE AT THE DISCRETION OF THE ADMINISTRATION.**

DRESS CODE

All students should be dressed in an appropriate manner that is not disruptive to the educational environment. Shoes must be worn at all times in the school building. Torn or tattered clothing will be addressed by the administrator. **The following items CANNOT BE WORN:**

- **NO SKIRTS AND SHORTS MEASURING ABOVE MID-THIGH.**
- **NO SOFFE SHORTS.**
- **NO MIDRIFF TOPS.**
- **NO LOW CUT SHIRTS, BLOUSES, OR TOPS.**
- **NO PANTS BELOW THE BUTTOCKS.**
- **SUNGLASSES, COSTUMES, MASKS OR HOODS ARE NOT TO BE WORN IN SCHOOL.**

HATS, VISERS, DO-RAGS, BANDANAS OR OTHER HEAD COVERINGS, including scarves <u>may not be worn</u> in school at any time unless dictated by religious customs. **Hats, caps, visors, do-rags and all head coverings <u>must be REMOVED</u> when entering the building.**

(Any student who wishes to.apply for exemption from the Hat/Head Coverings Policy should meet with his or her House Principal.)

THE SCHOOL DAY

Students who walk to school or provide their own transportation should **arrive at school by 7:10 a.m.** Once students arrive on school grounds, they are not allowed to leave without a written Dismissal Pass from the administrator. Students are expected to be in their first period class before 7:31 a.m. It is important that students arrive on time each day. Students who are tardy disrupt the academic environment of the school, as well as the class they are entering.

Students must attend school four periods in order to participate in extra-curricular activities after school (including sports).

The day consists of eight periods of approximately 45 minutes. Students are scheduled for lunch during one of these eight periods and for classes at least six of the remaining seven periods. 11th and 12th grade students who have Early Dismissal and return for extra-curricular activities after school**, are not allowed back on school grounds until 2:10 or after the buses have departed**. **Students are not allowed to return to ride the bus. These students must also complete an Early Dismissal form each semester and be issued an Early Dismissal Pass each semester from their House Administrator.**

Students who are involved in school activities or are meeting with a faculty member after school are welcome to stay at school until their activities have been completed. However, students who have finished school business for the day are required to leave the school premises at 2:00 p.m. Each faculty member has office hours at least until 3:00 p.m. on Monday, Tuesday, or Wednesday after school. Students should ask their teachers for a schedule of their office hours.

Late buses depart from the Merritt Parkway side of the school for those students Who remain after school on Monday and Tuesday for Detention and scheduled extra help or activity with a teacher.

ADMINISTRATIVE AND SUPPORT SERVICES

To personalize the high school experience, Hamden High School is structured around a house system. Each house is under the direction of an assistant principal, who is also referred to as the House Principal. The two terms are interchangeable.

Each House Principal maintains an office located apart from the Main Office of the school. Each student, in exception to 9th Graders, is assigned alphabetically to a House for three years in grades 10-12. Concerns regarding lockers, tardiness to school or class, discipline issues, early dismissal from school or other similar concerns should be addressed to the appropriate house office.

Each house is comprised of school personnel who provide direct service to the students. House membership includes an assistant principal, school counselors, social worker, school psychologist, Special Education teacher and a classroom teacher. In addition to these members, a school nurse may also provide assistance.

HOUSE ASSIGNMENTS FOR STUDENTS

House Name	Administrator	Student
Whitney	Darce DeCosta	A-J (10-12)
Washburn	Scott Trauner	K-V (10-12)
Sleeping Giant	Tessa Gumbs-Johnson	W-Z (10-12) and 9th Grade

Students, parents and or guardians may contact the appropriate House Office by calling 407-2040 and dialing one of the following extensions or email addresses on the school's website:

A–J (10-12)	Whitney House	5030
K–V (10-12)	Washburn House	5060
W–Z (10-12)/9th Grade	Sleeping Giant House	5050

COUNSELING SERVICES

The Counseling Department offers students assistance with course selection and scheduling, college plans and school-related problems. 9th Grade Counselors are assigned by Team and serve 9th Graders only. School counselors are alphabetically assigned by House and will serve the same group of students for three years in Grades 10-12.

Students may request an appointment with their counselor by filling out a request form provided by the Counseling Office. School counselors will see students as soon as possible. In an emergency situation, a counselor will see the student immediately. The Counseling Department is located in Room A102 at the North end of the first floor of the high school. All students should sign in on the sign-in sheet immediately upon entering the Counseling Department.

HHS AND HCLC COUNSELOR ASSIGNMENTS

Daniel Cocchiola School Counseling and Career Pathways Coordinator

Counselor's Name	**9th Grade Teams**
Tracey Jacobson	9th Grade Teams A-C-D
Charlene Scarpati	9th Grade Teams A-B-E

Counselor's Name	**Student's Last Name**
Katherine Rosario	A-Cg
Doug Stingo	Ch-F
Connie LaFemina	G-Las
Janine Gaffney	Lat-Op
Sharon King	Oq-Sin
Megan Turski	Sio-Z

SOCIAL WORK DEPARTMENT

Social Workers are available to assist students and families with personal problems. Students may request an appointment with their House Social Worker through the House Office. An administrator, counselor, nurse, parent, friend or any concerned person may also make student referrals. The school's social workers are: Jodi Chodos, John Hanna, Kristen Tassiello and Sharon Vance.

SPECIAL EDUCATION

Students who qualify for Special Education services are provided for according to the guidelines outlined in the Individuals with Disabilities Education Act (IDEA), a federal law. For more information please contact the Coordinator of Special Education, Michael McDermott at 203-407-2418.

SCHOOL PSYCHOLOGY SERVICES

Students who qualify for the services of a school psychologist are scheduled to meet with one of them at appropriate intervals throughout the school year. Additional information regarding these services may be obtained the Coordinator of Special Education, Michael McDermott at 203-407-2418.

SPEECH AND LANGUAGE PATHOLOGY SERVICES

Students who qualify for services of a speech and language pathologist are scheduled to meet with one of them at appropriate intervals throughout the school year. Additional information regarding these services may be obtained from the Coordinator of Special Education, Michael McDermott at 407-2418.

ACADEMIC GUIDELINES

REQUIRED SCHEDULE OF COURSES AND CREDITS FOR COURSES

Hamden High School has an eight period day. Forty periods are scheduled for each week. Most courses meet one period per day, five days per week.

The school year consists of two semesters. Courses are one semester (half-year) or two semesters (full-year). Students who earn a passing grade in a class, which meets one period a day, five days a week, for two semesters (one full-year) will earn one (1.0) Carnegie Unit. A student who has successfully completed a semester (half-year) course will earn one-half (.5) Carnegie Unit. Students in grades 9-11 are required to take at least 6.0 Carnegie Units a year.

GRADUATION REQUIREMENTS

"Under federal law, Connecticut must administer end-of-year tests to all students in Grades 3 to 8 and once in high school. As part of its transition to college and career-ready standards, Connecticut's high school exam was recently moved from grade 10 to grade 11. Connecticut has identified the SAT as the high school exam to be administered. All juniors will be required to participate in the Connecticut School Day SAT exam. Hamden Public Schools will adhere to state guidelines regarding participation and participation rates." SAT alternative assessments will be determined by the Principal and Content Directors.

Instruction

To graduate from the Hamden Public Schools, a student must earn a minimum of twenty-three (23) credits and meet the proper credit distribution requirements. Students must also demonstrate a standard of performance in Literacy and Numeracy (SAT).

Credit Distribution Requirements

Students must earn credits in the following courses:

English	4 credits (1 credit American Literature
Social Science	3 credits (1 credit United States History, .5 credit Civics)
Mathematics	3 credits (Business Math or Accounting at the high school counts toward this requirement)
Science	3 credits (1 credit Biology)
Physical Education	1.5 credits
Career Technology Education	.5 credit*
Fine Arts	1 credit**
Health Education	.5 credit
Electives	6.5 credits

*Courses in Business, Career Education, Technology and Family and Consumer Science
** Courses in Art, Music and Theater

COURSE CATALOGUE AND COURSE NUMBERS

Hamden High School has a course catalogue that is available on-line. Counselors and teachers provide assistance to students in determining the appropriate courses for which to register.

In selecting courses, students should be aware that the second digit of the number (e.g., Accounting 15) reflects the weight the course receives. Courses whose second digit is a "9" or "AP" are advanced classes and receive the highest weight for the Class of 2019. Courses ending in "7" are above average and "5" are average classes. Weighted grades are used in class rank. Advanced Placement classes for the Class of 2020 and subsequent HHS class cohorts are weighted more heavily than level 9.

WEIGHTED GRADES AND CLASS RANK

Students are provided with weighted and non-weighted grade point averages (GPAs) at the beginning of each academic year, excluding freshman year, in their Naviance account. Non-weighted GPAs range from 0 to 4.0; weighted GPAs range from 0 to 7.0 for the Class of 2019 and 0 to 7.5 for the Class of 2020 and subsequent HHS class cohorts.

Weighted GPAs are used for the purpose of determining decile rank. Courses are assigned a weighting factor based upon the level of study designated for each course in which a student is enrolled. The more rigorous the level of study, the greater weighted value assigned to the course.

WEIGHTING DISTRIBUTION CHART FOR CLASS OF 2019

Grade	AP and Level 9	Level 7	Level 5
A+	7.0	6.5	6.0
A	6.8	6.3	5.8
A-	6.6	6.1	5.6
B+	6.3	5.8	5.3
B	6.1	5.6	5.1
B-	5.9	5.4	4.9
C+	5.6	5.1	4.6
C	5.4	4.9	4.4
C-	5.2	4.7	4.2
D+	4.9	4.4	3.9
D	4.7	4.2	3.7
D-	4.5	4.0	3.5
F	0	0	0

WEIGHTING DISTRIBUTION CHART FOR CLASS OF 2020 AND BEYOND

Grade	AP	Level 9	Level 7	Level 5
A+	7.5	7.0	6.5	6.0
A	7.3	6.8	6.3	5.8
A-	7.1	6.6	6.1	5.6
B+	6.8	6.3	5.8	5.3
B	6.6	6.1	5.6	5.1
B-	6.4	5.9	5.4	4.9
C+	6.0	5.6	5.1	4.6
C	5.9	5.4	4.9	4.4
C-	5.7	5.2	4.7	4.2
D+	5.4	4.9	4.4	3.9
D	5.2	4.7	4.2	3.7
D-	5.0	4.5	4.0	3.5
F	0	0	0	0

Decile Rank Guidelines

1. Students must have completed at least four semesters of coursework at Hamden High School to be included in the decile rank.
2. Students who attend high school for more than four years will not be ranked with the graduating senior class.
3. Prior to their senior year, transfer students must have completed at least four semesters of coursework at Hamden High School to be included in decile rank.
4. Qualifying seniors will be re-ranked after the first semester of their senior year.
5. Summer school coursework **will not** be included as part of decile rank.
6. Students in Grades 9-11 must carry at least six credits per year to be included in the decile process.
7. Seniors can take fewer than five credits and still be included in the decile rank with permission from the principal.
8. A course taken in any off-site program **will not** be used in the calculation of a student's decile rank.
9. Courses completed in the Independent Study Program **will not** be included in the decile rank.
10. Credit Recovery or Virtual Learning courses will not be included in the decile rank.
11. A Diploma of Distinction will be awarded to graduates with a non-weighted grade point average of 3.5 or higher.
12. Students may access decile rank through Naviance (weighted and non-weighted) at the end of their sophomore and junior years.
13. A weighted GPA will be determined for each senior after the first semester of his or her senior year for the purpose of decile rank for college applications. Final graduation rank will be determined at the completion of the first semester of the senior year.
14. Students who seek to accelerate the graduation process and graduate in less than four years will not be ranked with the senior class. These students will be given equivalent decile ranks for purposes of college applications and scholarships. Accelerated students will not displace seniors in the ranking process.

Calculating Sixth Semester Weighted GPA

Year	Year Weighted GPA		Credits earned that year		Product
Freshman	5.02	X	6.0	=	30.120
Sophomore	5.34	X	6.5	=	34.710
Junior	5.55	X	+6.25	=	+34.375
Total			18.75 credits		99.205 points

Divide the total number of weighted points by the total credits earned:

99.205 divided by 18.75 = 5.2909 total weighted GPA

(The student with the highest weighted GPA after seven semesters is the Valedictorian of the graduating class.) If any student or parent has questions regarding the determination of class rank, the appropriate school counselor should be contacted.

INDEPENDENT STUDY

Independent Study courses must be approved by the content area Director, the Coordinator of Counseling and the Principal prior to enrollment in the courses, and may not be used to meet credit distribution requirements (State and School requirements for graduation) unless a waiver is granted by both the content area Director and the building Principal. (Independent Study and External Credit courses will never be calculated into a student's weighted GPA pending Board of Education Approval to begin with the Class of 2022.)

Independent Study

The Independent Study program is designed to allow students to pursue advanced and/or specialized areas of study that thereby enhance a student's educational experience while occurring within the supportive environment of Hamden High School. Independent Study courses may not be used to meet credit distribution requirements and are not used when computing a student's G.P.A. Independent Study requests will only be approved when the Hamden High School curriculum and schedule are unable to satisfy the academic aspirations of a student. It is the responsibility of the Independent Study Coordinator to monitor this program.

The following conditions are required for approval of an Independent Study course:

Course:

1. The course is an advanced and/or specialized area of study/college course NOT currently offered at Hamden High School.
2. A college course is defined as a course of study that extends the learning beyond the secondary level and is offered by a university or college.
3. When a new course is requested, a detailed course outline and syllabus will be submitted to the Independent Study Coordinator who will confer with the content area Director to determine the appropriateness of the course and formally establish the proposed course of study for the student.
4. The Independent Study course will have an established course number used for the student's official records.
5. Approved courses will NOT be tabulated into the student's weighted GPA.
6. No Independent Study course may begin later than two weeks after the beginning of a semester.

Tutor/Teacher:

1. The tutor/teacher must be a Connecticut certified teacher in the subject area for which the Independent Study course has been requested.
2. The tutor/teacher must be employed by Hamden Public Schools.
3. The tutor/teacher must provide appropriate instruction and assessment of the student's performance.
4. The tutor/teacher must cooperatively establish meeting times with the student.
5. The tutor/teacher must submit a final grade to the Independent Study Coordinator upon completion of the course.

*** For further information please refer to Board Policy 6141.4(a)**

External Credit

A credit earned by a current Hamden High School student in a course taken at a regionally accredited (i.e. NEASC) secondary or post-secondary institution other than Hamden High School may be eligible for Hamden High School transfer credit. External Credit courses must be approved by the content area Director, the Coordinator of Counseling and the Principal prior to enrollment in the courses.

- Students may transfer a maximum of four External Credits, and no more than one in a given semester, unless a waiver is granted by the building Principal.
- For students to be enrolled in External Credit they must be enrolled full-time in Hamden High School.
- For External Credit to be considered, students must have, upon course completion, their official transcript from the external credit institution sent to their School Counselor for a credit evaluation.
    - For Secondary External Credit requests, students can be granted credit for the equivalent of what that same course would be worth if taken at Hamden High School.
    - For Post-Secondary External Credit requests, students can be granted .5 Hamden High School credits for a three credit course.
- External Credit courses are NOT tabulated into weighted GPA.

***For further information please refer to Board Policy 6172.6(a)**

NAVIANCE FAMILY CONNECTION

Naviance Family Connection is a comprehensive website used for Student Success Planning. All students are given a private account and introduced to the site by the Counseling Office. Within their account, students build resumes, complete online surveys, manage timelines, research careers and colleges and create plans for their future. Students must keep their password confidential as their Naviance account contains personal information. Seniors use the account to designate which colleges should receive their transcripts; these are sent electronically through the program. Access to the site is available through a link at the HHS website>Counseling Department>College and Career or at http://connection.naviance.com/hamden. Parents/Guardians can access non-private information on the site (college information, rep visits, regional/national scholarships, enrichment programs, etc.) by using a guest password, Macavity.

PROGRAM/SCHEDULE CHANGES

The scheduling process that begins in the second semester for the following school year is complex and merits thoughtful consideration by students and parents. This process affords ample opportunity for input from students, parents, and faculty members. During these preliminary stages of scheduling, staffing needs of the high school are determined and the master schedule is based upon the initial course requests of students. Once the scheduling process is finalized during the summer, most schedule changes are difficult to make and usually disrupt many of a student's other classes.

For these reasons, changes in a student's program when the school year begins are considered only for the following compelling reasons:

1. The difficulty of a course is not appropriate for the student.

2. Other extenuating reasons as approved by the student's teacher and counselor.

Course changes will be made only when they are in the best educational interest of the student. ***Course changes will not be made to change teachers or period assignments of classes.***

GRADE ADJUSTMENTS WHEN STUDENTS CHANGE LEVELS

Full Year Courses

Students may move up or down a level during the first four weeks of Marking Period 1 in a full year course with administrator, teacher and parent approval. Students dropping a course after the first four weeks of Marking Period 1 will be given a Withdrawal Pass (WP) if passing the class or a Withdrawal Fail (WF) if failing the class.

Semester Courses

Students may move up or down a level during the first four weeks of Marking Period 1 or Marking Period 3 in a semester course with administrator, teacher and parent approval. Students dropping a course after the first four weeks of Marking Period 1 or the first four weeks of Marking Period 3 will be given a Withdrawal Pass (WP) if passing the class or a Withdrawal Fail (WF) if failing the class.

For all level changes that occur within a marking period, a student's grade will be calculated by both teachers. At the end of the marking period in which the grade level change occurred, the teachers determine the days present out of the 45 day marking period as well as the student's academic grade for those days in attendance.
Sample Calculation for Level Change Mid-Marking Period

Chemistry 29: 17 Days; 75 Average Chemistry 27: 28 Days; 92 Average

Chemistry 29: $\frac{17 \text{ Days}}{45 \text{ Days}} \times 100\% = 38\% \times (75 + 10) = 32$

Chemistry 27: $\frac{28 \text{ Days}}{45 \text{ Days}} \times 100\% = 62\% \times 92 = 57$

Chemistry 27 Grade for Marking Period 2 would be: 32 + 57 = 89 or B+

DROPPING A COURSE
Each marking period has 45 academic school days as noted on the Hamden Public Schools Calendar. At the end of the Marking Period in which the grade level change has occurred, both teachers will determine the days present out of 45 as well as the student's academic grade for those days in attendance. Please see the school counselor for calculating the grade.

Students who drop a course for reasons other than those listed in the Program/Schedule Changes section will receive a grade of "F" for the course. Underclassmen must be enrolled in at least six periods each day. If dropping a course would result in less than six classes each day, the request will be denied. This does not apply to students who have a 504 Plan or an IEP.

Students may not drop a course for any reason without penalty after 10 school days without the House Principal's written approval. However, if a course is dropped after the 10-day cut-off date with the House Principal's written consent, the student will receive a WP (Withdrawn Pass) or a WF (Withdrawn Fail) on his or her transcript. During the senior year, any withdrawals from courses will also be reported to schools or universities to which the student has made application to attend after graduation.

PROMOTION POLICY

- Incoming freshman students are expected to earn a minimum of **5.0** Carnegie Units by the end of their freshman year in order to be promoted to their sophomore year.
- Students in their sophomore year are expected to have accumulated **10.0** Carnegie Units by the end of the year in order to be promoted to the junior year.
- Students in their junior year are expected to have accumulated **16** Carnegie Units by the end of the year in order to be promoted to their senior year.
- Students will need to earn and be awarded a minimum of **23** Carnegie Units and fulfill distribution requirements in order to graduate.

SEQUENTIAL "C" COURSES

In subjects taught in a sequence, such as World Languages and Mathematics, it is strongly recommended that a student not advance to the next course in the sequence unless he or she has earned at least a "C" for the previous year's work.

Research has shown that the majority of students who receive a grade of "D" or lower in a sequential language or Mathematics course are not usually successful continuing their studies at the same level for the following school year without extra studying or preparation during that summer.

FINAL EXAMINATIONS

Administrative approval is given in order to take an exam prior to or after the scheduled time due to extenuating circumstances. Examinations are two hours long and no student will be permitted to leave the examination period before the testing time has expired. Any student who misses an examination must have reported his or her absence to the House Administrator or the House Secretary prior to the exam. Any student who has not reported an absence may not be given permission to make up the missed examination. Once given permission to make up the examination, it is the responsibility of the student to reschedule the administration of the exam with the teacher. Summer examination make-up must be scheduled through the House Administrator.

Seniors with a 90% average are exempt from final examinations in full-year and semester courses. To compute the grade for an exemption in a final year course, multiply each quarter grade by 22.5% and the Midterm exam by 10%. To compute the grade for an exemption in a semester course, the sum of the two marking period grades is divided by two.

CREDIT RECOVERY

Credit Recovery program is a computer based online course that uses a self-taught curriculum. Students are eligible to enroll in the program if they failed a course they were previously enrolled or lost credit due to attendance. Students are expected to learn the material on their own with support of a certified teacher. The certified teacher will help the student understand the lessons, but will not help during tests. Students in Credit Recovery classes will need to meet with the teacher for support and testing **after school** three times a week on Monday, Tuesday and Wednesday from 2:15-3:15. **Students who participate are expected to complete lessons and assignments on their own in addition to the time after school.** Both students and parents must sign the Credit Recovery Contract in order to participate in the program. Administrators reserve the right to dismiss a student from the Credit Recovery program at their discretion. For more information, contact the guidance counselor or Mrs. DeCosta in B110.

Eligibility
Students are eligible to enroll in the program if they failed a course they were previously enrolled or lost credit due to attendance. Students may earn up to, but no more than, two credits in Credit Recovery courses per year. Priority will be given based on anticipated graduation date and to students currently enrolled at Hamden High School.

Participation Agreement
Both students and guardians must agree to the Credit Recovery Contract in order to the student to participate. **Attendance is mandatory**. Students who make no progress or fail to attend for two consecutive weeks will be withdrawn from the credit recovery program and not allowed to participate in another course until the next semester.

SUMMER SCHOOL (Out of District)

A student may qualify for makeup credit for attendance or academic reasons. If a student has failed a course, the student may attend summer school to earn credit if he or she has a minimum of "50" average in the class. This does not apply to Credit Recovery.

No more than three summer school courses can be taken in four years and no more than one course can be taken in any subject area. Courses taken in order to earn credit for one failed during the school year must meet the hourly requirements of 30 direct hours of instruction for semester or year courses. Written permission from the House Principal must be obtained before credit will be granted.

A student must have a "B" average or its equivalent in order to take an enrichment or supplemental course for credit, but these courses will not count toward class rank and cannot be used to meet distribution requirements. Students may attend summer school for remedial purposes in sequential courses for which they performed on the "D" level. Credit will not be awarded for remedial courses, but it will allow students to continue at the same level of study for the following school year. **STUDENTS WHO LOST CREDIT DUE TO CUTS MAY NOT BE ELIGIBLE TO ATTEND SUMMER SCHOOL. STUDENTS SHOULD ALWAYS CHECK WITH THEIR COUNSELOR FOR ANY CHANGES IN POLICY OR REQUIREMENTS BEFORE PLANNING TO ENROLL IN SUMMER SCHOOL COURSES.**

AIDS EDUCATION

The Health Education Department, in conjunction with the Quinnipiak Valley Health District, will present a unit on Acquired Immune Deficiency Syndrome (AIDS) and human sexuality in tenth grade health classes. Both programs are modeled after Connecticut Curriculum Guides and have been approved by the Hamden Board of Education. Please contact your child's health teacher at the beginning of the semester if you desire more information about this program.

PHOTOGRAPHING STUDENTS

On occasion, photographs or videos are taken of classes and events at Hamden High School. These photographs are sometimes used in presentations to the Board of Education, teachers, parents/guardians and community groups. At times, photographs of students are placed in the newspaper or other publications. If any parent/guardian objects to a photograph or video of his or her child being used in the manner described, then the parent/guardian should contact the principal in writing to make him or her aware of this objection.

MARKING PERIOD DATES

Periods	Dates	Progress Reports
Quarter 1	08/27/18 - 11/02/18	09/28/18
Quarter 2	11/05/18 - 01/22/19	12/10/18
Midterm Exams	**01/16/19—01/22/19**	
Quarter 3	01/23/19 - 03/28/19	02/25/19
Quarter 4	03/29/19 - 06/07/19	05/06/19
***Final Exams**	**06/03/19 – 06/06/19**	

***The last five days of school (contingent upon Snow Days).**

NOTE: Final exams are the last five days of the school year for students. For every snow day, the last day of school is delayed by one day. For this reason, families should allow additional days at the end of the calendar year and not plan on beginning summer vacations until a final graduation date has been set by the Superintendent of Schools. The Spring Vacation may also be affected by excessive school closings due to inclement weather.

HAMDEN HIGH SCHOOL OPEN HOUSE

Thursday, September 13, 2018 – 6:00 P.M.

Hamden High School's annual Open House will be held on September 13, 2018. During this evening, all faculty members will be in attendance and parents/guardians have the opportunity to visit their child's classes.

PARENT/TEACHER CONFERENCES

November 27, 2018	6:00-8:00 p.m.
February 13, 2019	6:00-8:00 p.m.
April 23, 2019	6:00-8:00 p.m.

GRADING PROCEDURES

Students are to be graded by equating a numerical relationship to a letter grade. A student is given points for his or her grades. The following scale is to be utilized:

A+	=	97-100 12 pts	B+	=	87-89 9 pts	C+	=	77-79 6 pts	D+	=	67-69 3 pts
A	=	93-96 11 pts	B	=	83-86 8 pts	C	=	73-76 5 pts	D	=	63-66 2 pts
A-	=	90-92 10 pts	B-	=	80-82 7 pts	C-	=	70-72 4 pts	D-	=	60-62 1 pt
Below 60 is failing											

HONOR ROLL

An Honor Roll for each grade (9th, 10th, 11th and 12th) is issued following each marking period. Students with a grade point average of 9.0 to 9.99 will be on the HONOR ROLL. Students with a grade point average of 10.00 or higher will be on the HIGH HONORS HONOR ROLL. **If a student has an "Incomplete" at the time that grades are reported or any grade below a "C-" average, he or she will not be included in Honor Roll determination.**

PARENT PORTAL/POWERSCHOOL

The Parent Portal allows for increased school-home communication by providing parents with online attendance and grading information for their children. Requests to have access to the Parent Portal can be found on the District's website at www.hamden.org (District Information).

AWARDING OF DIPLOMA TO NON-GRADUATING SENIOR

Seniors who do not complete all graduation requirements will not be permitted to participate in the graduation ceremony. A senior may earn up to two Carnegie Units during the summer following his or her class graduation. The diploma is awarded upon documentation of successful completion of courses.

A three-credit college course is equivalent to one-half Carnegie Unit. If the diploma is not earned during the summer, a non-graduate may re-enroll at Hamden High School in the fall and register only for the courses and units necessary for graduation. (The six-unit minimum does not apply to a fifth-year student.)

College courses need the approval of the student's counselor. In many cases, the appropriateness of the course will also need approval from the curriculum director.

PLAGIARISM/CHEATING ON ANY TEST OR ASSIGNMENT
A zero will be given on the test or assignment.

STUDENT RECORDS

Student records are maintained and retained according to state guidelines. If a parent has a child with special needs and wants the school district to keep the student's records permanently as documentation for Social Security benefits, a letter should be written to the Director of Pupil Personnel to make that request. Full details of the school district's policies and regulations about student records can be found in the Policy Manual of the Hamden Board of Education, Policy #5125. Copies are available in every school, the HPS website and the Hamden Public Library.

Parents/guardians have the right to inspect their child's school records. The request must be made in writing to the principal or to the Director of Pupil Personnel. (If a student is over 18, he or she has all the rights named here for parents.) If parents are separated or divorced, both parents have a right to see their child's records unless the school has a court order barring one of them from accessing the records.

Parents/guardians can add information to a child's record if the parent/guardian thinks the record is inaccurate or misleading. However, parents/guardians do not have the right to challenge any grades. If a parent/guardian wants to change the records, the principal must receive a written request for a conference and the nature and justification of the change should be stated. The principal will hold a conference to discuss any parental/guardian request. He or she must then give the parent a written decision regarding the request within one week after the conference.

If the principal decides not to make the change in the records, parents/guardians may write to the superintendent to ask that he or she appoint a hearing panel to hear the request. This panel must have a hearing within thirty (30) school days after receiving the letter. If the hearing panel decides not to grant the request, an appeal may be made to the Superior Court of the State of Connecticut if the parent/guardian still believes the changes should be made.

TRANSCRIPTS

Hamden High School will send six transcripts to colleges or other institutions for a student without charge. Transcripts cannot be released without the written consent of a student and his or her parent/guardian. Therefore, it is necessary for a student and his or her parent/guardian to sign a Release Form giving the school permission to send the transcript to the institution. At the age of 18, students may sign for their own authorized release of records.

All seniors will receive copies of their unofficial transcripts. Any errors in these transcripts should be reported immediately to the Counseling Office.

SHARING RECORDS

Recent federal legislation requires us to provide the same basic student information to military recruiters that we provide to colleges and universities unless parents inform us that they do not want information sent. Please notify your child's school counselor for the official form, if you would like your child's name removed from our mailing list.

COLLEGE TESTING PROGRAM

Hamden High School serves as a testing center for Scholastic Assessment Tests (SAT), the Preliminary Scholastic Assessment Test (PSAT), and the American College Test (ACT). Registrations must be made by mail or on-line. Informational and registration booklets for the SAT and SAT Subject Tests and the ACT are available in the Counseling Office.

The PSAT/National Merit Scholarship Qualifying Test is administered during a school day in October. This test is the first step in establishing eligibility for all Merit Scholarships, Special Scholarships, and Achievement Scholarships administered by National Merit Scholarship Corporation (NMSC). Sophomores take this test for practice. Only the scores attained during the junior year are used by the NMSC.

TEST DATES 2018—2019

REGISTRATION	TEST DATE	DEADLINE
ACT*	09/08/18	(see website)
SAT and Subject Tests	10/06/18	(see website)
ACT	10/27/18	(see website)
SAT and Subject Tests	11/03/18	(see website)
SAT and Subject Tests	12/01/18	(see website)
ACT*	12/08/18	(see website)
ACT*	02/09/19	(see website)
SAT only	03/08/19	(see website)
ACT*	04/13/19	(see website)
SAT and Subject Tests	05/04/19	(see website)
SAT and Subject Tests	06/04/19	(see website)
ACT*	06/08/19	(see website)

Indicates test not administered at Hamden High School, check the website** www.act.org **for registration information

The CEEB number of Hamden High School is

070260

Students may register for the SAT and the SAT Subject Tests online at www.collegeboard.org

HHS LIBRARY MEDIA CENTER

Hamden High School has a well-equipped Library Media Center which is open from 7:15AM to 3:00PM on Mondays, Tuesdays, and Wednesdays. The LMC is open from 7:15AM to 2:15PM on Thursdays and Fridays. Classes and individual students are encouraged to use the library before, during, and after school.

Our mission is to create a welcoming environment where students and staff can read, study, and learn. In addition, we strive to provide the services and instruction necessary for students to develop information literacy skills and a love of reading and learning.

Two library media specialists and a paraprofessional are available to assist students in locating, selecting, and using information (online and print) for personal and academic needs. In collaboration with classroom teachers, the library media specialists provide instruction and support for student assignments and projects. The library media specialists also provide readers' advisory services.

The Library Media Center houses a print collection that includes books, periodicals, and reference materials. In addition, students may check out e-readers, calculators, and other electronic items. Up to five items per student may be checked out for up to three weeks. Most items can be renewed. A copier and color printer are available, free of charge, for student use.

Students have access to computers in the Library Media Center and through our Learning Labs. The LMC's webpages offer easy access to a number of online resources including databases useful to students and teachers.

Students who wish to access the Library Media Center during the school day, may come to the LMC during their assigned Study period. Students from an assigned Classroom Study Hall, must be listed on the Study Hall's Library Pass. Students from an assigned Cafeteria Study Hall, or who wish to access the Library Media Center during their assigned lunch period, must sign up electronically via the Library's website. Students may also be sent to the Library from class by a teacher. A Study Hall pass or Passport is always needed to use the LMC during the school day. However, drop-ins are welcome before and school.

Library Rules:

1. Students in the LMC are expected to respect the rights of others to have a quiet area in the school for study and research, and to use library resources.
2. Students with overdue materials may not check out additional materials until the overdue materials are returned. Students must pay for lost or damaged materials.
3. Failure to follow LMC rules may result in loss of library use privileges.

Contact Information
Phone: 203-407-2040 x5555
Email: ejames@hamden.org or lfasulo@hamden.org
Web site: www.hamden.org/hhslibrary

SENIOR SCHOLARSHIPS

Each year scholarships are given to deserving high school seniors by foundations, civic organizations, families, and clubs. Seniors may apply for all of the scholarships for which they are eligible. Announcements of application deadlines are available through the Counseling Office. Other scholarships are made to seniors who are nominated by the faculty.

There are many scholarships, loan funds, gratuities and other educational aids offered by universities, colleges, foundations, private organizations and the federal and state governments. Seniors should see their school counselor for specific information and recommendations for tests to take and places to apply for assistance. Current scholarship information is maintained on an informational bulletin board in the Counseling Office and updated regularly in Naviance.

SPECIAL PROGRAMS

Hamden High School offers numerous special programs that meet the diverse educational needs of many students. Students may obtain more information about the following programs from their counselors and the course catalogue:

- **Advanced Placement**
- **Early College Opportunities** (Gateway College, Yale University Quinnipiac University and Southern Connecticut State University)
- **Educational Center for the Arts**
- **Independent Study**

SCHOOL CHOICE

Parents and students are encouraged to explore other educational opportunities that are offered in the school district locally and regionally. These options may include magnet, charter, lighthouse, and vocational-technical schools. Students also have the option of selecting Open Choice, interdistrict programs, vocational, agriculture and acquaculture centers. Contact the coordinator of School Counseling and Career Pathways or her or his designee for further information on these School Choice options.

EMPLOYMENT SERVICES

Often the school is asked to recommend students to fill jobs in the community. Students who are interested in part-time employment should contact the coordinator of Career and Technology Education.

HOMEBOUND INSTRUCTION

Homebound or hospitalized instruction shall be provided when a student's condition requires an absence of at least two weeks duration. Students assigned to the program will receive instruction from teachers for two hours a week in each subject or a total of ten hours of instruction per week, when possible. Instruction will begin when the superintendent has approved the request and when the Counseling Office has processed it. The procedure for Homebound referrals includes the following steps:

1. All requests for Homebound are submitted directly to the Nurse by parent/guardian;
2. The Nurse will give the parent/guardian the appropriate forms and fully explain the procedure. The Nurse will immediately begin to assess the student's health/medical status and health care needs;

3. The parent/guardian must return the signed Homebound form(s) to the Nurse. The Nurse may nee0d to discuss the care plan with the parent, physician and or teachers;
4. When review of the request is completed and ready for processing, the Nurse will sign the form (signifying approval) and will send it to the counselor to fill in additional information. The request is then sent to the principal for building approval;
5. The principal will submit the request to the superintendent for a signature of final approval;
6. As soon as approval is given by the superintendent, the secretary will notify the person in the school who is responsible for arranging for the Homebound teachers;
7. The Nurse will periodically review the health status of the Homebound student and provide consultation, support and or specific recommendations for alterations in the school routine in order to affect the earliest successful return to school; and,
8. The Homebound student must report directly to the Nurse upon returning to school, and is not to be allowed back to classes without a note from the Nurse.

PARENT-TEACHER-STUDENT ASSOCIATION (PTSA)

The purpose of the PTSA is to assist in maintaining and improving the quality of education for every student at Hamden High School. Students may serve as officers and members of the organization with the same privileges and responsibilities as adult members.

STUDENT OF THE MONTH

Each month, staff members have an opportunity to nominate students who have distinguished themselves with their exemplary leadership, citizenship and or scholarship. These students and their parents/guardians are invited to a monthly awards ceremony at 7:00 a.m. on a designated morning each month.

BOARD OF EDUCATION POLICIES

The Hamden Board of Education establishes policies for the operation of the school district. The rules, expectations, guidelines, and consequences that define the daily operation of Hamden High School are consistent with the established policies of the Board of Education. Behavioral and disciplinary processes outlined in this handbook are also consistent with district policies. These policies include, but are not limited to the following areas of student life:

- Attendance
- Suspension and Expulsion
- Sexual Harassment
- Drugs and Alcohol
- Acceptable Use of Technology
- Academic/Graduation Requirements
- Non-discrimination

Individuals seeking further information regarding Board of Education policies that have been established for Hamden Public Schools should direct inquiries to the Board of Education.

Chris Daur, Board Chair
Hamden Board of Education
60 Putnam Avenue
Hamden, Connecticut 06517

New and Revised Board Policies may be viewed at hamden.org (Board of Education)

SCHOOL DISCIPLINE

The Hamden Board of Education recognizes that every society must establish rules and regulations to insure the welfare and safety of its members and to accomplish the goals of that society. The Board further recognizes that a public school system is a community whose goal or mission is to educate its members so that they may become productive participants in a more encompassing society.

The success of any set of rules depends on making the members aware of the rules and then enforcing those rules under a consistent and fair procedure, one which recognizes the individuality of the member as well as his or her obligation to the community. **IT IS NOT THE INTENT OF THIS GUIDE TO ITEMIZE EVERY POSSIBLE INFRACTION AND ITS PENALTY**. It is hoped that all parties will commit themselves to a smooth operation of Hamden High School and will exercise good judgment. **THE RULES, REGULATIONS AND PENALTIES OUTLINED IN THIS GUIDE WILL BE SUBJECT TO REVIEW AND MAY CHANGE AT THE DISCRETION OF THE ADMINISTRATION.**

Quality education can only occur in a safe and orderly environment. To support the academic climate of the school, a Code of Discipline has been developed by Hamden High School. In the event that a student violates a school rule, the appropriate consequences will be implemented. In addition, there may be occasions when students are referred to a school counselor or social worker to reflect upon the decision-making that led to the infraction. The goal is not to be punitive, but to instill in the students of Hamden High School a sense that school is important business in their lives and disruption of that business cannot be tolerated.

At the end of the school year, there are many important extracurricular activities that take place both on and off school grounds. Schools have the right to adopt reasonable rules with regard to student participation in extracurricular activities. In short, participation in extracurricular activities is a privilege and not a right. Our goal is to ensure that all students who participate in the following extracurricular activities will be assured that their classmates who attend will exhibit appropriate decorum and behavior. As always, we have very high standards for student conduct at extracurricular activities. What follows is written notice of the privileges that can and will be denied to seniors who fail to conduct themselves appropriately while in school, or at school-sponsored activities.

The Senior Class Trip (Friday, May 31, 2019)
Seniors who are suspended from school on November 17, 2018 (Homecoming) and until the day of the Senior Class Trip may not be allowed to attend the Senior Class Trip.

Please be advised that administrators can use their discretion in prohibiting students from attending who may not have been suspended from school. Students whose conduct violates school rules while on the senior class trip can be denied participation in other extracurricular activities.

The Senior Prom (Saturday, May 25, 2019)
Seniors who are suspended from school on November 17, 2018 (Homecoming) and until the day before the Prom are prohibited from attending the Prom (See section on the Senior Appeals Panel). In addition, Hamden High School seniors who are attending the Prom with non-school guests must provide their name and phone number, as outside guests are still the responsibility of the school regarding their safety. The age limit for attending the Prom is 21 years old (parental and administrative approval for older guests). **Underclassmen who are suspended from school at any time during the school year will be prohibited from attending the Prom. Underclassmen do not have the right to an appeal.**

Seniors will be provided with guidelines for appropriate dress at the Prom in March. Fast changing fashion trends make it difficult for school officials to determine the role to take in defining acceptable standards of dress for the Prom. However, please be advised of the following requirements:

Prom Dress Code
Formal Prom attire is classified as a tuxedo or dress suit, including a tie, bow tie, a shirt or priest-collar shirt, which may include a vest or cummerbund. Shirts are to be worn at all times. **Undergarments should not be visible**. Dress shoes must be worn while at the Prom. Sneakers and other athletic shoes, including "hybrid sneaker-shoes" are not acceptable.

Formal dresses or gowns may be strapless or may feature spaghetti straps. Bare or open backs are acceptable. However, excessively low backs or bare midriffs are not permitted. Shirts, dress shoes or dress sandals are to be worn at all times. **Undergarments should not be visible**. See-through apparel and gowns or dresses with slits that are above the mid-thigh are not permitted. Garments that are extremely tight or extremely low-cut are also unacceptable.

Senior Appeals Panel

The Senior Appeals Panel includes the principal of the school, the student's house administrator, school counselor and one or both Class Advisors and other staff members who will meet and discuss Senior Appeals beginning sometime in March. An appeal must be submitted by a senior who has been suspended during the time beginning on the day of Homecoming up until two weeks before the Prom. **Due to the required information needed by the venue of the Prom, etc., appeals for all end of the year Senior Activities will not be considered or granted two weeks before the Prom.**

The panel will consider whether a senior will be granted the privilege to attend the Prom, the Class Trip, the Senior Breakfast, the HHS Graduation Ceremony which includes Graduation Rehearsal and the Senior Cookout. In some cases, seniors may not be allowed to attend all of the activities. Students will receive from their House Administrator guidelines and a deadline date that must be followed. Decisions will be based on:

- the student's Letter of Appeal;
- the incident for the suspension;
- the student's course of conduct since the suspension;and
- Attendance.

The panel will meet with the student to discuss the outcome of their appeal. **ALL DECISIONS MADE BY THE PANEL ARE FINAL.**

We believe it to be fair and reasonable to expect students who participate in extracurricular activities to behave in accordance with school rules and expectations for conduct. As such, the rules set forth above are designed to encourage high standards of student conduct and behavior.

PLEASE BE ADVISED THAT ADMINISTRATORS CAN USE DISCRETION IN PROHIBITING STUDENTS FROM ATTENDING THE PROM WHO MAY NOT HAVE BEEN SUSPENDED FROM SCHOOL.

Behavior: The Board of Education and Hamden High School's approved Student Code of Conduct will be in effect at all times during the Prom. Students who choose to bring an outside guest are responsible for registering their guest. Host students who bring guests are responsible to properly inform and clarify the rules in the Prom Packet to their dates. Administration and/or police officers reserve the right to remove students from the Prom who violate school rules or the law. No refunds will be given for students or their guests who are removed from the Prom for violation of school rules or the law.

Graduation Exercises
A student's eligibility to receive a diploma does not mean that he or she has a right to participate in a graduation ceremony. Requirements for graduation eligibility and participation in the graduation exercises are separate and distinct. Participation in the graduation ceremony is considered a privilege, and exclusion from graduation exercises is a possible consequence for seniors who violate reasonable school rules. The reasons that students can be denied participation in graduation exercises include, but may not be limited to:

- Suspension from school;
- Failure to participate in graduation rehearsals;
- Failure to wear the traditional cap and gown during the ceremony (students may choose to wear either a green or gold traditional gown);
- Inappropriate student dress;
- Outstanding fines which could have been incurred at any time during the student's enrollment at Hamden High School (i.e. student owes for missing books, unreturned elevator keys, athletic or other uniforms, locks, fundraising money, etc.);
- Engagement in "senior pranks" at any time during the school year; and,
- Off-campus conduct in which the administration concludes that the student's presence at the graduation exercises can compromise the health and safety of others.

Because administrators cannot be reasonably expected to enumerate all of the reasons for which a student could be prohibited from participating in graduation exercises, please be advised that administrators can use discretion in prohibiting students from graduation exercises even if the students' behaviors do not meet the criteria set forth above.

HOMECOMING (November 17, 2018)

If any student is assigned In-School Suspension or is suspended out of school from the beginning of the school year until the day before Homecoming, the student will not be allowed to attend the Homecoming Dance. **THERE IS NO APPEAL PROCESS FOR HOMECOMING.**

HOMECOMING ATTIRE

Students are expected to wear outfits that are appropriate for a school function. House Administrators will discuss proper attire with students. Additional information will be given when the Green and Gold Guide is issued to the student. Those students who do not comply will be sent home from the Homecoming Dance.

AN ADMINISTRATOR CAN ALSO DETERMINE WHETHER A STUDENT MAY ATTEND THE HOMECOMING DANCE AND PROM BASED ON PREVIOUS DISCIPLINE REPORTS IN DETERMINING ELIGIBILITY. AN ADMINISTRATOR RESERVES THE RIGHT TO BAN A STUDENT FROM EXTRA-CURRICULAR ACTITIVIES.

INFRACTIONS/CONSEQUENCES

Note: FSC=Freshman Support Center; HATS=Hamden Alternative to Suspension; ISS=In-School Suspension, and, OSS=Out-of-School Suspension. **1st** denotes first offense, **2nd** denotes second offense, **3rd** denotes third offense and **4th** denotes fourth offense.

ISS AND OSS WILL NOT COUNT AS AN ABSENCE TOWARDS HHS ATTENDANCE

INFRACTION	CONSEQUENCES
Misuse of Passport Passport not available (refer to rules on the back of the Passport)	Passport not available--Day Pass Issued 1st Lost Passport—New Passport Issued (Warning) 2nd Lost Passports—Office Detention New Passport Issued
Audio/Video or Recording Devices	Administrative Discretion
Laser pointers, cell phones/Smart watches or other electronic devices not part of the instructional program will not be allowed during instructional time during the school day. Headphones and earbuds may be worn ONLY in the Cafeteria. Failure to give up cell phones/electronic devices will equal One Day of ISS.	1st Confiscation—student may claim the phone from House Principal. Office Detention 2nd Confiscation—parent must claim the phone from House Principal—Double Detention 3rd Confiscation—parent must claim the phone from House Principal—1 Day of ISS 4th Confiscation—parent must claim the phone from House Principal—Administrator's Discretion
Bringing an unauthorized guest to school	Unauthorized guest will be arrested and removed from school grounds. HHS student's consequence will be determined by Administrator.
Bus Infractions	Administrator's Discretion
Cafeteria Disruption	Administrator's Discretion
Class Cut	1st 1 Double Detention/zero on assignments 2nd Loss of credit and Double Detention 3rd Additional cuts will equal Double Detentions

Creating a situation endangering the physical safety of others	1-5 Days of OSS or more (including the possibility of Expulsion) depending on the severity of the incident and the administrator's discretion.
Disrespectful behavior toward employees	Administrator's discretion.
Disruption of the school environment	1-5 Days of ISS More severe disruptions—Administrator's discretion
Dress Code Violation	Changes clothes then attends class.
Drug-related or inappropriate writing, pictures or slogans on personal items	Personal items will be confiscated and parent/guardian will be notified. Changes clothing then attends class.
Failure to report to an administrator's office	1st Double Detention 2nd and subsequent incidents, 1 Day of ISS
Failure to serve ISS	Student will be placed in ISS when they return to school if absent the day of the assignment. Student may not return to class until the ISS assignment has been served.
Failure to serve Teacher Detention	Office Detention
Failure to serve Office Detention	Double Detention
Failure to serve Double Detention	1 Day of ISS
False statements	Determined by administrator
Fighting/Assault Recording of any fight/assault	1-10 Days of OSS 1-10 Days of OSS
Fraternity/Sorority/Gang Related Activities	1-10 Days of OSS and possible Expulsion
Forgery/Falsifying Information	Administrator's Discretion
Gambling/Playing Cards/Dice	Confiscation—One Day of ISS
Horseplay	Administrator's Discretion
Insubordination	Administrator's Discretion
Leaving school building/school grounds without permission	Double Detention/Class Cut will apply
Leaving class without permission	Administrator's Discretion
Loitering on school grounds after Early Dismissal/returning prior to 2:10. (Not supervised by an adult.)	1st Warning and removal from school grounds 2nd Administrator's Discretion

Parking Violation	Car will be towed at owner's expense
Selling Candy or other items without proper authorization	Confiscation—returned at the end of the student's school day. Repeated offenses will result in disciplinary consequences.
Sexual or Racial Harassment/Misconduct	1-10 Days of OSS, possible police and Expulsion referral
Sexual, racial and/or discriminatory slurs	1-5 Days of ISS
Smoking (Cigarettes/E-Cigarettes) or chewing tobacco	1st Informational class/contact parent 2nd Three Days ISS and contact parent. Cigarettes/E-Cigarettes/tobacco will be confiscated/parent can pick up.
Social Media Disruptions (see Page 34)	Administrator's Discretion
Stealing/Theft Stolen Items that are returned	1-10 Days of OSS 1-3 Days of ISS
Suspicion of being under the influence of drugs or alcohol	Visitation to the School Nurse for assessment. Parent contacted. Parent takes student home/doctor. Referral to the appropriate agency, if necessary.
Tardiness	1st Warning 2nd Teacher detention 3rd Teacher detention, parents and House principal contacted 4th Subsequent incidents, referral to House Principal for disciplinary action
Threatening	1-10 Days of OSS; possible police referral; possible Expulsion
Trespassing	Administrator's Discretion
Truancy	Referral to the appropriate agency if necessary.
Use of profanity or vulgar gestures towards students	1st Double Detention 2nd 1 Day of ISS
Vandalism/Destruction of School Property	Up to 10 days of OSS based on the severity of the damages. Responsible for restitution for damages, possible referrals to the police and or recommendation for Expulsion.
Verbal altercation with another student	Depending on severity/Mediation/Administrative Discretion
Verbal abuse or vulgar gestures towards staff	ISS or OSS (Number of days dependent upon severity.)

Violation of Acceptable Use Policy	Severity of offense will determine consequence for loss of privileges at the discretion of the administrator.

SCHOOL PERSONNEL ARE NOT RESPONSIBLE FOR CONFISCATED ITEMS THAT ARE LOST, STOLEN, OR DAMAGED. ITEMS THAT ARE LOST OR STOLEN: A WRITTEN REPORT WILL BE TAKEN BY SECURITY. SCHOOL CAMERAS WILL NOT BE USED TO INVESTIGATE THEFTS.

MORE SERIOUS OFFENSES

More serious offenses include but may not be limited to the following:

Arson
Assault of staff or student
Threatening of staff
Pulling a false fire alarm
Calling in a bomb threat
Criminal mischief
Vandalism
Larceny
Possession of stolen goods
Extortion/theft by threat
Possession of Alcohol
Using, possessing, manufacturing, distributing and/or selling controlled substances
Possession of drug paraphernalia
Weapons possession
Possession of and/or igniting fireworks

All of these offenses will be handled in accordance with Board of Education policy. Some possible consequences for these offenses include, but are not limited to:

10 days Out of School Suspension
Notification of police
Referral for arrest
Request for Expulsion (Determined by the building principal.)

DETENTIONS

Teacher Detentions are held after school on Mondays and Tuesdays (or other days by mutual agreement). Teachers must give students twenty-four hours notice prior to the scheduling of a teacher detention. The maximum length of a Teacher Detention is forty-five minutes.

A school administrator or his or her designee may assign a student to Office Detention or Double Detention for a violation of school rules. **Office Detentions** are held after school on Mondays and Tuesdays from 2:15 p.m. to 3:00 p.m. in Room B205. **Double Detentions** are held after school on Mondays and Tuesdays from 2:15 until 3:45 in Rooms A112 and A117. Students will be given twenty-four hours notice prior to the scheduling of an Office or Double Detention unless the student asks to serve the detention that day when called to the administrator's office.

IN-SCHOOL SUSPENSION (Does not count as an Absence towards HHS Attendance)

1. The student is assigned to a specific room for the entire school day. The room is supervised by teachers at all times. ISS Rules are given to the student at the time ISS is assigned.
2. Students are responsible for collecting their assignments; which will be corrected, and graded by their teachers when they return to class.
3. Students will have their lunch in the In-School Suspension room. Eating or drinking will only occur at the designated time. Lunch may be brought from home or purchased from the school Cafeteria. Students who enter In-School Suspension late and after food orders are taken may not be afforded an opportunity to buy lunch.
4. Misbehavior while the student is in In-School Suspension may result in Out-of-School Suspension.
5. If a student is absent on any day(s) on which he or she was to serve In-School Suspension, these days must be made up. Immediately upon return to school, he or she must report to his or her House Principal for reassignment.
6. ALL STUDENTS MUST ATTEND ISS PERIODS 1--8.

HAMDEN ALTERNATIVE TO SUSPENSION (HATS)

HATS is a panel of members of the Hamden High School community dedicated to working in a creative environment with students and their families to help students take ownership for their actions and reflect on their behavior. The panel works collaboratively with students with the goal of establishing alternative options to Out of School suspension that will hold them accountable while encouraging future positive behaviors and relationships.

Some of the alternatives may be any combination of the following:
ISS
Letter(s) of Apology
Mediation
Reflection paper
Presentation/Project
Give Back Time – Farmington Canal Cleanup, Volunteer Coaching, Etc.
Spending time with a Mentor
Shadow a Role Model
Attend Workshops provided by the JRB (Juvenile Review Board) including:
Conflict Resolution
Peer Relationships
Anger Management
Leadership Skill Building

OUT-OF-SCHOOL SUSPENSION (Will not count as an Absence towards HHS Attendance)

Out-of-School Suspension is assigned for serious offenses. Students who have been placed on Out-of-School Suspension are not to be on school grounds during the school day and are not to attend any school sponsored extra-curricular or

athletic activities, on or off school grounds. This includes after school hours, weekends and holidays. Students who violate this rule may be subject to additional suspension time and or referral to the Hamden Police Department.

HAMDEN BOARD OF EDUCATION REMOVAL, SUSPENSION AND EXPULSION POLICY

I. DEFINITIONS

A. "Removal" means an exclusion from a classroom for disciplinary reasons by a teacher for all or part of a single class period, provided such removal shall not extend beyond ninety (90) minutes.

B. "In-School Suspension" means an exclusion from regular classroom activity for no more than five (5) consecutive school days, but no exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such In-School Suspension was imposed.

C. "Out-of-Suspension" means an exclusion from school privileges for disciplinary reasons by an administrator for not more than ten (10) consecutive school days, which period may not extend beyond the end of the school year in which suspension was imposed.

D. "Expulsion" means an exclusion of a student from school for disciplinary reasons by the Board of Education for a period of more than ten (10) consecutive school days but not extending beyond one hundred and eighty (180) consecutive days. The period of an expulsion may extend into the school year following the year in which the expulsion was imposed. The assigned days will count as absences.

E. "Exclusion" means a denial of public school privileges to a student for disciplinary reasons.

F. "Emergency" means a situation under which the continued presence of the student in the school imposes such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student is possible.

G. "Days" means days when school is in session.

II. AUTHORIZATION TO REMOVE STUDENTS

A. Students in the Hamden School District may be removed from a class by a teacher when they deliberately cause a serious disruption of the educational process within the classroom.

B. Students in the Hamden School District may be suspended by a member of the administrative staff for conduct which violates a publicized policy of the Board, endangers persons or property or is seriously disruptive of the educational process.

B. Students in the Hamden School District may be expelled by the Board of Education if, after a hearing conducted in accordance with appropriate state statutes, the Board finds that a student's conduct violated a publicized policy of the Board, endangered persons or property or was seriously disruptive of the educational process.

III. ACTIONS LEADING TO IN-SCHOOL SUSPENSION, SUSPENSION, AND/OR EXPULSION

The following breaches of conduct on school property, school transportation, en-route to or from school on school-provided transportation, or at any school-sponsored activity may, depending on the particular circumstances, lead to suspension and/or expulsion for violation of a publicized policy of the Board:

A. Conduct causing a threat of danger to the physical well being of himself/herself or others;

B. Willfully striking, assaulting or causing bodily harm to another person;

C. Theft;

D. Using obscene, profane or insulting language or gestures to other people;

E. Openly defying the authority of any member of the school staff, including verbal abuse;

F. Willfully causing, or attempting to cause, damage to school property, school buses or the personal property of others while on school grounds;

G. Participating in a walkout, sit-in or other unauthorized demonstrations on school property;

H. Inciting others to participate in a walkout, sit-in or other unauthorized demonstrations on school property;

I. Blackmailing, threatening, harassing or otherwise intimidating others;

J. Possessing, transmitting or discharging any fireworks, explosives or other dangerous objects or facsimile thereof, of no reasonable educational use to the student;

K. Possessing, using or selling unauthorized drugs, narcotics or alcoholic beverages;

L. Displaying or wearing of an insignia identifying secret societies or other organizations, such as fraternities or sororities, that restrict membership or engaging in any activity relating to membership in such an organization;

M. Unauthorized absence from class or truancy;

N. Inciting other students to be absent from class or truant;

O. Repeated tardiness to class or school;

P. Failing to serve assigned detentions;

Q. Tampering with school documents (including the forging of parent notes);

R. Turning in a false alarm or bomb scare;

S. Knowingly using or copying the academic work of another person and presenting it as his or her own without attribution; and or,

U. Other misconduct which is disruptive of the educational process.

IV. OFF-SCHOOL PROPERTY MISCONDUCT

A. Students are subject to discipline, up to and including loss of participation in extra-curricular activities, suspension and expulsion for misconduct, even if such misconduct occurs off-school property and during non-school time. School discipline may be imposed for:

1. Any behavior occurring or initiated in the school, on school grounds or at any school sponsored activity;

2. Behavior occurring off school grounds and during non-school time if, in the reasonable discretion of the Board or its designee, it was determined that there was a reasonable likelihood that the presence of the student would have a disruptive effect on the school or the educational process by threatening or disrupting:

   a. The school's orderly operations;
   b. The safety of school property; or,
   c. The safety or welfare of the student or of other persons who work or study there.

B. The following actions or conduct off school property may, depending on the particular circumstances, lead to suspension or expulsion as such actions or conduct endanger persons or property and may cause extreme disruption of the educational process. Examples include, but are not limited to:

1. Criminal arrest for possession of an illegal substance with or without intent to sell;

2. Criminal arrest for illegal possession of a dangerous or deadly weapon;

3. Criminal arrest for sexual assault, assault with intent to kill or felonious assault;

4. Criminal arrest for armed robbery; and or,

5. Physical assault on an employee and staff member of the Hamden Board of Education.

V. PROCEDURES GOVERNING REMOVAL

A. Whenever any teacher removes a student from the classroom, the teacher will send the student to a designated area and will promptly inform the principal or his or her designee of the name of the student removed and the reason for the removal. This notification will be in writing.

B. Any student removed from class more than six (6) times in any year or more than twice in one (1) week will be referred to the principal or his or her designee and will be granted an informal hearing as described in Section VI.

C. Telephone, written or personal notice of a removal of a minor student will be given to the student's parent(s) or guardian(s) within twenty-four (24) hours by the teacher responsible for such a removal.

VI. PROCEDURES GOVERNING SUSPENSION

The principal or his or her designee will observe the following procedures except in cases where the student has already been, or such suspension will result in, the student being suspended more than ten (10) times or fifty (50) days in a school year, whichever results in fewer days of exclusion, or placed in In-School Suspension for more than fifteen (15) times or a total of fifty (50) days in a school year, whichever results in fewer days of exclusion. Whenever such situations exist, the procedure followed will be that set out in Section IV of this policy.

A. Unless an emergency situation requiring the student's immediate removal exists, no student will be suspended prior to having an informal hearing before the principal or his or her designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing will be held as soon after the suspension as possible.

B. The principal or his designee will make all reasonable attempts promptly to notify the parent(s) or guardian(s) of a minor student within twenty-four (24) hours about the suspension and state the cause(s) leading to the suspension.

D. Whether or not telephone contact is made with the parent(s) or guardian(s), the principal or his or her designee will forward a letter to such parent(s) or guardian(s) to the last address reported on school records (or to a newer address if known by the principal or his or her designee) within one school day of the suspension action offering the parent(s) or guardian(s) an opportunity for a conference.

E. Notice of the suspension, including the name of the student against whom such disciplinary action was taken, shall be transmitted by the principal or his or her designee to the superintendent of schools or his or her designee by the close of the school day when such disciplinary action is taken.

F. Following a conference with the principal or his or her designee, the student, if he or she is eighteen (18), or his or her parent(s) or guardian(s) may request the superintendent or his or her designee to review the principal's decision. Such review will be completed promptly. Except in unusual circumstances, the student will be under suspension during this review.

G. If a student is eighteen (18) years of age or older, notices required by this policy will be given to the student.

H. Textbooks and homework will be provided to each student for the duration of the suspension period, and the student will be allowed to complete any class work, which he or she missed while under suspension, including examinations, without penalty.

VII. PROCEDURES GOVERNING EXPULSION

A principal or his or her designee may consider recommendation of expulsion of a student to the superintendent of schools where he or she has cause to believe that the student's conduct endangers person or property, is seriously disruptive of the educational process or is in violation of the publicized Board policy.

A. Upon receipt of an expulsion request, the superintendent, or designee, shall conduct an inquiry within three (3) school days.

B. If after the inquiry, the superintendent, or designee determines that a student ought to be expelled, he or she shall forward such request to the Board of Education within five (5) days of the superintendent's inquiry.

C. Except in an emergency situation requiring the student's immediate removal, the Board of Education shall, prior to expelling the student, conduct a hearing to be governed by the following procedures:

    1. The student must be given written notice either hand delivered or by certified mail, at least five (5) days prior to the date of the hearing, and if such student is a minor, said notice shall also be given to parent(s) or guardian(s).

    2. The notice shall contain:
        a. The date, time and place of the scheduled hearing;

        b. The details of the grounds for the proposed expulsion, including a narrative of the events leading to the expulsion; and,

        c. A statement of the student's rights as enumerated in this policy.

D. At the hearing, the student shall have the right to testify and produce witnesses and other evidence in his or her defense. The hearing will be held pursuant to Section 10-233a through 10-23d of the CT General Statutes as amended. The hearing will also be conducted in accordance with CT General Statutes 4-176e through 4-180a, inclusive and of Section 4-181a.

E. Evidence of past disciplinary problems that have led to the removal from a classroom suspension or expulsion of a pupil being considered at a formal hearing may be received but only considered in the determination of:

    1. Length of expulsion; and,
    2. Nature of alternative educational opportunity to be offered.

F. A student may be represented by any third party of his or her choice, including an attorney.

G. The student is entitled to the services of a translator to be provided by the Board of Education whenever the student or his or her parent/guardian does not speak English. A request for a translator must be made to the superintendent at least forty-eight (48) hours in advance of the hearing.

H. The Board shall keep a verbatim record of the hearing and the student or such student's parent/guardian shall be entitled to a copy of that record at his or her own expense.

I. The Board hearing shall include three or more Board members. A student may be expelled if a majority of the Board members sitting in an expulsion hearing vote to expel, provided that no less than three (3) affirmative votes to expel are cast. (The Board does maintain the right to have a Hearing Officer preside over the expulsion hearing in lieu of Board of Education members. In the case of a Hearing Officer, the determination of the Hearing Officer would be the accepted outcome for the expulsion by the district.)

J. The Board shall report its final decision within three (3) days in writing to the student, or if such student is a minor to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the penalty to be imposed. Said decision shall be based solely on evidence derived at the hearing.

K. Whenever the Board expels a student under sixteen (16) years of age, it will offer such a student an alternative education program. The parent or guardian of such student has the legal right to reject such a program without being subject to the truancy law. Any expelled student who is between the ages of sixteen (16) and eighteen (18) and who wishes to continue his or her education will be offered an alternative educational opportunity if he or she complies with the conditions established by the Board of Education. The age limitations for the provision of an alternative educational opportunity will not apply to students in Special Education classes.

L. The Board of Education shall not be required to offer an alternative educational opportunity to any student between the ages of sixteen (16) and eighteen (18) who is expelled because of conduct which involved: (1) carrying a dangerous instrument or introducing a dangerous instrument on school property; or (2) offering for sale of distribution on school property or at a school sponsored activity a controlled substance whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with the intent to sell or dispense, offering or administration is subject to criminal penalties. If the Board of Education expels a student for the sale or distribution of such a controlled substance, the Board shall refer the student to an appropriate state or local agency for rehabilitation, intervention or job training, or any combination thereof, and inform the agency of its action. The Board shall give the name of the student and a summary of its action to the Commissioner of Education within thirty (30) days after the student is expelled.
Whenever the Board of Education notifies a student between the ages of sixteen (16) and eighteen (18) or the parent/guardian of such student that an expulsion hearing will be held, the notification shall include a statement that the Board is not required to offer an alternative educational opportunity to any student who is found to have engaged in the conduct described in this subsection.
The provisions of this subsection shall not apply to any students requiring Special Education.

Whenever a pupil is expelled, notice of the expulsion and the conduct for which the pupil was expelled will be included on the pupil's cumulative education record. The record will be expunged if the student graduates from high school.

The Board of Education is permitted to adopt the decision of a Pupil Expulsion Hearing of another board providing the Board holds a hearing on the adoption of the decision. The pupil shall be excluded from school pending the hearing and shall be offered an alternative education opportunity.

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parents/guardians of this policy governing suspensions and expulsions. Legal References: Public Act No. 92-31CGS 10-233a to 10-233d, 4-177 to 4-180,10-443(8), P.A. 82-118, Board Approval, 1991.

NON-DISCRIMINATION POLICY

The Hamden Board of Education affirms a continuing policy of equal access to programs and activities and equal opportunities regardless of age, sex, race, color, religion, marital status, national origin, social economic status, sexual orientation, or physical handicap. **(Title VI of the Civil Rights Act of 1964**)

The Hamden Board of Education agrees to comply with **Title IX of the Education Amendments of 1972, the Americans with Disabilities Act of 1991 and the Rehabilitation Act of 1973,** and the regulations promulgated pursuant thereto, and **Section 504 of the Rehabilitation Act** which prohibits discrimination against the handicapped.

The Hamden Board of Education authorizes the superintendent to designate an administrator as compliance officer. The Board will, at least annually, notify all students, parents and employees of the name, address and telephone number of the compliance officer and of the procedures for processing grievances.

The Hamden Public Schools compliance officer for all allegations of discrimination (Title VI, Title IX, and the American Disabilities Act (ADA) Section 504) is:

Gary Highsmith, Director of Human Resources
Hamden Public Schools
60 Putnam Avenue, Hamden, CT 06517
Tel. 203-407-2000 Fax 203-407-3121

SOCIAL MEDIA

HHS staff will investigate student usage of Social Media on school property or at school sponsored events, when:

1. School officials reasonably forecast that such use shall interfere or disrupt the effective operation of the school or school sponsored activities/events; or
2. Such use is used to engage in libelous, defamatory, obscene, profane, vulgar or similarly inappropriate communications or bullying; or
3. Such use advocates or encourages illegal activity or endangers the health or safety of students, staff or others; or

4. Such uses infringes upon the rights of others, violates the law, Board Policies and/or other school rules or regulations.

Use of Social Media off schools grounds when such use meets the criteria described above and is seriously disruptive to the educational process will be investigated. Students who violate this policy will be subject to school discipline.

SEXUAL HARASSMENT

Sexual harassment is against state and federal laws and should be reported to the building principal. It is unwelcome sexual attention from peers, teachers, staff or anyone with whom the victim may interact. Sexual harassment, whether verbal or physical, includes but is not limited to the following:

1. Insulting or degrading sexual remarks or conduct;
2. Threats or suggestions that an individual's submission to or rejection may adversely impact one's educational performance and/or create an intimidating, hostile or offensive educational environment;
3. Spreading sexual gossip;
4. Unwanted sexual comments;
5. Pressure for sexual activity; and,
6. Any unwanted contact of a sexual nature.

BULLYING POLICY

The repeated use by one or more students of written, oral or electronic communication such as cyberbullying directed at or referring to another student attending school in the same district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same district that:

1. Causes physical or emotional harm to such student or damage to such student's property;
2. Places such student in reasonable fear or harm to himself or herself, or of damage to his or her property;
3. Creates a hostile environment at school for such student;
4. Infringes on the rights of such student at school; or
5. Substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but is not limited to a written, oral or electronic communication or physical act or gesture based on any actually or perceived differentiating characteristic such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

Procedures:

Students and/or their parents/guardians may file verbal or written complaints concerning suspected bullying behavior, and students are permitted to anonymously report acts of bullying to teachers and school administrators.

Students and/or their parents/guardians may file written reports of conduct that they consider to be bullying. These reports must be reasonably specific as to the actions giving rise to the suspicion of bullying, including time and place of the conduct alleged, the number of incidents, the target of such suspected bullying, and the names of any potential student or staff witnesses. These reports may be filed with any teacher or adminstrator, and they shall be promptly forwarded to the building principal for review and action.

Students and/or their parents/guardians can make informal complaints of conduct that they consider to be bullying by verbal report to a teacher or administrator. These informal complaints shall be reasonably specific as to the actions giving rise to the suspicion of bullying, including time and place of the conduct alleged, the number of incidents, the target of such suspected bullying, and the names of any potential student or staff witnesses. A teacher, other professional employee or adminstrator who receives an informal complaint shall promptly put the complaint in writing, including the information provided. Such written report by the teacher, other professional employee or administrator shall be promptly forwarded to the building principal for review and action.

Students who make an informal complaint as set forth above may request that their name be maintained in confidence by the teacher, professional employee or administrator who receives the complaint. Anonymous complaints shall be reviewed and reasonable action will be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the

complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of bullying.

Responsibility of Teacher and Other School Staff:

Teachers and other school staff members who witness or receive reports of bullying, as defined above, will promptly notify the building principal or his/her designee of the events observed, and will file a written incident report concerning the events witnessed. Teachers and other school staff who receive student or parent/guardian reports of suspected bullying will promptly notify the building principal and/or his/her designee of such reports.

Administrator's Responsibility:

The Principal or his/her designee will promptly investigate reports of bullying. A written report of the investigation shall be prepared when the investigation is complete. The report will include findings of fact, a determination of whether or not acts of bullying were verified, and when acts of bullying are verified, a recommendation for intervention, including disciplinary action. Where appropriate, written witness statements shall be attached to the report. Although there is no one prescribed response to verified acts of bullying, conduct that rises to the level of "bullying" as defined above will generally warrant disciplinary action against the perpetrator of such bullying. Whether and to what extent to impose disciplinary action is a matter for the professional discretion of the building principal. The following sets forth possible interventions for building principals to enforce the Board's prohibition against bullying:

- Non-disciplinary interventions
- Disciplinary interventions

Reporting Obligations:

If after investigation, acts of bullying by a specific student are verified, the building principal or his/her designee shall notify the parent/guardian of the perpetrator and the parent/guardian of the victim in writing of that finding. In providing such notification, the building principal or his/her designee will respect the statutory privacy rights of the perpetrator of such bullying.

The building principal shall maintain a list of the number of verified acts of bullying in the school, and this list shall be available for public inspection upon request.

Appeal Process:

Parents/guardians or students who desire to appeal the principal's bullying verification, or lack thereof, must do so with the Superintendent or his/her designee. Such appeals must be in writing, and must be reasonably specific as to the reasons for the appeal.

ATHLETIC EVENTS/AFTER SCHOOL ACTIVITIES

A student who has been identified as causing a disturbance at any Home or Away athletic event or after school activity may not be allowed to attend an athletic event or other after school activity for the remainder of the school year and is subject to the school disciplinary code. Athletic events and all after school activities, whether on school premises or not, are considered to be an extension of the school day. All school rules and regulations are in effect.

A student who is assigned an Out-of-School suspension is not allowed to be on school grounds, attend or participate in any school athletic event, nor participate in any after school activity during the duration of the assigned Out-of-School Suspension.

PARKING

Students who park on school grounds will have their cars towed at their own expense. Students who choose to park at the Plaza or the skating rink do so at their own risk. Students' cars parked in the area reserved for shoppers will be towed away. Driveways that service the school must be kept clear at all times.

POSTINGS

No unauthorized posting of signs, fliers, or any informational or advertising items is allowed. All postings must be pre-approved first by an advisor (back signed) and then an administrator. Authorized postings are to appear only on designated bulletin boards/areas throughout the school. Postings may not be placed on painted or glass surfaces, lockers or wooden doors and must be removed within two days after the event.

SMOKING REGULATIONS

The Hamden Board of Education recognizes that smoking represents a health and safety hazard, which can have serious consequences for the smoker and non-smoker employees, visitors, and guests of the system from an environment

that may be harmful to them, and because of its possible harm to personal well-being, the Board hereby **prohibits smoking in all school buildings and on all school grounds for all events, including non-school functions.**

For purposes of this policy, smoking will mean all uses of smoking materials and tobacco, including cigars, cigarettes, E-cigarettes, pipes, chewing tobacco and snuff. Students who smoke or chew tobacco and other items listed in the previous sentence will be subject to three days of In-School Suspension.

HAMDEN HIGH SCHOOL IS A SMOKE FREE FACILITY. SMOKING IS NOT PERMITTED ANYWHERE IN THE BUILDING OR ON SCHOOLGROUNDS.

STUDENT PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

Any student who participates in an activity such as an athletic event, drama production, Homecoming, Prom or concert must be in attendance in school that day for four (4) periods or he or she will not be allowed to participate in the activity. **If Prom or Homecoming is on a Saturday, students must also attend school for four periods on Friday (the day before the activity).**

Any student who is participating in an extracurricular activity and who does not adhere to the school's rules and regulations may be removed from participation in the extracurricular activity by his or her House Administrator.

Students participating in extra-curricular activities must vacate the building 15 minutes after the completion of the event unless under the direct supervision of a teacher or administrator. Non-participants must vacate the building immediately after the completion of the event.

UNAUTHORIZED STUDENT GROUPS

The Board of Education and the administration approve and will allow those student organizations to which membership is open to the entire student body to function on school property, school transportation, or in school-related activities.

THE BOARD OF EDUCATION PROHIBITS THE PRESENCE OR ACTIVITIES ON SCHOOL PROPERTY, SCHOOL TRANSPORTATION OR AT SCHOOL-RELATED ACTIVITIES OF SECRET SOCIETIES OR OTHER ORGANIZATIONS, WHICH RESTRICT MEMBERSHIP, SUCH AS GANGS, FRATERNITIES AND SORORITIES. SUCH RESTRICTIVE GROUPS HAVE NO LEGITIMATE PLACE IN PUBLIC EDUCATION.

No student will be allowed to display or to wear any clothing or insignia of such an organization or engage in any activities relating to membership in such an organization while on school property, school transportation or when participating in school-related activities.

Any student who violates the provisions of this policy will be subject to suspension and/or expulsion from school. The administration is directed to establish regulations to enforce the provisions of this policy.

SCHOOL PROCEDURES

ATTENDANCE POLICY

The Board of Education believes that regular attendance in each class is essential for each student to attain excellence in the educational process. Regular attendance is one of the essential factors of an appropriate education. The Board of Education strongly urges all members of the community to assign the highest priority to helping all students develop good work habits and patterns of regular and punctual attendance. Time lost from class for any reason represents significant loss of educational opportunity for all students.

Connecticut State Law requires parents to ensure that their children attend school on a regular basis during the hours and terms that the school is in session. It is well-documented that regular attendance correlates with the success a student achieves in school. Therefore, an attendance requirement has been established for all courses offered. A student who is serving an Out of School Suspension, In-School Suspension or Expulsion will be considered absent.

DEFINITIONS

1. **Excused Absences:** An absence from an entire regularly scheduled school day for the following reasons. An excused absence**, when verified,** will not be a basis for the loss of a student's credit. **Students are required to bring a written excuse to school on the day of their return.**

    a. Reasons of health, including illness, incapacity or doctor's visits. The school reserves the right to request certification for any absences, either consecutive or cumulative, exceeding five days.

    b. Death in a family.

    c. Religious observance.

    d. School-sponsored activity, including approved school assemblies.

    e. Court appearance (documentation is needed).

    f. College visitations (a signed letter/email message from the university on its letterhead must be turned in to the House Administrator).

    g. Medical appointments (documentation is needed).

    h. Family hardships and other family emergencies as approved by the House Principal.

2. **Unexcused Absences**: Any absence from a class period scheduled during the school day is not excused as defined above. Excessive unexcused absences as defined in this regulation may lead to Loss of Credit.

3. **Absence Limit** Loss of Credit (LOC): No student will receive credit for a course if he or she accumulates absences in excess of 21 days in a full-year course and in excess of 11 in a half-year course. Denial of course credit because of excessive absences does not affect course grades. In

such cases, course grades appear on both the report card and the final transcript with an indication that credit is lost because of excessive absences per Board of Education policy. No credit toward graduation or distribution requirements or class rank is awarded. Completion of a course with the appropriate passing grade will be used to meet the prerequisite for a subsequent course. **AS SUCH, STUDENTS WHO LOSE CREDIT WILL BE REQUIRED TO ATTEND CLASS.**

NOTIFICATION PROCEDURES

1. When a student is absent five days in a semester course or ten days in a full-year course, a LOC warning; is initiated by the teacher and is sent to the House Principal. The appropriate House Principal will then send a copy to the parent/guardian, teacher and school counselor.

2. When Loss of Credit (11th or 21st absence) occurs, the teacher will send a LOC referral to the House Principal. The House Principal will investigate further, confirming that LOC has occurred. The House Principal will then send notification letters to the teacher, parent/guardian, and counselor.

CLASS CUT

A cut is defined as any unauthorized absence from the entire class or an unexcused absence exceeding 10 minutes. Students will receive a zero participation grade for the class period. Missed work, including tests and quizzes, may not be made up. **Two Class Cuts are equivalent to a Loss of Credit. Credit may be restored if the teacher recommends restoration, the student continues to attend class, and passes the class. Students with more than two Class Cuts will not have the opportunity to restore the credit but must continue to attend the class.**

TRUANCY POLICY

Connecticut General Statues Section 10-184 provides that each parent or other person having control of a child five years of age and over and under eighteen years of age shall cause such child to attend a public school in the district in which the child resides unless the child is a high school graduate or the parent or person having control of the child is able to show that the child is receiving equivalent instruction elsewhere in the studies taught in the public schools. [Parents or persons having control of children five years of age and six years of age shall have the option of not sending the child to school until the child is respectively six years of age and seven years of age, but to exercise that option, the parent or person having control of the child must personally appear in the school district office and sign an option form.]

A truant means a child age five to eighteen, inclusive, who is enrolled in a public or private school and has four unexcused absences from school in any one month or ten unexcused absences from school in any one school year. Not later than ten school days after the child's fourth unexcused absence in a month or tenth unexcused absence in a year, the parent, or other person having control, of a child who is truant shall be offered a meeting with appropriate school personnel to review and evaluate the reasons for the child being truant. The Superintendent of Schools shall file, not later than 15 days following the failure of the parent or person in control of the child to attend such meeting or to cooperate with the school in solving the truancy problems with the Superior Court pursuant to Connecticut General Statutes Section 46b-149 alleging that the

child's family is a family with service needs. Additionally, for children in grades kindergarten to eight, parents or other persons having control of the child shall be sent written notice that includes a warning that two unexcused absences from school in a month or five unexcused absences in a school year may result in a complaint filed with the Superior Court pursuant to Connecticut General Statutes Section 46b-149 alleging that the child's family is a family with service needs.

RESPONSIBILITIES

Parents'/Guardians' Responsibilities

1. Stress the importance of regular school attendance with students.
2. Notify the school on a regularly scheduled school day by phone before 10:00 a.m. the morning of the absence.
3. Inform the House Office for the student to be able to make-up the mid- term or final exam.
4. **Medical Excuses shall be provided within 48 hours of the doctor's visit and brought to or faxed to the Nurse's office.** (203) 407-2409
5. Verbal or written dated notification for absence to the House Office on the day of the student's return (include name of student, date(s) of absence parent/guardian.
6. Schedule appointments for after-school hours. (medical/license)
7. Limit vacations to regularly scheduled school vacations.
8. Keep track of student's absences.
9. Provide a means for the school to contact the parent/guardian during the school day.

Teachers' Responsibilities

1. Keep accurate attendance records, recording all absences.
2. Follow attendance procedures.
3. Warn students verbally at the 5th or 10th absence and contact parent.
4. Notify the House Principal at the 5th or 10th absence using the referral form.
5. Notify the House Principal at the 11th or 21st absence using the referral form.
6. Attach the Restoration of Credit Form to the LOC Referral.
7. Continue to notify the House Principal of continued absences after the Loss of Credit amount has been reached and exceeded.
8. Grades in PowerSchool will be updated weekly.

Students' Responsibilities

1. Attend all classes.
2. Be on time to all classes.
3. Obtain and give proper documentation for all absences upon return to school (example: a parent/guardian writes a note for three or less absences and a doctor writes a note for more than three consecutive absences) to the appropriate House Principal.
4. Follow attendance procedures.
5. Within five days of notification of Loss of Credit, initiate appeals process when notified of Loss of Credit (Restoration of Credit form returned to teacher). **If the form is not returned to the teacher, the credit will not be restored.**
6. Complete all make-up work within a maximum of 10 school days.
7. Keep track of absences.
8. Notify teachers of foreseeable absences.

Counselors' Responsibilities

1. Meet with the student after 5/10 absences.
2. Provide counseling for the student.
3. Contact the parent/guardian.
4. Participate in the Restoration of Credit process.
5. Notify teacher if student misses a class due to a visit with the counselor.

Administrators' Responsibilities

1. Upon receiving an attendance referral, the House Principal will warn the student and notify the parent/guardian, teacher and counselor.
2. Notify parent/guardian, teacher and counselor in writing of the student's Loss of Credit.
3. Confer with the student, parent, school counselor and teacher as needed.
4. Enforce disciplinary measures or arrange for referral services as deemed appropriate.
5. Initiate the Family with Service Needs process for students under 16 years old who have more than five unexcused absences in one month.
6. Initiate the Youth in Crisis process for students 16 years or older who have more than five unexcused absences in one month.

Nurses' Responsibilities

1. Identify students who have legitimate medical reasons for five or more absences on consecutive days.
2. Notify the appropriate House Principal, social worker, teacher and/or counselor.
3. Notify teacher if student misses a class due to a visit to the Nurse.

RESTORATION OF CREDIT

Will be determined by the teacher and the administrator on a case by case basis.

LATENESS/TARDINESS TO SCHOOL

Any student who arrives to school after 7:31 a.m. must report directly to the Security Desk, sign in, get a Late Pass and report to their class. Students will be assigned an Office Detention for the third and fourth tardies and Double Detention for five or more tardies to 1st Period. An absence will be entered when a student arrives to class after 7:41.

TARDINESS TO CLASS

A student is **officially counted tardy if he or she is not inside the door** of any classroom, study hall, Cafeteria or homeroom when the bell tone becomes silent. If detained by a teacher, school counselor or a House Principal, the student must be issued a pass to the next class. **Class tardies are tallied per Marking Period.** A Class Cut will be entered if a student arrives 10 minutes late without a Pass to any class.

EARLY DISMISSAL FROM SCHOOL

A student who needs to be excused from school must report to the appropriate House Principal's office prior to the beginning of the school day with a note signed by a parent/guardian with the date, time and valid reason for dismissal. A student must have permission from the House Principal before leaving the school building for any reason. Students who leave and go to the Plaza, Mart or

any other business establishment and/or loiter will be subject to arrest. It is important for the school to account for the whereabouts and safety of each student. 11th and 12th grade students who have a Lunch or Study Hall 7th and or 8th Periods may apply for Early Dismissal with parental permission. **11TH AND 12TH GRADE STUDENTS WHO HAVE EARLY DISMISSAL CANNOT RETURN TO SCHOOL TO RIDE THE BUS HOME AT 2:00. The student must apply for Early Dismissal EACH SEMESTER and receive an Early Dismissal card.**

EARLY DISMISSAL FROM THE HEALTH CENTER

If a student has permission from his or her parent/guardian to leave school due to an illness, the student must sign out through the Health Center. The health office either indicates the dismissal in TEMS or notifies the appropriate House Office.

CAFETERIA RULES

1. Students are to deposit all trays, eating utensils, wrappers, cartons and left over food in trash barrels.
2. Students who accidentally drop debris on the floor are to pick up the debris immediately.
3. **Students are not to throw anything in the Cafeteria.** This includes throwing debris towards a trash barrel.
4. Should students accidentally spill food or drink on a table or floor, they are to notify a teacher supervising the area immediately.
5. Should a student sit at a table where a person who previously used the table has left debris the student is to notify a teacher supervising the area.
6. Students are not to purchase food or drinks from the Cafeteria during passing time.
7. **Students are not allowed to take food out of the Cafeteria without administrative approval**.
8. **Students are to be seated in the Cafeteria; they are not permitted to move from table to table once they have been seated; and, they are not to stand in the aisles.**
9. Students are not to loiter in the doorways that serve as entrances and exits to the Cafeteria, the food serving and vending areas or in any other areas.
10. **Students will report on time to the Cafeteria. Office Detention may be assigned if a student arrives late to the Café without a Pass.**
11. Students must have acquired a pass from their counselor, teacher or person of authority to any intended destination in order to leave the Cafeteria.

DELIVERIES

Any delivery made to the school from a commercial business (including food) will be declined (unless it's an approved medical exception). **Food may be delivered by Parents/Guardians during the student's Lunch Period, only.** Family members and friends are asked not to send celebratory items i.e., balloons or flowers to students.

EXAMINATION DAYS

In order to make sure that no students will have more than three tests (two core course examinations) on the same day, the following exam schedule has been established. Tests may not be given on religious holidays.

Monday..... Family and Consumer Science Education, Health, Science
Tuesday..... Mathematics, Art, Social Studies
Wednesday.....Science, Technology Education, World Languages
Thursday..... Social Studies, Music, English
Friday.....Business and Math

SCHOOL SAFETY

During the year, HHS will have multiple school safety drills to prepare for an emergency including, but not limited to, fire drills and lockdown drills. Should an emergency or disaster situation ever arise in our area while school is in session, we want you to be aware that the schools have made preparations to respond effectively to such situations. Should we have a major disaster during school hours, your student(s) will be cared for at his or her school. Hamden Public Schools has a detailed emergency operations plan which has been formulated to respond to a major catastrophe.

Student Responsibilities:

1. Students should listen to staff directions at all times.
2. Students should remain off of their cell phones and have them on quiet mode.
3. Students should remain quiet.

Parent Responsibilities:

1. Do not telephone the school. The sound of a phone could endanger student and staff safety. Telephone lines may be needed for emergency communication.
2. Listen to local radio stations for emergency announcements. If students are to be kept at school, parents will be notified via the school's automated phone and email messaging systems. In addition, information regarding day-to-day school operations will be available on the Hamden Public Schools website at www.hamden.org.
3. Impress upon your children the need for them to follow the directions of any school personnel in times of an emergency.

FIRE DRILLS

When the fire alarm sounds, students are to stop work immediately and follow the teacher's instructions for leaving the building. Students may not stop at their lockers. Signs indicating the appropriate stairs and exits are posted in each room. When outside, classes should stand a safe distance from the building and not block the driveways. **Once safely outside, all students must report to their teachers so that emergency evacuation attendance may be taken.** The signal to return to the building will be given by a faculty member and students must then return to their classes immediately.

HEALTH OFFICE PROCEDURES

The purpose of the Health Center is to provide the students of Hamden High School with expert professional nursing services. To assure that professional nursing services can be rendered, visits to the Health Center by students must be limited to health concerns. The high school Health Center is located on the first floor of the A wing. The school Nurse is always available from 7:15 a.m. to 2:30 p.m. for emergencies. MOM's Clinic, the school-based health clinic, is available for students with parent/guardian permission.

1. Students who feel ill should obtain a pass from their teachers and report to the health office.
2. All students **must** sign in immediately upon arriving at the clinic and sign out of the clinic when their visit has been completed.
3. Students who wish to see the Nurse about a health concern or problem but who are not sick should make an appointment.
4. All gym excuses are reviewed in the Health Center.
5. Any student who has a communicable disease should inform the Health Center as soon as the disease is diagnosed.
6. Parents/guardians are required to inform the Health Center about any student who has a communicable disease as soon as it is diagnosed.
7. Students who are required to use walking aids such as canes or crutches must have a doctor's note indicating the need. The student must bring the note to the Health Center.
8. When a student is too ill to remain in school but not ill enough to warrant emergency treatment by a primary health care provider, the school Nurse will call the student's parents/guardians to ask them or their designee to pick up and care for the student. The parents/guardians must designate on the emergency form another adult to be responsible for transporting the student home if they are not available to do so.
9. Transport of a student to a hospital for emergency treatment is required, the Nurse will call 911 and notify the student's parents/guardians as soon as possible that the student is being transported to a hospital. The parent/guardian will be responsible for undertaking further care of the injured/ill student.

PROCEDURES FOR BEING EXCUSED FROM PHYSICAL EDUCATION

1. A note from a parent/guardian to be reviewed and processed by the Nurse is required each time a student is unable to participate in a physical education class.
2. Documentation from a primary health care provider is required for a student to be excused for more than three school days from a Physical Education class due to illness or injury. The medical documentation must be submitted within five school days of the onset of the illness or the occurrence of the injury. Medical documentation must include the diagnosis and the amount of time the student is to be excused. This information will remain confidential.

3. While awaiting medical documentation, the student will be given a Provisional Medical Gym Excuse, which states that the student must report to his or her Physical Education class for attendance but does not participate. Once a medical excuse is issued by the Nurse, the student does not have to see the Nurse each day.

4. It is the student's responsibility to have the medical disability form signed by his or her physical education teacher and to return the form to the health center.

5. Once a Gym Excuse of more than ten school days due to a medical disability is processed, the student will be assigned to a study hall by his or her counselor. He or she will be reentered into Physical Education class upon the recovery from the medical disability.

6. If illness or injury occurs in school, student may see the Nurse for a Gym Excuse for that day.

7. Students who are medically excused for a short term will be expected to make up the class. Make ups will be held either after school, during Study Hall, or arranged with the Physical Education teacher.

8. To receive credit in PE all students must physically participate for 16 weeks. Students with a Medical Excuse will receive credit only if they participate a minimum of eight (8) weeks.

9. All students should make up medically excused absences within two weeks of being cleared to participate. Extenuating circumstances and prolonged absences will be adjusted by the Physical Education teacher.

MEDICATION

1. If at all possible, medication should be given at home. In the event, that it needs to be given during school hours, it will be given by the school Nurse (or in the absence of the school Nurse by the principal or a teacher who has had specific training). This is in accordance with the "Connecticut Education Laws Related to School Health Services."

2. Medications include antibiotics, inhalers, preparations for nebulizer treatments, pain control, allergy management, eye drops or ointments, cough syrup or drops, etc.

3. All medication to be administered in school may NOT be sent to and from school with the student. A parent/guardian must bring the medication to the school Nurse in a properly labeled container and provide appropriate written authorization. An authorization form is available in the Health Center.

4. Self-administration of medication by a student may be allowed when prescribed by a doctor or an authorized medical person. The receipt of written authorization by the parent/guardian and evaluation by the school Nurse for safety and appropriateness. A health plan will then be developed by the school Nurse. The principal and appropriate teachers will be informed that the student is self-administering prescribed medications.

5. **Medication orders (all original orders)** to include parent/guardian authorizations means: the authorization by a doctor or authorized medical person for the administration of medication to a student during school activities for the current school year.

PHYSICAL EXAMINATIONS AND IMMUNIZATIONS

1. Before enrollment in the Hamden school system, each child must have a physical examination. Additional physical examinations will be required of all students in grades six and ten.
2. Students who do not submit proof of physical examinations and required immunizations in accordance with Board requirements will be excluded from school.
3. Exemptions from immunization requirements will be granted only per State statute.

MOM'S CLINIC (A School Based Health Center)

The Mom's Clinic is an outpatient health service clinic located on the first floor of the "A"-wing, in the front of the school. It is operated by the Quinnipiak Valley Health District and supported by a grant from the State of Connecticut.

All Hamden High School students are eligible to join at no cost. The clinic is located in the Nurse's Office and is open Monday through Friday from 7:30 a.m. until 2:00 p.m. when school is in session. It is staffed by a social worker, Nurse practitioner and a pediatrician (for consultation). The staff is especially trained to work with adolescents.

Mom's Clinic is funded by a grant from the Connecticut Department of Public Health, which requires the clinic to bill insurance companies. However, since grant monies can be used to cover co-pays, deductibles, and rejected claims; and, for those with little or no insurance, most students and families do not have to pay anything for clinic services. If the health problem requires a referral to an outside agency, the family will be responsible for arranging for the payment.

Services at the clinic include:

- Diagnosis, treatment and follow-up for minor illnesses and injuries
- Health assessments including physical exams (for students without medical coverage for this service) sports' physicals, health screens and risk appraisals
- Nutrition education/counseling and weight management
- Laboratory testing (blood work, urine testing, etc.)
- Health education/promotion
- Crisis intervention
- Psychosocial assessments
- Individual, group and family counseling

To enroll students in the Mom's Clinic, parents should complete the enrollment forms, which are available from the clinic. Once enrolled, any treatment a student receives is confidential to the student and the parent except in the event of life-threatening situations or emergencies. Parents may also exclude students from receiving certain kinds of care when they complete the enrollment forms.

Contact Information: Health Center (203) 248-6107 or Interim Director, Leslie Balch (203) 248-4528.

HANDICAPPED ACCESSIBILITY

Anyone who needs assistance to gain access to the second or third floors of the school should contact the Health Office (407-2040) to arrange issued an elevator key. **Failure to return the elevator key after it is no longer medically needed will result in a $10.00 obligation.**

HOMEWORK POLICY

Each academic subject calls for a minimum preparation time of approximately one-half hour beyond the class period. This time estimate is for the average and above average student and does not imply that assignments are or should be the same for all students.

The school provides homework assignments for extended absences for those students who have an absence and cannot get assignments in any other way. Students with extended absences will have up to two weeks (depending on the length of absence) to make up the work. Parents should contact their student's house office if their student is absent for more than a week. Parents should also contact their child's teachers for homework assignments. **A 24-hour advanced notice to collect homework assignments is necessary.**

FIELD TRIPS

Any student with poor academic standing or excessive absences in any course will not be allowed to participate on field trips. Teachers will send a proposed list of students for field trips that must be approved by House Administrators. All out-of-state field trips require cancellation insurance. No out-of-state field trips will be approved without this safeguard. Given the state of world affairs, field trips in and out of state may be cancelled at anytime. In the event the state or federal government issues a State of Emergency, all field trips are automatically cancelled. **The district is not responsible for any financial loss a student may incur as a result of a cancelled trip.**

INTERNET USE

Students who wish to use electronic services and networks that are available to them may do so provided they complete and return the Acceptable Use Policy (AUP) form to the House Administrator. Violation of the AUP will be subject to the removal of the student's account and a consequence at the administrator's discretion.

LOCKER REGULATIONS

All lockers remain the property of the Board of Education and may be opened for inspection at any time.

1. Each student is given a lock and assigned a locker where his or her belongings may be stored. **Students are to use only that assigned locker.**
2. Students are not to substitute or change lockers or locks without making prior arrangements with their administrator.
3. **Students are not allowed to switch or share lockers for any reason.** Doing so will result in disciplinary actions including suspension from school.

4. **Students should not leave large sums of money or valuable possessions such as: phones, musical instruments, jewelry, cameras, electronics, etc. in an unlocked locker.**

5. **The school accepts no responsibility for lost or stolen property, including textbooks. Thefts of property should be reported to Security immediately.**

6. A student who believes he or she has a defective locker or lock may request a new locker or a new lock from the appropriate house secretary.

7. Students will be held responsible for any writing or marking on their lockers. If someone does mark on a student's locker, the student should report this information to an administrator immediately.

8. Gym lockers must have locks on them and secured by the student before leaving.

OFFICE HOURS

Please check with your teacher and counselor for their after school office hours. Late buses will be provided for transportation home on Mondays and Tuesdays.

SCHOOL BUS REGULATIONS

Students who live two miles or more from the high school will receive a bus pass some time during the first week of school during an administrative homeroom.

1. Students are to ride only on their assigned bus. Parents granting permission verbally or in writing is not acceptable.

2. The driver shall be in charge of the bus and shall not permit any misbehavior or smoking.

3. The bus driver shall report to the principal and the contractor any student who breaks the above rule or in any way endangers others.

4. Students must not leave their seats until the bus has stopped. In leaving the bus, no student shall injure or disturb others who are attempting to get off.

5. The following penalties will be invoked if the above rules are violated:

    a. Any student referred to a House Principal for violating bus rules will be disciplined according to school rules, which may include suspension from school and/or suspension from the bus.

    b. Students who damage the bus will be required to pay for the damage. The loading and unloading of students from the bus shall be made at designated places ONLY. The proper authorities, in cooperation with the Department of Police, shall arrange for these stops.

SCHOOL CLOSING INFORMATION

A decision to close school or delay the opening of school because of an emergency is made by the Superintendent of Schools. In the event of an emergency school closing, delayed openings or early dismissals, information will be broadcasted on local radio and television stations, as well as the Hamden

Public School website: www.hamden.org. Television and radio stations will not post the actual dismissal times. There is not a set time to dismiss school for emergency school closings, it depends upon weather conditions. We will make every effort to dismiss in the following order: 1st High School, 2nd Middle School, 3rd Elementary Schools.

Radio Stations					
WELI	960	AM	WTIC	1080	AM
WEBE	107.9	FM	WPLR	99.1	FM
WEZN	99.9	FM	WHCN	105.9	FM

Television Stations			
WFSB	CT CBS	WTNH	CT ABC
WVIT	CT NBC	WTIC	CT FOX

Parents should not contact the Police Department Communication Center or the Bus Contractor, as the lines need to be kept clear for emergencies. When school is closed for the day, all school and athletic practices are cancelled except when permission is granted by the superintendent to hold such events.

SEARCH AND SEIZURE

In order to insure the welfare of each student and to insure the orderly operation of the schools, the principal or his or her designee, as the authorized agent of the Board of Education is authorized to search students and lockers under the appropriate circumstances.

CIRCUMSTANCES IN WHICH A SEARCH MAY BE CONDUCTED

STUDENT SEARCH

A. According to a decision of the United States Supreme Court, a student may be searched if there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated either the law or the rules of the school. Automobiles, wallets, purses, handbags, brief cases, pockets, gym bags, or other student effects are also subject to being searched and are subject to the same rule.

B. The search should be conducted in a manner reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

C. All searches of students shall be conducted by a school Security Guard in the presence of an administrator. Immediately after the search has been conducted, the administrator and Security Guard will sign a dated statement attesting to what was found. A copy of the signed statement will be forwarded to the Superintendent of Schools. Discovery of illegal or dangerous materials shall be reported to the office of the superintendent of schools immediately.

GROUP SEARCH

All searches of students or their effects must be particularized. As group searches generally lack the grounds of particular suspicion of wrongdoing, they will not be permitted.

SCHOOL PROPERTY

A. **Lockers, desks and other such school property are provided for the temporary convenience of students, but remain the property of the school. Lockers and other such school property are subject to examination at any time there is a reasonable suspicion that they contain prohibited or illegal items.**

B. Such property is also subject to search if there is a reasonable suspicion that the search will reveal evidence that the student has violated either the law or the rules of the school.

C. Prohibited items shall include the following: firearms, weapons, explosives, poisons, alcohol, drugs, stolen property or other materials which may endanger the safety of persons or property in the school. The decision to search a student's locker or other such property shall be made by the school principal or House Principal. All searches of school property shall be made in the presence of a witness. After the search is completed, the principal or House Principal and the witness will sign a dated statement attesting to what was found. A copy of the signed statement will be forwarded to the Superintendent of Schools. Discovery of illegal or dangerous materials shall be reported to the office of the superintendent of schools immediately.

STUDY HALL GUIDELINES

Students who are not scheduled for classes during a period will report to the designated Study Hall room and the assigned teacher. Students are to adhere to the following rules:

1. Study Hall students will report on time and as scheduled. Students may be assigned seats.
2. Seated attendance is taken at the start and end of all Study periods. Students are to sit in assigned seats until attendance is taken. Attendance will be taken during each Study Hall period.
3. Students may not leave the Study Hall without permission and a hall pass from the teacher in charge of the study.
4. Students should bring materials to study hall to complete school assignments and study.
5. No food is allowed and students are not allowed to go to the Café to get food.

TEXTBOOKS

Hamden High School furnishes students with all textbooks required for courses. Students who lose books or equipment are financially responsible for replacements. If a student loses a book, he or she should report this information to the appropriate teacher who will provide the student with another copy of the textbook. The student should pay for the lost book (Money Order or Cashier's Check payable to Hamden High School) as soon as possible. Numbered receipts are issued for all payments paid for lost books and equipment. If the lost article is found after the student has paid for it, the school

will refund the money (up to July 1st after the completion of the school year in which the item was lost) to the student upon presentation of the receipt.

UNFULFILLED OBLIGATIONS

All lost book and equipment obligations, library fines, yearbook payments, elevator keys, etc., must be paid with a Money Order or Cashier's Check payable to Hamden High School before the end of the school year or before a student officially withdraws from school. House Secretaries will give the student a written receipt.

Students who have not fulfilled their obligations will be denied the following:

- Transcripts
- Right to participate in Graduation Ceremony
- Cap and gown

USE OF COURTYARD

Students may gather in the Courtyard with staff supervision. The Courtyard may be used to walk between buildings during passing time, except during inclement weather. Only seniors are allowed to eat lunch in the Courtyard with permission from the staff on duty in the Café and at a time of the school year determined by the building principal.

VISITORS

1. Adult guests/visitors must register at the Security Desk located on the first floor of the D-Wing. Security will announce visitors to the administration and or staff or offices the guests will visit.

2. No student visitors will be allowed during school hours.

SHADOWING (Coordinated with the school counselor.)

WITHDRAWAL PROCEDURES

Any student who leaves Hamden High School during the school year must report to the Counseling Office to officially withdraw. The student will be given a withdrawal form that is to be signed by his or her subject teachers, media specialist, administrator, counselor and house secretary. The student's records will not be forwarded until the signed withdrawal form is returned to the Counseling Office.

ADULT EDUCATION

Students who are attending day school are not permitted to enroll in night school to fulfill point or distribution requirements for graduation.

STUDENT CLUBS AND ACTIVITIES

Students are encouraged to participate in the extra-curricular activities that are offered at Hamden High School. There is a wide variety of clubs and interscholastic sports for students. Any student or student group that wants to form a new club and/or organization must complete the appropriate "New Club" form that can be obtained in C311.

Specific information is available in the Athletic Office or the Main Office of Hamden High School.

ATHLETIC PROGRAM

Hamden High School offers a variety of athletic programs that afford the student athletes many opportunities to compete in the Southern Connecticut Athletic Conference and within the State of Connecticut. The following represent the programs offered:

Baseball	Basketball	Cheerleading	Cross Country
Golf	Gymnastics	Ice Hockey	Indoor Track
Lacrosse	Soccer	Softball	Swimming
Tennis	Track	Volleyball	

Students who wish to try out for and be members of athletic teams must comply with the school rules regarding eligibility. In addition to complying with C.I.A.C. rules on athletics, students who wish to try out for and become a member of an interscholastic team must comply with the following rules.

1. Student athletes must adhere to the academic guidelines established for all fulltime students at Hamden High School.
2. In order for a student to be eligible to participate in interscholastic athletics he or she must receive passing grades in all enrolled courses with the exception of one.
3. A student who receives two or more F's as final grades on his or her most recent report card may not participate in practice or games of school teams. The final grade will be used for eligibility purposes over a Marking Period grade for half-year classes.
4. Ten days after the close of the marking period, all Incomplete grades are to be changed to a letter grade.
5. A Withdrawal Failure (WF) is the same as an "F". Student/athletes will be cleared or denied eligibility when report cards are issued or 14 calendar days after the close of the marking period.
6. Any student who has an unfulfilled obligation to the Athletic department will not be allowed to try out for any athletic team until the obligation is fulfilled.
7. No student may participate in competitive athletics on the varsity, junior varsity or freshman level until there is a school authorized form provided by the school Nurse for a physical examination signed by a licensed medical doctor or Nurse/practitioner. Physical exams must be done on a yearly basis.
8. Parents/Guardians must sign their child up for the sport they wish to try out for prior to the start of the season. This can be done by going to the Hamden High School Athletics webpage at: www.hamden.org.

Students must have a completed sports physical on record prior to trying out for any sport that will not expire during the season of play. Example: If a student wishes to try out for a fall sport, he or she must have a completed sports' physical on record at the school that does not expire until the fall season is completed. A student with a physical that expires during October would not be allowed to play until he or she has a new physical for the entire season.

Playing athletics at Hamden High School is a privilege and not a right. Any student who is a member of an interscholastic athletic team and who does not adhere to the school's rules and regulations may be removed from the team by the principal and/or athletic director.

NCAA RULES AND REGULATIONS

DIVISIONS I INITIAL-ELIGIBILITY REQUIREMENTS

CORE COURSES (16)

Initial full-time collegiate enrollment *before* August 1, 2016:

o **Sixteen (16) Core Courses** are required.

Initial full-time collegiate enrollment *on or after* August 1, 2016:

o **Sixteen (16) Core Courses** are required (see chart below for subject-area requirements).

Ten (10) Core Courses completed before the seventh semester; seven (7) of the 10 must be in English, Math or Natural/Physical Science. These courses/grades are "locked in" at start of the seventh semester (cannot be repeated for grade-point average [GPA] improvement to meet initial-eligibility requirements for competition).

o *Students who do not meet core-course progression requirements may still be eligible to receive athletics aid and practice in the initial year of enrollment by meeting academic redshirt requirements (see below).*

TEST SCORES

- Students must present a corresponding test score and core-course GPA on the sliding scale provided on the NCAA website.

  o **SAT:** Critical Reading and Math sections.

  Best subscore from each section is used to determine the SAT *combined* score for initial eligibility.

  o **ACT:** English, Math, Reading and Science sections.

  Best subscore from each section is used to determine the ACT *sum* score for initial eligibility.

- All ACT and SAT attempts *before* initial full-time collegiate enrollment may be used for initial eligibility.
- **When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.**

CORE GRADE-POINT AVERAGE

- Only *core courses* that appear on the high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org) will be used to calculate your core-course GPA. Use this list as a guide.

- **Initial full-time collegiate enrollment *before* August 1, 2016:**

  Students must present a corresponding test score (ACT sum score or SAT combined score) and core-course GPA (minimum 2.000.

  Core-course GPA is calculated using the **best 16 core courses** that meet subject-area requirements.

- **Initial full-time collegiate enrollment *on or after* August 1, 2016:**

  Students must present a corresponding test score (ACT sum score or SAT combined score) and core-course GPA (minimum 2.300).

  Core-course GPA is calculated using the **best 16 core courses** that meet both progression (10 before seventh semester; seven in English, Math or Science; "locked in") and subject-area requirements.

Division II Initial-Eligibility Requirements

CORE COURSES

- **Division II currently requires 16 Core Courses**
- **Beginning August 1, 2018,** to become a full or partial qualifier for Division II, all college-bound student-athletes must complete the 16 core-course requirement.

Test Scores

- **Division II** currently requires a minimum SAT score of 820 or an ACT sum score of 68.

  Beginning August 1, 2018, Division II will use a sliding scale to match test scores and core-course grade-point averages (GPA).

  The SAT score used for NCAA purposes includes **only** the Critical Reading and Math sections. The writing section of the SAT is not used.

- The ACT score used for NCAA purposes is a **sum** of the following four sections: English, Mathematics, Reading and Science.

- **When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.**

Grade-Point Average

- Be sure to look at your high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org). Only courses that appear on your school's approved List of NCAA Courses will be used in the calculation of the core GPA. Use the list as a guide.

- The current **Division II** core GPA requirement is a minimum of 2.000. **Division II** core GPA required to be eligible for competition **on or after August 1, 2018,** is 2.200.

- The minimum **Division II** core GPA required to receive athletic aid and practice as a partial qualifier **on or after August 1, 2018**, is 2.000.

- Remember, the NCAA core GPA is calculated using NCAA core courses only.

Division I 16 Core Courses	
4	years of English
3	years of Mathematics (Algebra I or higher)
2	years of Natural/Physical Science (1 year of Lab if offered by the high school)
1	year of additional English, Mathematics or Natural/ Physical Science.
2	years of Social Sciences
4	years of additional courses (from any area above, World Language or comparative Religion/ Philosophy

Division II 16 Core Courses	
3	years of English
2	years of Mathematics (Algebra I or higher)
2	years of Natural/Physical Science (1 year of Lab if offered by the high school)
3	years of additional English, Mathematics or Natural/ Physical Science.
2	years of Social Sciences
4	years of additional courses (from any area above, World Language or comparative Religion/ Philosophy

For more information, visit the NCAA Eligibility Center website at www.eligibilitycenter.org.

CO-CURRICULAR ACTIVITIES

STUDENT COUNCIL

The Student Council is the representative body of the students at Hamden High School, which exists as a medium of communication between the students, the teachers, and the administration. The Student Council works to improve the educational experience for all students. The Student Council sponsors many activities during the school year. All committees of the Council are open to students who want to become working members. The Council welcomes student volunteers. Student leaders must meet the specific qualifications. They should be trustworthy, dedicated to the school, demonstrate leadership ability and a good attitude. The student seeking a student government position must maintain a grade average of "C," without failing any subjects. Two teachers and his or her house administrator must recommend every student who wishes to run for office.

Information regarding appropriate dates and timelines for running for office will be available by March in all administrative offices.

Advisor:	Mr. Christopher Thomas
Meeting Time:	Tuesday 2:00 p.m. in A103
Season:	All year
Membership:	Election by members of each class, approval of the Executive Board of the Council as a volunteer.
Purpose:	The Student Council has several important goals. It aids in formulating and implementing school policy in a representative, democratic organization, and attempts to foster school spirit and to maintain good relations between the school and the community.
Special Events:	Fall and Spring Blood Drives, Holiday Food Drive, and Holiday Toy Collections.

CLASS OFFICERS

Every class in Hamden High School elects five class officers who are responsible for all of the business, fundraisers and social activities of the class. The officers are elected in May by the sophomore, junior, and senior classes and in the fall by the freshman class.

Each student who wishes to run for office must obtain recommendations from two teachers and his or her House Principal. Every student seeking class office must have and maintain an average of "C" without failing any courses.

The schedule for class elections with appropriate dates and timelines will be available in March in all administrative offices. Students must adhere to posted deadlines to be eligible to run for class office.

The following is a list of faculty Class Advisors at Hamden High School:

CLASS OF 2019

Advisors:	Mr. Scott Coladarci and Mr. Christopher Thomas
Meeting Time:	As needed
Season:	All year
Membership:	Members of the Senior Class

CLASS OF 2020

Advisors:	TBA
Meeting Time:	As needed
Season:	All year
Membership:	Members of the Junior Class

CLASS OF 2021

Advisors:	Mrs. Janine Gaffney and Mrs. Katherine Rosario
Meeting Time:	As needed
Season:	All year
Membership:	Members of the Sophomore Class

CLASS 0F 2022

Advisors:	Ms. Stefanie McClure and Ms. Danielle Gentile
Meeting Time:	As needed
Season:	All year
Membership:	Members of the Senior Class

STUDENT CLUBS AND ORGANIZATIONS

AFTER-PROM COMMITTEE

Advisor:	Ms. Donna Elkin
Meeting Time:	Second Monday of every month in C107 at 6:30 pm
Membership:	Senior class students and members of Student Council, and/or other interest students.
Purpose:	The After Prom Committee of the PTSO organizes an all night drug-free and alcohol-free party as a fun and safe alternative to irresponsible "partying." All seniors and their prom dates are invited to enjoy free entertainment, food, games and prizes.
Special Events:	Fashion Show, Decorations, and other fund raisers.

ANIME CLUB

Advisor:	Mr. Dan deNicolo
Meeting Time:	Mondays and Tuesdays (2:00—3:00)
Membership:	Open to all students
Purpose:	To view, appreciate, discuss and learn more about Anime and Anime Art. The Anime Club also organizes trips to local Anime conventions.

ASIAN WORLD PRIDE CLUB

Advisor:	Ms. Meyia Ma
Meeting Time:	(TBA)
Membership:	Open to all students
Purpose:	To heighten student awareness of the Asian culture, customs and history.

BLACK AND HISPANIC STUDENT UNION

Advisor:	Mr. Lamond Battle
Meeting Time:	Tuesdays (2:25--3:15)
Membership:	A desire to contribute to a positive image of African Americans and Hispanics.
Purpose:	The Black and Hispanic Student Union (B.H.S.U.) is open to all students. The B.H.S.U. goals include fostering academic, cultural and social development by providing students with opportunities to visit colleges and workshops, to participate in community and school related anti-drug and anti-bias cultural events and to celebrate diversity.
Special Events:	The B.H.S.U. participates in the Human Relations Club annual Prejudice Reduction Workshop.

BRIDGE BUILDERS CLUB

Sponsor:	Ms. Judith Campbell
Meeting Time:	7:00-8:00 (Whitney Center) Dates--TBA
Season:	October- May
Membership:	Open to all students
Purpose:	Students meet one evening each month with seniors at Whitney Center to discuss current events or selected topics. This organization serves to open communication between youth and seniors. Students must provide their own transportation to and from Whitney Center.

CHAMBER CHOIR

Advisor:	Dr. Stephen Baranski
Meeting Time:	TBA (depending on musical concerts, etc.)
Membership:	All students are invited to audition
Purpose:	Performance at all Music Department Concerts
Special Events:	Concerts, fine arts events and various civic activities, etc.

DANCE TEAM

Advisors:	Coach Kathy Cavanaugh, Coach Kelley May and Coach Kathy Swillinger
Meeting Time:	At least two days a week (TBA)
Membership:	Dance experience is highly recommended. Teacher recommendations and academic achievement are necessary to belong.

Purpose:	To perform dance routines at school and community events. Performers will participate in local and regional dance competitions. Students learn dance skills as well as leadership abilities and socials skills.
Special Events:	Local and regional competitions and summer dance camp.

DEBATE TEAM

Advisor:	Mr. Mark Gabriel
Meeting Time:	Weekly (More frequently during competition periods).
Membership:	Members must be available for meeting after school. Attendance is mandatory.
Purpose:	The debate team provides members with the opportunity to research, organize and formally debate controversial topics of interest. The team also critically examines the year's national debate topic and encourages qualified members to compete with teams from other schools. Academic Tournament Debate Standards are used.
Special Events:	Participation in various persuasive speaking and debate competitions.

DECA (Distributive Education Clubs of America)/HHS School Store

Advisor:	Mr. Bryan Anderson
Meeting Time:	Class time and occasional after school meetings.
Membership:	Open to all students enrolled in Marketing I, II, and III courses.
Purpose:	DECA provides students with activities designed to develop leadership skills in marketing, management and entrepreneurship. DECA is an integral part of classroom instruction in marketing.
Special Events:	School Store operation and management; state and international competitions; leadership conferences and workshops, fundraising, charity and civic events; and, social activities. www.hamdenschoolstore.org/.

EUROPEAN TRAVEL CLUB

Advisors:	Mrs. Laura Rodriguez, Ms. Lisa Stamidis and Mrs. Cathy Teulings
Meeting Time:	Last Thursday of the Month; 6:00 PM (B106)
Membership:	Open to all students/30 plus students
Purpose:	To foster global understanding through travel. Students will experience real-world learning by traveling to Europe.
Special Events:	Fundraisers (TBD)

FASHION CLUB WITH FIDM (Fashion Institute of Design and Merchandising)

Advisors:	Ms. Amanda Donovan and Dr. Elisa James
Meeting Time:	2:05—3:00 (Every other Tuesday)
Membership:	
Purpose:	To provide an outlet for likeminded students who have an interest in fashion and who want to pursue careers in the industry.
Special Events:	Bake sales, donation shoe for Soles 4 Soles, guest speakers, possible field trip to NYC.

GENDER EQUALITY CLUB

Advisor:	Ms. Elizabeth Young
Meeting Time:	2:00—3:00 (Mondays or Wednesdays each month)
Membership:	Open to all students
Purpose:	To educated ourselves about gender and justice in the world particularly the United States. There will be presentations, discussions and research topics affecting women's equality to debate.
Special Events:	Possibly participate in peaceful demonstrations.

HHS GREEN TEAM

Advisor:	Mrs. Melissa Cowan
Meeting Time:	Mondays, 2:15—3:15
Membership:	Open to all students
Purpose:	To spread awareness and to educate students on protecting the environment.
Special Events:	Selling bracelets; clean-up projects, Blue Marble and Earth Day Fair.

HHS CHAPTER OF JUNIOR STATE OF AMERICA

Advisor:	Mr. David Coss
Meeting Time:	Fridays, 2:15—3:15
Membership:	Open to all students
Purpose:	To increase political effectiveness through student engagement.
Special Events:	Attend local Junior State of America conventions, invite guest speakers, debate viewing gatherings, and work as poll assistants for various elections.

HAMDEN BERMUDA WORKSHOP

Advisor:	Ms. Tracy Stockwell
Meeting Time:	Scheduled during Spring Semester
Season:	Spring – Applications due in late November
Membership:	Application with teacher recommendations and interviews.
Purpose:	The Hamden Bermuda Workshop is an extra-curricular activity that engages students in first-hand marine biological explorations and scientific research at the Bermuda Biological Station for Research. Students work on group and independent research while learning about Bermuda's unique Coral Island Ecology.

HAMDEN THEATER – MAINSTAGE ENSEMBLE

Advisor:	Ms. Marydelle Merrill
Meeting Time:	Dependent on Production, C102, auditorium
Membership:	An interest in performing or technical theater. Try-outs are held for actors only. Anyone interested in technical work is welcome. The Mainstage Ensemble is Hamden High School's resident theater company, offering students the opportunity to become active in one of the strongest theater programs in New England. It offers a strong program in the performing arts as well as the technical aspects of theater.
Special Events:	Connecticut Drama Association Festival and Convention, New England Theater Conference Convention.

HEALTH PROFESSIONS CLUB

Advisors:	Mrs. Ann Marie Aguiar and Ms. Minta White
Meeting Time:	Tuesdays, 2:15-3:00
Membership:	11th and 12th Graders
Purpose:	To provide a vehicle by which information about the health professions can be shared with high school students interested in these careers. To provide career development support, mentoring and tutor support services.
Special Events:	Members will complete two health-related programs during the school year.

HOUSE LEADERSHIP COUNCIL

Advisor:	Mr. Scott Trauner
Meeting Time:	To be announced
Membership:	9th, 10th, and 11th Graders nominated by House Principals, staff members in May; students with a B-average in ALL classes during the 1st, 2nd and 3rd Marking Periods. No ISS or OSS (cause for removal)
Purpose:	To provide leadership and direction to the Mentor Program, organize and present the "Respect Me" Program to the Modern World History classes, organize and promote HHS Student Leadership Seminar, Freshmen Orientation, and other student leadership activities and events.
Special Events:	Freshman Orientation, Respect Me, SCC Student Leadership and CAS Conferences, community service projects and Student Leadership Seminar in the summer.

HUMAN RELATIONS CLUB

Advisor:	Mr. John Majernicek
Meeting Time:	TBA
Membership:	All students
Purpose:	The Human Relations Club is a student-run organization that seeks to develop and implement activities to reduce prejudice and discrimination and increase cultural, religious, racial and ethnic sensitivity and awareness. Participation in activities, including social service and prejudice reduction is required.
Special Events:	Make a Difference Week, Elementary and Middle School Prejudice Reduction Programs, Annual Prejudice Reduction Conference, and additional Social Service Activities.

INTERACT CLUB

Advisor:	Mrs. Laura Rodriguez
Meeting Time:	Mondays, 2:15—3:00
Membership:	All students (20 members)
Purpose:	To raise awareness about the volunteer opportunities in the community. To enrich the character of the students in HHS through leadership opportunities.
Special Events:	Walk-a-Thon for Alzheimer's and make Pizza (October); make Pizzelle (December); create masks for Carnevale

for a festa to celebrate the holiday; play bocce and scopa; watch Italia movies; field trips related to Italy/Italian; and a fundraiser.

ITALIAN CLUB

Advisors:	Mrs. Gina Lidzbarski and Mrs. Paula Rochniak
Meeting Time:	Every 2nd and 4th Tuesday of the month in D212 immediately after school
Membership:	Students interested in Italian culture. Students should attend every meeting.
Purpose:	The Italian Club has been formed to promote and encourage enthusiasm for the Italian language and culture.
Special Events:	Walk-a-Thon for Alzheimer's in September 27, 2015; watch Italian themed movies; make pizza and pizzelles; trip to the MET and John's Pizzeria in NYC, play bocce and scopa, and various fundraisers.

JAZZ BAND AND JAZZ COMBO

Advisor:	Mr. Aaron Barkon
Meeting Time:	When needed in C105
Season:	All year
Membership:	Auditions are held in September for students who play trumpet, trombone, saxophone, piano, bass and lead guitars, and drum set. Preference is given to students who are registered for Concert Band or Orchestra as a class.
Purpose:	To perform at all Music Department concerts.

MARCHING BAND – COLOR GUARD

Advisor:	Mrs. Jennifer Nolan
Season:	Tuesday evenings September—November (in connection with the Marching Band during football games) and May (in connection with the Marching Band during parades)
Membership:	Open to all students who can commit to the meeting times
Purpose:	To perform with the Marching Band at football games and parades

MATH CLUB – MATH TEAM

Advisor:	Ms. Nancy C. Graham
Meeting Time:	Tuesdays (2:15 p.m. – 3:15 p.m.) in Room D313
Season:	All year
Membership:	Must make at least one meeting a month
Purpose:	The Math Team allows students with an interest in math to meet and compete with others on their level. Students work on difficult word problems, which challenge their skills.
Special Events:	Contests (approximately once a month) with other Connecticut schools in the region.

MOCK TRIAL TEAM

Advisor:	Mr. Arnold Aranci
Meeting Time:	Tuesdays and Fridays after-school
Season:	September to February
Tryouts:	Members are selected through competitive tryouts

Purpose: Members play the parts of attorneys and put on trials in New Haven Superior Court against other schools in front of volunteer judges. These student attorneys must think on their feet, make objections, cross exam witnesses from opposing schools, and make opening and closing statements. It is exactly like being a real lawyer in court. It's fantastic legal training, public speaking experience, and confidence building

Special Events: State Mock Trial Championship competition which takes place in area court houses.

MODEL U.N. CLUB

Advisor: Mr. David Coss
Meeting Time: Weekly
Season: All year
Membership: Open to all students
Purpose: To learn more about the UN and the various countries and how each country views World issues. Students utilize debating and public speaking skills.

TRI-M MUSIC NAITONAL HONOR SOCIETY

Advisor: Aaron Barkon, Katherine Socha and Dr. Stephen Baranski
Meeting Time: Wednesdays, 2:15-3:00
Season: All year
Membership: By application
Purpose: To contribute music service to our community and raise money for great causes.
Special Events: TBD

NATIONAL HONOR SOCIETY

Advisors: Ms. Christine Frumento and Ms. Catherine Marshall
Meeting Time: Twice a month in Room B204
Season: All year
Membership: Members are selected in the Junior year based on Scholarship, Leadership, Service and Character.
Purpose: The National Honor Society is primarily a service organization comprised of students whose selection is based on outstanding scholarship, leadership, service and character. The members plan and participate in many activities to help both the school and greater community.
Special Events: Peer Tutoring Program and Winter Coat Drives

P.A.W.S. (Protection of Animal Welfare and Shelter)

Advisor: Mrs. Ann Marie Aguiar
Meeting Time: Tuesday, after school
Membership: Open to all students
Purpose: To help local animal shelters, specifically, Animal Haven in North Haven
Special Events: Volunteering at Animal Haven; dog and cat food drives; blanket and cleaning supplies drives.

PING PONG CLUB

Advisor: Mr. Rikiya Usuzawa
Meeting Time: Fridays, 2:05—3:30
Membership: 15-20 students (First come-First serve)

Purpose: To play Ping Pong; meet new people and to have fun after school.
Special Events: Weekly in-club tournaments: seeking tournaments with with other clubs schools.

P.R.I.D.E. (Promoting Respect Individuality Diversity and Equality)
Advisor: Ms. Lisa Stamidis
Meeting Time: Monthly
Purpose: Any student who believes that all students should be treated equally regardless of race, ethnic background, gender or sexual orientation should join this worthwhile organization. The goal of PRIDE is to enhance a safe and inviting environment for all students.

PROJECT 7 (P7)
Advisor: Ms. Stephanie Butler and Ms. Joan Rhone
Meeting Time: 2:10, Wednesdays (A214)
Membership: Open to all students
Purpose: To have a place to meet and discuss God's word.
Special Events: Car Washes

RED CROSS CLUB
Advisor: Mr. Michael Cebula
Meeting Time: 2:10, Tuesdays (Bi-Weekly)
Membership: Open to all students
Purpose: To engage students with the community and contribute to the Red Cross's on-going efforts.
Special Events: Community Service; Blood Drives; CPR Certification

REFUGEE AWARENESS CLUB
Advisor: Ms. Danielle Sangster
Meeting Time: 2:10-3:10, Fridays
Membership: Open to all students
Purpose: To raise awareness about the various crises around the World. To give students an outlet to channel their activism and to give back to the community. To build empathy in students towards those victims of war and other injustices around the World.
Special Events: Community Service—Monetary Donation Drives; Clothes Drives, etc. to help refugees.

REPTILE CLUB
Advisor: Mr. Joseph Rizzo
Meeting Time: 2:15, Tuesdays
Season: All Year
Membership: Students interested in hands-on experience with reptiles.
Purpose: Each student will have a "focus species." They will become an expert on this species and be able to teach about it.
Special Events: Students will travel to surrounding schools for presentations. Students will care for the animals over vacation.

ROBOTICS TEAM

Advisor:	Mr. Dan deNicolo
Meeting Time:	Wednesdays (2:05—3:00)
Membership:	Open to all students
Purpose:	To promote STEM interest and abilities within the Hamden school system and the community. The team also emphasizes collaboration, organizational skills, and team building.

SADD (STUDENTS AGAINST DESTRUCTIVE DECISIONS)

Advisors:	Mrs. Kathy Morgillo and Mrs. Jennifer Nolan
Meeting Time:	Mondays at 2:15 in A228 as needed after school
Membership:	Interest and willingness to be committed to not drinking or using drugs and promoting a "no use" message to peers.
Purpose:	SADD's mission is to provide students with the best prevention tools possible to deal with the issues of underage drinking, other drug use, risky and impaired driving, and other destructive decisions.
Special Events:	Drug Fairs at all Hamden elementary schools, events to raise awareness within the high school, and other activities in the community with Hamden Youth Services and the Consultation Center.

SCHOOL PUBLICATIONS

THE DIAL

Advisors:	Ms. Elizabeth Alexander and Ms. Elizabeth Young
Meeting Time:	Full staff-once per month; editors-once a week
Season:	All year
Membership:	Anyone interested in writing, design, or publishing
Purpose:	The Dial is Hamden High School's school newspaper. Published since 1936, The Dial is committed to providing students with an open forum where they can express their opinions and ideas.
Special Events:	Monthly issues, April Fools' Day Vile, Mr. Hamden, layout and photography.

THE VENTURE

Advisors:	Erica Tamsin & Tamsin Gosselin
Meeting Time:	Two to four meetings per week as needed
Season:	All year
Membership:	Teacher recommendation and a keen sense of commitment and responsibility
Purpose:	The Venture editors and staff are responsible for all aspects of Hamden High School's yearbook and its' publication.
Special Events:	Fundraisers and workshops.

SCIENCE CLUB/BOWL

Advisors:	Mr. Michael Kozera and Ms. Sophia Michalatos
Meeting Time:	2:15-3:15 Fridays (B310)
Membership:	All students interested in any area of science.
Purpose:	Build models, devices, and hone science skills for fun projects, experiments, field trips and competitions including Science Olympiad and Science Bowl at UConn.

SPANISH CLUB

Advisors:	Mrs. Erica Torruellas
Meeting Time:	First and Third Tuesday of the month
Membership:	All students who are interested in Spanish culture.
Purpose:	To promote interest for Spanish language and culture.

SKI/BOARD CLUB

Advisors:	Dr. Elisa James
Meeting Time:	After school on select days in January and February.
Membership:	Open to all students. First time skiers and boarders are welcome.
Purpose:	To provide the opportunity for students to enjoy the fun of skiing and snowboarding with friends. The Ski/Board Club takes five after school trips to Mt. Southington during the ski season.
Special Events:	One trip to a mountain resort outside of Connecticut.

HHS STEPPERS

Advisor:	Ms. Kerryann Murphy
Meeting Time:	Tuesdays after school
Season:	Basketball season (Home games)
Membership:	Maintain a C average or better; good attitude, positive behavior, enthusiasm, team spirit, willing to work
Tryouts:	September
Purpose:	Entertainment during half time; encourage school spirit.
Special Events:	Invited events within the surrounding towns.

STOCK MARKET CLUB

Advisor:	TBA
Meeting Time:	Every second and fourth (TBA) C300
Season:	All year
Membership:	All are welcome to "Learn How to Earn" by investing.
Purpose:	Students develop skills in investment strategies and participate in real-world opportunities through stock market simulated activities and programs.
Special Events:	Field trip to New York City Financial District.

TECHNOLOGY STUDENT ASSOCIATION (TSA)

Advisors:	TBA
Meeting Time:	2:15—3:15 (B310) Fridays
Membership:	All students interested in Engineering, Science, and computers.
Purpose:	To explore topics in the fields of Engineering, Science, and computers as well as compete against other schools in web design, robotics, film, music production, fashion and public speaking.

UNIFIED FRIENDS CLUB

Advisor:	Steve DelGrego
Meeting Time:	2:10, First Wednesday of each month
Membership:	Unified students; DECA students and other volunteer students
Purpose:	To promote and enhance the Unified Sports Program
Special Events:	Hosting a tournament at Hamden High School

ULTIMATE FRISBEE CLUB

Advisor:	Mr. Michael Migliori
Meeting Time:	2:30; (TBA)
Membership:	Open to all students
Purpose:	To spread the interest in the sport by teaching anyone interested in learning the sport of Ultimate Frisbee.
Special Events:	Sponsor scrimmages between other clubs.

VEGETARIAN AND VEGAN CLUB

Advisor:	Ms. Danielle Gentile
Meeting Time:	Tuesdays, 2:10
Membership:	Open to all students
Purpose:	For animal lovers, environmentalists, those interested in nutrition, vegetarians, vegans and those who want to become one. To discuss their passion and to learn more about them.
Special Events:	Trunk or Treat, Vegan Bake Sales at school events, raffles at school events, etc.

WRITER'S CLUB

Advisor:	Mr. Richard Pershan
Meeting Time:	Mondays, 2:05—3:05; in Room A218
Membership:	All students are welcome who have a desire or interest in writing.
Purpose:	To provide a structured environment for students to develop the craft of their writing and an opportunity to express themselves and be heard.
Special Events:	Publications in *The Dial* and HHS Writer's Page; trips to Yale to hear Yale student writers, spoken word opportunities for Halloween, Valentine's Day, and HHS's annual Spoken Word event.

WORLD LANGUAGES HONOR SOCIETY

Advisors:	Mrs. Gina Lidzbarski and Mrs. Paula Rochniak (Italian); Mr. William Auriemme (Spanish); Ms. Meiya Ma (Chinese)
Meeting Time:	Varies by Society
Membership:	An "A" average in language class, dedication to continue in the language through senior year, and teacher recommendations. Includes the Spanish Immersion Program
Purpose:	To recognize students who are promoting world language through their academic excellence and their school/community service.
Special Events:	Walk-a-Thon for Alzheimer's Association in October, World Language Events/Field Trips; and the Induction Ceremony in the Spring.

HAMDEN HIGH SCHOOL BELL SCHEDULE

Regular Schedule	One-Hour Delay	90-Minute Delay
First Bell 7:16	First Bell 8:15	First Bell 8:45
Second Bell 7:26	Second Bell 8:25	Second Bell 8:55
Warning Bell 7:30	Warning Bell 8:29	Warning Bell 8:59
Period 1 7:31-8:16	Period 1 8:30-9:07	Period 1 9:00-9:34
Period 2 8:20-9:05	Period 2 9:11-9:49	Period 2 9:38-10:12
Period 3 9:09-9:55	Period 3 9:53-10:31	Period 3 10:16-10:50
Period 4 9:59-10:44	Period 4 10:35-11:13	Period 4 10:54-11:28
Period 5 10:48-11:33	Period 5 11:17-11:55	Period 5 11:32-12:06
Period 6 11:37-12:22	Period 6 11:59-12:37	Period 6 12:10-12:44
Period 7 12:26-1:11	Period 7 12:41-1:19	Period 7 12:48-1:22
Period 8 1:15-2:00	Period 8 1:23-2:00	Period 8 1:26-2:00
Two-Hour Delay	**Early Release (Holidays)**	**CONNECTIONS**
First Bell 9:15	First Bell 7:16	First Bell 7:16
Second Bell 9:25	Second Bell 7:25	Second Bell 7:26
Warning Bell 9:29	Warning Bell 7:30	Warning Bell 7:30
Period 1 9:30-10:00	Period 1 7:31-7:56	Period 1 7:31-8:12
Period 2 10:04-10:34	Period 2 8:00-8:25	Period 2 8:16-8:57
Period 3 10:38-11:10	Period 3 8:29-8:54	Period 3 9:01-9:42
Period 4 11:14-11:44	Period 4 8:58-9:26	CONNECTIONS 9:46-10:16
Period 5 11:48-12:18	Period 5 9:30-9:58	Period 4 10:20-11:01
Period 6 12:22-12:52	Period 6 10:02-10:30	Period 5 11:05-11:46
Period 7 12:56-1:26	Period 7 10:34-11:02	Period 6 11:50-12:31
Period 8 1:30-2:00	Period 8 11:06-11:30	Period 7 12:35-1:16
		Period 8 1:20-2:00
Administrative Homeroom	**2nd Semester Homeroom**	**First Day of School**
First Bell 7:16	First Bell 7:16	First Bell 7:16
Second Bell 7:26	Second Bell 7:26	Second Bell 7:25
Warning Bell 7:30	Warning Bell 7:30	Warning Bell 7:30
Period 1 7:31-8:14	Homeroom 7:31-7:44	Homeroom 7:31—8:25
Period 2 8:18-9:01	Period 1 7:48-8:31	Period 1 8:29—9:07
Homeroom 9:05-9:20	Period 2 8:35-9:18	Period 2 9:11—9:49
Period 3 9:24-10:07	Period 3 9:22-10:05	Period 3 9:53—10:31
Period 4 10:11-10:54	Period 4 10:09-10:52	Period 4 10:35—11:13
Period 5 10:58-11:42	Period 5 10:56-11:39	Period 5 11:17—11:55
Period 6 11:46-12:29	Period 6 11:43-12:26	Period 6 11:59—12:37
Period 7 12:33-1:16	Period 7 12:30-1:13	Period 7 12:41—1:19
Period 8 1:20-2:00	Period 8 1:17-2:00	Period 8 1:23—2:00
		Early Release (Inclement Weather)
		To be determined by the Superintendent of Schools

AMERICANS WITH DISABILITIES ACT

Upon request these materials are available in alternative formats. If you are a person with a disability who requires an accommodation in order to participate in a program or activity, or receive alternate forms of communication, please contact Hamden High School Principal at least two weeks in advance of this event in order that appropriate accommodations/arrangements can be made.

Questions, concerns or complaints concerning the American with Disabilities Act (ADA or Section 504 of 1991) and issues concerning students should call Chris Melillo, Assistant Superintendent, for issues concerning staff or other adults. The District Compliance officer, Chris Melillo, Assistant Superintendent, can be reached at 203-2000.

