

# Essex High School



**Parent/Student Calendar 2010-2011**

## Principal's Message

I am pleased to present the **2010-2011** student/parent calendar. This calendar is an addition to the Chittenden Central Supervisory Union's K-12 handbook. **Both can be found online at: [www.ccsuvt.org](http://www.ccsuvt.org).** This calendar contains important monthly events and procedures specific to Essex High School, and I would encourage you to review this handbook with your son or daughter. If you have any questions about this calendar book, or any aspect of the district wide handbook, please call to speak with an administrator.

It should be noted that the events listed on this calendar are also available online at our district's website at: [www.ccsuvt.org](http://www.ccsuvt.org). Once on that website, then click on "Events Calendar" and then choose Essex High School. You are then able to view information for each month's important dates specific to EHS to allow for planning.

It is my hope that you and your student have a wonderful experience this year at Essex High School. Thank you in advance for taking the time to become familiar with this Student/Parent calendar, and if I can be of any help, please do not hesitate to call.

Respectfully,

Rob Reardon  
Principal  
Essex High School

## Essex High School Telephone Directory

ACE Program - Lars Baris .....	.878-1392	Property Services Director - Bruce Murdough .....	.857-7000 Ext. 1050
Athletic Director - Ed Hockenbury .....	.857-7012	Maintenance Department Secretary - Denise Kerner .....	.879-5554
Athletic Information Line .....	.879-5548	Mathematics Department .....	.879-5538
Business Department Chair - Pam Hemingway .....	.857-7000 Ext. 1111	Mathematics Department Chairs - Sue Soltau .....	.857-7000 Ext. 1081
Driver Education - William Mayville .....	.879-5532	Steve Roberts .....	.857-7000 Ext. 1534
English Department .....	.879-5525	Nurses' Office .....	.879-5517
English Dept. Chairs - Heather Garrow .....	.857-7000 Ext. 1160	Physical Education Department - 879-5555	
Jennifer Letourneau .....	.857-7000 Ext. 1161	Physical Education Dept. Chair - Karen Zidovsky .....	.879-7000 Ext. 1064
ELL- English Language Learners .....	.857-7000 Ext. 6332	Women's PE Office .....	.857-7000 Ext. 1063
Fine Arts Department Chair - Julian Bradshaw .....	.857-7000 Ext. 1191	Men's PE Office .....	.857-7000 Ext. 1065
Food Services - Bob Clifford .....	.879-5597	Athletic Trainer .....	.857-7000 Ext. 1054
<b>School Counseling Office</b> .....	.879-5515	Practical Arts Dept. ....	.879-5572
Fax .....	.879-5588	Practical Arts Dept. Chair. - Mary Beth Perilli .....	.857-7000 Ext. 1333
Health Office .....	.879-5517	JROTC Department .....	.879-5523
Information Technology - Help Desk .....	.879-8192	JROTC Department Chair - Col. <b>William Kittle</b> .....	
Technology Director - Vincent Gonillo .....	.857-7000 Ext. 1040	Science Department .....	.879-8186
Language Department .....	.879-5573	Science Department Chairs - Joe Chase .....	.879-5535
Language Department Chair - Jill Prado .....	.857-7000 Ext. 1169	Kelly Hill .....	.857-7000 Ext. 1018
Library .....	.879-5530	School Safety Coordinator - William LaWare .....	.879-5551
Library Department Chair - Philip Crawford .....	.857-7000 Ext. 1208	School Safety Hotline .....	.872-5888
Media Services .....	.879-5519	Skating Facility .....	.878-1394
Main Office/Information - 879-7121		Social Studies Department .....	.879-5534
Fax .....	.879-5503	Social Studies Department Chairs -	
Principal - Robert Reardon .....	.879-5500	Charlie Burnett & Jason Webster .....	.857-7000 Ext. 1137
Assistant Principal - Lauren Kirby-Couillard .....	.879-5510	Social Workers .....	.872-3373
Assistant Principal - Louise Strong .....	.879-5501	Support Services .....	.879-5545
Assistant Principal - Tom Faris .....	.879-5502	Director of Support Services- Barbara Hyland .....	.857-7000 Ext. 1106
Attendance Review Board Secretary - Lucille McClure ..	.857-7000 Ext. 1010	Secretary/Teachers/Staff .....	.879-5540
Student Data Base Manager - <b>Wendy Wright</b> .....	.857-7000 Ext. 1008	Psychologist - Andrea Mattson .....	.857-7000 Ext. 1113
Main Office Manager - Rita Brown .....	.879-5505	Employment Program - Peggy Spaulding .....	.879-5599
Secretary/Receptionist - Jeannine Keegan .....	.857-7000 Ext. 1009	Est. Coordinator - Jay Brady .....	.879-5589
Administrative Secretary - Karen Gonillo .....	.857-7000 Ext. 1011	504 Coordinator - Sorel Chaput .....	.857-7000 Ext. 1068
		Student Assistance Program - Steve Malgieri .....	.857-7000 Ext. 1098
		Yearbook .....	.857-7000 Ext. 1625

ESSEX HIGH SCHOOL  
2 EDUCATIONAL DRIVE  
ESSEX JUNCTION, VERMONT 05452  
School Web Address: [www.ccsuvt.org](http://www.ccsuvt.org)  
School Colors: BLUE & GOLD  
School Nickname: HORNETS  
School Mascot: HORNET

## I. Essex High School Mission Statement

The purpose of Essex High School is to educate and develop the abilities of students to function and perform in our community and tomorrow's world by providing opportunities that will maximize learning.

### Academic Expectations for Student Learning

- Students will write effectively for a variety of purposes.
- Students will apply technology to solve problems and to complete tasks.
- Students will read critically and for understanding.
- Students will apply abstract, creative and logical reasoning.
- Students will recognize problems and use effective strategies to solve them.
- Students will communicate efficiently through a variety of expressions.

### Social and Civic Expectations

- Students will develop a sense of self-esteem.
- Students will demonstrate respect for self, for others and for their environments.
- Students will make healthy choices and responsible decisions for the well-being of themselves and for others.
- Students will demonstrate the skills needed to thrive in their future careers.
- Students will participate in democratic processes.

## ESSEX HIGH SCHOOL ATTENDANCE PROCEDURES

### Rationale:

Regular school attendance is essential for academic progress. Title 16, Sec. 1121 of the General Laws of Vermont require regular school attendance by students. Parents or guardians of students enrolled in school are required by law to ensure their student's attendance at school. We believe that regular school attendance is necessary to assure academic growth and responsible work and study habits. As a result, we have developed the following procedure implemented as of school year 2007-2008:

### PARENTS MUST:

- Call into the main office (879-7121, or 879-5507) to report their student absent from school for any reason. (Including: illness, appointments, emergencies, etc)

### STUDENTS MUST:

- Report to the Attendance Secretary in the Main Office after any absence, or if they are late to school. (If a parent is not able to call in, then a note from the parent will be acceptable.)
- Understand that if the class time missed is unexcused, the class(s) will be considered unexcused and the student will be given a form to rectify the situation by appealing for credit in the class.

### APPEAL PROCESS:

1. Student will complete a form with a plan for continued success in the class:
  - a. Why the student missed class
  - b. What the student could have done differently
  - c. Why the student wants to continue in the class
  - d. The plan for continued attendance in the class
2. The student must take the form to the teacher(s) involved and be sure to have the form completed for the appeal meeting.
3. The Attendance Secretary will schedule the appeal meeting with the Assistant Principal, teacher (may provide written input), parents/guardians, and student. (Meeting must occur within 7 school days of the unexcused absence).

It is important to note that students unexcused from any class after they have had an unexcused absence are not guaranteed a second appeal. Students removed from more than one course because of poor attendance may have their schedules changed and be required to leave school immediately after their last class. Transportation in such cases is the responsibility of the student / parent.

If the student's proposal is approved at the appeal meeting, he/she is reinstated in the class. If rejected, the student is withdrawn from the course and placed in a study hall (regardless of grade) for that block for the remainder of the course duration (semester or year).

## ESSEX HIGH SCHOOL make-up work procedure

*Guiding principles:*

*All students are responsible for work missed due to an absence from class. **Students and** teachers may make alternative arrangements based on unforeseeable circumstances.*

If you are unexpectedly absent (such as illness, etc.):

- You must identify these assignments prior to the missed class and not wait until the missed classes meet again.
- Long-term assignments are due on the announced date. If you are absent on the due date, you are responsible for handing that work in on the day you return.
- If you miss a class because of excused absence, you have three school days (not three class meeting days), beginning with the day you return, to make up that work.
- Unless there is an unusual circumstance (to be identified by the administration), if you are absent unexcused, but plan to have that absence changed to absent excused, you have two school days, beginning with the day of your return, to initiate that change.

## STUDENT EXPECTATIONS

**Essex High School is now a closed campus for all students. We welcome students to use the library or other academic support areas during study hall time. Students may not be in non academic areas of the school grounds at any time.**

### **ACADEMIC SUPPORT TIME:**

- **Students are encouraged to use the time for academic support at the end of the school day. Any student needing academic assistance may find teachers available during this time. Additionally, any student who is failing a class may be required by the teacher to attend academic support time.** Students taking busses, walking, driving at dismissal time MUST leave school (unless scheduled for after school activity, or work being done in the library) at this time. Failure to do this will result in parent phone calls, and arrangements for student pick up. Students may not be left unsupervised after this time for safety reasons.

### **ELECTRONIC DEVICES**

Electronic devices are prevalent in today's society. However, it is important that these devices be used for educational purposes and do not take away from learning taking place in the classroom. As such, the following guidelines apply in all CCSU schools:

- Students may use electronic devices in designated areas. The use of camera functions are strictly prohibited in all restrooms and/or locker rooms.
- Electronic devices may be used in academic classrooms at the discretion of the classroom teacher.
- Any electronic device that is brought to school must be the responsibility of the student, and the school is not liable for its safe keeping. Students are expected to use electronic devices appropriately, if a student fails to do so, then he/she will be asked to relinquish the device to school personnel. The device shall be returned to the student/parent at the end of the school day.

Any student who fails to relinquish an electronic device upon request shall be considered insubordinate and disciplinary actions can occur.

Designated areas for EHS: Hallways during class passing times, cafeteria (s), lobbies.

### **FOOD:**

- All food sold in the cafeteria must be consumed in the confines of either the EHS cafeteria or the CTE rink cafeteria. No food is allowed in the lobbies or academic wings.

### **AGE OF MAJORITY:**

- A student who is at the age of majority, (18 years old, or older) may request the right of consent and control over school matters be transferred from the parent(s) or guardian(s) to themselves.
- By taking this action, student and parents must realize that parents are no longer notified if a student misses a class, and excuses him/her self. This can present attendance or credit problems for students over the course of a year.

### **STUDENT ID BADGES:**

- Students ARE required to wear his/her identification badge at all times while on school property. Badges must be visible.

# August 2010

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15 <b>EHS: Football Parent/Athlete Meeting</b>	16 <b>EHS: First Day of Football Practice</b>	17	18	19	20	21
22 <b>EHS: Fall Sports Parent/Athlete Meeting</b>	23 <b>EHS: First Day of Fall Sports Practices</b>	24 <b>ALL: Don't Forget to Vote! (Westford)</b>	25	26	27	28
29	30 <b>EHS: School ID &amp; Pictures – Grades 10,11,12</b> <b>EHS: Orientation Meeting - Parents of 9<sup>th</sup> &amp; New Students</b>	31 <b>EHS: School ID &amp; Pictures – Grade 9</b> <b>EHS: Freshman Orientation</b>				

# September 2010

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<i>1 A</i> <b>EHS:</b> First Day of School – All Students <b>ALL:</b> First Day of School	<i>2 B</i> <b>EHS:</b> Chamber Choir First Rehearsal	<i>3 A</i>	<i>4</i>
<i>5</i>	<i>6</i> <b>EHS:</b> Labor Day (No School) <b>ALL:</b> NO SCHOOL – Labor Day	<i>7 B</i>	<i>8 A</i>	<i>9 B</i>	<i>10 A</i>	<i>11</i> <b>EHS:</b> One Act Play Auditions
<i>12</i>	<i>13 B</i>	<i>14 A</i> <b>EHS:</b> College Night for Seniors & Parents	<i>15 B</i> <b>EHS:</b> College Fair @ St. Michaels College <b>EHS:</b> Open House & School Report Night	<i>16 A</i>	<i>17 B</i> <b>EHS:</b> JROTC Lock-In	<i>18</i>
<i>19</i>	<i>20 A</i>	<i>21 B</i>	<i>22 A</i>	<i>23 B</i>	<i>24 A</i> <b>EHS:</b> Senior Picture & Write Up for Yearbook due	<i>25</i>
<i>26</i>	<i>27 B</i>	<i>28 A</i>	<i>29 B</i> <b>EHS:</b> Last Day of Progress Report Period #1	<i>30 A</i>		

# October 2010

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 B <b>EHS:</b> Variety Shows <b>EHS:</b> Picture Retakes	2
3	4 A <b>EHS:</b> Homecoming Week	5 B <b>EHS:</b> Homecoming Week <b>EHS:</b> NECAP Testing - Juniors	6 A <b>EHS:</b> District III Instrumental Auditions <b>EHS:</b> Homecoming Week <b>EHS:</b> NECAP Testing - Juniors	7 B <b>EHS:</b> Homecoming Week <b>EHS:</b> JROTC Potluck Dinner	8 A <b>EHS:</b> Homecoming Week	9 <b>EHS:</b> Homecoming
10	11 B	12 A <b>EHS:</b> NECAP Testing - Juniors	13 B <b>EHS:</b> PSAT/NMSQT Administration@ EHS	14 A <b>EHS:</b> Parent/Teacher Conferences	15 B	16
17	18 A	19 B <b>EHS:</b> Parent/Teacher Conferences	20 A	21 <b>EHS:</b> VT NEA Convention (No School) <b>ALL:</b> NO SCHOOL – Teacher Convention Days	22 <b>EHS:</b> VT NEA Convention (No School) <b>ALL:</b> NO SCHOOL – Teacher Convention Days	23
24	25 B <b>EHS:</b> AVPA Visitation Day	26 A	27 B	28 A <b>EHS:</b> Music Department Fall Concert	29 B <b>EHS:</b> Dance and Theatre Performances <b>EHS:</b> Club/Activities Picture Day <b>EHS:</b> JROTC Halloween Dance	30

# November 2010

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <i>A</i>	2 <i>B</i>	3 <i>A</i>	4 <i>B</i>	5 <i>A</i> <b>EHS:</b> Last day of Quarter 1	6 <b>EHS:</b> JROTC Drill Competition @ EHS
7	8 <i>B</i> <b>EHS:</b> First Day of Quarter 2	9 <i>A</i>	10 <i>B</i>	11 <i>A</i> <b>EHS:</b> Winter Sports Sign Ups	12 <i>B</i> <b>EHS:</b> District III Instrumental Festival	13 <b>EHS:</b> District III Instrumental Festival
14	15 <i>A</i>	16 <i>B</i>	17 <i>A</i>	18 <i>B</i>	19 <i>A</i> <b>EHS:</b> One-Act Play Performances <b>EHS:</b> ASVAB Testing	20 <b>EHS:</b> One-Act Play Performances <b>EHS:</b> Band Spaghetti Dinner & Silent Auction
21	22 <i>B</i>	23 <i>A</i>	24 <b>EHS:</b> Thanksgiving Break (No School) <b>ALL:</b> Thanksgiving Break (No School)	25 <b>EHS:</b> Thanksgiving Break (No School) <b>ALL:</b> Thanksgiving Break (No School)	26 <b>EHS:</b> Thanksgiving Break (No School) <b>ALL:</b> Thanksgiving Break (No School)	27
28	29 <i>B</i> <b>EHS:</b> First Day of Winter Sports Practices	30	31			

# December 2010

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <i>B</i> <b>EHS:</b> VSAC “Paying for College” Night	2 <i>A</i>	3 <i>B</i> <b>EHS:</b> Faculty Talent Show	4
5	6 <i>A</i> <b>EHS:</b> Preschool Event	7 <i>B</i> <b>EHS:</b> Preschool Event	8 <i>A</i> <b>EHS:</b> Last Day of Progress Report Period 2 <b>EHS:</b> Holiday Band Concert <b>EHS:</b> Preschool Event	9 <i>B</i> <b>EHS:</b> Sophomore Parent/School Counselor Dessert Night <b>EHS:</b> Preschool Event <b>EHS:</b> Winter Sports Meet The Coaches Night	10 <i>A</i> <b>EHS:</b> Preschool Event	11
12	13 <i>B</i>	14 <i>A</i>	15 <i>B</i> <b>EHS:</b> Chorus & Orchestra Holiday Concert	16 <i>A</i>	17 <i>B</i>	18
19	20 <i>A</i>	21 <i>B</i>	22 <i>A</i> <b>EHS:</b> AVPA Applications Due (New Students)	23 <b>EHS:</b> Holiday Break (No School) <b>ALL:</b> NO SCHOOL	24 <b>EHS:</b> Holiday Break (No School) <b>ALL:</b> NO SCHOOL	25
26	27 <b>EHS:</b> Holiday Break (No School) <b>ALL:</b> NO SCHOOL	28 <b>EHS:</b> Holiday Break (No School) <b>ALL:</b> NO SCHOOL	29 <b>EHS:</b> Holiday Break (No School) <b>ALL:</b> NO SCHOOL	30 <b>EHS:</b> Holiday Break (No School) <b>ALL:</b> NO SCHOOL	31 <b>EHS:</b> Holiday Break (No School) <b>ALL:</b> NO SCHOOL	

# January 2011

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 <i>B</i>	4 <i>A</i>	5 <i>B</i>	6 <i>A</i>	7 <i>B</i>	8 <b>EHS:</b> VT All State Music Festival Auditions
9	10 <i>A</i>	11 <i>B</i>	12 <i>A</i>	13 <i>B</i> <b>EHS:</b> Musical Auditions Workshops	14 <i>A</i> <b>EHS:</b> Last Day of Classes for Quarter 2 (Semester 1) <b>EHS:</b> Musical Audition Workshops	15 <b>EHS:</b> Musical Auditions
16	17 <b>EHS:</b> Martin Luther King, Jr. (No School)	18 <b>EHS:</b> Semester 1 Exams	19 <b>EHS:</b> Semester 1 Exams	20 <b>EHS:</b> Semester 1 Exams	21 <b>EHS:</b> Theatre II Performance <b>EHS:</b> Semester 1 Exams	22
23	24 <b>EHS:</b> Semester 1 Exam Make Up Day	25 <i>B</i> <b>EHS:</b> Semester 2 Begins (Quarter 3)	26 <i>A</i>	27 <i>B</i> <b>EHS:</b> College Planning Workshop #1 for Juniors & Parents	28 <i>A</i>	29
30	31 <i>B</i>					

# February 2011

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<i>1 A</i> <b>EHS:</b> Course Select Orientation-Incoming 9 <sup>th</sup> & Parents	<i>2 B</i>	<i>3 A</i> <b>EHS:</b> District III Choral Festival	<i>4 B</i> <b>EHS:</b> District III Choral Festival	<i>5</i> <b>EHS:</b> District III Choral Festival <b>EHS:</b> JROTC Formal
<i>6</i>	<i>7 A</i>	<i>8 B</i> <b>EHS:</b> American Mathematics Contest (AMC)	<i>9 A</i>	<i>10 B</i>	<i>11 A</i>	<i>12</i> <b>EHS:</b> Cabaret Dinner Theater
<i>13</i>	<i>14 B</i>	<i>15 A</i>	<i>16 B</i> <b>EHS:</b> Last Day of Progress Report Period 3	<i>17 A</i>	<i>18 B</i>	<i>19</i>
<i>20</i>	<i>21</i> <b>EHS:</b> Winter Break (No School) <b>ALL:</b> NO SCHOOL	<i>22</i> <b>EHS:</b> Winter Break (No School) <b>ALL:</b> NO SCHOOL	<i>23</i> <b>EHS:</b> Winter Break (No School) <b>ALL:</b> NO SCHOOL	<i>24</i> <b>EHS:</b> Winter Break (No School) <b>ALL:</b> NO SCHOOL	<i>25</i> <b>EHS:</b> Winter Break (No School) <b>ALL:</b> NO SCHOOL	<i>26</i> <b>ALL:</b> NO SCHOOL
<i>27</i> <b>ALL:</b> NO SCHOOL	<i>28</i> <b>EHS:</b> Winter Break (No School) <b>ALL:</b> NO SCHOOL					

# March 2011

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<i>1</i> <b>EHS:</b> Winter Break (No School) <b>ALL:</b> NO SCHOOL	<i>2 A</i>	<i>3 B</i>	<i>4 A</i>	<i>5</i>
<i>6</i>	<i>7 B</i>	<i>8 A</i> <b>EHS:</b> IAJE Festival – Jazz Ensemble	<i>9 B</i> <b>EHS:</b> UVM Math Test	<i>10 A</i> <b>EHS:</b> Spring Sport Sign Ups	<i>11 B</i> <b>EHS:</b> JROTC Lock-In	<i>12</i>
<i>13</i>	<i>14 A</i>	<i>15 B</i> <b>EHS:</b> AIME (American Invitational Math Exam)	<i>16 A</i> <b>EHS:</b> Parent/Teacher Conferences	<i>17 B</i>	<i>18 A</i> <b>EHS:</b> K-12 Fine Arts Night	<i>19</i>
<i>20</i>	<i>21 B</i> <b>EHS:</b> First Day of Spring Sports Practices	<i>22 A</i>	<i>23 B</i> <b>EHS:</b> Music Department Concert <b>EHS:</b> JROTC Spaghetti Dinner	<i>24 A</i> <b>EHS:</b> College Planning Workshop #2 – Juniors & Parents	<i>25 B</i>	<i>26</i>
<i>27</i>	<i>28 A</i>	<i>29 B</i>	<i>30 A</i> <b>EHS:</b> Last Day of Quarter 3	<i>31 B</i> <b>EHS:</b> First Day of Quarter 4		

# April 2011

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<i>1 A</i>	<i>2</i>
<i>3</i> <b>EHS:</b> Post-Secondary Options Fair-Student w/Special Need	<i>4 B</i>	<i>5 A</i>	<i>6 B</i> <b>EHS:</b> Musical Performances	<i>7 A</i> <b>EHS:</b> Canadian University Fair@SBHS <b>EHS:</b> Musical Performances <b>EHS:</b> Spring Sports Meet <b>EHS:</b> The Coaches Night	<i>8 B</i> <b>EHS:</b> Musical Performances	<i>9</i> <b>EHS:</b> Musical Performances
<i>10</i>	<i>11 A</i>	<i>12 B</i>	<i>13 A</i>	<i>14 B</i>	<i>15 A</i>	<i>16</i>
<i>17</i>	<i>18</i> <b>EHS:</b> Spring Break (No School) <b>ALL:</b> NO SCHOOL	<i>19</i> <b>EHS:</b> Spring Break (No School) <b>ALL:</b> NO SCHOOL	<i>20</i> <b>EHS:</b> Spring Break (No School) <b>ALL:</b> NO SCHOOL	<i>21</i> <b>EHS:</b> Spring Break (No School) <b>ALL:</b> NO SCHOOL	<i>22</i> <b>EHS:</b> Spring Break (No School) <b>ALL:</b> NO SCHOOL	<i>23</i>
<i>24</i>	<i>25 B</i>	<i>26 A</i>	<i>27 B</i>	<i>28 A</i>	<i>29 B</i>	<i>30</i>

# May 2011

## Monthly Planner

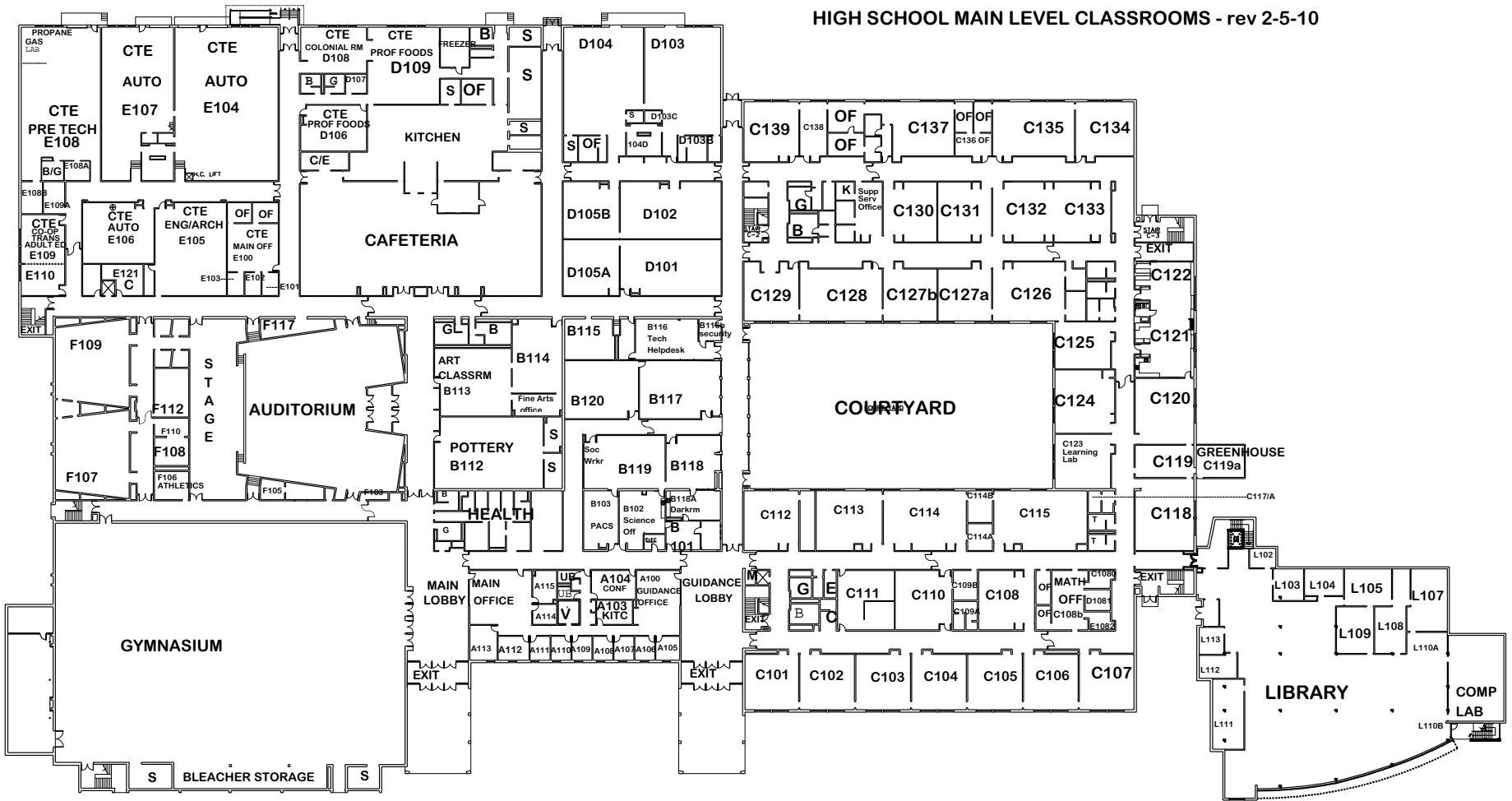
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <i>A</i> <b>EHS:</b> Advanced Placement Exams	3 <i>B</i> <b>EHS:</b> Advanced Placement Exams	4 <i>A</i> <b>EHS:</b> Last Day of Progress Report Period 4 <b>EHS:</b> Advanced Placement Exams <b>EHS:</b> VT All State Parade	5 <i>B</i> <b>EHS:</b> Advanced Placement Exams <b>EHS:</b> VT All State Music Festival	6 <i>A</i> <b>EHS:</b> Advanced Placement Exams <b>EHS:</b> VT All State Music Festival <b>EHS:</b> JROTC Awards Night	7 <b>EHS:</b> VT All State Music Festival
8	9 <i>B</i> <b>EHS:</b> Advanced Placement Exams	10 <i>A</i> <b>EHS:</b> Advanced Placement Exams	11 <i>B</i> <b>EHS:</b> Advanced Placement Exams	12 <i>A</i> <b>EHS:</b> Advanced Placement Exams	13 <i>B</i> <b>EHS:</b> Advanced Placement Exams <b>EHS:</b> Theater II Performance	14
15	16 <i>A</i>	17 <i>B</i> <b>EHS:</b> Yearbook Reception	18 <i>A</i> <b>EHS:</b> Late AP Exam Administration <b>EHS:</b> Instrumental Ensembles Final Concert & Awards	19 <i>B</i> <b>EHS:</b> Late AP Exam Administration	20 <i>A</i> <b>EHS:</b> Late AP Exam Administration <b>EHS:</b> Improv Night	21
22	23 <i>B</i>	24 <i>A</i> <b>EHS:</b> Fashion Show	25 <i>B</i> <b>EHS:</b> Choral Ensembles Final Concert & Awards	26 <i>A</i> <b>EHS:</b> Yearbook Distribution <b>EHS:</b> Honors Night	27 <i>B</i> <b>EHS:</b> Memorial Day Assembly	28
29	30 <b>EHS:</b> Memorial Day (No School) <b>ALL:</b> NO SCHOOL	31 <i>B</i>				

# June 2011

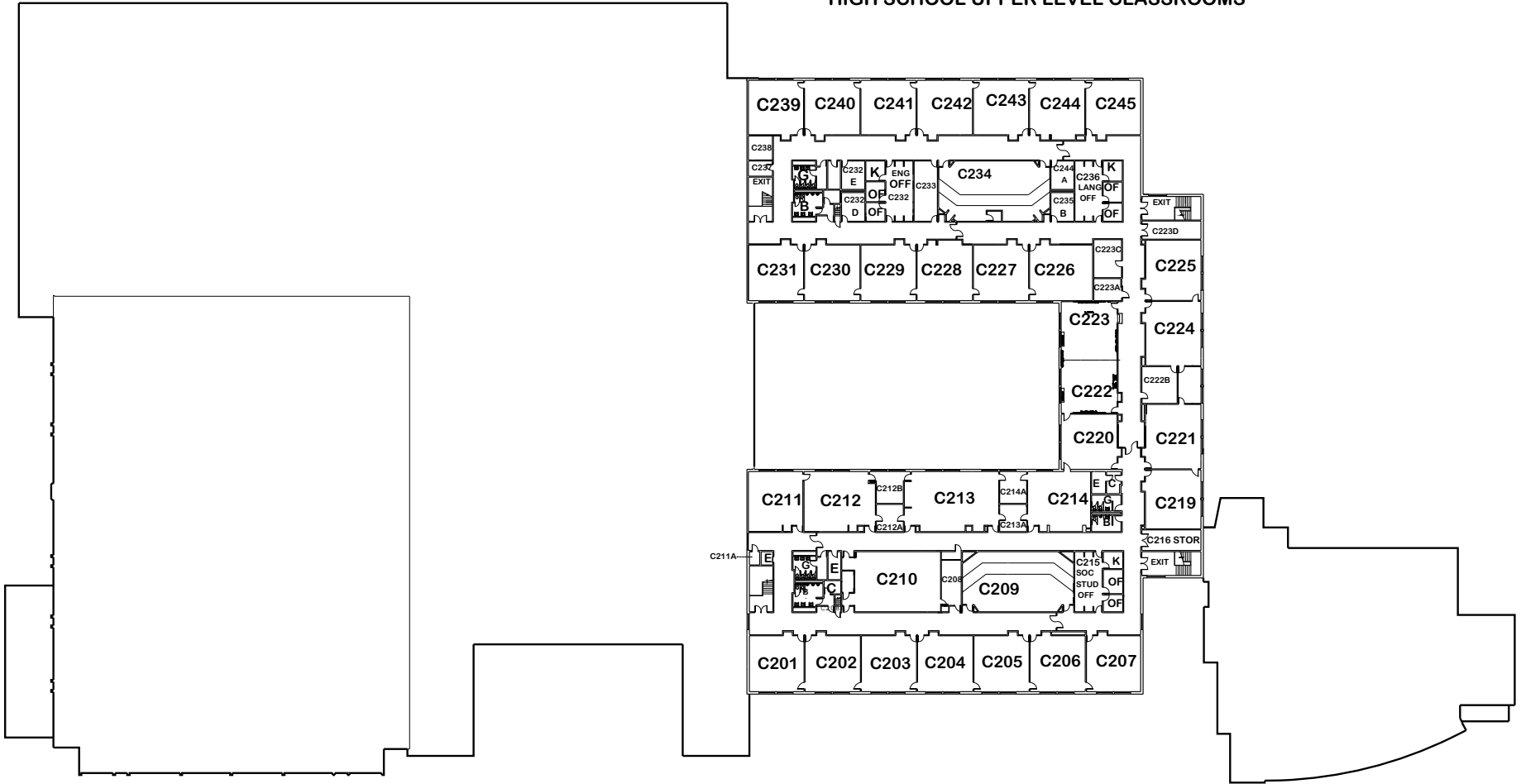
## *Monthly Planner*

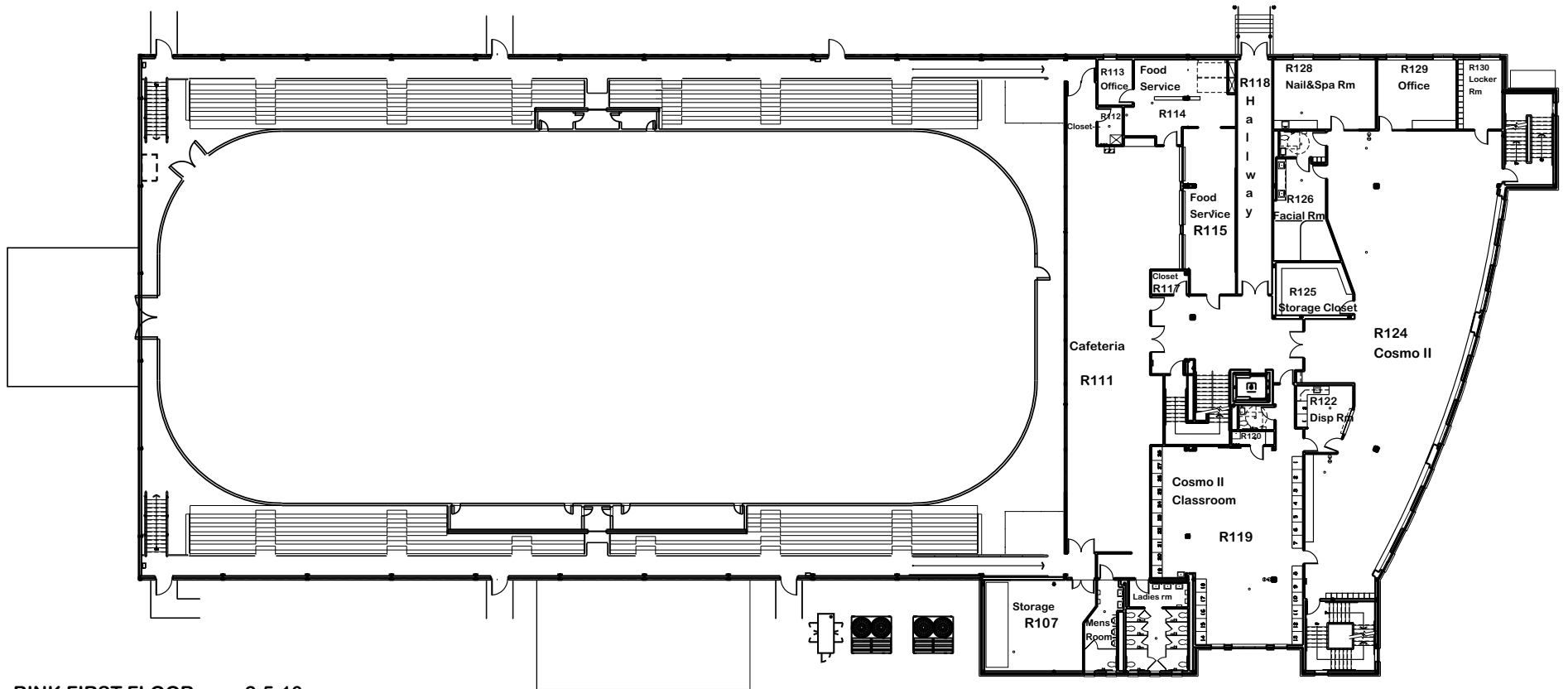
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <i>B</i>	2 <i>A</i>	3 <i>B</i>	4
5	6 <i>A</i> <b>EHS:</b> Last Day of Classes for Quarter 4 (Semester 2)	7 <i>B</i> <b>EHS:</b> Semester 2 Final Exams	8 <i>A</i> <b>EHS:</b> Semester 2 Final Exams	9 <i>B</i> <b>EHS:</b> Semester 2 Final Exams	10 <i>A</i> <b>EHS:</b> Semester 2 Final Exams	11
12	13 <i>B</i> <b>EHS:</b> Semester 2 Final Exams Make Up Day	14 <i>A</i>	15 <i>B</i>	16 <i>A</i>	17 <i>B</i>	18
19	20 <i>A</i>	21 <i>B</i>	22 <i>A</i>	23	24	25
26	27	28	29	30		

HIGH SCHOOL MAIN LEVEL CLASSROOMS - rev 2-5-10

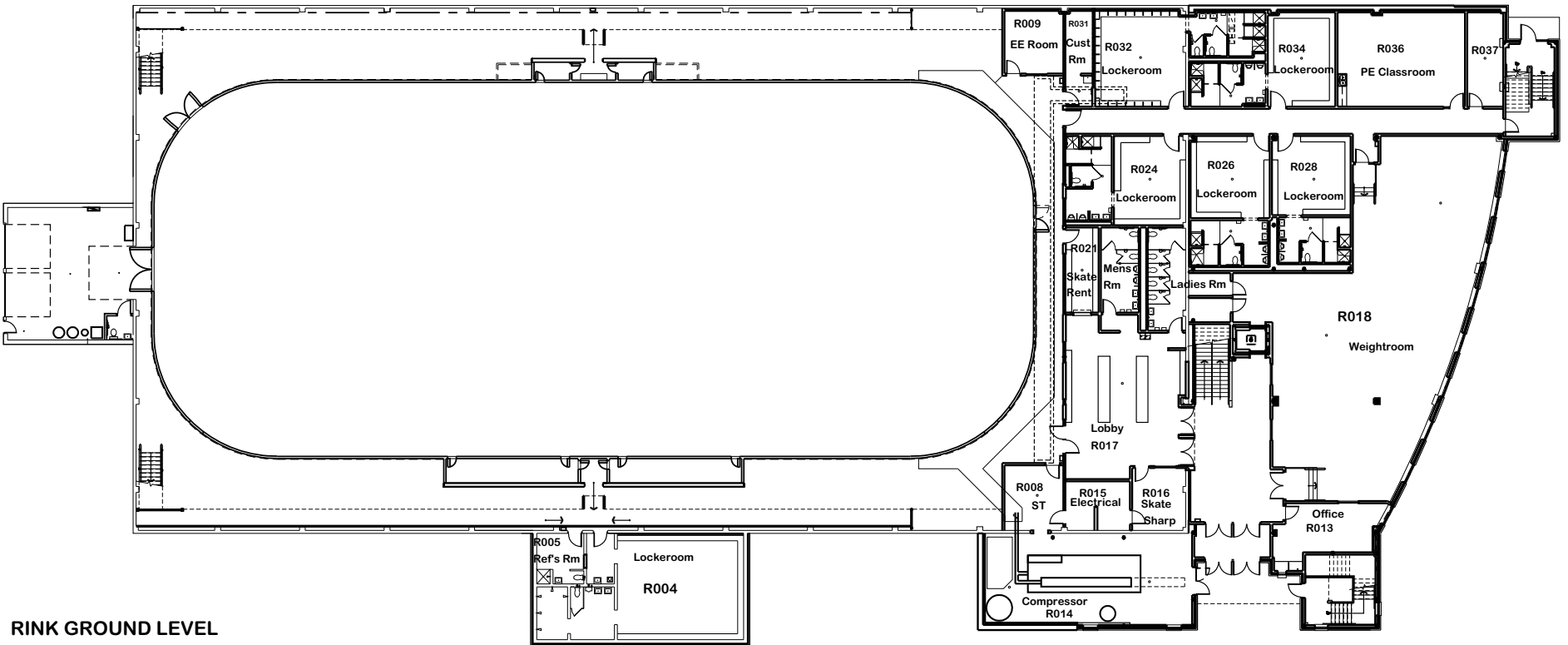


# HIGH SCHOOL UPPER LEVEL CLASSROOMS





RINK FIRST FLOOR - rev 2-5-10



RINK GROUND LEVEL

## The following procedures are listed here as an addendum to the CCSU Parent Student Handbook.

### Procedures for lost, damaged, and borrowed materials.

- All students enrolled in classes at Essex High School are entitled to the use of one copy of each textbook required for each class in which they are enrolled. It is the student's responsibility to return these textbooks in the same condition as when issued.
- When a student loses or damages a textbook beyond repair, a new book will be issued only when the student presents a check made out to "Essex High School" for an amount equal to the replacement cost of the book. If the book is found later, the money will be returned as long as the book is in its original condition.
- When a student returns a book that is damaged but repairable, the student will need to pay for the repair cost of the damaged book.

### The Library

The Essex High School Library is a unique place where students, and staff can share resources and an environment for reading, quiet reflection and study. The Library collection contains approximately 30,000 print, non-print and electronic resources. All materials and equipment circulate for various lengths of time, usually one day to three weeks.

### LIBRARY EXPECTATIONS

1. Your student ID is your library card.
2. A quiet atmosphere will be maintained.
3. Students arriving in the library from study hall, must have a signed pass from a teacher.
4. Upon entry to the library and upon departure from the library, that pass must be time stamped. The stamped pass should then be returned to the study hall supervisor.

A number of supplies including disks, videotapes, pens, pencils, and paper supplies may be purchased at the circulation desk. A self-service photocopier is also available, copies are \$0.10 per page.

### Library Access during the School Day

Students from academic classes and study hall are required to have a pass in order to use the library. The student's name and reason for using the Library must be clearly stated on the pass and signed by his/her teacher. Students from study hall must choose computer, research, or reference on the pass form. Students are expect-

ed to remain on task. Seniors may use the library for studying, readings, or research. Seniors are expected to be role models in the library and to promote positive scholastic and social behaviors. With senior privileges goes the stated responsibilities; inability to live up to these expectations will result in revocation of library privileges.

### Digital Media Center (Audio-Visual Department)

The Library's Digital Media Center is intended to provide students with access to digital media resources including digital video cameras; digital still cameras; LCD projectors and other state of the art equipment intended for class projects. Instruction in the use of the equipment, including multiple state-of-the-art computer editing stations, is readily available for students needing to complete school projects. The Digital Media Center is also the home of The Buzz Vibe, a student run television news magazine that is broadcast throughout the school.

### Essex High School Exam Procedures

1. Exams will count for 20% of the student's semester grade. **(There may be exceptions to this in certain classes)**
2. Exams should emphasize work covered in the semester, but it is recognized that an exam for a full year course could synthesize material for the entire year.
3. Seniors and graduating Juniors are exempt from final exams if they have maintained an 87 or better average during the 3rd and 4th combined quarters. Students who take an AP Exam, and maintain an 87 average for the second semester, regardless of their grade level, shall be exempt from the final exam in the AP class in question. No other exemptions are allowed for any reason. There are no exemptions for mid-year exams.
4. Students absent from exams must be reported to the main office as soon after the start of the exam as possible. The administration is responsible for calling home to confirm excused absences and, if the student is eligible, establish a makeup time.
5. All students who are not exempt should be examined by a method deemed appropriate by the teacher and the department chairperson during the scheduled exam period.
6. Lateness will not be tolerated. A student who arrives late for an exam will be immediately referred to an administrator.
7. Students who become ill while in school must see the school nurse to be excused from an exam.
8. Students must remain in the classroom until the exam period is over.
9. Students are only required to be present in school during scheduled exams.
10. The first Exam begins at 8:00 a.m. and second exam begins at 10:45 a.m. Please make sure you know exactly when your exams will be held.

### \*\*Advanced Placement Exams:

Any students participating in an Advanced Placement Exam are expected to attend regular classes for the remainder of the academic day.

### Snow Days

In the event of inclement weather, a decision will be made to close school for the day. Notice of school closings are broadcast via local radio and television stations. Upon return to school, the A day / B day rotation continues as printed on the calendar. Please refer to the calendar.

### Snow Days During Exam Week

In the event of inclement weather during exam week, the following will occur: for example, if Block 3/4 exams were scheduled for Tuesday and school is cancelled Tuesday because of weather, the Block 3/4 exams will be administered on Wednesday.

### Procedure to Request to Switch Teachers

1. The initial request for a switch should be directed to the department chair. It then becomes the department chair's responsibility to discuss the student's performance in class with the teacher and to consult with the guidance counselor regarding personal matters and academic transcripts.
2. The department chair will then organize a conference with the student, parents, teacher, and department chair. Hopefully direct communication can resolve the situation.
3. If not, it will become the department chair's responsibility to discuss the complaint with the teacher and to observe the class in question and work with the teacher on improving instructional technique.
4. It will become the student's responsibility to enter an accountability period of approximately three weeks. During this time the student will agree to seek extra help either from the teacher or from a tutor a designated number of times, will complete all homework assignments, and will in general demonstrate a sincere effort to improve overall performance in the classroom.
5. The department chair will make the decision as to whether to switch teachers upon the completion of steps 3 and 4 above.

### Procedure for resolving Student/Teacher concern

This procedure outlines the steps that parents and/or students should follow when concerns arise between a student and a teacher:

1. Initial contact about student/teacher concerns should be directed to the teacher involved. At that time, the teacher, student, and parent may develop a plan (if appropriate or necessary) to address the concern(s).
2. If the concern(s) remain unresolved, the parent, student, or teacher should

provide documented examples of inadequate responses or follow-through to the Department Chairperson. The department chairperson will then organize a conference with the teacher, parent, and student. The initial plan from step 1 will be revised at this time, or, if no plan was implemented in step 1, a plan will be created. This plan may involve a review period of up to three weeks during which the department chairperson assesses the situation.

3. As a result of the conference (and possible review period) in step 2, the department chairperson will decide if any further action is needed.
4. The department chairperson's decision may be appealed to the principal, whose decision is final.

### Study Halls

1. **All students assigned to a study hall must be in attendance, and bring enough material to keep him/her occupied during the time period. All student halls are designed to be quiet works spaces for students to use time productively.**
2. **Students may use sign out sheets provided by the study hall teacher, but must obtain a pass from the teacher to be in the academic hallway for any reason.**
3. **Students in study hall are encouraged to use the library in accordance with the "Library Expectations".**

### School Dances

1. All dances must be sponsored by an organized school activity under the direction of the activity advisor.
2. Students are not permitted to go to lockers or cars during dances, therefore, coats and personal items must be taken to the dance. **Backpacks are not allowed in any dance.**
3. If a student leaves the dance early, he/she may not be readmitted.
4. Normal school policies for student behavior apply to school dances.
6. School dances are only for enrolled students at the high school (with the exception of the Winter Ball and Junior Prom, proper school ID will be required).
7. No student **below grade 9** will be admitted to any EHS sponsored dance.
8. All students must show proper school identification before entering a dance.
9. Guests are not permitted at EHS dances with the exception of: Holiday Ball and The Prom. Guests must be under the age of 21.

Essex Community Ed. Center  
Union School District # 46  
Essex High School  
2 Educational Drive  
Essex Junction, VT 05452

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