

Brien McMahon High School

GUIDE FOR STUDENTS AND FAMILIES



2009 - 2010

300 Highland Avenue
Norwalk, CT 06854
Phone: 852-9488 Fax: 899-2813
www.norwalkpublicschools.org click <links> then <Brien McMahon>

BRIEN McMAHON HIGH SCHOOL

300 Highland Avenue
Norwalk, CT 06854

Tel: (203) 852-9488
Fax: (203) 899-2813



Principal
Suzanne Brown Koroshetz

Housemasters
Scott Hurwitz
Mary H. Michailidis
Patrick G. Milling
Barbara J. Wood

August 2009

Dear Parents and Students:

The ***Guide for Students and Families*** and ***The Norwalk Public Schools Student and Family Handbook*** are valuable sources of information on a myriad of topics. There are listings of important dates, schedules, personnel and phone numbers, school policies and answers to anticipated questions. Please take time to review the material together. It will be time well spent. Understanding the policies and procedures that affect the lives of students is critical to their success at Brien McMahon High School. These booklets will prove to be useful reference guides throughout your child's high school years.

If you have any questions, please call me or your child's Housemaster. I look forward to a wonderful school year.

Sincerely,

Suzanne Koroshetz

Suzanne Brown Koroshetz
Principal

OUR MISSION

Brien McMahon High School will provide a supportive environment that will enable all students to grow academically and personally, and to contribute to society. We will teach, encourage and model respect and responsibility. We will challenge all students to demonstrate high levels of achievement, using clearly defined standards, as they become self-directed, life-long learners.

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BRIEN MCMAHON HIGH SCHOOL MISSION STATEMENT

Academic, Social, and Civic Expectations

Brien McMahon High School will provide a supportive environment that will enable all students to grow academically and personally so that they will be able to contribute to society. We will teach, encourage and model respect and responsibility. We will challenge all students to demonstrate high levels of achievement, using clearly defined standards, as they become self-directed, life-long learners.

Academic Expectations

Students will:

- Read both fiction and nonfiction with comprehension;
- Write effectively, using standard English, for a variety of purposes and audiences;
- Demonstrate knowledge and application of basic concepts of arithmetic, geometry, measurement and algebra;
- Demonstrate an understanding of basic scientific principles

Social & Civic Expectations

Students will:

- Demonstrate honesty, dependability and self-control;
- Assume responsibility for their behavior and consider the possible consequences of their actions;
- Demonstrate respect for all members of the school community;
- Be positive representatives of their school; contribute to the extra-curricular and co-curricular life of the school; respect the property of others, including school property;
- Be constructive members of the larger community;
- Develop an understanding of the importance of each individual to the improvement of the quality of life for all in the community;
- Understand and appreciate their historical and ethnic heritage as well as the heritage of others within the larger community;
- Understand how social and governmental policies, programs and procedures affect their lives.

CONTACT INFORMATION

BOARD OF EDUCATION MEMBERS

Rosa Murray, Chairperson	847-0498	murrayr@norwalkps.org
Jody Bishop-Pullan, Vice Chair	852-1655	pullanj@norwalkps.org
Jack Chiaramonte, Secretary	984-7293	chiaramontej@norwalkps.org
Greg Burnett	840-1931	burnettg@norwalkps.org
Susan Hamilton	866-9996	hamiltons@norwalkps.org
Glenn Iannaccone	866-5813	iannacconeg@norwalkps.org
Amy Jimenez	642-4339	jimeneza@norwalkps.org
Shirley Mosby	956-7799	mosbys@norwalkps.org
Migdalia Rivas	981-7367	rivasm@norwalkps.org
Richard Moccia, Mayor	854-7707	(Ex-officio)

The Board's main purpose is to set policy to improve student learning. Board members are interested in the public's opinion on district issues because it helps them to set policy that reflects community values and expectations.

Meetings of the Board follow a planned and posted agenda. At a certain time in the agenda, the Board chairperson will call on individuals who want to make a statement or to express a viewpoint.

In order to perform its duties in an open and public manner and in accordance with state law, the Norwalk Board of Education holds regular business meetings on the 1st and 3rd Tuesdays of each month at 7:30 PM. Normally, meetings are held in Room A300 of Norwalk City Hall, and occasionally at other locations. Both the agenda and the location are posted on the district website the Friday prior to the meeting. Parents, students and other community members are encouraged to attend.

CENTRAL OFFICE

Hours: 8:00 a.m. – 4:00 p.m.

Website: www.norwalkpublicschools.org

Main Number: 854-4000

	NAME	Phone	E-mail
Superintendent (Interim)	Dr. William Papallo	854-4001	papallow@norwalkps.org
Assistant Superintendent of Curriculum & Instruction	Anthony Daddona	854-4081	daddonat@norwalkps.org
Director of Administration (Interim)	Marilyn Liberatore	854-4143	liberatorem@norwalkp.org
Director of Pupil Personnel Services	Janie Friedlander	854-4126	friedlanderj@norwalkps.org
Human Relations Office	Bruce Morris	854-4013	morrisb@norwalkps.org

BRIEN MCMAHON HIGH SCHOOL

Main Number: 203-852-9488

Website: www.norwalk.k12.ct.us/bmhs

	NAME	Extension	E-mail
Principal	Suzanne Brown Koroshetz	Ext. 11329	koroshetz@norwalkps.org
Secretary	Mickey Ahearn	Ext. 11329	ahearnm@norwalkps.org
Housemasters	Scott Hurwitz	Ext. 11335	hurwitzs@norwalkps.org
	Patrick Milling	Ext. 11400	millingp@norwalkps.org
	Barbara Wood	Ext. 11402	woodb@norwalkps.org
	Mary Michailidis	Ext. 11331	michailidism@norwalkps.org
CGS Administrator	Roz McCarthy	Ext. 11007	mccarthy@norwalkps.org
Health Center		Ext. 11210	
Nurse	Elaine Ganat	Ext. 11218	ganate@norwalkps.org
Social Workers	Andrea Arnold	Ext. 11308	arnolda@norwalkps.org
	Rhonda Ginsberg	Ext. 11419	ginsbergr@norwalkps.org
Psychologist	Dr. Jim Dipisa	Ext. 11298	dipisaj@norwalkps.org
Attendance	Gail DeFrancesco	Ext. 11419	defrancescog@norwalkps.org
Guidance Counselors	Dawn Leeds	Ext. 11299	leedsd@norwalkps.org
	Karen Amaker	Ext. 11300	amakerk@norwalkps.org
	John Castelluzzo	Ext. 11297	castelluzzoj@norwalkps.org
	Elaine Gratrix	Ext. 11306	gratrixe@norwalkps.org
	Marcy Sansolo	Ext. 11305	sansolom@norwalkps.org
	Chad Southerland	Ext. 11307	southerlandc@norwalkps.org
	Daniela Tejada	Ext. 11311	tejadad@norwalkps.org

DEPARTMENT LEADERS

Main Number: 203-852-9488

Website: www.norwalkpublicschool.org click <links> then <Brien McMahon>

DEPARTMENT	NAME	PHONE	EMAIL
Art	John Tate	Ext. 11111	tatej@norwalkps.org
Athletic Director	Joseph Madaffari	Ext. 11246	madaffarij@norwalkps.org
Business	Nancy Jessup	Ext. 11077	jessupn@norwalkps.org
English	Ellen Gaber	Ext. 12115	gabere@norwalkps.org
Family/ Consumer Science	Janet Sell	Ext. 11092	sellj@norwalkps.org
Guidance	Karen Amaker	Ext. 11299	amakerk@norwalkps.org
Math	Thomas O'Neil	Ext. 12076	oneilt@norwalkps.org
Music	Ronald Secchi	Ext. 11127	secchir@norwalkps.org
Physical Education	Tory Sullivan	Ext. 11275	sullivant@norwalkps.org
ROTC	Col. Robert Killackey	Ext. 11428	killackeyr@norwalkps.org
Science	Linda Paganini	Ext. 12016	paganinil@norwalkps.org
Social Studies	Beverly McFadden	Ext. 12112	mcfaddenb@norwalkps.org
Special Education	Patricia Mencucci	Ext. 11200	mencuccip@norwalkps.org
World Languages	Rita Leonardi	Ext. 11054	leonardir@norwalkps.org

PARENT GROUPS

BMHS PARENTS' CLUB

BMHS Parents and student advocates are ALWAYS invited to attend our monthly meetings. These meetings provide a forum to discuss school issues and to hear from administration, teachers and guest speakers. We seek to enhance our school community through our meetings, through raising money to support student activities, and by keeping our school community aware of its key activities. Other worthwhile parent groups support specific school organizations, but we are the only group that tries to support ALL the parents and students at Brien McMahon High School. The primary Parents' Club activities include (but are not limited to):

- Monthly meetings including guest speakers
- Annual fundraisers
- Donations to various BMHS student clubs
- Norwalk Public Schools' College Fair
- Senior Fashion Show
- Senior Scholarship Awards for Paid PC members
- Post Graduation Party (PGP) ~ FREE to all graduating seniors

Membership forms can be downloaded from the website and are also available at the monthly meetings.

Co-Presidents: Karen Pace kazoz@aol.com
Lynn Massey lsm563@aol.com

Website: www.norwalkpublicschools.org click <links> then <Brien McMahon><Parents' Clubs>

SENATORS MARCHING BAND PARENTS

BMHS is proud of our talented, award-winning Senators Marching Band. An active parents club coordinates fundraising events, supervises travel and oversees the band organization.

Website: www.bmhsband.org

DISTRICT PTO COUNCIL

The mission of the Norwalk PTO Council is to support and speak on behalf of the educational needs of all Norwalk Public School children, whenever and wherever possible, to serve as a resource for parents and for the community on educational issues, and to maximize opportunities for communication between parents, teachers, administrators, Board of Education members, government officials and the general public.

The PTO Council is a district-wide parent organization that meets on the fourth Monday of the month, at 7:30 p.m., except when date changes are made for scheduled school holidays. Locations vary, so please check the calendar on their website or contact your school's PTO representative.

Your PTO Council Representatives are: Barb Cafero, Bcafero@aol.com
M.J. Chironna, MJChironna@aol.com

Website: www.ptocouncil.org E-mail: info@ptocouncil.org

SITE COUNCIL

The Principal, administrators and parents meet regularly to discuss issues that help to shape the future direction of the school.

VOICES OF IMMIGRANT PARENTS

The VIP is a group of parents who meet with the Principal and members of the Peace Project to discuss academic issues. The mission of the group is to create a better understanding of the workings of BMHS and to eliminate the isolation that may be caused by a language barrier. The group meets every other Wednesday at 7:00 and translators are provided at all workshops. For more information, please contact the Principal.

SCHEDULES & IMPORTANT DATES

BELL SCHEDULE

REGULAR DAY

Warning:	7:25	
Tardy:	7:30	
Period 1	7:30 – 8:20	(50)
Period 2	8:24 – 9:14	(50)
Announcements	9:14 – 9:17	(3)
Period 3	9:21 – 10:11	(50)
Period 4	10:15- 11:05	(50)
Period 5	11:09 – 11:59	(50)
Period 6	12:03 – 1:22	(79)
Lunch A	12:03 – 12:33	(30)
Lunch B	12:27 – 12:57	(30)
Lunch C	12:52 – 1:22	(30)
Period 7	1:26 – 2:15	(49)
Dismissal	2:15	

SHORTENED SCHEDULE (7:30 – 12:45)

Warning:	7:25	
Tardy:	7:30	
Period 1	7:30 – 8:07	(37)
Period 2	8:11 – 8:48	(37)
<i>Announcements</i>	8:48 – 8:51	(3)
Period 3	8:55 – 9:31	(36)
Period 4	9:35 – 10:12	(37)
Period 5	10:16 – 10:53	(37)
Period 6	10:57 – 11:34	(37)
Period 7	11:38 – 12:15	(37)
Lunch	12:15 – 12:45	(30)
Dismissal	12:45	

ONE HOUR DELAYED OPENING

(60 min)	(8:30 – 2:15)	
Warning:	8:25	
Tardy:	8:30	
Period 1	8:30 – 9:11	(41)
Period 2	9:15 – 9:56	(41)
<i>Announcements</i>	9:56 – 9:59	(3)
Period 3	10:03 – 10:44	(41)
Period 4	10:48 – 11:29	(41)
Period 5	11:33 – 12:14	(41)
Period 6	12:18 – 1:39	(71)
Lunch A	12:19 – 12:49	(30)
Lunch B	12:43 – 1:13	(30)
Lunch C	1:09 – 1:39	(30)
Period 7	1:43 – 2:15	(42)
Dismissal	2:15	

ONE AND A HALF HOUR DELAYED OPENING

(90 min.)	(9:00 – 2:15)	
Warning:	8:55	
Tardy:	9:00	
Period 1	9:00 – 9:37	(37)
Period 2	9:41 – 10:17	(36)
<i>Announcements</i>	10:17 – 10:20	(3)
Period 3	10:24 – 11:01	(37)
Period 4	11:05 – 11:42	(37)
Period 5	11:46 – 12:23	(37)
Period 6	12:27 - 1:34	(67)
Lunch A	12:27 – 12:57	(30)
Lunch B	12:46 - 1:16	(30)
Lunch C	1:04 - 1:34	(30)
Period 7	1:38 – 2:15	(37)
Dismissal	2:15	

TWO HOUR DELAYED OPENING

(120 min.)	(9:30 – 2:15)	
Warning:	9:25	
Tardy:	9:30	
Period 1	9:30 – 10:02	(32)
Period 2	10:06 – 10:38	(32)
<i>Announcements</i>	10:38 – 10:41	(3)
Period 3	10:45 – 11:17	(32)
Period 4	11:21 – 11:54	(33)
Period 5	11:58 – 12:31	(33)
Period 6	12:35 – 1:38	(63)
Lunch A	12:38 – 1:05	(30)
Lunch B	12:52 – 1:22	(30)
Lunch C	12:08 – 1:38	(30)
Period 7	1:42 – 2:15	(33)
Dismissal:	2:15	

INTERIM AND MARKING PERIOD CLOSING DATES

First Quarter:

Interim – September 29, 2009
Report Card – November 9, 2009

Second Quarter:

Interim – December 8, 2009
Report Card – January 26, 2010

Third Quarter:

Interim – February 26, 2010
Report Card – April 8, 2010

Fourth Quarter:

Interim – May 11, 2010
Report Card – June 22, 2009

Dates subject to change due to school closures

COLLEGE ADMISSION TESTING: PSAT & SAT

PSAT (Preliminary Scholastic Aptitude Test) is a test that is designed as preparation for the SAT and is administered in latter part of October. The SAT I and SAT II test are administered throughout the school year and are required by many colleges and universities as part of the admissions process. The dates of the tests are listed below.

PSAT (Preliminary Scholastic Aptitude Test)

The PSAT will be held at Brien McMahon High School on Saturday, October 17, 2009 from 8 a.m. to 11:30 a.m.

Brien McMahon High School Code for the test is 070-698. Test Center #07-450.

SAT (Scholastic Aptitude Test) Test Dates for 2009 - 2010

Test Date	Test	Registration Deadline
October 10	SAT I&II	September 9
November 7	SAT I&II	October 1
December 5	SAT I&II	October 30
January 23	SAT I&II	December 15
March 13	SAT I	February 4
May 1	SAT I&II	March 25
June 5	SAT I&II	April 29

ADVANCED PLACEMENT (AP) TESTING

AP Testing takes place during the month of May. Registration for the test is coordinated by the guidance office, usually in January.

GENERAL INFORMATION

CAFETERIA EXPECTATIONS

Please do the following during your lunch shift:

- Respect yourself. Respect others. Respect property.
- **Find a seat with your friends and remain there for the entire lunch shift.**
- Throw away your trash when you leave your table. Keep the cafeteria clean.
- When the bell rings, return to class.

Students who do not adhere to the above expectations are subject to disciplinary action as outlined in the Code of Conduct.

CLASS OFFICERS

The *freshman, sophomore, junior, and senior classes* have their own class officers. The goal of the class officers is to develop activities that will interest their particular grade level. By doing this, officers learn to work together and involve a broader cross-section of the class. Individual classes raise funds to defray the cost of various expenses.

CODE OF CONDUCT

Please see pages 30 – 39 at the end of this publication or the *District Handbook for Students and Families* for detailed information about expectations for student conduct.

HOUSE PROGRAM

The Brien McMahon High School Advisory Program will begin in the 09-10 school year. Students will be assigned a faculty advisor with whom they will work in a small group throughout the year. Goals include: engaging students in discussions about goals and success, encouraging leadership amongst students, assisting students with making good choices and successfully navigating the high school experience.

PEER MEDIATION

The goal of peer mediation is to provide a peaceful resolution to a conflict before it escalates in to a disciplinary referral. There is evidence that some students are more apt to listen to their peers. Peer Mediation reduces classroom disruptions and improves the climate of the school. Advisor: Mr. Castelluzzo.

PUBLICATIONS

Our high school publications serve to enhance the educational activities of the buildings. They are as follows:

School Newsletter	<i>BMHS NEWSLETTER</i>
School Newspaper	<i>HIGHLANDER</i>
Literary Magazine	<i>SPECTRUM</i>
Yearbook	<i>ANNALES</i>

SCHOOL NEWSPAPER: THE HIGHLANDER

The school newspaper is considered an integral part of the school curriculum. Its primary academic mission is to encourage responsibility, analytical thinking, writing skills, and interviewing techniques. When published, the paper must reflect the best journalistic writing style.

School newspapers will be governed by the following guidelines:

1. News will be presented in an impartial and unbiased manner.
2. All material must be factual and accurate in its presentation.
3. Material that is libelous or violates the rights of privacy will not be used.
4. The use of obscene, indecent language, or implied obscenity or indecency, through subtle word play or innuendo, will not be permitted under any circumstances.
5. Material that criticizes or demeans any race, religion, sex, or ethnic group or distorts through emphasis or omission will not be used.
6. The publication of any material that could cause substantial disruption to the school is forbidden. This includes the threat of physical violence in the school or school community and/or the disruption of the school's educational program.
7. The newspaper will not be used for the endorsement of political candidates or their positions by articles in editorials, in letters, in photographs, or in cartoons. Candidates, who run for school office, must be provided equal treatment under all circumstances.
8. The school newspaper must adhere to the highest standards of ethical and moral conduct in its production.

Note:

The assigned faculty advisor for the newspaper will have the primary responsibility for reviewing, editing, deleting or rejecting all student material prior to its publication.

The school principal or his/her designee may also review all material prior to its publication. The principal may delete, reject, or edit materials in the best interest of the school when needed.

STUDENT GOVERNMENT

Student Government is comprised of students and teachers who share the goal of making positive changes at BMHS and in the community. Elections are held for each grade.

Advisor: Mr. P. Sommer - Room 2108

VISITORS

We welcome families and other visitors, and take special care to guard the safety of our students and staff. All exterior doors remain locked during school hours. **Only the main entrance is used during school hours.**

We ask that all visitors go directly to the main office upon entering the building. *All visitors must obtain a Visitor's ID badge in the main office and sign in and out.* Please call the principal in advance to schedule an appointment for a classroom visit.

In order to protect the safety and welfare of children while under the supervision of the school, we ask that visitors please leave promptly when their business is completed.

EXTRACURRICULAR ACTIVITIES

Extracurricular activities are an important part of life at BMHS. All students are strongly encouraged to participate in one or more activities. Please see the appropriate advisor to find out how to get involved.

ATHLETICS

Our interscholastic athletics program is but one way that our students can become better connected to our school. Great numbers of both male and female students participate on our teams in all three sport seasons. Whether or not you consider yourself a competitive athlete, we urge you to join our athletic program to discover new talents and interests, to learn more about your sport, to compete in a sport in which you already excel, or to make new friends and to find adult mentors in your coaching staff. BMHS athletes have distinguished themselves by excelling not only in their sports, but also by excelling in the classroom. Join!

	Fall	Winter	Spring
Boys	Cross Country Football Soccer	Basketball Ice Hockey (co-op) Indoor Track Wrestling	Baseball Golf Lacrosse Tennis Track
Girls	Cheerleading Cross Country Field Hockey Soccer Swimming (co-op) Volleyball	Basketball Cheerleading Indoor Track	Golf Lacrosse Softball Tennis Track

CLUBS/ORGANIZATIONS

Brien McMahon has a number of clubs to enhance student involvement beyond the curriculum. Clubs and organizations currently active at Brien McMahon include the following:

<u>Club</u>	<u>Current Advisor</u>
African-American Culture Club	Mrs. Pinn
Band/Winterguard/Colorguard	Mr. Secchi
Best Buddies	Mrs. Arnold
Book Club	TBA
Building with Books	Mrs. Sullivan
Chess Club	Mr. Cosmas
Highlander (Newspaper)	Mr. Kane
Debate Club	Mr. Sommer
Drama/Theatre	Mr. Tate
Drill/Dance Team	TBA
Electronics/ Robotics Club	Mrs. Paginini
Environmental Club	TBA
FBLA	Mrs. Pinn
World Cultures Club	Mrs. Vidoli/Ms. Belcher
Greek Club	Ms. Stavrou
Health Awareness Club	Mrs. Peckham
Italian Club	Mrs. Leonardi
Latin Club	Mrs. Goetz
Literary Magazine	Dr.. Flax

<u>Club</u>	<u>Current Advisor</u>
Math Club	TBA
National Honor Society	Mr. Hofheimer
Peer Academic Leaders (P.A.L.)	TBA
Peer Mediation	Mr. Castelluzzo
JROTC	LTC Killacky
SAGA	Mr. Dipisa/Mrs. Arnold
Ski/Snowboarding	Mr. Sgarlata/Mr. Bradley
Student Advisory Council	Ms. Ahern/Mr. Ayala
Model United Nations Club	Mr. Sommer
Teen Happy Club	Mrs. Ganat
Web Design/Development	TBA
Yearbook	Mrs. Wolfe

CENTER FOR YOUTH LEADERSHIP

Established at Brien McMahon High School in 1999, the Center for Youth Leadership is the largest youth activism organization in Fairfield County. The Center sponsors two programs at Brien McMahon High School: Senators Community Foundation and the Peace Project.

SENATORS COMMUNITY FOUNDATION (SCF)

The mission of this 120 member program is to prevent child abuse through grant making, public awareness activities, volunteer programs, and social change campaigns. Meetings of the Executive Committee are on Monday from 5:00-6:30 PM. General member meetings are on the first Monday of the month from 7:00 – 8:00 PM.

PEACE PROJECT

The mission of this 100 member program is to promote safe schools and communities, with an emphasis on teen dating violence, stalking, the rights of day laborers, and human trafficking. Activities include grant making, public awareness, volunteer programs and social change campaigns. Meetings of the Executive Committee are on Tuesday from 2:30 – 4:00 PM. General member meetings are on the first Wednesday of the month from 2:30 - 3:15 PM.

HEALTH INFORMATION

ROBERT APPLEBY SCHOOL BASED HEALTH CENTERS

Brien McMahon High School provides space for the Human Services Council to operate the Robert Appleby School-Based Health Center to serve our students. A school based health center is a licensed health care facility, separate from, but located in a school. Services are available to any student with written parental consent. The essential purpose of a School Based Health Center is to provide primary and preventive physical health services and health education. These core services are provided by nurse practitioners (advanced practice nurses) or physicians' assistants, and clinical social workers. All centers have a medical director, who provides consultation and supervision as appropriate. Some centers also provide dental care. Additional staff may include: medical assistants, outreach workers, health educators, and substance abuse counselors. The Health Center extension is x11210

MEDICATIONS

To receive any medication including *any* over the counter medication, such as Tylenol, aspirin, cough syrup, etc. during the school day, *there must be a medication form on file signed by a doctor and a parent/guardian*. Please contact the school nurse for necessary forms and information if medications need to be administered in school.

1. All medication must be brought to the school nurse.
2. Medications must be delivered by the parent or other responsible adult to the school.
3. All medications must be brought to school in their original containers.
4. No more than a forty-five (45) school day supply of a medication for a student shall be brought to school.

PHYSICAL EXAMINATIONS

Physical examinations are required for all entering grade 9 students and all students new to the Norwalk school system. The current requirement for the Grade 10 Physical examination will remain in effect for all students in Grade 10 through the 2009/10 school year. All physicals must be recorded on the blue Connecticut State Health Assessment Record and must include a vision and hearing test. Any student who does not comply with this state requirement will not be permitted to attend school. All physical forms are due to the school nurse by October 15. Failure to do so will result in exclusion from school.

Physical examinations are also required each year a student participates in the sports program. The physical must be recorded on the Sports Participation Health Record and must be dated after July 1 of the school year.

All students new to the district, returning to the district after an absence of more than 4 month, or returning after an absence of any duration when residence has been established in a foreign country, must complete a health assessment. The exam must be done within one year of entering and recorded on the State of Connecticut Health Assessment form (blue).

Any student who is absent from the school district ore than four months must complete a current health assessment. A student who established residency in a foreign country for any duration must complete a health assessment upon re-entry.

NORWALK PUBLIC SCHOOLS HEALTH SERVICES RULES FOR ABSENCE AND EXCLUSION FROM SCHOOL

Parents and guardians are asked to:

- Notify the school when a child is absent due to illness.
- Not to send a child to school who has a cold or any communicable disease.

Communicable disease must be reported to the Department of Health at 854-7776 by the child's physician or parent.

The exclusion period for patients with a communicable disease is stated in the table below.

DISEASE	TIME PATIENT IS EXCLUDED FROM SCHOOL
Chicken Pox	Six days from onset
Diphtheria	Until two negative cultures have been obtained by a physician
Fungus Ringworm of Scalp	On certification by a physician that patient is under adequate treatment
German Measles	Five days from onset
Impetigo	On certification by a physician that patient is under adequate treatment
Influenza	Until clinically well
Ivy or Shrub Poisoning	Not excluded
Measles	Five days after rash appears
Meningococcic Meningitis	Until certified by a physician as cured
Mumps	Until glands are normal
Pediculosis (Head Lice)	Until all sign of nits are gone
Pinkeye	On certification by a physician that patient is under adequate treatment
Poliomyelitis	Ten days
Rash	Until diagnosed by a physician plus certification that patient is under adequate treatment
Scabies	Until diagnosed by a physician plus certification that patient is under adequate treatment
Scarlet Fever Streptococcal Sore Throat	On certification by a physician that patient is under adequate treatment
Tuberculosis	Until three negative cultures have been obtained by a physician
Whooping Cough	Three weeks after whooping begins

These rules are in general as set forth in Public Health Code of the State of Connecticut

SPECIAL SERVICES

SCHOOL COUNSELOR

Brien McMahon maintains a staff of 8 school counselors. Counselors are assigned when students enter BMHS. A student remains with the same counselor throughout their years at BMHS. The school counselor assists students with subject selection, academic concerns, personal issues, etc.

SOCIAL WORKER

A resource for the entire school family, the social worker assists children, parents and staff by developing programs to foster positive interpersonal relations and works with them on any personal or social problems affecting learning. The Social Worker also offers workshops, class meetings and support groups for children as needed.

SCHOOL PSYCHOLOGIST

The school psychologist is assigned to Brien McMahon High School as a resource person for parents and staff. The work involves some individual testing, but the main emphasis is to work with teachers and students in the classroom.

OUTREACH WORKER

The Outreach Worker works within the community to foster more parental participation and conducts home visits at the request of the administration.

SPEECH

The speech pathologist provides language and speech services as needed for the students. This may include individual or group therapy, classroom support in language areas, and consultation with parents and teachers regarding communications skills.

SCHOOL NURSE

School nurses are available to provide services to meet the needs of students with identified special health needs. The student's individual health care plan determines how the special health services will be provided.

SPECIAL PROGRAMS

SCHOOL-TO-CAREER PROGRAM

The School to Career Program identifies students in their sophomore year at Brien McMahon High School. They interview for job placements at local companies and accrue a minimum of 400 hours, on the job, in grades 11 and 12. The goal of the School to Career Program is to expose students to various opportunities and to prepare them for the world of work. The Greater Norwalk Chamber of Commerce co-sponsors this program.

CAREER CENTER

The Career Center provides all high school students and staff with current occupational, educational, and self-awareness information. It promotes thoughtful career planning and decision making, both on individual and group levels.

CENTER FOR GLOBAL STUDIES

The Center for Global Studies (CGS), an inter-district Magnet School, offers Japanese, Chinese and Arabic language, history, and literature through interdisciplinary Asian study. An annual student exchange program with high schools in Japan and China is a feature of the program. For more information, visit the CGS website at www.centerglobalstudies.org or call 852-9488 ext. 11007.

DISTRICT NOTIFICATIONS

Please refer to your District Handbook for Student & Families for additional information about the school district, its policies and practices, and expectations for student behavior. The Handbook is available on the website and in print. A few important district notifications are highlighted below.

DISCRIMINATION & SEXUAL HARASSMENT COMPLAINTS

The public schools shall be open to all children five years of age or over who reach age five on or before the first day of January of any school year, and each such child shall have and shall be so advised by the appropriate school authorities, an equal opportunity to participate in the activities, programs and courses of study offered in such public schools, at such time as the child becomes eligible to participate in such activities, programs and courses of study, without discrimination on account of race, color, sex, religion, national origin, or sexual orientation; provided boards of education may, by vote at a meeting duly called, admit to any school children under five years of age.

The Norwalk Board of Education ("the Board") is an equal opportunity employer. Furthermore, it is the policy of the Board to educate all children within the Norwalk Public Schools in an atmosphere that is free of discrimination/sexual harassment. As part of the Board's commitment to these policies, the Board has established the Human Relations Office for the Norwalk Public Schools, located at the Board's offices at 125 East Avenue, Norwalk, Connecticut. The Human Relations Office is supervised by the Director of Human Relations at 854-4013.

BULLYING

Purpose

The purpose of this policy is to maintain a student learning environment that is free from bullying. Bullying activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times. Any individual who engages in bullying as defined in this policy may be subject to discipline.

Bullying is defined as any overt acts by a student or groups of students directed against another student with the intent to ridicule, harass, humiliate or intimidate the other student while on school grounds, at a school sponsored activity, or on a school bus, which acts are committed more than once against any student during the school year. Bullying which occurs outside of the school setting may be addressed by school officials if it has a direct and negative impact on a student's academic performance or safety in school. It can also be defined as repeated and systemic harassment and attacks on others, perpetrated by individuals or groups.

Bullying takes many forms and may include many different behaviors, such as, but not limited to:

1. *Physical violence and attacks;*
2. *Verbal/Written taunts, name-calling and put-downs, including ethnically or racially based verbal/written abuse and gender-based verbal/written put-downs;*
3. *Threats and intimidation;*
4. *Extortion or stealing of money and possessions;*
5. *Exclusion from the peer group.*
6. *Sexually offensive acts*

Students who engage in any act of bullying, while at school, at any school function, or in connection to or with any district sponsored activity or event are subject to appropriate disciplinary action up to and including suspension, expulsion, and/or referral to law enforcement officials.

A comprehensive program, involving everyone in the schools and the community, to address bullying at all school levels is essential to reducing incidences of bullying. Such a program must involve interventions at all levels, school wide, classroom, and individual.

The District's program:

1. Permits anonymous reports of bullying by students to teachers, administrators, and other school staff and written reports of suspected bullying by parents or guardians;
2. Requires teachers and other school staff to notify school administrators in writing of bullying acts they witness and students' reports they receive;
3. Requires school administrators to investigate parents' written reports and review students' anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;
4. Requires each school to maintain a publicly available list of the number of verified bullying acts that occurred there, and within available appropriations, report such number to the Department of Education annually and in such manner as prescribed by the Commissioner of Education;
5. Requires each school to have prevention and intervention strategy, as defined by statute, for school staff to deal with bullying, including language about bullying in student codes of conduct and in all student handbooks;
6. Requires each school to notify parents or guardians of all students involved in a verified act of bullying and invite them to attend at least one meeting. The notice shall be simultaneously mailed to the parent/guardian with whom the student primarily resides and to the other parent/guardian if requested. The notice must describe the school's response and any consequences that may result from further acts of bullying;
7. Requires the development of case-by-case interventions for addressing reported incidents of bullying against a single individual or recurring perpetrated bullying incidents by the same individual that may include both counseling and discipline;
8. Requires students to be notified annually of the process by which they may make reports of bullying; (No later than July 1, 2009, the school district shall ensure that the policy is included in the school district's publication of all student handbooks)
9. Requires the identification of appropriate school personnel, which may include, but shall not be limited to, pupil services personnel, responsible for taking a bullying report and investigating the complaint;

10. As required, but not later than February 1, 2009, submit this policy to the Department of Education for its review, analysis, and cooperative assistance; and
11. Inclusion in the District's staff development program for certified staff training pertaining to the prevention of bullying, effective July 1, 2009.

The Board expects prompt and reasonable investigations of alleged acts of bullying. The Principal of each school or his/her designee is responsible for handling all complaints of alleged bullying.

The District shall implement, as required by C.G.S. 10-221d, as amended, a prevention and intervention strategy which may include, but is not limited to:

1. Implementation of a positive behavioral intervention and support process or another evidence-based model approach for safe school climate or for the prevention of bullying identified by the Department of Education.
2. A school survey to determine the prevalence of bullying.
3. Establishment of a bullying prevention coordinating committee with broad representation to review the survey results and implement the strategy.
4. School rules prohibiting bullying, harassment, and intimidation and establishing appropriate consequences for those who engage in such acts.
5. Adequate adult supervision of outdoor areas, hallways, the lunchroom, and other specific areas where bullying is likely to occur.
6. Inclusion of grade appropriate bullying prevention curricula in kindergarten through high school.
7. Individual interventions with the bully, parents, and school staff, and interventions with the bullied child, parents, and the school staff.
8. School wide training related to safe school climate.
9. Promotion of parent involvement in bullying prevention through individual or team participation in meetings, trainings, and individual interventions.

This policy shall not be interpreted to prohibit a reasonable and civil exchange of opinions or debate that is protected by state or federal law.

Rationale: The purpose of the policy on bullying is to promote consistency of approach and to create a climate in which all types of bullying are regarded as unacceptable. Attitudes and practices can contribute to bullying, to lower levels of confidence and self esteem and lack of achievement.

Aims: The anti-bullying program, within the district schools, seeks to accomplish the following goals:

- To promote a secure and happy environment free from threat, harassment, and any type of bullying behavior
- To take positive action to prevent bullying from occurring
- To inform parents and students of the school's expectations and to foster a productive partnership which helps to maintain a bully-free environment
- To make staff aware of their role in fostering the knowledge and attitudes which will be required to achieve the above aim

The swift and consistent actions of the staff and administrators will contribute to building a safe school climate in which students feel they can trust that all adults are involved in their safety. Therefore, consistent steps of intervention must be taken upon awareness of an incident or upon a continued threatening situation.

Steps for intervention:

- *Intervene immediately to stop the bullying behavior.*
- *Talk to the student exhibiting bullying behavior and to the victim separately. If there are several students exhibiting bullying behavior, separate them also.*
- *Inform the student exhibiting bullying behavior of the unacceptable nature of the behavior and the consequences imposed through the school discipline plan.*
- *Inform the parents of both the student exhibiting bullying behavior and the victim and construct a plan of action to prevent the recurrence.*
- *If peer mediation is deemed appropriate, give special consideration to the intimidating nature of this situation and preserve a balance of power.*
- *Consult with administrators and /or other teachers to get a broader perspective on the problem and to alert them to the problem. Get advice as to how this situation fits with Board and school policies and/or refer to written guidelines.*
- *Refer to school and class codes of conduct in telling the bully why his/her behavior was unacceptable. Indicate the expected behavior. Inform the bully(ies) of the sanctions which will be imposed and that their parents will be involved.*
- *For the bully(ies), provide specific re-education regarding his/her/their behavior, in addition to sanctions such as removal of privileges, detention, etc.*
- *If students are frequent victims, involve such students in social skills groups or in assertiveness skills development sessions.*
- *Regularly monitor the behavior of the student exhibiting bullying behavior and the victim regularly as intimidation may continue unseen.*
- *If the student who commits an act of bullying does not change behavior, despite concerted efforts by school staff, as a consequence, he/she, not the victim, may be removed from the class or situation.*
- *Follow up in communicating with parents and with other teachers and administrators about the situation until it is resolved.*

CRUCIAL FACTORS TO COMBAT BULLYING:

1. Awareness and involvement on the part of adults, with regard to bully/victim problems.
2. Survey of bully/victim problems to determine the scope of the problem in each school.
3. Appropriate supervision during recess, lunch time and changing of classes by adult staff.
4. Consistent and immediate consequences for aggressive behavior.
5. Generous praise for pro-social and helpful behavior by students.
6. Specific class rules against bullying.
7. Individual class meetings about bullying
9. Serious individual talks with bullies, with victims, and with known direct witnesses.
10. Serious talks with parents of bullies and victims.
11. A meeting of the school's parent organization on this topic.

12. A curriculum that promotes communication, friendship and assertive skills and good sportsmanship.
13. Improved communication among administrators, teachers, parents, and students.
14. Listening respectfully to bullying concerns raised by students, parents, and staff.
15. Avoidance of sex-role stereotyping. (e.g. males need to be strong and tough)
16. Use of classmates to help alleviate the plight of victims and include them in group activities.

The above measures are considered part of an effective school-wide anti-bullying program, per research on this topic.

LONG TERM PREVENTATIVE MEASURES:

In order to perpetuate a safe school climate, the staff will:

1. Implement procedures to confront bullying in any form.
2. Listen to all parties involved in incidents.
3. Investigate as fully as possible.
4. Take appropriate action or refer the matter to a member of the administration.
5. Record and inform parents of both the perpetrators and the victims of bullying incidents.
6. Promote the use of a range of teaching and learning styles and strategies that challenge bullying behavior.
7. Facilitate communication and consultation throughout the school setting.
8. Foster, by example, the values of the school.
9. Promote the use of interventions that are least intrusive and most effective.
10. Hold regular discussions on this issue with administration, staff, students, and parents.
11. Develop an anonymous method of student reporting of incidents.
12. Support victims of bullying by means of individual and peer counseling.
13. Initiate efforts to change the behavior of students who commit acts of bullying through class discussions, counseling, reinforcement, and sanctions where appropriate.

CLASSROOM ACTIVITIES AND RESOURCES:

Classroom activities, on an ongoing basis, are important to the anti-bullying program. The following measures should be taken in the classroom:

- Recognizing and praising positive, friendly, and supportive behaviors of students toward one another on a frequent basis.
- Developing a class code of conduct with regard to treatment of other students, with specific reference, to bullying and exclusion of other students. Both desirable and unacceptable behavior should be simply and clearly defined and written, with student input.
- Following up with immediate, consistent, non-violent consequences for all bullying and aggressive behavior.
- Teaching non-violent, non-racist, and non-sexist ideas, values, and behaviors, as a core part of the daily curriculum.

- Teaching social skills, including communication, making friends, accepting feedback from others, conflict resolution, appropriate assertiveness, and problem solving.
- Modeling by the teacher of positive, respectful, and supportive behavior by the teacher toward students and students towards teachers.
- Using cooperative learning groups to include less popular, more timid children in small, positive, and accepting social groups.

CHILD ABUSE REPORTING POLICY

Reporting of Suspected Child Abuse/Neglect

The Board of Education recognizes that a student's mental and physical health will have an effect on the student's ability to obtain the most benefit from attending school. In order to increase the student's ability to learn while in school, the Board of Education realizes the importance of identifying students who may be suffering from abuse or neglect. When any school nurse, psychologist, teacher, principal, guidance counselor, paraprofessional, coach of intramural or interscholastic athletics, or social worker has reasonable cause to suspect abuse or neglect of a child under the age of 18, he/she shall within twelve (12) hours and/or as soon as possible after there has been reasonable suspicion of abuse/neglect make an oral report by telephone or in person to the Department of Children and Families (DCF), or a law enforcement agency.

Such reports of abuse or neglect shall include the following information, if known:

1. the names and addresses of the child and his/her parents or other person responsible for the child's care;
2. the age of the child;
3. the gender of the child;
4. the nature and extent of the child's injury or injuries, maltreatment or neglect;
5. the approximate date and time the injury or injuries, maltreatment or neglect occurred;
6. information concerning any previous injuries to, maltreatment of or neglect to the child or his/her siblings;
7. the circumstances in which the injuries, maltreatment or neglect came to be known to the mandatory reporter;
8. the name of the person or persons suspected to be responsible for causing such injury or injuries, maltreatment or neglect; and
9. whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.

The individuals listed above, who are known as mandatory reporters, must submit a written report to DCF within 48 hours of making the oral report. The written report must contain the same information as listed above. The reporter shall also submit a copy of the written report to the Superintendent of Schools. The Superintendent shall immediately notify the child's parent or other person responsible for the child's care that a report of abuse or neglect has been made and immediately notify the police department of the alleged abuse. If the report concerns abuse or neglect by a certified school employee, the Superintendent shall also send a copy of the written report to the Commissioner of Education. In making all written reports required under this policy, the reporter shall use the "DCF-136" form.

Reports under this policy should be made where a mandatory reporter in his or her professional capacity, has reasonable cause to suspect or believe that any child under the age of eighteen:

1. has been abused in one or more of the following ways:
 - a. has had physical injury or injuries inflicted upon him or her other than by accidental means, or
 - b. has injuries which are at variance with the history given of them, or
 - c. is in a condition which is the result of maltreatment such as, but not limited to, malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment or cruel punishment; and
 - d. has been so abused by a person responsible for such child's health, welfare, or care or by a person given access to such child by such responsible person; or
2. has been neglected in one or more of the following ways:
 - a. has been abandoned;
 - b. is being denied proper care and attention, physically, educationally, emotionally, or morally;
 - c. is being permitted to live under conditions, circumstances, or associations injurious to the child's well-being; or
 - d. is placed in imminent risk of serious harm by a person responsible for the child's health, welfare, or care, or by a person given access to the child by the responsible person.

When an investigation by DCF has determined there is reasonable cause to believe that a child has been abused by a certified school employee, the Superintendent shall suspend the certified employee with pay and without termination of benefits. The Superintendent shall notify the Board of Education and the Commissioner of Education or his representative of the reasons for and conditions of the suspension within seventy-two (72) hours after the suspension. The Superintendent shall also disclose those records provided by DCF concerning its investigation to the Commissioner of Education and the Board of Education or its attorney. If the contract of employment of a certified school employee is terminated as the result of an investigation of abuse, the Superintendent shall notify the Commissioner of Education or his representative within seventy-two (72) hours after such termination.

The Superintendent may delegate his or her responsibilities for receiving and making reports, notifying and receiving notification, and conducting investigations to a designee. The Superintendent of Schools is authorized to receive notice from the State's Attorney of convictions of certified school employees for crimes involving an act of child abuse or neglect or sexual assault.

Penalty

Under state law, any person who is required to report suspected child abuse/neglect and fails to make such a report will be fined between \$500.00 and \$2500. Any person who knowingly makes a false report of child abuse or neglect shall be fined no more than \$2,000 nor imprisoned not more than one year or both.

Legal Risk

Under state law, any person who in good faith makes or in good faith does not make a report of suspected child abuse/neglect is immune from any civil or criminal liability.

Emergency Health Care and Reasonable Inquiry

When reasonable cause to suspect or believe that a child has been abused or neglect exists or when a child has a visible injury, public school personnel may make reasonable inquiry of the child regarding such suspicion or visible injury.

If a school nurse or school medical advisor is not readily available and the rendering of emergency first aid is necessary, other public school personnel who have completed a course in first aid offered by the American Red Cross, the American Heart Association, or the Connecticut Department of Health Services may render such emergency first aid to a child. In accordance with state law, any person providing such aid is not liable for civil damages for any personal injuries which result from acts or omissions by such person rendering the emergency first aid, which constitute ordinary negligence. The immunity does not apply to acts or omissions constituting gross, willful or wanton negligence.

Interviewing the Child

Public school personnel who believe that an interview in the school setting may be necessary in order to protect the child must notify DCF as early in the day as possible to provide both DCF and the school administration ample time to coordinate appropriate activities and actions. Upon receipt of such notice, DCF will advise school personnel whether the child must be interviewed in the school. If school personnel then retains the child after the scheduled school day in order to ensure an interview by DCF or local or state police, school personnel must attempt to notify the parents of the child, except where the alleged abuse involves the parents.

Preparation for the Interview

If DCF determines that a school interview is appropriate, the DCF social worker shall be required to notify the superintendent of schools or designee prior to the school visit with as much advance notice as possible. The DCF social worker shall provide the superintendent of schools with a DCF identification. If the DCF social worker is not known to school personnel, a verifying call to the local DCF office shall be made. If deemed appropriate by DCF or the administration, the parent or guardian of the child will be notified prior to the interview. DCF personnel is solely responsible for scheduling such interviews. If the DCF social worker does not arrive as scheduled and school personnel decide that the retention of the child beyond the school day is necessary to protect the child's physical well-being, school personnel must attempt to notify the parents of the child that the child will be late, except where the alleged abuse involves the parents.

The Interview

To ensure confidential communication, the school administration shall provide a private place to interview the child. As part of the investigative process, the DCF social worker may request that school personnel be present during the interview. The investigation is to be conducted solely by the DCF social worker.

The removal of clothing as part of an investigation into an inquiry, which may have been caused by child abuse, shall be done at the request of the following persons:

- ◆ DCF Social Worker;
- ◆ the school medical advisor; or
- ◆ the school nurse.

PARENTAL RIGHTS REGARDING STUDENT INFORMATION

Parent/Student Notification Prior To Destruction of Student Records

Enrolled Special Education Students: Parents will be notified verbally or in writing by the Custodian of Records if after a review of the records, it is determined that certain student information is no longer necessary for educational purposes. It is recommended that whenever possible this review takes place at or immediately after a PPT (but while the parent is present).

Graduated Non-Special Education Students: A notification will be placed in local newspapers in the month of December stating that confidential records for students who were not identified as handicapped at the time they graduated or left the school system before graduation will be destroyed by the end of the month. This notice will appear six years following the student's expected graduation date.

Graduated Identified Special Education Students: A letter will be mailed to the last known address and a notification will be placed in local newspapers regarding the destruction of confidential records for students who were identified as handicapped at the time they graduated or left the school system. This notification process will take place in the month of December six years following the student's expected graduation date. The Supervisor of Special Services will only implement procedure if he/she feels the information in the records will not be helpful to the handicapped student to obtain benefits from other government or private agencies in the future.

Cumulative Records: Notification will be placed in local newspapers regarding the destruction of cumulative records fifty years after the student's expected graduation date.

Permission For Destruction Of Student Records

Before records are destroyed, the written approval of four officials must be obtained: (1) The School Superintendent, (2) The Chief Administrative Officer of the Municipality, (3) The State Public Records Administrator and (4) The State Librarian.

Parental Rights Regarding Records

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

They are:

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.
Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.
Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel), a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as attorney, auditor, medical consultant, or therapist), or a parent or student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

The PPRA affords parents as well as students who are 18 and emancipated minors ("eligible students") certain rights regarding the conduct of student surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

1. *Consent before students are required to submit to a survey that concerns one or more of the following subjects ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)*
 - Political affiliations or beliefs of the student or student's parent;
 - Mental or psychological problems of the student or student's family;
 - Sex behavior or attitudes;
 - Illegal, anti-social, self-incriminating, or demeaning behavior;
 - Critical appraisals of others with whom respondents have close family relationships;
 - Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 - Religious practices, affiliations, or beliefs of the student or parents; or
 - Income, other than as required by law to determine program eligibility.
2. Receive notice and an opportunity to opt a student out of-
 - Any other protected information survey, regardless of funding;
 - Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screening, or any physical exam or screening permitted or required under State law; and
 - Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others, except to the extent notification of such activities is not required by law.

3. Inspect, upon request and before administration or use-
 - Protected information surveys and students;
 - Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 - Instructional material used as part of the educational curriculum

Parents/eligible students who believe their rights have been violated may file a complaint with:
the School Principal
Or
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

The following types of information contained in the educational record of an enrolled student are hereby designated as directory information and may NOT be disclosed by school officials without the prior consent of a parent or eligible student, except the following:

- The student's name
- The student's photograph/yearbook
- The student's dates of enrollment
- The student's grade level
- The student's participation in officially recognized activities and sports
- The student's weight and height as a member of an athletic team
- Honors and awards received by the student
- Alumni parent or student addresses

A parent or eligible student may refuse to allow Norwalk school officials to designate any or all of the above listed types of information as directory information. Any such refusal must be made in writing to and must be received by the principal.

**NOTIFICATION OF INTENT TO RELEASE STUDENT INFORMATION
TO MILITARY RECRUITERS WITHOUT PRIOR CONSENT**

Pursuant to the No Child Left Behind Act of 2001 and the National Defense Authorization Act of 2002, the school district is required to provide, upon request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses, and telephone listings. In addition, the school district is required to provide military recruiters with the same access to secondary school students and on-campus recruiting opportunities, as well as to directory information as provided for herein, as is provided generally to post-secondary educational institutions or to prospective employers of those students.

A parent or eligible student may refuse to allow school officials to designate any or all of the above listed types of information as directory information. A parent or eligible student may also request that school officials not release the student's name, address, and telephone listing to military recruiters or an institution of higher education without the prior written consent of the parent or eligible student. Any such request must be made in writing to and received by the Principal.

PROGRAMS FOR HANDICAPPED STUDENTS - SECTION 504

It is the policy of the Norwalk Board of Education to identify and evaluate students who, within the intent of Section 504 of the Rehabilitation Act of 1973, need special services or programs in order that such students may receive the required free appropriate education.

For this policy, a student who may need special services or programs within the intent of Section 504 is one who:

- a) Has a physical or mental impairment that substantially limits one or more
- b) major life activities, including learning; or
- c) Has a record of such impairment; or is regarded as having such impairment

Students may be eligible for services under the provisions of Section 504 even though they do not require services pursuant to the Education of the Handicapped Act, P.L. 94-142 (EHA/IDEA). Students who are identified as individuals with exceptional needs, according to EHA/IDEA criteria, are not addressed under this policy.

The Superintendent shall designate a Section 504 Coordinator for the Norwalk Public Schools and will annually notify all students, parents, staff and administrators of this policy, as well as the contact information for the 504 Coordinator. The Superintendent shall require that a grievance procedure is established for the processing of any complaint under Section 504 about discrimination in facilities or services within the Norwalk Public Schools and shall further insure that notice regarding this procedure is provided annually to students, parents, staff and administrators.

The Board designates the Human Relations Officer ("the HRO") as the compliance officer responsible for the implementation of this policy. The HRO will, at least annually, notify all students, parents, staff and administrators of this policy, as well as the name and contact information for the HRO and the procedure for processing complaints of alleged unlawful discrimination.

CODE OF CONDUCT

These are administrative guidelines for the purpose of establishing consistency and fairness among the high school administrative teams. These guidelines ***are not intended*** to constrain or limit the professional judgment of the administrator ***or the authority of the board of education to expel a student.***

The principal and/or/his/her designee shall execute the following guidelines with discretion. Each incident will be thoroughly investigated and “due process” will be followed. It is important to realize that these guidelines pertain to all students when they are in the school, on school grounds, on a school bus or at bus stops or at any school activity.

Parents will be notified of any disciplinary action.

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Absence (unexcused) (See Parent/Student Handbook)	Requirement for students to be present at school on time and attend classes to acquire prescribed credit toward graduation.	Parent/student notification.	Parent/student notification & detention.	Parent notification. Loss of credit for quarter
Alcohol A.Use B.Possession C.Sales/ Distribution	Possessing, having under one’s control, or using any controlled substance or alcoholic beverages is prohibited. A student shall not possess, sell, offer to sell, use or be under the influence of alcohol or drugs on school property and school functions.	A&B 10 days suspension Supt. Hearing Drug Counseling required. Police involvement. C.10 days suspension Expulsion Hearing. Police involvement.	A-B-C 10 days suspension. Expulsion Hearing. Police involvement.	
Arson	Intentionally starting or promoting any fire, combustion or explosion on school property.	10 day suspension. Expulsion Hearing. Police involvement.		

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1 st Offense	2 nd Offense	3 rd Offense
<p>Articles that may disrupt the educational process/ prohibited use of</p> <p>A.Markers (Permanent)</p> <p>B.Walkman</p> <p>C.Radios</p> <p>D.Electronic Devices (cell phones & pagers, gaming devices)</p> <p>E.Laserpointers</p> <p>F.White Out</p> <p><u>B-D are not to be in view or in use in school building.</u></p>	<p>Possession of personal property prohibited by school rules and otherwise disruptive to the teaching and learning process: e.g., Items listed, but not limited to : Markers, any marking device that is capable of marking a permanent visible sign or written symbol that is offensive and/or prohibited – also included in this category are spray paints that could be used for marking purposes. Walkman. Radios. Electronic Devices, etc. <u>Any items that disrupt the educational process will be confiscated.</u></p>	<p>Confiscation (item returned to parent only).</p>	<p>Confiscation of the article. Return to parent at the end of school year. 1-3 days detention</p>	<p>Defiance of Authority. 3-5 days suspension (Confiscation)</p>
<p>Assaults, Threatening Behavior</p> <p>A.Against Students</p> <p>B.Against Staff</p> <p>C.Computer Generated</p>	<p>The act of threatening to strike, (verbal, written, physical) attack or harm any person in school or at any sponsored or supervised activity, or intentionally placing another person in reasonable apprehension of physical injury.</p>	<p>A&C 5-10 days suspension. Prin. Hearing. Police involvement.</p> <p>B. 10 day suspension. Supt Hearing. Police involvement</p>	<p>A.&C. – 10 days suspension. Supt. Hearing. Police involvement</p> <p>B. 10 days suspension. Expulsion Hearing. Police involvement.</p>	<p>A.B.C. 10 days suspension. Expulsion Hearing. Police involvement.</p>
<p>Bullying</p>	<p>Any overt acts by a student or a group of students directed against another student with intent to ridicule, humiliate or intimidate.</p>	<p>1-5 days suspension. Prin. Hearing. Counseling</p>	<p>10 days suspension. Supt. Hearing. Counseling</p>	<p>10 days suspension. Expulsion Hearing. Counseling</p>
<p>Burglary</p>	<p>Entry into a building illegally to commit theft. Taking of property without the owner's permission, etc.</p>	<p>Restitution. 10 days suspension. Supt Hearing. Police involvement</p>	<p>Restitution 10 days suspension. Police involvement. Expulsion Hearing.</p>	

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Bus Misconduct A.Minor B.Major (endangering the wellbeing of passengers and passersby).	Failure to comply with rules of bus safety or disturbing others.	A. 1-3 days detention B. Parent notification. 1-3 days suspension. Loss of privileges for 1-5 days. Police involvement.	A. 1 day suspension B. Parent notification. Loss of bus privilege. 5-10 days suspension. Prin. Hearing. Police involvement.	A. 3 day suspension Loss of privileges for 10 school days. B. 10 days suspension. Loss of privileges/ year. Supt. Hearing. Police involvement.
Computer Usage/Improper A. Threat or Abuse of Others B. Obscene Materials C. False Identification D. Use of School ID Off Premises E. Unauthorized Entry F. Copying School Computer Software G. Internet Violation H. Other	Engaging in any activity on the computer for reasons other than those expressly given by a teacher for educational purposes. Example: Improper computer usage consists of, but not limited to, the following: threats or abuse of others, obscene materials, false identification to gain access, use of school ID off premises, unauthorized entry, copying school computer software, etc.	A. See threatening behavior B-H. 1-3 days suspension. Restitution. Police involvement if necessary. Loss of computer privileges up to 1 year.	A. See threatening behavior. B-H. Loss of computer privileges for one year. 3-5 days suspension. Prin. Hearing. Restitution. Police involvement if necessary.	A. See threatening behavior. B-H. 5-10 days suspension. Restitution. Police involvement. Loss of computer privileges. Supt. Hearing.
Defiance of Authority A. Failure to present proper school ID to identify oneself B. Refuses a reasonable request C. Refuses Detention D. Refuses to Report to Office E. Other, e.g. Rude Behavior	Failing to comply with a proper and authorized direction or instruction of a staff member. A student shall obey the reasonable orders of teachers, administration, and other district employees and shall respond to requests for information from these persons in a truthful manner.	A-E 1-3 days suspension	A-E 3-5 days suspension. Parent conference.	5-10 days suspension. Prin. Hearing

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Demonstration A.(Unauthorized) B.Inciting demonstration	An act or instance meant to publicly display displeasure or disagreement with school authorities by not complying and/or disrupting regular school procedures, e.g., walking out of school and not attending classes according to schedule, etc.	A.5-10 days suspension. Parent contact. B.10 days suspension. Supt. Hearing.	A 10 days suspension. Supt. Hearing B.10 days suspension. Expulsion Hearing.	A-B.10 days suspension. Expulsion Hearing.
Disrespect toward staff	Written, verbal, or non-verbal abuse directed at a staff member. Responding in a rude or impertinent manner.	1-3 days suspension. Housemaster Hearing.	3-5 days suspension. Prin. Hearing.	5-10 days suspension. Supt. Hearing
Disruptive Behavior A.Throwing Objects B.Harassing/Teasing C.Other	A student shall not engage in conduct which disrupts the educational process or interferes with teaching or learning.	1-3 days detention. Parent contact.	1-3 days suspension. Parent contact.	3-5 days suspension. Housemaster Hearing. Parent contact.

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1 st Offense	2 nd Offense	3 rd Offense
Dress/ Inappropriate Attire	<p>Dressing or grooming in a manner as to constitute a health or safety problem or disrupt educational activities. Clothing violations include but are not limited to:</p> <p>No head coverings are to be worn inside the school during school day.</p> <p>Appropriate footwear must be worn at all times.</p> <p>Any clothing, caps or jewelry that advertise alcohol, illegal substances, or contain suggestive words or pictures (related to sex, alcohol, drugs, gangs).</p> <p>Pants or shorts must be worn appropriately.</p> <p>Any mode of dress, immodest appearance, that creates an “unbusinesslike” appearance on campus is deemed inappropriate by the administration and will be prohibited.</p>	<p>Parent notification. Student required to change.</p> <p>Warning Head coverings.</p> <p>Inappropriate items will be confiscated.</p>	<p>3 days detention. Student required to change. Parent notification.</p> <p>Confiscation Head coverings.</p> <p>Inappropriate items will be confiscated.</p>	<p>Defiance of Authority. 3 days suspension.</p> <p>Inappropriate items will be confiscated.</p>

Any form of appearance which violates basic norms of neatness and cleanliness, or which could be construed as cultic, gang related or cause disunity within the School Community, even though conforming to the specific guidelines, is out of order and subject to sanction. The administration of the school will be the final judge of what is or is not acceptable. Students out of dress code may be sent home or may not be allowed to attend class until the violation is corrected. The absence will be considered unexcused. Students who cannot abide by these policies will face the appropriate disciplinary consequences that may result in suspension or expulsion.

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Drug Offense A.Sold/ Distribution B.Use/ Possession C.Imitation Drug D.Paraphernalia E.Inhalant/ e.g,Glue, Paints F.Inappropriate Medications G.Other	Possessing, having under one's control or using any controlled substances is prohibited. A students shall not possess, sell, offer to sell, use or be under the influence of drugs, or other substances/materials and paraphernalia, which are dangerous to health or safety or which disrupt the educational process, e.g., inappropriate prescription/over the counter drugs, glue, aerosol paint cans, etc.	A.10 days suspension. Expulsion Hearing. Police involvement. B-G.10 days suspension. Supt. Hearing. Police involvement	A.10 days suspension. Expulsion Hearing. Police involvement. B-G.10 days suspension. Expulsion Hearing. Police involvement.	
Endangering Health and Safety of Others A.Other Students B.School Employees C.Others	A student shall not engage in conduct that endangers, or reasonably appears to endanger, the health or safety of other students, school employees or other persons.	1-5 days suspension. Housemaster Hearing.	5-9 days suspension. Prin. Hearing.	10 days suspension. Expulsion Hearing. Police involvement.
Extortion	Forcing other individuals to act against their will such as a demand for money. A student shall not take, use or borrow any property by expressed or implied threat.	10 days suspension. Prin. Hearing. Police involvement.	10 days suspension. Supt. Hearing. Police involvement.	10 days suspension. Expulsion Hearing. Police involvement
False Alarm & Bomb Scares		10 days suspension. Supt. Hearing. Police action.	Expulsion Hearing. Police action. 10 days suspension.	
Fighting-Mutual Combat	Involves the exchange of mutual, physical contact, such as pushing, shoving, hitting, or punching with or without injury.	1-5 days suspension. Parent conference.	5-10 days suspension. Prin. Hearing. Police involvement.	10 days suspension. Supt. Hearing. Police Involvement.

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Forgery/ Misrepresentation Cheating A.Altering Notes B.False Information C.Cheating D.Plagiarism E.Other	Altering official documents for the purposes of misrepresentation. Falsifying information by failure to provide accurate information to school officials or staff, either in writing or verbally. An individual's use or the attempt to use another person's identity, signature, academic work or research as if his/her own. Academic cheating may result in loss of credit.	1-3 days detention. Parent notification. Zero for Academic work.	1-3 days suspension. Parent notification. Zero for Academic work.	3-5 days suspension. Parent notification. Zero for Academic work.
Gambling	Playing a game of skill or chance for money or anything of value.	Parent contact. 1-3 days suspension.	Parent contact. 3-5 days suspension.	Parent contact. 5-10 days suspension. Prin. Hearing.
Harassment (Verbal) Non-discriminatory	Disturbing consistently, by pestering or tormenting in the classroom or elsewhere on the school site.	1-3 days detention	Parent notification 1-3 days suspension	Parent notification. 1-3 days suspension. Principals Hearing.
Inciting a Campus Disturbance	Unauthorized redress of problems by verbally or physically provoking others to react in an inappropriate manner, which could lead to violence or damage to property and disturbance of educational process.	10 days suspension. Supt. Hearing. Police involvement	10 days suspension. Expulsion Hearing. Police involvement.	
Leaving School Grounds Without Authorization		3-5 days detention.	1-3 days suspension.	3-5 days suspension. Prin. Hearing.
Littering	Refuse, trash or food, carelessly strewn or left, placed outside of proper waste containers.	Parent contact. 2 hours work detention.	Parent contact. 4 hours work detention.	2 days suspension. Parent contact.
Overt/Public Display of Affection	Students shall not engage in overt public display of affection.	Warning. Parent notification.	Parent notification. 1-2 days detention.	3-5 days detention. Parent notification.

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Profanity/ Vulgarity/Racial Slurs A.Swearing B.Obscene Gestures/ Language C.Spitting D.Indicent Exposure E.Derogatory/ Spoken/ Written/Language /Materials	Writing, saying, or making gestures which convey disparaging or grossly offensive, obscene, or sexually suggestive tolerance for racial, ethnic or religious slurs.	A.B.C. 1-2 days detention. Parent contact. D.E. 10 days suspension. Parent contact. Human Relations notified.	A.B.C. 2-3 days detention. Parent contact. D.E. 10 days suspension. Prin. Hearing. Human Relations notified.	A.B.C. 1-5 days suspension. Parent contact. D.E. 10 days suspension. Supt. Hearing. Human Relations notified.
Robbery	Taking property from a person by force, threat, or aggression.	10 days suspension. Expulsion Hearing. Police involvement.	10 days suspension. Expulsion Hearing. Police involvement.	
Sexual Harassment Offense	Sexual harassment consists of unwelcome sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature when made by a student to another student or staff member. The victim does not have to be the person harassed but could be anyone affected by the offensive conduct.	Parent contact. Refer to Human Relations.	Contact Human Relations.	
Tardies (unexcused) A.Class/School	Tardy is defined as not being in assigned classroom ready to do school work when the bell has rung.	2 tardies equal 1 unexcused absence	4 tardies equal 2 unexcused absences	6 tardies will result in Denial of Credit for quarter.
Theft/Possession of Stolen Property A.School Property B.Staff Property C.Student Property D.Major Offense	Taking property belonging to the school, individual, or group without prior permission. Having in one's possession property obtained without the permission of the owner.	A-C. 1-3 days suspension. Restitution. Housemaster Hearing. Police involvement. D. 10 day suspension Supt. Hearing. Police involvement.	A-C..3-5 days suspension. Restitution. Prin. Hearing. Police involvement. D. 10 day suspension Expulsion Hearing. Police involvement.	6-10 days suspension. Restitution. Supt. Hearing. Police involvement.

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Tobacco Products A.Use	Use of tobacco products by students is prohibited. Refer to Board Policy.	2 days suspension. \$10.00 Fine.	4 days suspension. \$15.00 Fine	5 days suspension. \$25.00 Fine. 4 th occurrence-10 day suspension. Prin.Hearing. \$50 Fine 5 th occurrence-10 day suspension. Supt. Hearing. \$50 fine
Traffic Rules/Violation A.Parking B.Moving Violation	Student shall follow all school and other traffic rules when in operation or possession of a vehicle on campus or at a school event.	A.Ticket. \$5.00 Fine. Parent notification. B.1-3 days suspension.	Ticket. \$10.00 Fine Parent notification. B.3-5 days suspension.	Suspension of parking privileges for 15 school days. \$25.00 Fine. Parent notification. B.10 days suspension.
Trespassing/ Unauthorized Visitation A.Within Campus B.Other Campus C.Non-Norwalk Public School Students	Entering any school property or into school facilities without proper authority. Includes any school entry during a period of suspension. Unauthorized presence within the home campus, on or in the vicinity of another school campus or any private property during school hours is prohibited.	A.1-3 days detention. Parent notification B.1-3 days suspension Notification of home School. Police involvement. C. Police involvement. Notification of home school.	A 1-3 days suspension. Parent notification. B.3-5 days suspension.	A.3-5 days suspension. Parent contact. B.5-10 days suspension. Supt. Hearing. Police involvement.
Vandalism/Graffiti A.Minor B.Major	Maliciously and intentionally causing damage to school property or the property of others. Includes situations in which minor damage can be repaired or replaced at no cost to the school.	A.3 days detention. Restitution. B.10 days suspension. Restitution. Police involvement. Supt. Hearing.	A.1-3 days suspension. Restitution. Police involvement. B.10 day suspension Restitution. Expulsion Hearing. Police involvement.	A.5-10 days suspension. Restitution. Police Action B.10 days suspension. Restitution. Police involvement. Expulsion Hearing.

Examples of Conduct Which Violate Expectations	Definitions/ Remarks	1st Offense	2nd Offense	3rd Offense
Weapons and Dangerous Instruments A.Gun (Automatic) Police Referral with Recommendation for Expulsion) B.Knife/Razor Blades C.Live Ammunition D.Fireworks/ Explosives E.Other	A student shall not possess or use weapons, explosives, dangerous items, or items that can be interpreted as being able to cause bodily harm to a person or persons. Weapons and dangerous items includes but are not limited to: Guns, chains, knives, razor blades, clubs, brass knuckles, fireworks, explosives, etc.	10 days suspension. Expulsion Hearing. Police involvement.		

NORWALK PUBLIC SCHOOLS

Norwalk, Connecticut

2009-2010 SCHOOL CALENDAR

Approved 3/3/2009

M	T	W	Th	F	M	T	W	Th	F
July 2009					February 2010				
		1	2	3	1	2	3	4	5
6	7	8	9	10	8	9	10	11	12
13	14	15	16	17	15	16	17	18	19
20	21	22	23	24	22	23	24	25	26
27	28	29	30	31	(15 days)				
August 2009					March 2010				
3	4	5	6	7	1	2	3	4	5
10	11	12	13	14	8	9	10	11	12
17	18	19	20	21	15C	16C	17C	18C	19C
24	25	26	27	28NT	*22C	*23C	*24C	*25CN	26PD/NS
31TR/CV					*29C	*30C	*31C		
(22 days)									
September 2009					April 2010				
	1PD/NS	2SE	3	4				*1C	2
7	8	9	10	11	*5	*6	*7	*8	*9
14	15	16	17	18	12	13	14	15	16
21	22	23	24	25	19	20	21	22	23
28	29	30			26	27	28	29	30
(18 Days)					(16 days)				
October 2009					May 2010				
			1	2	3	4	5	6	7
5	6	7	8	9	10	11	12	13	14
12	13	14	15	16	17	18	19	20	21
19	20	21	22	23	24	25	26	27	28
26	27	28	29	30	31				
(21 Days)					(20 days)				
November 2009					June 2010				
2	3PD/NS	4C	5CN*	6C		1	2	3	4
9C	10C	11	12C	13C	7	8	9	10	11
16C	17C	18C	19C	20C	14	15	16HD	17HD	18HD
23	24	25ED	26	27	21HD	22HD	23MU	24MU	25MU
30					28MU	29MU	30MU	(16 days)	
(17 Days)									
December 2009					July 2010				
	1	2	3	4				1	2
7	8	9	10	11	5	6	7	8	9
14	15	16	17	18	12	13	14	15	16
21	22	23ED	24	25	19	20	21	22	23
28	29	30	31			26	27	28	29
(17 days)					(16 days)				
January 2010					August 2010				
				1	2	3	4	5	6
4	5	6	7	8	9	10	11	12	13
11	12	13	14	15	16	17	18	19	20
18	19	20	21	22	23	24	25	26	27
25	26	27	28	29	30	31			
(19 Days)									
August–January – 92 days					February–June – 89 days				

SUMMARY OF HOLIDAYS AND/OR NO SCHOOL DAYS

September 7 – Labor Day	Nov. 26-27– Thanksgiving	March 26 – Professional Day
September 28 – Yom Kippur	Dec. 24 – Jan. 1 – Holiday Recess	March 22-April 9– Kdg. Registration
October 12 – Columbus Day	January 18 – Martin Luther King Jr. Day	April 2 – Good Friday
November 3 – Prof.Day/ Election Day	February 15-19 – Winter Recess	April 12–16 – Spring Recess
November 11 – Veterans' Day	February 15 – Presidents' Day	May 31 – Memorial Day

BEGINNING AND END OF SCHOOL YEAR

Notes: August 28(NT)—New teachers report; August 25 (TR) – All teachers report; August 26—Professional Day
 September 2(SE) – Staggered Entry (Grades 1-5, all Grade 6 students, all Grade 9 students and Grade 12 at Norwalk High and ½ Kindergarten).
 September 3—First Day of School for all other students.
 June 22 – Last Day of School (not counting possible make-up days – MU)

KEY

<p style="margin: 0;">-- Holiday</p> <p style="margin: 0;">CV – Convocation</p> <p style="margin: 0;">C – Conference</p> <p style="margin: 0;">CN* -- Conference Night (90 min. early dismissal)</p> <p style="margin: 0;">ED – 90 minute Early Dismissal</p> <p style="margin: 0;">HD – 2 hour Early Dismissal</p> <p style="margin: 0;">* Kdg. Registration</p>	<p style="margin: 0;">NS – No School For Students</p> <p style="margin: 0;">NT – New Teachers Report</p> <p style="margin: 0;">MU – Possible Snow Make-up Day</p> <p style="margin: 0;">PD – Professional Day</p> <p style="margin: 0;">SE – Staggered Entry</p> <p style="margin: 0;">TR – All Teachers Report</p>
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