

MHS Newsletter

Respect
Education
Determination

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Welcome Back!



Melrose High School is committed to developing academic and personal excellence. In partnership with home and community, we foster a safe and caring learning environment. We encourage a passion for learning by providing an engaging curriculum with high expectations for all students. We prepare our graduates to become knowledgeable, respectful, contributing citizens of a global society.



Tuesday, August 31st – 1st Day of School for all 9th graders, new students to MHS, and 9th Grade Orientation Leaders

We hope that you had a safe and enjoyable summer. We are looking forward to an exciting and productive 2010-2011 school year. The first day of school for freshmen is **Tuesday, August 31st**. All **9th graders and other students new to MHS** are asked to report to the Marcoux Gym at 7:45 a.m. On **Wednesday, September 1st**, **ALL** students are required to report to their homerooms at 7:45 a.m. Homeroom listings will be posted throughout the high school.

Only school issued locks will be allowed on student lockers. All 9th graders should bring a \$5.00 deposit for a school lock. The deposit will be returned upon graduation. Returning students should bring their locks back to school on the first day.

Important Dates

Tuesday, August 31st – 1st Day of School for all Freshmen
All ninth graders should report to the Marcoux Gym at 7:45 a.m.

Wednesday, September 1st
All students should report to their homeroom at 7:45 a.m.
Homeroom listings will be posted throughout the high school.

Thursday, September 2nd
Picture Day at MHS

Friday, September 3rd
No School

Monday, September 6th
No School

Thursday, September 23rd
Melrose High School Open House - 6:45 p.m. – 8:30 p.m.

Please Note: Enclosed in this mailing is a letter from the Melrose High School PTO that includes a self-addressed, stamped envelope. Please take a moment to read the enclosed material and I encourage you to support the Melrose High School PTO.

Athletic Announcements

The Melrose Athletic Department has instituted the following administrative changes effective August 1, 2009:

Parental permission slips, field trip forms, physical examination forms and user fees will be collected and processed through the Athletic Office. All forms are now available on the Melrose Schools website. Just click on High School, and then click on Athletics. The forms are located in the bottom right-hand corner.

The Melrose School Committee has adopted a User Fee policy. Please see below:

USER FEES AND 2010 FALL SPORTS REGISTRATION

User fees for the 2010-2011 school year will be as follows:

1st sport -	\$225
2nd sport -	\$150
3rd sport-	\$100

*The family cap is \$700.

Checks should be made payable to Melrose High School. Any financial hardships should be brought to the attention of the Athletic Director. All inquiries will be handled confidentially.

All forms and user fees for **Fall 2010** sports will be collected from Monday, August 16th to Thursday, August 19th and from Monday, August 23rd to Wednesday, August 25th in the High School Athletic Office from 8:00 a.m. to 4:00 p.m. All forms are available online and at the Main Office of the high school.

NOTE: FOOTBALL PAPER WORK AND USER FEES MUST BE IN BY AUGUST 19th IN ORDER TO ATTEND TRYOUTS ON MONDAY, AUGUST 23rd.

All other sports can continue to bring in their paperwork and fees through **Wednesday, August 25th**. Once all paperwork and fees are received, a clearance card will be issued.

NO STUDENT/ATHLETE WILL BE ALLOWED TO ATTEND PRACTICE AND/OR TRYOUTS WITHOUT A CLEARANCE CARD.

If you have any questions, please contact:

Ms. Patricia Ruggiero
Athletic Director
781-462-3223

Reminder: No student/athlete will be allowed into practice and/or try-outs without a clearance card.

NEASC Reaccreditation Visit November 7th – November 10th

As the summer draws to a close, the staff at Melrose High School is already in fall mode as they plan for their NEASC reaccreditation visit. Between November 7th and 10th, fifteen educators from throughout New England will spend four days at MHS visiting classes, shadowing students, and meeting with students, parents, teachers, and others in an effort to learn all that they can about Melrose High School. Using the information they collect over those four days and the information provided by the school in its self-study (carefully compiled by the faculty during its self-study process over the last two years), this visiting team will prepare its own report from which the New England Association of School and Colleges' Commission on Public Secondary Schools will determine Melrose High's continued accreditation status. Everyone at the high school has worked tirelessly in preparation for this visit and is eager to showcase all of the wonderful things we do at MHS.

Melrose High School welcomes the following new staff members:

Margot Bauman – Part time - Social Studies Department
Christopher Brodowski - Science Department
Judith Clough - English Department
Jeffrey Carovillano - Assistant Principal
Anthony DiSanzo - Part time – Foreign Language Department
Roser Giné - Math Department Chair
Lauren Luongo - Part time - Science Department
Nancy Naslas - Science Department

Chartwells Dining Service Information for 2010-2011

Chartwells School Dining Services with Melrose Public Schools is implementing a new computerized debit system that will replace the traditional cash registers currently being used in the cafeteria lunch lines. This new system will benefit you, your child, and the district in many ways, and I hope that you and your student will consider taking advantage of some of the convenient options the system has to offer. More information is available at the Café Prepay website: <http://www.CafePrepay.com>.

Melrose High School
360 Lynn Fells Parkway

Main Office
781-979-2200

Joseph Dillon
Principal
Ext. 2202

Jeffrey Carovillano
Asst. Principal
781-462-3220

Marianne Farrell
Asst. Principal
781-462-3231

Pat Ruggiero
Athletic Director
781-462-3223

FAX:
781-979-2206

We're on the Web!

See us at:

[www.melrose
schools.com](http://www.melrose
schools.com)

Back to School Night – HS Open House

Melrose High School will host its annual "Open House Night" on Thursday, September 23rd, from 6:45 p.m. – 8:30 p.m.

2010-2011 Bell Schedule

The start time for all MHS student is 7:45 a.m. and the dismissal time is 2:09 p.m. It is critical for students to be on time. On the first day of school, all students will receive a Melrose High School handbook. We would ask students and parents to carefully review the handbook policies, including the tardy, dismissal, and attendance policies.

*****NEW THIS YEAR***** STUDENT CONTACT INFORMATION

We are pleased to provide our families with an opportunity to complete **all** important and annual emergency contact information through an online form for the 2010-2011 school year. This online form is designed to collect the basic contact information we need regarding your child(ren), which is updated annually. This is the only form you will be asked to complete.

This online service is available beginning on August 16th and we encourage you to take a few minutes to ensure that we have all the necessary information for our student(s) and your family. ***It is important to note that you will have to submit one (1) form for every student you have attending Melrose Public Schools in grade K through 12.***

If you are unable to access a computer, do not have an email address and/or choose to submit this information in paper form, please contact the main office of the school your child(ren) attends or our Parent Information Center at 781-662-2000 and press #1.

Visit www.melroseschools.com and click on **STUDENT CONTACT INFORMATION**.

Student Parking

There will be parking for **Seniors only** at the Knoll. **Students are not allowed to park in any faculty parking lots.** Parking will be on a first come, first serve basis. All seniors parking at the Knoll **must** have their vehicles registered with Mrs. Farrell. Forms will be available in the Main Office. If you have any questions regarding parking, please contact Mrs. Farrell at 781-462-3231.

Members of the Class of 2010-2011

Section 9528 of the No Child Left Behind Act of 2002 is titled Armed Forces Recruiting Access to Students and Students Recruiting Information. In accordance with 9528(a) (1), representatives from the Armed Services will be requesting the names, addresses and telephone listings of our Junior and Senior Class students. If any student or parent does not want this information released, please contact the high school guidance secretary Mrs. Seelley at 781-979-2210 by September 15th.

Student Records

Federal and state laws provide parents and eligible students (those who are age 14 or older) with rights of confidentiality, access, and amendment relating to student records. Copies of the Massachusetts Student Records Regulations (“Regulations”) detailing these rights are available in the Main Office and the Guidance Office. The following is a general overview of the provisions in the Regulations.

Access and Amendment:

A parent or eligible student has a right to access student records and to seek their amendment if the parent or eligible student believes them to be inaccurate, misleading or otherwise in violation of the student’s privacy rights. In order to obtain access or to seek amendment to student’s records, please contact the building principal.

Confidentiality:

Release of student records generally requires consent of the parent or eligible student. However, the Regulations provide certain exceptions. For example, staff employed by or under contract to the district has access to records as needed to perform their duties. The Melrose Public Schools also releases a student’s complete student record to authorized school personnel of a school to which a student seeks or intends to transfer without further notice to or receipt of consent from the eligible student or parent.

In addition, the Melrose Public Schools has a practice of releasing directory information, consisting of the following: the student’s name, address, telephone listing, date and place of birth, major field of study, dates of attendance, weight and height of the members of athletic teams, class, participation in recognized activities and sports, honors and awards, and post-high school plans. In the event that a parent or eligible student objects to the release of any of the above information, the parent/eligible student may state that objection in writing to Mr. Dillon, Principal. Absent receipt of a written objection by September 15, 2010, the directory information will be released without further notice or consent.

Please see the Regulations for a description of other circumstances in which student records may be released without the consent of a parent or eligible student.

Student Records – (Access by non-custodial parents):

Massachusetts General Laws c. 71, §37H (“Section 37H”) governs access to student records by a parent who does not have physical custody of a student. Generally, Section 37H requires a non-custodial parent seeking access to submit a written request and other documentation to the principal on an annual basis. Parents who have questions or concerns regarding access to records by non-custodial parents are requested to contact the building principal for detailed information regarding the procedures that must be followed under Section 37H.

Parents and eligible students have a right to file a complaint concerning alleged failures by a school district to comply with the requirements of the student records laws and regulations with the Massachusetts Department of Education, 350 Main Street, Malden, MA 02148. Complaints relative to federal statutes and regulations governing student records may be filed with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC. 20202-0001.



2010 – 2011 MHS Handbook Highlights

Parents and students should review and become familiar with the MHS handbook and pay particular attention to the following handbook items that are either new for 2010-2011 or reflect revisions from the 2009-2010 handbook.

Senior Internship – Page 13

Summer School – Page 15

Resource Center Policy – Page 16

Counseling & Guidance Information – Pages 20 to 21

Course Selection – Page 22

Attendance Policy & Procedures – Pages 24 to 25

Student Anti-Harassment/Anti-Bullying Policy – Pages 37 to 39

Level One – Pages 40 to 41

Level Two – Pages 41 to 42

Level Three – Page 42

Level Four – Page 43

Guidelines for Suspensions and Expulsion – Pages 45 to 47

School Dress Guidelines – Page 58

Student Parking – Page 60

School Sponsored Dances – Page 61



Dear Parents:

In our effort to enhance communication among high school parents, the MHS PTO is putting together a Parent/Student Directory including addresses and telephone numbers for all MHS families for the next school year. Families will be given the opportunity to decide if they want to be listed in the directory. If you do not want to be included, please fill out and return the form below.

Please cut and return to: Melrose High School
360 Lynn Fells Parkway
Melrose, MA 02176
Attn: Mrs. Carpenter

Please complete and return this form by **September 9, 2010**, only if you **DO NOT** want to be listed in the 2010-2011 Parent/Student Directory.

I **DO NOT** want to be listed in the directory.

Name: _____

Address: _____

Student(s) Name(s): _____ Grade(s): _____