



ROY C. KETCHAM HIGH SCHOOL  
INFORMATION GUIDE

Dear Ketcham Nation:

As we begin another school year, the faculty, staff and administration would like to welcome back all our returning students and extend a very warm welcome to our new ninth grade students, the **RCK Class of 2028**.

We would like to encourage a few things for your child's success and provide you with helpful information.

**Be Punctual** Here at RCK, it is our priority to make sure your child arrives at school and class on time. A key to success in life is showing up for it! This means that our students' first priority is getting to class on time and being ready to work.

**Be Present** Attendance and punctuality are essential for your child to get the education they deserve. Please emphasize this with your child before school starts so that positive behavior becomes a habit and regular attendance and punctuality in all classes are uniformly encouraged by parents and school staff.

**Administration** As always, the RCK administrative team is here to help and assist you or your child with any questions or concerns. We are happy to help where we can and look forward to continuing the partnership and relationship with our families and community members. Please feel free to contact us directly as needed. We are committed to supporting you!

**Communication** We strive to maintain an open line of communication with students and their families. Announcements will be made throughout the school year via e-mail, our website and social media. WUSD also utilizes a phone/text system to apprise you of any urgent matters. Please make sure your contact information is correct with RCK and WUSD. Remember, if you have concerns, please contact your child's teacher first. If you still have concerns regarding grades or another issue, please contact your child's guidance counselor and then their grade-level administrator.

**Grade-Level Support** Our building uses the cohort model. Our current administrative set-up is listed below by grade. We encourage you to contact your grade-level support group. They are here to help with any questions or concerns you may have.

#### **Class of 2028**

9th Grade Counselors

Ms. Kate DeGroat (A-J) [Katherine.DeGroat@wcsdny.org](mailto:Katherine.DeGroat@wcsdny.org)  
Mr. Philip Toretta (K-Z) [Philip.Toretta@wcsdny.org](mailto:Philip.Toretta@wcsdny.org)

9th Grade Administrator

Mrs. Sandy Posada

#### **Class of 2027**

10th Grade Counselors

Mrs. Katherine Leonard (A-Mi) [Lisa.Aleman@wcsdny.org](mailto:Lisa.Aleman@wcsdny.org)  
Mrs. Lisa Algarin-Aleman (Mo-Z / ENL) [Katherine.Leonard@wcsdny.org](mailto:Katherine.Leonard@wcsdny.org)

10th Grade Administrator

Mr. Michael Lopez

#### **Class of 2026**

11th Grade Counselors

Mr. David Townsend (A-K) [David.Townsend@wcsdny.org](mailto:David.Townsend@wcsdny.org)  
Ms. Chelsea Ryan (L-Z) [Chelsea.Ryan@wcsdny.org](mailto:Chelsea.Ryan@wcsdny.org)

11th Grade Administrator

Mr. Timothy Feron

#### **Class of 2025**

12th Grade Counselors

Mr. Angelo Carpenter (A-L) [Angelo.Carpenter@wcsdny.org](mailto:Angelo.Carpenter@wcsdny.org)  
Mrs. Jennifer Soltish (M-Z) [Jennifer.Soltish@wcsdny.org](mailto:Jennifer.Soltish@wcsdny.org)

12th Grade Administrator

Mrs. Jenna Ferris

RCK has experienced much success with the house cohort model which has many advantages for our students. Again, please contact your cohort with questions and concerns. Their contact information can be found on the [RCK website](#) and, as always, I am here to help and assist in any way I can.

**Pupil Personnel Services** Pupil Personnel Services (PPS) staff includes school counselors, school psychologists and social workers. These professionals are in an ideal position to protect the health and safety of all students. Roy C. Ketcham High School has a complete PPS staff to assist in student success. They are highly skilled and have been trained to evaluate factors that contribute to student difficulties with behavior and academic achievement. Now more than ever students are experiencing higher anxiety, stress, and the feeling of detachment. While difficult, we encourage students to reach out to our support staff as needed. The PPS staff can make unique contributions because they work in different ways and in different settings with students and their parents. Specialists in PPS can work cooperatively with other specialists to enhance the intellectual, as well as social and personal development of each student. These professionals are available to assist all students and can be contacted using the information provided below.

Please see each professional's website for additional resources.

School Psychologist Robert Furlong (A-K)	e-mail: <a href="mailto:Robert.Furlong@wcsdny.org">Robert.Furlong@wcsdny.org</a>
School Psychologist Jennifer Walis (L-Z)	e-mail: <a href="mailto:Jennifer.Walis@wcsdny.org">Jennifer.Walis@wcsdny.org</a>
School Psychologist Tiffany Sivco	e-mail: <a href="mailto:Tiffany.Sivco@wcsdny.org">Tiffany.Sivco@wcsdny.org</a>
Social Worker Carolyn Ryan	e-mail: <a href="mailto:Carolyn.Ryan@wcsdny.org">Carolyn.Ryan@wcsdny.org</a>
Social Worker Anne Happel	e-mail: <a href="mailto:Anne.Happel@wcsdny.org">Anne.Happel@wcsdny.org</a>

**Student Services (IEP & 504)** Assistant Directors of Special Education, along with their respective offices, will contact families and teachers via phone or email to schedule Committee on Special Education (CSE) meetings/IEPs. These meetings will be held in a virtual platform that will be communicated to you through each office. You can contact Christina Martinez, Assistant Director of Special Education by email at [Christina.Martinez@wcsdny.org](mailto:Christina.Martinez@wcsdny.org). Any family considering a 504 plan, please contact your guidance counselor. The grade-level counselor can review your concerns and discuss any interventions that have been implemented. A current medical diagnosis along with treatment plans can assist committees in determining what impact there may be in your child's educational setting. If your child continues to struggle, the documentation along with a written request to convene a 504 committee can be emailed to Mr. Feron at [Timothy.Feron@wcsdny.org](mailto:Timothy.Feron@wcsdny.org). His assistant will contact you to schedule a meeting. If your student has an existing plan that you feel needs to be amended, please contact Mr. Feron in the same manner; copy the guidance counselor and/or grade-level administrator and an administrative assistant will schedule a meeting with you. As previously stated, any/all documentation that describes the change and thus the need to amend should be attached to the request.

**Council on Addiction Prevention and Education (CAPE)** CAPE is a Dutchess County prevention agency that provides support to students with at-risk behaviors and their families. If you have a concern about your child's risk-taking behaviors, we will continue to provide CAPE resources. CAPE will offer prevention and education services utilizing Telehealth apps and services during the COVID-19 state of emergency. These apps are temporarily approved by NYS OASAS and the U.S Dept. of Health and Human Services to ensure best practices and confidentiality. Students can continue to receive the following services by contacting their Student Assistance Counselor, Ms. Michele Blades (e-mail: [Michele.Blades@wcsdny.org](mailto:Michele.Blades@wcsdny.org)):

- Individual Prevention Counseling (Project Success)
- Group Education Counseling (Project Success)
- Teen Intervene Sessions

Students will need parental/guardian consent. CAPE will provide all appropriate consent forms. Students will also need reliable internet/telephone access and a device that allows for video and audio capabilities. If you need further assistance, please contact Ms. Villanova.

**Student Schedules** Student schedules are released prior to Freshman Orientation. If you would like to add or drop a course, we ask that you email your school counselor directly. Our counselors will contact you once your request has been completed. Prior to making any requests, I suggest that you speak with your school counselor. Many times, there is a reason that you have been scheduled for the class that is in your schedule. We want to be sure all students are on track to receive the number of credits and electives needed to graduate on time.

**Grading Policy** Your child's teacher will provide a syllabus to students allowing them to see how grades will be calculated for each class. We ask that if you have any questions with grades received that you follow the WCSD process. First, please contact the teacher and speak with them directly to determine why a grade was received. Second, please contact your school counselor who may be able to help further resolve any differences you and the faculty may have. Third, please contact your house administrator who will be able to help resolve your concern. The faculty at RCK is here to work with you and your child. One way to help monitor your child's progress is through Parent Portal.

**Infinite Campus** We strongly encourage you to register and monitor the Infinite Campus Portal where you can access your child's data including progress reports, report cards, daily attendance, etc., online. You should have received an email on how to register in the new portal in Infinite Campus. Both WCSD high schools will continue to issue four report cards covering 10-week marking periods and four interim progress reports covering the five-week interval time periods, as was done last year. These reports will be available via the parent portal.

**Stay Involved** All families, including students, are encouraged to join the Parent Teacher Student Association (PTSA) and to maintain an active open relationship with our faculty and staff by email, telephone, or scheduled meetings. You can join the PTSA online. Details are available on the PTSA webpage. <https://www.wappingersschools.org/domain/1415>

**Athletics** RCK is part of Section I of the NYSPHSAA. Information about all season sports is on the RCK Athletics page <https://www.wappingersschools.org/domain/2418> and WCSD Athletics page <https://www.wappingersschools.org/Domain/14>. WCSD Athletic Administrator - Michael Corsano [michael.corsano@wcsdny.org](mailto:michael.corsano@wcsdny.org) 845-298-5100 Ext. 31096

**Extracurricular Activities** RCK students are encouraged to get involved! Information about our many school clubs can be found on our website <https://www.wappingersschools.org/site/Default.aspx?PageType=1&SiteID=1346&ChannelID=1381&DirectoryType=6>

**Student Forms** If you haven't already done so, please fill out all required student forms which can be found online. <https://sites.google.com/wcsdny.org/wcsdstudentforms/home>

#### **Safety**

- Student ID: Freshman, along with upperclassmen, will have their photo taken September 16 & 17 during English classes and will receive their IDs within a few weeks. Picture retakes are on October 22<sup>nd</sup>.
- Drills: Throughout the school year, we will conduct various drills to ensure the safety of our school community. These drills will be reported to you via e-mail.

**Lockers** For the 2024-25 school year will be assigned to each new student. Log in to Infinite Campus to get your locker and combination number.

**School Notes** If your child is late or absent or requires early dismissal from school for something such as a doctor appointment, please make sure to send a written note to our Attendance Office. You may contact the attendance office by email at [Ketcham.Attendance@wcsdny.org](mailto:Ketcham.Attendance@wcsdny.org)

**Parking Passes** If your senior requires a parking pass, they must apply for one in the beginning of the school year. Otherwise, they may contact Mrs. Ferris's office.

**Student Dropoff/Pickup** If you are driving your child to school in the morning, please follow traffic signals and our School Security Officers. Remember, there are many cars at drop off so your child should be prepared to quickly exit the vehicle and the parking area. At pickup, please enter the parking lot across from the soccer field. Please do not stop in the roadway and wait for your child to arrive. This leads to traffic backup. Please do not encourage your child to cross the roadway while cars and buses are moving. At dismissal, only buses are permitted at the front of the school building.

As always, we will continue to provide updates on our website, via e-mail and through social media. We know communication is key and look forward to keeping in touch with the RCK Community in all ways.

*David Seipp*

Principal