

David Seipp • Principal Roy C. Ketcham Senior High School

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September 7, 2023

Dear Parents/Guardians and Students:

We hope you enjoyed a relaxing summer vacation. As we end our second day of school, the faculty, staff and administration would like to welcome back all of our returning students and extend a very warm welcome to our new ninth grade students, the RCK Class of 2027.

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! As many of you know, our administrative team has focused on being on time. We will continue that focus.

Student attendance will continue to be taken at the beginning of every class, every period, every day. Punctuality is essential in order for your child to get the education he or she deserves! Please emphasize this with your child before school starts so that positive behavior becomes a habit and regular attendance and punctuality in all classes is uniformly encouraged by parents and school staff.

As we begin the 2023/2024 school year, it is important that parents and students are aware of policies and procedures that are in effect as school starts. Both high schools will continue to issue four report cards covering ten-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.

Our building will continue the cohort model. Current administrative set-up is as follows:

For the class of 2027 (current 9th graders), the counselors are Ms. Katherine Leonard, Ms. Lisa Algarin-Alemany. Mr. Michael Lopez is the administrator for the class of 2027.

For the class of 2026 (current 10th **graders),** the counselors are Mr. David Townsend and Ms. Kalah Boscia. Mr. Timothy Feron is the administrator for the class of 2026.

For the class of 2025 (current 11th graders), the counselors are Mr. Angelo Carpenter and Mrs. Jennifer Soltish. Mrs. Jenna Ferris is the administrator for the class of 2025.

For the class of 2024 (current 12th graders), the counselors are Ms. Kate DeGroat and Mr. Phil Toretta. Mrs. Sandy Posada is the administrator for the class of 2024.

We believe that this "house cohort model" has many advantages for our students.

Many questions have arisen about parking privileges for the coming school year. Please be advised that **ONLY SENIORS** will be permitted to park on campus. Seniors **MUST** pick up their parking permits prior to the opening of school. Parking permits will be available in the office of Assistant Principal, Mrs. Jenna Ferris. Students can pick up permits between class. Beginning on September 6th, only students with a current parking permit properly affixed to their vehicle will be allowed into the RCK parking lots. Please remember that if your vehicle does not have a permit, **you will not be permitted to enter** school grounds. Any car parked without a proper permit will be stickered or towed. Any cost associated will be the sole responsibility of the vehicle owner.

Specific information regarding parking privileges is found in the parking application packet and parking agreement signed by students and parents. It is the responsibility of students who are granted parking privileges to familiarize themselves with and to abide by all parking regulations and requirements. In addition, please note that <u>if a senior is late to school FOUR or MORE times in a semester (example: September through January), that senior will lose his/her parking privilege for one marking period. If a driver continues to be tardy to school, he or she will lose their permit for the remainder of the school year. Parents, please make sure you discuss these requirements with your senior child in order to avoid any potential eligibility issues regarding parking permits at RCK.</u>

Please keep in mind the following safety guidelines for all visitors:

- All visitors (parents, non-RCK students, community members, and guests) <u>must</u> use the main lobby entrance, sign in and <u>show photo ID</u> as they enter the main lobby, as required by New York State Law.
- Visitor passes must be worn at all times while in the building. Visitors must also sign out when leaving the building.
- Prior written approval must be given by both teacher <u>and</u> principal in order for anyone to visit teachers, classes or classrooms at RCK. Please call Darlene Acurio in the Principal's office in advance to schedule an appointment.
- ➤ Please be aware that "earbuds" and headphones are not safe to wear in school and are therefore prohibited in the classrooms and hallways at RCK!

By following these procedures together we will foster a safe and successful learning environment for our students.

All parents are cordially invited 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. Please express your interest in joining the PTSA or becoming a parent volunteer by sending an email to Darlene.Acurio@wcsdny.org or rckptsa@gmail.com

In addition, parents are encouraged to register in our new and improved Parent Portal - **Infinite Campus**. With your password, you can log on and access your child's data including progress reports, report cards, daily attendance, etc., on-line. Numerous emails have gone out to all families and the subject line of those emails is "User Account Activation." You can also find this information on the district website by clicking here: Infinite Campus Parent Portal.

<u>Breakfast and Lunch:</u> Meal Prices are \$2.25 for breakfast and \$3.50 for lunch. Reduced meal price remains unchanged. A la Carte entrees, snacks and beverages will be available for purchase as well. Free & Reduced Lunch Applications were sent home with all students yesterday, September 6th. Applications in Spanish are available in the main office.

Bus Schedules are available for viewing through Infinite Campus Portal.

Bus Schedules are also available on the district's transportation website by clicking here: <u>Bus Schedules</u>. If you do not have access to a computer at home, you may request a copy of your child's bus schedule by contacting the transportation office at 298-5225.

Bell Schedule:

DAILY Bell Schedule	
7:31 - 8:21	
8:26 - 9:12	
9:17 - 10:03	
10:08 - 10:54	
10:59 - 11:45	
11:50 -12:36	
12:41 - 1:27	
1:32 - 2:18	
2:25 p.m.	

1-2-3 hour delayed schedules can be found on our website:

Delayed Bell Schedules

LATE BUSES: DEPART at 3:30 p.m.

Students must have a pass to stay after school and board the late bus.

Below are some important dates as we begin the school year:

School Opens for Students – Wednesday, September 6, 2023

Grade Level Assemblies will be held September 15th.

Senior Sunrise – September 15

September 25 - SCHOOL CLOSED

October 5 – Back to School Night/Open House

October 9 – Columbus Day – SCHOOL CLOSED

October 16 - 21 - School Spirit Week

October 18 - Bonfire

October 20 - Pep Rally & Homecoming Game vs JJ

October 21 - Homecoming Dance

November 7 – Superintendent's Conference Day – NO SCHOOL for STUDENTS

November 10 – Veterans Day – SCHOOL CLOSED

November 22-23-24 - Thanksgiving Recess - SCHOOL CLOSED

Please check the school calendar and morning announcements for any updates $\rightarrow \underline{RCK}$ <u>Calendar of Events</u>.

Thank you so much for your partnership. We are looking forward to an outstanding year!

Respectfully,

David Seipp

David Seipp, Principal

^{**} Period 1 - Homeroom/Morning Announcements