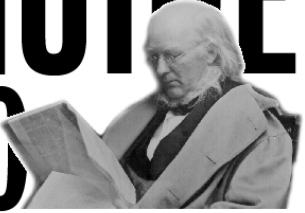


Horace's GUIDE TO GREELEY



Letter from the Principal 3

Campus Map 4

Greeley at a Glance 5

Address/Telephone/ Fax/Website

Principal, Assistant Principals

School Hours

Attendance

Absence

Arriving Late to School

Leaving Campus Early

Communication

From Home

From School

The Greeley Website

Contacting Staff

Detention

Parking

Transportation

To/from School

Bus

Car

Visitors

Counseling 8

Guidelines

Meetings

Freshman Year

Sophomore Year

Junior Year

Senior Year

Getting Started at Greeley: What Your Student Should Know 9

Academic Commons

Academic Support

Academic Clinics

Learning Centers

Other Help

Cafeteria

Library—Edward J. Hart Library

and Media Center

Lockers

Lost Items

Student Agenda

Peer Leadership Program

Personal Electronic Equipment

Student Directory

Telephones

Tours of HGHS Campus

Academic Guidelines 12

Overview

Academic Honesty

Class Size

Course Selections for Incoming

Freshmen

Course Change

Academic Schedule 14

Grade Reporting 15

Class Rank
Cum Laude Society
Grade Key
Grade Point Average (GPA)
Report Cards

Clubs and Publications 16

Activity Fair
Clubs and Publications
 Academic Clubs
 Athletic Clubs
 Entertainment Clubs
 Publications
 Service Clubs
BPT (Building Planning Team)

Performing Arts 20

Music Department
Theatre Department

Fine Arts and Photography 21

Student Government 21

Sports 22

Intramural Sports
Interscholastic Sports
CCSD Athletic Handbook

Emergency Preparedness 24

Emergency Response Team
Emergency Contacts
ALERTNOW
E-Mail and Text Cell Phone
 Notification

Future Items of Interest 25

L.I.F.E. School
College Prep

Where to Go for Help 27

Contacts
Psychologists
Social Worker
Student Assistance Counselor
Department Chairs

How You Can Be Involved 30

HGHS PTA
Class Parent Committees

Staying Informed 31

District Calendar
E-Mail
G-Mail
Infinite Campus
NCCTV
School Closings/Delayed Openings/
 Emergency and Weather-Related
 Early Dismissals
School Newspapers
Special Needs Students
Student Agenda
Websites

**Community Resources
and Programs 34**

Chappaqua School Foundation (CSF)
Chappaqua Summer Scholarship
 Program (CSSP)
Continuing Education
Horace Greeley Scholarship Fund
 (HGSF)

Board of Education 35

Meeting Schedule
Policies

Dear Parents,

This guide is a tribute to the tremendous commitment of our PTA. As you read through its many useful pages, take note of the effort that has gone into its production and know that it was created entirely by parents who want your children to have the best possible experience at Horace Greeley High School.

As you join us for the next four years, I hope you will continue this tradition of a strong partnership between home and school. The information contained here will help you to understand the many opportunities available for your children at our school and it should give you the information you'll need both to support your child's emerging interests and to seek counsel when necessary from the professional staff here at school.

Greeley is a large, complex organization. Our size allows us to provide a rich and varied program of academic offerings. Experience tells us that our students find these offerings and the many choices that must be made both exciting and rewarding, but experience also tells us that our parents find the scope of the program a challenge to navigate. We hope that you'll always call or write with your questions. We truly believe that continual communication only makes our school stronger. In the years ahead, we will continue working to reform and strengthen the program we offer, and your questions and your input always help us to reflect on our effectiveness.

Spend some time this spring and summer reading through these pages and hold on to the book as a reference through the first year and the years to follow. Use the information enclosed to start conversations with your children. Let the four years of high school be a shared experience that rewards your entire family.

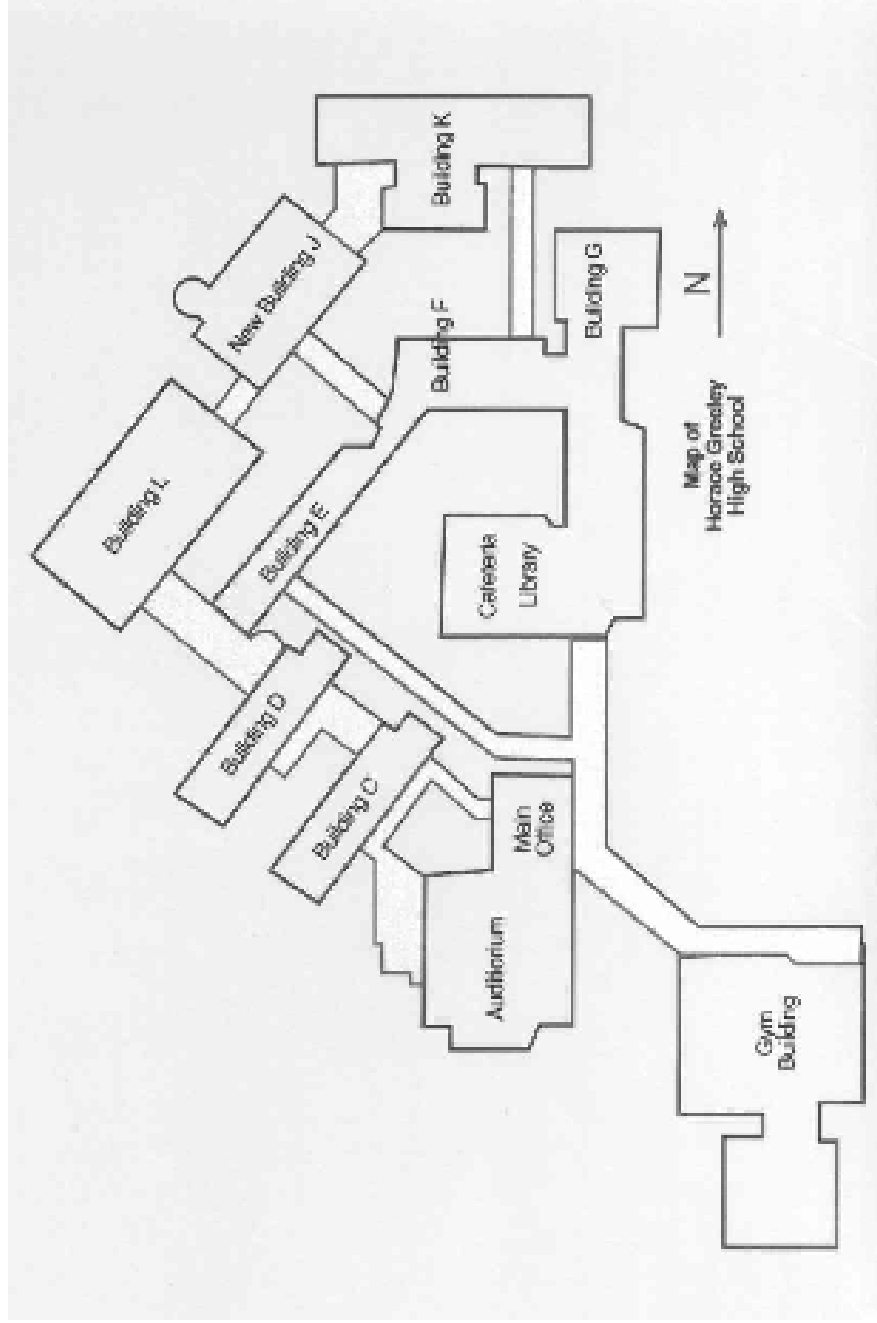
I look forward to meeting you and your children next fall.

Best wishes,

Andrew Selesnick

Andrew Selesnick
Principal

Campus Map



Greeley at a Glance

Address

Horace Greeley High School
70 Roaring Brook Road
Chappaqua, New York 10514
Main Office Telephone:
914.861.9400
Main Office Fax: 914.238.6073
School Website: *hg.ccsd.ws*

Principal

Mr. Andrew Selesnick
anselesnick@ccsd.ws
861.9401

Assistant Principals

Each of the three assistant principals is responsible for a third of the ninth grade class. In sophomore year, one of the assistant principals will be the sole assistant principal responsible for the class for its remaining three years at Greeley.

Mr. Mark Bayer F Building
861.9403 mabayer@ccsd.ws

Ms. Michele Glenn Main Office
861.9405 miglenn@ccsd.ws

Mr. Michael Taylor D Building
861.9562 mitaylor@ccsd.ws

School Hours

7:45 am-2:35 pm

Attendance and Tardiness

Absence Please call the Attendance Office, 861.9413, as early as possible on any day that your child is late or absent from school. When your child returns to school from an absence, he needs to bring a note to the Attendance Office explaining the absence. Your call does not substitute for a note.

When an absence can be foreseen, advise the Attendance Office in writing prior to the absence. Whenever possible, students should discuss with their teachers, in advance, assignments to be completed during the absence.

If you receive a note or email from school regarding an unexplained absence, call the Attendance Office.

Arriving Late to School When arriving late, a student needs to bring a note from his parent and sign in at the Attendance Office (B Building) or have the parent sign the student in.

Leaving Campus Early When your child must leave school early, advise the Reception Area (Main Office) in writing before 9:00 am to facilitate recording the departure as an excused absence. Your child needs to sign out at the Reception Area when leaving.

If your child is an underclassman, you will need to go personally to the Attendance Office to sign out your child.

Only seniors may leave campus during free time.

Communication

From Home Except in the event of an emergency, messages are only delivered at the end of the day. To deliver a message, contact Terry Michelotti at 861.9408.

From School Announcements (e.g., game cancellations, etc.) are posted on a series of large monitors located throughout the school.

The Greeley website

hg.ccsd.ws is an essential and critical communication tool for the HGHS administration. Please check the website regularly for timely notification of upcoming events, deadlines, etc.

Contacting Staff A phone directory of teachers and support staff can be accessed on the school website, *hg.ccsd.ws* (click on About Greeley; Phone Directory).

Each person can be reached by phone or e-mail. To e-mail, use the first two letters of the first name and the entire surname of the recipient followed by @ccsd.ws (e.g., anselesnick@ccsd.ws for Andrew Selesnick). Please be aware that a few exceptions to this rule occur in the case of multiple staff in the district with similar names.

Detention

Detention is held from 2:45 pm-3:20 pm.

Parking

If visiting the school during school hours, please park in the visitor parking spaces, which are the spaces closest to the Main Office. If you are attending a PTA meeting or another school function, park in any legal parking space, but remember to place a sign on your dashboard stating your reason for being there (e.g., PTA, Awards Assembly, etc.). Additional parking is available behind the school.

For students, only seniors are permitted to park on campus and they must have a school parking permit, which is available from their class assistant principal.

Transportation to/from School

Bus You will receive a postcard with your child's bus information in August. Encourage your child to use the school buses whenever possible to cut down on dangerous traffic congestion, especially in the morning.

In addition to the regular bus service leaving school at 2:42 pm, there are two late buses available for students staying after school for extra help, athletics, or other after school activities. The first late bus leaves Greeley at 4:00 pm and the second late bus leaves at 5:45 pm.

Car Students are strongly encouraged to take the bus to and from school to alleviate traffic congestion on Roaring Brook Road, both coming from Rte 117 and crossing the Saw Mill River Parkway. However, if you drive your child to school, please note the following: Parents who are dropping off their children for school are asked to drive right up to the front of the school, and then to pull as far around to the gym as possible before stopping and opening doors. Seniors who are going to park in the senior lot are asked to turn left into the first parking bay they come to and then make the loop around to the

lot. The only other cars entering the bays should be those driven by faculty and staff. Please follow any directions from school custodians who may be supervising traffic.

If you need to pick up your child at dismissal, enter the Greeley Campus and you will be directed to the back of the campus behind J building. Your child will meet you there. Cars may be held for a few minutes to allow the buses to exit the campus. After 3:00 pm students may be picked up in front of the school.

Visitors

All visitors must have an appointment on campus and must sign in and receive a pass from the Reception Office before proceeding into the school. When leaving the building, please be sure to sign out.

Counseling

Guide Lines

Guide Lines is a newsletter published by the Counseling Department periodically throughout the year and e-mailed to all HGHS families. It contains pertinent information for families about upcoming testing, visits by college representatives, scholarship opportunities, etc. Although it is geared mostly toward upperclassmen, it does include relevant information about summer programs and job opportunities that might interest underclassmen as well.

Meetings

In the spring of eighth grade, your incoming freshman will receive the name of his/her HGHS counselor. In most cases, this counselor will follow your child throughout his/her four years at Greeley. Siblings are usually assigned to the same counselor. The counselor assists students and parents with social, emotional and academic issues and monitors your child's academic progress. Your family will have the opportunity each year to have a private meeting with the counselor to discuss your child's progress and future plans.

The Counseling Department also holds evening meetings with parents (and sometimes students) of each class to discuss, in a larger group setting, the issues particular to each grade:

Freshman Year

- Orientation tours before school starts (students)
- Orientation/transition to HGHS (parents)
- Counseling groups—first few weeks of school (students)
- Counseling groups for sophomore year course selection (students)
- Periodic breakfast meetings (parents)
- Individual family meeting (student and parents)

Sophomore Year

- Counseling groups for junior year course selection (students)
- Course selection overview for junior year (parents)
- Periodic breakfast meetings (parents)
- Individual family meeting (student and parents)

Junior Year

- Post-high school planning (parents)
- Post-high school planning (students); 6 group sessions
- Periodic breakfast meetings (parents)
- Individual family meeting (student and parents)

Senior Year

- College application issues (students and parents)
- College financial aid (parents)
- Individual family meetings as needed for on-going post-high school planning
- Periodic breakfast meetings (parents)
- Transition from high school (students and parents)

Appointment scheduling books are located on the counter next to the desk of the applicable counselor's secretary. Your child can see his/her counselor at any time by making an appointment. Students are also welcome to "drop in," although counselor availability is unpredictable.

Getting Started at Greeley: What Your Student Should Know

Academic Commons

The Academic Commons, located at the intersection of D, E, and L Buildings, is a place where students and staff can work together in a quiet, respectful atmosphere. The room is open during school hours only and is available to students during their unassigned time. The Academic Commons also houses the English and social studies clinics where students may go to get assistance from English and Social Studies teachers. The schedules for the clinics are posted in the window and on the school website.

Academic Support

Academic Clinics/Center

Clinics are open to all students seeking assistance during school hours.

Academic Intervention Center:

Students with a 1.00 or lower grade in any subject are assigned to work with a teacher and student tutor to improve performance. The office is located in Lower L Building; tutoring takes place in the Academic Commons.

The following clinics are also available:

English Clinic

Foreign Language Clinic

Math and Science Clinic

Social Studies Clinic

Study Skills/Academic Success Clinic

The exact times and locations of all academic clinics are posted both in school and on the school web site.

Learning Center This is a scheduled class to provide supportive services for students with special needs.

Other Help Students are encouraged to make appointments with teachers for additional assistance.

Cafeteria

Food is served from 7:30 am to 1:30 pm. The cafeteria remains open (for relaxing, studying, etc.) until 3:30 pm.

Students may pay for food with cash or use their ID cards. Each ID card acts as a debit card. (ID cards are issued in the beginning of freshman year and to new students.) To replenish the lunch fund account, students may bring checks payable to Chappaqua School Lunch Fund to the cafeteria, where they will be deposited in the student's account. Parents may also pay by accessing *PayForIt.net*, using the student's ID number. There is a

minimal charge for using this online service.

The monthly school lunch menu can be accessed on *chappaquapta.net* (click on Cafeteria Menu) and on *ccsd.ws* (click on What's For Lunch).

In addition to the daily lunch offering, students can choose from a wide selection of a la carte items including sandwiches and salads.

Edward J. Hart Library and Media Center

Named for Greeley's former, long-time principal, Edward J. Hart, the school library is open from 7 am to 4 pm. The library has a wealth of resource materials and provides student access to computers during the school day. Teachers often use the library during instructional time, and students work there during free periods.

Lockers

All freshmen are assigned a locker in the beginning of the school year. Any other student who wants a locker should request one from his assistant principal. The lockers are equipped with locks.

Gym lockers: Students should bring a combination lock for the gym locker on the first day of school.

Lost Items

Students are encouraged not to bring valuable items to school. Ensure that your child does not leave personal belongings, including backpacks, unattended. If your child is missing a valuable item such as a phone, contact the class assistant principal and the New Castle Police Department. For other missing items your child should check in the Attendance/Reception Office, in the Main Office and in the Custodial Office (H Building).

Student Agenda

Every Greeley student receives a new Student Agenda at the beginning of each school year. It contains the daily bell schedule as well as condensed information from the Student Handbook (see *hg.ccsd.ws*. Click on Students, then Student Handbook). Make sure to ask your child to see his/her agenda after the first day of school.

Pay Phones

There are pay phones outside H Building (where the cafeteria and library are located), in the hallway outside the gym, and in the hallway adjacent to the auditorium.

Peer Leadership Program

Your child will be assigned to a freshman peer group that will meet once each six-day cycle (see p. 15). Two trained peer leaders will lead the peer group. Juniors and seniors are selected to be peer leaders through a written and group interview application process. Each peer leader attends two training retreats, monthly peer leader community meetings, and a supervision period once every six-day cycle.

A peer leader will call your child within the first week of school to welcome him/her to Greeley. Your child's peer leaders will serve as supports to answer any questions that arise during freshman year and simply provide two friendly faces who will greet your child as he/she travels through the school year.

Personal Electronic Equipment

Cell phones, laptop computers and other personal electronic devices are allowed on campus and wireless access to the internet is available throughout the campus. If students must bring any valuable electronic items to school, they are encouraged to keep them within their possession at all times. Students may not use cell phones while in class or in any other area where students are working. Cell phones are to be turned off in the classrooms, at assemblies, and during testing.

Student Directory

Your child will receive a student directory typically in October. A limited number of extra directories are available in the Main Office for a nominal fee.

Tours of HGHS Campus

Incoming freshmen receive tours of the HGHS campus: the first tour will be during eighth grade with their middle school teams prior to freshman year and again in late August/early September before school starts. During the second tour, students meet in small groups with their counselor, receive their class schedules and homeroom assignments, and are invited to explore the campus (see map on p. 4) using a copy of their schedule.

Any student who is unable to attend a tour of the school in late August/early September can arrange for their class schedule and homeroom assignment to be picked up for them during tour times. Homeroom assignments and final schedules are also available on the first day of school if students have to miss their late August/early September tour.

Academic Guidelines

Overview

Students graduate with a local diploma, a Regents diploma or a Regents diploma with advanced distinction.

For the Regents diploma, students must pass Regents examinations in English, math, global studies, American history, and science. The Regents diploma with advanced distinction requires passing additional Regents examinations in math, science, and a foreign language. A comprehensive explanation of graduation requirements is in Decisions, the HGHS course catalog.

Academic Honesty

Intellectual honesty is a core value at Greeley and throughout academia. Moreover, integrity is one of our most precious possessions as individuals.

The Greeley community is working to support the students' understanding of what constitutes plagiarism and the need for intellectual honesty. If a student is found guilty of plagiarism, consequences may include a reduction in academic grades, zeros on work handed in and possible suspensions.

Class Size

Due to complexities of scheduling, class size will vary. However, class size should not exceed 28.

Course Selections for Incoming Freshmen

Decisions is the HGHS Course Catalog. It is distributed to students during the spring of eighth grade, allowing adequate time to make course selections for ninth grade. *Decisions* is also available online via the Greeley home page.

English No selection required. All freshmen take English in classes that combine ninth and tenth grade students.

Math Eighth grade teachers recommend to each student the appropriate math course in which to enroll as a freshman.

Science Freshmen elect to take either Earth Science or Living Environment (Biology).

Social Studies No selection required. All freshmen take Global Studies.

Foreign Language Eighth grade teachers recommend to each student the appropriate level of language course in which to enroll as a freshman.

Art/Music/Drama and Other Electives The *Decisions* book details the courses available and highlights any prerequisites. Students also have a chance to observe some of the elective course options when they visit Greeley during eighth grade.

Course Change

If your child needs to change a planned course during the spring of eighth grade, he/she should speak to his/her middle school counselor. If the need for a change becomes apparent after July 1, contact your child's high school counselor at the beginning of the last week in August when the counseling staff has returned for the new school year. Adding courses that do not require any other changes in the schedule should be done as early in the semester as possible. Adding a course in lieu of unassigned time will be allowed when space is available. No course may be dropped after specific dates which will be listed in your child's Student Agenda (see p. 11). The approximate time frame is noted below:

First semester courses:
early November

Full year courses:
early December

Second semester courses:
mid-April

Although changes of level within disciplines are usually made prior to the dates listed, such changes are occasionally permitted after those dates by agreement among the student/parent, teacher, department chair and counselor.

Academic Schedule

Greeley's school day begins at 7:45 am and ends at 2:35 pm. The schedule runs on a six-day cycle. On the first four days of the cycle, all classes are sixty minutes long and most classes will meet on three of those four days. On the last two days of the cycle, all classes are eighty minutes long and all classes will meet on one of those two days.

The six-day cycle is not interrupted by weekends, vacations, or snow days. For example, if Monday is Day 2 and school is closed on Tuesday, then Wednesday would be Day 3. If the school's opening is delayed due to weather, classes will be shorter, but earlier classes will not be dropped.

Class Times

Warning Bell: 7:40am

First Four Days (Days 1-4)

Period 1: 7:45
 Period 2: 8:50
 Period 3: 9:55 } *These times vary according to individual student lunch schedule.*
 Period 4: 10:30 }
 Period 5: 12:30
 Period 6: 1:35

Day 5

Activity Period: 7:45
 Course 1: 8:30
 Course 3: 9:55 } *These times vary according to individual student lunch schedule.*
 Course 5: 10:30 }
 Course 7: 1:15

Day 6

Course 2: 7:45
 Course 4: 9:10
 Multi-Use Block: 10:30-11:45
 Course 6: 11:50
 Course 8: 1:15

Activity Period

On Day 5 of each six-day cycle, the first student course starts at 8:30 am. Buses will still run on their regular schedules and students who are in school at 7:45 am on these days are encouraged to attend club meetings.

Grade Reporting

Class Rank

Since 1985, students have not been assigned a class rank, with the exception of the valedictorian and salutatorian. Instead, colleges receive an official transcript reflecting the cumulative GPA for all courses taken through junior year.

Cum Laude Society

Although it is the philosophy at Greeley not to rank students, there is an effort to recognize those who distinguish themselves academically. The top ten percent of the senior class is inducted into the Cum Laude Society at a ceremony held in the fall of senior year.

Grade Key

Grade % Equivalent	
4.0	95-100
3.5	90-94
3.0	85-89
2.5	80-84
2.0	75-79
1.5	70-74
1.0	65-69
0	Failure (below 65)

Grade Point Average (GPA)

Each course is assigned a unit credit (one credit for full-year course) or partial unit credit (0.5 credit for a half-year course). Grade Points (GP) equal the course credit value earned times the final grade plus the weight factor of any Advanced Placement courses, which is 0.4. No extra weight is given for honors or accelerated courses, although such courses are indicated as such on college transcripts.

$GP = \text{credit earned} \times (\text{grade} + \text{weight factor})$

Grade Point Average (GPA) equals total grade points earned divided by total attempted credits, excluding pass/fail courses.

Report Cards

Report cards are distributed to students in school at the end of each quarter, generally during the last week of November, the first week of February and the last week of April. Interim reports are mailed home mid-quarter as an additional means of communicating student progress. The final report card is mailed home in early July.

Clubs and Publications

Activity Fair

An Activity Fair, held early in fall semester, introduces students to the many activities and clubs at HGHS. In addition to the Activity Fair, students should consult the bulletin board across from the cafeteria for postings (including times, places and advisors) for newly formed clubs and organizations.

Clubs and Publications

New clubs are formed each year depending on students' interests. Students are welcome to join clubs at any time during the year. At the time this handbook went to press, the following clubs and publications were active:

Academic Clubs

Academic Challenge: A quiz bowl team competition in the spirit of *Jeopardy*.

Art Club

Chess Club

Debate Club

FBLA: Future Business Leaders of America

G-Engineering Club

(*Greeley Engineering*)

History Club

Math & Science Club: Extends math and science education through activities, projects, competitions, and lectures.

Mock Trial: Simulates court trials by forming prosecution and defense teams to analyze and try cases while competing against other schools.

Model United Nations: Develops a greater understanding of world politics and international diplomacy through simulations of U.N. debates and attendance at regional conferences.

National History Club

Science Olympiad: A national competition of science and engineering events.

Spanish Club

Athletic Clubs

Anglers Anonymous

Cycling Club

Dance Team

Funball Club

Greeley Sports and Athletic Club

Juggling Club

Wrestling Club

Entertainment Clubs

A Cappella Groups: Greeley has three a cappella groups which are organized and run by students: Acafellas (male), Quaker Notes (female), and Enchords (coed). Open auditions are held each spring. There are two or three a cappella concerts each year at which all three groups perform.

Improv Club

Knitting Club

Opera Club

Scratch: The DJ Club

Publications

Quaker, the Greeley yearbook

Satori/Write-On!: a literary/art/photography magazine

The Advocate, an alternative newspaper, offering commentary, opinion, music and movie reviews

The Greeley Tribune, the traditional school newspaper, offering news, sports, opinion and humor

Service Clubs

A-Cure in Our Lifetime

Alliance for Equality: A gay-straight alliance dedicated to creating an atmosphere of acceptance of Greeley students of all sexual orientations.

Amnesty International

Beading a Better World

Brushes with Life

CAPA: Children Aid Program in Africa

Charity Choice

Clothes Off Your Back

Cooking for a Cause

Feliz Navidad Christmas

Friends Club: Helps students make social connections during the school day and beyond.

Habitat for Humanity.

Juvenile Diabetes

Learning Links

Make-A-Wish: Raises money for the Make-A-Wish foundation of the Hudson Valley area

New Faces

One World United and Virtuous

Orphan Connection

Pinwheel Project

Rachel's Challenge

Relay for Life—Friends Forever

SADDD (Students against Drinking, Drug-ging, and Driving)

SHARE (Students Have a Responsibility Everywhere): Volunteers for local service organizations.

Silent Earth

Students for a Free Tibet

SSJ (Students for Social Justice) Promotes human rights and economic fairness.

S.T.O.P (Student and Teachers for Our Planet)

Teens for the Future

The MS Club (Multiple Sclerosis)

The Strong Live Club

Unite to Fight

Others:

The Asian Culture Club

Class Governments: Freshmen,

Sophomores, Juniors, Seniors

CLASH (Contending Legislation And Significant Headlines)

Classmatch Club

Fanfiction Club

Foreign Exchange Club

Glamour Gals

Greeley Arts and Culture Club

Mythbusters Club

Regional Youth Leadership Organization

Student Council

BPT: Building Planning Team

BPTs were created at each school in the Chappaqua School District in response to a 1991 statewide mandate from the Board of Regents to implement “shared decision making” by school districts and community members. The Greeley BPT brings together representatives of the teachers, staff, administrators, parents, and students to address issues of importance to the school, its community and its culture. Each year, the BPT identifies a new goal focused on maintaining the best of Greeley while also implementing new ways to ensure that our children’s education and that of future students is satisfying and successful.

Interested students should contact their assistant principal for more information.

Performing Arts

Opportunities exist for students to participate in various musical and theatre performance groups. Some groups have auditions and/or prerequisites.

Music Department

Chamber Orchestra String players from the Orchestra are invited to audition. Concerts are held in February, April, and June.

Small Ensembles (i.e., Duos, Trios, and Quartets) sign up to perform at Chamber Orchestra Concerts. Participation in Orchestra is a prerequisite.

Madrigal Choir performs at HGHS chorus concerts, school assemblies, and community events such as the Horace Greeley House Holiday Tree Lighting in December. Chorus is a prerequisite. Auditions are held in September and rehearsals are Monday through Thursday from 2:45 - 3:30 pm.

Orchestra, String Orchestra Symphonic Band, Concert Band and Chorus Orchestra, Band, and Chorus are offered as graded electives. Each has at least two concerts annually, including one each in December and May, and a joint performance in June at the Pops Concert. In addition, the

four groups participate in an evaluation festival in May to compete with other high schools and then have fun at a nearby amusement park. Past trips have included Dorney Park (PA) and Great Adventure (NJ). Concert Band and String Orchestra are 9th grade-only groups.

Pep Band Pep Band, open to all, rehearses during football season and performs at home football games.

Stage Band performs at band concerts, Stage Band Night Club in March, and other school functions, such as Open House. Auditions are in June.

Women's/Men's Choirs These choirs are select a cappella ensembles which perform at chorus concerts and throughout the community. Chorus is a prerequisite. Auditions are held in September.

Theatre Department

Fall Musical Any student can audition in early September for the Fall Musical, which has three performances in November.

Winter Play Any student can audition in early December for the Winter Play, which has three performances in March.

Spring Play Any student can audition in early March for the Spring Play, which has two performances in May.

Spring Festival The Spring Festival is four evenings in June of student-produced, directed, tech-ed and acted plays and musicals. Any student can audition in early April, but only students enrolled in Playwriting and Directing classes can submit and/or direct plays.

Theatre Repertory Company (TRC) TRC is a graded elective for which students must have a prerequisite of two Theatre classes and audition to be admitted. Productions are in January and June.

Senior Musical Each April, a musical is performed exclusively by members of the senior class.

Any questions concerning any of the Performing Arts Department offerings can be directed to Mr. Christopher Schraufnagel (chschraufnagel@ccsd.ws).

Fine Arts and Photography

The Art Department usually has a show in conjunction with every major theatre

production at Greeley. Smaller exhibits by specific classes are held at various times throughout the year in the auditorium, library, and Art Department. Upper classmen may also participate in shows outside school, such as the Junior Craft Expo (jewelry) at SUNY-Purchase, the Katonah Library Photo Show and the Katonah Museum Young Artist's show.

Student Government

There are two forms of student government at Greeley. The Student Council works to plan activities and initiatives, such as Homecoming and Seminar Day, for the entire school population. Class Governments plan social and philanthropic activities for a particular grade. Both the Student Council and the Class Governments have student officers elected by the appropriate student population, as well as faculty advisors.

Elections for the freshman class government are held in late September. Details will be given to students in the class meeting held when school opens. Elections for upper classes are held in the spring.

Sports

Athletic Director

Steve Young 861.9411

styoung@ccsd.ws

Intramural Sports

This program is offered for students who enjoy sports but cannot devote the time required for interscholastic sports, and for students who need to improve skills before they make the school teams. The sports offerings vary but may include Coed Volleyball, Badminton, Basketball, Strength Training and Conditioning. Contact the Athletic Director for more information.

Interscholastic Sports

Greeley's philosophy is to include as many participants as each team will allow. This may be determined by the nature of a particular sport. Ninth grade teams are less likely to cut players than JV and Varsity teams and allow a greater number of Greeley students to experience interscholastic play.

Practice for freshman teams begins in the first week of school except for girls' swimming, cross country, and girls' tennis. Practice for these three

sports begins in late summer. Students who wish to try out for fall season JV teams must be available for practice and tryouts in late August.

The Athletic Director hosts an orientation meeting during the second semester for parents and incoming freshmen (see district calendar for date) to discuss, among other things, the high school team experience and the exact dates when the athletic seasons begin. For winter and spring season sports, the coaches post flyers throughout the school to announce the preseason meeting at which students receive additional information about practices and games.

Last year, HGHS fielded interscholastic teams in the sports listed on the next page. The Athletic Director will highlight anticipated changes in this listing during the orientation meeting in the spring. Whether or not there is a separate ninth grade team may depend on the number of students wishing to participate in that sport as well as the existence of matching teams in other districts.

Directions to "away" games can be found on the Greeley Sports Boosters' website, greeleysportsboosters.org.

Sports Boosters is a parent support group for the interscholastic sports programs at Greeley, sponsoring such activities and projects as their website, Homecoming, an annual basketball tournament, a Student and Parent Handbook for Athletics, and the Greeley Games each spring. Sports Boosters also assists the athletic program through fundraising.

BOYS

Fall Season

Cheerleading	Varsity
Cross Country	Varsity
Football	Varsity, JV, 9th
Soccer	Varsity, JV 'A', JV 'B'

Winter Season

Basketball	Varsity, JV, 9th
Bowling	Varsity, JV
Cheerleading	Varsity
Ice Hockey	Varsity
Indoor Track	Varsity
Skiing	Varsity
Swimming	Varsity
Wrestling	Varsity, JV

Spring Season

Baseball	Varsity, JV, 9th
Golf	Varsity
Lacrosse	Varsity, JV, 9th
Tennis	Varsity, JV 'A', JV 'B'
Track	Varsity

GIRLS

Fall Season

Cheerleading	Varsity
Cross Country	Varsity
Field Hockey	Varsity, JV
Soccer	Varsity, JV 'A', JV 'B'
Swimming/Diving	Varsity
Tennis	Varsity, JV 'A', JV 'B'
Volleyball	Varsity, JV, 9th

Winter Season

Basketball	Varsity, JV, 9th
Bowling	Varsity, JV
Cheerleading	Varsity
Indoor Track	Varsity
Skiing	Varsity

Spring Season

Lacrosse	Varsity, JV, 9th
Softball	Varsity, JV, 9th
Track	Varsity

Chappaqua School District

Athletic Handbook

for the Student and Parent

For more information on sports at Greeley and to view the athletic handbook, see greeleysportsboosters.org

(click on Forms & Info:

Athletic Handbook for the Student and Parent).

Emergency Preparedness

Emergency Response Team

The Emergency Response Team at Greeley is composed of all the administrators, the athletic director, teachers from each school building on campus, and members of the clerical and custodial staffs. Each member of the team has an assigned role and carries handheld radios (walkie talkies) and/or a Blackberry. Team members receive professional training, which is updated annually. The team plans drills for the year and meets whenever a crisis occurs or might be expected.

Emergency Contacts

The Student Verification Form you receive during the summer should be completed and returned promptly to the school office. During the school year any changes to the information on that form (address, home, work and cell phone numbers and emergency contacts) must be given to the school office. This information will be used if your child becomes ill at school or if there is an emergency dismissal. In

addition, ensure that the school nurse has the name and telephone number of your child's physician, dentist, and orthodontist.

ALERTNOW

Greeley uses an automated phone alert service, ALERTNOW, to inform parents about severe emergencies. Using the emergency information provided by parents, the service calls all primary and emergency contacts within an hour of the event. When receiving an ALERTNOW message, telephones equipped with Caller ID will display "411" as the originating number. If your telephone blocks incoming calls that do not display a name as well as a number, you must disable the blocking feature to receive ALERTNOW calls. If you have any questions about the blocking feature (i.e., whether it will interfere with your ability to receive ALERTNOW calls), please contact your local telephone service provider.

Chappaqua Central School

District E-Mail & Text

Cell Phone Notification

See p. 32.

Future Items of Interest

L.I.F.E. School

The L.I.F.E. (Learning Independently from Experience) School consists of approximately fifty juniors and seniors working together to create a cohesive community of learners. The focus is on self-governance and cooperation rather than competition. Students prepare for all state exams, and some take electives and/or AP courses on the main campus or enroll in entry-level classes at SUNY Purchase. Internships on and off campus are an integral part of the L.I.F.E. School experience. Students may apply for admission to the L.I.F.E. School in the second semester of sophomore or junior year. An informational meeting is held each year for interested students and parents. If you think this program might be a good choice for your child, you should discuss this further with his/her counselor, or with the L.I.F.E. School director, Jon Hirsch (861.9410 or via e-mail at johirsch@ccsd.ws).

College Prep

Counselors will give students schedules and advice concerning these tests. However, you may want to be familiar with the following:

PSAT/NMSQT The Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test measures math, critical reading and writing abilities. While the results determine the recipients of National Merit Scholarship Awards, scores are not sent to colleges. This test, administered annually in October, is the first step in preparing for the SAT. All juniors are expected to take the test. Although school practice is to take the exam only in junior year, sophomores may opt to take it as a practice test. Sophomores and juniors will receive information about registration from the Counseling Department. All students register for the PSAT through the Counseling Office. There is no need to register online, by phone, or by mail.

SAT Reasoning Test This three hour forty-five minute test will include three sections: writing, critical reading and math. Each section is scored using a scale of 200–800, making 2400 the best possible score. In addition, two sub-scores are given for the writing section: a multiple-choice subscore on a scale of 20-80 and an essay subscore, on a scale of 2-12. The SAT Reasoning Test is usually taken in the spring of junior year. The test is offered several times a year.

Go to *collegeboard.com* for additional information including registration procedures. Early registration is recommended if your child wants to take the exam at Greeley.

SAT Subject Test These one-hour, mostly multiple-choice tests are offered in 21 subjects. Some of the more competitive private colleges require two or three SAT Subject Tests. Designed to measure knowledge in a specific subject and how well a student can apply that knowledge, these tests may be taken in freshman, sophomore or junior year when the student is nearing completion of a subject in which he/she will not take further advanced courses. The tests are offered several times a year. Go to *collegeboard.com* for additional information including registration procedures.

American College Testing Program (ACT) This test is accepted by many colleges in lieu of the SAT Reasoning and Subject Tests. The ACT test incorporates four subject areas: English usage, reading, math, and natural sciences. In addition, there is an optional thirty-minute writing test. The test, offered several times a year, measures a student's ability to read and interpret material. You can register on-line at *actstudent.org*.

Advanced Placement (AP)

Examinations The College Board's AP exams provide a demonstration of college-level accomplishments and, when completed in high school, may prepare students for advanced study at college. All students enrolled in an AP course are required by Greeley to take the AP exam. Registration for the AP tests is through Greeley. The three hour AP exams are administered at Greeley each May. Grades, assigned on a scale of one to five, are received during the summer.

Career-College Center Located in the Counseling Department, the Career-College Center provides information on most colleges and universities, college entrance testing programs, financial assistance and scholarships, career preparation and summer programs. During the fall semester, over 150 colleges send admission representatives to Greeley to meet with interested juniors and seniors. A team of dedicated parent volunteers assist in hosting these visitors and compiling information provided by the college representatives. For more information contact the Counseling Department.

Where to Go for Help

It is the philosophy at Greeley that students use the high school years to attempt to handle their own issues and problems, with the strong support of parents, school administrators and faculty. For that reason, your child should, with your guidance, be strongly encouraged to contact the appropriate adult to resolve any issues that might arise. The faculty is well trained to deal with students in a respectful, helpful manner. If your child faces difficulty in this process, please feel free to follow up on your own. Remember that an issue with a teacher should go to that teacher first. If not resolved, you or your child might contact your counselor, the department chair, the class assistant principal, or the principal.

Contacts

Bus Problems:

Ms. Terry Michelotti,
Reception 861.9408
Ms. Joan Corwin, Chappaqua
Bus Company 238.4404
Mr. John Chow,
Assistant Superintendent
for Business 238.7222

College/Career Issues:

Counseling Department 861.9453

Curriculum Concerns:

Counseling Department 861.9453
Department Chairs (see p.29)
Freshman Class Advisors
(names will be available prior
to the school year)
Freshman Class
Assistant Principals (see p. 5)

Lost and Found:

Ms. Terry Michelotti,
Reception 861.9408

Nurse:

Ms. Miette Cvijanovich 861.9478
Ms. Kathy Brehm 861.9479

Psychologists:

Dr. John Alkalay 861.9463
Dr. Stephanie Lia 861.9462
Dr. Patrick McAuliffe 861.9515

Social Worker:

Ms. Amy Valentin 861.9461

Student Assistance Counselor:

Ms. Carolyn D'Agostino 861.9470

Psychologists

Located in the counseling area, the psychologists provide a range of services including individual and group counseling, diagnostic testing and crisis intervention. When emotional, academic, social and/or family problems arise, the psychologists are available for assistance to students and families. Meetings are confidential and can be arranged by stopping by this office or calling to sign up for an appointment.

Social Worker

The school social worker, located in the counseling area, is available to meet with any student or family who needs to discuss academic, social or emotional concerns, whether school or non-school related. Students can meet with the social worker privately or in group discussions. All discussions are kept confidential. You can call the Counseling Department to schedule an appointment or to obtain referral information of any type.

Student Assistance Counselor

Student Assistance Services is a substance abuse prevention, early intervention program. The student assistance counselor, located in D Building, is available to meet with students who are experiencing a substance abuse problem at home, using alcohol or other drugs themselves or have personal, school or family problems that could lead to alcohol and other drug use. If you are worried about your child's behavior or the impact of another family member's substance use on your child and would like to meet with the counselor, please call her directly. All calls are kept confidential.

Department Chairs

Department Chairs for 2009-2010 are listed below.

Any changes for next year will be noted in the student directory.

Department	Chairperson	Telephone No.
Counseling	Mr. John Brennan	861.9458
CSE	Ms. Lynn Lubow	861.9548
English	Ms. Louise Hazebrouck	861.9212
Fine/Practical Arts/ Health/Business	Ms. Louise Brady	861.9433
Foreign Language	Mr. Steven McKenney	861.9443
L.I.F.E. School	Mr. Jon Hirsch	861.9410
Mathematics	Mr. Michael Biebauer	861.9445
Performing Arts	Mr. Christopher Schraufnagel	861.9425
Physical Education	Ms. Jennifer Chemerov	861.9436
Science	Mr. Paul Bianchi	861.9271
Social Studies	Mr. Steve Houser	861.9288
Special Education	Dr. Gail Schlenger	861.9447

How You Can be Involved

High school is a time when parents step back a bit and allow students to grow and try to handle things on their own. However, it is important for students to know that their parents are still involved and that they are there for them as they complete their journey through the Chappaqua Schools. There are many opportunities for parent involvement, both on the class and school level.

Horace Greeley High School PTA

The PTA at Greeley, *chappaquapta.net*, takes a supportive role in almost every aspect of school life. The chair and vice chair of the PTA serve as liaisons between the parent community, faculty and staff. Committees exist that allow parents to become involved in everything from hospitality to nutrition to health and safety to Project Outdoors (an effort to beautify the Greeley campus). Please see the Greeley PTA page in your district calendar for a complete listing of PTA committees. You will receive a volunteer form in the summer re-

questing your help on many PTA initiatives.

The PTA meets 3–4 times a year. Along with PTA business, each meeting includes a report from our principal, Andrew Selesnick, a presentation by a Greeley performing group or club, and a program on a topic of interest to the parent community. Attending PTA meetings will allow you to remain in touch with what's going on at school, and participating on PTA committees will allow you to be a part of life at Greeley. At any time, you may contact the Chair of the Greeley PTA by e-mailing hgchair@chappaquapta.net.

Class Parent Committees

Each class has a parent committee, which serves as support to the class government, class advisors, and class assistant principal. The class committee is selected by the Greeley PTA chair and vice chair, along with chairs of the existing class committees and the chair and vice chair of the Bell and Seven Bridges PTAs.

By the time you receive this guide, you should have received a letter outlining the committee member selection process.

Parents apply to be on the class parent committee by submitting a written statement to the PTA vice chair explaining their desire to serve on the committee. An attempt is made to represent families from both middle schools as well as the parents of both girls and boys. The parents who are selected work together for four years, helping the class accomplish their philanthropic and social activity goals. The work, however, is not limited to the committee. Much of the committee's job involves soliciting help from other parents in the class for assistance with cooking, chaperoning, etc.

Class dues are collected each year to pay for such things as mailings, supplies for planned events, etc. A portion of the dues is also put aside to support the many activities of senior year, including Beach Day, Senior Breakfast, Senior Prom, Graduation Party, etc. Each class committee attempts to limit the amount of money collected from parents. Often, however, a class has leftover money at the end of senior year. This money is then used to purchase a class gift to the school, which is chosen by the students in the class.

Staying Informed

District Calendar

Mailed to your home in mid-August, the calendar includes information regarding meetings, events, school holidays, PTA committee members' names and telephone numbers and district and school board information

E-Mail

The Greeley PTA is increasingly using e-mail to communicate with parents.

E-mails might include announcements of coming events, current issues affecting Greeley students or links to the Greeley PTA webpage,

chappaquapta.net (click on Horace Greeley PTA). Throughout the year you can update your e-mail and contact information by e-mailing:

hgchair@chappaquapta.net or you can also register your e-mail address at *chappaquapta.net* (click on Registration). This will ensure that you receive timely notices from the Greeley PTA. Please note that if you wish to receive information online from the Chappaqua Central School District, you must also register your e-mail address at *ccsd.ws* (see p. 32).

G-Mail

G-Mail is the newsletter of the Greeley PTA, which is mailed to all Greeley parents four times a year. *G-Mail* includes greetings from Greeley Principal Andrew Selesnick, highlights from Greeley PTA meetings, a calendar, announcements of upcoming events, and articles of interest to Greeley parents.

Infinite Campus

This district wide internet-based student information management system provides parents with e-mail access to all of their children's current teachers, cumulative attendance information, course selection (February only), progress reports, report card, New York State Regents exams results, the ability to complete school based surveys, and the ability to enter a family e-mail address and to choose what types of information to get (i.e. teacher emails, attendance e-mails, general notifications, etc.) from the high school. To open an account, please follow the direction listed on the district home page, *ccsd.ws*.

NCCTV

The NCCTV website can be accessed by going to *ncctv.org*. Greeley NCCTV programming can be seen on Cablevision channel 77 and Verizon channel 46 on Fridays. All programming is listed on the web site. (NCCTV also includes Cablevision channels 75 and 78 and Verizon channels 45 and 47.) School Board meetings, like most school-related meetings broadcast on NCCTV, are also available on demand at *ncctv.org*. From September to June, emergency school closings are posted on NCCTV's educational channels, Cablevision channel 77 and Verizon channel 46.

**School Closings/Delayed Openings/
Emergency and
Weather-Related Early Dismissals**

Check any of the following for the above information:

**Chappaqua Central School District
E-Mail and Text Cell Phone
Notification List**

Sign up on *ccsd.ws* (click on Subscribe Now to Receive E-Mail Alerts). This system also notifies subscribers about calendar updates, newsletters, school district budget information and other school-related matters.

Radio Stations WHUD (100.7 FM);
WFAS (103.9 FM or 1230 AM)

Television Stations

Westchester News Channel 12;
NCCTV on Cablevision channels
75/77/78 and Verizon channels
45/46/47 (early dismissals, late open-
ings and school closings)

Websites

ccsd.ws (Chappaqua School District),
fasstormcenter.com,
cancellations.com and
whud.com (click on WHUD 100.7
Storm Center)

School Newspapers

HGHS publishes two newspapers, *The Greeley Tribune* and *The Advocate*, which are available free to students. To keep your finger on the Greeley pulse, you may subscribe to one or both papers. Tables are available for this purpose in the cafeteria during Open House. Also, the staff of each paper has a mailbox located in the Main Office.

To subscribe during the year, contact the newspapers' faculty advisors: Gerald Furey (*Advocate*), and Gary Lanza and Catherine Smythe (*Greeley Tribune*)

Special Needs Students

The Special Education department holds a meeting in late February/early March for eighth grade parents of students with special needs to discuss a successful transition to the high school. It includes an overview of Special Education learning resources at Greeley and a calendar of transition events. For more information contact: Dr. Gail Schlenger, Dept. Chair (*gaschlenger@ccsd.ws* or 861.9447)

Student Agenda

See p. 11.

Websites

<i>ccsd.ws</i>	Chappaqua Schools
<i>hg.ccsd.ws</i>	HGHS
<i>chappaquapta.net</i>	PTA

Be sure to bookmark all three websites and visit them often.

Community Resources and Programs

Chappaqua School Foundation (CSF)

The not-for-profit CSF was founded in 1993 to help shield our schools from cutbacks in state aid to education. In the last eleven years, CSF has awarded over fifty grants to all six Chappaqua schools to fund innovative programs, enriching equipment, and important education experiences for children from K-12. Administrators, teachers, parents, or students can make grant requests. Programs recently funded at Greeley include Robotics and tablet PCs, foreign language literacy project, SmartMusic and the kiln.

For additional information, go to chappaquaschoolfoundation.org.

Chappaqua Summer Scholarship Program (CSSP)

This is a long-standing tradition in Chappaqua. Students from New York City schools, chosen based on their character and academic achievements, come to Chappaqua during the summer. They live with families within

our school district during the school week and participate in activities planned by the scholarship program or by their host families. CSSP is supported by donations from the community.

Continuing Education

The Chappaqua School District's Continuing Education courses are available to high school students, as well as to all adult residents of the district. Courses include Computer Science, Self-Defense, Cooking, CPR, Pilates as well as many others. Of particular interest to high school students is the Drivers Education Program offered to students twice during the school year, the Five Hour Pre-License Course, and Defensive Driving Insurance Reduction. This course is also offered during the summer. For information, students can visit the Continuing Education office located in D building from 10 am to 1 pm on Mondays, Tuesdays, Wednesdays or Fridays, call 861.9421, or visit the website link at hg.ccsd.ws.

Horace Greeley Scholarship Fund (HGSEF)

HGSF is a non-profit, grant-making organization whose mission is to fill the gap between a student's available resources and the anticipated cost of post-secondary education. Grants are available to all Greeley graduates who are enrolled in undergraduate college programs or postsecondary schools. HGSF is funded by individual donations and the grants process is strictly confidential. Speak to your child's counselor for more information. To make a donation, or to apply for a grant, visit hgsf.org.

Chappaqua Board of Education

Meeting Schedule

The Chappaqua Board of Education meets two Tuesdays each month at 8:15 pm. Parents should check their calendar for exact dates and location. Board of education meetings are rebroadcast on NCCTV (see p. 32).

Policies

The Board policy manual is available online at ccsd.ws in each school building, the Chappaqua Library, and the District Clerk's office in the Education Center. For further information on policies and for contact information for Nondiscrimination Policy 0120, Section 504/Title II A.D.A (Americans with Disabilities Act) Compliance and Appeal Procedures Policy 3040, Student Sexual Harassment Policy 5080 and Employee Harassment Policy 9050, contact the District Clerk at the Education Center, 238.7225.

Notes