

August 15, 2023

Dear Parents and Students:

On behalf of the administrative team, I want to welcome you back to Guilderland High School. We are very excited to see all students new and returning. The following information should be very helpful to you as you transition from summer life back to school life.

Start of Classes and Arrival at School

School begins in full session on Thursday, September 7th, following an “A” day schedule. Classes begin at 7:30 a.m. and all students are expected to be moving to their classrooms by 7:25 a.m.

We are looking for your help improving school attendance and timeliness to school this year. Last year, we saw a large increase in absences and tardiness which clearly impacted students’ achievement in their classes. It is important that your child attend school regularly and be to school on time. If your child misses five days of school a quarter, your child is technically chronically absent.

Parents driving their children have to plan to arrive at the school parking lot at 7:15 otherwise your child will end up being late due to traffic. Doors will be locked at 7:30 a.m. and students entering after 7:30 a.m. will have to sign in and will be recorded as “Tardy”.

Buses will drop students off at approximately 7:05 a.m. At 7:20 a.m. students will be allowed to move to their first block classes. Breakfast will be available until 7:20 a.m.

Bus Departures and After School Help

Buses will depart GHS at the latest 2:45 p.m. Students will move to their buses at 2:32 p.m. All students staying after school are expected to be in a classroom by 2:32. Students will **not** be allowed to re-enter the building after 2:32. Students are expected to remain with their teacher for the entire activity period which ends at 3:10.

Late buses will depart at 3:25 p.m. and will begin running on Monday, September 26th. Activity Period is available on Monday, Tuesday, and Thursday only.

Block	Time
1	7:30 - 8:54
Homeroom	9:02 - 9:17
2	9:25 - 10:49
3	10:57 - 12:56 (Lunch is during Block 3)
4	1:04 - 2:28
Activity Period	2:28 - 3:10

eSchoolData access and information on schedules

Parent and student access to placement, schedules, assignments, report cards and contact information will be found in eSchoolData. If you do not have your credentials to access the portal, please contact the high school at 518-861-8591, x1000 or the district office at 518-456-6200.

If you need help with the Parent or Student Portal in eSchoolData, the link below will provide some assistance:

[eSchoolData Help](#)

Schedules will be released August 26th.

If you would like paper copies mailed home, please contact the Counseling Department at (518) 861-8591, ext. 1300 to request the schedule be sent.

Student Parking and Parking Passes

Students will only be able to enter the building through our front entrance and all student parking is in the front of the building (Front Student lot and Football Field lot). This does not include the bus loop parking spots which will be reserved for staff parking.

Parking applications are available online at:

<https://www.guilderlandschools.org/guilderland-high-school/program-and-services/student-parking/>

and at the school store. Parking applications and payment are due back to the school store within the first two weeks of school. Space is limited.

DoorDash, Uber Eats, and GrubHub Orders

Over the past couple of years we have seen an increase in students ordering food/drinks from these services. This practice is disruptive to the learning environment and requires the use of school resources to get students their orders. This school year, we will not be accepting any food or drink orders from any food services during the school day. After school deliveries will have to be coordinated by the student. School employees will not receive orders.

Code of Conduct and School Regulations

We are sharing a copy of the [2023-2024 Student Handbook](#) which contains our Student Code of Conduct. The Code of Conduct is also available on the district website at:

[District Code of Conduct - Guilderland Central Schools](#)

Building specific regulations will be shared with the students on the opening day of school during homeroom. This information is provided in accordance with New York State Regulations and also because we believe it is important for all students to be aware of their rights and responsibilities.

Seniors - Off Campus

A permission form for off campus is for seniors only and can be found [here](#). **This form must be completed by a parent/guardian from a parent/guardian email address.** To be eligible for this privilege on the first day of school, the permission form must be signed by a parent/guardian and returned to the Counseling Center before the first day of school. Students are expected to attend homeroom on the first day regardless of their off campus status.

Lockers

Over the past few years student locker use has declined. If your child would like to use a locker, they should report to the West Office to request one. Students may bring in their own lock or purchase one at the school store. Students are required to use **only** the locker to which they were assigned as they are responsible for that locker for the school year. All lockers should be secured and locked at all times.

Changes to Schedules

Requests for adjustment will be based only on educational merit and the availability of space in the courses involved. The following criteria will be followed as a guideline:

1. SCHEDULES MAY BE ADJUSTED FOR THE FOLLOWING REASONS:
 - a. You have courses you did not select.
 - b. You failed a course in Summer School.
 - c. You do not have a full schedule.
2. SCHEDULES CANNOT BE CHANGED FOR THE FOLLOWING REASONS:
 - a. You do not like the assigned teacher.
 - b. You have friends in a different section of the course.
 - c. You are a senior and would like early release or late arrival.

Students who qualify under the Guidelines in No. 1 will be able to contact their School Counselor on **August 28, 2023**.

<i>Fall Dates to Remember</i>	
September 6	Ninth Grade/New Student Orientation
September 7	First Day of Classes
September 25	Yom Kippur (No School)
September 28	Open House
October 6-7	Homecoming Events
October 9	Indigenous People's Day/Columbus Day (No School)
November 1	Superintendent's Conference Day (No School)
November 10	Veteran's Day (No School)

Student Administrative Oversight:

North Office(Mr. Mazza) - Student Assignments by Counselor: Ms. Galarneau, Ms. Knapp
West Office(Ms. Holmes) - Student Assignments by Counselor: Ms. Murphy, Ms. Baumgartner
East Office(Mr. Wolf) - Student Assignments by Counselor: Mr. Nolan, Ms. Kaplan

I am very excited to see you on September 7th, as you continue your academic journey at Guilderland High School. We are thrilled to welcome you back and I will see you soon.

Sincerely,
Michael Piscitelli
High School Principal