

## THE HISTORY OF LAWRENCE HIGH SCHOOL

In 1891, a need for an educational system was recognized in the Five Towns; consequently, the Union Free School District #15 was established. A small wooden building containing fourteen rooms was built on Central Avenue, Lawrence, in which all district elementary and secondary school students attended classes.

The present structure of Lawrence High School shows a striking difference from Lawrence High School at the beginning of the twentieth century. The class of 1897, the first in Lawrence's history, consisted of only two students. This year there are approximately 1200 enrolled. At first there were only four instructors teaching all subjects, but as the number of students grew, it became necessary to employ more instructors, eventually reaching the total of 130 who teach specialized subjects. A student at Lawrence High School in the early 1900'S could study such subjects as New York State history, physical geography, botany, zoology, hygiene, etc.

Because of a rising enrollment, an expansion of facilities was necessary. A larger brick building, formerly Public School No. 1, was constructed on Central Avenue, only to be superseded by the impressive edifice located on Broadway, Lawrence. Once again, a need for a larger physical plant was realized. The high school built on Broadway in 1936 was converted to Lawrence Middle School and a new high school was erected on a site north of Peninsula Boulevard in Cedarhurst.

In September 1960, the present Lawrence High School was officially opened for classes. The high school has accommodations for 2,000 students, provisions for their academic, cultural and physical development and specialized classrooms for science, fine arts, home economics and computer.

Our auditorium has a seating capacity of 818 and is available for use not only for scholastic purposes, but also for and by the community. A "Little Theatre" is in use for the showing of films and as a lecture hall. The dining room can seat upwards of 500 persons.

Other features include a music suite with facilities for instrumental and vocal music, a 4-station gym and a large complex for district recreation purposes. Outdoor facilities for physical education, athletics and recreation include baseball and softball fields, a beautiful quarter-mile track and a football field.

SCHOOL COLORS: ..... Blue and Gold  
SCHOOL NICKNAME: ..... Golden Tornadoes  
SCHOOL MOTTO "Vestigia Nuila Retrorsum"  
(NO BACKWARD STEP)

**LAWRENCE HIGH SCHOOL**

**EXCELLENCE IN EDUCATION**

Dear Students:

Welcome to a new school year at Lawrence High School! We hope this year proves to be productive and enriching for each of you.

The purpose of this handbook is to acquaint students, parents, and teachers with various regulations governing the operation of Lawrence High School. These rules are essential for the smooth operation of the school so as to allow for the best educational setting possible. We urge you to become fully aware of the contents of this handbook. We are sure it will be a useful guide throughout your daily activities.

As you know, a well-rounded individual has a greater chance for success. Besides our diverse curricular offerings and special programs, Lawrence High School has a number of clubs, teams, and activities. We, therefore, wish to encourage you to pursue your interests by participating in at least two of the extracurricular activities we offer.

Although every section of this booklet contains invaluable information, we must ask you to pay special attention to the attendance and grading policies that have been implemented. Please read them carefully and become totally familiar with them.

Once again, welcome back and best wishes for a happy and successful school year.

Sincerely yours,

Jennifer M. Lagnado, Ed.D., Principal

Sean Coffin, Asst. Principal

Roseann Epp, Asst. Principal

**LAWRENCE HIGH SCHOOL  
CALENDAR  
2011-2012**

**2011**

Staff Development Day	Thursday, September 1
Students Report to School	Tuesday, September 6
Rosh Hashanah - School Closed	Thurs. & Fri., Sept. 29 & 30
Columbus Day - School Closed	Monday, October 10
Election Day - Staff Development Day	Tuesday, November 8
Veterans Day - School Closed	Friday, November 11
Thanksgiving Recess - School Closed	Thurs. & Fri. Nov. 24 & 25
1st Day of Winter Recess - School Closed	Monday, December 26

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**2012**

School Reopens	Tuesday, January 3
Dr. M.L. King's Birthday - School Closed	Monday, January 16
1st Day of Mid-Winter Recess - School Closed	Monday, February 20
School Reopens	Monday, February 27
Staff Development Day	Friday, March 16
Easter/Passover - School Closed	Thursday, April 5
School Reopens	Monday, April 16
Memorial Day Weekend - School Closed	Monday, May 28
Last Day for Students	Friday, June 22

**HIGH SCHOOL SCHEDULED EVENTS  
2011/2012**

September	Senior Car Wash Magazine Drive Marching Band Camp Open House College Planning Night
October	Homecoming Annual College Fair Spirit Week Marching Band Festival at Hofstra DECA Installation
November	Broadway Showcase Back to School Night I, II West Indian Culture Night
December	GIA Weekend
January	Curriculum Fair Senior Weekend Winter Concert Financial Aid Night Regents
February	Senior Ice Skating
March	Junior College Planning Night Buskins Play Back to School Night III NYSSMA Festival Relay for Life Cancer Walk Career Day Key Club Diabetes Bowl-a-thon
April	Girls Sports Night Annual Locks of Love Gold Awards
May	Honor Society Induction Art Honor Society Induction Senior Trip Incoming Freshman Orientation Blue Awards AP Exams
June	Senior Athlete Banquet Senior Banquet Senior Awards Spring Concert Regents/Final Exams Senior Prom Graduation

## BELL SCHEDULE

Homeroom will be incorporated within Period 2. Students are to go from their Period 1 class directly to their Period 2 class. The bell schedule is as follows:

### DAILY TIME SCHEDULE

PERIOD		TIME
Entrance Bell		7:45 A.M.
1	7:49 A.M.	- 8:30 A.M.
2	8:34 A.M.	- 9:20 A.M.
3	9:24 A.M.	- 10:05 A.M.
4	10:09 A.M.	- 10:50 A.M.
5	10:54 A.M.	- 11:35 A.M.
6	11:39 A.M.	- 12:20 P.M.
7	12:24 P.M.	- 1:05 P.M.
8	1:09 P.M.	- 1:50 P.M.
9	1:54 P.M.	- 2:35 P.M.

## COUNSELING CENTER

Counselors are available to all students during the school day. The guidance counselors and the entire staff of the Guidance Office are available to assist students with any questions or concerns regarding class selection, education plans, occupational plans or personal and family concerns.

If you want to see your guidance counselor, you must make an appointment. Students are not to visit the Guidance Office on their own during scheduled class periods. Students who wish to speak with a counselor during class time without an appointment should obtain permission from their subject teacher before coming to the Guidance Office.

### **Making an Appointment**

1. Complete an appointment request form.
2. Your appointment slip will be sent to you with the date and time for your scheduled meeting.
3. Please keep your appointment and try to be prompt.
4. Your appointment slip will be signed by your counselor or the guidance secretary to indicate where you have been and the exact time you left the Guidance Office.

### **GUIDANCE OFFICE STAFF**

**Mr. Patrick Pizzarelli**, Supervisor of Guidance

Mr. Jon Diamond

Ms. Stephanie Paz

Ms. Karen Staller

Ms. Isabel Hernandez

Mr. Adam Labriola

### **Support Staff**

Ms. Wendy Grand, Social Worker

Ms. Margaret Brickman, Social Worker

Dr. Elizabeth Wechsler, Psychologist

Mr. Michael Amorgianis, Psychologist

Ms. Corinne Rivera, Psychologist

### **COUNSELING CENTER SERVICES**

#### **EDUCATIONAL ADVISEMENT**

Course selection  
Credits earned  
Diploma requirements  
Scholastic problems  
Schedule adjustments  
Study habits  
Summer school  
Subject failures  
Testing

#### **COLLEGE PLANNING**

Advisement  
Opportunities  
Applications  
Scholarships & Financial Aid

#### **VOCATIONAL ADVISEMENT**

Career planning  
Job information

#### **PERSONAL ADJUSTMENT**

Counseling

#### **RESOURCE INFORMATION**

Course Catalogs  
Newsletters  
College Selection Guide  
Career Planning

**COLLEGE/CAREER RESOURCE CENTER**

- Located in the Guidance Office
- Open for all students during lunch hours, study hall and before and after school without an appointment
- Library of college videos has information on the colleges' geographic location, campus, student body, educational offerings, faculty, extracurricular activities, social life and admissions criteria.

**Career Information**

- Numerous college catalogs and information on a variety of careers
- Reference files with information on scholarships and financial aid
- Interest Inventories

College representatives from colleges throughout the country will visit the Center during the course of the school year. Seniors will have an opportunity to receive first-hand information.

**HIGH SCHOOL GRADUATION REQUIREMENTS**

**I. POLICY STATEMENT**

It is the policy of the Lawrence Board of Education to acknowledge each student's successful completion of the instructional program appropriate to the achievement of District goals and objectives, as well as personal proficiency, by the award of a diploma. The High School offers a program with a great amount of variety, scope and depth in educational opportunities, and it is expected and the Board encourages that students take maximum advantage of these opportunities to receive the best possible education that can be offered.

**II. GRADUATION REQUIREMENTS**

**CLASSES OF 2012, 2013, 2014, 2015**

(students entering Grade 9 in 2008, 2009, 2010, 2011)

	<b>REGENTS DIPLOMA</b>	<b>ADVANCED REGENTS DIPLOMA</b>
ENGLISH	4 Units	4 Units
SOCIAL STUDIES	4 Units	4 Units
MATH	3 Units	3 Units
SCIENCE	3 Units	3 Units
ART AND/OR MUSIC	1 Unit	1 Unit
HEALTH	1/2 Unit	1/2 Unit
ELECTIVES*	3-1/2 Units	1-1/2 Units
PHYSICAL EDUCATION	2 Units	2 Units
WORLD LANGUAGES	<u>1 Unit</u>	<u>3 Units</u>
TOTAL ACADEMIC AND P.E.	22	22

\* Students must pass a writing course as part of the LHS graduation requirements.

\*\* To earn a Regents diploma with advanced designation, the student must complete the following: 1) World Languages (3 units), 2) two Math regents (three after 2012), 3) two Science regents.

COMPETENCY REQUIREMENTS

SEE GUIDANCE OFFICE FOR COPY



## ALTERNATE WAYS OF EARNING CREDIT

Students have the option of earning up to 6-1/2 credits without completing specific courses of study. This may be done as follows only with the permission of the Principal or his/her designee:

- A. The student achieves 85% or better on state-developed (e.g., Regents exams, proficiency exams) or state-approved exams, and passes an oral examination or completes a special project.
- B. In the areas of Science and Occupational Education, where credit is through examination, laboratory requirements will be met through special projects demonstrating appropriate skills.

## STUDENTS WITH SPECIAL NEEDS

Students with special education needs may be placed in an alternative program with specifically prescribed requirements which, if satisfactorily completed, will establish graduation eligibility, so long as they also meet the minimum requirements of the State Education Department, and are approved by the Principal and Superintendent.

## MINIMUM NUMBER OF CREDITS TO BE CARRIED BY STUDENTS

GRADE	CLASS PERIODS
9	6 + P.E.
10	6 + P.E.
11	6 + P.E.
12	5 + P.E.
TOTAL	23 + P.E. = 25

## REGENTS DIPLOMA WITH HONOR

The Regents Diploma will receive the endorsement, "With Honor," if the Regents examination average is 90% or better. The Regents exams to be applied to the average are the English, Social Studies, Math, Science, LOTE and the required exam(s). The Advance Regents Diploma with Honors requires a language regents exam (or 5 credits in Art, Music or Business), and the Math B Regents exam.

## PROMOTION REQUIREMENTS

Sophomore Status: The accumulation of 5 units of credit is required  
Junior Status: The accumulation of 10 units of credit is required  
Senior Status: The accumulation of 15 units of credit is required

## TESTING AND EVALUATION

The counselor gathers and interprets information in order to assist students and their parents to make future educational and vocational plans. The following tests are administered and/or evaluated by the guidance counselors:

### 1. P.S.A.T.-PRELIMINARY SCHOLASTIC APTITUDE TEST

The PSAT is given to sophomores and juniors and scores are not sent to colleges. This is a shorter version of the College Boards Scholastic Aptitude Test. It measures three kinds of abilities: (1) the ability to read with understanding, to use words correctly and to reason with them; (2) the ability to think with numbers and other mathematical terms or symbols; 3) the ability to write.

**2. NMSQT-NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST**

This is a test to identify talents and may provide the finances to assist with college. The National Merit Scholarship Qualifying Test is now part of the PSAT. Juniors interested in National Merit Scholarships must take the PSAT/NMSQT in order to be considered for any awards.

**3. SAT-I**

The Scholastic Aptitude Test is commonly referred to as Boards or SAT. Most students take this test two times (once in their junior year and again in their senior year). This test is designed to provide a standard measure of the verbal, mathematical and writing abilities of candidates for college admission. It is recommended that you take the SAT's in the spring of your junior year. All scores are sent to colleges, but they usually accept your best score.

**4. SAT II**

Some of the colleges requiring the SAT I also require three SAT II Tests. Some specify the tests to be taken; others permit you to choose. These are one-hour tests designed to assess what you have learned in specific subjects. They are used by many colleges for class placement. It is recommended that they be taken when study in the subject is being terminated; for example, English Composition should be taken at the end of English 11. It is suggested that you discuss your plans for SAT II Tests with your counselor. You cannot take the SAT I and SAT II exams on the same day.

**5. ACT-AMERICAN COLLEGE TEST**

The ACT is the equivalent of the SAT test and is accepted by most colleges. Be sure to check with college handbooks and individual colleges to determine if the ACT is accepted by the colleges to which you are applying.

**TESTING DATES**

PRELIMINARY SCHOLASTIC APTITUDE TEST/NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST:  
**October 12 & 15, 2011**

**SAT I AND SAT II TESTS:**

<u>TEST DATES</u>	<u>TEST</u>	<u>REGISTRATION DEADLINE</u>
10/01/11	SAT I/SAT II	9/09/11
11/05/11	SAT I/SAT II	10/07/11
12/03/11	SAT I/SAT II	11/08/11
1/28/12	SAT I/SAT II	12/30/11
3/10/12	SAT I	2/10/12
5/05/12	SAT I/SAT II	4/06/12
6/02/12	SAT I/SAT II	5/08/12

**ADVANCED PLACEMENT (AP) EXAMINATIONS:**

May 7 thru 11, 2012  
May 14 thru 18, 2012

**AMERICAN COLLEGE TEST (ACT)**

<b><u>TEST DATES</u></b>	<b><u>REGISTRATION DEADLINE</u></b>
9/10/11	8/12/11 (Late deadline Aug. 26)
10/22/11	9/16/11 (Late deadline Sept. 30)
12/10/11*	11/04/11 (Late deadline Nov. 18)
2/11/12**	1/13/12 (Late deadline Jan. 20)
4/14/12	3/09/12 (Late deadline Mar. 23)
6/09/12	5/04/12 (Late deadline May 18)

**\* - test is not given at Lawrence**

\*\* - no test centers scheduled in New York for Feb. test date

***Additional fee required after first deadline***

**Lawrence High School is a Test Center**

**School Code #332780**

**Lawrence High School Test Center Code #33-304 - SAT's ONLY**

## GRADING POLICY

### JANUARY GRADUATION

Students who wish to graduate in January must declare their intention before the beginning of the fall semester. Final approval for January graduation can be granted only by the Principal. A student must be maintaining at least a 75% average in his/her 11th grade courses before initiating a request for January graduation. Meeting that condition, a student must receive permission from the Chairperson of English and the Coordinator of Social Studies to double up his/her senior English and Social Studies courses. The Chairperson and Coordinator will consult with the student's 11<sup>th</sup> grade teachers and the student's guidance counselor before submitting a recommendation. Regulations for other departments will be developed as the need arises.

All January graduate candidates will be required to complete the courses they are taking including final examinations in January with the rest of the class. **There will be no early examination schedule in January.**

Any January graduate who is assigned to a full year course will not receive any credit for that course, since no final examination is given in January. Half-year credit may be given only if a final examination is offered for a course that has been approved by the state.

Students will not be entitled to receive a Lawrence High School diploma without having met Lawrence High School's requirements.

### EXEMPTIONS FROM FINAL EXAMINATIONS

There will be no exemptions for any underclass students. Exemptions will be offered **ONLY TO SENIORS.**

Students must have an overall average of 85% one week before final examinations in the course(s) for which they seek an exemption. **Students who have over five (5) absences in a semester course or over ten (10) absences in a full year course (excluding religious holidays) may NOT be exempt.** Any student who has cut and/or received disciplinary referrals from that class is NOT eligible for an exemption in the class. **ALL EXEMPTIONS MUST BE WITH TEACHER APPROVAL.**

Students will be told at the beginning of each course how their report card grade will be determined. Students should be permitted to see their grades during the marking period at the convenience of the teacher.

Minimum standard for marking policy each quarter is four major forms of evaluation or their equivalents per quarter. Determination of what constitutes a major evaluation is at the discretion of each department. Homework will be assigned every night. Long term projects such as term papers, book reports, etc., will be included as homework requirements at the discretion of each department.

Passing grade for all marking periods will be a minimum of 65%. Minimum failing grades will be as follows:

For full year courses:	First Quarter-----50%
	Second thru Fourth Quarters--50%
For semester courses:	First Quarter-----50%
	Second Quarter-----50%

## **INTERIM REPORTS**

Teachers will issue interim reports approximately five weeks after the beginning of each marking period. These notices will alert the student to either failure of the quarter or academic achievement below his/her potential.

## **RULES FOR STUDENT PROGRAM CHANGES**

Student programs are based upon the student's first or alternate course choices, or, in the case of conflicts, on their selections among the available alternatives. Therefore, once school commences, requests for course substitutions will not be considered.

Freshmen, Sophomores and Juniors must carry at least six subjects, plus physical education and Seniors must carry at least five subjects, plus physical education. Junior and Senior courses must be scheduled one per semester. Only January graduates may carry two required English courses during the same semester.

## **TYPES OF PROGRAM CHANGE REQUESTS THAT ARE APPROVABLE**

1. Requests to eliminate obvious errors (e.g., no lunch period, missing required course(s), not enough subjects, etc.).
2. Requests for a different teacher if a student is assigned to a teacher with whom he/she previously failed.
3. Requests for changes required because of June failures.

## **TYPES OF PROGRAM CHANGE REQUESTS THAT WILL NOT BE APPROVED**

1. Requests for change of teacher.
2. Lunch period changes.
3. Moving an assigned course to a different period.
4. Substitution of one course for another once school commences.

## **DROPPING OF COURSES**

Students are expected to remain enrolled in and complete all courses for which they are scheduled. Dropping of courses will **NOT** be permitted.

## **LEVEL CHANGES (HONORS TO REGENTS)**

The level of a full-year course may be changed no later than five school days after the receipt of the first report card. The level of a semester course may be changed no later than five school days after the receipt of an interim report indicating a failure for the first marking period. All level changes must have prior approval of the district curriculum director. The student will be graded only for the work done in the newly assigned class.

In the event of a program change, students will maintain the grade for the marking period for the class that is being dropped. A grade of NM will be used for the new class for the marking period. A **W** for the final average will be used for the old class to indicate that the student is no longer enrolled in the class. The teacher is to calculate the final average for the new class based on the remaining marking periods, midyear exam and final exam.

## **ADDING OF COURSES**

Students may add subjects no later than nine (9) school days after the beginning of the semester for half-year courses. For full-year courses, students may not add subjects after the nineteenth (19) school day. These additions will be authorized only if the subject is offered when the student has a study hall and there is space within class size limits.

## **MIDYEAR EXAMS**

Uniform midyear exams are now given in almost all full-year subjects. These are important tests that provide an excellent review at the midpoint of a course in preparation for Regents and final exams at the end of the school year. Midyear exams will count for 7% of the final grade. **PLEASE NOTE: Students who miss a midyear exam will receive a grade of "zero" for that test; make-ups will only be given for medical reasons, which must be documented and will be verified.**

## **FINAL EXAMS**

**Students should not schedule college orientations during *Exam Weeks*. Make up tests will not be given in advance under any circumstances. There will be no exceptions.**

## **PARTICIPATION IN GRADUATION CEREMONIES**

Any student who has met the following criteria will be eligible to participate in the graduation ceremonies:

1. Successful completion of all graduation requirements.
2. Written certification by a student who lacks two or fewer credits to graduate that he/she will attend an accredited summer school to complete those credits by August of the calendar year of graduation.
3. Clear of all indebtedness (lost books, return of library books).
4. Graduating seniors are **required** to attend graduation rehearsal on the day of graduation. Failure to do so will result in the diploma not being given out at graduation. The student will have to come back to the school on another day to receive the diploma.

## **WITHDRAWAL FROM SCHOOL**

If you are 16 years of age or older and desire to leave school, you **MUST** first arrange to talk to your guidance counselor, Curriculum Director for Guidance, and parents or guardians. They will discuss with you the possible alternatives, such as, GED program, job information, working certificates and the general question of dropping out or staying in school. If you are under 18 years of age, your parents must approve your withdrawal from school. An exit interview with all parents/guardians of students requesting withdrawal from school is required before permission to withdraw is granted.

## **CLASS PLACEMENT**

Placement in Honors and Advanced Placement courses is not based on self-selection. According to the Task Force on Grouping recommendations which were approved in 1996, students must meet the criteria stipulated for those courses by the respective departments.

**POLICY 5126.1**

All school transcripts will indicate unweighted cumulative average and weighted cumulative average. **Only courses taken during the regular school year (September to June) at Lawrence High School or by a student who has transferred into Lawrence High School, courses taken at his/her previous high school and make-up courses taken during the summer with the school's permission, will be averaged as part of the student's grade point average.** All other courses may be noted on student's transcripts but may not be included in the student's grade point average. Courses will have weights as follows: Regents courses, 1.01; Honor courses, 1.03; and Advanced Placement courses, 1.05. These weights will be multiplied by the final unweighted cumulative average of each course to obtain the weighted cumulative average. The weighted cumulative average will be arrived at using the following guidelines and will be computed at the end of a student's 11th grade and again after the second marking period of the senior year for Policy 5126 (Graduation Speakers).

1. Final grades in all subjects will be included in computing the final average, except physical education and pass/fail courses.
2. Full-year courses will be counted twice as heavily as one-semester courses.
3. When a course is failed and later passed, only the passing grade will be counted.
4. The Regents examination grade will be counted in lieu of the final grade, when a Regents examination is taken without ever taking the course as per Part 100.5 of the Regulations of the Commissioner of Education.
5. The cumulative average will be rounded off to two decimal places.
6. An approved list of courses, with level designations, will be generated by the High School administration each year and appended to the Policy.

**LAWRENCE PUBLIC SCHOOLS  
DISTRICT DISCIPLINE CODE**

Insert policy



**PUPIL USE AND/OR POSSESSION/SALE OF ILLEGAL DRUGS IN SCHOOL****I. STATEMENT OF POLICY**

The Board of Education recognizes that the misuse of drugs is a serious problem with legal, physical and social implications for both the school and the entire community. As the educational institution of this District, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means wherever possible.

A student shall not knowingly possess, use, transfer or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, stimulant drug, depressant drug, phencyclidine or any other controlled substance, alcoholic beverage or intoxicant of any kind on school grounds at any time or any off school grounds activity, function or event which is conducted under the direction and supervision of the school.

The use of a drug authorized by a medical prescription from a licensed physician and in the manner prescribed by said physician shall not be considered a violation of this rule.

Students who are guilty of violating the above will be held responsible under the Lawrence School District Discipline Code as well as local, State and Federal laws. Students' offenses will be reported to local, State and Federal agencies, as appropriate.

Violators will be provided with appropriate counseling and educational services.

The District will provide educational programs for students, parents and the community to help prevent drug abuse.

**II. RESPONSIBILITY OF STAFF**

The enforcement of established District policies and practices is an integral part of each staff member's responsibility. For that reason, District personnel are required to report to the Principal any information relating to the use, possession, passing or sale of illegal drugs by pupils. Staff members who report any of the above to the Principal shall be protected as provided by Education Law, Sections 3023 and 3028.

**III. ADMINISTRATIVE PROCEDURES**

The Principal or his/her designee is to assume responsibility for following up any suspected use, possession, passing or sale of illegal drugs or alcohol in the school building, on school grounds or off school grounds at a school activity.

**A. Pupils Apparently Under the Influence of Drugs or Alcohol**

1. Normal emergency first aid procedures should be followed which include immediate referral to the nurse or school physician, if he is on the premises, and the Principal.
2. The Principal or his/her designee will contact the parents, immediately, advise them of the pupil's condition and request the parent(s) to come to school as soon as possible. In the event the parents cannot be reached, and the school nurse feels the pupil requires medical treatment or hospitalization, the building Principal or his/her designee will contact the family doctor and, if necessary, arrange for an ambulance to take the pupil to the hospital. He/She shall be responsible to continue to make every effort to contact the parents as soon as possible. In the event that immediate action is required, the ambulance may be called prior to notifying the parent.

3. Principal or his/her designee will conduct an immediate investigation to determine if there are any violations of law or the Discipline Code
4. If the student is guilty of a violation, appropriate disciplinary measures should be taken, consistent with established policy, including notification of enforcement agencies.
5. The District may consider a range of options for dealing appropriately with each violator including involvement in an intensive educational program that would include:
  - a. legal implications of drug use
  - b. educational implications of drug use
  - c. medical/pharmacological implications
  - d. psycho/social implications

This program should take place in an organized out-of class series of sessions.

6. Every effort shall be made to consider courses of action that would bring the parent(s) more directly into the corrective process. For this reason, parents shall be strongly encouraged to involve themselves in a short-term educational program that would include:
  - a. legal implications of drug use
  - b. educational implications of drug use
  - c. medical/pharmacological implications
  - d. psycho/social implications
  - e. exploration of counseling resources, when appropriate.

B. Pupils in Possession, Selling, Passing, Administering of Illegal Drugs or Alcohol

1. When a pupil is apprehended while possessing, selling, passing or administering illegal drugs, s/he will be taken immediately to the Principal or such person in charge of the school in the Principal's absence, or the Principal, or such person in charge, will be brought to the pupil. The pupil will not be left alone. The staff member apprehending the pupil will retain possession of the illegal drug and/or administering equipment until proper authorities arrive.
2. The Principal or his/her designee will report the incident to the Superintendent at once and notify the parents.
3. The Principal or his/her designee will conduct an immediate investigation, being careful to safeguard evidence.
4. Appropriate disciplinary measures under the District Discipline Code will be taken, and appropriate law enforcement agencies will be involved and requested to make a determination of any possible crime. Evidence will be turned over to the police for analysis.
5. The District may consider a range of options for dealing appropriately with each violator including involvement in an intensive educational program that would include:
  - a. legal implications of drug use
  - b. educational implications of drug use
  - c. medical/pharmacological implications
  - d. psycho/social implications

This program should take place in an organized out-of- class series of sessions.

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- a. legal implications of drug use
- b. educational implications of drug use
- c. medical/pharmacological implications
- d. psycho/social implications
- e. exploration of counseling resources, when appropriate.

**REGULATION ADOPTED BY THE LAWRENCE BOARD OF EDUCATION 3/18/80**

**ATTENDANCE POLICY  
LAWRENCE HIGH SCHOOL**

There is a close relationship between class attendance and school achievement. Students learn most effectively when they receive instruction on a continuous basis throughout the school year. The daily interaction between the teacher and students, including the student's classroom participation, is a vital part of the educational process for which there is no ready substitute.

**REGULATION**

Students are expected to attend class every day, as valuable instruction time is lost when they are absent. When students are absent, it is **their** responsibility to make up any work missed, whatever the reason for the absence. At the beginning of the school year, each subject teacher will explain the procedure to be followed to make up missed work.

The maximum number of absences is **twenty (20)** for full year courses, and **ten (10)** in half year and Physical Education classes. If a student does not meet the minimum attendance requirement, the student will receive NO CREDIT (NC) for that course and the NC notation will appear on both the report card and the transcript.

**EXPLANATION OF THE REGULATION**

When students with excessive absences are identified, the **Assistant Principal** will speak with the student about the reason for these absences and explore possible solutions to help avoid future absences. Parents/Guardians will be notified in writing and/or by telephone when their children have accumulated **excessive absences** in any class. Parent notification will begin after the **3<sup>rd</sup> absence in a half year course and the 5<sup>th</sup> absence in a full year course**. Student conferences and parent notification will continue if the student continues to accumulate absences.

The only **exceptions** to this policy are:

- School sponsored field trips
- School sponsored assemblies (with permission of subject teachers)
- Out of school suspensions
- In school suspensions (ASC)
- Confirmed bus delays
- Extra curricular activities (with permission of subject teachers)
- Religious observance on days designated by the State Education Department. This list varies from year to year.
- Chronic (ongoing) illnesses **documented** by a physician(s)
- Medical situations which require hospitalization
- Mandated court appearances

The purpose of the 10/20 days is to cover all other types of absences. The following are examples of absences which are **NOT** (repeat **NOT**) exceptions to the attendance policy, **and will be counted in with all other absences:**

- Driving tests and trips to Motor Vehicle
- Visits to colleges and college orientations
- Medical and dental appointments**
- Time spent in the Nurse's office
- Unavoidable or early vacations

Every student is to report to each of his/her period classes on time and remain for the entire session. Students who return to school after an absence are required to present a written excuse for the absence signed by a parent or guardian to the Attendance Office. Notes will be read and verified.

A lateness to class of **more than 20 minutes** will be equal to one absence (or cut). Three latenesses of **less than 20 minutes** in one class will be equal to one cut and will be referred to the Assistant Principals for Discipline office. Leaving the building without permission from the Principal, Assistant Principals or School Nurse is a form of cutting or truancy. Such action will be referred to the Assistant Principals for Discipline office.

#### **TRUANCY**

Truancy is an absence from multiple periods of instruction without parents' consent or knowledge. Truant students will be referred to the Assistant Principals for Discipline's office, as well as the Guidance Office. Parents will be notified.

#### **EARLY DISMISSAL**

If a student needs to leave before the end of the school day, a parent or guardian must come into the Attendance Office to sign the student out of school. Or, a letter signed by the parent or guardian **must be submitted** to the Attendance Office **one day prior** to the early dismissal date. This letter will be verified by the Attendance Office. Students must sign out in the Attendance Office before they leave school. Students **may not be signed out by telephone**. Depending upon the reason, these absences from class **are not automatically considered as excused absences**.

#### **LATENESS TO FIRST PERIOD**

Students who enter the building after 7:49 a.m. will be issued a late pass via the ID scanning kiosk located at the entrances. When a student arrives late they are expected to go directly to class. Students arriving after 8:05 a.m. may be considered absent from that class. Late passes issued by the kiosk do not excuse the lateness. Students who do not scan in are considered illegally present and will be subject to disciplinary action. Continued lateness to school will also result in disciplinary action and a call home. **Students who miss more than 20 minutes from first period are considered absent from that class** (as in any period class).

The ONLY exception will be for students who are late due to a late arriving school bus. This will be treated as a cut and be referred to the Assistant Principals for Discipline office.

Classes missed due to lateness for any reason will be counted in calculating the total number of absences from a class.

Students must have a pass to be in the halls during class periods. ***This pass is to remain visible and shown to any staff member who requests to see it.*** Students wandering in the halls or loitering in the lavatories without a pass will be subject to disciplinary action.

#### **LATENESS TO CLASS**

Students are expected to arrive on time for every class. If you are late three times with no excuse, you will be issued a cut slip and disciplinary action will be taken. Every three lateness's will be considered an absence. If you are late more than 15 minutes, this will be considered as an illegal absence.

#### **LEAVING SCHOOL GROUNDS**

**Students are NOT permitted to leave the school grounds during Periods 2, 3 and 4.** All students are scheduled for a class or a Study Hall during Periods 2, 3 and 4. Students are to remain in the school building during their regular school day with the exception of their lunch period. ***Open campus is an upper class privilege and available to Freshman only during Semester 2 with parental permission. Students who violate this rule will face serious consequences including, but not limited to, suspension of this privilege.***

#### **ELECTRONIC DEVICES**

Electronic devices are permitted on campus but may only be used between bells during hall passing and in the cafeteria during a students assigned lunch period. At all other times the use of electronic devices is strictly prohibited and may result in the device being confiscated and subsequent disciplinary action. During class all electronic devices including cell phones must be turned off and put away.

#### **SKATEBOARDS/SKATES**

***Students are not permitted to ride skateboards/skates within the building or on school grounds. All skateboards/skates will be confiscated, until the end of the day, if brought to school.***

#### **FRISBEES**

Students are advised that frisbee play will be tolerated only on the athletic fields and only as long as such play does not interfere with other classes. Violation will result in disciplinary action.

#### **BICYCLES**

Students may ride bicycles to school. Bicycles are to be securely fastened and locked to the racks along the fence.

## **POSTERS**

Students who wish to post notices must consult with their faculty advisors. All posters must be initialed by an Assistant Principal prior to being displayed. Students can only place the poster in designated areas of the Cafeteria. Under no circumstances are they to be placed on painted walls. Students are responsible for taking down their own posters in a timely manner.

## **CHANGE OF ADDRESS, NAME OR TELEPHONE NUMBER**

Any change in a student's name, address and/or telephone number must be reported immediately to the Attendance Office.

## **FIRE DRILLS**

When you hear the fire bells, you are to follow your teacher's direction and leave the room quickly and quietly. There should be no talking as you leave the building. No one is to stand in the parking lot or on the pavement, since the fire trucks enter here. All students should remain in the designated areas until the all clear sounds. No smoking is allowed. Anyone in the Cafeteria at the time of a fire alarm, must exit immediately into the parking lot on the Cedarhurst side and proceed onto the field until the all clear bell is sounded.

## **SMOKING**

Smoking will not be permitted anywhere on school grounds. Smoking or holding a lighted cigarette, cigar, pipe or open flame anywhere on school grounds may result in suspension from school for a period of time up to the legal limit provided by law, with appropriate follow-up procedures.

## **SALUTE TO THE FLAG AND DAILY PLEDGE OF ALLEGIANCE**

Students who choose to refrain from such participation have the responsibility to respect the rights and interest of classmates who do wish to participate in a meaningful ceremony. A student who chooses not to participate may be permitted to remain seated but in no way are they to interfere with the right of the class to participate in this pledge without distraction. A student may decline to participate in the salute to the flag and the pledge of allegiance without securing permission from his parents.

## **VISITORS**

All visitors must register in the MAIN HALLWAY and state their purpose for being in the building. They must obtain a "VISITOR PASS" before departing to any part of the building. Students MAY NOT bring friends or relatives with them to school during the day.

## **LOITERING**

Since our priority is to maintain the proper learning atmosphere for classes, students cannot loiter in the hallways. Students are NOT permitted to loiter in front of the building at any time. Students have the option of being in the Cafeteria if they do not have an assigned class or study hall. Students may report to the Library with an appropriate pass from a subject teacher. Non-authorized personnel loitering will be subject to arrest.

## **TEXTBOOKS**

Textbooks and calculators are provided by the school for use in your courses. You are responsible for these textbooks/calculators, and accordingly they are required to be covered with protective jackets. All books/calculators should be returned in good condition when directed by your teachers; however, if textbooks/calculators are lost or stolen, you must pay for them.

If you lose your textbook/calculators, you must pay the required fine at the Main Office, have the receipt signed, after which a new textbook will be issued by your subject teacher. Your final transcript and report card will be withheld until all obligations regarding textbooks/calculators are fulfilled.

## **PROTECTION OF PERSONAL PROPERTY**

*Lawrence High School cannot assume responsibility for the loss or theft of any student's personal property. **Students are warned not to bring personal property of substantial value to the school building or to bring large sums of money to school for any purpose.** Any loss is to be reported immediately to the Assistant Principals office.*

## **EXAMINATION OF STUDENT RECORDS**

Any student over the age of 18 may see the official student record. Students who are not yet 18 years of age may see the student record only when authorized and accompanied by a parent.

## **ACADEMIC INTEGRITY - CHEATING**

Plagiarism, copying materials or assignments and submitting them as one's own, circulating/communicating answers for tests and/or bringing answers into the room during a test are prohibited and will result in a grade of "0" on the assignment or exam and appropriate disciplinary action.

## **DETENTION**

### **Guidelines To The Detention Room:**

1. Detention is a responsibility you must accept and fulfill as scheduled; therefore detention supersedes all other commitments.
2. Detention may be assigned either by your teacher or an Assistant Principal, or any other building administrator. Detention/Extended Detention is assigned for infractions of school or classroom regulations.
3. Detention will be served in the Detention Room, TBD, from 7:00 to 7:45 A.M. P.M. Detention is held from 2:45 to 3:45 P.M. in Room TBD.
4. Failure to serve detention will result in additional days of detention and/or suspension.



5. If you create a disturbance in the detention room, a referral to the Assistant Principal will be made immediately. Failure to comply with the Detention Room regulations will result in suspension.
6. You will be expected to sign an attendance sheet each time you are present in the Detention Room.
7. There is absolutely no talking in the Detention Room.
8. You are required to bring work and all necessary supplies to the Detention Room.
9. Any student who is not assigned to detention will not be permitted in the detention room at any time.

#### **ALTERNATIVE STUDY CENTER**

The Alternative Study Center at Lawrence High School has been designed as a way of keeping students who have committed a "suspendable offense" in a structured environment as an alternative to suspension.

1. To ensure that students will continue to receive instruction.
2. To work with the student in order to correct and/or eliminate the problem that led to ASC placement.

#### **Procedures**

1. Students will be present in the ASC for **Periods 1 thru 9** for each day assigned, **even if they do not have a scheduled class Period 1**. Lunch may not be delivered by other students or ordered from an outside vendor.
2. Assignment requests will be sent to teachers for students in the ASC. Teachers are asked to send meaningful work for each day assigned.
3. Each student must complete the assigned work to the satisfaction of the teacher-in-charge. Additional assignments will be given by the teacher-in-charge or the Assistant Principals when necessary.
4. The ASC will be located in Room TBD. Other school facilities are off limits to the ASC students. Students assigned to the ASC will not be permitted to participate in extracurricular activities for their term in the ASC.
5. Students who do not bring lunch will be escorted to the cafeteria to purchase lunch during the final lunch period of the day.
6. No electronic devices are allowed in the ASC. Students must hand in devices at the beginning of the day.

#### **CAFETERIA**

The Cafeteria, besides being a lunch room, is also a place where good human relations can be developed. Here each student is expected to practice the general rules of good manners one should find in the home. Every period there are staff members who make sure that the few rules which students are expected to follow in the Cafeteria are adhered to. The simple rules of courteous behavior are:

1. Observe good dining room standards at the table.
2. Leave the table and surrounding area clean and orderly.
3. Put trash in the proper containers.
4. Do not leave the Cafeteria while eating food.

**Remember, no food is to be consumed in the halls or outside the Cafeteria.**

## **LIBRARY**

The Lawrence High School Library is an outstanding facility which serves as your gateway to information, reading material, newspapers and magazines, and help with research, citations, and homework. Using print and electronic sources, the librarians and library staff will work with you to answer your questions and find resources for you. To enable us all to focus on learning, the library is a quiet place where you can study without interruptions and distractions. Please hold onto your schedule and have it with you at school. It is your "passport" in the school and you will be asked to show it when you arrive at the library, to have an appropriate pass, and to sign in. Working together we can make sure you do your absolute best at Lawrence High School.

1. **Study Hall** - To use the library during a study hall, a student must obtain a yellow Lawrence High School Library Study Hall Pass, signed by a subject teacher (math, social studies, etc.). This pass may be used for one day, several days or one week. Passes signed by a study hall teacher will not be accepted unless the study hall teacher is also the student's subject teacher. Teachers may obtain yellow Lawrence High School Library Study Hall Passes from the library. Students, upon entering the library will show the pass to a library staff member at the circulation desk and then sign in on the appropriate study hall sheet. These sheets will be returned to study hall teachers for attendance.
2. **Lunch Period** - To use the library during a lunch period, no pass is needed if a student arrives at the library by the late bell. Students will only be admitted if space allows. No food or beverages are permitted in the library. If students want to come to the library after the late bell has rung (after eating, etc.), they must get a cafeteria-to-library pass from a library staff member before the students' lunch period. This renewable pass is valid for one month and all students arriving late must have the cafeteria-to-library pass or admission will be denied.
3. **Class Period** - To use the library during a class period students must bring a Lawrence High School classroom pass signed by their classroom teacher. At no time will more students be admitted to the library than can be accommodated productively.
4. **Students** are required to have a valid LHS Student ID card in order to use the computers in the Library.

### **A student is expected to behave in the following manner:**

- Enter the library by the ringing of the late bell.
- Bring an appropriate pass.
- Whisper, work quietly, be courteous.
- Follow directions the first time they are given.
- Throw unwanted paper and other material in a waste basket.
- Do not bring food, candy or beverages into the library.
- Keep hands, feet and objects to yourself.
- Ask for permission or a pass to leave the room.
- Show your student ID when signing out library materials.
- Be involved in work appropriate to the library.

## STUDY HALLS

1. Study halls will be scheduled and run as regular classes. All students will be assigned study halls.
2. Students must report on time. Attendance will be taken and cutting will be dealt with through the Assistant Principals office, as it is in "subject" classes.
3. Silence will be maintained.
4. Students will be expected to do school work, read a legitimate newspaper, magazine, book. Silence will be maintained. Playing of card games, chess will not be permitted.

## NURSE'S OFFICE

If you wish to visit the Nurse's Office during a regularly scheduled class period, you must obtain permission and a pass from your teacher. Between periods you must report to your next class and obtain a pass. During lunch you may go to the Nurse's office with a pass from the Lunchroom Coordinator. The office performs many important services for students and staff. Some of these services are:

1. Verify student immunization records.
2. Conduct preliminary tests for sports physicals.
3. Process working paper applications.
4. Process accident reports.
5. Conduct vision and hearing tests.
6. Provide necessary first aid.
7. Record student heights and weights for permanent health records.
8. Process requests for escorts for students with temporary disabilities (cast, crutches, post-operative limitations, etc.).
9. Process special bus passes for temporarily handicapped students.
10. Process requests for medical exemptions from physical education.
11. Check dates on all mandated inoculations.

Most important of all, the Nurse's office provides immediate attention for all students who are or become ill or injured during the school day.

## LOCKERS

In order to enhance the security of students' personal belongings as well as textbooks, workbooks, and other materials, combination locks have been purchased and will be assigned to individual students. Although there is no formal charge to students if they are lost or misplaced, a replacement fee of \$5.00 will be imposed. The security of your locker depends upon the security of your combination. Items of value (i.e., cameras, watches, etc.) are not to be kept in lockers. **Lawrence High School is not responsible if something is stolen from a locker. Students are not to share lockers.** If a locker needs repair during the year, notify the Assistant Principals office. **Under no circumstances is a student to take a locker other than the one he/she is assigned.**

Any student who installs his/her own personal lock will have it removed and discarded by the custodial department. A school lock will be placed on the locker with the above fee to be paid by the student. The school reserves the right to inspect the locker in case of an emergency or under the discretion of an administrator. Students will be held financially responsible for damage and/or vandalism to school property.

Students will find the locks already fastened to their respective lockers. The combinations will be printed on the students' schedules.

## **BUS TRANSPORTATION**

Bus passes will be issued by the District Transportation Office. **All students will be required to show their bus passes before boarding the bus. A student without a pass may be excluded from riding by the bus driver.** Bus passes are to be used only by the students to whom they have been issued.

School bus stops are determined prior to the start of school in September. School buses will pick up and discharge passengers only at regularly scheduled stops.

School bus rules are designed in accordance with State regulations and in order to insure safe transportation, NO SMOKING IS PERMITTED on school buses. School buses are an extension of school property. The same high quality of self-discipline and respect for others' rights students exhibit on school grounds is expected on school buses. Any student who does not abide by the rules governing school property may be deprived of the privilege of riding the bus.

## **LOST AND FOUND**

Students are responsible for all books that are loaned to them. Please be sure your name and grade are written on a book label, in case the book is lost. You will be required to pay for lost or damaged books. Lost books and other articles may be found in the Attendance Office.

All students are expected to respect the property of other students, teachers and the school. Students taking property not belonging to them are subject to disciplinary action, as well as possible prosecution by legal authorities.

## **STUDENT PARKING**

Student parking is a **SENIOR PRIVILEGE ONLY**. To be eligible to park in the school lot, Seniors must register their vehicle with the Assistant Principals office. At no time, and under no circumstances, are underclassmen permitted to park on school property. Any student found parking on school grounds without a parking pass will be subject to disciplinary action. Students must park in their assigned spots only. **Under no circumstances is a student to bring a car into the staff lot at any time.** Students must display the required parking ID on their car to maintain this privilege. Students are required to follow the instructions of the Security Staff. **Any violation of these rules may result in loss of parking privileges for the remainder of the school year.**

### **NO**

1. **Drugs**, drug paraphernalia or other controlled substances.
2. **Weapons** of any kind.
3. **Fighting** for any reason.
4. **Smoking** anywhere on school grounds.
5. **False alarms - a felony!**
6. **Insubordination** towards staff members.
7. **Vandalism** of school property.
8. **Individual electronic devices.**
9. **Cutting or lateness to class.**
10. **No headgear of any type permitted in the building.**

## STRATEGIES FOR PERSONAL SURVIVAL

- If you need working papers. . . .**  
get information and an application from the Nurse's office.
- If you have lost an item. . . .**  
go to the Attendance Office, which is the official Lost and Found area. Articles of clothing, notebooks, miscellaneous items, etc., are turned in there.
- If you need a bus pass. . . .**  
only the Transportation Office can issue one to you. It is located in the Middle School. If in need of assistance, please see an administrator.
- If you would like a part-time job. . . .**  
go to the Guidance office or see the job counselor or work study teacher. Make an appointment to see your Guidance counselor.
- If you need to be excused early from school. . . .**  
bring a note from a parent the day you wish to be excused; then, present it at the Attendance Office before you leave the building. Parents must sign students out of school, or with administrative Approval, provide verbal authorization for students to leave.
- If you feel ill and wish to go home. . . .**  
you must first go to the nurse, who will contact your parent. She will then give you a signed pass allowing you to leave the building with your parent. She will also note your early dismissal on the next day's attendance list.
- If you sustain an injury in school. . . .**  
no matter how slight, it must be reported to the nurse. She will administer first aid when necessary and will decide on further action.
- If you are unable to participate in Physical Education due to an illness or injury. . . .**  
the physical education teacher may excuse you for a single period. If you are unable to participate for a prolonged period, you must present to the school nurse a doctor's note specifically stating the nature of the illness and its anticipated duration. You must then present the excuse obtained from the nurse to the physical education teacher
- If you are in need of homebound instruction. . . .**  
(meaning that you anticipate a lengthy absence), your parent should make application for homebound instruction through your counselor. A doctor's note stating the reason for absence and the anticipated length of absence must accompany the application. Once homebound instruction has been approved and a schedule set up, you may expect to receive 80 minutes of instruction per week for each academic course in which you are enrolled. Homebound instruction may only take place on a bona fide school day (no weekends or holidays). There must be a parent or a parent-authorized adult in the home while the homebound teacher is there. Every effort is made to secure the student's classroom teacher for the homebound assignment but this is not always possible. Please contact the Guidance Department Chairperson for further information. In order to secure re-admittance to class, the homebound student must bring a doctor's note to the school nurse authorizing the student's return to school.

**If you need extra help in a subject. . . .**

Check the teacher's schedule that appears on a blue card in your classroom. Request free peer tutoring from the Honor Society; forms are available in the Guidance Office. Come to the Library for "Homework Helpers"; schedule will be announced.

**EMERGENCY SCHOOL CLOSINGS**

If an emergency condition requires that school be closed, you will hear an announcement on the following radio stations, when our school district (Lawrence Public Schools) is being closed for the day:

WCBS  
WINS  
WWOR  
NEWS CHANNEL 12

If the Lawrence Public School District is not mentioned, then the schools will be open. It is very important that the school's telephone lines be kept open, so as not to hinder the communication necessary between school personnel, radio stations, bus companies, etc.

**HELPING PROFESSIONALS**

There comes a time in everyone's life when assistance to a problem is needed. The following is a list of people who can assist you.

1. See your school counselor
2. See the school psychologist - Mr. Michael Amorgianos  
Ms. Corinne Rivera - Dr. Elizabeth Wechsler
3. Peer counselors--see Mr. Richard Ravo
4. See the school social worker - Ms. Wendy Grand-Ms. Margaret Brickman
5. See the nurse -- Mrs. Peggy Tannenbaum
6. See one of the Assistant Principals - Mr. Sean Coffin,  
Mrs. Roseann Epp or Dr. Jennifer Lagnado
7. See Youth Advocate -

**INDEX OF SERVICES**

AL-ANON/ALATEEN

Nassau County

(516) 433-8003

Services

12-Step Program information services for students or family members living with a person who abuses substances.

AMERICAN RED CROSS  
195 Willis Avenue  
Mineola, NY 11501  
(516) 747-3500  
Services

Youth Services: Career development opportunities through volunteer programs, hospitals, nursing homes, day care and Head Start centers, public libraries, blood banks, senior centers, program for the handicapped.

Safety Services: Instruction in First Aid, personal safety, CPR and water safety.

Information and Referral Service: Pregnancy, welfare courts, protective services.

BIG BROTHERS/BIG SISTERS OF LONG ISLAND  
70 Acorn Lane  
Levittown, New York 11756  
(516) 731-7880  
Services

One-to-one friendship program that provides big brothers or sisters for children of single parents.

C.A.P.S. CHILD ABUSE PREVENTION SERVICES  
P.O. Box 176  
Roslyn, NY 11576  
(516) 621-0552  
Services

Prevent child abuse and neglect through a program of public awareness and education. Workshops are presented by trained community volunteers to meet the needs of high school students, special interest groups, teachers and other adult groups.

FIVE TOWNS COMMUNITY CENTER  
270 Lawrence Avenue  
Lawrence, NY 11559  
(516) 239-6244

YOUTH SERVICES

Youth Advocacy Program: Individual group, family and parent counseling, crisis intervention, court and educational advocacy, outreach and referral network for supportive services.

Community Action Program Leadership training to develop youth as leaders, advocates and community organizers. Evening Youth Center: Activities include basketball, soccer, volleyball, game room, tournaments, special parties, trips and cultural enrichment

Youth Employment Services: Job preparedness workshops, job development and placement of youths in the private and public sectors, career exploration and employment counseling.

Aid to the Foreign Born; Specializes in immigration and naturalization issues, translation, counseling, advocacy and referral network to outside agencies for employment, housing, education, consumer affairs, legal and social services; Saturday Cultural School for Hispanic youth.

Child Care Program Day Care (18 mos. To 5yrs.) Head Start (3 to 5 yrs.)  
Before and After school services (Pre-K to 5<sup>th</sup> grade)  
Summer Day Camp (Pre-K to 5<sup>th</sup> grade)

FRIENDS OF BRIDGE, INC.  
5-11 Pflug Place  
Valley Stream, NY 11580  
(516) 825-4242  
Services

Day program provides comprehensive rehabilitation for drug abusers. medical, educational and vocational services provided. Group counseling for parents or family members of clients in treatment at BRIDGE

LONG ISLAND CRISIS CENTER  
[www.licrisiscenter.org](http://www.licrisiscenter.org)

The Long Island Crisis Center serves Nassau County youth and their families. The Middle Earth Hotline, (516) 679-1111, is a free and confidential hotline available 24 hours a day/7 days a week, from 2:00 pm-11:00pm.

LEGAL AID SOCIETY OF NASSAU COUNTY  
320 Fulton Avenue  
Hempstead, N.Y. 11550  
(516) 560-6400  
Services

Both the civil and criminal divisions will provide legal assistance to those persons unable to afford private counsel.

MENTAL HEALTH ASSOCIATION OF NASSAU COUNTY



186 Clinton Avenue  
Hempstead, N. Y. 11550  
(516) 489-2322

Services

Help line open 9:00am-9:00pm 7 days/week, 365 days/year  
Information, counseling and referral services for individual or families who need help with emotional and other problems relating to mental health and family life.

NASSAU CASE MANAGEMENT PROGRAM

50 Clinton Street  
Suite 610  
Hempstead, New York 11801  
(516) 505-7113

Contact Person: Karen Clark, CSIS

Services

Client advocacy, monitoring, linkage and case coordination by either a case manager or an Intensive Case Manager.

NASSAU UNIVERSITY MEDICAL CENTER

Inwood-Lawrence Health Center  
270 Lawrence Avenue  
Lawrence, New York 11559  
(516) 571-7874

Services

Pregnancy testing and family planning for all ages. No parental consent required. Immunization for school entry, pediatrics, gynecology, maternity, general medicine, dermatology, dentistry, podiatry

NEW YORK STATE EDUCATION DEPARTMENT

VOCATIONAL AND EDUCATIONAL SERVICES FOR INDIVIDUALS WITH DISABILITIES (VESID)  
50 Clinton Street  
Hempstead, NY 11550  
(516) 505-3453

Services

Vocational rehabilitation services to develop, improve and restore a handicapped person's ability to work. Individual counseling, medical examinations, psychological evaluations, instruction and training, transportation for severely handicapped, interpreter services for the deaf, job placement and follow up referrals.

NASSAU COUNTY/COALITION AGAINST DOMESTIC VIOLENCE.

Nassau County Medical Center  
Box 285, Building G  
East Meadow, NY 11554  
(516) 572-6596

Services

Services for victims of family violence. Shelter for battered women and their children. Crisis intervention, telephone counseling, individual and group support counseling, advocacy (welfare, police, family court, criminal court), legal consultation, community education, professional and volunteer training.

Community House  
101 ST. ANDREWS LANE  
Glen Cove, NY 11542  
(516) 674-7852

Services

Drug detoxification, medical, psychological testing, and social evaluation. Adolescent Day program (alternative school), group and family counseling, referrals.

PENINSULA COUNSELING CENTER  
124 Franklin Place  
Woodmere, NY 11598  
569-6600

OR

270 Lawrence Avenue  
Lawrence Avenue  
Lawrence, NY 11559  
(516) 239-1945

Services

Individual, family and group counseling; marital and family counseling, child guidance, psychological and psychiatric services, alcohol counseling, all services confidential. Learning disabilities program for children and their parents. Phobia clinics, South Shore Services for the Handicapped, Anorexia and Bulimia programs.

PLANNED PARENTHOOD  
540 Fulton Avenue  
Hempstead, NY 11550  
(516) 750-2500

Services

An educational health clinic with free services for teens under 18.

PRIDE FOR YOUTH

[www.licriscenter.org](http://www.licriscenter.org)

Pride for Youth serves the needs of lesbian, gay, bisexual, transgender and questioning youth. A variety of services are offered to youth ages 13-24, including individual counseling, social/support groups, peer education, community education, and the Coffeehouse. PFY is located in Bellmore. For more information call (516) 679-9000.

TEEN AND PARENTING SERVICES  
101 County Seat Drive  
Mineola, NY 11501  
(516) 227-8408 Jane Vacchio

Teen and Parenting Services is a Unit in the Children's Services Division of the Nassau County Department of Social Services. The Unit provides services to single parents of any age who are pregnant or have a child under the age of two years. The goal of the Unit is to facilitate self-sufficiency and economic independence by providing supportive and concrete services.

TEMPO GROUP, INC.  
112 FRANKLIN PLACE  
WOODMERE, NY 11598  
(516) 374-3671

Services

Individual, group and family counseling; referral and consultation services, emphasis on adolescent and drug-related problems.

AND

TEMPO YOUTH SERVICES CENTER, INC.  
(516) 374-3718

Services

Youth development offering of skill-building workshops (drama, karate, photography, music, journalism, outdoor adventure), community service opportunities, volunteerism, leadership training, and cultural/educational services. Also information and referral, tutoring, Adopt-a-Grandparent, and job placement.

## **EXTRACURRICULAR PROGRAM**

Lawrence High School is proud of the extensive extracurricular program. The variety of activities is geared towards expanding and developing our students' interests and talents. Every student should join at least one activity of their choice. Scholarship, citizenship, pride, loyalty and sportsmanship are elements to promote a healthy school attitude and atmosphere. School spirit can make a difference in your years at Lawrence.

### **POLICY**

#### **ACADEMIC ELIGIBILITY REQUIREMENTS FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES**

The Board of Education believes that schools exist primarily for academic learning and that success in coursework is the first priority for all students. In addition, the Board also recognizes the importance of extra-curricular activities in the total educational program. This policy is adopted to ensure that involvement in extra-curricular activities is not at the expense of academic achievement.

### **REGULATION**

5230

#### **ACADEMIC ELIGIBILITY REQUIREMENTS FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES**

##### **1. DEFINITION OF EXTRA-CURRICULAR ACTIVITIES**

An extra-curricular activity is defined as any school activity under the sponsorship of the District in which participation is voluntary. This includes all athletic teams, both interscholastic and intramural, clubs, trips, dances and competitions.

##### **2. ELIGIBILITY STANDARDS**

###### **2.1 Grades 6-12**

Students in Grades 6 through 12 are ineligible to participate in extra-curricular activities if their overall average falls below 70% for a quarter, or if they fail two or more subjects.

###### **2.2 Discipline and Attendance: Grades 6-12**

Students on in-school suspension will be permitted to attend and observe, but not participate in extra-curricular activities.

Students on home suspension will not be permitted to attend or participate in any extra-curricular activity.

A student who is absent from school for any reason, other than educationally excused, on the day of an activity, will be ineligible to participate on that day.

### **3. RESPONSIBILITIES OF EXTRA-CURRICULAR ACTIVITY ADVISORS**

#### **3.1 Ineligibility**

If the student is found to be ineligible, it is the responsibility of the designated administrator in each building to report this information to the building principal, the advisor/coach, the parents and the student. It is the responsibility of the school to develop a plan to rectify the academic performance of ineligible students.

### **4. APPEALS PROCEDURE**

If a student wishes to continue in an activity and has his/her coach's/advisor's permission, that student may present his/her case to an Eligibility Board. The Eligibility Board will consist of the administrator responsible for extra curricular activities in the building, a member of the Pupil Personnel staff from the building, and the appropriate club advisor/coach. The student must make the appeal in person and may bring an advocate. If the Board feels that there have been extenuating circumstances for failure, the student will be placed on a five-week probationary period. If no marked academic improvement is shown after placement on probation, the student will remain ineligible for the remainder of the marking period.

## CO-CURRICULAR ACTIVITIES

### STUDENT GOVERNMENT ASSOCIATION (SGA)

President:	Nicole Gartner
Vice Pres:	Gabi Golan
Secretary:	Uryan Rampersaud
Treasurer:	Jeremy DiLuzio

The student government is a group of students elected by a given constituency of fellow students. Every student in the school has a voice in student affairs through a representative. The SGA works diligently to provide good representation through a year-long effort in five basic areas:

1. maintaining an open membership policy
2. scheduling a wide variety of activities (all activities must be cleared through SGA)
3. developing communication with students
4. maintaining a respectable council image
5. participating in educational and community meetings.

### CLASS ORGANIZATIONS

#### SENIOR CLASS

President:	Kwadwo Agyapong
Vice Pres:	Michelle Vainblatt
Secretary:	Ali Tucker
Treasurer:	Phillisha Downer

#### JUNIOR CLASS

President	Natalie Leger
Vice President	Nicole Robinson
Secretary	Sergio Caceres
Treasurer	Stephanie Kendal

#### SOPHOMORE CLASS:

President:	Charles Smith
Vice Pres:	Georgina Hudja
Secretary:	Edan Packin
Treasurer:	Rachel Golan

#### FRESHMEN CLASS:

Elections held in September

The aims of each class organization is to provide activities for the enjoyment of all class members, fund raising to make other activities possible, promotion of traditional Lawrence High School functions. The class officers also represent each class and their views at Leadership meetings.

## CLUB ACTIVITIES

### HONOR SOCIETY

The National Honor Society honors those students who have demonstrated excellence in academics, character, leadership and service. The ideals of the Honor Society are promoted through service in community activities, peer tutoring and fund raising for charity.

### ART HONOR SOCIETY

--for those students who demonstrate excellence in art.

### TRI-M HONOR SOCIETY

--for those students who demonstrate excellence in music.

### DANCE HONOR SOCIETY

--for those students who demonstrate excellence in dance.

A complete list of clubs and activities will be posted early in the year with meeting days and times.

## **INTER-SCHOLASTIC PROGRAM**

The Interscholastic Program provides students the opportunity to enhance their natural abilities and compete against students from other high schools. Teams are formed on the basis of selective tryouts open to all students currently enrolled in Lawrence High School.

The following is a list of all interscholastic activities:

### **HIGH SCHOOL TEAMS**

**2011-2012**

Badminton-Girls  
Baseball-Boys  
Basketball-Boys  
Basketball-Girls  
Bowling  
Cheerleading  
Cross Country  
Football  
Golf  
Gymnastics-Girls  
Lacrosse-Boys  
Soccer-Boys  
Soccer-Girls  
Softball  
Tennis-Boys  
Tennis-Girls  
Track - Outdoors  
Track - Indoors  
Volleyball-Boys  
Volleyball-Girls  
Wrestling

### **SPECTATOR CODE OF ETHICS**

In accordance with the Nassau County Public High School Athletic Association Code of Behavior, the following guidelines are recommended for spectators at all athletic events, both home and away:

1. Spectators are an important part of the game and should at all times conform to accepted standards of good sportsmanship and behavior.
2. Spectators should respect officials, coaches and players as guests in the community and extend all courtesies to them.
3. Enthusiastic and wholesome cheering is encouraged.
4. Booing and disrespectful remarks should be avoided.
5. Bells and noisemakers of any kind are not acceptable for indoor athletic events.
6. During the free throw in basketball, rules require absolute quiet.
7. Spectators should encourage all people to observe this Code of Ethics.
8. Spectators should observe and obey the rules and regulations of the school concerning smoking, food and soft drink consumption, use of lavatory facilities and parking of cars.
9. New York State law prohibits alcoholic beverages of any kind on school property; the law further prohibits any person under the influence of alcohol to be on school property.
10. Spectators should respect and obey all school officials at all athletic contests.
11. League rules require that for flagrant or repeated violations of this code, spectators will be evicted from the area.



### **ASSEMBLY PROGRAMS**

In our American society, different rules cover different functions. One set of rules may be acceptable for conduct at a baseball park or football stadium. Other rules are acceptable at religious ceremonies, operas, symphony orchestra concerts, live theater, movies or school assembly programs.

During this school year, several assembly programs will be held. Some of these assembly programs are conducted in the gymnasium with the goal of promoting and enhancing our sense of school, community and spirit. At all times and in all places, proper behavior is expected. You should give courtesy, attention and respect to performers on stage; similarly, you should always conduct yourself so as not to disturb any member of the audience.

At all assembly programs, attendance is mandatory and will be checked carefully.

### **FIELD TRIP PROGRAMS**

Field trips are offered to you to provide supervised opportunities to enrich your classroom learning and to expand your educational experiences. The following guidelines apply to all school-sponsored field trips:

1. No alcohol or other substances of abuse may be brought on field trips.
2. Inappropriate behavior will be dealt with immediately or as soon as feasible by the teacher in consultation with a building administrator.
3. Teachers will inform students (prior to the field trip) of the purpose of the trip and the items of interest to be observed.
4. Students who are referred for inappropriate behavior on a field trip will not be permitted to go on other field trips and other disciplinary measures may be instituted.
5. Students going on field trips must depart and return with the class, unless prior approval is granted by the Principal or Assistant Principal.
6. Students are not to smoke at any time during the field trip.
7. Students are to remain with their class and teacher throughout the field trip.
8. Teacher/Parental consent forms are required.
9. Students must return to the group at the appointed time. Failure to do so will result in serious consequences, including loss of privileges to participate in future trips.

## **BOARD OF EDUCATION**

Asher Mansdorf, D.D.S., President  
Murray Forman, Vice President  
Solomon Blisko, D.D.S.- Trustee  
Abel Feldhamer - Trustee  
Uri Kaufman - Trustee  
David Sussman, M.D. - Trustee  
Nahum Marcus, D.D. - Trustee

## **DISTRICT ADMINISTRATION**

Mr. Gary Schall  
Superintendent of Schools

Dr. Ann Pederson  
Assistant Superintendent for Academic Affairs

Mr. Patrick Pizzarelli CAA  
Assistant Superintendent for Student & Community Affairs

Mrs. Elsie Friedman  
Assistant Superintendent, Business

## **HIGH SCHOOL ADMINISTRATION**

Dr. Jennifer Lagnado, Principal  
Mr. Sean Coffin, Assistant Principal  
Mrs. Roseann Epp, Assistant Principal

## **DEPARTMENT DIRECTORS AND SUPERVISORS**

Mr. Richard Buckley - Coordinator of Music  
Mr. Sean Coffin - Supervisor of Occupational Ed/Career & Family  
Ms. Lisa DePaola - Chairperson of Math  
Mr. Jon Diamond - Coordinator of Guidance  
Mr. Norman Deitch, Coordinator of Science  
Mrs. Pam Gallopini - District Coordinator of Music  
Mrs. Denise Hannaoui - District Director of Testing and Assessments  
Mr. Patrick Leary - Coordinator of Physical Education & Health  
Ms. Margie O'Brien - Chairperson of English  
Ms. Stephanie Paz - Coordinator of Guidance  
Mr. Steve Sullivan - Coordinator of Social Studies  
Mrs. Annette Szafranski - District Director of Special Ed. & PPS  
Ms. Anne Young - Coordinator

### **Class Song**

(sung to the tune of "Auld Lang Syne")

We hate to leave you, Lawrence High,  
We'll miss you, we confess.  
You've helped us in the years gone by,  
You'll help us to success,  
No matter where our feet may roam  
Our hearts will always fly  
To friends we've known while way back home  
In dear old Lawrence High.

Sweet memories we'll all possess  
When we are far from you;  
They'll always bring us happiness  
And cheer us when we're blue.  
And now as we must say "Good bye",  
Our hats are off to you,  
Our teacher, dear old Lawrence High,  
Let's cheer the Gold and Blue.

-Sylvia Niemi