

Student Name \_\_\_\_\_

## RIVER HILL HIGH SCHOOL 2010-2011

### River Hill High School's Vision Statement

The River Hill community will empower our students to reach new levels of 21st century literacy while fostering global and personal responsibility.

### River Hill High School's Mission Statement

Our River Hill mission is:

- To promote integrity, humility, and balance in academic and personal endeavors;
- To challenge students to apply critical thinking and new technologies to real-world applications; and
- To foster leadership, responsibility, and diversity.

### RHHS Honor Pledge

*"On my honor, I have neither given nor received unauthorized aid on this assignment."*

#### I WILL PLEDGE

##### *I will . . .*

- Behave in a manner conducive to the learning environment in my school.
- Acknowledge diversity as an asset by increasing tolerance for others' ideas, opinions, and appearance.
- Respect others' feelings, physical well being, and property.
- Demonstrate respect for my school by keeping it free of litter.
- Willingly help my peers and community to achieve their best.
- Accept the consequences of my actions.

##### *I will not . . .*

- Cheat, whether it involves class work, homework, or tests, or give myself an unfair advantage over my peers.
- Speak or conduct myself in a vulgar or inappropriate manner.

Honor Society Members, Spring, 2000

## RIVER HILL HIGH SCHOOL

**WELCOME** to a new school year at Maryland's *preeminent* high school—River Hill High School. Schools are judged by their students. When people say, “River Hill is great,” they are talking about River Hill students, not the building. Students decide the quality of their school. River Hill will be what *you* make it.

We believe students do better when they know what is expected of them and understand how to organize their time. Hopefully, this handbook will help you to do all of these things. We hope that each and every River Hill High School student will fully develop their talents as they progress towards graduation. We will work to create a school that will:

- Assist each student in setting personal goals and in taking steps to achieve those goals. We want each student to celebrate “personal victories” throughout the year.
- Promote the development of character in concert with the “I Will Pledge” developed by River Hill students.
- Instill in our students an appreciation of individual gifts and talents, as well as a willingness to “give back” to our community through a variety of service opportunities.

Feel free to stop by our offices in Student Services/Administration at any time.

### RHHS ADMINISTRATION

Principal.....	Nicholas Novak
Assistant Principal.....	Elizabeth (Betsy) Coe
Assistant Principal.....	John DiPaula
Assistant Principal.....	Napoleon Saunders
Administrative Secretary.....	Nancy Duffy
Athletics & Activities Director.....	Rick Lloyd
Bookkeeper.....	Carla Styczynski
Teachers' Secretaries	
.....	Debbie Chambers, Sue Lockhoff, Dana St. George

### COUNSELORS

#### Student Last Name

A – Do.....	Danny Ives
Dr – J .....	Annette Jackson
K – N .....	Marianne Pizzo
O – R .....	Philip Vangeli
S – Z .....	Michael Krouse
ESOL Newcomers.....	Jennifer Ruby

### **STUDENT SERVICES**

Data Clerk.....Debbie Leone  
Health Assistant.....Diane Goldberg  
Registrars.....Fatima Abbasi, Sharon Jezior  
School Psychologist.....Jonathan Solomon  
Secretary.....Danise McEneaney

### **COUNSELING SERVICES**

The members of the Counseling Department at River Hill High School are here to help you in many ways, such as:

- Helping you solve problems that you might encounter at school;
- Helping with career and college planning;
- Applying for scholarships;
- Planning and choosing your schedule of classes;
- Choosing a college, technical school, or military training program.

Stop by the counseling office and the secretary will gladly set up an appointment for you to meet with your counselor.

Maryland Youth Crisis Hotline: 1-800-422-0009

### **Peer Mediation**

Often student problems can be addressed by meeting with one of our peer mediators. Our peer mediators are well trained and equipped to help in most instances. RHHS hopes to have a full range of peer mediation services available once the school year is under way. Students may request a peer mediation session through their guidance counselor.

### **INFORMATION CENTER**

Information Center Specialists.....Michael Ahr, Kathleen Markley  
Secretary.....Virginia Jarvis

If you want to do research or have a quiet place to study, visit the Information Center before school, during lunch or after school. The major objective of the Information Center is to enable students to access information from a variety of sources. With the technology available this can usually be done quickly and effectively. Students have an obligation and are required to attend every class for which they are enrolled. Bring your agenda book if you plan to work in the Information Center on your lunch shift. Students must have their agenda book signed by their teacher when coming to the Information Center during class time. Food and drink are not allowed in the Information Center.

***Borrowing Periods:***

- Regular Collection — two weeks
- Reference and Vertical File materials — overnight
- Magazines — overnight

***Fines:*** Lost materials — replacement cost

***Services:***

- Research assignments
- Computer questions and instruction
- Material location from other sources
- Photocopy machine
- Reading recommendations
- Video production

Students at RHHS will have broad access to the Internet. They must follow the guidelines established for student Internet use and must sign the Technology Code of Ethics and Use of Internet Permission Form.

## ACADEMIC INFORMATION

***Advanced Placement Courses***

River Hill High Schools offers numerous advanced placement courses taught by CollegeBoard© authorized teachers. We strive for every college-bound student to enroll in at least one advanced placement course. It is the expectation that any student enrolled in an advanced placement course take the AP exam offered by CollegeBoard©. An “alternative” final exam is administered to students enrolled in AP courses who: 1) Take the AP Exam; 2) Achieve a minimum of three A’s and at most one B in marking periods 1, 2, 3 and the mid-term exam; and 3) Achieve a minimum of B in the fourth quarter.

***Class Changes and Class Drops***

Prior to requesting a class change, students should discuss the request with parents, teachers, advisors and counselors. All class changes or drops must be authorized by the Administration, without exception. The HCPSS policy indicates that any student who withdraws from any course more than seven school days after the published first quarter interim report will receive a “W” (Withdrawal) on the report card and permanent transcript. NO credit shall be received by students who withdraw. If a student transfers between levels of the same course, the grade the student earned will be transferred and averaged. A “W” code will not be assigned. If a student withdraws from a course and transfers to a different course more than 7 days after the published first quarter interim report, no credit will be awarded unless a half-credit course option is available. The schedule change form will be placed in the student’s cumulative record. A “W” code will be assigned.

### ***Mid-Term and Final Exams***

Students who fail to take a mid-term or final exam without prior permission will receive a “Z” on that exam and no credit shall be earned in the course. Exams must be taken and “Z” codes must be converted to the appropriate letter grade no later than four weeks following the administration of the exam, except under unusual circumstances as approved by the Principal. Students are not permitted to take final exams early, but may take their exams in the summer if they have a legitimate reason that has been approved by the Principal in advance. These should be taken by June 30th.

### ***Class Rank/G.P.A.***

- Weighted class rank/G.P.A. may only be used for the purpose of college admission and/or scholarship applications. It will not be used for eligibility, National Honor Society, honor roll, or for any other activity requiring the reporting of a grade point average.
- Weighted and non-weighted class rank and G.P.A. will both appear on the high school transcript.
- Courses carrying a designation of Gifted and Talented (GT), Advanced Placement (AP), and Honors (H) will determine weighted class rank in grades nine through twelve.
- Weighted courses will be indicated in the Catalog of Approved High School Courses. HCPSS does not weight grades of courses taken outside of our school system.
- Students must earn a grade of A, B or C in a GT or AP course in order to earn the weighted designation of 1.0 additional quality points. Students must earn a grade of A, B or C in an honors course in order to earn the weighted designation of .5 additional quality points.

### ***Certificate of Merit***

- The HCPSS Certificate of Merit is granted to students who earn a minimum of twelve (12) credits in merit courses and who achieve an unweighted cumulative grade point average of at least 3.0 on a 4.0 scale.
- The HCPSS Certificate of Merit with Honors is granted to students who earn a minimum of 15 credits in merit courses, at least one of which is a GT or AP level course, and who achieve an unweighted cumulative grade point average of at least 3.4 on a 4.0 scale.
- The HCPSS Certificate of Merit with Distinction is granted to students who earn a minimum of 15 credits in merit courses, at least three of which are GT or AP level courses, and who achieve an unweighted cumulative grade point average of at least 3.75 on a 4.0 scale.

### ***Final Grades***

Final grades will be calculated in the following manner:

- Add the quality point equivalents for each marking period grade.
- Average the quality point value of the exam grades.
- Add this total to the marking period total.
- Divide the combined total by five.
- Final grades are determined by translating the quality point equivalents derived above to the traditional 4 point in the following manner:

$$A = 3.50 - 4.00$$

$$B = 2.50 - 3.49$$

$$C = 1.50 - 2.49$$

$$D = 0.75 - 1.49$$

$$E = \text{Below } 0.75$$

The lone exception to this formula is for the grade of D. The average for a D must be 0.75 (not 0.50) to 1.49 in order for credit to be awarded. Additionally, students must pass two of the four quarters and cannot fail the last two quarters for credit to be awarded.

### ***Strategies to Help with Potential Academic Problems***

The primary goal of RHHS is the education of our students. We realize some students will have difficulty in their classes from time to time. Therefore, we have established a variety of strategies to help students with academic problems. If you are having difficulty in any of your classes, the following checklist will be very helpful:

- Attend school and class every day. If you are absent, make up assignments immediately.
- Make certain you understand all assignments given in your classes.
- Use a planner to write your assignments as they are given.
- Have the teacher read what you have written as a check on your understanding of the assignment.
- Complete all assignments at school or at home.
- Invest at least one-half hour per night per class completing homework.
- Obtain extra help from the teacher during class, at lunch, or before or after school.
- Ask the teacher about the possibility of doing additional assignments to increase your understanding of the concepts.
- Request weekly progress reports from your teachers so that you always know where you stand in each class.
- Request individual help and guidance from the counselors to determine the cause of your problems in your class or to improve your study skills.

- Form study groups with your friends, using them as a resource to help you understand difficult material.
- Request a peer tutor.
- Discuss with the counselors the possibility that, considering your background, the class is not appropriate.

## ATTENDANCE POLICY

The attendance goal at RHHS is for each student to attend school at an annual rate of at least 96%. Students who attend regularly generally achieve high grades, enjoy school, and are more successfully employed after completing school. Regular school attendance enhances academics and social development. We feel that students must make a commitment to their academic development to be successful both in school and in their later life choices.

### *Excused Absences*

School Board policy excuses absences for school-related activities, required legal activities, doctor's appointments and illness. Additionally, a student may miss no more than **three (3) days** per year for a purpose determined by a parent/guardian (examples—vacations, visit to a post-secondary institution, family trip). ***This request must be made in advance in writing to the principal and these days CANNOT be taken during exams (mid-terms or finals).***

**A parent or guardian should notify the office (410 313-7120) on days students are absent.** A note (including name and grade of student, dates of the absence, reason for the absence, signature of parent or guardian, and the date of the note) must be presented to the first period teacher by the student within two school days of returning to school. The student will then be issued an excused admit slip to present to classroom teachers. If no note is submitted after two school days, the absence will remain unexcused. The principal may require medical verification or other documentation if a pattern of excessive absences develops.

### *Unexcused Absences*

Any absence which is not within the School Board definition of an excused absence will be considered unexcused, even if parental permission was received. Examples of unexcused absences include **oversleeping, car trouble, missing the school bus, running errands, shopping trips, haircuts.** A note must be presented to the first period teacher by the student within two school days of returning to school.

The student will then be issued an unexcused admit slip to present to the classroom teachers.

***Truancy/Leaving School Grounds Without Permission***

Truancy is defined as an unexcused absence from school off school property. Students who are truant from school are subject to the following disciplinary actions:

- First offense — Parent contact; Saturday School
- Second offense — Parent contact; Saturday school/school improvement assignment; referral to counseling office
- Third offense — Parent contact; in-school suspension
- Fourth offense and subsequent offenses will result in suspension from school.

***Class Cutting***

Class cutting is defined as an unexcused absence from class without leaving school property. Students who cut class are subject to the following disciplinary actions:

- First offense — Parent contact; Saturday School
- Second offense — Parent contact; Saturday school/school improvement assignment; referral to counseling office
- Third offense — Parent contact; in-school suspension
- Fourth offense and subsequent offenses will result in suspension from school.

***Leaving Campus***

RHHS is legally responsible for students during the school day; therefore, students are to leave campus only with parental permission. Before first period, students must present an early dismissal note (including student name and grade; date, time and reason for the dismissal; parent/guardian signature; date of the note) to the health office. Students must also sign out with the health office prior to leaving. Upon return, the student must sign in with the health office. Students failing to follow these procedures shall be considered truant. Additionally, students who leave school two (2) or more hours before the end of the student day are to be charged with a ½-day absence.

***Make-Up Work***

**Excused absences.** One school day is allowed for each day of absence to make up any work assigned during the absence. Full credit will be granted for this make-up work. Work assigned prior to the absence is due upon return to school.

**Unexcused absences.** One school day is allowed for each day of absence to make up any work assigned during the absence. All work must be made up. No credit is granted for this make-up work.

***Tardiness***

Our high expectations for class attendance also include punctuality and preparation. Students are expected to arrive to school and class on time – with the necessary homework, books, and materials.

***Unexcused Tardiness***

**Students who are tardy to SCHOOL** between 7:25 and 7:35 a.m. report directly to class. After 7:35 a.m., they sign in at the Attendance Office. The following consequences will occur for repeated unexcused lateness.

- First Offense - Verbal Warning
- Second - Teacher will contact parent(s).
- Third - Detention with teacher
- Fourth - Disciplinary Referral: Detention
- Fifth - Disciplinary Referral: Saturday School
- Sixth - Saturday School
- Seventh - Disciplinary Referral: Parent Conference & Sat. School
- Eight or more - Disciplinary Referral: Suspension pending Parent Conf.

Teachers start their lesson at 7:25 a.m. with a drill that is part of the marking period grade. If the student has an unexcused lateness, there is no make up. If it is excused, the student reports after school to make it up as scheduled by the teacher. Lateness in excess of 10% will require a doctor's note to be excused.

**Students who are tardy to CLASS** simply report to that class and accept the consequences. Students who are more than twenty minutes tardy to a class will be counted as truant. Habitual tardiness, which results in disruption of learning and instruction in classes, may result in additional disciplinary action.

A student may not participate in any extracurricular activity:

- a. During a period of suspension from school.
- b. On any day for which the student has an unexcused absence from school or truancy from any class.
- c. A student must be present for a half day to participate in an athletic activity held that day (a minimum of 3 periods). Exceptions will be approved by the principal/designee.

### ***Denial of Credit***

Policy 2050, Attendance, has been revised to align school system attendance requirements with MSPAP standards. For high school students, consideration for denial of credit is mandated when unlawful absences constitute 5% of a course. Such consideration is given at the teacher's discretion when lawful and/or unlawful absences constitute 5% of a course and the student has failed to make up all work.

## **STUDENT ACTIVITIES**

### ***River Hill High School Athletics***

At RHHS, good sportsmanship is just as important as winning and is something in which every student can take pride. Winning is cheapened by poor sportsmanship. All athletic programs at RHHS stress sportsmanship and fair play.

The interscholastic program exists to encourage participants to achieve their maximum potential and to represent their school. Athletes, cheerleaders, and poms not only represent themselves, but also the student body, the faculty, their families and the community at large. Participation in the program is a privilege. These activities are for students willing to work hard and make sacrifices.

Every student is urged to get involved in either an extra-curricular activity or the athletic program. Membership depends upon satisfactory medical examination, ability in the sport, and compliance with all other rules of eligibility. Each student participating in interscholastic athletics must submit a parental permission/insurance form, a physical examination form, a copy of his/her birth certificate, and an athletic participation agreement. All athletes must meet the academic eligibility criteria set by the HCPSS.

- **Students who use or possess alcohol or other drugs will lose their eligibility as outlined by HCPSS policy.** Loss of eligibility includes participation in graduation ceremonies for seniors.
- Students who exhibit behavior/attendance problems, or violate other training rules set by their coach/sponsor, may lose their eligibility to participate.

### ***Sports by Season***

Fall: Cheerleading, Cross Country, Field Hockey, Football, Golf, Soccer, and Volleyball

Winter: Basketball, Cheerleading, Indoor Track, and Wrestling

Spring: Baseball, Lacrosse, Softball, Tennis, and Track

### ***Extra-Curricular Student Activities***

Participation in extra-curricular activities not only makes school more fun, but statistics show that students do better in their academic areas when they are involved in extra-curricular activities. At River Hill High School we offer the following, based on interest:

Class Councils, Student Government Association, After School Choir (ASC), Angel's Network, Asian Leadership Union, Badminton Club, Best Buddies Maryland, Black Leadership Union (BLU), Book Club, Breakdance Club, Catholic Club, Chess Club, Color Guard, Ecology Club, Equestrian Team, Fashion Club, Film Club, Future Business Leaders of America (FBLA), French Club, French Honor Society, Future Doctors of America, Future Educators of America (FEA), Gamers Club, German Club, Hawk Talk, Indian Fusion Dance Team, Interact Club, Invisible Children, It's Academic, Japanese Animation and Culture Club, Junior Statesmen of America (JSA), Knitting Club, Literary Magazine, Maryland Technology Honor Society, Math Team, Model UN, Multicultural Club, National Art Honor Society, National Honor Society, Peer Mediators, Pep Club, Ping Pong Club, Poms, Rainbow Club, Red Cross Club, Republican Club, Rocket Club, Science National Honor Society, Science Olympiad Team (STEM), Shakespeare Club, SHOP, S.O.A.R., Spanish Club, Spanish Honor Society, Speech and Debate Team, Tri-M Music Honor Society, Young Democrats Club, Young Life and Young Liberals Club. (Try-outs are required for Color Guard, Peer Mediators and Poms.)

## **GENERAL INFORMATION**

### ***Announcements and Posters***

**Announcements** will be made regularly to inform everyone of upcoming school activities. Additionally, special announcements will be posted on the TV monitor bulletin boards throughout the building. All announcements must be approved in advance by an administrator. Likewise, only **posters** approved by school staff may be displayed in the school.

### ***Assemblies***

Assembly programs are planned for the education of the student body. Students entering the assembly are to find their seats quickly. Positive conduct is expected during the presentation.

### ***Awards***

River Hill awards are very special awards for which students are nominated and selected by the entire faculty.

**Sponsor's Awards** are selected by the class sponsors for specific student contributions to the class activities throughout the years.

**School Service Award** is presented to senior students who have shown outstanding service to the student body and faculty of the school. They receive a certificate, a mug with an engraving, a monetary gift, and their name on the school plaque.

**Outstanding Senior Award** is presented to seniors who have contributed to the school in multiple categories: Scholarship, Leadership, Creativity, Initiative, and Service to the School and Community. In addition, they must have a 3.5 cumulative GPA and participate in at least 3 activities at school. These students receive a certificate, a silver paperweight, a monetary gift, and their name on the school plaque.

**Principal's Award** is selected by the principal and given to students who have demonstrated unique qualities at RHHS. These students include: one who is motivated to use one's talents; one who is willing to help whenever called upon; one who extends the hand of friendship, promotes human understanding, and has earned the respect of the administration. These students receive a plaque with an engraving, a certificate, a monetary award, and their name on the school plaque.

**Top Flight Award** is presented to one senior each year who exemplifies the ideals, principles, and attitudes of a scholar student. This student is the "best of the best" in all areas of the high-school experience. The recipient receives a Hawk trophy with an engraving, a certificate, a \$500 monetary award, and their name on the school plaque. The previous year's recipient presents the award.

### ***Dances at School***

School dances are for RHHS students. Each student must purchase a ticket prior to the dance and must present the ticket at the door. Ticket sales end 24 hours prior to the dance. **NO TICKETS ARE SOLD AT THE DOOR.** When allowed, out-of-school guests must be approved by the administration. No student/guest will be admitted later than one hour after the start of the dance, except by prior approval of the administration. Students leaving the dance will not be readmitted. All school dances must be approved by the administration and have sufficient numbers of teacher and parent chaperones. Students are expected to dance appropriately, dancing must adhere to standards of good taste and decency. Students who do not adhere to such standards will be asked to leave the dance.

Six dances will be held each year. Dances are scheduled with the Athletic & Activities Manager in June, prior to the next school year.

- |                              |                   |             |
|------------------------------|-------------------|-------------|
| 1. 9th Grade Social (Aug 26) | Sponsor: Freshmen | 7-9:30 pm   |
| 2. Back to School (Sept 11)  | Sponsor: Juniors  | 7-10 pm     |
| 3. Homecoming (Sept 25)      | Sponsor: SGA      | 8-11 pm     |
| 4. Winter Dance (TBD)        | Sponsor: Seniors  | 7-10 pm     |
| 6. Prom (May 13)             | Sponsor: Juniors  | 8 pm -12 am |

All dances are posted online on the RHHS Activities Calendar. Go to [riverhill.org](http://riverhill.org) and click on the Calendar icon.

***Illness or Injury Reporting***

All injuries, illness, or personal injury problems should be immediately reported to the health room. If a student becomes ill, he/she must report to class to receive a note to the health office. Elevator access is available to students who bring in a doctor's note and a \$5 key deposit to the main office.

***Lockers***

Lockers for coats and books will be assigned to students by 1st period teachers. Students are responsible for general upkeep of the locker itself, as well as any items stored in the locker. The school will not accept responsibility for any items that may be missing from students' lockers. Please keep lockers locked at all times. Do not keep money or other valuables in lockers. Private locks are not to be used on school lockers. Lockers are subject to search by school officials.

***Lunches***

The Board of Education approved the following prices for School Meals and Milk for the 2010-2011 school year:

Secondary, \$3.00

Signature Lunch and Coach's Corner, \$3.75

Student Breakfast, \$1.75

Milk, 50¢

Reduced Price Lunch remains 40¢ and Reduced Price Breakfast at 30¢.

***Parking Regulations for Students***

Student parking at RHHS is limited to seniors who attend the Driving Seminar held in August/September of their senior year. Parents must attend these seminars with their students. Juniors who are out-of-district or whose academic program requires them to leave during the school day may also park on school property. Students must purchase a parking permit for \$15 and display it in their vehicle at all times while on RHHS property. Students who do not display their permit are subject to the provisions elaborated on the Parking Permit Application. The guidelines and rules for student parking are enumerated on the Vehicle Registration Form. Students who display forged/copied RHHS permits in their vehicle on property will be subject to disciplinary action, which may include suspension and loss of parking privileges. Students who create and/or distribute fake RHHS parking permits are also subject to disciplinary action which may include suspension and/or loss of parking privileges. Non-seniors who park without prior administrative approval will forfeit their parking privilege as a senior: 1) 30 days on the first offense; 2) 90 days on all subsequent offenses.

### ***Telephone Use***

The telephones in the office are for school business purposes. Only emergency messages will be delivered to students.

### ***Cell Phones and Electronic Devices***

Cell phones in school should be turned off from 7:25 a.m. to 2:10 p.m. including during lunch and in between classes. Those in violation will be confiscated and turned over to an administrator and a Disciplinary Referral will be written. The confiscated phone will need to be picked up by a parent. Detention will be given for a first offense and Saturday School for a second. Repeat violations are subject to additional sanctions, including "Failure to follow school rules" as covered in the Howard County Code of Conduct.

## **EXPECTATIONS OF STUDENTS**

The Howard County Public School System and River Hill High School will exemplify a community in which 18 character traits are expected, modeled, taught, practiced, and celebrated.

- Appreciation of diversity
- Commitment to learning
- Community service
- Compassion
- Democracy
- Equality of opportunity
- Freedom of thought and expression
- Global responsibility
- Honesty
- Integrity
- Justice
- Perseverance
- Respect and care for the environment
- Respect for human dignity
- Respect for self
- Responsibility
- Responsible citizenship
- Self discipline

One of the major objectives of formal education is that of teaching citizenship and responsibility for one's actions. We believe this to be of primary importance in today's society. It is our expectation that students at River Hill High School will recognize the appropriate conduct for a given situation and conduct themselves accordingly. At RHHS students are expected to:

- Put forth best effort at all times.
- Attend school and all classes (at least at a 96% rate for the entire year).
- Be on time to, and prepared for, all classes.
- Keep in mind that you have been given the opportunity to receive a good education.
- Be courteous, considerate, and thoughtful to all—students, teachers, staff, and visitors.
- Exhibit proper conduct in school and at school-sponsored activities.
- Plan your future by preparing short and long-range goals.
- Support the school and school programs.
- Be loyal to your school and enhance, through your language and actions, the reputation of the school.
- Respect school, public and private property.
- Be honest at all times—to yourself and to others.
- Treat others as you would expect to be treated.
- Participate in extra-curricular activities where your interests and time permit.

**NOTE:** Individual teachers may have additional expectations regarding appropriate student conduct in their classes.

### ***Bus Privileges***

Bus transportation is provided for most students attending RHHS. While riding the bus, students are expected to obey all school policies and act in a mature and appropriate manner. Students who violate these expectations or do not exhibit proper conduct on the bus may lose bus riding privileges, temporarily or permanently. Students who wish to ride a bus home with a friend may do so only if notes from both sets of parents are presented to an administrator prior to lunchtime. Phone calls will be made home verifying the request. Only then will final approval for riding another bus be granted.

A bus video surveillance system may be in operation to help monitor student behavior on Howard County Public School buses. Bus safety is a top priority and bus drivers may not be able to watch the road and closely monitor students at the same time. The surveillance system can be helpful in monitoring student behavior and permit the bus driver to concentrate on safe driving.

### ***Student Dress Code Standards***

The Howard County Public School System along with parents/guardians and community are responsible for encouraging all students to develop habits of proper dress and grooming. These standards are

based on respect for one another and the need to establish a safe, orderly, caring, challenging, and business-like learning environment.

It shall be a violation of the Howard County Board of Education Policy #3421 for any student to wear attire that interferes with the educational mission of schools, is disruptive to the school environment, provocative, or that could endanger the health or safety of that student or others during school hours and school activities. This includes, but is not limited to, attire that:

- Unduly exposes or reveals skin or undergarments. This may include tank tops, halter tops, tops which are strapless, low cut, or expose midriff, pants worn low or loose which expose skin or undergarments.
- Causes or is likely to cause a substantial or material disruption to school activities or the orderly operation of the school. This may include buttons, display bands, armbands, flags, decals or other badges of symbolic expression.
- Involves any form of headgear inside the school building during the school day. Specific examples of headgear include hats, visors, scarves, bandannas, sweatbands and forehead bands. Hats and headgear will be confiscated according to each school's policy.
- Causes a health and safety risk for students. This includes the requirement that shoes or sandals must be worn at all times in the school building. Sunglasses may not be worn in the school building during the school day.
- Depicts profanity, obscenity, the use of weapons or violence.
- Promotes use of tobacco, drugs, alcohol, or other illegal or harmful products.
- Contains sexually suggestive messages.
- Depicts gang affiliation.
- Contains language or symbols that demean an identifiable person or group or otherwise infringe on the rights of others.
- Contains rude, disrespectful, or discourteous expressions inconsistent with civil discourse and behavior.

The following specific guidelines are posted in every classroom:

- Male Guidelines: no revealing tank tops, no clothing that depicts alcohol/drugs, no profanity, no hats/headgear, no sexually suggestive messages, no messages/symbols that would demean.
- Female Guidelines: no clothing that depicts alcohol/drugs, no profanity, no hats/headgear, no sexually suggestive messages, no sexually provocative shorts, no tops that unduly reveal skin, thus no bare midriffs or backless tops and tops must have two straps.

If the principal determines that a student is in violation of the dress code policy, the student will be allowed to remove/change the attire. If the student fails to comply, the parent/guardian will be contacted and appropriate disciplinary action will be taken. Please note that under Policy 3421-R, II.C, attire worn for medical reasons or as an expression of a student's religious practices shall be given special consideration.

### ***Student Behavior***

Students are always expected to conduct themselves in a positive and mature manner in the classroom, in the halls, on the grounds, and at all school-sponsored functions. We all represent our school, family and community and we want to establish an excellent reputation for River Hill High School.

- Obscene, vulgar, or profane language or expression will not be permitted on school grounds or at any school-sponsored activity.
- Inappropriate public displays of affection are not allowed on campus.
- Food and drinks are allowed only in the student dining and commons areas of the building. Students are to eat lunch in Student Dining or on the patio.
- Students will dispose of trash from food and beverages they consume.
- Students are expected to move through the halls in an orderly manner. When classes are in session, students are to be in class. Students in the halls during class must have a valid pass from a teacher.

### ***Student Safety Precautions***

HCPSS and River Hill High School are legally responsible for the safety and care of their students while on school grounds during the school day as well as during school functions. The following guidelines help RHHS provide a safe and orderly climate for learning:

- Students are required to sign out with the health room before leaving school grounds. Students must have their parents' permission to leave campus.
- Access to our students during the school day is allowed only to immediate family members who can verify relationship with some sort of identification. Messages to students are delivered only in the case of an emergency from family members. We protect class instruction from interruptions. Family members are to check in at the office and meet students there, not in the parking lot.
- Student visitors are not permitted during school hours.

Due to safety considerations, laser pointers, skateboards, rollerblades, roller skates, squirt guns, and snowballs are not allowed on campus at any time. Skateboards, skates, and squirt guns that are brought to school will be confiscated for the remainder of the school year.

### ***Code of Conduct***

The HCPSS Code of Conduct identifies behaviors that all students are expected to display. All students will receive a copy of this in the countywide student handbook distributed at the beginning of the school year. The countywide handbook will also include the following policies: *High School Grading and Reporting, Student Smoking and Possession of Tobacco Products, Weapons, Student Assault on School Staff, Discipline, Educational and Personal Rights, Alcohol and Other Drugs, Academic Eligibility for Extra Curricular Activities*. Students and parents are urged to become familiar with these policies.

## **RHHS ACADEMIC INTEGRITY POLICY**

### ***Academic Integrity***

People who have integrity are honest and fair in everything they do and say. This document lists just a few of the most important aspects of integrity that are expected of you at school. They include obvious concerns such as cheating and copying, as well as some you may not have thought about such as properly citing the sources of information you include in papers or projects. Please carefully read the following list; you will be held accountable for any of your actions that fail to adhere to fair standards of integrity.

### ***Types of Violations***

#### **Level I Violations**

- Copying another student's homework, class work, or ideas without the instructor's permission.
- Allowing another student to copy homework or class work without the instructor's permission.
- Lack of internal citations (acknowledging another writer's direct words or thoughts) within a given assignment. Including a bibliography is not adequate.
- Copying or paraphrasing an excerpt from the Internet or any other resource without citing the source.
- Omitting parenthetical or internal citations from assignments.
- Using another person's ideas without offering proper citation.

#### **Level II Violations**

- Cheating on exams or quizzes.
- Using the computer translator button in a World Language class without the teacher's permission.
- Buying or copying an essay, lab report, or project and submitting it as one's own.
- Using an assignment from a student who previously took the class.

- Providing specific information about the content of an exam or quiz to a student who has not yet taken the exam/quiz.
- Obtaining specific information about the content of an exam or quiz from a student who has already taken the exam/quiz.
- Any intentional violations not listed.

### *Academic Integrity Violations Consequences*

#### **9th Grade - Level 1 Violations**

- **First Violation**

1. Academic Integrity Referral Form completed by teacher after contacting parent by telephone.
2. Student will not receive credit for the assignment.
3. Administrator will file the Referral Form in an Academic Integrity database.
4. Administrator/student conference. Referred to Honor Council.
5. Administrator will contact parent by telephone.

- **Second Violation**

1. Academic Integrity Referral Form completed by teacher after contacting parent by telephone.
2. Student will not receive credit for the assignment.
3. Administrator will file the Referral Form in a database.
4. Administrator will contact parents by telephone and advise them that their child will receive a notation in their School Discipline Folder unless the parent chooses to allow the violation to be adjudicated by the River Hill Honor Council.

- **Any further violations will automatically be treated as Level II Violations.**

#### **10th – 12th Grade - Level 1 Violations**

- **First Violation**

1. Academic Integrity Referral Form **completed by teacher after contacting parent by telephone.**
2. Student will not receive credit for the assignment.
3. Administrator will file the Referral Form in a database.
4. Administrator will contact parents by telephone and advise them that their child will receive a notation in their School Discipline Folder unless the parent chooses to allow the violation to be adjudicated by the River Hill Honor Council.

- **Any further violations will automatically be treated as Level II Violations.**

#### **9th -12th Grade - Level II Violations**

- **First and Second Violation**

1. Disciplinary Referral Form completed by teacher.

2. Student will not receive credit for the assignment/test.
  3. Parent contacted by teacher.
  4. Administrator/student conference
  5. Disciplinary Referral Form filed in student's School Discipline Folder.
  6. Administrator will contact parent.
  7. Saturday school assigned to student.
- **All additional violations are the same as above plus suspension pending parent conference.**

### ***Honor Council***

Students representing all grade levels serve on the RHHS Honor Council, dedicated to promoting and upholding integrity among the student body. The HC is responsible for three main objectives:

- 1) Provide guidance and assign consequences to students who have violated RHHS Academic Integrity Policy.
- 2) Develop educational tools that will foster academic integrity.
- 3) Strategically develop and implement RHHS academic integrity standards.

The Honor Council is a student-to-student organization, created to improve the academic integrity environment through a grassroots effort. Those who commit a Level I violation may appear before the student honor council with parent consent.

### *Note from River Hill National Honor Society Faculty Council:*

- A Level II Violation may be cause for a student to be denied an invitation to join the River Hill Chapter of the National Honor Society.
- The National Honor Society Faculty Council considers Academic Integrity violations to be a flagrant disregard of the character criteria of an NHS member and removal from membership may result.

### ***Hazing/Harassment and Discrimination/Sexual Harassment***

Hazing or harassment of any student at River Hill High School will be treated as a severe disciplinary infraction. Maryland state law requires all schools to maintain a database and file monthly reports of all incidents of harassment or bullying.

- **Harassment** exists when there is a sufficiently severe action or persistent, pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be, or which a reasonable person would perceive as, ridiculing or demeaning.
- **Hazing** is participation in any intentional or reckless act directed against another for the purpose of initiation into, affiliation with, or

maintenance of membership in any school-sponsored activity, organization, club or athletic team. This includes any action taken or situation created that directly or indirectly embarrasses, humiliates, harasses, ridicules, or causes harm or mental or physical discomfort to another.

- **Discrimination** is the use of race, color, creed, national origin, religion, physical or mental disability, age, gender, marital status, or sexual orientation as a basis for treating another in a negative manner.
- **Sexual Harassment** of a student by any person is the unwelcome conduct of a sexual nature that interferes with the student's ability to learn, study, work, achieve or participate in school activities.

#### **Reporting Acts of Bullying, Harassment or Intimidation**

The school system's commitment to safe school environments is outlined in Policy 1040. In addition, as a result of legislation passed in 2008, the Board of Education has developed Policy 1060, Bullying, Harassment or Intimidation, which establishes expectations for maintaining a safe and respectful school climate where bullying, harassment or intimidation are not tolerated. Policy 1060 requires compliance with the Maryland Safe Schools Reporting Act of 2005 which provides for any student, staff member, parent/guardian or close adult relative of a student to report any incident of bullying, harassment or intimidation that occurs on school property, on a school bus, or at a school-sponsored activity or event off school property. Reporting forms are available in all HCPSS front and guidance offices as well as on the website. See Policy 1060 for additional information. Visit [www.hcpss.org](http://www.hcpss.org) for a reporting form and a copy of A Parents' guide to Reporting Acts of Harassment or Intimidation Against Students.

#### ***Student Conduct***

We are proud that students at RHHS exhibit mature and acceptable behavior. Courtesy and consideration for others are major characteristics of student behavior. In order to ensure the best possible educational environment for all students, unacceptable behavior, as described below, will be prohibited and subject to disciplinary action:

- Using, possessing, selling, giving, or being under the influence of illegal drugs, including alcohol, and/or possession of paraphernalia
- Smoking, use, or possession of tobacco products on campus (including the parking lot)
- Physical/verbal assault on any student, visitor, school employee
- Disobedience, disrespect, or open defiance of proper authority
- Vandalism, the willful destruction or defacing of school or personal property
- Theft

- Tampering with the fire alarm system, fire safety equipment, or making false 911 calls (Additionally, these will be reported to the State Fire Marshall's Office.)
- Scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism, or unauthorized collaboration with another person to prepare written work (Can result in a student receiving a failing grade for the assignment.)
- Loitering in the parking lot, outside the building, commons area, or halls
- Physical or verbal hazing, or any other type of initiation
- Students are not to use electronic equipment (Walkman, CD player, games, TV, radio, pager, cell phone) during school hours. This equipment will be confiscated if used during the school day.

River Hill High School will utilize the following methods of disciplinary action, as deemed appropriate:

- Parent notification (telephone or conference)
- Detention (after school)
- Detention (Saturday)
- School Improvement Assignment (after school or Saturday)
- Denial of Extra-Curricular Participation (practices, events, dances)
- In-School Suspension, Suspension, Suspension to the Superintendent
- Students who fail to serve an assigned detention will be assigned a Saturday School.
- Students who fail to serve an assigned Saturday School will be suspended from school.

***Specific HCPSS policies related to the above are included in the countywide student handbook distributed to all students at the beginning of the school year. Students are expected to read, understand and follow all these policies.***

During the school year it may be necessary to change or add to guidelines. When this takes place you will be notified by announcement. If situations occur which are not covered in the above information, the school administration will make decisions based on the merits of the individual situation. It is the primary purpose of these guidelines to foster an atmosphere conducive to learning and increased student responsibility.

### **AP SCHOLAR PROGRAM**

The AP Scholar Program at River Hill High School is designed to provide recognition to those students pursuing the rigorous curriculum that comprises Advanced Placement courses. This program also seeks

to recognize student mastery of that curriculum as revealed in both course grades and the results of the AP tests.

Students recognized by this program will be allowed to wear an honor cord along with their cap and gown at graduation (so designated in the graduation program).

**River Hill AP Scholar:**

Granted to students who take 2 AP courses and exams by the end of their junior year and score a 3 or higher on each of the exams.

**River Hill AP Scholar with Honors:**

Granted to students who take 3 or more AP courses and exams by the end of their junior year and score a 3 or higher on each of the exams.

**Senior River Hill AP Award:**

Granted to senior students who have taken 5 or more AP courses and exams in their high school career.

**Senior River Hill AP Award of Distinction:**

Granted to senior students who have taken 8 or more AP courses and exams in their high school career.

**NATIONAL HONOR SOCIETY  
River Hill High School Chapter**

**Selection Process**

Each fall, juniors and seniors with a 3.4 or higher, unweighted, GPA at the end of their sophomore or junior year are considered for invitation to become Preliminary Members of the River Hill High School Chapter of the National Honor Society. Only those students who have completed one semester at RHHS may be considered for membership. Students may not apply for membership in the National Honor Society; however, membership is granted only to those students "selected" by the NHS Faculty Council of River Hill High School. Membership, therefore, is an honor bestowed upon an individual and thus a privilege, not a position for which one applies nor to which one is "elected", nor a "right" of any individual. The Faculty Council evaluates the following information: a Student Information Form, GPA, discipline/conduct records, and service.

Students will be selected as preliminary members in the fall, and inducted in March. Throughout their high school career, students are expected to maintain the high standards of scholarship, character, leadership, and service, which were the basis of their selection. Members are required to maintain a 3.4 unweighted GPA, participate in at least 30 hours of community service each school year, complete one (1) Adopt-A-Road and one (1) minor group project, and participate in the yearly fundraiser. Seniors must complete hours by April 15;

Juniors by May 12. There are mandatory, monthly evening meetings. Students who do not have time to fulfill the service and meeting requirements should not complete the Invitation Packet.

### **Defining Criteria for Membership Selection**

Revised June 2010

#### ***Scholarship***

The student who meets the scholarship requirement:

- Has spent at least one semester at RHHS prior to a scheduled induction
- Is a member of the junior or senior class
- Has a minimum, unweighted, cumulative grade point average of 3.4
- Must be enrolled in five courses for credit at River Hill High School.

#### ***Character***

A person of character demonstrates the following six qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship.

In addition, it is also said that a student of character:

- Takes criticism willingly and accepts recommendations graciously
- Constantly exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, and stability)
- Upholds principles of morality and ethics
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrates the highest standards of honesty and reliability
- Is committed to strong principles of academic integrity
- Regularly shows courtesy, sportsmanship; concern, and respect for others
- Demonstrates zero tolerance for harassment of any nature
- Observes instructions and rules, is punctual, and is faithful both inside and outside the classroom
- Has powers of concentration, self-discipline, and sustained attention as shown by perseverance and application to studies
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work and show unwillingness to profit by the mistakes of others
- Actively helps make the school a safe, nurturing, and respectful place of learning
- Refrains from the use of tobacco, alcohol and other illegal drugs.

#### ***Leadership***

The student who exercises leadership:

- Is resourceful in identifying problems, applying principles, and making suggestions
- Demonstrates initiative in promoting school activities
- Exercises positive influences on peers in upholding school ideals
- Contributes ideas that improve the civic life of the school
- Is able to delegate responsibilities
- Exemplifies positive attitudes
- Inspires positive behavior in others
- Demonstrates academic initiative
- Successfully holds offices or positions of responsibility; conducts business effectively and efficiently; demonstrates reliability and dependability
- Is a leader in the classroom, at work, and in other school or community activities
- Is thoroughly dependable in any responsibility accepted
- Is willing to uphold scholarship and maintain a loyal school attitude
- Actively promotes integrity.

### ***Service***

The student who serves:

- Organizes a service opportunity for other NHS members
- Volunteers and provides dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance;
- Works well with others and is willing to take on difficult or inconspicuous responsibilities
- Cheerfully and enthusiastically renders any requested service to the school
- Is willing to represent the class or school in inter-class and interscholastic competition
- Does committee and staff work without complaint
- Participates in some activity outside of school, for example, Girl Scouts, Boy Scouts, church groups, volunteer services for the elderly, poor, or disadvantaged;
- Mentors persons in the community or students at other schools
- Shows courtesy by assisting visitors, teachers, and students.

### **Defining Criteria for Maintaining NHS Membership**

Revised June 2010

Preliminary and full members of the National Honor Society are expected to meet the society's requirements and expectations both in and out of school. Members must maintain a 3.4 unweighted GPA. Members must submit a minimum of ten (10) service hours per marking period, accumulating to a total of thirty (30) service hours a

school year. For every marking period, at least five (5) out of the ten (10) required service hours must be in-school hours. Participating in a NHS-sponsored service activity or another that benefits the school community may count as in-school service. If a member of the faculty council, however, finds it necessary, the validity of the service activity may be questioned. No credit is awarded for activities which take place during the school day, with the following exceptions: Hawks for Books and judging middle school science fairs. In addition, each member must complete one Adopt-A-Road and one NHS-sponsored minor project.

When a member violates NHS regulations or standards of character, scholarship, or service that member must appear before the faculty council in a disciplinary hearing, and may be requested to submit a letter of resignation from NHS. Violations of NHS regulations or standards may include any type of academic integrity violation, inappropriate behavior as defined by the Howard County Public School System Code of Conduct, and infringement of the rights of another individual.

Throughout their membership, NHS members are expected to uphold the same principles of scholarship, leadership, service, and character as described in full in Guidelines of Defining Criteria for Membership Selection above. Failure to meet the standards may result in a Faculty Council hearing, denial of graduation stole or removal from NHS.

The National Honor Society conducts one fundraiser a year, a spring Hanging Basket Sale—scheduled to coincide with Mother's Day. The funds raised support the operation of the organization as well as scholarships, awards, and charitable contributions to designated organizations or causes. Each member is required to sell/buy at least two hanging baskets.

NHS Sponsors/Advisors - Diane Curry and Debra Shannon  
NHS Faculty Council Members – Barbara Jewett, Terri Bradford, Callie Cornelius, Roger Demaree, Jack Dibler, Leirdré Galloway and Teresa Goodrich

### **HONOR ROLL**

Principal's Honor Roll:	4.0 Grade Point Average
Gold Honor Roll:	3.4 - 3.99 Grade Point Average
Silver Honor Roll:	3.0 - 3.39 Grade Point Average

Student may have no more than one C and no grades of D or E.  
Grade Point Averages are rounded to two decimal places.

**HCPSS SCHOOL CALENDAR  
2010-2011**

**AUGUST 2010**

- 24 School staff returns.
- 30 First Day of School for Students.

**SEPTEMBER**

- 3 Countywide Professional Development Day –  
Schools closed for students.
- 6 Labor Day – Schools and offices closed.
- 9 Rosh Hashanah - Schools & offices closed.
- 14 Primary Election - Schools & offices closed.

**OCTOBER**

- 8 Interim Progress Reports issued.
- 15 MSTA Convention – Schools closed for students.
- 21 “W” Day – Beginning this date, students receive a “W”  
when dropping a class and no credit for the added class.

**NOVEMBER**

- 2 General Elections – Schools and offices closed.
- 5 End of marking period – Schools closed for students.
- 14-20 American Education Week
- 15 Report Cards Issued
- 22 HS Professional Dev. – Schools close 3 hours early.
- 23 Parent/Teacher Conf. – Schools close 3 hours early.
- 24 Parent/Teacher Conf. – Schools closed for students.
- 25-26 Thanksgiving Holiday – Schools & offices closed.

**DECEMBER**

- 17 Interim Progress Reports issued.
- 24-26 Holiday – Schools & offices closed.
- 24-31 Winter Break – Schools closed.
- 31 New Year’s Holiday – Schools & offices closed.

**JANUARY 2011**

- 3 Schools reopen.
- 17 Martin Luther King Jr. Day – Schools & offices closed.
- 18-21 High School Semester Exams
- 19-20 High schools close 3 hrs. early for exams
- 21 End of 2nd marking period. HS Semester Exams.  
All schools close 3 hrs. early
- 24 Professional Work Day – Schools closed for students.

**FEBRUARY**

- 1 Report Cards issued.
- 16 Parent/Teacher Conferences
- 17 Parent/Teacher Conf./HS Professional Development –  
Schools close 3 hours early.
- 18 Parent/Teacher Conf. – Schools closed for students.
- 21 Presidents’ Day – Schools & offices closed.

**MARCH**

- 4 Interim Progress Reports issued.
- 11 Countywide Prof. Dev. Day – Schools closed for students.
- 17 “W” Day, Sem. 2 – Beginning this date, students receive  
no credit for an added Sem. 2 class.

**APRIL**

- 1 End of 3rd marking period – Schools close 3 hours early.
- 12 Report Cards issued.
- 18-21 Spring Break – Schools closed.
- 22 Good Friday – Schools & offices closed.
- 25 Easter Monday – Schools & offices closed.
- 26 Schools reopen.

**MAY**

- 12 Interim Progress Reports issued.
- 13 Professional Work (Articulation) Day –  
Schools closed for students.
- 30 Memorial Day – Schools and offices closed.

**JUNE**

- 13 High School Exams
- 14 - 16 HS Exams. Schools close 3 hrs early.
- 16 Last student day UNLESS inclement weather days occur.
- 17 1st - Inclement weather makeup day.
- 20 2nd - Inclement weather makeup day.
- 21 3rd - Inclement weather makeup day.
- 22 4th - Inclement weather makeup day.
- 23 5th - Inclement weather makeup day.

*Final Report Cards will be mailed the week of June 20, 2011, or later if  
the school year is extended due to inclement weather days.*

**RHHS BELL SCHEDULES  
2010-2011**

**STANDARD SCHEDULE**

<b>Period</b>	<b>Starts</b>	<b>Ends</b>
(Warning Bell)	7:20	
1	7:25	8:14
2	8:19	9:08
3	9:13	10:02
<b>Announcements</b>	10:02	10:09
4 A & B (Lunches)	10:14	12:20
5	12:25	1:15
6	1:20	2:10

**Lunch Shifts during Period 4**

A	10:11 -10:41			
B		10:44 -11:14		
C			11:17 – 11:47	
D				11:50 12:20

**ADVISORY DAY SCHEDULE (WEDNESDAYS)**

<b>Period</b>	<b>Starts</b>	<b>Ends</b>
(Warning Bell)	7:20	
1	7:25	8:10
2	8:15	9:00
3	9:05	9:50
<b>ADVISORY</b>	9:55	10:20
4 A & B (Lunches)	10:25	12:31
5	12:36	1:21
6	1:26	2:10

**Lunch Shifts during Period 4**

A	10:22 – 10:52			
B		10:55 –11:25		
C			11:28 – 11:58	
D				12:01 – 12:31

**ONE-HOUR LATE OPENING SCHEDULE**

<b>Period</b>	<b>Starts</b>	<b>Ends</b>
(Warning Bell)	8:20	
1	8:25	9:05
2	9:10	9:50
3	9:55	10:35
4 A & B (Lunches)	10:40	12:40
5	12:45	1:25
6	1:30	2:10

**Lunch Shifts during Period 4**

A	10:40 – 11:10		
B		11:10 – 11:40	
C			11:40 – 12:10
D			12:10 – 12:40

**TWO-HOUR LATE OPENING SCHEDULE**

<b>Period</b>	<b>Starts</b>	<b>Ends</b>
(Warning Bell)	9:20	
1	9:25	9:53
2	9:58	10:26
3	10:31	10:59
4 A & B (Lunches)	11:04	1:04
5	1:09	1:37
6	1:42	2:10

**Lunch Shifts during Period 4**

A	11:04 – 11:34		
B		11:34 – 12:04	
C			12:04 – 12:34
D			12:34 – 1:04

### THREE-HOUR EARLY DISMISSAL SCHEDULE

<b>Period</b>	<b>Starts</b>	<b>Ends</b>
(Warning Bell)	7:20	
1	7:25	8:00
2	8:05	8:35
3	8:40	9:10
<b>Break</b>	9:10	9:25
4 A & B (Lunches)	9:30	10:00
5	10:05	10:35
6	10:40	11:10

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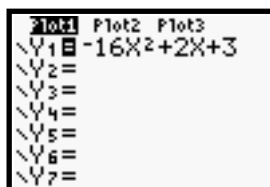
### MID-TERM AND FINAL EXAM SCHEDULES

<b>Exam</b>	<b>Starts</b>	<b>Ends</b>
(Warning Bell)	7:20	
1st Exam Period	7:25	9:05
<b>Break</b>	9:05	9:25
2nd Exam Period	9:30	11:10

## TI-83 Plus Graphing Calculator Tips How to ...

### ...graph a function

Press the  $Y=$  key.  
Enter the function directly using the  $x$  key to input  $x$ . Press the **GRAPH** key to view the function. Use the **WINDOW** key to change dimensions



and scale of the graph. Pressing **TRACE** lets you move the cursor along the function with the arrow keys to display exact coordinates.

### ...find the y-value of any x-value

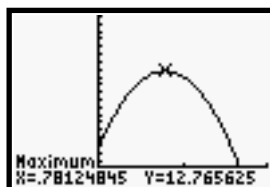
Once you have graphed the function, press **CALC** and select **1:value**. Enter the x-value. The corresponding y-value is displayed and the



cursor moves to that point on the function.

### ...find the maximum value of a function

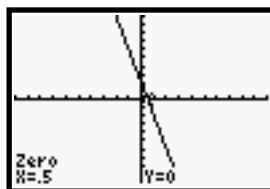
Once you have graphed the function, press **CALC** and select **4:maximum**. You can set the left and right boundaries of the area to be examined and guess the maximum value either by entering



values directly or by moving the cursor along the function and pressing **ENTER**. The x-value and y-value of the point with the maximum y-value are then displayed.

### ...find the zero of a function

Once you have graphed the function, press **CALC** and select **2:zero**. You can set the left and right boundaries of the root to be examined and guess the value either by entering

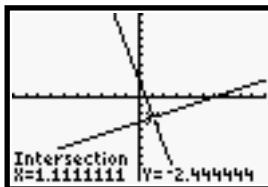


directly or by moving the cursor along the function and pressing **ENTER**. The x-value displayed is the root.

---

### ...find the intersection of two functions

Once you have graphed the function, press **CALC** and select **5:intersect**. Use the up and down arrows to move among functions and press **ENTER** to select two.

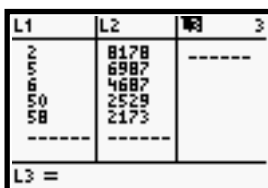


Next, enter a guess for the point of intersection or move the cursor to an estimated point and press **ENTER**. The x-value and y-value of the intersection are then displayed.

---

### ...enter lists of data

Press the **STAT** key and select **1:Edit**. Store ordered pairs by entering the x coordinates in **L1** and the y coordinates in **L2**. You can calculate new lists. To



L1	L2	L3
8178		
6987		
4687		
2529		
2173		
---		
L3 =		

create a list that is the sum of two previous lists, for example, move the cursor onto the **L3** heading. Then enter the formula **L1+L2** at the **L3** prompt.

---

### ...plot data

Once you have entered your data into lists, press **STAT** **PLOT** and select **Plot1**. Select **On** and choose the type of graph you want, e.g. scatterplot (points not connected) or connected dot for two

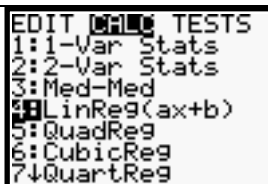


variables, histogram for one variable. Press **ZOOM** and select **9:ZoomStat** to resize the window to fit your data. Points on a connected dot graph or histogram are plotted in the listed order.

---

### ...graph a linear regression of data

Once you have graphed your data, press **ENTER** and move right to select the **CALC** menu. Select **4:LinReg(ax+b)**. Type in the parameters **L1**, **L2**, **Y1**. To enter **Y1**, press **VARS**



and move right to select the **Y-VARS** menu. Select **1:Function** and then **1:Y1**. Press **ENTER** to display the linear regression equation and **Y=** to display the function.

---

### ...draw the inverse of a function

---

Once you have graphed your function, press **DRAW** and select **8:DrawInv**. Then enter **Y1** if your function is in **Y1**, or just enter the function itself.

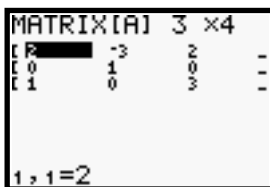


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### ...create a matrix

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From the home screen, press **MATRIX** and move right to select the **EDIT** menu. Select **1:[A]** and enter the number or rows and the number of columns. Then fill in the matrix by entering a value in each element.



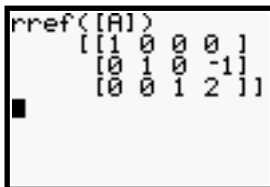
You may move among elements with the arrow keys. When finished, press **QUIT** to return to the home screen. To insert the matrix into calculations on the home screen, select **MATRIX** and select **NAMES** and select **1:[A]**.

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### ...solve a system of equations

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Once you have entered the matrix containing the coefficients of the variables and the constant terms for a particular system, press **MATRIX**, move to **MATH**, and select **B:rref()**.



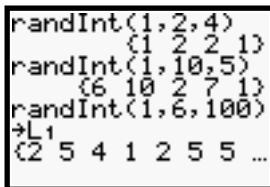
Then enter the name of the matrix and press **ENTER**. The solution to the system of equations is found in the last column of the matrix.

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### ...generate lists of random integers

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From the home screen, press **MATH** and move left to select the **PRB** menu. Select **5:RandInt** (and enter the lower integer bound, the upper integer bound, and the number of trials,



separated by commas, in that order. Press **STO** and **L1** to store the generated numbers in **List 1**. Repeat substituting **L2** to store a second set of integers in **List 2**.