

August 2023

Dear Rams Families,

Welcome to the 2023-24 school year! Our campus entrance, parking lot, and many of our athletic facilities have been upgraded and are beautiful. In addition, our staff has been eagerly preparing for the return of our students. We look forward to welcoming all of our students back on September 5th! In the meantime, please review the back to school information below.

FRESHMAN ORIENTATION: If you are a FRESH Mentor, you will be required to come to North on Monday, August 28th at 8:00 am for a training session. Any 9th graders or students new to North will join us at 10:30 am. More details will be communicated with mentors via email as the date gets closer. Please look for emails from Ms. Watt. If you have any questions, please contact Ms. Watt, Assistant Principal, at awatt@ccsd.edu.

LAPTOPS: 9th graders and new students will receive a laptop during orientation or the first week of school. In order to receive your laptop, the attached form must be completed. [LAPTOP FORM](#)

SCHEDULES: Schedules for the 2023-2024 school year will be posted to the student/parent portal on Thursday, August 24th at 3:00 pm. School Counselors will be back in the office on Friday, August 25th. Please understand that this is a very busy time. Counselors will spend the majority of their initial days meeting with new entrants to North. A schedule change request will not be considered unless it is in writing, via email from a parent or from a student with a parent CC'd. **Please do not send multiple emails regarding your request. No teacher changes are allowed, no exceptions.** Schedule changes for core classes will be looked at before elective changes. The school counselors will do their best to accommodate your schedule change request but *please be patient*.

Schedule change requests must be submitted in writing by August 31st at 12pm. Requests received after this date and time will not be reviewed. It is important that you familiarize yourself with the Add/Drop Policy below. **Once classes begin, students are required to remain in the class for 5 school days before being permitted to make any schedule changes.** After this time period, a new written request must be submitted.

Add/Drop Policy.

Students are expected to remain committed to choices made during the course selection process. Students contemplating a course change should consult with their school counselor. All course subject changes require the appropriate course change form ensuring teacher communication, parental/guardian consent, and approval by the school counselor. Changes are subject to established deadlines and space availability in the new course.

Once classes begin, students are required to remain in the class for 5 school days before being permitted to make any schedule changes. NO TEACHER CHANGES ALLOWED. It

should be understood that for a student to receive full credit for the late entry into a course, arrangements must be made for making up missed work.

The deadline for students to drop a course is as follows:

Full year: Students are permitted to drop a full year course without penalty up to 10 school days past the start of the second quarter.

First Semester: Students are permitted to drop a first semester course without penalty within the first 10 school days of the first quarter.

Second Semester: Students are permitted to drop a second semester course without penalty within the first 10 school days of the third quarter.

The deadline to add a new course is as follows:

Full year: Students are permitted to add a full year course within the first 10 days of school.

First Semester: Students are permitted to add a first semester elective within the first 10 days of school.

Second Semester: Students are permitted to add a second semester elective up until 10 school days after the start of the third quarter.

Level Change for full year courses:

Appropriate class assignments are made during the spring semester for the following year and are based on student performance, teacher recommendation, and school counselor input. Thus, once the classes have begun level change requests may be approved only after careful consideration and upon determining that a student is inappropriately placed. All level changes must occur within the first quarter of the course.

The following procedures must be followed to request a level change in a given course:

- *Conversation between current teacher and student*
- *Consultation with School Counselor*
- *Completed course change form*

*Grades: Any change of level in a **full year** course may be made up to **10 school days** after the start of the **second** quarter with no penalty.*

ABSENCES

Students who are absent from school must provide a note or email with a legal excuse in order to be marked legally absent. **Emails can be sent to North's Attendance Office at dmaguire@ccsd.edu.** Physical notes should be brought to the Mansion office

DAILY SCHEDULE

Classes begin at 7:25 a.m. and end at 2:00 p.m. The bell schedule is below:

Bell Schedule

Period	Time	Minutes
Warning Bell	7:22	
1	7:25 - 8:10	45
2	8:13 - 8:58	45
3	9:01 - 9:47	46
3 WIN (What I Need) SEL Time	9:47 - 9:56	9
4	9:59 - 10:44	45
5	10:47 - 11:33	46
6	11:36 - 12:22	46
7	12:25 - 1:11	46
8	1:14 - 2:00	46

WHAT IS WIN TIME?

WIN Time is a daily SEL/Executive Functioning time during the day that will allow students to engage in social-emotional learning as well as organizational experiences. This change came out of our Lighthouse Strategic Planning Goal around student mental health.

“By June 2024, students will report positively that “their mental well-being is a priority at CHSN.”

The daily SEL and community building experience (WIN Time) will allow students to engage in a daily SEL activity during the school day. The 9 minute period will be used as a way for the students to choose what they need to best continue their day in the best way possible.

- Mindfulness Activities/Mindful Monday
- SEL Lessons and Activities
- Self-Care Planning
- Studying and Executive Functioning Preparation
- Movement
- Snack/Lunch Stations Available Around the Campus for Students without a scheduled lunch.
- Watch a video
- Read a book
- Listen to music
- Go Outside (as a class)

This period will also be used for classroom visits by administrators, counselors, SROs, and department chairs in order to allow students to have face time and discussions with the building leadership and counseling team.

STUDENT AGENDA

The student agenda contains our Code of Conduct as well as other pertinent information for students and families. Every student will receive a copy of the agenda for their use in school.

AFTER SCHOOL SUPERVISION

Any students remaining after school **must** be participating in a supervised club, activity, or team. If these activities finish before 4 pm, and students are waiting for the late bus, students must wait in one of the supervised locations below:

- **Library**: The library is open until 4:00 pm from Monday through Friday.
- **Extra Help**: Teachers offer extra help twice a week. An extra help schedule will be available online by the middle of September.
- **The Homework Center**: The homework center is located in the library classroom and is open until 4:00 pm from Monday through Friday.

There is late bus availability at 4:00 pm. Late buses pick up students from the Main Entrance from Monday through Thursday. There are no late buses on Fridays.

Unless students are involved in an activity supervised by a staff member, students may not stay after school. Students that are not part of a school approved after school activity (clubs, athletics, extra help, administrative/teacher detention) will be asked to leave the campus. Repeated infractions will result in disciplinary consequences.

STUDENT PARKING

Seniors will be able to register to park on campus. Registration information is on the CHSN homepage as well as in the senior information mailing. Seniors must complete a safe driving seminar with the SROs in order to receive their parking permit.

GETTING INVOLVED

As we work to provide the best possible education for our students, we also look forward to having your support. To be most effective, it is essential that we work together as a team; therefore, I hope that our families will be involved with the North community by joining our <http://www.chsnorthptsa.org/> and get involved with school committees or activities.

We wish you a fabulous summer and look forward to an even more successful 2023-2024 school year!