
Pittsford Schools

Pittsford Mendon High School
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Melissa Julian, *Principal*
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Dear MHS Senior and Family,

Senior year is finally here! Welcome back for your last year as a Viking! We look forward to your return to MHS and we are excited to begin the new school year. One piece of advice is that this year will go fast so take time to enjoy your “last events” that you will participate in. From your last first day, to your last Homecoming game, to your last day of classes and finally to walking across the stage receiving your diploma. There will be a lot of memories to make this year and we can’t wait to celebrate them with you along the way.

Below you will find some information about your return to school. In addition, the MHS website has regularly updated information regarding [Back to School](#) items so please review that as well.

All Students Must Submit the *Census Verification Form* Annually:

It is imperative that you update all the information we maintain in our database on your **Census Verification Form**, as this information may be used in case of a student medical emergency. This form will be mailed home to you and must be returned to us, **even if there are no changes**.

Seniors Who Will Be Driving To School:

Students who want the privilege to drive to school must return the **Student Driver Form** with current vehicle information, parent/guardian and student signatures at the bottom of the form. Once we have the information, you will receive a parking sticker that must be displayed prominently on your car at all times. Enforcement will begin at the start of the second week of school. If you had parking privileges last year, the sticker you received last year is still valid if your vehicle information has not changed.

- **Special Note:** Seniors who have not submitted their vehicle information, and/or do not have a parking sticker, may not park on campus or at Thornell Farm Park. (Please note that the Town of Pittsford has provided us with authority regarding all student activity on Thornell Farm Park grounds during school days.)

Lunch Dismissal Privilege:

Students who wish to obtain permission to leave campus during their lunch period **must** attend one of the two “MHS Lunch Dismissal” programs listed on the district calendar. **The meetings will be held on August 31st at 6:00 p.m. and on September 12th at 7:00 p.m. in the Mendon High Auditorium.** *As per Board of Education Policy, a parent or legal guardian must accompany each student to the meeting.* Make-up meetings will be scheduled, no sooner than October 1st, based on student need. You should attend one of these meetings **even if permission is withheld until a later time during the year or your child does not currently hold but may obtain a valid NYS license;** a parent/guardian may choose to place a hold on permission at any time.

- **Special Note:** Only Seniors who qualify and have their I.D. from Junior year, showing this permission will be allowed to leave for lunch starting the first day of classes.

Late Arrival/Early Dismissal Privilege:

Seniors who are not scheduled for a class 1st period or 1st or 2nd period and wish to arrive late must complete a **Late Arrival Form**. Students who do not have class 9th period or 8th and 9th period and wish to leave early must complete the **Early Dismissal Forms**. These forms may be found in the main office and online in the [Back to School](#) section on the Mendon homepage. Completed forms, including parent/guardian signature, must be returned to the main office. *These forms must be completed each year for permission to be awarded.* Students leaving school grounds without permission may be subject to disciplinary consequences.

Morning Arrival Procedures:

School doors open at 7:00 a.m. on school days. To ensure proper supervision, no student will be able to enter the school until 7:00 a.m. Students who arrive on campus after 7:40 a.m. during the school day will only be able to enter the school through the center front door at the Main Office. Students should never knock on any door or window to signal to be let into the school through any other entrance at any point during the day.

First Day of School Procedure:

On the first day of school, you should report directly to your 1st period class. You will be able to access your schedule through your Infinite Campus Portal. If you are having any issues reading your schedule or locating a classroom please seek out a staff member or Link Leader.

Student I.D. Cards/ School Pictures:

School pictures are scheduled for *September 12th and 13th during PE Classes*. All students will be provided with an order form to bring home for the purpose of purchasing school pictures. *Even if you are not ordering any pictures, you need to have your picture taken.* You must also submit your completed **Academic Honesty Agreement** and **Census Verification Form** in order to be issued your Student I.D. Card. After it is issued, students are to carry their Student I. D. Card at all times while at school. While we wait for new I.D. cards, you can use your old I.D. from last year. I.D. cards will be prepared as soon as the school receives your picture from the company hired by the school to take school photographs.

Cell Phone Use:

As schools across the nation and in our area have seen an increase in students being distracted as a result of their cell phone during instructional times, cell phones should be off and away during instructional periods unless otherwise directed by the teacher. Vikings will be able to use their cell phones during lunch, free period and between periods. We appreciate our families' support with this. Students who violate this expectation will receive a consequence.

Other Important Family and Student Resources:

Visit the [MHS website](#) and check the Parent and Student Resources links for important information, especially the MHS Family/Student Handbook. As you review the Family/Student Handbook, we ask that you give special attention to the sections on attendance procedures, school conduct and discipline, purchasing lunch, internet access, Academic Honesty, student dress code, electronics and cell phone use, and AP Exam expectations.

Save the Dates:

- MHS Open House is scheduled for **Thursday, September 15th at 6:30pm** with more information forthcoming.
- Our first MHS PTSA Meeting for the year is scheduled for **Thursday, October 6th at 9:00am**.

We are looking forward to sharing your senior year with you Vikings!

Melissa Julian
Principal

Kelly Zielke
Assistant Principal
Last Names A - L

Laura Hefner
Assistant Principal
Last Names M – Z