August 2023

Dear MHS Sophomore and Family,

Welcome back to school! We look forward to your return to MHS and we are excited to begin the new school year. As Sophomores, you have the advantage of knowing the school layout and having formed relationships with our staff and other students. This year, we expect our Sophomores to transition to leadership roles, be their best selves every day and to help our freshmen acclimatize to our learning community.

This letter serves to provide an overview of some important information you will need to start the year off successfully. Please be sure to review all the information and review the sections that include important forms, some of which must be completed and returned. You can also find some of this information on our website in the Back to School section.

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 any student emergency. This form will be mailed home to you, if there are changes, you must return it to school, or we will assume the information in our system is up to date.

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 front entrance of the Main Office. To maintain everyone’s safety, students should never knock on any door or window to be let into the school at any time during the day.

After School Procedures:
All students are expected to return home immediately after school on their regular bus run at 2:25 pm. Students who stay after 2:25 pm should be working with a staff member or receiving academic assistance or meeting with a club. Those staying for sports or taking the RTS bus home, they should be in the Commons in a quiet study hall.

First Day of School Procedure:
On the first day of school, you should report directly to your first period class where you will start the day. You will be able to access your schedule through the 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 11th and 12th 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** 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 updated school photo from the picture company.

**Internet Access and 1:1 Initiative:**
All students who would like Internet privileges must have a signed *Electronic Information Network Policy and Internet Use Agreement for Students* form on file. If you did not have permission for Internet use in Pittsford schools last year, you may print a copy of the agreement form from the [Back to School section on the Mendon Home page](#) and return it as soon as possible. Last year, you received a school issued laptop that you need to utilize during this school year. Every sophomore should have their device with them in school, charged, everyday; including on the first day of school and anticipate using it in your classes.

**Cell Phone Use:**
As 10th graders have their district provided laptops, student cell phones should be off and away during instructional periods unless otherwise directed by the teacher. Vikings can use their cell phone during lunch, in study halls, and between periods. If a student violates this rule, they will face disciplinary consequences. With this shift last year, we saw a decrease in distractions in the classroom. We appreciate our families’ ongoing support with this.

**Sophomores May Not Drive To School:**
Sophomores are not allowed to 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.) Parking privileges are only for 11th and 12th graders so you will have something to look forward to next year.

**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, student dress code, and electronics and cell phone use.

**Save the Dates:**
- MHS Open House is scheduled for **Thursday, September 21st** with more information forthcoming.
- Our first MHS PTSA Meeting for the year is scheduled for **Thursday, September 14th at 9:00am**.

As we start this new school year, Vikings, we want to remind you that we are all here to help you succeed academically, emotionally and socially. If you have any questions, concerns or need any help, please reach out to any of our faculty and staff who are here to help you. We are all looking forward to a new school year!

Melissa Julian
Principal

Andrea Lynch
Assistant Principal

Laura Hefner
Assistant Principal

Last Names A – L

Last Names M – Z