



KAYNOR T.H.S. SUPPLEMENT
STUDENT/PARENT HANDBOOK
2009-2010

W.F. Kaynor Technical High School
43 Tompkins Street
Waterbury, CT 06708

(203) 596-4302
<http://www.cttech.org/kaynor>

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Connecticut Technical High School System
Middletown

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The New England Association of Schools and Colleges has accredited Kaynor Technical High School.

2009-2010
Kaynor Supplement to Student/Parent Handbook
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Principal's Handbook Message

Lisa Hylwa

July 22, 2009

The Student/Parent Handbook is an essential part in helping students and parents understand school policies and procedures. Important policies are included, such as Attendance, Homework, Discipline, Health and Safety, Dress Code, as well as procedures that enable you to be aware of the workings of the school. It is important to take the time to become familiar with policies and procedures in order to avoid any conflicts or problems that may arise and to be comfortable in school. After you read the handbook, we ask all parents and students to sign the Parent/Student Acknowledgment Agreement and return it to school where we will put it on file. Please keep your handbook in a safe place during the year so you will be able to refer to it when questions arise. You can also utilize our web site at www.cttech.org/kaynor/ to find out the latest events and activities or you can call the Guidance Office at 596-4302 ext. 315 or 316 for more information.

We are using the updated dress code for the 2009-2010 school year. The information was shared with all stakeholders in the spring and summer of 2009. The uniform dress code is mandatory for all students, important changes were made in the spring of 2009. Please review the uniform dress code.

I must reiterate the electronics/cell phone policy. It is often problematic for those that are unfamiliar with the Connecticut Technical High Schools. The use or possession of cell phones or electronics (MP3, I-POD, I-PHONES, etc.) including accessories such as head phones are not allowed at school. In 2008, we found many families and students that were not aware of the strict rule and the preventable conversation was often uncomfortable for everyone involved. We must be on the same page. Students should be focusing on their school work not on a text or voice message. Distraction caused by cellular devices in trade areas can result in serious accidents. Phones/electronics should be shut off and put away. If phones are noticed, they will be confiscated per the district handbook policy and there will be no exceptions. The school is not liable to make the phone payments during the time period when phones are embargoed. I have highlighted this policy for students and parents to make the transition to school much smoother. There is no excuse to use a cell phone during the school day. I understand many students carry phones to school but we do not want to hear, see, or detect them. We ask that parents call the school in an emergency; do not call your child's cell. Students are allowed to contact home from assigned office areas, when necessary.

The human spirit needs to accomplish, to achieve, and to triumph to be happy.
Ben Stein

W. F. Kaynor Technical High School Standards, Mission, Values, Goals, and Philosophy 2009-2010

Staff at W. F. Kaynor Technical High School has been working the past few years to identify essential knowledge and skills (power standards) that students should achieve. Power standards are shared with parents, students and the community as a means of communication to indicate what is essential for students to learn and be able to do in order to be successful upon graduation.

The power standards are developed from the Connecticut Frameworks, Common Core of Learning, national standards, and Connecticut Technical High School System teacher expertise. They can be found on the CTHSS web in their entirety. The power standards are purposefully selected within and across areas so that teachers can focus on the most critical targets for student learning; those, which are essential for students to understand deeply. Power standards emphasize the “big ideas” and higher order thinking. Individual standards are aligned with the power standards and guide the teaching and learning for students. They are intended to reflect the mission, values, and purpose of W. F. Kaynor Technical High School.

It is the intent of the teachers at W. F. Kaynor Technical High School to hold students accountable through common assessments. The process for creating common assessments is a collaborative one as teachers create assessments that reflect the power standards which build in reading, writing, higher level thinking and essential knowledge and skills. Some of the format for the common assessments is designed to mirror the format used in tests such as the Connecticut Academic Performance Test, National Occupational Competency Test Instrument, SAT, and NIMS assessments. This is work in progress as teachers refine the power standards.

Mission

A Source of Community Pride

The mission of W. F. Kaynor Technical High School is to provide a comprehensive technical education that challenges individuals to reach their full potential. The entire school community shares the responsibility to provide a ‘W. F. Kaynor Experience’ that will enable students to become responsible and thoughtful adults who can succeed in the future. With students as the focus of all that we do, we are committed to establishing and achieving high expectations with measurable goals that promote excellence.

Values

Employing “Capturing Kid’s Hearts” – Flippen Programming

Mention achievement at school and everyone thinks of student grades and test scores. But student successes are possible only when many other things go right. Great learning can happen only in classrooms where trust and respect enable free, active participation; where discipline problems are not allowed to subvert teaching and learning; where enthusiastic teachers connect with students as partners in learning; where administrators support the efforts of teachers and students.

The success of the W. F. Kaynor Technical High School is dependent upon these basic values:

People: Students, school, parents, and the community establish a foundation based on communication, respect, trust, honesty, tolerance, and accountability, which is the source of our strength.

Learning: Challenging students to develop to their potential in a positive, safe, student-focused environment is the core of the 'W. F. Kaynor Experience'. Learning within a comprehensive curriculum is accomplished through instruction, competition, cooperation, creativity, diversity, personal responsibility, and independent thinking.

Excellence: Through high expectations and established goals, students and staff strives to achieve first time quality.

Broad-Based Student Exit Goals

A W. F. Kaynor graduate:

- Demonstrates a knowledge base and skills that are essential for success upon graduation.
- Uses critical thinking skills in every aspect of one's life and work.
- Demonstrates positive human relations and effective communication skills.
- Demonstrates technology literacy skills.
- Assumes responsibility for personal growth.
- Demonstrates effective citizenship skills.
- Makes and carries out effective post-high school plans.

Goal Statement

Students in the 21st Century must adapt to changing labor demands and technological challenges. The goal of W. F. Kaynor THS is to create graduates who, through the use of Connecticut's Common Core of Learning, demonstrate proficient academic skills, problem solving skills, specific occupational competencies, commitment to integrity, and a strong work ethic in a safe environment.

Philosophy Statement

The philosophy of W. F. Kaynor THS is to provide vocational technical training with instruction of academic competency skills in preparation for student transition from school to career and post-secondary education. We provide a challenging and stimulating educational environment that prepares students in comprehensive academic and occupation-specific programs, so that they will be able to meet the challenges of the 21st century. We recognize that young people are unique and differ in learning styles, development, and experience. Kaynor creates a learning environment that accommodates the diverse needs of our student population. By providing a quality technical education, we equip students to reach their full potential and meet the challenges of the modern day workplace in their chosen career paths. Students are instilled with the desire and ability to become life-long learners and contributing members of society.

W.F. KAYNOR THS - TELEPHONE & ROOM LIST

EMPLOYEE NAME	EXT	DEPARTMENT	ROOM #	EMPLOYEE NAME	EXT	DEPARTMENT	ROOM #
Albano, Laurine	308	Business Office	102 (Library)	Mansolf, John	377	Plumbing	
Albert, Helen	331	Math	314	Marzoquin, Barbara	383	Related DH	312 (Office)
Antoci, Arlene	314	Guidance Counselor	133 (Guidance)	Marzano, Julie	596-8718	PNEP	Off Site-N.V.C.C.
Balnis, Barbara	358	Fashion Technology		Mauriello, Anna	306	Business Manager	103 (Library)
Baran-Burmeister, Jacquelyn	596-8731	PNEP	Off Site-N.V.C.C.	Mauriello, John	367	Facilities	A 111
Barbarito, William	373	P.E./Life Skills	B 118	Maynard, Louise	355	English Lab	217
Bascetta, Kathy	301	Maintainer	Cafeteria	Menard, Caren	411	Science	304
Bockrath, Karen	301	Security Guard	107	Miller, Richard	348	Electrical DH	
Bogush, Michael	301	Security Guard	107	Mitchell, Marva	371	Psychologist	135 (Guidance)
Boisvert, Mary	318	Nurse	118	Montanez, Jose	401	P.E./Life Skills	B 125
Boucher, Douglas	379	Science	305	Moreau, Margaret	333	Math Lab	114
Brogis, Roger	329	Automotive Technology		Motasky, James	340	Culinary DH	
Buck, Jeanann	354	English	212	Neller, Nancy	426	Reading	216
Caron, Lorraine	301	Maintainer	Cafeteria	Nicholas, Nancy	315	Guidance Office	130 (Guidance)
Carpentier, Lawrence	346	C.A.D.D.		Paccadolmi, Paula	359	General Education DH	219 (Office)
Castro, Lori	370	Math	310	Panasci, Ted	336	Carpentry DH	
Cerra, Kim	361	Hairdressing		Paolini, Robert	412	Science	307
Coktav, Hidir	367	Facilities	A 111	Paolino, Alfred (Chip)	367	Facilities	A 111
Cole, Heather	382	English Lab	217	Paolino, Matt	367	Facilities	A 111
Corbett, Thomas	369	Social Studies	222	Parillo, David	472	Math Lab	114
Corujo-Aird, Evette	313	Guidance Counselor	132 (Guidance)	Patrick, Kathryn	469	Teen Leadership	313
D'Andrea, Dana	310	Business Office	102 (Library)	Pelletier, Lee	351	Electronics DH	112
Dean, Uly	367	Facilities	A 111	Petrucchi, Anne	368	English	211
DeCesare, Michele	388	Social Studies	215	Post, Alecia	390	English	207
DeSousa, Linda	360	Hairdressing DH		Richardson, Charles	301	Security Guard	107
DiStasio, Vincent	347	C.A.D.D. DH		Richardson, Kim	307	Business Office	102 (Library)
Dobbins, Mariann	428	Business Office	102 (Library)	Riddick, Melvin (Doug)	389	Math	311
Dobrydnio, Eric	473	P.E./Life Skills	B 131	Rodriquez, Ines	320	Social Worker	136 (Guidance)
Drapatin, Edward	364/596-2149	Manufacturing Tech DH	Kaynor/N.V.C.C.	Rosado, Eduardo	324	Auto Body Repair DH	
Duffy, Russell	303	Assistant Principal	108	Shappy, Frank	367	Facilities	A 111
Durso, Laurel	357	Fashion Tech DH		Sirko, Gail	304	Health Technology DH	109 B
Edwards, Ludelia	357 or 358	Fashion Tech		Sirowich, Rebecca	596-8724	PNEP	Off Site-N.V.C.C.
Emmons, David	328	Automotive DH		Sliwinski, Kevin	363	Machine Technology	
Etienne, Venra	312	Guidance Counselor	134 (Guidance)	Snopkowski, John	339	Social Studies	214
Finn, Donna	391	Music	116	Solkowski, Stanley	350	Electrical	
Fletcher, Theresa	406	Math	315	Solomito, Margaret	393	Reading	220
Forte, Greg	471	Math Lab	113	Stango, Jennifer	402	SAIL	B 129
Fort-Scott, Karen	321	Assistant Principal	109	Stango, Susan	311	Guidance Coordinator	131 (Guidance)
Galasso, Janet	398	Art	142 B	Symonds, Jane	439	Special Ed	204 (Office)/206
Gannon, Lynne	384	English	209	Teixeira, Cecelia	301	Maintainer	Cafeteria
Griswold, Brian	343	Culinary Arts		Tema, Paul	338	Carpentry	
Guay, Karen	301	Business Office	102 (Library)	Terribile, Michael	353	Electronics	112
Guijarro, Maria	476	E.L.L.	316, 317 (Office)	Vincent, Mark	475	Social Studies	210
Haavik, Harold	387	Science	309	Warner, Faye	596-8725	PNEP	Off Site-N.V.C.C.
Henao, Amy	356	Math	308	Wheelahan, Henry	375	Plumbing DH	
Henriquez, Lisa	425	E.L.L.	316	Wrenn, Regina	596-8706	PNEP DH	Off Site-N.V.C.C.
Hernandez, Marie	437	Business Office	130 (Guidance)		305	Adult Ed	
Hoban, Terrence	367	Facilities	A 111		335	Cafeteria	
Hochadel, Janis	386	Science	302		341	Culinary Dining Room	
Hoffman, Barbara	438	Library Media/Centre D.H.	102 (105 Office)		367	Facilities	
Houllhan, Gail	392/394	Special Education D.H.	204/223 (Office)		345	Security Office	
Hylwa, Lisa	302	Principal	140 (Guidance)		301	SWITCHBOARD	MAIN OFFICE
Iannone, Joseph	344	Culinary Arts		Vacant	334	Head Cook	Culinary Office
Jurczyk, Siobhan	385	English	213	Vacant	372	P.E./Athletic Director	B 127
Karpavich, Kurt	367/317	Building Superintendent	A 111	Vacant	378	Social Studies	221
Krebs, Eric	332	Math Lab	115	Vacant	427	Special Education	204 (Office)/206
Lilienthal, James	327	Auto Body Repair		Fax No - Adult Ed		596-4121	
Lowe, Ken	421	L.A.N.		Fax No - Guidance		596-4334	
Magaraci-Lillis, Claudia	316	Guidance Office	130 (Guidance)	Fax No - Main Office		596-4308	
Mahoney, Catherine	323	Art	142 A	Fax No - Nurse		596-4324	
Malota, Karen	596-8706	PNEP Office	Off Site-N.V.C.C.	Fax No - PNEP		596-8734	

Revised 7/28/09

**W.F. KAYNOR THS
43 TOMPKINS STREET
WATERBURY, CT 06708
SCHOOL HISTORY**

Warren Fox Kaynor Technical High School was established in 1953, and is located in the city of Waterbury on approximately twenty acres. The student population for the 2009-2010 school year presently consists of a total of 730 students from a rich variety of ethnic backgrounds.

The teaching curriculum is presented by a faculty of 78 full-time and 2 part-time members. Kaynor accepts students from the city of Waterbury and the towns of Naugatuck, Prospect, Watertown, Wolcott, Beacon Falls, Middlebury, Southbury and Woodbury. At present, Kaynor offers the following twelve trades: Auto Body Repair, Automotive Technology, Carpentry, Culinary Arts, Computer Aided Drafting, Electrical, Electronics, Fashion Technology, Hairdressing/Cosmetology and Barbering, Health Technology, Machine Tool and Plumbing. In addition to the trades, a full academic program is offered consisting of English, Social Studies, Math, Science, Art, Computer Education, Teen Leadership, Physical Education and Health. A nine day cycle rotation is used to provide equal exposure to both occupational area and academic subjects.

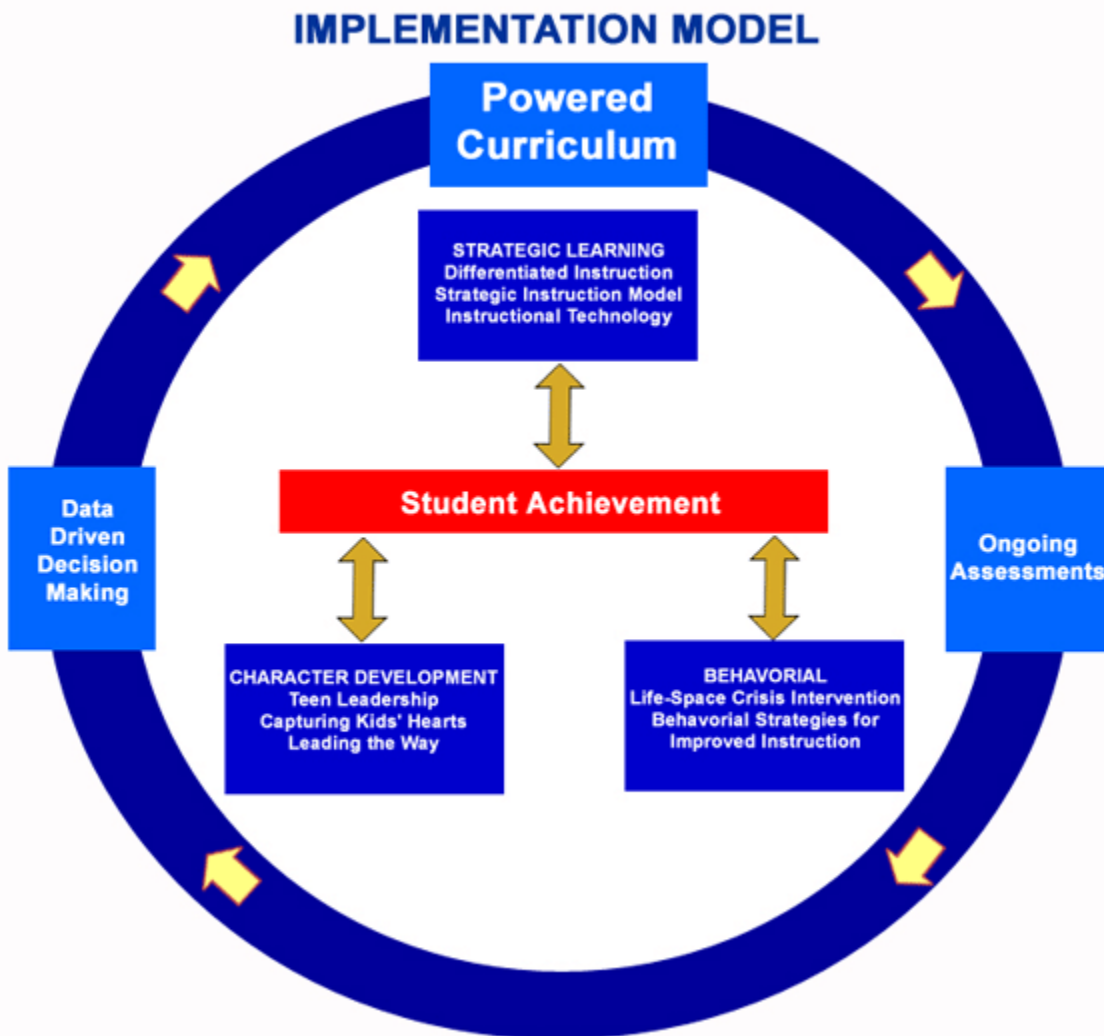
W.F. Kaynor Technical High School continues to provide the student population and the community with additional services such as: Special Education Services, Math and Reading Lab, English Language Learner Services, and counseling services. Kaynor has a well staffed Guidance Department, a full time School Psychologist, a full-time Social Worker, and a full time Registered Nurse. During the first year, freshmen are assigned to a structured twenty-week curriculum that includes exposure to all eleven trades, trade related subjects and academic classes. Hands-on opportunities and theory lessons are provided in each trade area.

Kaynor is undergoing an extensive 53 million dollar renovation project. This construction project began in May 2006 and will be completed by September of 2009. This project will completely change the look of the school, with a three story academic wing, new gymnasium, and a complete renovation of all trade areas.

Another way that our school demonstrates its sensitivity to the occupational needs and the changes in the community is through representative *Trade Advisory Committees*. These committees are made up of practicing area trades-people who meet regularly with shop instructors to share knowledge about the latest trends and techniques in their fields. Through the cooperation of the local industries, students are provided with an opportunity for realistic, on-the-job experience in their trades. Our students are interested in becoming skilled workers in a technologically oriented society. Most of these students clearly demonstrate a mechanical interest and ability. Students from a variety of backgrounds find a comfortable and safe atmosphere for learning. Here they are trained for gainful employment, good citizenship and a degree of social competence. In 2008, approximately 45% obtained work in their fields, 46% went to advanced studies, 6% chose employment in an unrelated occupation and the remaining 3% entered the Armed Services.

Placement is carried out through the combined efforts of the Administration and Guidance Department, with the shop department head acting as primary advocate. Many of our graduates return for additional training in our apprenticeship program offered through the Adult Education Program. There has been and will continue to be demand for our students and their skills in the marketplace.

**Connecticut Technical High School System
Kaynor Technical High School
Circle of Learning
2007-2012**



Kaynor Technical High School Dress/Uniform Code

In order to maintain a proper and healthy educational atmosphere, students must be suitably dressed and groomed. The State Board of Education and the administration encourage students to dress in a manner that reflects pride in and respect for themselves and their community. Restrictions on student appearance may be applied whenever the dress or grooming interferes with the learning process, is disruptive, is unsafe, or is contrary to law.

Students shall be provided with picture identification cards. Such cards shall be worn while on school property or at school-sponsored events.

Students must be properly dressed and groomed in order to promote a positive, safe, and non-disruptive learning environment. Students are prohibited from wearing clothing or other items that interfere with the learning process, are disruptive, are unsafe, or that are contrary to law. Without limitation, the following are examples of attire that is **prohibited from wear** in the school buildings during the academic school day or at school-sponsored activities:

1. Coats, jackets or other attire normally worn as outerwear.
2. All head coverings of any kind, including but not limited to scarves, bandanas, masks, kerchiefs, athletic headbands, hats, caps or hoods, unless it is worn for bona fide religious reasons.
3. Footwear that damages or marks floors or that is a safety hazard, including backless shoes, flip-flops and toeless shoes.
4. Sunglasses, unless required by a doctor's order.
5. Spiked or studded bracelets, oversized or multi-finger rings, belts or any other article or attire with spikes or studs attached.
6. Attire or accessories that depict logo or emblems that encourage the use of drugs, tobacco products or alcoholic beverages.
7. Attire that can create a hostile school environment or disrupt the educational process such as clothing with harassing symbols, pictures or vulgar, illegal, racial, sexist, or other discriminatory viewpoints.
8. Gang-related attire, including but not limited to gang colors, jewelry, emblems, badges, symbols, signs, or other insignia which are evidence of membership in or affiliation with a gang.
9. Clothing that is overly revealing, including but not limited to shirts and/or blouses that reveal the abdomen, chest, or undergarments; tank-tops; see-through clothing; shorts (mid-thigh shorts are acceptable); miniskirts; or pants that reveal the navel, upper thigh or undergarments.

The reasonable regulation of school attire can further important educational interests including:

- Creating a greater sense of community among students;
- Creating an atmosphere reflecting seriousness of purpose about education
- Providing an environment where students can focus more on learning
- Reducing distraction and loss of self-esteem caused by teasing or competition over clothing
- Preparing students for future roles in the professional workplace

- Minimizing disruption from wearing inappropriate clothing or possessing inappropriate items at school
- Reducing the cost of school clothing

School Attire in Academics

The following attire is mandatory while in academics:

Bottoms:

Solid color tan or black khaki pants, shorts or skirts. The pants must be flat front docker straight leg style worn or belted at the waist. See www.kaynortechclothing.com to purchase approved pants.

Pants and shorts can **not** be cargo, carpenter baggie style, skinny or stretch pants, torn, denim or denim look-alikes. Skirts and shorts must be mid thigh or longer.

Tops:

From web site only: must be purchased with Kaynor logo. See www.kaynortechclothing.com. Shirts must be tucked in exposing the belt line and buttoned except for the collar button. Underclothing should not be showing, and undershirts must be white or blue.

Non-hooded sweaters, sweater vests, sweatshirts are allowed in colder weather in solid colors of white or blue. See web site for additional approved optional items at (www.kaynortechclothing.com)

Prohibited are pants, shorts, jumpers, skirts, dresses, drawstring pants or shirts made of sweat, spandex or stretch material, **or any jean/denim or denim like material** (skinny pants, skinny jeans, denim look-alikes). Pajamas or clothing intended for nightwear is prohibited.

School Attire in Trade/Technologies

Each trade area will designate a specific shop uniform (see www.kaynortechclothing.com) for students in grades 10, 11, and 12. The uniform will consist of a top and a bottom of a designated color and material. This uniform will be made available for purchase by the end of the freshmen year. Trade uniforms are not to be worn during the student's academic cycle. Students are to keep all uniform tops buttoned and tucked in at the waist at all times. Freshmen will wear academic clothing during the freshmen trade cycle.

Safety glasses and work shoes or boots (steel toe optional) are required in certain trades for safety.

DRESS FOR PHYSICAL EDUCATION

For the safety and hygiene of all Connecticut Technical High School students, each student is required to change into the prescribed uniform for every physical education class and subsequently change out after physical education instruction. A student must change into and out of the required physical education uniform in order to earn full credit for the class. Approved physical education attire is interpreted to include the following and adheres to the district's policy on dress:

1. **Sneakers** – Must be laced and tied up for safety during physical education class.
 - No slip on, backless, heelies or platform sneakers are allowed
 - No boots are allowed
 - No sandals including flip flops are allowed
2. **Shorts** – Must have an elasticized waistband with a length that exceeds or meets a student's fingertips when placed at their side.
 - No jean shorts are allowed
 - No khaki shorts are allowed
 - No shorts with pockets, belt loops, external buttons or ties are allowed
 - No cut off shorts are allowed
 - No capri pants are allowed
 - No zip off pants are allowed
 - No spandex shorts are allowed
3. **Sweatpants or wind pants** – May be worn in lieu of shorts as part of the required physical education uniform; however, said pants may not have external pockets, zippers, or buttons.
 - a. No pajama bottoms are allowed
 - b. No dorm/flannel pants are allowed
 - c. No scrubs are allowed
4. **T-shirts** – Must be short or long sleeved with a length covering the waistband of shorts and/or sweatpants.
 - a. No sleeveless or tank tops are allowed
 - b. No camisoles or thinly strapped tank tops are allowed
 - c. No half shirts or bare midriffs are allowed
5. **Sweatshirts/Fleece crew neck shirts** – **(Optional)** May be worn over the required physical education uniform; however, said over shirt may not have zippers, buttons, external pockets or hoods.
 - a. No hoodies are allowed

The following items are **NOT allowed** at any time:

- a. Hats, headbands, and/or wristbands
- b. Head gear – i.e. scarves, bandanas, do-rags
- c. Jewelry that interferes with physical activity such as but not limited to: earrings which dangle below the earlobe such as hoops, necklaces, watches and bracelets.
- d. Electronic devices such as but not limited to: cell phones, iPods, pagers, Play Station 3(PSP)
- e. Visible Body piercings **MUST BE COVERED** with a band aid to reduce the potential for injury.

Important Notice Regarding Delayed Openings

On days when Waterbury/Kaynor has a 90 minute or 2 hour delay, students living outside of Waterbury must follow the bus schedule for their local school.

For example: If Waterbury/Kaynor has a 90 minute delay and Wolcott does not have any delay, students from Wolcott will be picked up at their bus stop at the usual time. Likewise, Waterbury/Kaynor has a 90 minute delay and Naugatuck has a 2 hour delay, students from Naugatuck will be picked up at their bus stop 2 hours later than usual.

Kaynor will be open for those early arrivals and students should report to the gym or cafeteria.

School Identification (Student I.D.s)

Students are required to wear (and display) a photo ID tag with a lanyard. A process will be in place to have pictures taken for this purpose.

List of Clubs

Clubs are offered on a pre-scheduled basis during their academic cycle. Each year the clubs vary somewhat based on faculty and student interest. All students are encouraged to participate in club/activities and to create new ones based on interests. Students who do not choose to participate are placed in study halls. Below is a listing of the clubs that were offered in the 2008-2009 school year:

Anime	Chess	Jewelry Making	National Honor Society	Skills USA
Art & Culture	Double Dutch	Let's Talk Spanish	Poetry/Creative Writing	Wiffleball
Board Games	Drama	Mad Scientist	Peer Mediator Training	Yankee Ingenuity Challenge
Book	ELL Student Asst.	Math League	Science Fiction	Yearbook
Car & Chopper	Guitar	Movie	Senior Advisement	Youth Health Services

List of Sports

Kaynor Tech offers a wide range of athletic programs and we participate with other high schools in the state. Our specific programs are listed below:

Fall

Soccer
Boys Cross Country
Girls Cross Country
Volleyball

Winter

Boys Basketball, Varsity
Girls Basketball
Cheerleading
Boys Basketball, Jr. Varsity

Spring

Baseball
Softball
Golf
Tennis (Coed)
Track (Coed)

W.F. KAYNOR THS
2009-2010 Calendar



August 2009					3
M	T	W	R	F	
24	25	26	27	28	
31					

September 2009					21
M	T	W	R	F	
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29	*30			

October 2009					20
M	T	W	R	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	*30	

November 2009					17
M	T	W	R	F	
2	3	4	5	6	
*9	10	11	12	*13	
16	17	18	19	*20	
23	24	*25	26	27	
30					

December 2009					17
M	T	W	R	F	
	1	2	3	4	
7	8	9	10	11	
14	*15	16	17	18	
21	22	*23	24	25	
28	29	30	31		

January 2010					19
M	T	W	R	F	
				1	
4	5	6	7	8	
11	12	*13	14	15	
18	19	20	21	22	
25	26	27	28	29	

February 2010					18
M	T	W	R	F	
1	2	3	4	5	
8	9	*10	11	12	
15	16	17	18	19	
22	23	24	25	26	

March 2010					22
M	T	W	R	F	
1	2	*3	*4	5	
8	9	*10	*11	12	
15	16	17	18	19	
22	23	24	25	26	
29	30	31			

April 2010					16
M	T	W	R	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	

May 2010					20
M	T	W	R	F	
3	4	5	6	7	
10	11	12	13	14	
17	18	*19	20	21	
24	25	26	27	28	
31					

June 2010					9
M	T	W	R	F	
	1	2	3	4	
				☆ 11	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29	30			

<p><u>CAPT Test Window:</u> 2/22-3/12 Grades 10 & 11</p> <p><u>NOCTI Test Window:</u> 3/31-4/9 Grade 12 5/3-5/14 Grade 12</p>	<p>Snow/Emergency days will be made up in the following order:</p> <ol style="list-style-type: none"> 1. by using five pre-scheduled snow day in June. 2. by using April Vacation (Friday-Monday). 3. by adding days in June.
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- 8/26 Teachers School Based PD
- 8/27 Students First Day**
- 9/7 Holiday - Labor Day
- *9/30 Early Dismissal - Students (PD)
- 10/12 Holiday - Columbus Day
- 10/13 District Wide PD - No Students
- 10/29 Parents Conference Night
- *10/30 Early Dismissal
- 11/3 District Wide PD - No Students
- *11/9 Early Dismissal - Students (PD)
- 11/11 Holiday - Veteran's Day
- 11/12 Career Exploratory/Parents Night
- *11/13 Early Dismissal
- 11/18 Open House - 7th & 8th Grade Students & Parents
- *11/20 Early Dismissal
- *11/25 Early Dismissal
- 11/26 Holiday - Thanksgiving
- 11/27 No School - Thanksgiving Recess
- *12/15 Early Dismissal - Students (PD)
- *12/23 Early Dismissal
- 12/24-31 No School - Winter Recess
- 1/1 Holiday - New Year's Day
- *1/13 Early Dismissal - Students (PD)
- 1/18 Holiday - Martin Luther King
- *2/10 Early Dismissal - Students (PD)
- 2/12 Holiday - Lincoln's Birthday
- 2/15 Holiday - Washington's Birthday
- *3/3 Early Dismissal - Students (PD)
- *3/4 Early Dismissal - Students (PD)
- *3/10 Early Dismissal - Students (PD)
- *3/11 Early Dismissal - Students (PD)
- 3/26 No School - Skills USA Event
- 4/2 Holiday - Good Friday
- 4/12-16 No School - Spring Vacation
- *5/19 Early Dismissal - Students (PD)
- 5/31 Holiday - Memorial Day
- ☆
6/11 Tentative Students Last Day (no snow days)
- 6/18 Students Last Day (including 5 snow days)
- 6/21 School Based PD
- 6/22 School Based PD

Rotation Calendar 2009 – 2010

(Draft)

CYCLE	# of DAYS	DATES	TRADE	ACADEMIC	
1	8	8/27 – 9/08	10 – 11	9 – 12	
2	9	9/09 – 9/21	9 – 12	10 – 11	
3	7	9/22 – 9/30	10 – 11	9 – 12	
4	8	10/01 – 10/14	9 – 12	10 – 11	
5	8	10/15 – 10/26	10 – 11	9 – 12	
6	8	10/27 – 11/06	9 – 12	10 – 11	
END OF PHASE I EXPLORATORY					
7	8	11/09 – 11/19	10 – 11	9 – 12	
8	13	11/20 – 12/10	9 – 12	10 – 11	11/25 End of First Marking Period
END OF PHASE II EXPLORATORY					
9	14	12/11 – 01/08	10 – 11	9 – 12	
10	5	01/11 – 01/15	9 – 12	10 – 11	
11	12	01/19 – 02/03	10 – 11	9 – 12	
12	5	02/04 – 02/10	9 – 12	10 – 11	2/22 – 3/12 CAPT Window
3/12 End of Second Marking Period					
13	5	02/11 – 02/19	10 – 11	9 – 12	
14	15	02/22 – 03/12	9 – 12	10 – 11	
15	11	03/15 – 03/30	10 – 11	9 – 12	
16	7	03/31 – 04/09	9 – 12	10 – 11	3/31-4/09 NOCTI Window
17	10	04/19 – 04/30	10 – 11	9 – 12	
18	10	05/03 – 05/14	9 – 12	10 – 11	
19	8	05/17 – 05/26	10 – 11	9 – 12	
20	11	05/27 – 06/11	9 – 12	10 – 11	06/11 End of Third Marking Period
		06/11/2010	END OF PHASE III	EXPLORATORY	

**W.F. Kaynor THS
43 Tompkins Street
Waterbury, CT 06708**

Regular Bell Schedule 2009-2010

7:25	Teacher Sign In			
7:26	Students to Homeroom			
Grade	Period	Time	Class Time	Passing Time
All		7:26-7:32	<i>Pass to H.R.</i>	
Academic	Homeroom	7:32-7:37	5	3
Academic	1	7:40-8:31	51	3
Academic	2	8:34-9:25	51	3
Academic	3	9:28-10:19	51	3
Academic	4	10:22-11:14	52	3
Grades	5	11:17-12:08	51	5
9 or 10	Lunch	12:13-12:33	20	5
Grades	Lunch	11:19-11:39	20	5
11 or 12	5	11:44-12:35	51	3
Academic	6	12:38-1:29	51	3
Academic	7	1:32-2:23	51	
All	Dismissal	2:23		
Teacher	Dismissal	2:55		

Grade	Lunch	Bell/Lunch Time
Shop		
9 or 10	C1	10:43-11:03
Academic and Electronics 10, 11 or 12		
11 or 12	C2	11:19-11:39
Shop		
11 or 12	C3	11:46-12:06
Academic		
*9 or 10	C4	12:13-12:33
Culinary	C5	12:36-1:06

Passing time to and from Academic lunches is 5 minutes.

***Grade 9 Exploratory Electronics to C4 lunch.**

**W.F. Kaynor THS
43 Tompkins Street
Waterbury, CT 06708**

**Legal Day/Early Dismissal
2009-2010**

7:25 Teacher Sign In
7:25 Students to Homeroom

Grade	Period	Time	Class Time	Passing Time
All		7:25-7:32	<i>Pass to H.R.</i>	7
Academic	Homeroom	7:32-7:38	6	3
Academic	1	7:41-8:15	34	3
Academic	2	8:18-8:52	34	3
Academic	3	8:55-9:29	34	3
Academic	4	9:32-10:06	34	3
Academic	5	10:09-10:43	34	3
Academic	6	10:46-11:19	33	3
Academic	7	11:22-11:55	33	
All	Dismissal	11:55		
Teacher	Dismissal	12:25		

No Lunch Periods Scheduled for Early Dismissal or Half Days

**W.F. Kaynor THS
43 Tompkins Street
Waterbury, CT 06708**

**90 Minutes Delayed Opening
2009-2010**

Grade	Period	Time	Class Time	Passing Time
		8:55	Teacher Sign In	
		9:00	Teachers on Duty in H.R.	
ALL		9:00	Students to Homeroom	5
ALL	Homeroom	9:05-9:10		5
Academic/Lab	1	9:13-9:50	37	3
Academic/Lab	2	9:53-10:30	37	3
Academic	3	10:33-11:10	37	3
Academic	4	11:13-11:50	37	5
9 OR 10 academic	Lunch	11:55-12:15	20 (C3)	5
11 OR 12 academic	5	11:53-12:30	37	5
11 OR 12 academic	Lunch	12:35-12:55	20 (C4)	5
9 OR 10 academic	5	12:20-12:57	37	3
Academic/Lab	6	1:00-1:38	38	3
Academic/Lab	7	1:41-2:20	39	
All Students		2:20		
Teachers		2:55		

Grade	Lunch	Time
Shops 9 or 10	C1	11:03-11:23
Shops 11 or 12	C2	11:28-11:48
Academic 9 or 10	C3	11:55-12:15
Academic 11 or 12	C4	12:35-12:55
Culinary	C5	1:00-1:30

**W.F. KAYNOR THS
43 TOMPKINS STREET
WATERBURY, CT 06708**

**2 Hour Delayed Opening
2009-2010**

Grade	Period	Time	Class Time	Passing Time
		9:25	Teacher Sign In	
		9:25	Teacher on Duty in Hr	
		9:25	Students to Homeroom	7
ALL	Homeroom	9:32-9:37	5	3
Academic/Lab	1	9:40-10:14	34	3
Academic/Lab	2	10:17-10:50	33	3
Academic	3	10:53-11:26	33	3
Academic	4	11:29-12:05	36	5
Academic 9 or 10	5	12:08-12:41	33	5
Academic 11 or 12	Lunch	12:10-12:30	20 (C3)	5
Academic 11 or 12	5	12:35-1:08	33	3
Academic 9 or 10	Lunch	12:46-1:06	20 (C4)	5
Academic/Lab	6	1:11-1:44	33	3
Academic/Lab	7	1:47-2:20	33	

Grade	Lunch	Time
Shops 9 or 10	C1	11:18-11:38
Shops 11 or 12	C2	11:45-12:05
Academic 11 or 12	C3	12:10-12:30
Academic 9 or 10	C4	12:46-1:06
Culinary	C5	1:11-1:41

ASBESTOS MANAGEMENT PLAN

July 20, 2009

In accordance with 19a-333-1 thru 13, "Asbestos Containing Materials in Schools", we are required to inform you that asbestos containing materials have been identified in various areas of the school, primarily in maintenance areas not accessible to students. Much of the material has been removed. What remains is included in an Operations and Maintenance (O&M) program. This program is designed to prevent asbestos fiber release through proper cleaning, maintenance, and repair. The O&M program will remain in effect until all ACBM is removed from the buildings.

The buildings are inspected every six (6) months to determine any changes in the conditions of the materials. Additionally, the buildings are thoroughly re-inspected every three (3) years by licensed asbestos inspectors following the same basic criteria as the original inspection.

The W.F. Kaynor THS maintains in its' MAIN OFFICE a complete updated copy of the AMP. It is available during business hours for inspection. The Designated Person for the Asbestos Program is John Woodmansee, and can be contacted at (860) 807-2233.

Kaynor T.H.S.
Parent/Student Supplement Acknowledgement/Agreement

2009-2010

Discipline Policy and Substance Abuse Policy

I understand the responsibilities outlined in the Discipline Policy and Substance Abuse policy. I also understand that should my child violate either policy he/she shall be subject to disciplinary action, up to or including expulsion from school and/or referral to law enforcement officials, for violation of the law.

Attendance Policy

I understand that regular attendance is the responsibility of the student and his/her parent and is a critical aspect of the educational process. I also understand that after **12 days** of unexcused absence my child will be denied credit and a Family with Service Needs or a Youth in Crisis Complaint may be filed with The Superior Court, Juvenile Matters. I further understand that I may make a written request for review within ten school days following receipt of notification of denial of credit.

Education Records

Regarding education records, I understand that certain personally identifiable information about my child is considered directory information and does not require a signed release for disclosure. I understand that unless I deny the release of any or all of this information within 10 school days of the date this student handbook was issued to my child, directory information may be released. I also understand that as a parent/guardian I have a right to inspect and review all student records of my child.

Electronic Information and Resources Policy

I acknowledge and agree to abide by the Electronic Information Resources Policy of the Connecticut Technical High School System.

Full text of the above policies can be found in your child's handbook.

I acknowledge that I have reviewed the Kaynor T.H.S. Supplement to the Student/Parent Handbook with my child _____.

(Print Student Name)

Parent/Guardian Signature

Date

Student Signature

Date

Connecticut Technical
High School System

The Connecticut Technical High School System (CTHSS) produces a variety of print and electronic media to promote and celebrate the accomplishments of its students. The Photo/Media Release Form below is used in conjunction with this effort.

Photo/Media Release Form

I, _____, parent or guardian of _____, do hereby authorize and give consent to the Connecticut Technical High School System to publish my child’s photographic or video image in the system or school newsletters, in the Connecticut Technical High School System’s Program of Studies and/or related printed, electronic and/or video publications, including those published to the Connecticut Technical High School System’s official website. I have been assured, and it is my understanding, that my child’s photographic or video image shall be used for the Connecticut Technical High School System’s informational and publicity activities and shall not be used for any commercial purposes whatsoever.

I do hereby waive any claim for compensation for the use of my child’s photographic/video image.

I do hereby agree that this **release** is valid until expressly revoked by me in writing.

Date

Child’s Name (**please print**)

School

Name of Parent or Guardian (**please print**)

Town

Signature of Parent or Guardian

Connecticut Technical
High School System

El Sistema de Escuelas Técnicas de Connecticut conocido como CTHSS prepara varios documentos ya sea impresos o electrónicos con el fin de promover y celebrar los acontecimientos y logros obtenidos por los estudiantes. Por lo tanto le pedimos que llene el formulario que sigue para indicar permiso de uso de fotografías de su hijo(a) con el fin prescrito.

***Photo/Media* Formulario de Relevó**

Yo, _____, padre o encargado de _____, autorizo y doy consentimiento de que CTHSS publique fotos o videos de mi hijo(a) en los boletines escolares del sistema, en el Programa de Estudios del CTHSS y/o cualquier material impreso relacionado con publicaciones electrónicas y/o de video, incluyendo aquéllas publicadas en la página web oficial del CTHSS. Por lo tanto es de mi conocimiento y entendimiento que la imagen fotográfica o videográfica de mi hijo(a) se usará para actividades con el fin de informar o servir como publicidad del CTHSS y no para usarse con un propósito comercial alguno.

Por lo tanto relevo toda probabilidad de reclamar compensación por el uso de fotografía/video de mi hijo(a).

Por lo tanto acepto que **este formulario** es válido hasta que yo indique lo contrario por medio de comunicación escrita.

Fecha

Nombre del estudiante
(favor de usar letra de molde)

Escuela

Nombre Padre o Encargado
(favor de usar letra de molde)

Ciudad

Firma Padre o Encargado