**Cobble Hill School of American Studies**

**347 Baltic Street**

**Brooklyn, NY 11201**

**Telephone: 718 403-9544**

**Fax: 718 422-7540**

**Anna Maria Mulé, Principal**

[**Amule@schools.nyc.gov**](mailto:Amule@schools.nyc.gov)

**Assistant Principals**

**Costas Constantinidis, Assistant Principal**

[**Cconsta2@schools.nyc.gov**](mailto:Cconsta2@schools.nyc.gov)

**Rocco Gentile, Assistant Principal**

[**Rgentile@schools.nyc.gov**](mailto:Rgentile@schools.nyc.gov)

**E. Rodriguez, Assistant Principal**

[**Erodrig4@schools.nyc.gov**](mailto:Erodrig4@schools.nyc.gov)

***OUR MISSION***

The Cobble Hill School of American Studies is a caring learning community. We are focused on developing engaged, productive global citizens.

And so, we advocate in:

* A commitment to student voice
* A mutual respect for teaching and learning
* Pride in work and achievement

The Cobble Hill School of American Studies is a 9-12 college preparatory school with a mission to prepare students to be kind, caring, involved members of the community and to be prepared to engage successfully in their post-secondary studies.

We are prepared to engage with you!! That means that we are committed to helping you make good choices as you grow into young adulthood, and that we prepare you with the writing, reading, critical thinking, and communicative skills necessary for success in college and beyond.

***Being a Cobble Hill Student means that you use available resources to make good decisions, that you have the knowledge and confidence to achieve academically, and that you try your very best as you learn the skills to become a lifelong learner, and a contributing member of the community***!

**As a member of the Cobble Hill Family it is expected that you:**

* Show kindness towards the entire school community
* Put forth your best effort every single day by attending regularly, completing all assignments, and asking for help when necessary
* Become a contributing member of the school community by adhering to school policies, helping your peers, volunteering and engaging in enrichment activities
* Participate in after school clubs, sports, and other activities
* Complete all courses of study within 4 years, including a 4-year sequence in math and science, including chemistry and trigonometry
* Challenge yourself to try unfamiliar tasks and activities

We are proud of our current Cobble Hill students. The following are just a few of our students’ accomplishments:

* Our Opening Act Theatre group presented off – Broadway, a play exploring the themes of love and war through improvisation
* Our juniors performed excerpts from Macbeth in the annual CUNY Shakespeare Festival
* Our students interned and put together an exhibition at the Brooklyn Historical Society
* The majority of our seniors were accepted to one college or more, including St. Francis College, John Jay, Baruch, Temple, Kingsborough to name but a few.
* Our students in the Leadership Program-Student Government organized and performed at our Holiday Extravaganza, Valentine’s Day Event, Annual Talent Show and Spring Carnival.
* Our students engaged in team building at Camp Beckett in the Berkshires

We welcome you to our family and we know that we will be sharing your very own accomplishments in the near future!

**COBBLE HILL SCHOOL COLORS**

**Blue and Grey**

**COBBLE HILL SCHOOL MASCOT**

**Stallion**

***ARRIVAL***

Students should arrive at school by 8:00AM. All students will need to comply with physical distancing guidelines and maintain a distance of six feet at all times while wearing a face covering when on school property.

Students will only be permitted into the building if they are wearing a mask. If student does not have a face covering it will be supplied by staff at door prior to entering.

***BREAKFAST - Lunch Program***

Grab and Go Meals will be available to students as they exit the cafeteria (by the doors). Students will proceed directly to their class and eat breakfast in the classroom.

A uniform student lunch period will be scheduled 4​th​ period daily. Bag lunch will be delivered to all classrooms.

Upon finishing your breakfast and lunch **you must dispose of all trash.**

***WHAT DO IF I….***

**I become ill or injured …………………………………Room 200**

**I lose my ID ……………………………………………..Email Dean Scala at** [**Rscala@schools.nyc.gov**](mailto:Rscala@schools.nyc.gov)

**I lose my Metro Card …………………………………..Email** [**Dleggett@schools.nyc.gov**](mailto:Dleggett@schools.nyc.gov)

**I lose something …………………………………………Email Dean Scala at** [**Rscala@schools.nyc.gov**](mailto:Rscala@schools.nyc.gov)

**I have questions about my program …………………. Email AP Rodriguez (Grade 11 &12)**

[**Erodrig4@schools.nyc.gov**](mailto:Erodrig4@schools.nyc.gov)

**Email Ms. Cummings (Grade 9 &10)**

[**Mcummin@schools.nyc.gov**](mailto:Mcummin@schools.nyc.gov)

**I need to speak to someone about a problem ………...Your Guidance Counselor**

**I need to change my address/telephone ………………. Email Ms. Sheffield, Parent Coordinator**

[**Wsheffield@schools.nyc.gov**](mailto:Wsheffield@schools.nyc.gov)

**I need working papers …………………………………. Email Ms. Sheffield, Parent Coordinator**

**I have a problem with another student ………………. Immediately report it to Classroom Teacher**

**I am being bullied/harassed ……………………………Email AP Costas** [**Cconsta2@schools.nyc.gov**](mailto:Cconsta2@schools.nyc.gov)

**Graduation requirements………………………………. Email AP Rodriguez (Grade 11 &12)**

[**Erodrig4@schools.nyc.gov**](mailto:Erodrig4@schools.nyc.gov)

**Email Ms. Cummings (Grade 9 &10)**

[**Mcummin@schools.nyc.gov**](mailto:Mcummin@schools.nyc.gov)

**I need information about college ……………………...Email Ms. Hodges, College Advisor**

[**Fhodges@schools.nyc.gov**](mailto:Fhodges@schools.nyc.gov)

**I need information about the SAT/ACT ……………. www.collegeboard.com**

**I need to give in my absence note ……………………. Email Ms. Sheffield, Parent Coordinator**

[**Wsheffield@schools.nyc.gov**](mailto:Wsheffield@schools.nyc.gov)

**I need information regarding ENL …………………… Email Principal Mulé,**

[**AMule@schools.nyc.gov**](mailto:AMule@schools.nyc.gov)

**IN AN EMERGENCY GO TO THE NEAREST OFFICE OR STAFF MEMBER**

***BELL SCHEDULE***

There are seven periods in the instructional day. Each subject class lasts 47 instructional minutes.

**Monday –Friday Schedule**

|  |  |  |  |
| --- | --- | --- | --- |
| **PERIOD** | **BEGINS** | **ENDS** |  |
| \*\*\* | 8:00 |  | School Building Opens |
| 1 | 8:30 | 9:17 | Class |
| 2 | 9:17 | 10:04 | Class |
| 3 | 10:04 | 10:51 | Class |
| 4 | 10:51 | 11:38 | Class (with instructional lunch) |
| 5 | 11:38 | 12:25 | Class |
| 6 | 12:25 | 1:12 | Class |
| 7 | 1:12 | 1:59 | Class |
| Note: students are recommended to arrive at least 10 minutes before the beginning of their first class. This will help avoid lateness. School Day Ends at the end of 7th period. | | | |

**POLICIES AND PROCEDURES**

***IDENTIFICATION***

All students will be issued a picture identification (ID) card which they must carry at all times. You must swipe your ID card to enter the building. An ID card must be carried at all times and shown at the request of any school staff member. Please email Mr. Scala for a replacement.

***TRANSPORTATION***

Students receive a METRO card based on the distance from your home to school. **Lost stolen or damaged METRO cards must be reported by emailing Ms. Leggett @** [**Dleggett@schools.nyc.gov**](mailto:Dleggett@schools.nyc.gov) **. The Metro Card will be deactivated, and a new card will be issued in seven days. Be careful and take care of your card.**

***SCANNING SECURITY PROCEDURES***

The NYC Department of Education has provided Cobble Hill with metal detectors and x-ray machines. Daily scanning will allow Cobble Hill to be even safer and will allow us to focus our resources on ensuring that our students receive rigorous classroom instruction. All students and visitors will be scanned using new airport style, scanning equipment. Students will enter the building on the Warren Street side (starting at 8:00 a.m.) and will enter into the cafeteria, where they will be scanned prior to proceeding to class. After first period the Warren Street exit is closed, and all visitors and students must then enter through the Baltic Street entrance.

***STUDENT PROGRAMS***

Students will be grouped in classrooms based on grade and matching course program. Students should remain with the same group of students, in a cohort, throughout the day. Students may obtain a copy of their program through their NYCSA and Pupilpath accounts. Your program is individualized and may vary from day to day. You must carry your program card in paper form or in digital copy and student identifications at all times when in the building. A copy should be made available at your home for your parent/guardian.

***ATTENDANCE AND LATENESS***

If you are to do well in school, good attendance is most important. Attendance is monitored very carefully. Parents must call the school at (718) 403-9544 at ext. 143 before 8:00 am. All absences and lateness are reported to parents/guardians and will be recorded on student records. Attendance is taken during second period and by each subject teacher during the course of the day. If you are absent from class, upon your return, you must email a note from home or a doctor explaining your absence to Ms. Legett at [Dlegett@schools.nyc.gov](mailto:Dlegett@schools.nyc.gov) or deliver to the Attendance Office in room 101. 90% attendance is the promotional standard. This means that students should not be absent more than 10 school days for the year. A student who accumulates more than 10 absences in a year will be placed in academic probation. A meeting will be held with parent and/or guardians, students, Guidance Counselor and Principal to create an action plan for learning success. All the research shows that a student who attends school 95% of the time will graduate on time and go to college. Anything less may put your child at risk.

***CUTTING***

Students are expected to follow their program and report for every class. Attendance is taken during every period. Students who are present in the school building, but do not arrive at their class are considered to be cutting. There are no exceptions to this rule. This is unacceptable and will be subject to disciplinary action.

***HOMEWORK***

Homework is an important part of the learning process. Teachers assign homework in order to supplement class work or give you an opportunity to practice new skills. Write down your homework assignments. It is your responsibility to get homework assignments on days you are absent from school. Daily, a minimum of two hours of work is given. Parents must supervise their child’s homework. If your child is completing less than two hours of homework per day you must call or email your child’s Guidance Counselor to check on your child’s progress and/ or check your child’s progress on Pupilpath.

***HALLWAY AND PASSING***

Student Circulation

***Masks***

Face coverings must be worn at all times except while eating or drinking.

Stairwell Usage

We will implement a one directional stairwell usage system.

Stairwells A – D are designated as “UP Staircases”

Stairwells E – F are designated as “DOWN” Staircases

***Hallway Protocols***

Due to the narrow size of the hallways, a single file travel pattern system will be implemented. All floors (with the exception of the first floor main lobby) will have a designated single file, single direction floor pattern.

Second Floor – will directional towards ascending room numbers (ex. 202 towards 209 and up).

Third Floor - will go in flow of descending room numbers (ex. 316 towards 308)

Fourth Floor – will go in the direction of ascending room numbers (402 towards 415). Safe movement in the halls is extremely important.

***Student Movement***

Once in class, student hallway movement will be limited. Students will be permitted to leave the classroom under specific circumstances (Bathroom, Nurse Office, Isolation Room, parent pick up, dismissal).

***HEALTH***

The school maintains a Health Office in room 200 for students who feel ill and, when necessary, for the administration of first aid. Under exceptional circumstances, if you are required to take oral medication(s) during school and a parent cannot be at school to administer the medication, the school nurse or nurse’s designee will supervise the administration of medication in compliance with the following regulations:

* A 504 form must be completed and kept on file in the school
* The medication must be brought to school in a container labeled by the pharmacy or physician.
* Written orders and instructions from the student’s physician must be on file in the school.

***STUDENT REFERRAL TO MEDICAL OFFICE***

Pick-up of students in the Medical Room: Unless they need to be monitored by the nurse or in the isolation room, students will wait in the classroom until a parent or guardian arrives to pick-up the child. Once the parent or guardian arrives the student will be escorted to the main desk where verification of the adult authorized to pick them up can be made.

***ISOLATION ROOM***

In order to accommodate a student who may exhibit symptoms of COVID-19, Room 212 is the designated space to be used as an Isolation Room. The child will remain in room 212 until they can be picked up by a guardian.

● A student showing symptoms of COVID-19 will be escorted to the Isolation Room by a staff member wearing appropriate personal protective equipment (PPE).

● The area where the student was showing symptoms will be immediately cleaned and disinfected.

● A staff member will supervise a student in the Isolation Room.

● The school will provide additional staff to support the supervision of the Isolation Room.

● The nurse/health professional and any additional staff supervising the Isolation Room will be given the appropriate personal protective equipment (PPE), including, but not limited to N95 respirators, gloves, gowns, and face shields or goggles.

● When an ill student has been picked up, the Isolation Room will be closed, and a deep cleaning will be performed before it can be used again.

Symptoms of COVID-19 While at School

Student Shows Symptoms of COVID-19 While at School

Students showing symptoms of COVID-19 will be escorted to the Isolation Room by a designated staff member wearing appropriate PPE. The Process is as follows:

1. Student is showing any of the symptoms of COVID-19.

They are: Fever of 100.0°F or higher or chills

Cough, shortness of breath or difficulty breathing

Fatigue

Muscle or body aches

Headache

Loss of taste or smell

Sore throat, congestion or runny nose

Nausea, vomiting, or Diarrhea

2. If a child shows COVID related symptoms he or she will be escorted to the Isolation room (COVID related symptoms) to be assessed by the nurse.

3. Once the student is assessed by the nurse and if the symptoms are confirmed. Student will be held in the Isolation room until parent pick up.

4. Upon pick up, the nurse/health professional and school staff will strongly encourage the family to visit a doctor and get the student tested for COVID-19, and ​provide the information of the closest testing site​, if asked.

Criteria for Returning to School After Showing Symptoms;

Any individual (student or staff member) showing signs of COVID-19 can only return to school when all the following conditions are met:

● Received a positive COVID-19 test AND

● Isolated for 10 days AND

● Presents clearance from a healthcare provider AND

● The individual has been symptom free for 24 hours without the use of medication. OR

● Received a negative COVID-19 test AND

● Presents clearance from a healthcare provider AND

● The individual has been symptom free for 24 hours without the use of medication. OR

● Never got a COVID-19 test AND

● At least 10 days have passed since symptoms started AND

● Presents clearance from a healthcare provider AND

The individual has been symptom free for 24 hours without the use of medication.

If DOHMH or NYC Test & Trace Corps determine the individual is considered a close contact of a positive case, the individual can only return to school when all the following are met:

he individual has completed a 14-day quarantine regardless of symptoms or COVID-19 test results since their last exposure to that case AND

● Presents clearance from a health care provider evaluation AND

● The student has been symptom free for 24 hours without the use of medication.

● Students in quarantine should participate in remote learning if feeling well enough.

***DISMISSAL***

Student academic day ends eighth period.

a. Staggered Dismissal

Students will be escorted out of their classroom by their teachers by floor. Every three minutes the next floor will be dismissed.

b. Exits

In order to adhere to social distancing procedures and to eliminate the possibility of communal congregation, additional exits will be opened for student dismissal. Teachers are instructed to utilize the stairwell closest to their classroom.

Students utilizing staircase A & B will use the exit by the Dance Room. Students utilizing staircase C & D will use the exit by the gym.

Students utilizing staircase E & F will use the exit by Custodian office. Students utilizing staircase G & H will use the exit by the cafeteria.

***Teacher Escorts***

At the assigned time, the entire cohort will be escorted out of the classroom, down their designated staircase and exit the building out their assigned exit by their classroom teacher.

Immediately following the last period bell, students **must** exit the building. You cannot under any circumstances, be released from school early without an adult who is indicated on your Emergency Contact Card (Blue Card) to sign you out.

***EMERGENCY HOME CONTACT CARDS***

**ALL** students must submit a completed Emergency Home Contact Card (blue card) every year which includes your telephone number and address where we can locate your parent/guardian in case you are ill or injured. You may also fill out the emergency contact survey on our school website Cobblehillhighschool.org Keeping this information current and up to date is extremely important.

***WEATHER RELATED EMERGENCIES***

Procedures for school closings and delayed openings on storm days, determined by the Chancellor, and are as follows:

* Parents and students should listen to information broadcast by news radio stations such as WINS (1010AM) and WCBS (880AM), or your local television news stations or check the DOE website.
* The Chancellor’s decision to close or delay the opening of schools during stormy weather will be communicated to radio and television stations prior to 6:00 AM.
* In the event of a Snow Day, all classes are will be held remotely.
* All field trips are currently cancelled.
* It is expected that regular dismissal time will be adhered to. In the event that a storm intensifies during the school day, the Chancellor may authorize an early dismissal. Please make emergency arrangements now with a friend, relative or neighbor who may be home during the day in the event that an early dismissal is announced.
* You cannot be released from school during inclement weather without an adult (who is indicated on your blue card) present to sign you out.

***EMERGENCY SITUATIONS***

In case of an emergency closing, parents will receive a phone call through the schools’ auto dialer.

***FIRE DRILLS/SHELTER DRILLS***

Fire drills are held regularly throughout the school year. Students are expected to line up in their classroom and walk silently outside or to an alternate location in the building. **Everyone** must leave the building during a fire drill.

***SCHOOL COUNSELING SERVICES***

School counselors work in collaboration with the entire school community and are committed to the education and emotional development of all students. Services provided by counselors address the interrelated areas of academic, post-secondary, and personal-social development. They are available to assist students, teachers and parents in areas of school achievement and adjustment. You can meet with the counselors individually or in groups to discuss matters of difficulty or concern. Counselors can offer support or make referrals with regard to social or academic concerns. They provide regular counseling services for many students. Your child’s counselor is listed on their program card. You can call the school and set up an appointment with your child’s counselor at (718) 403-9544 at the extension below.

**Elizabeth Rodriguez, Assistant Principal** [**ERodrig4@schools.nyc.gov**](mailto:ERodrig4@schools.nyc.gov)

**Mayleen Cummings, Guidance Counselor 9 & 10 Grade** [**Mcummin@schools.nyc.gov**](mailto:Mcummin@schools.nyc.gov)

**Pamela Weadick, Social Worker**

[**PWeadick@schools.nyc.gov**](mailto:PWeadick@schools.nyc.gov)

**Alex Martinez, Social Worker**

[**AMartinez26@schools.nyc.gov**](mailto:AMartinez26@schools.nyc.gov)

**Fannie Hodges, College Advisor**

[**FHodges@chools.nyc.gov**](mailto:FHodges@chools.nyc.gov)

**Elizabeth Tapia, Sapis Counselor**

[**ETapiaalberto@schools.nyc.gov**](mailto:ETapiaalberto@schools.nyc.gov)

**Nayira Polanco, Community School Director**

[**NPolanco@thehome.org**](mailto:NPolanco@thehome.org)

**Michelle Schwartz, School Psychologist**

[**MSchwartz8@schools.nyc.gov**](mailto:MSchwartz8@schools.nyc.gov)

**Svetlana Yusupova, IEP Coordinator**

[**SYusupova@schools.nyc.gov**](mailto:SYusupova@schools.nyc.gov)

***YOUTH AND FAMILY SERVICES***

Our Sapis counselor provides information and education concerning alcohol and drug abuse to individuals and groups of children. The educational program develops an awareness of alcohol and drug abuse problems in our community and assists students and parents by providing family assistance, crisis intervention and referral to health services. The goals of the program include improving self-image, developing decision-making and coping skills to more effectively deal with peer pressure.

***PARENT-TEACHER CONFERENCES***

Parent Teacher conferences are scheduled two times a year. Parents are required to participate in Parent Teacher conferences. If parents need to meet with teachers at other times during the year (please see parent-involvement time section below) or, please contact your child’s Guidance Counselor to set up a meeting.

***PARENT-INVOLVMENT TIME***

If you would like to speak to your child’s teachers, you are welcomed to contact their teachers every day during their office hours from 2: p.m. to 2:00 p.m. or email them to discuss your concerns or questions.

***PARENT ASSOCIATION***

The Cobble Hill School has an active Parent Association. Parent involvement plays an important role in the high school experience. Parents are strongly encouraged to join and participate in all meetings and activities. Please contact our PA President for more information.

***STUDENT LEADERSHIP COUNCIL***

Students are encouraged to join the Student Leadership Council and have an opportunity to participate in Council activities. Each grade has a single grade representative. Class representatives poll their classes about proposed school activities such as dances, and fund-raising events. Student representatives meet periodically with the Principal or Assistant Principals to discuss student concerns.

***WORKING PAPERS***

Students who are 14 years old or older and wish to work after school must secure working papers from the Health Office room 200 or email Ms. Sheffield at [Wsheffield@schools.nyc.gov](mailto:Wsheffield@schools.nyc.gov) . In addition to working papers, you need a social security card, parent/guardian approval and a doctor’s note to gain employment.

***Personal Property***

You should not bring large sums of money or expensive items of clothing or jewelry to school. Please ensure that you bring a lock to school on the days that you have Physical Education.

***THE DEPARTMENT OF EDUCATION POLICY ON STUDENT***

***CONDUCT AND DISCIPLINE***

In accordance with Regulations of the Commissioner of Education of the State of New York, city wide standards for student conduct and discipline have been developed so that all students may understand what acceptable behavior is and may learn in a safe and healthy educational environment. Teachers, supervisors, administrators, school service professionals, students and parents developed these policies. Students and parents receive a written copy of the Citywide Standards of Discipline and Intervention Measures each year and should discuss it at home. You are expected to behave and comply with the Department of Education Citywide Standards of Discipline and Intervention Measures

which is distributed to all students each year. Students must ensure that they practice safety protocols while in the building. This include wearing a mask at all times (except when eating) and maintaining social distancing throughout the building.

Students who are found in violation of infractions are subject to progressive discipline and may lead to referral to remote learning.

***CLASSROOM BEHAVIOR***

You are expected to enter the classroom, take your assigned seat and start your class work immediately. Every student has the right to work undisturbed by others. You are responsible for your own good behavior. Repeated infractions of classroom rules may cause you to be referred to a remote learning environment.

***LEAVING THE ROOM***

You must request the class pass when leaving the room. Valuable instructional time is lost when students leave the room. Students who leave the room without a pass are considered to be cutting and will be subject to disciplinary action.

***THE DEAN’S OFFICE***

The Dean responds to students and teacher concerns regarding school safety and discipline. Students should always feel that there is someone to assist them if they feel uncomfortable in school and in response to situations, we have staff members available to assist with mediation and conflict resolution. If you wish to speak with a Dean, request that your teacher contact the office. You may also email Dean Scala [RScala@schools.nyc.gov](mailto:RScala@schools.nyc.gov) . If you need to contact the Dean’s office to make arrangement for meetings, please dial (718) 403-9544 ext. 1034.

***DRESS CODE***

You are expected to dress appropriately for school in clothing that is not revealing nor distracting to others. You are required to participate in the physical education program to enhance your physical wellbeing and develop healthy habits. Students who do not feel well enough to participate due to a medical exception must bring a doctor’s note. The doctor’s note must contain the reason and the length of time you are unable to participate and be on file in the Health Office.

***ACHIEVING EXCELLENCE***

To excel in school you must work hard and develop good study habits. These are some guidelines that will help you make your high school education at the Cobble Hill School of American Studies as successful as possible.

* Attend classes every day.
* Arrive on time for all your classes.
* Be prepared with pens, pencils, a notebook and textbooks.
* Contact the school if you are going to be absent.
* Make sure that you understand all homework assignments before you leave that class; ask for help if you do not understand the classwork or the homework assignment.
* Do your homework carefully; after all, it is your homework.
* Choose a regular time to do your classwork and make it a rule to use that time only for your work. Stick to that same schedule every day.
* Do your work in a quiet place where you can concentrate.
* Read, read and then read more. Read books for pleasure, not just the ones assigned in class. Your teachers will help you select books, magazines and newspapers that will interest you and excite your curiosity. Many students read more than one newspaper a day.
* Begin work on research and other longer assignments early. Do not wait for the last minute in order to get started.
* Write down the dates of examinations, school trips, parent-teacher conferences, class presentations and research assignments.
* Participate in school activities and get involved in student government.
* Work hard.

***PUPILPATH / SKEDULA***

We are pleased to announce that our school is using the "PupilPath.com" website to bring you immediate information regarding your child's education. PupilPath.com allows you to view the following:

- Your child's assignments and projects along with due dates.

- Your child's performance in each class including homework, classwork, tests and projects.

- Progress reports from teachers throughout the school year.

- Handouts and assignments when your child is absent from school.

- Your child's transcripts and graduation eligibility status.

- School announcements, new calendar listings and upcoming events.

- And, in some classrooms, your child's attendance.

          We hope that by enabling you to see this information on a daily basis we will be able to work together to ensure that our children remain on track in every class. As we work together we will ensure that our students get the most out of their education.

To register into PupilPath.com, go to https://pupilpath.skedula.com/ and click "Parents Register" if you are a parent or "Student Register" if you are a student.

Then complete the following:

- Your email address (Parents, Students)

- Your prefix (Mr., Ms., Mrs., or Dr.) (Parents only)

- Your first name (Parents only)

- Your last name (Parents only)

- Your child's school (Parents, Students)

- Your child's OSIS # (9 digit # which appears below) (Parents, Students)

- Your child's date of birth (Parents, Students)

- The registration code (appears below) (Parents, Students) After clicking "Register," you will receive an email with an activation link that will allow you to set your password.

You can also download PupilPath.com to your iPhone/iPad devices via the iTunes App Store. Download the app to register your child and get notifications on your child's progress. If you have any difficulty signing into PupilPath.com, please contact our Parent Coordinator, Ms. Sheffield [WSheffield@schools.nyc.gov](mailto:WSheffield@schools.nyc.gov)

***PROMOTIONAL POLICIES/REPORT CARDS***

Student promotion is based on satisfactory scholarship, behavior and attendance. If a student is a potential holdover, parent(s) and student are notified after the second marking period. Computerized report cards are issued after each marking period. Promotion is earned by every student every year and should not be considered automatic. Report card grades are based on class work and recitation, regular tests, midterm tests, quizzes, homework, special reports and/or notebook work. A grade of 90 or higher is considered superior work, 80-85 above average, 70-75 average, 65 below average but passing and below 65 is a failure. A separate conduct grade is given by each of your classroom teachers for each class. Lateness and absences are also listed on your report card each quarter. You will be eligible for colleges if your average is above an 85 and if your SAT score is 1000 or above.

The goal of this handbook is to provide our students and their families with guidelines and expectations of our school community so that together, we can continue to provide a safe, fun learning environment for all.

***AFTER-SCHOOL CLUBS/ACTIVITIES***

The following are after-school clubs and/activities that are available at Cobble:

AVID/Moot Court/Mock Trial/Spirit Squad/Explorers/Opening Act\Student Government/ Dance/Step/Art/National Honor Society/Senior Activities/Boys Basketball Baseball/HOSA/Offsite Internships/Peer Leaders and After-School Tutoring

***COLLEGE BOUND COMMUNITY***

All Seniors must take a college-preparation course called College Summit. They use a computer-assisted program that provides a planning course for all students that guides them through the long and tenuous process of planning and applying to colleges. In Junior year a group of influential students are selected and trained over the summer to return during their Senior year as peer leaders they are crucial in establishing the tone and momentum to motivate their classmates to plan, prepare and apply for colleges.

For the Sophomore, Junior and Senior students have an opportunity to apply and take college credit courses through the College Now program. This allows our students to take free college courses. Student attendance is crucial and they must maintain an 85 average to remain in the program.

For Freshman and Sophomore students - Deloitte Academy is a mentorship program to help students prepare for careers in finance and technology. They provide SAT assistance and college guidance.

AVID is a college preparatory advisory program that encourages and supports college and career cultural in the school. Students learn to sharpen their time management skills, organizational skills. They provide workshops for character building and self-advocacy and also support their writing skills and study skills. They focus on the methods of WICOR: writing, inquiry, collaboration, organization and critical reading.