



Smithtown Central School District Smithtown High School East

10 School Street, St. James, NY 11780

Robert J. Rose
Principal
(631) 382-2700

Mark Secaur, Ed.D.
Superintendent of Schools

August 28, 2024

Dear Parents, Guardians, and Students:

I hope this letter finds you and your family well. On behalf of our entire faculty and staff, it is my pleasure to welcome you all to the start of the 2024/2025 school year. We look forward to another exciting year at Smithtown High School East. I would like to inform you of the following important information:

- Schedules are now available. Please check the parent portal for your schedule and locker information.
- The first day of classes is September 5, 2024. The first day of class is an “A” day.
- The regular school day is from 7:20 a.m. - 2:03 p.m. Please click here for the [Regular Bell Schedule](#).
- Students being driven to school will have to enter campus in the morning and afternoon via the Roseville Avenue entrance. This gate will be locked from 7:30 a.m. - 1:30 p.m. During this time, entry onto campus will only be accessible from the Main Gate on School Street.
- All students will receive an agenda book that contains our school’s “Code of Conduct”. Students are responsible for reviewing the important information in the agenda book. A complete version of the Code of Conduct is available for your review on our website at www.smithtown.k12.ny.us.
- We will be utilizing our Scholarchip platform again this year and all students will be **REQUIRED** to wear their ID CARDS. Students are required to check in with their ID cards as they enter the building. **ID CARDS and lanyards will be distributed the first week of school.** Sophomores will receive their ID cards in their English classes. We ask that juniors and seniors please use their ID cards from the 2023-2024 school year. Students will only be allowed to leave the building through the visitors’ entrance on the south side or the copy room exit on the north side of the building. Each of these doors will have security staff on duty.
- We will be utilizing School Messenger to provide parents with important information throughout the school year. **Please sign up to receive text messages via School Messenger using the following help document:** [School Messenger Help Document](#).
- In an effort to combat loss and theft, students are reminded that no valuable personal items should be brought to school. The school is not responsible for lost or stolen items. As in the past, the administration will not investigate these matters. Lock it, don’t lose it.
- If a student is absent for any reason, please be sure to send a note or contact our Attendance Office by phone at (631) 382-2716 or email hse-attendance@smithtown.k12.ny.us. If a student needs to be picked up early, please email the Attendance Office with the time and reason the student will be leaving. The student will then be required to pick up a pass and sign out of the building in the Attendance Office.



Smithtown Central School District Smithtown High School East

10 School Street, St. James, NY 11780

Robert J. Rose
Principal
(631) 382-2700

Mark Secaur, Ed.D.
Superintendent of Schools

- Students that have early release will have to pick up early release passes in North Administration on the first day of school. When leaving campus, students will have to show their laminated passes to the security staff.
- We will hold class meetings with the students on Sept 6th and 9th to go over school rules and expectations.
- Meet the Teacher Night is September 12, 2024 at 7:00 p.m. Parking is extremely limited so please consider carpooling. More information will be sent home the week of September 9th.

The Board of Education recognizes that regular school attendance is a major component of academic success. Through implementation of this policy, the Board expects to minimize the number of unexcused absences, tardiness, and early departures (referred to in this policy as "ATEDs"), encourage full attendance by all students, maintain an adequate attendance record keeping system, identify patterns of student ATEDs and develop effective intervention strategies to improve school attendance.

All ATEDs must be accounted for. It is the parent's responsibility to notify the school office within at least 24 hours of the ATED and to provide a written excuse upon the student's return to school.

Please be aware that under the Family Education Rights and Privacy Act (FERPA), certain information is designated as "directory information" (see listing of such as noted in our district calendar) which may be disclosed without prior written consent. Parents will have two weeks from the beginning of the school year to advise the district, in writing, of any and all items they refuse to permit the school district to designate as directory information for the balance of the school year. These notifications should be sent to the attention of the building principal.

The No Child Left Behind Act of 2001 requires public schools to release names, addresses and telephone numbers of secondary students to military recruiters upon request. If you wish to opt out you may complete and return the **Military Exclusion letter** found [here](#).

We look forward to a very successful 2024/2025 school year. We are all very proud of our students and look forward to all of their future successes.

Sincerely,

Robert J. Rose
Principal

Michael Aleci
Asst. Principal

Jason Pettis
Asst. Principal

Nicole Stech
Asst. Principal