

Millennium High School
Student & Family
Handbook
2009-10



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A Brief History of MHS

Millennium High School opened its doors in 2002 supported by grants from New Visions for Public Schools, the Bill and Melinda Gates Foundation, the Carnegie Corporation, and the Open Society Institute. Community Board 1 raised \$14 million to build the school. Students who live below Houston Street are given admissions priority and in 2009-10 represent approximately one-third of the total enrollment.

MHS is located on the 11th, 12th, and 13th floors of 75 Broad Street, the 1929 “International Telephone Building” built as the original headquarters of ITT, the telephone and telegraph conglomerate. A complete renovation of this 33-story building included creation of a separate entrance and dedicated elevators for Millennium.

Millennium’s mission is to create and maintain an environment that supports learning for all. Exploration and inquiry are important. Every member of the school community is encouraged to strive for excellence.

Millennium High School is a “New Visions PSO” school, one of 70 that receive leadership, operational and advocacy support from New Visions for Public Schools.

The MHS faculty is young, energetic, and highly qualified, holding undergraduate and graduate degrees from top institutions across the country.

In the fall of 2006, Millennium received the Rising Star High School Blackboard Award from Manhattan Media. Insideschools.org also favorably reviews the school, making particular note of its “spectacular building” and “attentive teachers.”

Our four graduating classes at MHS all have a 95%+ college acceptance rate.

MHS Faculty and Staff

Here is a list of the faculty and staff at Millennium as of 6/30/09. E-mail addresses can be accessed through the website – go to www.millenniumhs.org and navigate to the Parents tab where you'll find a Staff Directory.

Administration Robert Rhodes Angela Benfield Latika Keegan Vincent Losinno Brenda Seorti	Art Department Lisa DeFilippo Jenny Krumpus Justin Ward	Physical Education Department Colleen Callahan Jeanne Chun
Guidance and Special Education Jennifer Dull Margie Cooper Dawn Gilbert Lindsey Horowitz Bernadette Janelle HanNa Kim Tracy Russek Betsey von Burg Holly Barton	English Department Christina Gardner Noah Garfinkel Maggie Geiger Amy Lane Brooke Rea Carmen Reyes Sarah Jane Sculco Maria Stasavage Janna Wohl	Math Department David Becker Faye Chiu Chris O'Neill Ben Peled Shawna Wan Reid Eszter Weisz
Custodial Staff Leroy Alarcon Kerry Alarcon Jose Alarcon Rich Van Wettering	Foreign Language Department Alison Angrisani Amy Chau Christine Haverly Katerina Toulatos	Science Department Kate Belfay Matthew Craddock Jim Handel Bill LaMonte Joyce Kong Jessica Marchetti Sarah Petersen Lisa Turner
Main Office Donette Peters Connie Spadafora	History Department Sara Edelson Josh Frost Sarah Kappler Corey Pickering Colin McEvoy Aaron Silverman	Student & Senior Activities Linda Ho

What, Who & Where

Here's a directory of MHS staff by functional position.

What	Who	Where
Academic Support	Lindsey Horowitz Bernadette Janelle Tracy Russek	1107
Art Studio	Art Staff	1210
Art Therapy	Dawn Gilbert	1216
Café	Josephine Rondon	1231
College Counseling	Betsey von Burg Holly Barton	1121
Community Service	YMCA Staff	
Custodian	Rich Van Wettering	1211
Dean	Vincent Losinno	1109
Fitness Center	Colleen Callahan	1217
Guidance (9 th & 11 th)	Margie Cooper	1218
Guidance (10 th & 12 th)	HanNa Kim	1220
Inclusion Program	Jennifer Dull	1316
Library	Carmen Reyes	1234
Nurse	Brenda Seorti	1206
Parent Coordinator	Angela Benfield	1321
Principal	Robert Rhodes	1322
School Office	Donette Peters Connie Spadafora	1375 1376
Senior Activities Coordinator	Linda Ho	1108
Teacher/Staff Rooms		1061 & 1392
Technology Coordinator	Latika Keegan	1237

MHS Traditions & Events

Although our school is just a few years old, we have many traditions essential to defining our community. Here's a list of events that take place throughout the school year.

Fall Traditions & Events

Camp Bernie Trip	Overnight excursion for 9 th graders
Fall Community Service	Advisory group project
Spirit Week	Five days of fun organized by students
Pie Sale	Pie & quiche fundraiser for the PA
Toy and Clothing Drive	Student-sponsored, at Christmas

Winter Traditions & Events

Winter Showcase	Student talent show & potluck dinner
Foreign Exchange Trip	MHS goes international

Spring Traditions & Events

Foreign Exchange Trip	MHS goes international again!
Exhibitions	Presentation of required independent study
College Fair for Juniors	Held in collaboration with several other schools
Spring Auction & Benefit	Fundraiser by the Parents' Association
Field Day	Day in June for sports and games
Senior Trip	Seniors-only excursion
Senior Prom	Held off campus in early June
Spring Showcase	Student talent show & potluck dinner
Awards Night	Recognition for academics, citizenship, etc.
Graduation	The final event for seniors!

Rules of the Road

The rules at Millennium are simple and easy to follow. We've boiled them down to just ten:

1

Come to school. Be on time. Get to class on time, prepared with the appropriate materials and assignments. All absences must be reported to the Dean's Office (ext. 7501) by a parent or guardian.

2

Show respect for all. Act appropriately and responsibly not only in the school building but when you are out on school trips, too – in fact, at all times. Be a good ambassador for our school and its mission.

3

No fighting. Resolve conflicts peacefully.

4

Listen to staff members and cooperate when asked to do something, whether it's academic or not.

5

Be responsible for your own personal property. Help others do this too.

6

Dress appropriately. You know what that means. Confused? Check under "Dress Code" in the A-to-Z.

7

Don't bring weapons, illegal drugs, controlled substances, or alcohol to school. Cell phones, beepers, iPods, PSPs, and the like should be turned off and put away during the school day. MHS is not responsible for lost items, so bring valuables to school at your own risk, or better yet, leave them at home.

8

If you see something, say something – share information with school officials if you think the health, safety or welfare of the Millennium community could be affected.

9

Keep your parents and guardians in the loop about what's going on at school, and deliver notices you have been given promptly.

10

Recognize, appreciate and take full advantage of the extraordinary opportunity you have in attending MHS, and dedicate yourself to attaining the highest level of achievement possible.

Millennium High School Honor Code

Established in 2007 – the Millennium High Honor Code. You will be asked to read it, sign it, live it. It says:

We, the students, teachers, staff, mentors and parents who make up the Millennium High School community, promise to uphold this Honor Code as a symbol of our mutual respect and integrity. As individuals, we value the following principles and will work to ensure they are upheld both for ourselves and our community.

WE RESPECT DIFFERENT IDEAS AND OPINIONS. Mutual respect is a basic value at MHS. Behavior that intimidates, insults, humiliates, harasses, or degrades another individual because of their opinions is unacceptable.

WE RESPECT EVERYONE'S RIGHT TO SAFETY. We will work to maintain a peaceful and violence-free environment. We will try to resolve conflicts that could become violent before they start. If a fight does break out we will either leave the scene OR find an adult or appropriate authority figure to stop the fight.

WE RESPECT ALL PERSONS AND PERSONAL PROPERTY. All MHS community members are obligated to respect any and all items belonging to themselves or others. Lost or stolen items should be reported to an appropriate staff member immediately.

WE RESPECT OUR SURROUNDINGS. All current, and future, community members share the property at MHS. It is essential to leave the property at its best for everyone to use. This includes, but is not limited to, vandalism, littering, placement of items, and sanitation.

WE RESPECT ACADEMIC INTEGRITY. We pledge that all work submitted as part of an academic requirement is the product of the student submitting it unless credit is given with proper citation. Cheating and plagiarism is unacceptable.

Student Leadership

All members of the MHS community have a voice in how the school is run and a hand in creating the school culture. Here are our student leadership organizations, what they do, who advises them, and how you can join.

The Student Government and Ethics Council is responsible for student representation in school governance and peer mediation. SGE is a really unique and evolving organization that's quite different from traditional high school student governments. SGE has 40 members (ten from each grade) who are chosen by Advisory in the lower grades. All members are tenured for a two year cycle at Millennium. There's no hierarchical system – no President, VP, etc. Students serve on standing committees that include Communications, Student Affairs, Ethics/Justice, and (Building) Environment. Members also serve as student representatives on school committees such as Hiring, Exhibition, Advisory, and the School Leadership Team. New initiatives are being developed all the time.

The School Leadership Team includes several student representatives. They meet once a month with parent and staff members to discuss school-wide issues, formulate policy and update the school's Comprehensive Educational Plan.

The Leaders' Club plans social events and trips, community service projects and celebrations. Ms. Ho advises the club, which is responsible for such activities as the annual Winter Clothing/Coat/Toy drive, the annual AIDS walk in the spring, and Spirit Week. The Leaders' Club meets weekly, and any student can join any time, though traditionally seniors do not participate.

Senior Officers Selected by the "rising senior class" (i.e., this year's senior class at the end of their junior year), Senior Officers are communications conduits, liaisons with committee representatives, and coordinators of class activities such as fundraisers and special events. They are also responsible for keeping their respective Advisories informed. There are two Senior Officers from each Advisory. They are chosen via an application process.

The Graduation Committee selects guest speakers, plans the order of events and generally oversees what may be the biggest day in many seniors' lives (for now, at any rate).

The Prom Committee plans the Senior Prom, including the venue, souvenirs, photographers, centerpieces, themes – and of course the music. Students will meet starting in the fall.

Yearbook is not just a committee, but also a full-year, two-credit course. It meets four times per week to plan, design, construct, and publish Millennium High School's *Yearbook*. Seniors and juniors work in collaborative teams on various task-oriented projects. Juniors who are willing to commit two years to yearbook will be given preference as editors their senior year.

The A-to-Z of MHS

Absences Students are required to be at school every day that school is in session. If you are sick or must otherwise miss school, your parent or guardian should report your absence to the school at 212-825-9008 ext 7501 before 9:30 AM. Attendance is taken first period and sent to the main office. If you are marked absent and the school has not been called, the school will make every effort to notify your parent or guardian to confirm the absence. Upon returning to school, parents/ guardians need to send a note explaining the absence to your Advisor. Medical notes from doctor's offices are also encouraged.

Admissions Tours Students apply to Millennium through the citywide application process. Parents and students interested in MHS come to the school for a tour of the building and may stop by your classroom while your class is in session. Please treat these visitors respectfully but just go about your business being a student. That's what they want to see.

Advisory Your advisory at Millennium High School is your "home away from home." Every student enrolled is assigned to an Advisory class headed by a faculty member who will guide (and sometimes pull and push) advisees throughout their Millennium career. There are 15 to 20 other students in an Advisory, which meets every day. Advisory is graded on a Pass-Fail basis. It is not counted in your GPA but you do have to pass to graduate. Your Advisor serves as your advocate and an intermediary between you, your teachers, and your family. Your classmates in your Advisory are there to support you too. Many of the activities that take place in Advisory occur in every Advisory across your grade, though each Advisory is welcome to develop and explore new agendas and traditions.

After School MHS is open until 6:00 PM every school night. We are lucky at Millennium to have an extensive After School Program, one of the many benefits of our partnership with the YMCA of Greater New York. After School at MHS is actually a number of different programs that offer academic support, extracurricular activities (i.e., the school newspaper), sports, affinity groups, music, and fun! Also, the Y Lounge, Library, Old Café, 11th Floor Lounge are open for study, quiet discussion and meetings after school. After School grids are distributed twice a year, with new courses and clubs added and announced as they are created.

Announcements Announcements are key to keeping up-to-date on everything that's going on at MHS. They are read in Advisory. If you're absent, make sure to ask your Advisor or peers if there were any important announcements on the day you were out. If you would like to put an item in the Announcements, see your advisor.

Assemblies Teachers or staff may organize assemblies. You are expected to report to the assembly with your Advisory or current class and stay with them throughout the assembly. Backpacks and jackets go under your seat (not on the seat next to you). And remember, no hats, gum, or candy allowed in the auditorium.

Arrival The school day is from 8:30 to 3:00 p.m. Students must be in their first period classes and *ready to work* by 8:30 a.m. Breakfast is served, free of charge, each morning at 8:00 a.m. Students are not admitted in the building

before 7:50 a.m. Students who arrive after 8:30 will be marked late on the NYC attendance system.

Art Therapy Art Therapy takes place in Room 1216 and is available to all students. It's fun – check it out. See Ms. Gilbert for info.

Cafeteria (see also Lunch) Some students choose to stay in and eat lunch in the school cafeteria on the 12th Floor. Hot lunches are prepared daily, in addition to sandwiches and a salad bar, and there are vending machines for juice and water.

Cell Phones Turn them off while you are in school. They will be taken away by your teacher if used during class. If a cell phone is taken away a second time, it will be given to the Dean and a parent/guardian must come in to pick it up.

College Courses Upperhouse students may elect to enroll in classes at local colleges. In some cases, there's no cost (though you may have to pay for your books) and you will receive three college credits towards your college degree if you successfully complete a course. MHS students have enrolled at New York University, Pace University, Borough of Manhattan Community College and Baruch. Each program has its own deadlines, and registration requirements. If you're interested stop by the College Office, Room 1120 and speak to Betsey von Burg.

College Process College recruiters visit MHS in the fall and the spring – a schedule is e-mailed to those who have elected to join the College Office email list. Juniors and their families can meet individually with Betsey von Burg or Holly Barton, Millennium's own college counselors. SAT review courses take place after school through Revolution Prep. You should make sure you are on the College Office e-mail list to get up-to-the-minute announcements. Your Advisory serves to support you in the college admissions process in the 11th and 12th grades. There are workshops open to parents and students on all the various aspects of applying to college, including financial aid. Advisory also addresses transition issues that students may encounter in their first year of college. The College Office is in Room 1120. Betsey's email address is bvb.millennium@yahoo.com and Holly's is holbarton@yahoo.com

Community Service Opportunities for Community Service abound at MHS, which is good because it is required for graduation. There are projects both within the school and outside the school. Advisory Community Service Learning Projects utilize the combined and considerable talents of your entire Advisory for larger projects. Do not procrastinate fulfilling your Community Service requirement – it's really hard to try to cram it in at the last minute. Students can email the Community Service coordinator at mhscommunityservice@gmail.com for further information about Community Service projects and hours.

Computers Laptops are available for check out for an hour after school at the Writing Center - Tuesdays through Thursdays in the library.

Communication We value and recognize the importance of clear and open parent/teacher communication. We urge families to contact advisors and guidance counselors directly regarding any concerns they may have. Families should contact staff by e-mail, if possible. Each teacher can be reached through the Faculty & Staff list on our website. We encourage families to stay up to date on school notices by checking the website at www.millenniumhs.org or by joining our Parent E-mail List by sending a request to our Parent Coordinator.

Curriculum Night One evening in the early fall, families will be invited to visit the school and hear from teachers about the curriculum and plans for the year. Check the website for dates.

Discipline Millennium HS enforces all rules and policies set forth in the NYC Department of Education Citywide Standards of Discipline and Intervention Measures.

Dress Code OK, if we have to spell it out for you, here it is. Here are the don'ts:

- No headwear or coverings, do-rags, hats, hoods, bandanas, sunglasses.
- No clothing, jewelry or accessory that displays obscenities, profanity, pictures or designs, or conveys a sexually suggestive remark or pro-alcohol and/or drug message.
- Nothing that has to do with gangs.
- No see-through, midriff-exposing or low cut cleavage-exposing clothing.
- No tank, tube, halter, or spaghetti-strap tops or backless dresses.
- No dresses, skirts, shorts, or tops-over-stretch pants that fall any higher than mid-thigh.
- No pants, skirts, or shorts pulled below the waistline or inside out or visible boxer shorts.
- No stretch lycra, spandex or nylon tights, leotards, biker pants or underwear worn as outer garments.
- No bare feet. Footwear must be securely fastened. No dangerous jewelry.

We're really bored typing these rules. You should know all this. If you don't, or if you flaunt them, there will be consequences.

Elevator Etiquette Only in New York will you find "Elevator Rules" for high school students! Here they are: In the morning, you can take the elevator from the lobby to any floor. At lunch, you may take the elevator from any floor to the lobby. Between 2:50 PM and 3:20 PM, you must go to the 11th floor to take the elevator to the lobby – there will be no pick ups on the 12th or 13th floors. After 3:20 PM, you may take the elevator from any floor down. That's it.

Evacuations In the event of an evacuation of the building which requires relocating away from MHS, students are sent to one of three sites. Here is the list, for your information: The Primary Site is the Museum of Jewish Heritage at 36 Battery Place. The Alternate Site is the High School of Economics and Finance at 100 Trinity Place. The Out-of-Area Site is the New York City Lab School at 333 West 17th Street.

Exams Twice a year MHS students take exams. You are not required to be at school during exam periods – except when you have an exam scheduled. Use your time off to study and warn your parents you may be sleeping late on other days.

Exhibition In order to graduate, you are required to prepare (and pass) three Exhibitions. Exhibitions are independent study projects that involve research, writing, and presentation. The subject matter, emphasis, and logistics of projects are slightly different in each of the three years. Your first exhibition, in 10th grade, will focus on the research process. You will work with your Advisor to create and research a question, write a comprehensive report and

present your findings to a committee. Your 11th grade Exhibition is all about the written piece. You will be assigned a sponsor to help guide you in writing a detailed and accurate research paper and present those findings to a committee. Your final exhibition, in 12th grade, will test your communication skills and your depth of knowledge of a subject. There is a full set of Exhibition materials in downloadable form on the MHS website, including a set of proposal guidelines and a rubric for each grade. Go to www.millenniumhs.org and click on the “Academics” tab.

Fire Drills There will be unannounced fire drills throughout the school year. It is extremely important that you cooperate during fire drills and take them seriously. Because we are in a high-rise building, the procedure may be different from other schools you have attended. Twice a year there is an evacuation drill when you have to exit the building via the stairwells. Stay calm, quiet, and listen to your teacher.

Food & Drinks Our custodians work super hard to keep the school clean. Food and drinks may only be consumed in the cafeteria. You may, however, bring water anywhere in the building.

Foreign Exchange The MHS Foreign Exchange Program sponsors trips abroad, offering opportunities for sightseeing, community service, and language learning. Trips are announced in June and space is limited, with priority given to 10th, 11th, and 12th graders. If you apply, and are accepted, you have to pay for the trip, though the group undertakes a fundraising effort to provide need-based scholarships. In previous years Millennium students have gone to Costa Rica, Ecuador, Chile, Peru, and Italy. This year, there will be three trips: Chile during February break, China over spring break, and Germany in April. Applications are available on the MHS website, or through Ms. Angrisani who co-coordinates the trips.

Grades and Reporting Millennium grades are based on a numerical system that ranges from 55-100. The passing grade is 65. If you don't make this mark as a final average for a course, you will be asked to make it up in summer school. In case you need letter grades translated, here they are:

A	95-100
A-	91-94
B+	87-90
B	84-86
B-	80-83
C+	75-79
C	70-74
C-	65-69
D	60
F	55

Reports are issued in November, February, April, and June. Parent-Teacher Conferences are held twice a year, in fall and spring. Please accompany your parents to see your teachers. Your Advisor can help you sort through any issues with your grades and help you figure out a way to improve them through better study habits or extra support.

Graduation Requirements In order to graduate with a Millennium High School diploma, you need four years of English, Social Studies, Mathematics and Science, and at least three years of Spanish. You must have

full class schedules for all four years. In 9th and 10th grade you will take English, Global History, Math, Biology/Chemistry, and Writing as well as twice weekly Physical Education/Health and Art courses. These courses will prepare you for Regents exams, the school's Exhibition process, and for the challenging interdisciplinary work of 11th and 12th grade. In 11th and 12th grades you are allowed to choose semester-long or full-year courses within each subject required, and electives in Art. Qualified students may take Advanced Placement courses. Simultaneous high school and college credit are offered for college-level courses at local institutions.

Here's the number of credits you will need to graduate with a Millennium diploma:

English	8	Advisory	4	Mathematics	8	Writing	3
Science	8	History	8	Art	2	Phys Ed	4
Foreign Language	6	Health	1	Electives	4	Exhibitions	3

You also need to pass these Regents: Math, Living Environment, Chemistry, Spanish, Global History, U.S. History and English. In addition, you are required to complete 20 hours of Community Service every year.

Gum Do we even need to say anything? Not allowed!

Gym Class Phys Ed is taught in the workout room on the 12th floor. One semester of Health Ed is required to graduate.

Gym Clothes Everyone is expected to bring appropriate clothes for gym class. This means sneakers, shorts or sweat pants and a T-shirt. Whether you choose to leave these clothes in your locker or bring them back and forth is up to you (and should be negotiated with your locker mate). If you do leave them, it might be a good idea to take them home every few weeks and over vacations for a laundering.

Hall Passes You are not supposed to be wandering in the hallways while classes are in session. If you need to travel to another location, you must have a hall pass. Please remember to return your pass to the teacher who gave it to you.

Hats Hats of any kind are not allowed to be worn in school – by boys or by girls. If you wear a hat on your way to school, take it off when you enter the building.

Homework You should plan on two to three hours of homework to be assigned most school nights. Many teachers post their assignments on the MHS website. Late homework will not be accepted for credit in any course. Still, you should try to hand in homework even if it is late if only to show you made the effort. Each teacher sets his or her own homework requirements and expectations, so you should make it your business to find out exactly how much homework counts. If it is 25 percent of your grade, for example, and you hand nothing in, you are already on thin ice (do the math). MHS is also tough about projects and papers assigned in advance. For each day an assignment of this type is not turned in there will be a 10 percent reduction of the possible grade for the work. Projects and papers more than three days overdue will not be accepted. You can, however, submit a doctor's note if you were so ill you were unable to complete the assignment on time.

ID Cards Every student is issued an ID card and you need to have it with you every day. You will need your ID card to scan when you arrive in the morning, to scan in the cafeteria for breakfast and/or lunch, and if you go outside to lunch you also need it to scan. If you forget your ID card, you can have a temporary paper ID issued. If you lose your card, a replacement costs \$5.00. See Dean Losinno.

Inclusion In partnership with P226M, MHS welcomes special needs students into its general education classrooms. These high school students function at varying academic levels, and follow a modified or parallel curriculum alongside their Millennium peers. The inclusion teacher works closely with Millennium teachers to develop individualized programs that meet the needs of each student. Inclusion students benefit from the enriched social and academic environment, while general education students learn new skills and form new friendships with the inclusion students.

Jobs & Internships There are many ways Millennium can help you get work experience through internships, or even paying jobs during the school year and over the summer. A good place to start is to look at the wall outside the Guidance Office on the 12th Floor, where listings are posted. There are also announcements on the MHS website.

Lateness Classes start at 8:30 a.m. Excessive lateness makes you miss instruction and also causes the scanner to make a ringing sound. That ringing sound leads to consequences. Be on time!

Leaving Early If you need to leave school early for any reason, you must obtain an Early Excuse Pass from the main office. Bring a note from your parent/guardian to the office first thing in the morning so that the pass is ready for you when you need to leave. One copy is given to School Safety Officer upon exiting, and the student retains the other copy. Always try to make appointments for after school hours.

Lockers Each Advisory is assigned a section of lockers and you are assigned a locker to share. You (and/or your locker mater) must purchase a lock (and share the combination). Make sure your Advisor has the combination written down in case you forget it, or you need to ask someone else to go into your locker if you're not at school.

Lost, Stolen or Strayed Don't bring anything to school you wouldn't want to lose. If you find something that's not yours, do unto others' lost stuff as you would want them to do unto yours, and bring it to the school office. The Lost & Found is outside room 1321. **Lock up your valuables, especially when you change for gym!** Millennium is not responsible for lost or stolen property.

Lunch Lunch is prepared and served every day at MHS in the 12th floor cafeteria. 10th & 12th graders have lunch 4th period, 11:06 a.m. and 9th & 11th graders have lunch 5th period, 11:46 a.m. You can check out what it will be in advance on the school lunch menu website—you can access this via a link on the MHS website. You can also bring lunch from home, but be warned that there is no place to refrigerate or reheat it. Many students take advantage of outside lunch privilege (with parent permission) to hit the streets and eat out at many of the restaurants and delis within walking distance of MHS. Be aware, however, that if you are late to school in the morning your outside lunch privilege is revoked for that day. If you return late from outside lunch, the privilege will be revoked for the next day. Also, there are days when it is announced in advance that all students will be required to stay in for safety or

other reasons – Halloween is one example. Bring something to eat from home, get lunch in school – or go hungry.

Metrocards Are issued twice a year in September and February. If you lose your Metrocard, write a note to Ms. Peters and bring it to her in the main office. It may take a few days or even longer to get a replacement, so be sure to bring enough money to school to get home.

Military Recruitment Federal law requires the New York City Department of Education to provide the names, addresses, and telephone numbers of 11th and 12th grade high school students to military recruiters and institutions of higher education that may request this information. If your parents or guardians don't want this information disclosed, there is a form they can fill out. You yourself can also make this request. You can get a copy of this form from the School Office on the 13th Floor.

Millennium Phoenix The *Millennium Phoenix* is the school newspaper, published every month (or so). Ms. Wohl & Ms. Geiger are the advisors. The staff meets weekly as part of the MHS After-school Program. All are welcome to write a Letter to the Editor or contribute articles.

Names Millennium may be a new school, but there are some old ways about it. You are expected to call your teachers by their last names preceded by the appropriate title (Mr., Ms., Mrs., Miss, Dr., Professor, as appropriate). Some staff members have indicated it's OK to address them by their first names, notably Ms. Benfield (Angela) and Ms. von Burg (Betsey). If you have any doubts, use the more formal form of address.

Nurse The school nurse has an office in Room 1206. Don't come to school if you are sick but if you feel ill during the school day, you need to get a pass to see her, and she will consult with your parent/guardian to determine if you should go home. If you do need to go home, a parent/guardian must come to pick you up. She also stocks a good supply of band-aids.

Open School Nights There are two scheduled Open School sessions. See Parent-Teacher Conferences for more info.

Parent Contact During School Hours You should discuss your daily schedule with your parents before you come to the school in the morning. If your parents forget to tell you about a doctor's appointment or an after-school activity, they can leave a message with Ms. Benfield, the Parent Coordinator, at extension 1321 and she will get the message to you. We do not pull students out of class to speak to parents over the phone. If your parent needs to speak to you personally, he or she must come to the school.

Parent Coordinator Angela Benfield is the Millennium Parent Coordinator, available to meet and talk to parents about school issues, concerns or questions. Angela is in Room 1321 in the main office. You can e-mail Angela at abenfield@millenniumhs.org.

Parent-Teacher Conferences There are two scheduled Open School sessions – one in fall and one in spring. Millennium does not follow the NYC school-wide schedule, so you should check our calendar at the beginning of the year and mark these dates. Students should attend these conferences with their parents. Family conferences are scheduled in advance with the student's advisor. To see other teachers during these conference days, families must sign up for appointments when they arrive. If parents would like to make appointments with teachers at any other time, they should contact teachers

directly with available times and dates. Translation will be provided upon request.

Parents' Association Millennium has an active Parents' Association. The PA meets regularly to plan and implement fund-raising events, discuss parental concerns and generally worry about your health and well being in high school. Encourage your families to be active at MHS, to attend PA meetings and participate in your education!

Peer Mediation In peer mediation, students meet and talk about their problem. Peer mediators direct the conversation, but the main discussion is between the students, not the mediators. A lot of the time it's hard to confront someone with a problem. Peer mediation makes it easier to talk about the conflict openly without having to be afraid of judgment from adults. It's all about student-to-student relationships and helping each other. To learn more, you can contact Ms. Kim, Ms. Pickering or Mr. Silverman.

Phoenix The phoenix is the official school mascot at Millennium. It was chosen because MHS was created as a result of 9/11. The phoenix is a mythical sacred firebird that is said to be reborn from its own ashes at the end of its lifetime. It's also the name of a city in Arizona, the symbol of the University of Chicago and Professor Dumbledore's pet in the Harry Potter series.

Plagiarism Plagiarism involves representing someone else's ideas or writing as your own (that is, without proper citation). At Millennium, work that has been plagiarized receives an automatic zero. Further consequences are determined on a case by case basis and may involve the student court.

Report Cards Report Cards a.k.a. Progress Reports are distributed four times a year; usually two weeks after the end of the marking period. Your overall grades go on your transcript and in your high school GPA, so do your best to stay on top of your school work and don't hesitate to ask for help if you need it.

SAT Prep SAT prep is offered through Revolution Prep (www.revolutionprep.com) on site after school. There is a fee for this class, but financial aid is available.

School Safety Officers Two security officers are stationed at the desk near the front entrance to Millennium High School. They are there for your protection and safety and you are asked to give them the respect you would give any member of the MHS community. All visitors are required to sign in and show a picture ID. This is protocol for all New York City public schools.

Sexual Health Yes, your parents will freak out if they see this, but it's important that you know that there are several teachers in the school trained and authorized to distribute condoms, lubrication, and reproductive health information. You may go to any of these teachers outside of class time and request condoms and they will provide them confidentially. These teachers are: Ms. Cooper, Ms. Kim, Ms. Lane, Ms. Pickering, and Mr. McEvoy.

Sports OK, so the only "Friday Night Lights" at Millennium come from street lamps. What we lack in playing fields, we make up for in creativity. There are many opportunities to participate in extracurricular intramural and competitive sports as well as non-competitive fitness activities. Presently, there are Boys Basketball, Girls Basketball, and Co-ed Fencing, Soccer and Baseball teams. If you want to support the school by attending a game, you can check

the schedules on the PSAL website at www.psal.org. To start a sports program or club, see Mr. Silverman.

Summer Assignments Your summer assignments will be posted on the school website. It's wise not to leave them until the day before school starts. They will be collected and graded.

Transcripts If you are applying for an internship, summer program, scholarship, etc. and need to submit an official transcript, you can request it from Betsey von Burg in the College Office - Room 1120.

Trips School trips are actively encouraged at MHS. You will be given a permission slip which your parent or guardian must sign before you are permitted to go. Make note whether you are supposed to bring lunch. You may be allowed to leave for home at the end of the trip rather than return to school. And remember, wherever you are, whether on the street, in the subway, or at your destination, you are representing Millennium to the world.

Town Halls Your class may be invited to participate in a Town Hall several times during the school year. This is an assembly conducted by a staff member where students are allowed to raise any issue or ask any question that is relevant to the topic being examined.

Transferring from MHS Every year, there is a small number of students who don't think that MHS is quite right for them. If you wish to transfer out, you should contact the Guidance Department (Room 1220) as soon as possible. If you are in 9th grade and wish to take the competitive exam for one of the Specialized High Schools (Stuyvesant, Bronx Science, Brooklyn Tech, etc.) or audition for LaGuardia, the Guidance Department can also help you.

Visitors MHS is an "open school" with lots of people passing through almost every day, including potential applicants and parents, other educators from near and far, college representatives, foreign exchange groups, etc.. Please be helpful to people in the halls that may look lost, and try to stay on task if they are brought into your classroom. If you have a friend visiting from out of town who would like to attend classes with you, make sure you clear this first with The Guidance Department. Remind your visitors that they must present a valid ID to security and sign in.

Websites Of course there's www.millenniumhs.org, which every student should know by heart. Here are a few others of interest:

www.act.org	The ACT	College admissions testing site
www.collegeboard.com	The College Board	College admissions testing site
www.highfivetix.org	High Five Tickets to the Arts	\$5 tickets to NYC dance, theatre, music, art and other cultural events
www.insideschools.org	Insideschools.org	Information and rating service for NYC public schools

www.newvisions.org	<i>New Visions for Public Schools</i>	Our founding fathers – we are a New Visions New Century High School, one of 83 across the five boroughs
www.psal.org	Public School Athletic League	Teams, schedules, resources
www.ratemyteacher.com	Rate My Teacher	Check out your teachers past, present and future
schools.nyc.gov	NYC Public Schools	Official website of the NYC public schools
www.ymcanyc.org	YMCA for Greater New York	Programs, schedules, etc.
www.fastweb.com	FastWeb	Scholarship search engine

YMCA + MHS Millennium High School is part of the New Century High Schools Initiative, a program that's seeking to revitalize, rebuild, create, and inspire greatness in New York City high schools. Each NCHS has a community partner connected to the theme, or career-focus of the school. Millennium's lead partner is the Chinatown YMCA. Through its Teen Action NYC program, we are the beneficiaries of services on an individual, group and school-wide basis. These programs are designed to help you achieve academic and career success, establish leadership development, emphasize healthy lifestyles, encourage creative expression, and demonstrate the importance of civic leadership and social responsibility. The YMCA also coordinates our After School Program as well as special programs and activities.

YMCA Privileges Thanks to our partnership with the Chinatown YMCA, Millennium students have access to the Chinatown YMCA Beacon site at 100 Hester Street. The facility is open from 3:30 PM to 6:30 PM and there's a basketball court for pickup games as well as an organized study hall for those who would like a quiet place to do homework.

Acknowledgements

This is the fourth publication of the *Millennium High School Student Handbook*. We hope you find it useful.

Any comments or corrections should be forwarded to Angela Benfield, Parent Coordinator. If you'd like to work on next year's *Handbook*, let Angela know. We welcome student input!

Faculty and staff who helped out include Bernadette Janelle, Latika Keegan, Carmen Reyes, Robert Rhodes and Betsey von Burg.

Cover design by Justine Andres, Class of 2011.

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