



August 8, 2013

Dear CCSC Students, Parents, and Guardians,

On behalf of the entire CCSC community – teachers, administrators, staff – I write to share what has been happening at CCSC over the summer, to update you on some important things heading into the 2013-2014 school year, and to convey how genuinely excited we all are that your child will be starting with us later in the month. The first day of school this year is Wednesday, August 28th (1:30 PM dismissal, as usual on Wednesdays). We will have regular school on Thursday the 29th (3:40 PM dismissal) and then resume classes on Tuesday, September 3rd (after the Labor Day long weekend).

This July's Summer Academy for incoming 7th, 8th, and 9th grade students was incredibly successful. Students new to the school learned much, and are prepared to return familiar with our systems, the academic workload, and yes, the rules. In addition, some of our students recovered credit at the Cambridge-Harvard Summer Academy. Currently, during the brief stretch when our buildings are mostly unoccupied, we're busy with small improvements to our facilities and regular maintenance, including a fresh coat of paint on every wall. Next week, staff will return and we will begin the real work – planning for the coming year. We will continue that which we're doing well and seek to improve, too.

By this point, students should have finished their summer reading books, or should at least have started them. Making sure our reading muscles (and our writing skills) don't atrophy during the time away is critical. And, as some students have found out the hard way, humanities teachers will be collecting summer reading assignments during that first week.

We are thrilled to welcome several new faculty members to our team. We have created an additional position on the administrative team, the Lower School Associate Principal. Nathan Dineen is joining us, having worked most recently at the Advanced Math & Science Academy Charter School in Marlboro. He will work closely with Ms. Norris to ensure that a positive culture is established and maintained.

Please take some time to review the important information below:

- We will again be holding **mandatory freshman orientations for all 9th grade students and their parents/guardians** on Monday, August 26th and Tuesday, August 27th from 3:00-4:00 PM. Ms. Hairston has written asking you to choose the date most convenient to you (you only need to attend one of the sessions).
- **Back to School Night** will be on Tuesday, October 8th. Please put it in your calendar now and save the date.

- This year's **winter vacation will be longer than usual**. We will hold classes on Friday, December 20th, then break for the holidays. Classes will resume on Monday, January 6th, meaning that students will have two full weeks off.
- Students will receive their own printed copy of the **Student & Family Handbook** on the first day of classes. A PDF version is available on the CCSC website under Parent Guardian Information. Please take time to familiarize yourself with its contents. You will have to sign and return the Code of Conduct and Library Contract forms by Friday, September 6th.
- There have been a few **small changes to our dress code**.
 - Undershirts may be solid black, white, red, or *gray*.
 - Knitted (sweater-style) outerwear – including cardigans, pullovers, and sweater vests – do not have to have a CCSC logo. These items do have to be solid black, white, or red. Fleeeces and sweatshirts *must still* bear the CCSC logo.
 - Headbands may not be formed out of scarves or bandanas, and they may not be athletic-style. Headbands must solely serve to keep hair professional and tidy.

For the full dress code, as well as information about ordering CCSC logo gear, please see the attached flier. The dress code flier is also on the website.
- There has also been a **significant change to detention for Upper School students**.
 - In an effort to ensure student accountability and to ensure students also have access to academic supports, CCSC has made some adjustments to our Upper School detention system. *Students in grades 10-12 will be required to serve Behavior Detention between 7:15 AM and 8:15 AM. Homework Detention will still be served after school, from 3:45 PM to 4:45 PM.*
 - Students in the 11th and 12th grade who have a GPA below 2.5 at the close of any marking period will be required to attend an After School Learning Center every Monday, Tuesday, Thursday, and Friday through the duration of subsequent marking period.

These changes have been made to support students and prepare them for life at a post-secondary institution and beyond. If you have questions, please contact Upper School Principal Chris Cook.

- The **school supply list** is included with this letter. Please make sure your child shows up on the 28th with the supplies he/she needs for his/her courses. The supply list is also posted on our website.
- **Breakfast and Lunch Program:** CCSC receives “on time delivery” of meals daily from a catering company. As such, if you want the school to order meals for your child/children (*including those that are approved for free or reduced meals*), you must fill out a monthly meal order form and return it (with payment, if owed) by the due date specified on the meal order form. If a meal order form is submitted late, the meals for that student will be delayed by one full calendar week. If you do not order meals, you must provide food for your child that meets the guidelines in the federally mandated school nutrition program. It is a long school day and students get hungry. Refrigerators and microwaves are provided for students who choose to bring a meal from home. Order forms, with menus for the month, are posted on our website. They are also

available in both Upper School and Lower School buildings. School meal service will be available starting August 28th, but you must order in advance. Federal nutrition guidelines dictate that any meal given to your child is at your expense.

- **Snack during DEAR:** This year students will have the option of bringing a healthy snack from home to eat during DEAR. The snack guidelines and rules are explained in the handbook, and students will receive a list of approved snacks at their first DEAR meetings.
- Discounted monthly **T-Passes (student Charlie Cards)** can be purchased at school from Ms. Smith. These cards are renewable each month at a cost of \$28. The cards work on *all* buses and trains *except* the commuter rail (purple line) every day of the week, including weekends. Cards must be renewed before the end of the month. If the deadline is missed, the card is shut off by the MBTA. Please review the transportation regulations in the 2013-2014 Student & Family Handbook as there are new rules concerning lost/broken cards. The MBTA has strict guidelines we must follow. *New for the 2013-14 school year: a T-Pass Order Form must be completed and payment submitted with it. The T-Pass Order Form will be posted on our website and available to pick up at school starting August 19th. You must return the T-Pass Order Form with payment (\$28 cash, check or money order made out to CCSC) to Ms. Smith. September T-Passes will be available for pick up beginning August 28th/29th. (There are no T-Passes for August.)*
- **Like us on Facebook!** If you're new to our community, or haven't found us online yet, please take a moment to do so. In addition to various stories and photos about the happenings around school, we use Facebook to announce school closings (we also use TV news stations) and other important announcements.

Again, we are so excited to be starting another academic school year. We look forward to seeing everyone on August 28. Our community is strong and growing stronger. Thank you for all you do to help sustain and support it. And, of course, do not hesitate to reach out if you have any questions.

Caleb Hurst-Hiller
Head of School

If your child will not be attending CCSC in 2013-14, please phone Monica Tecca (ext. 202) as soon as possible (before the 28th), so that we can plan accordingly.