

Holley Middle/High School Student Handbook 2025-2026



Holley Middle/High School
16848 Lynch Road
Holley, NY 14470
Phone: (585) 638-6335
Fax: (585) 638-7925

Contents

Message from the Principal	3
Mission, Vision, and Commitments	4
Non-Discrimination Policy	5
Board of Education Members	5
Staff Directory	6
Academic Information and Graduation Requirements	7
Credits.....	7
Required Courses	7
Required Regents Exams	8
Diploma Types	9
Academic Eligibility Policy	10
Grade Reporting	12
Course Drop/Add Policy	13
Early Graduation.....	13
Honor Roll & Academic Achievement.....	13
Summer School & Credit Recovery	14
College and Career Planning	14
WEMOCO – Career and Technical Education	15
New Visions	16
3-1-3 and Dual-Credit Courses.....	17
Athletics and Extracurriculars	19
Snack	20
Attendance	20
Student Arrival.....	21
Late to School	21
Student Release/Early Dismissal	21
School Closings	22
Attendance and Extracurricular Events.....	22
Philosophy	22
Sporting Events	23
Dances	23
Student Meals	23
Free lunch and breakfast	23

District Registration Procedures.....	24
General Health.....	24
Medications.....	24
Physical Examinations	25
Immunizations	Error! Bookmark not defined.
Counseling Services	26
Visitors.....	27
Transportation.....	27
Transportation Other Than Home.....	27
School Bus Safety Guidelines.....	28
Deviation from Normal Bus Transportation Procedures	28
Code-of-Conduct	29
Backpacks.....	29
Cellphones	29
Dress Code.....	29
Physical Education.....	29
Lockers	29
Parking.....	29
Technology	30
Overview	30
Device Use Expectations	30
Device Protection Plan	30
Annual Fees	30
Deductibles	30
Coverage Includes.....	30
Exclusions.....	30
Repair Warranty	30
Repair Process	31
Liability	31
Technology Pledge.....	31
Appendix	32

Message from the Principal

Dear Hawk Families,

We hope the following information provides useful as we work together to ensure we provide the best educational opportunities for each of our students. We want to ensure our community is a place of acceptance where everyone can meet their fullest potential while giving back to the community at large. We hope each of you feel connected to the Holley family. When we are together, we are stronger.

Please know we want each student to find their passion and grow as scholars, but also as humanitarians. We find the best way to ensure this growth occurs by striving to have the highest expectations. We expect each student to be their best self each day. We know that isn't easy, but we are here to make sure with high expectations comes high levels of support. Please utilize this handbook as our first offer of support. Use it as a guide to help navigate the waters of adolescence. This can feel like a tumultuous time. However, with its challenges comes great reward. We hope this year is a memorable one where each person feels seen and heard.

Please know we want to hear from you. If while reviewing this handbook you have concerns or questions, reach out. Call us, email us, set up an appointment. We want to hear from you. Please know we are here for you. You can contact the high school at (585)638-6335, ext. 5500 to reach the main office.

Our community's greatest asset is our children. Therefore, we need to do all we can to work together in ensuring their success.

Thank you,

Matthew Feldman, MS/HS Principal

Mission, Vision, and Commitments

Mission Statement

We, the students, parents, staff, and community of the Holley Central School District, will work together to provide the opportunity and means for all students to acquire the skills, knowledge, and attitudes to become responsible and productive citizens in a diverse and changing society. The ideal is to instill a passion for life-long learning.

Vision Statement

- The district has in place a strategic process for continuous development, review, and improvement of a relevant and innovative curriculum which challenges all students to achieve their maximum potential.
- Our students thrive in a safe and stimulating environment that is conducive to learning. They have access to the facilities, tools, and technologies necessary for a quality education.
- An effective communication system based on a student-parent-staff-community partnership serves as the cornerstone for excellence in our schools.
- Students, parents, staff, and community have confidence that resources are wisely used and take pride in the quality of our educational system.

Commitments

1. We commit that every student will be future-ready by ensuring they have the skills, knowledge, and dispositions needed to be successful in college, careers, and the military.
2. We commit that every student will be culturally competent by ensuring they are well-prepared to engage positively and respectfully in diverse cultural settings, contribute meaningfully to inclusive communities, and navigate the complexities of an increasingly interconnected world.
3. We commit that our organization will be a collaborative partner by ensuring all stakeholders are viewed as essential partners in the academic and social emotional success of our students.

Non-Discrimination Policy

The Holley Central School District, in accordance with Title IX of the Educational Amendments of 1972, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans With Disabilities Act, and the Age Discrimination Act of 1975, does not discriminate on the basis of race, color, creed, religion, national origin, political affiliation, sex, age, marital or veteran status, or disability. The Board of Education recognizes its responsibility to provide an environment free from harassment and intimidation in the educational programs and activities it operates.

We do not permit discrimination by employees, school volunteers, students, and non-employees, such as contractors and vendors, as well as any third parties participating in, observing, or otherwise engaged in activities subject to the supervision of the district. This includes recruitment and employment practices, pay and benefits, counseling services for students, and student accessed educational programs, courses, and activities. The Board also prohibits harassment based upon an individual's opposition to the discrimination or participation in a related investigation or complaint proceeding under the anti-discrimination, or participation in a related investigation or complaint proceeding under the anti-discrimination statutes.

This policy on non-discrimination and anti-harassment will be enforced on School District premises, in school buildings and at all school sponsored events, programs and activities, including those that take place off school premises. Inquiries or complaints should be forwarded to the Superintendent of Schools.

Board of Education Members

Trina Lorentz, President

Jessica Sniatecki, Vice-President

Joseph Flanagan

Stephanie Merkley

Jennifer Reisman

Jessica Sniatecki

Tracey Van Ameron

Janet Klossner

Layla Jones, Student

Aidan Kelley, Student

Marlenni Rodriguez, Student

Staff Directory

Name	Position	Email	Phone
Matthew Feldman	Principal	mfeldman@holleycsd.org	585-638-6335 ext5505
Daniel Courtney	Assistant Principal/Athletic Director	dcourtney@holleycsd.org	585-638-6335 ext5503
Stephanie Sanchez	Director of Special Programs	ssanchez@holleycsd.org	585-638-6316 ext2401
Brenden Keiser	Director of Teaching and Learning	bkeiser@holleycsd.org	585-638-6316 ext2591
Kelly Hill	Director of Transportation	khill@holleycsd.org	585-638-6316 ext2200
Halee Passarell	Director of Food Services	hpassarell@holleycsd.org	585-638-6316 ext2566
Kailtyn Andrews	Administrative Assistant	kandrews@holleycsd.org	585-638-6316 Ext 5500
Paula Barrus	Attendance	pbarrus@holleycsd.org	585-638-6316 Ext 5501
Kebra Horth	Counseling Office Assistant	khorth@holleycsd.org	585-638-6316 Ext 5510
Erin Dibble	School Psychologist	edibble@holleycsd.org	585-638-6316 Ext 5511
Samantha Zelent	Social Worker	szelent@holleycsd.org	585-638-6316 Ext 5513
Nicole Laure	School Counselor (Last Names A-K)	nlaure@holleycsd.org	585-638-6316 Ext 5512
Andrew Ruff	School Counselor (Last Names L-Z)	aruff@holleycsd.org	585-638-6316 Ext 5514

Academic Information and Graduation Requirements

Credits

Students must sign up for a minimum of 6.5 credits.

Required Courses

Required Courses	Minimum Number of Credits
English	4
Social Studies: • US History (1) • Global History and Geography (2) • Participation in Government (.5) • Economics (.5)	4
Science: • Life Science (1) • Physical Science (1) • Life Science or Physical Science (1)	3
Mathematics	3
Language other than English (LOTE) *	1
Visual Art or Music	1
Physical Education (.5 credit of participation each year)	2
Health	.5
Electives	3.5
Total	22

*Students with a disability may be excused from the requirement of 1 unit in LOTE is so indicated on the IEP but must still earn 22 units of credit to graduate.

*All students must carry at least 6.5 credits each year

Required Regents Exams

Students are required to pass the following Regents exams for either a Regents Diploma or Regents Diploma with Advanced Designation

	Regents Diploma		Regents Diploma with Advanced Designation	
Regents Exams	# of exams	Passing Score	# of exams	Passing Score
English Language Arts	1	65	1	65
Mathematics	1	65	3	65
Science	1	65	2 OR 3	65
Social Studies	1	65	1 OR 2	65
Pathway • Additional Math Regents Exam • Additional Science Regents Exam • Additional Social Studies Regents Exam	1	65		
Total Number of exams	5		8	

Diploma Types

Career and Technical Endorsement to Regents Diplomas: This endorsement is included on Regents diplomas for students who complete an approved Career and Technical Education program (CTE) through the Monroe 2-Orleans BOCES WEMOCO program.	Regents Diploma: This is a diploma that certifies that the student has successfully completed the NYS learning standards by achieving 22 units of credit and five NYS Regents/Common Core exams. Students meet these requirements through courses of study in the areas of English, Social Studies, Math, Science, the Arts, Health, Language other than English (LOTE), Physical Education (PE)	Regents Diploma with Advanced Designation with Honors: This type of diploma certifies that a student has completed the requirements for the Regents Diploma with Advanced Designation and Regents Diploma with Honors. An average of 90 percent or higher must be achieved on Regents/Common Core examinations.
Credit: Students are awarded one credit toward their diploma for the successful completion of a full year of study in a course. Half credit is awarded toward their diploma for the successful completion of a half year of study in a course.	Regents Diploma with Advanced Designation: This type of diploma is awarded to students who have completed additional requirements alongside their Regents requirements. To be eligible for this diploma, students must complete two additional credits in a language other than English, OR five credits in a CTE area, OR five credits in the arts. Students are also required to pass additional Regents exams in math and science as well as a comprehensive LOTE exam.	Regents Diploma with Advanced Designation with Mastery in Math or Science: This type of diploma certifies that a student has met the requirements of a Regents Diploma with Advanced Designation and in addition has scored an 85 or better on each of the three Regents assessments in math and science.
Elective: Electives are additional courses other than the required courses that are needed to meet the minimum credits required for graduation	Regents Diploma with Honors: This is a type of diploma that certifies the student has achieved an average of 90 percent or higher on all Regents/Common Core examinations required for a Regents diploma. Averages below 90.0 shall not be rounded upward to 90 percent.	Regents and Common Core Examinations: Regent's examinations are assessments developed by New York State Department of Education and are the foundation of student assessments. These assessments may include assessments of writing, science experiments, and mathematical problems applied to real life or work situations.

Academic Eligibility Policy

Holley Central School recognizes the importance of academic preparation as the school system's primary function. Participating in extracurricular activities and interscholastic athletics is also important to the total individual's development. The Academic Eligibility Policy provides a positive opportunity to encourage students to fulfill their academic responsibilities while participating in extracurricular activities.

At the end of each five-week marking period, grades are reported to the office. Eligibility will be based on the grades for that marking period. Students who are failing more than one subject at the end of the first or any subsequent 5- week marking period will be on probation or will be ineligible. Students who fail more than one subject in the fourth quarter of the prior year will begin the school year on probation.

Procedure

PROCEDURES AND RESPONSIBILITIES

1. No practices can begin before 2:30 PM
2. If in Academic Study Hall, students will report to practice @ 3:05 PM, unpenalized.
3. Non-athletic clubs begin at 2:30 PM.
4. At the end of each 5 week period, grades are reported to the office.
5. Students who are failing more than one subject at the end of the first or any subsequent 5 week period will be on probation or will be ineligible.
6. Students are required to carry a minimum of 6.5 credits of coursework unless prior approval is granted.
7. At the completion of a grading period, a list of all students with 2 or more failures will be generated and distributed to all faculty and staff.
8. For students, participation in the first quarter (fall) extracurricular activities will be determined by the previous fourth quarter (June) report card.
9. Coaches and advisors are responsible for checking the eligibility list and notifying all students affected concerning their eligibility status (probation/ineligible) and emailing a list of those students to the Academic Support Study Hall Supervisor within the time frame specified.
10. Students in PM WeMoCo will report to ISS for the last 20 minutes of their lunch period in order to be cleared for practice and/or participation. (The ISS supervisor will report attendance to the Academic Support Study Hall Supervisor.)

Probation

1. Mandatory attendance at Academic Support Study Hall **every** school day whether there is an activity, practice, or contest.
2. Academic Support Study Hall begins at 2:30 PM and ends at 3:05 PM.
3. Academic Support Study Hall Supervisor issues a Group Practice Pass and sends an email to the administrator of extracurricular activities and coaches of those not in attendance. The administrator will periodically check practices to ensure compliance.
4. A Student gives the Group Practice Pass to their coach or advisor. The Academic Study Hall Monitor emails the coach and the athletic director with names of missing students.
5. If the coach or advisor does not receive a Practice Pass from the student, the student will not be allowed to participate.
6. If academic requirements are met at the end of the 5-week probation period, the student is OFF PROBATION.

7. If academic requirements are not met at the end of the 5-week period, the student becomes INELIGIBLE.

Ineligible

1. The ineligible period lasts at least 10 consecutive school days from the day the student begins attending.
2. Students must attend Academic Support Study Hall every day for a 5-week period.
3. After the 10th consecutive school day, students may ask the Academic Support Study Hall Supervisor for a clearance form.
4. Students ask all teachers to complete the clearance form and then return the sheet to the administrator for academic clearance.
5. The administrator signs the clearance form and the student returns to Academic Study Hall.
6. If cleared, students may practice, compete, and participate, but must still attend Academic Study Hall every day for the remainder of the five-week marking period.
7. If not cleared, students will remain ineligible for the next five consecutive school days and may request a clearance form again on the sixth school day.
8. The student may continue that clearance form process for the remainder of the 5-week period.
9. If academic requirements are met at the end of the five-week period, the student is NO LONGER INELIGIBLE.
10. If academic requirements are NOT met at the end of the five-week period, the student continues to be INELIGIBLE.

Grade Reporting

Students' final course grades are calculated by averaging each of the four quarters and the final exam. Each score is 20% of the final grade. To receive course credit, students need to have at least a 65 as a final grade. New York State Regents exams will not count as a final exam in a course. Each marking period students take a benchmark assessment which counts as 15% of their quarter grade.

Interim Reports

Interim reports are viewable on SchoolTool on the following dates:

October 3, 2025

December 12, 2025

March 6, 2026

May 15, 2026

If you would like a hard copy mailed to you, please contact Ms. Horth in the counseling office at 638-6335 x5510 or at khorth@holleycsd.org.

Report Cards

Report cards will be mailed home on the following dates:

November 17, 2025

February 2, 2026

April 20, 2026

June 30, 2026

Marking Periods

1st – Friday, November 7, 2025

2nd – Friday, January 23, 2026 – end of semester 1

3rd – Friday, April 10, 2026

4th – Thursday, June 25, 2026 – end of semester 2

Parent/Teacher Conferences

There will be Parent/Teacher conference day at the MS/HS in the fall and in the spring. Conferences may be also scheduled at other times during the year at your request. If you cannot attend a scheduled conference, please notify the school so another time may be arranged.

November 20, 2025, 3-6 PM

March 19, 2026, 3-6 PM

Course Drop/Add Policy

Students may request to drop/add a course within the first full week of the semester. Requests will only be considered if our drop/add form and process is completed by the end of the first full week of the semester. Forms must be approved by the teacher(s) of the class they would like to drop/add, a counselor, a parent, and the building principal. Signatures must be obtained by each adult.

Drop/Add requests may be denied if:

- The course is full.
- The course is required.
- Change is made for non-academic reasons (change lunch, PE, to be with friends)

Students will be responsible for any missed work if they are adding a class. All students are required to take a minimum of 6.5 credits. Students will not be able to drop a course if it causes their schedule to fall below the required credit minimum.

Early Graduation

In special circumstances, graduating early may provide students with the opportunity to complete their high school education ahead of the traditional schedule. In some cases, it may advance students' academic careers more quickly enabling them to pursue higher education or vocational training sooner and/or allow students to enter the workforce earlier gaining valuable experience through internships or apprenticeships.

However, graduating early may lead to students missing out on important milestones, sending them off into the workforce before they have fully matured, or lead to unexpected costs associated with post-secondary work.

Overall, the decision to graduate early requires careful planning and must be considered on a case-by-case basis. If students and families are interested in graduating early, they must fill out the Early Graduation Request form. Students wishing to graduate early must meet the minimum eligibility requirements at the end of their sophomore year.

Eligibility Criteria: To ensure that students are adequately prepared for early graduation, the following criteria must be met:

- A clear post-graduation plan including the benefits of graduating early (college, career, military, etc.)
- Completed plan of all coursework ensuring they meet graduation requirements.
- Approval from parents/guardians, faculty panel, and school leadership.

Process: Students interested in early graduation must submit a formal request, including a detailed explanation of their reasons for seeking early graduation and any supporting documentation. The request will be reviewed by a faculty counsel of teachers, counselor, and school administration. A meeting with the student, guardian, counselor, and building principal or their designee will be held to discuss approval.

Honor Roll & Academic Achievement

Students who earn a final average of 84.5-89.4 in a quarter will be awarded Honor Roll. Likewise, students who earn 89.5-100 will be awarded High Honor Roll. Each quarter students who earn Honor Roll or High Honor Roll will be mailed home certificates of achievement with a coupon for a free snack from the cafeteria or school store.

Summer School & Credit Recovery

Students who fail a course may register for summer school. Holley Central School District contracts through Monroe 2-Orleans BOCES for summer school services. Students may register for summer school through their counselors. The district will provide transportation to the summer school location site, which varies year-to-year, from the Middle/High School parking lot. However, the district does not provide transportation to the Middle/High School parking lot.

College and Career Planning

Opportunities and resources are available for students to investigate careers and start making goals for the future. Click on the links here to begin your exploration...

MCC Career Coach

<https://monroecc.lightcastcc.com/?radius=®ion=Rochester%2C%20NY> This resource allows you to Take a career assessment, learn about jobs in all of the different career clusters, and explore the many different career programs that MCC offers.

Occupational Outlook Handbook

<http://www.bls.gov/ooh/> This site is great for searching for specific careers.

Career Information

<http://www.bls.gov/k12/> Explore careers using resources and games from the Bureau of Labor Statistics.

Collegeboard

<https://bigfuture.collegeboard.org/college-search> Find the right college for you.

Career Zone

<https://careerzone.labor.ny.gov/jz/views/careerzone/index.jsf> The place to explore careers based on your strengths, skills, and talents.

WEMOCO – Career and Technical Education

Career and Technical Education (CTE) programs offer high school students an opportunity to explore different career and technical fields while preparing for meaningful employment and post-secondary education. Students gain a strong background in marketable skills and 21st century skills. WEMOCO's 21 CTE programs shift responsively to meet the demand of skilled, high growth career fields. These programs are offered in classroom laboratories that are fully equipped with the same machinery, tools and supplies that are used in professional workplaces. The course names are listed below. Please go to the following website to see full course descriptions <https://www.monroe2boces.org/NYSEDApprovedPrograms.aspx>.

11th Grade Courses

Advanced Manufacturing I
Auto Body and Collision Repair Technology I
Automotive Technology I
Baking
Careers in Agriculture I
Carpentry I
Child and Family Development I
Computer Technology I
Cosmetology I
Criminal Justice I
Culinary Arts I
Dental Assisting I
Digital and Visual Communication I
Exercise Science I
Heavy Equipment Operation and Maintenance I
HVAC/Plumbing I
Medical Laboratory Assisting and Phlebotomy I
Nurse Assisting and Associated Health Careers I
Outdoor Powersports Technology I
Residential and Commercial Electrical I
Welding I

12th Grade Courses

Advanced Manufacturing II
Auto Body and Collision Repair Technology II
Automotive Technology II
Baking
Careers in Agriculture II
Carpentry II
Child and Family Development II
Computer Technology II
Cosmetology II
Criminal Justice II
Culinary Arts II
Dental Assisting II
Digital and Visual Communication II
Exercise Science II
Heavy Equipment Operation and Maintenance II
HVAC/Plumbing II
Medical Laboratory Assisting and Phlebotomy II
Nurse Assisting and Associated Health Careers II
Outdoor Powersports Technology II
Residential and Commercial Electrical II
Welding II

New Visions

A Career Exploration Program for Motivated Seniors

New Visions is a one-year career exploration program that provides highly motivated seniors with the opportunity to gain valuable insights into Health Science career options from a real-world perspective. Area businesses, colleges, health care and government facilities provide the setting for immersed learning in health careers including therapeutic services and diagnostic services.

Students can:

- Network with industry professionals
- Participate in job shadowing
- Earn high school and college credits

New Visions Program Structure

- New Visions classes are from 7:50 to 10:15 a.m. and follow school district calendars
- Three days a week, students participate in classroom instruction including social studies and health science
- Typically, students shadow health care professionals at participating facilities on Tuesdays and Thursdays
- School districts provide transportation to all New Visions locations
- Career Exploration Activities Include:
 - Shadowing health care professionals to get an up-close view of the demands and rewards of each career
 - Participating in industry tours and field trips
 - Interviewing professionals in the field
 - Engaging with guest speakers
 - Professional networking
 - Developing mentoring contacts
- Academic Credits
 - Students earn 4 high school credits for New Visions: 1 credit for Government/Economics and 3 elective credits
 - Students can earn dual enrollment credit for college courses
 - HED 130 – Foundations of Personal Health and Wellness
 - College dual enrollment options include Economics 101

Who Can Apply?

College-bound high school juniors with interest in health careers

3-1-3 and Dual-Credit Courses

3-1-3

Our 3-1-3 program is a partnership between SUNY Brockport and the Holley Central School District. Students complete three years of high school, one year as a combined high school/college student, and three years of college to earn a bachelor's degree.

Qualifying students can earn a full year of college credit while in high school, saving money towards future college education costs. It allows students to experience college level coursework while living at home but still enables them to take advantage of campus resources and services.

Students must be a junior with an 85 or higher average, regents' exam scores no lower than a 75 and be a student in excellent academic standing. Students must apply directly through SUNY Brockport and take at least two courses per semester at the college. They must maintain at least three high school courses and PÉ.

Students interested in 3-1-3 should notify their counselor during their junior year course selection in February. The counselor will set up a meeting with a representative from SUNY Brockport, the student, parent, and counselor.

Dual Credit Information SUNY Brockport

Students may earn college credit without fully participating in the 3-1-3 program. Students interested in earning college credit may take any of the following courses.

Approved High School Courses Include:

College English	6 Credits
College US History	6 Credits
College Spanish	6 Credits
College Pre-Calculus	4 Credits
College Calculus	4 Credits

Tuition:

Standard	\$76.70 per credit hour
Reduced	\$41.70 per credit hour

*Deadline to submit supporting documentation for verifying free/reduced rate eligibility is Monday, October 27, 2025.

Timeline:

Application Opens: Tuesday, September 16, 2025 – Senior Year

Application Closes: Monday, October 20, 2025 – Senior Year

Payment Deadline: Friday, December 12, 2025 – Senior Year

Application:

Students applying for dual-credit classes can do so at apply.brockport.edu/apply.

Dual Credit Information GCC

Students may earn college credit through Genesee Community College.

Approved High School Courses Include:

College English	6 Credits
College US History	6 Credits
College Spanish	6 Credits
College Pre-Calculus	4 Credits
College Calculus	4 Credits

Tuition:

Standard	\$75.00 per credit hour
Reduced Rate – Reduced Lunch	\$56.25 per credit hour
Reduced Rate – Free Lunch	\$37.50 per credit hour

*Residency certificate is due October 1st, 2025

Information:

More information regarding GCC is available in the appendices.

Athletics and Extracurriculars

The MS/HS provides students with many opportunities to get involved outside of the classroom and outside of the regular school day. Below is a list of activities we offer. We encourage students to take advantage of so many opportunities. Students should listen to daily announcements to find out about the dates and times of various activities. If you have questions or concerns, please reach out to Mr. Feldman or Mr. Courtney. Students are reminded that they need to maintain good grades and attendance to fully participate in these activities. A summary of the eligibility policy follows this list.

Academic Challenge Bowl	Marching Band
Art Club	Master Minds I
Class Advisor - Freshman	Master Minds II
Class Advisor - Junior	Multicultural Club
Class Advisor - Senior	Musical Director
Class Advisor - Sophomore	National Honor Society
Drama Club MSHS	National Junior Honor Society
Dudgeon and Dragon's Club	Ski Club
eSports Fall MSHS	Student Council 7-8
eSports Spring MSHS	Student Council 9-12
GSA Club MSHS	Technology Club MSHS
Jazz Band MSHS	Yearbook 7-8
Library Club MSHS	Yearbook 9-12
JV Baseball	Modified A Football
JV Basketball Boys	Modified A Winter Cheerleading
JV Basketball Girls	Modified Baseball Boys
JV Soccer Boys	Modified Basketball Boys
JV Soccer Girls	Modified Basketball Girls
JV Softball Girls	Modified Cross Country
JV Volleyball	Modified Soccer Boys
JV Wrestling	Modified Soccer Girls
Modified Softball Girls	Unified Basketball
Modified Tennis	Unified Bowling
Modified Track	Varsity Baseball Boys
Modified Track Assistant	Varsity Soccer Boys
Modified Volleyball Girls	Varsity Track
Modified Wrestling	Varsity Basketball Boys
Unified Basketball	Varsity Basketball Girls
Unified Bowling	Varsity Cheerleading Fall Co-Coach
Varsity Baseball Boys	Varsity Cross Country

Varsity Soccer Boys	Varsity Football
Varsity Track	Varsity Golf
Varsity Basketball Boys	Varsity Soccer Girls
Modified Softball Girls	Varsity Softball Girls
Modified Tennis	Varsity Tennis
Modified Track	Varsity Volleyball Girls
Modified Track Assistant	Varsity Winter Cheerleading Co-Coach
Modified Volleyball Girls	Varsity Wrestling
Modified Wrestling	

Snack

Students who stay after school for a club or activity are provided with a free snack. Students may report to the cafeteria at dismissal to get their snack.

Attendance

It is our hope Holley Middle/High School is a place where each student feels a powerful sense of belonging. We need to work together with families to ensure students are present every day. Students who miss 10% or on average 2 days per month, over the course of a school year, are considered chronically absent. Students who are chronically absent are less likely to graduate from high school. In fact, studies show that by 9th grade, attendance is a better predictor of graduation rates than 8th grade test scores. We want each student present in school every day. However, there are times students are absent. Absences are categorized as excused or unexcused.

Excused: An absence, tardiness, or early departure may be excused if due to personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, military obligations, or other reasons as may be approved by the Board.

Unexcused: An absence, tardiness, or early departure is considered unexcused if the reason for the lack of attendance does not fall into the above categories (e.g., family vacation, hunting, babysitting, haircut, obtaining learner's permit, road test, oversleeping). A written excuse, signed by a parent or person in parental relation should be presented by the student when returning to school following each absence.

Students are expected to attend each class prepared and ready to learn. If a student has more than 36 absences in a full-year course, they may not receive credit—unless those absences are excused and all missed work is completed. Upon returning to school following a properly excused absence, tardiness or early departure, it shall be the responsibility of the student to consult with his/her teacher(s) regarding arrangements to make up missed work, assignments and/or tests in accordance with the time schedule specified by the teacher.

Student Arrival

Students who walk/bike to school or are dropped off at school should arrive no sooner than 7:10AM. Students who ride their bikes to school must lock them inside a bike rack. The school is not responsible for lost or stolen property.

All students in grades 7-8 should enter the building through door #17 (dining hall) and report directly into the dining hall. Breakfast will be provided in the dining hall. Students will be released at 7:17 to first period.

Students in grades 9-12 should enter the building through door #1 (main entrance). Breakfast will be provided as a grab and go. Students will be released from the foyer at 7:17 to first period.

Late to School

Students who arrive to first period after 7:25 are considered tardy. For a tardy to be excused the student must have a verifiable legitimate reason as mentioned above in written documentation. Students tardy to first set/period must sign in at the attendance office to receive a pass to class.

Student Release/Early Dismissal

Student safety and accountability are top priorities. While we recognize that students are developing independence, we maintain clear procedures for early dismissal and student release to ensure a secure and well-managed environment.

Closed Campus Policy – The middle/high school operates as a closed campus throughout the school day. Students are not permitted to leave the building without prior approval from the Attendance Office.

Early Dismissal Procedures – Students may be dismissed during the school day only with written permission from a parent or guardian. The note must include:

- A valid reason for dismissal (aligned with excused absence criteria)
- A contact phone number for verification.

Phone calls may be made to confirm the legitimacy of the note.

A new note is required for each dismissal—we do not accept blanket notes covering multiple dates.

Students who are 18 years old still require parent/guardian permission to leave school.

Students identified as “unaccompanied youth” under McKinney-Vento must receive dismissal approval from designated school personnel.

If a student leaves school before parental contact is made, the absence will be considered truant.

Student Release Guidelines – At enrollment, families must provide a list of individuals authorized to pick up their student.

Each fall, we send home a copy of this list based on our records in SchoolTool. If updates are needed, please contact Ms. Horth in the Guidance Office. Students may only be released to:

- A parent or guardian,

- An individual listed on the Student Emergency Information Form.

If there is a legal custody arrangement that limits a parent's access, we require a certified copy of the court order or divorce decree. We can only follow official legal documents.

Emergency Situations – In rare cases, the principal may approve the release of a student to someone not on the authorized list, but only if:

- The parent or guardian has been contacted and gives permission,
- The principal determines that a genuine emergency exists.

Impact on Extracurricular Participation – Please note that attendance and punctuality directly affect eligibility for participation in extracurricular activities.

Custodial Rights – The school must have a copy on file of any formal court papers that impact who may or may not pick up a student. A parent/guardian may have personal wishes regarding custodial rights, but only a formal legal document can impact school procedures. These papers must be legal (court documents), complete, and currently in effect. Please make sure you bring these to the principal. A conversation regarding the issues should take place between the parent(s) or guardian(s) and the principal or their designee. All papers must be current or updated. That is, if a legal document has an expiration date and the current date is beyond the expiration date, the document cannot be honored. A current document must be available in the school building before the direction of the document can be followed.

School Closings

School closings and other emergency information will be announced as soon as it is available. Please make sure that your child is aware of any emergency plans you have made for them. In the event of an early school closing, K-12 students will be transported home by bus.

In the case of emergency school closings or inclement weather, a ParentSquare message will be sent to students' primary contact. Parents/Guardians need to be sure their child's school has current telephone numbers, so that they do not miss important communication.

Guardians can also check www.holleycsd.org for closing and emergency information. Please do not call the school district as phone lines must be kept open during such emergencies.

Attendance and Extracurricular Events

Philosophy

Attendance at sporting and extracurricular events leads to an enhanced sense of school spirit. Our athletes and performers thrive when there is a great crowd cheering for them. We want to always ensure we are proud, but also respectful. Students attending all events are to adhere to our district code-of-conduct. Exclusion from attending extracurricular events may be enforced as consequences to violating the district code-of-conduct.

Sporting Events

Students who are absent from school, including those who have been suspended, may not attend sporting events. Once a student is at a sporting event they must stay for the duration of the event. Students who leave before the event is over will not be permitted reentrance. All school rules apply during sporting events. Students who fail to comply to school official requests will be considered insubordinate and disciplined as such.

Dances

Students who are absent from school, including those who have been suspended, may not attend dances. Only Holley students in grades 7 & 8 will be permitted to attend middle school dances. Students in grades 9-12 are allowed to bring one guest to a high school dance. The guest must be approved prior to the dance by the Principal or Assistant Principal. Request forms are attached to the appendices.

Student Meals

Free lunch and breakfast

We are pleased to inform you that Holley Middle/High School will be continuing a meal certification option available to schools participating in the National School Lunch and School Breakfast Programs for 2025–2026 school year.

What does this mean for your child(ren) attending the school(s) identified above?

All students enrolled at Holley Middle/High School are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2025-2026 school year.

Although the income eligibility form is not required for your child(ren) to receive a free breakfast and lunch. This form is requested to provide mandated data to New York State. More specifically, to determine a combined poverty rate, which is used in many formulas for our State Aid calculations. We would appreciate it if you took the time to fill out the income eligibility form and return to the school.

If you have any further questions, please contact Sharon Zacher, Assistant Superintendent for Business at (585) 638-6316 Ext 2001 or szacher@holleycsd.org

Students can purchase additional entrée items and snacks at the a la carte prices. You may still put money in your child's account. Balances that were on your child's account at the end of last school year are still there and able to be used.

District Registration Procedures

All new residents to the Holley Central School District must register in the counseling office at the MS/HS School Office. The district requires that a parent (guardian) accompany the students(s) at the time of registration.

The following documents are necessary to complete the registration process:

- Birth Certificate (verify age)
- Immunization Record
- Parent or Guardian Identification (i.e., driver's license)
- Proof of Residency
- Custody Papers (if necessary)

If families have any questions regarding registration, please reach out to Kebra Horth in the counseling office.

General Health

- Please ensure that your child gets adequate sleep.
- All students should have a good breakfast before coming to school or take advantage of the school's breakfast program.
- If a child is ill or has a fever, they should not be sent to school. Once the temperature is normal for 24 hours, they may return.
- Once in school, if a student becomes ill or has a fever, they should tell the teacher and will be sent to the nurse.
- **VERY IMPORTANT** The nurse receives a copy of the student information sheet you complete for each child. It should be complete with emergency numbers of where parents can be reached. It also includes names of two people you would choose for your child to go with if they become ill or have an injury at school and you could not be reached. Information should be updated as it changes.
- The nurse is only available to provide first aid for injuries at school. Injuries that occur at home should be treated at home or by your personal physician, not sent to the school nurse the next day.

Medications

At times, it is necessary for a student to take medication during school hours. In accordance with New York State Department of Education regulations, medication (prescription and over the counter) may be given to your child during the school day if the following requirements are complied with:

- Written requests from the family doctor and parent-this includes over-the-counter medications (e.g. cough drops, aspirin).
- Parents must deliver the medicine directly to the school. Parents must report any change of time or dosage of medication in writing.
- Self-medication by a student is not permitted.
- Medication must be in the original prescription bottle with druggist label and directions affixed to the bottle.

Note: Please notify the school nurse if your child is on medication at home. There are many very potent medications with serious side effects that the nurse should be aware that a child is taking.

Physical Examinations

New York State law requires a health examination for all students:

- Entering the school district for the first time
- Entering Pre-K or Kindergarten, Grades 1, 3, 5, 7, 9, and 11
- Participating in interscholastic sports (annually)
- Applying for working papers or as required by the Committee on Special Education (CSE)

Examinations must be completed by a New York State licensed medical provider within 12 months prior to the start of the school year. For the 2025–26 school year, exams conducted before September 2, 2024 will not be accepted.

We strongly encourage families to have their child examined by their personal physician, as this provides the best continuity of care.

A dental certificate confirming that your child has been seen by a dentist or dental hygienist is strongly encouraged along with the physical exam.

Special Considerations for Athletes

Students with a history of:

- Heart disease
- High blood pressure
- Fainting or dizziness with exertion
- Diabetes
- Asthma
- Orthopedic issues
- Family history of sudden unexplained death or heart attack before age 55

Must obtain medical clearance from their personal physician or specialist. A sport's physical is required each year, and a health review by the school nurse is required within 30 days of the start of each sports season.

We use FamilyID (www.FamilyID.com), a web-based platform, for sports registration. Registration opens 30 days before the start of each season.

Body Mass Index

As part of the required health examination, students are weighed and measured to calculate their Body Mass Index (BMI). This data is used to assess overall student health and is reported anonymously to the New York State Department of Health as part of a statewide survey.

For the 2025–26 school year, BMI data will be collected for students in Pre-K, K, 2, 4, 7, and 10. No personal identifying information is shared.

Parents may opt out of having their child's BMI/Weight Status included in the survey by submitting a written request to the school nurse by December 1, 2025.

Immunizations

Per New York State Education Law §914(1) and Public Health Law §2164, students must provide proof of immunizations before attending school. Required vaccines include:

- Polio
- Measles, Mumps, Rubella (MMR)
- Diphtheria, Tetanus, Pertussis (DTaP/Tdap)
- Varicella (Chickenpox)
- Haemophilus influenzae type b (Hib)
- Pneumococcal Conjugate (PCV)
- Hepatitis B
- Meningococcal Conjugate (MenACWY)

Key grade-specific requirements:

- Grade 6: Tdap booster (if age 11+)
- Grades 7–11: 1 dose of MenACWY
- Grade 12: 2 doses of MenACWY (or 1 dose if given at age 16+)

Students must meet correct intervals and age requirements for each vaccine. Proof of immunization must be submitted by September 16, 2025. Students not in compliance may be excluded from school.

Note: As of June 13, 2019, non-medical exemptions for vaccinations are no longer permitted. Students must begin their immunization series within 14 days of school entry and have follow-up appointments scheduled within 30 days, per the Advisory Committee on Immunization Practices (ACIP) guidelines.

Counseling Services

Counselors, a social worker and a psychologist are available to all students in the Middle/High School. Parents may call and schedule an appointment for their child. The counselor helps students with issues or questions about schoolwork and schedules. They can also assist with issues concerning other students, teachers, family, and community issues. Individual and group counseling is provided throughout the year on an as needed basis. See the phone list for mental health staff phone numbers.

Visitors

For the safety of all children and staff: All **visitors shall be required to report to the main office** upon arrival at school to sign in and obtain a visitor's pass. Parents are asked to enter the building at main entrance only since all doors are kept locked for safety reasons. You will need to ring the bell and be prepared to give your name and purpose of your visit before being admitted to the office. Visitors may be asked to show picture identification.

Visitations to classrooms for any purpose require permission in advance from the classroom teachers to allow them the opportunity to arrange their schedules to accommodate such requests.

Transportation

The transportation department is led by transportation supervisor, Kelly Hill. Transportation is an extension from the school and therefore all rules and expectations outlined in the code-of-conduct apply.

Transportation Other Than Home

New York State Education Law obligates the district to transport students to and from their residence in accordance to the district boundaries. The district has no other obligation in this regard. However, we understand that the childcare provider's residence becomes the school bus stop for many students. The district will honor requests for transportation to/from a point within the district other than the family residence on an ANNUAL basis. Requests for any permanent changes must be submitted to the appropriate school office one week prior to the change. DAY-TO-DAY CHANGES IN A STUDENT'S BUS ASSIGNMENT WILL NOT BE ALLOWED.

Students who drive to school must register all vehicles in the High School office. Driving to school and parking in the school lot are privileges which can be revoked.

School Bus Safety Guidelines

Waiting

- Walk safely to your bus stop
- Be on time - five minutes before scheduled pick-up time
- Wait quietly away from the road
- Don't move toward the bus until the driver signals

Loading

- Use the handrail
- Do not bring large, sharp, or breakable items on the bus
- Don't carry awkward loads - use a backpack or book bag to keep stuff together
- Sit down immediately, stay seated

Riding

- Don't distract the driver
- Keep body inside the bus
- Don't bother other students
- Know how to evacuate the bus

Unloading

- Check before you step
- Move away from the bus right away
- Go directly home

Crossing

- Walk 10 giant steps ahead of the bus until you can see the driver's face
- Wait for the driver's signal
- Cross to the outside edge of the bus and make sure all traffic is stopped
- If clear, cross quickly
- If not clear, return to the curb

Deviation from Normal Bus Transportation Procedures

- Parents desiring to have their child ride a bus other than their own should complete a change of transportation request form. If there is situation needed for just one day, please contact the bus garage.
- All requests for changes must be for a specific time period.
- Non-resident students will not be permitted to ride HCSD buses.
- Students riding the bus to extra-curricular events must ride the bus back from them. Groups representing the school shall ride school transportation both ways. Exceptions must be in writing and given to the coach or advisor.
- Grade 7-12 students are not permitted to ride on the AM second bus run without calling Transportation Supervisor at 638-6297 for permission.
- Grade 7-12 students who ride the PM second bus run must have a late bus pass signed by a teacher, staff member or coach. The office will not issue late bus passes.

Any deviation from the above should be directed to Transportation Supervisor, Kelly Hill at 638-6297.

Code-of-Conduct

The Holley Central School District Board of Education has adopted codes of conduct for all students. These codes of conduct model behavior that is safe, orderly, respectful, trustworthy and civil. The entire Code of Conduct can be viewed on the Holley Central School website (holleycsd.org) or call any school office and request that one be mailed to you.

Backpacks

Students may bring backpacks to and from school, but they must be stored in a locker throughout the school day. Students are expected to use their lockers to store their items.

Cellphones

All students must place their cellphone in their locker and have it off and away all day. Students may use their phones after dismissal. No student may use their cellphone without permission from the principal or their designee.

Dress Code

All students are expected to dress appropriately for school and school functions. The dress code can be found in the Code of Conduct and applies at any time that students are on District property.

Physical Education

Sneakers are required for participation in PE. Shoes such as crocks, flip flops, sandals, boots, etc. are not permitted for class.

Lockers

Students are to keep their locker combinations confidential. They should never share the number with friends. Students are to only use the locker that has been assigned to them. All items in a student locker are their responsibility.

Parking

Students with a valid driver's license may drive their own registered vehicle to school. Students must register their vehicle with the school. Students may utilize parking spaces around the perimeter of the parking lot. Parking at school is a privilege and may be revoked in the case of unsafe driving. Students are not permitted to drive ATV's, unregistered vehicles, or vehicles they are not licensed to drive to school.

Technology

Overview

Holley Central School District provides each student in grades 5 and up with a portable computing device, power cord, and carry bag as part of the 1:1 technology initiative. Devices are district property and may be taken home daily if deemed instructionally necessary and if the student has submitted a signed Device User Agreement.

Device Use Expectations

Devices must be brought to school daily, fully charged, and in working order. Students and families are responsible for minimizing damage, loss, or theft. All device-use must comply with district policies and the Student Code of Conduct. Filtering software is installed and active both on and off campus. Parents/guardians are expected to supervise device-use at home.

Device Protection Plan

Families are strongly encouraged to purchase a Device Protection Plan to offset repair or replacement costs due to accidental damage or theft.

Annual Fees

- \$27 for the first child
- \$22 for each additional child
- \$13 prorated fee for students entering after the second semester

Deductibles

- Accidental Damage: \$25 (1st), \$50 (2nd), \$75 (3rd)
- Theft: \$75 (1st), \$150 (2nd), \$300 (3rd) Police report required within 48 hours
- Accessories: \$20 (e.g., lost/broken chargers)

Coverage Includes

- Accidental damage (drops, spills, etc.)
- Theft (with police report)
- Electrical surge (requires written explanation)

Exclusions

- Cosmetic damage (scratches, dents)
- Unauthorized modifications or accessories
- Damage due to dishonest, fraudulent, intentional, or negligent acts
- Stickers or adhesives not placed by the Technology Department

Repair Warranty

Repairs carry a 10-day warranty. If the same issue reoccurs within this period, no additional deductible is charged.

Repair Process

1. Submit a repair request via Incident IQ.
2. Receive drop-off instructions and a loaner device.
3. Pay deductible after repair; instructions provided via email.
4. Return loaner and retrieve repaired device.
5. Without a protection plan, families pay full repair costs.
6. Lack of response within 30 days voids the protection plan for the year.

Liability

Families not enrolled in the protection plan are responsible for full repair/replacement costs, up to \$700.

Technology Pledge

Students agree to:

- Be ready to learn with a charged device daily.
- Carry devices securely and avoid leaving them unattended.
- Keep food and drinks away from devices.
- Report issues promptly.
- Use devices safely and respectfully.
- Return devices in good condition at year-end.
- Avoid defacing devices with stickers or other items

Appendix



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

Appeal for Credit based on passing Regents Exam Grade 2025-2026

A student who has earned a passing grade of a 65 on any Regents exam but failed to obtain a passing grade for the class may fill out the following form as an application to receive credit. The student must adhere to the following process:

- Obtain form, and fill out completely
- Form must be reviewed and signed by the teacher who taught the subject
- Form must be reviewed and signed by the counselor
- Form must be reviewed and signed by the principal

Student Name: _____

Class student would like to receive credit in: _____

Quarter Averages:

Q1 _____ Q2 _____ Q3 _____ Q4 _____

Final class grade: _____ Regents Exam Grade: _____

Reason why student should obtain credit in course:

Teacher Signature: _____

Comments:

Counselor Signature: _____

Principal Signature: _____



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

Holley High School Dance Guest Permission Form 2025-2026

All guests are subject to the rules and regulations of Holley Middle/High School. Holley MS/HS administration reserves the right to not approve a request for guest admission to the dance. If you are homeschooled, you must complete district information. This permission form must be submitted 48 hours prior to the dance date. The Holley High School student requesting a guest must be in grades 9-12.

Each Holley Middle/High School student in grades 9-12 is allowed to bring one guest to a school dance. The Holley student is responsible for the conduct of their guest. Any guest who is not in good standing at their own school will not be allowed to attend a Holley Dance. Likewise, any student at Holley Middle/High school who is not in good standing, is not allowed to bring a guest to a dance.

HOLLEY HIGH SCHOOL STUDENT SECTION

Name of Holley Student Requesting Guest: _____

Grade of Student Requesting Guest: _____ Age: _____

GUEST STUDENT SECTION (Holley Alumni Only):

Holley Alumni Name: _____

Year Graduated from Holley CSD: _____

Signature of Holley Administrator granting permission to attend: _____

GUEST STUDENT SECTION (Another School):

Name of Guest: _____ Grade: _____ Age: _____

Guest Student's High School/District: _____

School District Phone Number: _____

Parent Contact Information: _____ Phone: _____

In case of guest emergency, please contact: _____ Phone: _____

I acknowledge that the above information is accurate, and I understand that giving false information will result in denial of admission to the dance.

Guest Student Print Name

Guest Student Signature

Guest Parent Print Name

Guest Parent Signature

(See Back for Administrative Section)



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

GUEST STUDENT ADMINISTRATOR SECTION:

This part of the form must be filled out by an administrator from the guest's school and faxed back to 585-638-7925 or emailed to Ms. Andrews at kandrews@holleycsd.org.

A Holley Central School Student has invited a student from your school to a dance at Holley Middle/High School. Please complete the following information so we may obtain some background on the student.

Is the student currently in good standing at your school?	☐ Yes	☐ No
If your school held a special event, would you allow this student to attend?	☐ Yes	☐ No
Does the student have a record of violence on school property?	☐ Yes	☐ No
Do you know of any reason why this student should be excluded as a guest at our school function?	☐ Yes	☐ No

Please explain:

Name of administrator filling out this form: _____

Title: _____

Name of School: _____

Signature: _____

Date: _____

Please fax this completed form to Holley Middle/High School at 585-638-7925.

This application has been APPROVED or DISAPPROVED for admittance to the Holley High School dance.

Holley High School Administrator Signature

Date



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

DROP/ADD POLICY 2025-2026

Students may request to drop/add a course within the first full week of the semester. Requests will only be considered if our drop/add form and process is completed by the end of the first full week of the semester. Forms must be approved by the teacher(s) of the class they would like to drop/add, a counselor, a parent, and the building principal. Signatures must be obtained by each adult.

Drop/Add requests may be denied if:

- The course is full.
- The course is required.
- Change is made for non-academic reasons (change lunch, PE, to be with friends)

Students will be responsible for any missed work if adding a class. All students are required to take a minimum of 6.5 credits. Students will not be able to drop a course if it will cause their schedule to fall below the required credit minimum.

Student Name: _____ Date: _____

Course Dropped: _____ Course Added: _____

Reason: _____

REQUIRED SIGNATURES

Dropped class teacher: _____ Date: _____

Comments: _____

Added class teacher: _____ Date: _____

Comments: _____

Counselor Signature: _____ Date: _____

Comments: _____

Parent/Guardian signature: _____ Date: _____

Comments: _____

Principal Signature: _____ Date: _____

Comments: _____



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

Early Dismissal/Late Arrival 2025-2026

Eligibility

- Must be a senior
- Must maintain 6.5 credits

Process

- Obtain form from counselor
- Fill it out completely
- Parent must sign it
- Principal must sign it
- Return form to counselor for start date.

Student Name: _____

Credits in progress: _____ Credits completed: _____

Arrival Period: _____ Dismissal Period: _____

Counselor Signature: _____

Parent Signature: _____

Principal Signature: _____

Date to Begin _____



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

Early Graduation Request Form 2025-2026

Completed by May 1st Sophomore Year

Student Information			
Student Name		Grade Level	
Student ID		Date of Birth	

Parent Information			
Name		Phone Number	
Email Address			

Academic Information			
Current GPA		Expected Early Graduation Year	
Credits Earned		Credits Required for Graduation	

Reason for Early Graduation Request
Please provide a detailed explanation of why you are requesting early graduation. Include any relevant information about your academic achievements, future plans, and how early graduation will benefit you. You may include additional pages if necessary.



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

Supporting Documentation

List any documents you are attaching to support your request, such as transcripts, letters of recommendation, etc.

1.

2.

3.

4.

Counselor Plan (Post-Graduation)

Student Signature: _____

Date:

Parent/Guardian Signature: _____

Date:

School Counselor Signature: _____

Date:

Principal Signature: _____

Date:



HOLLEY MIDDLE/HIGH SCHOOL

Matthew Feldman

Middle School/High School Principal
mfeldman@holleycsd.org

Karri D. Schiavone

Superintendent of Schools
kschiavone@holleycsd.org

Daniel Courtney

Assistant Principal/Athletic Director
dcourtney@holleycsd.org

HOLLEY CENTRAL SCHOOL *Student Vehicle Registration* 2025-2026

Student Drivers: Please fill out this form and return it to Mrs. Andrews in the main office.

Name: _____ **Building:** _____

Address: _____ **Telephone: Home:** _____

Cell: _____

Name Vehicle is Registered to: _____

Make and Model of Vehicle: _____

Color of Vehicle: _____ **License Plate Number:** _____

PARKING PERMIT NUMBER: _____

Students with a valid driver's license may drive their own registered vehicle to school. Students must register their vehicle with the school. Students may utilize parking spaces around the perimeter of the parking lot. Parking at school is a privilege and may be revoked. Students are not permitted to drive ATV's, unregistered vehicles, or vehicles they are not licensed to drive to school.

By signing below, I agree to adhere to the following:

- I/My child will adhere to all rules of the road while driving on campus.
- I/My child will only park in perimeter spaces on the outside of the parking lot.
- I/My child will maintain a safe speed while on campus.
- I/My Child will only drive vehicles registered with the school to campus.
- I/My Child understand/s my/their parking privileges may be revoked for failure to comply with the code-of-conduct.

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____