



## Huntington High School

*"A Tradition of Excellence Since 1657"*

January 5, 2017

Mr. Brenden Cusack  
Principal

Dear Parents/Guardian,

On Tuesday, January 24, 2017 Huntington High School will begin its Midterms/Finals, Regents and RCT testing (see schedule attached). Only students taking exams will be permitted into the building and / or excused from a.m. or p.m. Technical Programs. Students will take regular a.m. buses to come to school for morning exams. There will be special bus schedules to accommodate student dismissal after their exams are completed, as well as special pickup for students taking afternoon exams (attached).

As per past practice, we will be implementing the following procedures to make sure that each student taking an examination is given an opportunity to work in a quiet and orderly environment. Lockers will be bolted on Monday, January 23rd at 3:00 p.m. and will not be reopened until after Friday, January 27<sup>th</sup> at 3:00 p.m. Your help and cooperation is appreciated in discussing these procedures with your son/daughter:

1. Reporting times for Regents exams are 7:45 a.m. for morning tests and 11:45 a.m. for all afternoon exams. Students arriving after 10:00 a.m. or after 2:00 p.m. will **not** be admitted to examinations. **NO** student may be dismissed from any State examination (Regents/RCT) administered in the morning before 10:00 a.m. or before 2:00 p.m. for examinations administered in the afternoon. Students who leave before these times will **NOT** receive credit for the examinations. These times are standardized by the New York State Education Department.
2. Admission to examination areas will be through the **Main Entrance only**.
3. Students **may not** bring any back-packs, book bags or pocketbooks with them to school.
4. During the Regents examination period, **no cell phones, or electronic devices (with the exception of approved calculators when allowed for exams)** will be permitted into the testing areas. Possession of a cell phone in the examination room may result in having the test invalidated as per New York State Education guidelines.
5. Students coming for extra help (where staff has made pre-arrangements) **must meet** in the main lobby at 9:00 a.m. or 1:00 p.m. Teachers will escort students to and from the tutorial areas. Any students coming after 9:00 a.m. or 1:00 p.m. will **not** be permitted to join sessions that are already in progress.
6. Departments that post Regents examination grades will have them available as soon as the scoring and recording is completed.

Students have already been notified of scheduled review dates for examinations. These are also posted on the Huntington website ([www.hufsd.edu](http://www.hufsd.edu)).

The staff and I wish your son / daughter success on any of the examinations that they will be taking during this testing time.

Sincerely,

Brenden P. Cusack  
Principal

BPC/ed  
Attach:

Huntington Union Free School District  
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