

# Lynnfield High School

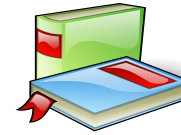
275 Essex Street  
Lynnfield, MA 01940  
781-334-5820  
[www.lynnfield.k12.ma.us](http://www.lynnfield.k12.ma.us)

## STUDENT SURVIVAL GUIDE

2019-2020

<u>Guide</u>	<u>Page</u>
Important contact information	2&3
Faculty email addresses	4
What should I do when...	5
How do I get promoted?	6
How do I graduate?	6
Helpful hints	7&8
Outside help	9





#### TEST TAKING TIPS . . .

- \*Read each question carefully and answer exactly what is asked.
- \*Review all answers before turning in your test.
- \*On multiple choice and fill in the blank tests, NEVER leave an answer blank; take a guess if you're not sure.
- \*On essay answers, check for proper grammar, punctuation and completeness of thoughts.
- \*Make sure you give supporting evidence to each statement.
- \*Get a good night's sleep the night before – NEVER “pull an all-nighter” to “cram” for a test.

#### STUDY TIPS . . .

- \*Read for understanding, not just memorization, all chapters and notes being tested.
- \*Rewrite notes from class and reading, highlighting major points.
- \*Review all materials right before the test
- \*Ask questions of teachers, parents and classmates when you do not understand key terms or concepts. It is advisable to form study groups with classmates to help each other.
- \*Take advantage of after-school extra help from your teachers.
- \*Test yourself-create questions based on your highlights of the major points you think will be on the test.

**SOURCES OF HELP OUTSIDE OF SCHOOL:**

Elliot Community Human Services  
Outpatient Center . . . . . 781-581-4400  
95 Pleasant Street, Lynn

North Shore Children's Hospital . . . . . 978-745-2100  
51 Highland Street, Salem

Mass General for Children at North Shore  
Family Resource Center . . . . . 978-354-2660

Counseling and Psychology Services  
800 Cummings Center, Beverly . . . . . 978-921-1190

Lahey Health Behavior Services  
Beverly . . . . . 978-921-1190  
Salem . . . . . 978-7452440

Longwood Care  
5 Cherry Hill Drive, Danvers . . . . . 781-600-5501

**FAMILY SERVICES:**

Child at Risk Hotline . . . . . 800-792-5200  
MA Dept. of Mental Health . . . . . 978-863-5000  
Department of Children and Families . . . . . 781-477-1600  
Parents Helping Parents . . . . . 800-632-8188

**DOMESTIC VIOLENCE SUPPORT:**

Jeanne Geiger Crisis Center/24 hour . . . . . 978-388-1888  
Amesbury (9am – 5pm) . . . . . 978-834-9710  
Newburyport (9am – 5pm) . . . . . 978-465-0999

**CRISIS/HOTLINE NUMBERS:**

AIDS Action Committee . . . . . 800-235-2331  
Al-Anon/Alateen . . . . . 888-425-2666  
Alcoholics Anonymous . . . . . 617-426-9444  
Boston Alliance of Gay, Lesbian, Bisexual  
And Transgender Youth . . . . . 617-227-4313  
National Eating Disorders Association . . . . . 800-931-2237  
National Teen Dating Abuse Hotline . . . . . 866-331-9474  
Substance Abuse Crisis Line . . . . . 800-450-9530  
Suicide Prevention Hotline . . . . . 800-273-8255

**MAIN OFFICE**

FAX Number

**PRINCIPAL**

Mr. Robert S. Cleary, ext. 1108  
Ms. Teri Campbell, Secretary, ext. 1105

**ASSISTANT PRINCIPAL**

Mr. Brian Bates, ext. 1104

**SECRETARIAL STAFF**

Ms. Susan Corcoran, Secretary, ext. 1107  
Ms. Jacqueline Comeau, Clerk, ext. 1100

**LHS RESOURCE OFFICER**

Officer Alex Doto, ext. 1102

**SCHOOL COUNSELING SERVICES  
DEPARTMENT HEAD**

Ms. Kathryn Moody, ext. 1116  
Ms. Patti Brangiforte, Secretary, ext. 1114

**SCHOOL COUNSELORS**

Mr. Scott MacKenzie, ext. 1115  
Ms. Samantha Pindara, ext. 1117

**SCHOOL ADJUSTMENT COUNSELOR**

Ms. Kristen Dee, ext. 1106

**STUDENT HEALTH SERVICES  
DIRECTOR OF NURSING**

Ms. Mary Homan, R.N., ext. 1110

**SCHOOL PSYCHOLOGIST**

Ms. Taralee Kirk, ext. 1129

**MEDIA SERVICES**

Ms. Janice Alpert, ext. 4475

**781-334-5820**

781-334-5805

clearyr@lynnfield.k12.ma.us  
campbellt@lynnfield.k12.ma.us

batesb@lynnfield.k12.ma.us

corcoransu@lynnfield.k12.ma.us  
comeauj@lynnfield.k12.ma.us

dotoa@lynnfield.k12.ma.us

**781-334-5823**

moodyk@lynnfield.k12.ma.us  
brangifortep@lynnfield.k12.ma.us

mackenzies@lynnfield.k12.ma.us  
pindaras@lynnfield.k12.ma.us

deek@lynnfield.k12.ma.us

**781-334-7213**

homanm@lynnfield.k12.ma.us

**781-334-5820**

kirkta@lynnfield.k12.ma.us

alpertj@lynnfield.k12.ma.us

**METCO PROGRAM COORDINATOR**

Mr. Curtis Blyden, Director

**781-334-5810**

blydenc@lynnfield.k12.ma.us

**ACADEMIC DEPARTMENT HEADS****ENGLISH**

Ms. Maryellen Iannibelli, ext. 4313

**781-334-5820**

iannibellim@lynnfield.k12.ma.us

**SOCIAL STUDIES**

Dr. Michael Boulay, ext. 4220

boulaym@lynnfield.k12.ma.us

**MATHEMATICS, BUSINESS & TECHNOLOGY**

Ms. Karen Ellis, ext. 1118

ellisk@lynnfield.k12.ma.us

**SCIENCE**

Mr. Scott Gordon, ext. 1133

gordons@lynnfield.k12.ma.us

**WORLD LANGUAGE**

Ms. Julie Sgroi, ext. 4315

sgroj@lynnfield.k12.ma.us

**ATHLETICS**

Mr. Michael Bierwirth, AD, ext. 1111

bierwirthm@lynnfield.k12.ma.us

Ms. Morgan Sitarz, Secretary ext. 1112

sitarzm@lynnfield.k12.ma.us

**SPECIAL EDUCATION SERVICES at LHS**

Team Chairperson

Mr. Gerard Coughlin, ext. 1124

**781-334-5820**

coughling@lynnfield.k12.ma.us

**SPECIAL EDUCATION TEACHERS**

Ms. Stacy Collins

collinss@lynnfield.k12.ma.us

Ms. Jill Guerriero

guerrieroj@lynnfield.k12.ma.us

Ms. Christine Hebert

herbertc@lynnfield.k12.ma.us

Ms. Jacqueline Morin

morinj@lynnfield.k12.ma.us

Ms. Nicole Parziale

parzialen@lynnfield.k12.ma.us

Ms. Jenna Raistrick

raistrickj@lynnfield.k12.ma.us

Ms. Morgan Rapacki

rapackim@lynnfield.k12.ma.us

**SPECIAL SERVICES**

525 Salem Street

781-581-5140

Ms. Roberta Keane, Director

keaner@lynnfield.k12.ma.us

***TIME MANAGEMENT is essential for success*****\*Set priorities**

Academics should always come first.

**\*Get organized**

Keep papers and all necessary materials (chromebook, pen, scissors, and calculator) in a convenient location in your homework area or backpack; keep all class work and worksheets in a separate folder for each class.

**\*Do long-term assignments in small chunks**

Do not wait until the last minute to complete them; allow time for research and editing.

***Find and nourish a PASSION***

Find a club, activity, job or sport that interests you and commit yourself to the activity.

***GET INVOLVED...******MAKE A DIFFERENCE!***

SCHOOL WEBSITE:

Lynnfield High School: [www.lynnfield.k12.ma.us](http://www.lynnfield.k12.ma.us)

Daily announcements, upcoming events and useful information are on this site.

## HELPFUL HINTS FOR ACADEMIC ACHIEVEMENT:

### HOMEWORK is where it all starts!

- \* You should utilize your agenda book/ the portal/Google Classroom to keep track of your daily and long term assignments.
- \* Make sure your name is on each assignment, paper or digital that you turn in.
- \* Make sure that your chromebook is charged each night.
- \* Make a "TO DO" list. Stay organized.
- \* You should AVERAGE at least 2 hours of homework each day (Mon. – Fri).
- \* Set aside time each evening for homework or reading time even if you don't have a formal written assignment due
- \* Completing daily and long-term assignments helps to reinforce the key terms and concepts of class discussions and helps you to better understand the material on which you will be tested.
- \* If you have no work due the next day, you can always review class notes, readings or work on a long-term assignment.
- \* Make a POSITIVE CONTRIBUTION at least once a day in each one of your classes. This can be done by answering a question, asking a pertinent question or by coming into class with a positive attitude that clearly shows that you CARE about learning.

## FACULTY

Mr. Brent Ashley	ashleyb@lynnfield.k12.ma.us
Mr. Zach Billings	billingsz@lynnfield.k12.ma.us
Mr. Ethan Blanchette	blanchettee@lynnfield.k12.ma.us
Ms. Susan Breen	breens@lynnfield.k12.ma.us
Ms. Erica Buchholz	buchholze@lynnfield.k12.ma.us
Mr. Paul Burdette	burdettep@lynnfield.k12.ma.us
Ms. Audrey Coats	coatsa@lynnfield.k12.ma.us
Ms. Liane Cook	cookli@lynnfield.k12.ma.us
Mr. Adam Dell'Aria	dellariaa@lynnfield.k12.ma.us
Mr. Joseph DiBiase	dibiasej@lynnfield.k12.ma.us
Ms. Christina Ennis	ennisc@lynnfield.k12.ma.us
Mr. David Forster	forsterd@lynnfield.k12.ma.us
Ms. Lisa Giacalone	giacalonel@lynnfield.k12.ma.us
Ms. Jennifer Goguen	goguenj@lynnfield.k12.ma.us
Ms. Jessica Greenwood	greenwoodj@lynnfield.k12.ma.us
Mr. Timothy Gregg	greggt@lynnfield.k12.ma.us
Ms. Nicole Hawes	hawesn@lynnfield.k12.ma.us
Ms. Elizabeth Hayden	haydene@lynnfield.k12.ma.us
Mr. Douglas Hodgkins	hodgkinsd@lynnfield.k12.ma.us
Ms. Laura Johnson	johnsonl@lynnfield.k12.ma.us
Ms. Elizabeth LaMonica	lamonicae@lynnfield.k12.ma.us
Mr. Paul LaMonica	lamonicap@lynnfield.k12.ma.us
Mr. Patrick Lamusta	lamustap@lynnfield.k12.ma.us
Ms. Emily LeBlanc	leblance@lynnfield.k12.ma.us
Ms. Jodie Leibowitz	leibowitzj@lynnfield.k12.ma.us
Ms. Leane Manderson	mandersonl@lynnfield.k12.ma.us
Ms. Stefanie Marcoux	marcouxst@lynnfield.k12.ma.us
Mr. Vincent Mirasolo	mirasolov@lynnfield.k12.ma.us
Ms. Shannon O'Connor	oconnors@lynnfield.k12.ma.us
Ms. Karyn O'Neill	oneillk@lynnfield.k12.ma.us
Ms. Patricia O'Reilly	oreillyp@lynnfield.k12.ma.us
Ms. Michelle Perrone	perronem@lynnfield.k12.ma.us
Mr. Joseph Puleo	puleoj@lynnfield.k12.ma.us
Mr. Chris Sakelakos	sakelakosc@lynnfield.k12.ma.us
Ms. Julia Seavey	seaveyj@lynnfield.k12.ma.us
Ms. Jill Sewell	sewellj@lynnfield.k12.ma.us
Ms. Catherine Silva	silvac@lynnfield.k12.ma.us
Mr. Steve Smith	smiths@lynnfield.k12.ma.us
Ms. Ernestine Struzziero	struzziero@lynnfield.k12.ma.us
Mr. James Thoen	thoenj@lynnfield.k12.ma.us
Ms. Kelsie Toy	toyk@lynnfield.k12.ma.us
Mr. Harry Wagg	waggh@lynnfield.k12.ma.us
Mr. William Wallace	wallacew@lynnfield.k12.ma.us
Ms. Kristin Wane	wanek@lynnfield.k12.ma.us
Mr. Neal Weidman	weidmann@lynnfield.k12.ma.us

**What should I do when?**

**I AM ABSENT . . .**

Have a parent call the school the day you are out (781) 334-5820, press #2.

**I DON'T FEEL WELL WHILE IN CLASS . . .**

Ask your teacher for a pass to the Nurse's Office and, if necessary, the nurse will call your parent.

**I AM LATE . . .**

Come directly to Main Office to check in for attendance; bring in a note signed by a parent.

**NEED TO LEAVE EARLY . . .**

Before the start of school, bring a dismissal note from a parent to the Main Office. At the time of your dismissal, you will go to the Main Office to check out.

**MY LOCKER WON'T OPEN . . .**

Go to the Main Office to report the problem.

**I HAVE A PROBLEM WITH MY SCHEDULE OR A CLASS . . .**

See your guidance counselor in between classes, before or after school, during a study period, or with a pass from a teacher.

**I HAVE COMMUNITY SERVICE HOURS TO TURN IN . . .**

Complete a Community Service form available on our website, have it signed, and bring to the Main Office.

**I HAVE LOST SOMETHING . . .**

Check all rooms you have been in that day then check the Main Office. If it is clothing, check the Lost and Found.

**I NEED EXTRA HELP OR TUTORING . . .**

See your teacher to stay after school, stop by the peer tutoring program sponsored by NHS or see your guidance counselor.

**ANOTHER STUDENT IS MAKING THREATS OR HARASSING ME . . .**

Tell a teacher, go to the Main Office to speak with either the Principal or the Assistant Principal, tell your guidance counselor, school adjustment counselor or the nurse.

**I NEED A WORKER'S PERMIT . . .**

See the secretary in the Guidance Department for the paperwork; the forms are also available on our website. Have employer fill out the 'Promise of Employment' section and parent fill out the second page. Return to Guidance Office once complete and we will prepare the permit with the LHS seal.

**HOW DO I GET PROMOTED?**

Promotions are based on the accumulation of credits. Full-year courses are worth 5, 5.5 or 6 credits, semester courses are worth 2.5 and Freshman Physical Education is worth 2 credits for the year. Credits are earned by successfully passing a class with a D- (60) or better as a final average at the end of the year. Each quarter's grade is worth 20% of the final grade while the mid-term and final exams are each worth 10%. A student who fails to pass a course for the year may only attend summer school if they have passed at least one quarter each semester, is recommended for summer school by the classroom teacher and is approved to attend by the principal.

Students who have UNEXCUSED ABSENCES totaling more than 10% of the class meetings of any course will lose credit for that course. Credit will be denied for absences as follows: in grades 9-11, after 16 classes for a full-year course or 8 absences in a half-year course. In grade 12, after 14 classes for a full-year course and 7 classes for a semester course. If properly documented and at the discretion of the principal, extended illness is exempted from the excessive absence total.

**CREDITS NEEDED TO BE PROMOTED:**

25 to sophomore year	75 to senior year
50 to junior year	108 to graduate

**HOW DO I GRADUATE?**

To graduate from Lynnfield High School, you must earn at least 108 credits and meet certain department requirements by passing the courses listed below. In addition, you must also complete 35 hours of community service.

**DEPARTMENT REQUIRED COURSE(S)**

English	English 9, 10, 11 (including Research paper), 12
Mathematics	Four full-year math courses
Science	Three full-year science courses
Social Studies	Modern World History, U.S. History I, U.S. History II
Unified Arts	One semester course
Business/Technology	One semester course
Physical Education/Health	PE 9, PE 10, PE 11, PE 12
Community Service	35 hours (at least 20 hours by end of grade 10)