



# Smithtown Central School District Smithtown High School East

10 School Street, St. James, NY 11780

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Dear Seniors:

Congratulations! Now that you have reached an important milestone in your high school career, you are eligible to receive a student-parking sticker. In order to obtain a parking sticker, seniors must meet the following criteria:

1. Valid NYS Class D License (senior license).
2. Show proof of registration AND insurance for the vehicle they will be using.
3. Vehicle must have a current inspection sticker in place.
4. Attended a Safe Driving Presentation (the next ones are Wednesday, September 20<sup>th</sup> at 7 pm at HS West or Tuesday, October 17<sup>th</sup> at 7 pm at HS East). You must attend one of these if you did not attend one during the Spring.
5. **A signed parent/student rules and regulations form on file from the Safe Driving Presentation.**
6. No outstanding books or calculators with the Library. Any outstanding balances must be handled by Friday, September 22nd. Failure to do so will result in the revocation of the parking sticker.
7. Satisfactory discipline and attendance record.

No student will be allowed to enter the school campus beginning in September with their vehicle without a valid parking sticker. If you wish to park on the first day of school, you must obtain your sticker prior to the opening of school. If you are not eligible for a parking sticker at this time, you may obtain one when you become eligible.

There will be a letter sent to you later this summer asking for your parking lot preference. If more than ninety-five students request the South Lot, we will conduct a lottery prior to the parking sticker distribution dates. More information will follow in early August.

If you meet all the above requirements, proceed as follows:

- A. Drive the vehicle you wish to register to **High School East on Wednesday, August 23<sup>rd</sup>, 10 am-1 pm or Tuesday, August 29<sup>th</sup>, 10 am-1 pm. Please be advised that the first sticker will not be assigned until 10 am on August 23<sup>rd</sup> and 10 am on August 29<sup>th</sup>. Please park in the South Lot (Visitors' Entrance) side of the building.**
- B. Report to the **Little Theater** with the necessary documentation (license, registration and insurance).
- C. There is a \$10.00 fee per sticker. Cash or check.
- D. No student may receive more than one sticker.
- E. One of our staff will affix the sticker to the windshield of your car.
- F. We will confirm your parking lot preference (if you chose to participate in the lottery).
- G. ***Student driver must be present. No substitutes will be allowed to pick up the sticker. Please plan ahead accordingly.***

If you cannot pick up your sticker on one of the designated days you must make an appointment with South Administration to get a sticker after school begins. No one without a valid parking sticker will be allowed to park on campus.

Sincerely,

Michael Aleci  
Assistant Principal