

January 2018

Dear Students, Parents, and Guardians,

With the recent snow days we made a few changes to our exam schedule. I thought this was a good time to share all of the details around the exam process.

Exam Schedule

High school students will begin exams at 7:25 a.m. and exam testing will end at 11:45 a.m. each day. The school buses will pick up students on a regular day schedule. Dismissal from exams will be at 11:45 a.m. Except as indicated below, students *are not* required to be in school for exam periods during which they have no exams. However, those students who choose to come to school to study must remain in the cafeteria for the entire period. Students who are scheduled to take two exams on the same day *may not* leave the building during the break between test periods. Students who miss an exam due to a verified absence by their parents are eligible to make-up the missed exam. They should arrange a time with their teacher for a make-up session no later than January 24<sup>th</sup>.

Ninth and tenth grade students need to attend school during the period they ordinarily have their wellness class to work with their school counselor. Ninth grade students will meet with school counselors in the computer lab upstairs in the Library Media Center. Tenth grade students will meet with school counselors in A101. Students will be discussing their course options with the counselors and will then be completing the course selection process in PowerSchool. Students will also be working on their Student Success Plan in Naviance. If time permits, students will be brought to the school’s cafeteria where they will have an opportunity to work on their studies.

The cafeteria *will* be serving breakfast food and snacks during exams, but no lunches will be served.

The mid-year exam schedule is as follows:

<b>First Exam</b>	7:25 a.m. – 9:25 a.m.
Break	9:25 a.m. – 9:45 a.m.
<b>Second Exam</b>	9:45 a.m. – 11:45 a.m.

<u>Day</u>	<u>First Exam Period</u>	<u>Second Exam Period</u>
Thursday, January 18 <sup>th</sup>	8	7
Friday, January 19 <sup>th</sup>	6	5
Monday, January 22 <sup>nd</sup>	4	3
Tuesday, January 23 <sup>rd</sup>	2	1

Wednesday, January 24<sup>th</sup> will be a Day 5 and the first day of semester 2. As soon as a new date is established for issuing the second quarter report cards I will let you know.

If you have any questions, please contact us at (860) 673-0423.

Sincerely,

Chris Rau  
Campus Principal

Katherine Blore, Ed.D.  
Associate Principal