

Second Floor Scoop

LaProgram.org

STUDENTS



Programming

Online programming, which requires students to log onto Daedalus to request classes for the following year, is done only once for the whole year. For the next school year, 2012-2013, online programming will start in March. Look for more information at the beginning of next month.

For the Spring Term, as we are following an annualized schedule, students will continue to work with the same teacher for most of their subjects. For art, each spring elective will be the second of the pair that students requested last school year. Program changes are not made midyear.

Acceptable reasons for a student to request a program change for the Spring Term follow:

REASON 1: There is a gap in the schedule that the student would like to fill (without changing anything else).

REASON 2: The student is scheduled for a class he or she previously passed.

REASON 3: The student is missing one of the academic subjects he or she needs to graduate.

REASON 4: The student is missing a studio class.

REASON 5: The student participates in a spring school team sport and does not have PTO (Team Sports) on the schedule, or the student needs to drop PTO for the spring.



Strong Recommendation for Juniors

During the first week of January, Any junior who plans to take a double-period science class in senior year should speak with his or her guidance counselor about registering for Health for the second semester! This option is available on a first-come, first-served basis.

Next year's schedule will not include this double-period science class if there is not space within a ten-period day for all requested courses. Some of these include the required Lunch, Gym, and Health classes; therefore, it is important that these juniors register for Health now.



Second Semester Art Teachers

Visual art juniors and seniors signed up for electives last year. They should expect to work with different art teachers as the classes change.



Regents Preparation

Get ready for Regents examinations! The Regents preparation schedule and offerings will be announced soon by academic departments.



Regents Exam Invitations

Invitations to Regents examinations were distributed along with report cards on Tuesday, December 6, in OP.

If you are registered for a Regents exam you have already passed, please bring proof to your guidance counselor ASAP that you took it over the summer or in middle school.

Otherwise, not showing up to take your scheduled Regents exam will result in an ABS on your transcript. This mark will not be removed from your transcript.

STUDENTS (CONTINUED)



Regents Exams

Please consult your guidance counselor if you would like to drop or postpone taking a Regents exam. You must consult your guidance counselor by Thursday, December 15, in order for this to occur. Any student who does not see his or her guidance counselor by this date will remain registered for the Regents.



No Classes During January Regents

Please be aware that there are no full instructional days during days when the January Regents exams are administered (Tuesday, January 24, through Friday, January 27). Only students who are registered for the Regents exams will come to school on these days.



Honor Roll Update

Any LaGuardia student with a weighted second marking period average of 90% or above and an attendance rate above 97% for the first two marking periods will be added to the school's honor roll. This distinction is reserved for those remarkable individuals who meet the criteria described above. Each honor roll student will receive a letter of recognition shortly.



504 Notices for Annual Midterms

Notices of Eligibility Determination under the Section 504 were mailed home for any student who was approved for testing accommodations.



Drama and Dance Exams

Performance-based Drama and Dance Comprehensive Exams will be offered to all twelfth grade students in the dance and drama studios. The tests will be administered on Tuesday, January 17, from 1:15p.m.-4:00p.m. Department chairpersons and studio teachers will share more information with students shortly.



From the Safety Committee

LaGuardia is a very safe school, but we still need you to be mindful of your belongings. We ask that you do the following to help secure the contents of your classroom on a day by day basis:

1. Lock the door when you leave the classroom.
2. Label items. Even something as simple as an eraser should be labeled with the room number.
3. Do not keep items on your desk in plain view. Keep items in desk drawers whenever possible.
4. Keep a close eye on your school keys (placing them around your neck is a good idea), and do not loan keys to students, even the most trustworthy students.
5. Keep an eye out for students in classrooms without any adult supervision.

With items in short supply due to budget cuts, we cannot afford to be lax with either school or personal property. Of course you should take even greater measures to secure items before an extended holiday.



PSAT Results

PSAT results will arrive soon. The school will distribute scores and booklets to students during an OP. Look for information regarding the exact date shortly.

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TEACHERS

Teachers Absent



This is just a reminder that the following are the arrival times for most staff members on regular school days: 7:55, 8:40, or 9:25.

Although teachers spend extra time working after school, unfortunately there is no such thing as flex time for teachers.

As such, after a grace period following your reporting time, your card will be removed from the rack and you will be asked to fill out a late form. This holds whether or not you have a class to teach when you first arrive. The only difference is that the late form will now be located in room 237 rather than in the Payroll Office.

As has been the case in the past, if you know that you are running late, it is incumbent upon you to notify the school. However, once you accumulate a certain amount of missed time due to lateness, the DOE system will automatically make a payroll deduction.

In addition, please remember that if you fail to turn your card, the assumption will be that you are absent and an absence will be entered into the computer by the Payroll Office. You will then have to obtain written documentation indicating that you

TEACHERS (CONTINUED)

were present on the date indicated as well as the time of arrival in order for your absence to be overturned. Unfortunately a phone call from the staff member will not suffice.



Opening EGG Files

If you have trouble opening an EGG file at home, please try one of these solutions:

- 1) Forward the EGG e-mail to a personal e-mail account, and open it from there.
- 2) Save the EGG file from DOE Outlook e-mail within Internet Explorer.
- 3) Open the EGG file from a school computer.

PARENTS



Student Biographical Corrections

The school stresses the importance of communication with parents via mail; therefore, it is important that your correct address be on file. If you change your address, please bring the Student Biographical Corrections form and proper identification to Ms. LaMonica in The Program Office (Room 201). The form is at LaProgram.org and in the other page of this issue. Be sure to bring your child's birth certificate and proper documentation.

Notify Us If You Change Your Address

The school stresses the importance of communication with parents via mail; therefore, it is important that your correct address be on file. If you change your address, please bring the Student Biographical Corrections form and proper identification to Ms. LaMonica in The Program Office (Room 201).

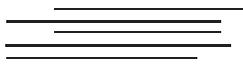
Student Biographical Corrections

STUDENT NAME (as it presently appears): _____
 Last First
 9 Digit OSIS# _____ D.O.B. _____ Official Class _____
 Please fill in the information below for only those items being corrected and/or changed.
 Corrected Name: _____
 Last First
 Gender: M F (circle one)
 Date of Birth: ____/____/____
 Parent(s)/Guardian(s): _____
 Home Phone: _____
 Emergency/Business Phone: _____ Cell Phone#: _____
 Address: _____
 Number Street Apt.# Borough Zip Code
 E-mail(s): _____
 Authorized Signature: _____ Date: _____

January 2012 Regents Schedule

JANUARY 24 TUESDAY 9:15 a.m.	JANUARY 25 WEDNESDAY 9:15 a.m.	JANUARY 26 THURSDAY 9:15 a.m.	JANUARY 27 FRIDAY 9:15 a.m.
Integrated Algebra RCT in Global Studies*	Living Environment RCT in U.S. History & Gov't.*	RE in U.S. History & Government Geometry RCT in Science*	RE in Global History & Geography RCT in Writing
1:15 p.m.	1:15 p.m.	1:15 p.m.	1:15 p.m.
Comprehensive English Physical Setting/Physics*	Algebra 2/Trigonometry RCT in Mathematics*	Physical Setting/Earth Science Physical Setting/Chemistry RCT in Reading	Drama and Dance Performance-based Comprehensive Exam*

*The offering of the Drama and Dance Performance-based Comprehensive Exam has been confirmed.



Professional Development Survey Results



The results of our recent survey were tabulated; this survey pertained to possible topics for professional development in the use of achievement data to improve teaching and learning. We are happy to say that almost ninety teachers participated in the survey. Here are the results:

Assessments Used by Teachers at LaGuardia

- 93% use classroom observation of student work/practice.
- 77% of teachers responding use test scores/item analyses.
- 57% use a rubric to assess projects.
- 56% use a rubric for written/oral presentations.
- 38% use a rubric analysis for performance activities.
- 20% use portfolios.
- Other common answers include daily homework, peer evaluation, self-evaluation, and journal entries.

Data Systems Used by Teachers at LaGuardia

- 66% use Daedalus
- 33% use a digital gradebook
- 26% use ARIS
- 15% use AP results
- 6% use a STARS Scholarship Report
- 1% uses the Acuity database
- Other common answers include a hard-copy gradebook and teacher-created Web site.

PD in Methods of Recording

- 39% want to know more about online grading systems.
- 30% want to know more about electronic grading programs (software applications)
- 24% want to know more about Excel for grading
- Other responses include all of the above, any grading using the iPad, and how to sync smartphone apps with software.

DOE School-specific Systems

- 43% want to know more about Daedalus.
- 26% want to know more about ARIS.
- 8% want to know more about Acuity.

Teacher Means of Assessing Student Learning

It is interesting to note that Daedalus is the most widely-used method of obtaining student data; it is also the topic with which the most teachers want to familiarize themselves. 43% of respondents want to know more about Daedalus. 33% want to know more about grading strategies and scales. 32% want to know more about rubrics. 24% want to know more about item analyses for tests.

Plans for professional development offerings will follow.

Finals Schedule Fall 2011 for the ANNUAL MIDTERMS

Tue, January 17		Wed, January 18		Thu, January 19	
Period	Time	Period	Time	Period	Time
4	8:30 – 9:50	2	8:30 – 9:50	1	8:30-9:50
OP	9:55-10:05	OP	9:55-10:05	BREAK	9:50-10:05
5	10:10-11:30	8	10:20-11:40	3	10:05-11:25
BREAK	11:30-11:45	BREAK	11:40-11:55	BREAK	11:25-11:40
6	11:45 – 1:05 FINAL	9	11:55– 1:15	10	11:40-1:00
BREAK	1:05-1:20 Grab-n-go lunch available in 5 th floor cafeteria for students with period 8 lunch	Lunch: Optional 9&10 Grades: 5 th floor cafeteria 11&12 Grades: 7 th floor cafeteria	1:15-2:00	Lunch: Optional 9&10 Grades: 5 th floor cafeteria 11&12 Grades: 7 th floor cafeteria	1:00-1:45
7	1:20 – 2:40				

The make-up will be offered *after school* on Friday, January 20.