

Second Floor Scoop

LaProgram.org

STUDENTS



Submitting EGG Files

Grades are due by 9 a.m. on Monday, March 11. Revisions are due by 12 p.m. on Tuesday, March 12. Teachers needing assistance may speak with Mr. Law in room 317 on Thursday, March 7.

Class grades are calculated according to the departmental grading policies that were established in September.

The following numeric grades may be assigned:

Passing: 65-100 in increments of 1

Failing: 55, 60

No show: 45 (Please see Ms. van Keulen in Room 261.) A grade of 45 is given to a student who fails to attend a course and does not participate in any of the work from which a grade can be derived.

Medically excused/ no credit: 7 (Please see Ms. van Keulen in Room 261.)

New or recently arrived: NL Students who enroll in a course after it has started may have missed assignments or assessments needed to generate a complete course grade for a given marking period. These students may be given a grade of NL but must complete the remaining course requirements by the end of the semester following the termination of the course in order to receive a final grade and credit, as applicable.

Incomplete: NX (Please see Ms. van Keulen in Room 261.) Schools may award a grade of Incomplete if a student has a documented, extreme extenuating circumstance that prevents him/her from completing the course in its established time frame (e.g., surgery, death in the family). A student who receives an incomplete must successfully complete remaining course requirements by the end of the semester following the termination of the course in order to receive a final grade and credit, as applicable. NX does not have a pass/fail or numeric equivalent.

Please update any incorrect or missing grades by resubmitting them in your EGG file. Remember to attach your revised EGG file to a new e-mail addressed to the appropriate Program Office staff member. Thank you.

Last Name	Send your EGG file to
A-L	Alex Moore, amoore@schools.nyc.gov
M-Z	Marc Shale, mshale@schools.nyc.gov

Perfect Attendance



Seven hundred forty-two LaGuardia students had perfect attendance during the fall term. You can find their names listed next to the Attendance Office. We congratulate all of these students. Perfect attendance letters will be distributed during the next OP along with the spring term first marking period report card.

Academic Excellence



Honor roll letters were sent home. Call Ms. van Keulen at x2261 if you believe you should have qualified for one but did not receive a letter.

Acuity Tests in English and Math



Math and English Acuity exams will be administered within the next few weeks; look for more information on testing dates in an upcoming Yellow Sheet. Students who are currently enrolled in an Integrated Algebra class will take this Interim Term Assessment for math. All students in ninth, tenth, and eleventh grade who are not taking AP Language will take this Interim Term Assessment.



Compulsory Study Hall Attendance

Deans will enforce our cutting policy for Study Hall just as they do for other classes. The teacher in charge of a student's Study Hall section will make a referral if necessary. Consequences for failing to sign in may include detention. Thank you.

Study Time (ZQSTDY) attendance is required. The same applies for Study with Attendance (ZQATT).



LaGuardia's AP Fair

All interested ninth, tenth, and eleventh grade students are invited to LaGuardia's AP Fair on Tuesday, April 9, in the seventh-floor cafeteria. Students will have the chance to learn about the opportunities and challenges presented by our school's AP courses, speak with current AP students and teachers, review course offerings, and ask questions.

TEACHERS

Tax Forms



If you haven't already done so, please see Ms. Nieves in Room 208 to pick up your W-2 form.

Locking Classroom Doors



Thank you for complying with the school mandate that a teacher lock the classroom door at the end of a period if the room will subsequently be unoccupied.

Letting LaG Know Before You Go



Whenever a teacher will be out of the building, whether he or she plans to attend a meeting or go on a school trip, that individual must e-mail Ms. Nieves at mnieves5@schools.nyc.gov. The teacher should include the following in the message:

- his or her destination
- the date and time of departure
- the length of time he or she will be out of the building

Thank you.

PARENTS



Required Student Documentation of February Vacation Plans

Any student who went on a trip during February vacation and missed school must bring documentation to Room 201 so that those absences will be considered excused.

You will recall that the Chancellor changed the dates of February break so that students miss school *only* on Monday, February 18, and Tuesday, February 19. Students attended school from Wednesday, February 20 - Friday, February 22. According to the Chancellor, students will be allowed to make up all work that they missed due to these excused absences.

College Visits



If your child visits a school or audition at a particular institution, ask an official there to sign the Verification of School Audition/ Visit Form. This form can be obtained in room 201 or at laguardiahs.org. You can also find the form on the following page.



FIORIELLO H. LAGUARDIA HIGH SCHOOL OF MUSIC & ART AND PERFORMING ARTS



Kim M. Bruno, Principal

VERIFICATION
OF
SCHOOL AUDITION OR SCHOOL VISIT & TOUR

Date: _____

To: _____

Please verify that the student listed below attended your school for the purpose of either an audition or school tour/visit:

Name of Student: _____

Attend Date/s: _____

Signature of University/College/Conservatory Representative:

Title of Representative: _____

Please return signed letter to the student or:

FAX signed letter to: 212-595-8791
 LaGuardia High School
 Attendance Office

Thank you for your help. Please feel free to call if you have any questions or need more information at 212-496-0700 ext 3202.

A handwritten signature in blue ink that reads 'L. v. Keulen'.

Laura van Keulen
Assistant Principal of Technology and Data