

Second Floor Scoop

LaProgram.org

STUDENTS

AP English Language Change of Time

Attention all AP English Language students: There is a change of time. You must report to the exam location by **11 a.m.** Dr. Linnehan's first period class will report to **Room 630 in the Library.** Students who receive extra time will report to the Library left side. All other students will report to the concert hall. Be there at 11 a.m.!!



AP Exams Make-up Opportunity

Make-up examinations for AP students who were sick for the AP exam and registered with Ms. van Keulen for a make-up exam must take all missed test(s) according to the schedule below:

Exam	Date	Time	Place
US History	18-May	8 a.m.	Library
Environmental	18-May	12:00 p.m.	Library
Calculus BC	19-May	8 a.m.	Library
Calculus AB	19-May	8 a.m.	Library
AP Literature	20-May	8 a.m.	Library
AP Biology	20-May	12:00 p.m.	Library



Regents Registration

Any student who is **not** in a Regents-terminating class but **does** need to take the Regents should see a guidance counselor by **May 17** to register. Any student who does not register cannot take the exam.



Extra Time on Regents Examinations

Any student who receives extra time on Regents examinations and is scheduled to take two Regents on a single day may ask Ms. van Keulen about postponing one Regents examination until August.

Interested students must come to Room 261 as soon as possible.

STUDENTS (CONTINUED)



PM School Requirement

Any student enrolled in an Aventa PM School credit recovery course is required to report to the appropriate computer lab at 4:15 on all **Tuesdays, Wednesdays, and Thursdays.** Any student not making adequate progress may be dropped from Aventa. If a student still needs to register for PM school, he or she should see Ms. van Keulen in Room 261 as soon as possible.

TEACHERS



Library Survey

To better serve the teachers of LaG by engaging them in the planning process, a library survey is being sent out to all teachers to gather information on teacher's instructional needs. The survey is easy to take through Survey Monkey and is limited to ten questions, primarily multiple choice items to respect everyone's time. The digital format allows for more expedient data gathering and more diverse data analysis.



New Library Computer Lab

The Library is being upgraded! One room is being equipped with eighteen new Apple computers. If two students were to work at each station, it could be used as a classroom.

Any teacher who would like to use the new Library Computer Lab should e-mail Ms. Wilson at kwilson@schools.nyc.gov to make a reservation.



Submitting Grade Changes

A teacher may make grade changes for the current semester by resubmitting the updated version of his or her **most recent** EGG file to the appropriate Program Office staff member. This can likely be found in the sent folder in the DOE e-mail account. **Program changes will not be accepted in any other way.** Please visit Room 201 if you have any questions.



Teacher Due Date for Extended Time Finals

Teachers should give extended time final examinations to APs by **June 2 at 9:00 a.m.**



Summer School Applications

SSIP began accepting staff applications for per session summer school work on **April 27.** Applications submitted after **May 24 at 6:00 p.m.** will be considered late.

Please adhere to the following general schedule for AP exams:

Morning Exams

7:30 – Proctors -> Principal's Conference Room
 7:45 – Proctors -> exam location
 Students begin to arrive at testing location
 8:00 – Begin pre-test paperwork followed by exam
 11:30 – Test finished
 11:45 – Students dismissed

Afternoon Exams

12:00 – Proctors -> Principal's Conference Room
 12:15 – Proctors -> exam location
 Students begin to arrive at testing location
 12:30 – Begin pre-test paperwork followed by exam
 4:00 – Test finished
 4:15 – Students dismissed