WEDNESDAY, APRIL 3, 2013

Second Floor Scoop

LaProgram.org

STUDENTS (CONTINUED) Fall 2013 Programming

Students will soon be able to request classes for the Fall 2013 semester. The online registration system will open on Wednesday, April 10. A preference will only receive consideration if the online request in completed by Sunday, April 21, at 11:59 p.m.

Please carefully review information about online course registration on another page of this installment of our bulletin.



TEACHERS

Thank You for Administering Surveys to Students in Your Third Period Class.

Your efforts are appreciated. The feedback provided by our students is valuable; it will

provide us with important information on which the SLT will act with respect to future school goals.



Please Lock Away Valuables Before Spring Vacation.

Please secure all personal items and school equipment (TVs, DVD players, projectors) before the spring break. Custodial staff will also be disposing of papers and other items on window sills, etc. In addition, Mr. Law will lock up technology items such as laptop carts, LCD projectors, and SMART boards.



Teacher Surveys Are Due by Sunday, April 14.

School surveys for parents, students, and teachers are due by Sunday, April 14.

Teachers should call the Survey Hotline at 1-800-690-8603 if they have lost survey materials.



Accurate Attendance

It is imperative that teachers take precise attendance. There have been

several instances where students have been marked present when they are actually absent. These mistakes affect the school's percentages. Remember that you must fully bubble "attendance taken" as well as the students who are absent that day. The scanner will not read the Scantron unless this action is complete.

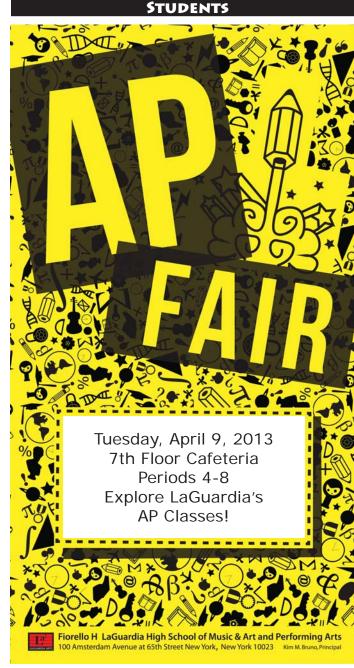
PARENTS

Parent Surveys Will Be Mailed Home Soon.

School surveys for parents, students, and teachers are due by Sunday, April 14. Parents and teachers should call the Survey Hotline at

1-800-690-8603 if they have lost survey materials. The feedback provided by parents of LaGuardia

students will help the Department of Education to improve schools.





Artwork by Alessandra Rao 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.



Studio Comprehensive Tests

New York City comprehensive examinations for studios will take place on Tuesday, June 11, from 1:15 p.m. until 4:15 p.m.

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.

If you have any questions regarding information on this page, please call Ms. van Keulen, AP of Data and Technology, at (212) 496-0700 X 2261.

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LaProgram.org

VISIT LAPROGRAM.ORG FOR MORE INFORMATION! Fall 2013 Programming

Resources: You can find the information on this page and much more online at LaProgram.org. You will also receive a letter that explains the programming process. **Deadline:** The system will open on **Wednesday**, **April 10**. Your preferences will only receive consideration if your online request is completed by **Sunday**, **April 21**, **at 11:59** p.m.



Overview: Go to LaProgram.org to review sequencing information and course descriptions; ¹ next, follow directions to log in to Daedalus and select courses for next year. If you do not

know your username or password, e-mail Ms. Wilson at kwilson@schools.nyc.gov. You should consider your report card and your permanent record, which are both available on Daedalus, while making class selections.

<u>Requesting Courses:</u> After you have reviewed course offerings and sequencing at LaProgram.org, click on the link to register in Daedalus.

- **Automatic Processing:** Most of your course requests will be processed automatically following standard sequencing in all academic subjects and some studio classes.
- <u>Multiple Options:</u> You may use Daedalus to select a course in a sequence when more than one option is offered, which is the case in science, foreign language, English, and some studios.
- AP, Honors, and Elective Courses: In addition, several electives, AP, and honors courses are offered, and you will be prompted to make choices about your requests.

Applying for Honors Classes: If you are currently in an honors class and have maintained an average of 85 or above, you need not register for the next honors class; you will automatically be placed in honors for the next year.

Applying for AP Classes: For all AP classes, you will need to apply even if you are already in honors. **Changing Tracks:** If you are not in honors and would like to be or are interested in applying for AP classes, you must request these courses on Daedalus.

Requesting AP or Honors: For each honors or AP class you request, if you have a subject average of 90 or above, you will automatically be accepted into the pool of qualified students for that course. If you do not have at least a 90, you will be directed to apply for the WAIT version of the class, but please do not be discouraged. You may speak to your teacher, the appropriate department chairperson, or your guidance counselor about your commitment to enroll and excel in that class.

Elective Courses: For science, foreign language and studio electives, there are department criteria regarding what courses students should choose, based on proficiency level in the current class, the subject, and, in the case of music ensembles, auditions.

<u>Visual Art Pairings:</u> All art sophomores and juniors can pick two choices of pairs of classes. We offer several pairings as options; however, not all of these classes will ultimately be run in September. Please visit LaProgram.org for art pairings.

AP Physics: LaGuardia students will now be able to request AP Physics.

Online Registration in Three Steps

1) **Review your options.** Visit LaProgram.org, and click on the subject links at the top of the page to review course sequencing. You can also read course descriptions and review the AP Brochure. When you are done, click on "Register for Classes."

2) Access Daedalus. Enter your user name and password. Review the E-mail/Web Site Use Agreement, and click, "I Agree to the Terms of this User Agreement."

3) **Make requests.** Under the School heading, click on "Indicate/View Your Preferences/Courses for Next Term." Select only the AP, elective, and honors classes for which you need to apply. If your selection is rejected because of not meeting acceptance criteria, you can still add your name to a waiting list of students whose work will be re-evaluated by the respective department.

Review a sample Daedalus course selection screen below:

Basic Requ	Select	Choices	
	AP courses, honors courses, and electives	First Choice EES87X: Eng 7 AP Lit	•
H: SR ENGL	for which you would like to	EES87QFL: Eng 7 Film Lit EES87QCW: Eng 7 Creative W EES87X: Eng 7 AP Lit	
	the guidelines!	EES87X Wait List	