

LaProgram.org

CONFERENCES RESCHEDULED

TEACHERS: Department and Faculty Conferences Have Been Rescheduled. Our April Department Conferences will now take place on Mon., Apr. 12. The Faculty Conference will be held on Mon., Apr. 19.

CROWD CONTROL

TEACHERS: Please **Review the Guidelines Below Regarding Audience** Etiquette.

At the March School Safety Meeting, one of the topics discussed was audience etiquette, specifically in terms of preview assemblies. Some rules follow regarding decorum at such assembly programs.

1. Please do not bring your class to the assembly program unless you have officially applied in advance and are given written confirmation from the studio that it is okay for you and your class to attend the assembly program at the indicated time. Once given permission, you should take attendance prior to bringing your class to the assembly program. You must then personally escort your class to the assembly en-masse using the stairwells.

2. If you do not receive written confirmation at least a day in advance that it is okay to bring your class, contact the <u>applicable</u> studio head prior to the program. If you still do not get an official response, it is best that you not bring your class in order to avoid a possible overcrowding situation. This is particularly applicable to preview assemblies held in the Little Flower Theater where space is limited.

3. Along with official written permission to attend the assembly program, you should receive an official seating chart indicating where your class is to be seated. You must strictly adhere to this seating chart. If someone is sitting in the area assigned to you, please request that the teacher follow the plan rather than sitting your class in someone else's assigned area. If you lose your seating chart, please ask a fellow teacher for a copy so you will know where to sit your class.

4. If you are not seated in the correct area according to the chart and are asked by a colleague or a member of security to relocate, you and your class must do so. If another group is in your assigned area, they will likewise be asked to move.

5. While at a preview assembly, **the teacher must** be seated directly behind their class and must actively supervise and be responsible for their students behavior at all times during the assembly program. Students who stand up, put their feet on chairs, or who are disruptive should be admonished. If this behavior continues, the student should be referred to the Dean's Office for further disciplinary action.

We are very lucky to have the opportunity to have different classes attend assembly programs; however, if certain students, classes, or teachers cannot follow decorum, they will not be afforded the opportunity to attend such programs in the future.

CLASS WEB PAGE WORKSHOP

TEACHERS: Create a Class Web Page in One Hour!

Ms. Ballard will offer teachers a workshop

in the creation of Web sites using Classjump. com. In order to accommodate teachers and ensure that the most educators can take advantage of this opportunity, the workshop has been rescheduled to Thu., Apr. 22. Register today at LaProgram.org or in Room 261. You may also still register for our Daedalus workshop on Tue., Apr. 27.

WIRELESS LAB SWEEPSTAKES



TEACHERS: Win a New Computer Lab for Our School!

Learn more about grants and contests pertaining to education funding at

LaProgram.org!

Enter the 9th annual Win a Wireless Lab Sweepstakes for your chance to win one of three grand prize wireless computer labs for your school, including 20 notebook or tablet computers, interactive whiteboard, mobile cart, projector, printer, wireless access points, portable document camera, digital camcorder, and a \$5,000 digital media grant from **Discovery Education.**

You can also win 25 additional technology prizes! Discovery Education is giving away 20 additional prizes, including projectors, notebook computers, and digital camcorders! Each month one lucky winner will receive a projector from NEC. Enter once per day until Mon., May 3 at discoveryeducation.com/cdwg. Share with your friends and colleagues on Twitter and triple your entry each day.

No purchase is necessary. The sweepstakes runs through Mon., May 3.

NATIONAL BOARD CERTIFICATION



TEACHERS: Earn National **Board Certification!**

The UFT Teacher Center is offering a Shanker Grant to cover the \$2500 cost of applying for National Board Certification. Ms. Healy will run an an information session in Room 661 at the end of the month about the National Board process and how to apply for this grant. Look for more information soon. Register at LaProgram.org or in Room 261.

COMMAND OF LANGUAGE

etiquette	n.	the practices and forms prescribed by social conventions or by authority	
decorum	n.	appropriateness of behavior or conduct	
admonish		to warn, caution, or remind of an obligation	
applicable	adj.	appropriate or relevant	
colleague	n.	a fellow member of a profession; associate	

The American Heritage Dictionary 2001 ed.

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.

FRIDAY, APRIL 9, 2010

Second Floor Scoop

LaProgram.org

STUDENT SURVEYS

OUT STUDENTS: You Will Be Asked to School. Complete a Student Survey on Fri., Apr. 16.

All LaGuardia students will be asked to complete the New York City Student Survey on Fri, Apr. 16, during third period. It is important that students complete the survey because the feedback they provide is used by the school leadership to improve our schools.

ADMINISTERING STUDENT SURVEYS

TEACHERS: Please Administer Student Surveys on Fri., Apr. 16, During Third

Period.

You will find in your zip-lock bag a class roster, individual envelopes labeled with student names, and student surveys in foreign languages. Survey administration should take about thirty minutes during class.

Once the envelopes have been distributed, please do the following:

- 1. Ask students to remove the question sheet and answer sheet from the envelope.
- 2. Review the instructions listed on the survey and on the answer sheet aloud with your class.
- 3. Instruct student to mark answers only on the answer sheet.
- 4. You may explain the meaning of questions or read the questions aloud.
- 5. After completion, students should enclose ONLY the completed answer sheet in the envelope.
- 6. Ask students to remove and discard the envelope's peel-off label and seal the envelope.
- 7. Please collect the sealed envelopes in the zip-lock bag that has been provided, and return them to Room 261.

PARENT SURVEYS



PARENTS: We Ask You to Complete an Submit Your Parent Survey by April 23.

The feedback provided by parents of LaGuardia students will help the Department of Education to improve schools. Thank you.

TEACHER SURVEYS

Take Survey TEACHERS: You May Complete Your Survey on Library Laptops.

Information regarding log-in was placed in your mailbox before vacation. To facilitate in-school opportunities to complete the survey, we will place four laptop computers in the Library on April 21-23.

Mark Law will be available to help. If you need assistance, please call him before completing the survey online at extension 1425.

April 23 is the last day to complete the survey. Thank you.

PROGRAMMING CALENDAR

STUDENTS, **TEACHERS**, and PARENTS: Review the Updated Spring Programming Calendar at LaProgram.org!

Spring 2010 Programming Calendar					
April 20	Teacher requests for classes distributed				
April 21	AP Fair				
April 22	Open Daedalus for students to request classes				
	Close Daedalus. Last day to request AP, honors, and electives!				

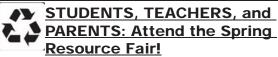
INFORMATION SECURITY AWARENESS

STUDENTS, TEACHERS, and PARENTS: CAUTION Use Caution When Accessing Facebook and Other Social Networking Sites.

Please review the recommendations below from The Information Security Awareness Newsletter:

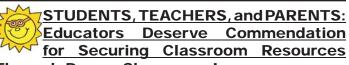
- Use strong and unique passwords.
- Do not choose a screen name that gives away too much information.
- Only post information you are comfortable sharing with a complete stranger.
- Configure privacy settings to allow only those you • trust to access the information you post.
- Be cautious when clicking a link to another page or running an online application.

SPRING RESOURCE FAIR



Jaime Cloud and Matthew Modine will keynote The Green Schools NYC 2010 Spring Resource Fair. We recommend that you register online at LaProgram.org to avoid long lines on the day of the event. We look forward to seeing you there!

DONORS CHOOSE BENEFICIARIES



Through DonorsChoose.org! English teacher Dr. Linnehan, math teacher Ms. Fischer, and math teacher Ms. Nix recently received

funds to pay for classroom supplies through the Web site DonorsChoose.org.

- Ms. Fischer secured an HP ProBook laptop valued • at over \$750.
- Dr. Linnehan was given materials for "Let Sweet Music Pour into Our Ears."
- Ms. Nix received seven Texas Instruments TI-84 Plus Graphing Calculators, which are valued at \$107.99 each.

Teachers with questions about Donors Choose should speak with Ms. Pace or Ms. Healy.

FRIDAY, APRIL 9, 2010

Innovations in Instruction

LaProgram.org

AP FAIR

Discover LaGuardia's Advanced Placement Program!

Students are invited to LaGuardia's second annual AP Fair. This celebration of our rich AP offerings will take place during the five lunch periods on Wed., April 21. Our goal is to heighten student awareness of the opportunities and challenges that AP courses present.

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Attending the AP Fair will help students to make informed decisions about the classes for which they choose to register.

An informational booklet regarding our vibrant AP offerings will be distributed at this celebration of our students, teachers, and class offerings. The Advanced Placement Course Offerings booklet contains course descriptions and further information from those involved with our AP Program.

AP teachers are asked to e-mail names of student volunteers to lvankeu@schools.nyc.gov. Teachers who are able to participate should contact Ms. van Keulen, LaGuardia Arts AP Program Coordinator. We look forward to seeing you at the AP Fair!.

2010 Exam Calendar - Week 1

	Morning - 8 a.m.	Afternoon - 12 p.m.	
Monday, May 3	United States Government and Politics	Comparative Government and Politics	
		French Language	
Tuesday, May 4	Computer Science A	Statistics	
	Spanish Language		
Wednesday, May 5	Calculus AB	Chinese Language and	
	Calculus BC	Culture	
Thursday, May 6	English Literature and Composition	Japanese Language and Culture	
	English Literature and Composition		
Friday, May 7		European History	
	History	Studio Art (portfolios due)	

2010 Exam Calendar - Week 2					
	Morning - 8 a.m.	Afternoon - 12 p.m.	Afternoon - 2 p.m		
Monday, May 10	Biology Music Theory	Physics B Physics C: Mechanics	Physics C: Electricity and Magnetism		
Tuesday, May 11	Chemistry Environmental Science	Psychology			
Wednesday, May 12	English Language and Composition	Art History			
Thursday, May 13	Macroeconomics World History	Microeconomics			
Friday, May 14	Human Geography Spanish Literature	Latin: Vergil			



Photograph by Kas Wilson

LaGuardia offers the following AP classes:

- English: AP Language and Composition and AP Literature and Composition
- Mathematics: AP Calculus AB, AP Calculus BC, and AP Statistics
- **Science:** AP Biology, AP Chemistry, and AP Environmental Science
- Social Studies: AP U.S. History
- Foreign Language: AP French, AP Japanese, and AP Spanish
- Studios: AP Art History and AP Music Theory

You can find the AP Course Offerings Informational Booklet, course sequencing tables, and more at LaProgram.org.



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, or contact another member of the CFI Team.