

Second Floor Scoop

LaGuardiaArtsProgramOffice.org

PROGRAM CHANGES - FREQUENTLY ASKED QUESTIONS

1) How can I make informed decisions about my course requests to avoid program changes in September?

Review the academic sequencing lists at laguardiaartsprogramoffice.org. These include information about course requirements and options. The sequencing grids will help you see what classes will best meet your needs at LaGuardia Arts High School. Only ask for honors and advanced placement classes for which you have both passion and required qualifications. You should make yourself aware of the level of commitment our AP courses require by reviewing the AP Booklet, which you can also find online. Regarding electives, try to speak directly with teachers about different electives they teach. In addition, do not miss the application deadline to increase the likelihood that you will secure a seat in the class you desire.

3) Why did I not receive the program change I requested?

Schedules were only altered if the requested change addressed a programming error, a hardship regarding the session for which the student was scheduled, or a change in lunch or gym to address a medical problem.

4) What are some common reasons that program changes were denied?

Schedules were frequently **not** altered for the following reasons:

- There was no space in the class you requested at this time.
- The class did not fit into your schedule. It conflicted with the courses for which you were already programmed.
- You requested a lunch period change without medical documentation to explain why the change was needed.
- You preferred a different teacher from the one who was assigned to you.
- You wanted to be in a class with a friend.
- You requested an AP or honors class for which you did not qualify due to a low grade or poor attendance.

5) Why were more of my classes changed than I had requested?

Although we make every effort to disrupt your program as little as possible, know that it is possible that your entire schedule might be changed when you ask for any revision.

6) My program was changed, but I have since decided that I do not like this new schedule. Why can I not revert to my old one?

The possibility of your original classes still being available is slight. Making such a request

would put undue pressure on programmers and guidance counselors, who would have to spend valuable time undoing a change that you yourself had requested.

7) Why can I not attend a class that is not on my schedule?

The Teachers' Union fought to limit class sizes in an attempt to give students in their classes the best education possible. We cannot break these rules regardless of a teacher's willingness to allow excessive students to attend a class. Permitting such changes would be unfair to students who did not make a direct appeal to a teacher.

8) Why must lunch be a part of my schedule?

We encourage all students to have lunch; however, in some instances we permit to drop lunch to accommodate a schedule change. Please note that we only allow the elimination of a lunch period with written permission from a parent or guardian.

9) Under what circumstances is the Program Office willing to create a schedule that includes Study Hall periods?

We avoid creating programs with holes unless there is a compelling reason to do so. For example, a study hall may be added only to correct a change in the level of a class that a student needs.

10) What are Team Sports and Independent Study Gym?

A student is programmed for Team Sports (PT0) if that individual plays on a LaGuardia sports team. Each September we try to change schedules for students to accommodate an early dismissal time; however, this is not always possible. Please note that you will need to attend all of your classes including your tenth period even if you are on a team. Independent Study Gym (P0PEXDHS) requires students to complete exercises on their own on a regular basis. A student is only eligible for this course if his or her schedule does not allow does not contain room for another gym class.

11) For how many years am I required to take foreign language classes?

LaGuardia students must take one year of foreign language classes.

12) How can I lessen the likelihood that I will need to make program changes next semester?

When you receive the schedule in December, check and follow the instructions given to you at that time, and visit

laguardiaartsprogramoffice.org to make sure that you do not miss important **due dates**.



Innovations in Instruction

LaGuardiaArtsProgramOffice.org

THIS WEEK'S FOCUS: CFI PLANS FOR 2009-10

The CFI Team met on Thursday to reflect on last year's work and plan for the year ahead. We will present a review of last year's achievements in a future Yellow Sheet article, but we are eager to share with you our ideas for this school year.

Plans for 2009-10

The Team discussed plans for the year ahead. We are exploring the possibility of working primarily on three projects: a central vocabulary project, a school-wide inquiry project, and a project involving more integration between studio and academic expectations students have in our school.

Subject-specific Vocabulary Project

The CFI Team decided to focus on students' acquisition of subject-specific vocabulary after reviewing last year's PSAT data. We discovered that students had more difficulty with one skill than any other: "Understanding Complicated Sentence Structure." This challenge is made even more difficult when students struggle with vocabulary. The CFI Team's Scholastic Guide will contain resources that will help educators to teach subject-specific vocabulary in all subjects even more effectively.

In order to do Inquiry Work that will lead to meaningful conclusions that will help students and teachers in the school, we will need to identify both the target population with which to work and the needs of those particular students. At that point, we will develop a "S.M.A.R.T. Goal" to address the need, select or design a baseline assessment, identify future ongoing assessments, and revise our instructional approach along the way based on the data we receive. This is what we did for last year's note taking project in which 90% of the students in our target population developed their note taking skills to the point of being masterful.

School-wide Inquiry Project

Our teachers already monitor student performance, and they address their particular talents and deficiencies, but the consistent shared language and methodology of Inquiry Work will enable us to more effectively communicate our best practices to each other.

In order to do that, the School-wide Inquiry Project will begin with members of the CFI Team attending department meetings and teaching educators how to engage in Inquiry Work. The next step will be for select teachers to follow the steps of Inquiry Work and upload results through the Inquiry Team Interface at laguardiaartsprogramoffice.org. These participating teachers may occasionally visit CFI meetings and share results online and at department and faculty conferences.

Interdisciplinary Collaboration

We will celebrate LaGuardia's 25th anniversary with a festival in two parts that may be called "Celebrating La!: A Quarter Century of

Exemplary Education." In addition, we will continue to explore the future alignment of U.S. History and American Literature.

Online Interface

The CFI Team developed an interface online through which we hope to follow teachers' successes in achieving their goals. A portion of this communication tool follows:

laguardiaartsprogramoffice.org/cfi.html

CFI Upload Station

[[Note Taking](#) | [Scholastic Guide](#) | [Technology](#) | [Cross-curricular](#)]

Welcome, CFI Team Member! Please select your name and enter your Daedalus password.

Teacher:

Daedalus Password:

Please describe the criteria you used to identify students within your target population.

What is your S.M.A.R.T. Goal (Specific, Measurable, Attainable, Realistic, and Timely)?

What assessments will you use to evaluate student progress?

The Program Office Web Site's CFI Upload Station is one of several new online features at laguardiaartsprogramoffice.org that will facilitate school-wide inquiry work.

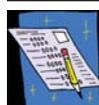
MAKING UP CREDITS



[PM School to Begin Soon](#)

PM School begins on Tuesday, September 29.

PHYSICALLY PRESENT AND MENTALLY ENGAGED



[Excused Absence Form](#)

Each student must fill out an Excused Absence Form and present this to the teacher whose classes will be missed prior to an absence that has been deemed permissible. This form is available at laguardiaartsprogramoffice.org.