

Parent Announce May 12, 2010

From the Administration

Help is Needed

Parent volunteers are desperately needed to help in the cafeteria on Thursday (5/13), Friday (5/14), and Monday (5/17). Please contact Mrs. Burke or the main office if you can spare some time on one of these days. The times are 10 a.m. until 1 p.m. each day.

New Summer Course Offering

We are excited to announce that the Math Department will offer a Trigonometry class during the summer of 2010. The class will run Monday through Friday from June 21-July 23 at Elizabeth Seton High School. For additional information and registration form please refer to the Seton website. If you have any questions or concerns, please contact Mrs. Burke at lburke@setonhs.org or 301-864-4532.

Senior Exams

Senior Exam Schedule & Reminders
Below is the schedule for senior exams.

Date	Exam Session #1 8—10 a.m.	Room #
May 17-D Day	English	306
	English	305

Date	Exam Session #2 10:30—12:30	Room #
May 17-D Day	Math	306
	Math	305

Date	Exam Session #1 8—10 a.m.	Room #
May 18-E Day	Science	306
	Science	305
	Science	303

Date	Exam Session #2 10:30—12:30	Room #
May 18-E Day	Social Studies	306
	Social Studies	305
	Social Studies	303

Date	Exam Session #1 8—10 a.m.	Room #
May 19-F Day	Religion/Foreign Language/Psychology & Sociology	306

	Religion/Foreign Language/Psychology & Sociology	305
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Date	Exam Session #2 10:30—12:30	Room #
May 19-F Day	Make-ups/Conflicts	306
	Make-ups/Conflicts	305

1. We strongly discourage absences during exams. If an absence occurs, the student will make up any/all exams missed starting the second session on May 19th. Parents must report absences to the main office.
2. **Students who arrive late (after 8 a.m.) must sign in with the main office.** If a student has two exams on this day, she will take both exams.
3. Do not leave your books, back packs, purses or other items unattended in the cafeteria, auditorium, lobbies, or hallways.
4. Students who are dismissed from the classroom at 9:30 must QUIETLY report to the cafeteria or auditorium. Remember, others are still in class. Be considerate of your fellow students. Following the second exam each day, students are to leave Seton as soon as possible.
5. Seniors must wait quietly in the cafeteria or library after/between exams. Seniors may not loiter in the halls, outside, or in the upper student lobby.
6. Use the lavatory prior to reporting to your classroom. Students will not be permitted to leave the classroom during exams.
7. Place any books, book bags, or other materials at the front of the classroom prior to taking an exam. **CELL PHONES ARE NOT PERMITTED IN THE EXAM ROOM. Possession and/or use of a cell phone in any manner will merit a zero for the exam.**
8. We expect students to uphold the honor code. The sharing of information/material from the exam will be considered a violation of the code and will result in a zero.
9. Seniors need to follow the dress code regarding attire for exams. Consult page 38 of your handbook.
10. Lockers must be totally cleaned out/emptied by May 26th.
11. Lists will be posted on the doors of 305/306 &/or 303 identifying where students will take exams.

Senior Parents! It is not too late! Mr. John Ong, is willing to extend the orders for the Graduation video until next week. If 15 more orders are placed by Wednesday, May 19th, before school, then we will have enough orders for Mr. Ong to provide us with this wonderful service. A number of families have decided to place orders to send a video to a godparent or grandparent who is out of town and cannot attend this special ceremony. If you decide to place an order, please send \$40 (checks to ESHS) in an envelope with a clear name and address to Mrs. Ginger Thompson. If you have any questions, please email Mrs. Thompson at gthompson@setonhs.org. Thank you!

From the Business Office – IMPORTANT INFORMATION ABOUT EXAMS

As we get closer to the end of the school year, it is necessary to detail some information about final tuition payments to those who still have a balance owed for this school year.

By the time you receive this letter, it may happen that some of you have already taken care of your balance. At some point in time, we have to review our accounts, and send out letters; thus, it may happen that your payment crossed in the mail or in delivery as we were sending out these letters. If that is the case, and you have a zero balance, please disregard this letter, and thank you for taking care of this responsibility.

For those parents who still owe tuition, may I please remind you of the following policies?

- **Examinations**

No student is permitted to take examinations if there is an outstanding balance in their tuition. Details for each class are below:

Seniors - Exams beginning May 17 – Tuition must be paid in full before any senior can take exams on Monday. At this point, payments can only be made by cash, money order, or certified check.

Juniors, Sophomores, Freshman

Payments must be made by May 28 for juniors, seniors, and freshman. ***However, the last day to pay by check is May 21.*** If you pay after that, it must be by cash or money order only. If a student brings a check to school after May 21, it will be returned to you. ***We will not be accepting payments on June 1st and clearing students for exams that day as it takes us 24 hours to process payments. Thus, the last day to pay and be eligible for exams on June 1st is May 28th.*** Students may take an exam the day after we have received a payment, but not the day that we receive the payment.

- **Graduation, Baccalaureate, Diploma, Transcript**

Seniors who are in arrears in their tuition are not permitted to participate in baccalaureate or graduation; nor will they receive a diploma or transcripts.

- **Records, Report Cards**

Any student who is in arrears in their tuition will not be able to receive a report card or school records.

- **12-month payments**

Those parents who made special arrangements with Sr. Dorothy to pay for a 12 month period, must pay their final June payment by June 1st in cash or money order in order for your student to be able to take exams on June 2. This payment must be in the business office by June 1st at 8:30am as that day is baccalaureate and graduation for us, and the business office will not be able to process payments after 8:30am. You must also be ready to start your FACTS payment in June.

- **Next year's payment schedule**

Next year, tuition begins in June for every parent. We will pay June, July, skip August, and resume September. No parent is permitted to make 12 month payments. FACTS will begin deducting payments in June for everyone. It is no longer possible to wait until July, August, or September to make the first tuition payment.

- **Outstanding Tuition**

No parent is permitted to roll over tuition from school year 2009-2010 to school year 2010-2011. A student is not completely registered if there is outstanding tuition owed.

- **Next year's course selections and schedule for students**

It is the policy of Elizabeth Seton High School to send to parents an initial course selection/schedule for their daughter so that they can approve it and make any necessary changes. This initial course selection/schedule will not be sent home to any parent until their tuition for 2009-2010 is paid in full as it is unfair for a student with outstanding tuition to hold a spot in a class that another student may wish to have.

- **Payment Plans**

Some parents have made payment plans with Sr. Dorothy or me in the past in order for their daughter to stay in school. Those payment plans were for prior quarters, and do not exempt you from any of these current deadlines.

- **QUESTIONS, QUESTIONS, QUESTIONS????????????????**

If you have any questions about this information or about your daughter's tuition, exams, etc. please call Sr. Dorothy or me. (Sr. Dorothy is 301-864-4532 ex. 7106 and I am ex. 7108) *If you are unsure, it is better to call and ask than to have a disappointed student or upset parent, so ask, ask, ask. We want to make this smooth for your daughter.*

Exam Preparation

Special Offer

All Algebra 2 students are invited to join a proctored study group in Room 101. The group will meet Wednesdays, May 12, May 19, and May 26 from 3-4pm.

From the Athletic Department

On Tuesday, May 18th @6:30pm in the cafeteria there will be a meeting for returning cross country athletes, parents of athletes, and anyone interested in joining the cross country team. Items to be discussed include summer training, tentative fall meet schedule, practice schedule and goals for the 2010 season

Spring Athletic Awards Night is Wednesday, May 19th at 7:00 pm. Drinks and dessert will be served. All spring athletes and their families are encouraged to attend.

Congratulations

Sophomore student Sherell Sloan was nominated and accepted into the Daniel Fox Youth Scholars Institute Summer Program on the Campus of Lebanon Valley College in Pennsylvania. She was accepted into the Song Writing and Recording program where she will experience all aspects of song writing including publishing and copyrights, she'll learn to prepare tracks for songs on computer and record songs she have written in the recording studio and much more.