

Parent Announce May 26, 2010

From the Administration

USED BOOK SALE

Seton will help facilitate the selling and buying of used books here at the school on Saturday, June 12th. You will need to prepare ahead of time, so please follow the attached link to our site in order to read over all of the procedures carefully:

<http://www.setonhs.org/page.cfm?p=427&newsid=83>

Physicals for Sports

If your daughter wishes to try out for a sports team during the 2010 -2011 school year, she must have a physical performed after June 1st, 2010 on file in the clinic. Please ask your daughter to stop by the clinic to pick up a form or they can be found on our website under athletic downloads. For your convenience, Seton will have a physician available to perform sports physicals on Wednesday, June 23rd from 4:30 p.m. until 6:30p.m. The fee is \$40.00 cash and insurance is not accepted. We will not be able to administer or update immunizations.

Race for the Cure

Join Sister Ellen Marie in the Susan G. Komen Race for the Cure on Saturday, June 5th! The ESHS Community Team will be walking to reach a fundraising goal of \$300. To register to walk with Sister, or to donate to our goal, please click <http://tinyurl.com/ESHSkomenrace> and follow the steps for the team ESHS Community! We hope to see you there!

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.

Seton After Prom Party??????

Dear Parents,

Main Office personnel brought to our attention that an announcement was available in the Main Office advertising "Seton's After Prom" party to be hosted by a graduating senior. Please know that Elizabeth Seton High School is not sponsoring an after-prom party.

Thank you, Mrs. Pasterick

Strategic Plan Committee

Our next meeting will be June 7 at 6:30 in the school library. Thank you.

Exam Schedule and Policies

Exam Schedule for June:

Wednesday, 6/2	Thursday, 6/3	Monday, 6/7	Tuesday, 6/8
Period 1:8-10a.m. Untimed to rm.204	Period 3:8-10 Untimed to rm. 128B	Period 5:8—10 Untimed to rm. 101	Period 7: 8-10 Untimed to rm. 113
Period 2:10:30— 12:30 Untimed to rm. 106	Period 4:10:30- 12:30 Untimed to rm. 113	Period 6:10:30— 12:30 Untimed to rm. 113	Make up exams: 10:30—12:30 Untimed to rm. 113

Students will follow their regular schedule and attend all classes where an exam is given. Some classes where an exam is not being given still want students to attend to complete final projects, etc. These teachers will tell you what they want you to do. **If your teachers request your presence in a non-exam class, you must attend. If you have a study hall or a class where an exam is not given and your teacher has not requested your presence, you do not need to be present.**

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 June 8th.
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 working on exams. Be considerate of your fellow students. At 10 a.m. students may leave these areas to run errands or to visit the locker room.
5. Use the lavatory prior to reporting to your classroom for exams. Students will not be permitted to leave the classroom during exams. (except emergencies)
6. Place any books, book bags, or other materials at the front of the classroom prior to taking an exam. **NO CELL PHONES ARE PERMITTED IN THE EXAM ROOM.**
Possession and/or use of a cell phone in any manner will merit a zero for the exam.
7. 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.
8. Students are to dress in full and complete uniform for exams. Students who choose not to wear the correct uniform on exam days must be sent immediately to Mrs. Burke. Students will receive an automatic detention for uniform violations. The detention will be completed the day of the infraction starting at 12:45 p.m.
9. Students who have been granted **untimed testing** will begin the test in the classroom with their class. When the 2 hour period is up, the teacher will bring you to meet Mrs. Burke. You will then be moved to an alternative room to complete the test.
10. Following the second exam each day, students are to be picked up as soon as possible.
11. Lockers need to be fully emptied and cleaned out by **June 8th**.

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:

Juniors, Sophomores, Freshman

Payments must be made by May 28 for juniors, seniors, and freshman. ***However, the last day to pay by check was May 2.*** Payment by cash or money order will only be accepted now, checks 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.

- **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.*

SERVICE HOURS FOR STUDENTS

Any student who completes 40 or more service hours to the disadvantaged this summer is eligible for the 40 Hour Intention. The service hours must be done at one organization and must be turned in by the Summer Hour Deadline. Information on the journal and other requirements is now posted on the service learning bulletin board.

Ms. Brininstool is no longer accepting any faxed or emailed service hour forms. All forms must be turned in to the Service Learning office or to Ms. Brininstool's box in the front office.

Service hours must be completed at a non-profit organization. If you have a question about the organization or event, please check with Ms. Brininstool before completing the service project.

SERVICE HOURS FOR PARENTS

Parents, do you still need a few service hours? Baccalaureate Reception needs your help! Non-senior parent volunteers are needed on Tuesday, June 1st to help with the Baccalaureate Reception. Approximately 10-15 volunteers are needed from 8:30am-1:00pm for the following:

Set up/Decorations and Clean up (4-6 people): 8:30-10:00 (set up); 12:00-1:00pm (clean up)

Kitchen (4-6 people): 8:30-10:00, 10:00-11:30

Servers (2-3 people): 11-12:00

Please respond to Linda Gast (Lgast@umd.edu) with the times you can work and if you have a preference for an assignment. Let's make sure our Graduates, Senior parents and their families leave Seton with a wonderful memory on this special day! Thank you!

Another Option

Need volunteers to wash uniforms for service hours. Each bag would earn you 2 and a half hours and need to have the clean uniforms back by June 3rd. If interested email nhernick@setonhs.org.

And one more option

Last chance to earn 2009—2010 service hours!!! Volunteers are needed on Thursday, June 10th and Friday, June 11th from 8:30 a.m. until 1:30 p.m. to check and prepare books for the used book sale.

Volunteers are also needed for Saturday, June 12th from 8 a.m. until 2 p.m. to work the used book sale. Volunteers should contact Mrs. Burke at 301-864-4532 or lburke@setonhs.org by June 8th.