

## Parent Announce May 19, 2010

### From the Administration

#### 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 May 24 at 6:30 in the school library. 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:

#### 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 1<sup>st</sup> 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 1<sup>st</sup> is May 28<sup>th</sup>.*** Students may take an exam the day after we have received a payment, but not the day that we receive the payment.

#### 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.

- **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.*

**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.