

# FDR HIGH SCHOOL

## WEEKLY BULLETIN OCTOBER 8 - OCTOBER 12, 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
10/8	10/9	10/10	10/11	10/12
<b>Columbus Day School Closed</b>	<u>Teacher/Para Time</u>  <b>Early Session</b> 8:00am-2:36pm  <b>Late Session</b> 8:50am-3:26pm  <b>PADS opens to enter grades in IO Education</b>	<u>Teacher/Para Time</u>  <b>Early Session</b> 8:00am-2:36pm  <b>Late Session</b> 8:50am-3:26pm  <b>Promethean PD for select teachers</b>  <b>PTA Bake Sale</b>	<b>Teacher/Para Time</b>  <b>Early Session</b> 8:00am-2:36pm  <b>Late Session</b> 8:50am-3:26pm  <b>Senior Parent Night Auditorium 6:00 pm</b>	<u>Teacher/Para Time</u>  <b>Early Session</b> 8:00am-2:36pm  <b>Late Session</b> 8:50am-3:26pm <hr/> <div style="text-align: right;">10/13</div> <b>High School Fair – Brooklyn Tech</b>  <b>FDR’s Marching Band in the Ragamuffin Parade</b> <hr/> <div style="text-align: right;">10/14</div> <b>High School Fair – Brooklyn Tech</b>

*“Teachers change the world one student at a time”*

### 1st MARKING PERIOD 9/5-10/18 (28 days)

10/9	PADS opens to enter grades in IO Education (Tuesday)
10/18	End of 1st Marking Period (28 days) (Thursday)
10/22	PADS closes to enter grades in IO Education by 10:00 A.M. (Monday)
10/23	Edits due in Program Office by 10:00 A.M. (Tuesday)
10/25	Distribution of Report Cards (Thursday) in period 2 classes (Open School Evening)

### MONDAY PROFESSIONAL DEVELOPMENT

Please be advised that there will be a switch in Administrative PD and Collaborative PD. Monday, October 22<sup>nd</sup>, will be a Collaborative PD in order to give teachers an opportunity to review their grades and make edits, if necessary. Monday, October 29<sup>th</sup> will be an Administrative PD. Please make a note of this.

### PARENT TEACHER CONFERENCES

As per the SBO; FDR HS will be holding Parent Teacher Conferences as follows, pending final DOE approval:

- Evening – Thursday, October 25<sup>th</sup> - 5:30pm – 8:00pm**
- Afternoon – Friday, October 26<sup>th</sup> – 12:30pm – 2:30 pm**

Please be aware that FDR’s Parent Teacher Conferences are being held on different days than listed on the DOE calendar.

### STUDENT ATTENDANCE

October’s student attendance impacts our school funding. Accuracy in maintaining student attendance records is always important, however, it is especially critical this month. Please continue to be extremely careful when taking student attendance.

### PER-SESSION OPPORTUNITIES FOR SCHOOL STAFF

Scoring for January Regents will take place between **January 22** and **27**. Note that Algebra I, Algebra II, Chemistry, Earth Science, English Language Arts (ELA), Global History, Living Environment, Physics, and US History will be scored partially or fully through per-session opportunities that will be centrally-funded and managed. Teachers and supervisors may apply for per-session positions at Regents scoring sites beginning at 6:00 p.m. on **October 9**, until **November 16**.

### TICKETING SYSTEM

Please be reminded that if you are in need of a custodial request or IT support, you should submit a request via the Ticketing System by following the steps below. Staff members should not call or approach any custodial or IT staff member for requests. This will ensure tracking and proper follow up of requests.

- a) Go to the FDR website: [www.fdrhs.org](http://www.fdrhs.org)
- b) Click on “About Us”
- c) Click on “Links”
- d) Click on “Request For IT Support” for computer repairs
- e) Click on “Request For Custodian Repairs” for issues such as moving furniture, requesting keys, repairing lights, etc.
- f) Click on “Open a New Ticket”
- g) Enter the required information and be sure to click “Create Ticket” at the bottom of the page.

**Please be mindful to click on the correct type of support/repair so that the request can be directed to the correct party.**

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### **EQUITY TEAM**

Coming soon!! See future weekly bulletins for details.

### **FIRE/EVACUATION DRILLANNOUNCEMENT**

Fire/Evacuation Drills take place a minimum of 8 times a year during different times of the day to prepare us for a real emergency. From here on in, Fire Drills will be referred to as Evacuation Drills, as they are one in the same. Please be sure to review the evacuation plan emailed to you earlier this year and follow proper procedures. If you have any questions feel free to speak with Mr. Manning.

### **LOCKDOWN PROCEUDRE: (Soft or Hard Lockdown)**

Every NYC public school is mandated to do 4 soft lockdown drills. Please see the procedure to follow below:

- **Students:** Remain silent and quickly move out of sight and away from door.
- **Teacher:** Quickly retrieve any students in hallway and lock the classroom door.
- **Teacher:** Wait for responders to open the door (or) await the "all clear" announcement:  
"The lockdown has been lifted."

### **AP TEACHERS**

ALL AP students MUST submit a lunch form application online at [nyc.applyforlunch.com](http://nyc.applyforlunch.com) (**by October 12**). The form must be filled out even if they do not think that they qualify for free/reduced lunch, go to the cafeteria or eat in the cafeteria. Any student who does not file a lunch form may be asked to pay \$94 for each AP exam that they are taking. Lunch applications can be filled out online at [nyc.applyforlunch.com](http://nyc.applyforlunch.com). Paper copies are available in the cafeteria, the guidance department (room 106) or the Metrocard Office (room 122).

All AP students should also have the following on file:

- A current Blue Card – copies have been placed in your mailbox
- A photo release form – copies have been placed in your mailbox

**All forms should be returned to Ms. Hill in the Testing Office, room 129, no later than Friday, October 12.**

### **SEXUAL HARASSMENT WEBINAR**

We have been informed that all employees must complete this webinar by November 9th. We are scheduling this to take place during Election Day. Please reach out to your supervisor if you are requesting an outside PD that day or know you will be out. If you happen to complete the webinar prior to November 9<sup>th</sup>, please be sure to keep a copy of the completion certificate for your records and submit a copy to the Principal's office.

### **TOURING TUESDAYS**

Touring Tuesdays will begin on Tuesday, November 13th and will continue every Tuesday through the end of November at 9:15 a.m. Touring Tuesdays consists of an information session held in the auditorium that will give details and allow parents to ask questions regarding our educational options and the many opportunities FDR High School has to offer. Campus tours will immediately follow these information sessions and will be led by our Student Ambassadors.

### **TEACHER'S CHOICE**

This year, Teacher's Choice funds will be distributed in all eligible participants' regular pay check on November 30<sup>th</sup>. Funds will be treated as a post-net adjustment and hence are non-taxable. Please note the following for the 2016-2017 school year:

1. In order to be eligible, all employees must be actively employed as of November 1 of the school year.
2. The Teachers choice purchasing period ends on **January 13, 2019**. Purchases made after this date will not be eligible.
3. Each program participant must submit a completed Accountability form to Kathryn Rudloff, in room 103 with your **original receipts attached, starting now but, no later than Wednesday, January 16, 2019.**

**Money is no longer able to be donated to your department**

### **OVER-THE-PHONE INTERPRETATION SERVICES**

Over-the-phone interpretation services offer the ability to communicate with a limited-English-proficient parent with the assistance of an interpreter on the phone. Schools can call Language Line at no cost to obtain an interpreter in over 200 languages any time of the day. To access an over-the-phone interpreter:

1. Dial 1-855-249-9103 or 1-800-231-0288
2. Indicate the language you need
3. Provide your schools 6-digit District Borough Number (DBN) "20K505"

### **FDR SPIRIT**

Show your FDR pride! Wear your FDR spirit wear every Friday. Apparel with an FDR logo can be purchased in the School Store located in the Student's Cafeteria. Look for an email advertising additional apparel for sale.

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### **S.O. NOTICES**

#### **ANNOUNCEMENTS**

All announcements concerning meetings, events and athletic matches must be emailed by the advisor to [mperez22@schools.nyc.gov](mailto:mperez22@schools.nyc.gov) the day before the scheduled date of address or by 7:30 A.M. the morning of the announcement. Please note that the announcements should be brief and may be limited to lessen impact on instructional time. Announcements are also sent via email on Mondays and Thursdays.

#### **S.O. DUES**

S.O. membership cards can be purchased for \$5 in room 119. Any students interested in joining a club, team or activity, must join the student organization.

#### **S.O. STORE**

The S.O. Store, which is located in the Students' Cafeteria (room 178A), is fully stocked with school supplies. Students and teachers can purchase notebooks, loose leaf paper, pens, pencils, folders, physical education uniforms, locks, art supplies, shirts and shorts, music supplies, review books, and more. The store is open from 8:00 A.M. – 2:30 P.M.

### **Upcoming Events:**

Monday, October 15<sup>th</sup> – CUNY workshops (Classroom Push-in) begins  
Tuesday, October 16<sup>th</sup> – Adolescent Testing Auditorium Period 2-9  
Tuesday, October 16<sup>th</sup> – 9<sup>th</sup> Grade Parent Workshop  
Thursday, October 18<sup>th</sup> – End of 1<sup>st</sup> Marking Period (28 days)  
Thursday, October 18<sup>th</sup> – PTA Meeting 6:15 pm  
Friday, October 19<sup>th</sup> – Freshmen Mixer on Campus  
Monday, October 22<sup>nd</sup> – PADS closes to enter grades in IO Education  
Monday, October 22<sup>nd</sup> – SLT Meeting 5:30pm  
Tuesday, October 23<sup>rd</sup> – Edits due in Program Office by 10:00am  
Wednesday, October 24<sup>th</sup> – FDR Annual College Fair  
Thursday, October 25<sup>th</sup> - Distribution of Report Cards in period 2 classes (Open School Evening)  
Thursday, October 25<sup>th</sup> - Parent Teacher Conferences (Evening) Pending DOE approval  
Thursday, October 25<sup>th</sup> – PTA Parent Teacher Conference Bake Sale  
Friday, October 26<sup>th</sup> - Parent Teacher Conferences (Afternoon) Pending DOE approval  
Saturday, October 27<sup>th</sup> - ACT test given at other schools  
Saturday, October 27<sup>th</sup> – Homecoming Dance 6:00pm  
Tuesday, October 30<sup>th</sup> – PTA Halloween Haunted House 4:00pm

**CECILIA ACCETTURA – Assistant Principal**

**APPROVED: MELANIE KATZ – Principal**