

FDR HIGH SCHOOL

WEEKLY BULLETIN SEPTEMBER 10-14, 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Rosh Hashanah School Closed	Rosh Hashanah School Closed	Teacher/Para Time Early Session 8:00am-2:36pm Late Session 8:50am-3:26pm	Teacher/Para Time Early Session 8:00am-2:36pm Late Session 8:50am-3:26pm	Teacher/Para Time Early Session 8:00am-2:36pm Late Session 8:50am-3:26pm
9/10	9/11	9/12	9/13	9/14

CIRCULAR 6

Circular 6 assignments have been emailed to all teachers. Assignments are scheduled to begin on Wednesday, September 12th. Please see the supervisor of your assignment for details. If you have any questions, you may also see Ms. Accettura in room 103E.

STUDENT FOLDERS:

Student folders will be distributed on Friday, September 14, 2018 along with the Period 2 attendance folders. Please distribute to your Period 2 classes.

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. Thank you.

SKEDULA NOW CALLED IO EDUCATION

Once again FDR High School will be utilizing IO Education during this school year. All teachers are expected to utilize this web-based tool to track students' records. In addition, teachers will be required to maintain their grade book on this platform, which will be used to send grades to STARS. Using IO Education is also a means of communicating with parents through anecdotes and its capacity to send text messages. If you are having any issues with IO Education, you should contact the help desk at 866-817-0726. Any unresolved issues should be reported to Ms. Accettura.

TICKETING SYSTEM

If you are in need of IT support or a custodial repair, please follow the steps below:

- Go to the FDR website: www.fdrhs.org
- Click on "About Us"
- Click on "Links"
- Click on "Request For IT Support" for computer repairs
- Click on "Request For Custodian Repairs" for issues such as moving furniture, requesting keys, repairing lights, etc.
- Click on "Open a New Ticket"
- 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.

TELEPHONE DIRECTORY

The updated Fall 2018 Telephone Directory is attached. Please do not call the switchboard to get an extension, instead refer to the telephone directory.

4 PM CLOSING BEFORE VACATIONS and THANKSGIVING

Everyone in the FDR community deserves to enjoy long weekends and vacations. We have the tradition of closing the building at 4 pm on days immediately before vacations and Thanksgiving. Please remember this as you plan your clubs, tutoring and other after school activities. PSAL activities will also be cancelled unless otherwise notified. Thank you for your cooperation and looking forward to everyone enjoying their time!

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MARKING PERIODS Fall 2018 (2018-2019)

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)

2nd MARKING PERIOD 10/19-11/30 (27 days)

- 11/21 PADS opens to enter grades in IO Education (Wednesday)
- 11/30 End of 2nd Marking Period (28 days) (Friday)
- 12/4 PADS closes to enter grades in IO Education by 10:00 A.M. (Tuesday)
- 12/5 Edits due in Program Office by 10AM (Wednesday)
- 12/7 Distribution of Report Cards (Friday) in period 2 classes

3rd MARKING PERIOD 12/3-1/18 (28 days)

- 1/4 PADS opens to enter grades in IO Education (Friday)
- 1/18 End of 3rd Marking Period (28 days- Last day of classes) (Friday)
- 1/17 PADS closes to enter grades in IO Education by 10:00 A.M. (Thursday)
- 1/18 Edits due in Program Office by 10:00 A.M. (Friday)
- TBD Distribution of Report Cards

AUTHORIZATION TO COLLECT FUNDS

Fundraising is an activity which allows clubs and teams to solicit money for goods. Any club advisor or coach who would like to collect funds for an approved purpose must complete an "Authorization to Collect Form". Please see Michelle Perez in room 119 for the form. These forms must be submitted prior to collecting funds. A week's time frame should be given to obtain the required signatures. All monies collected should be deposited with the school treasurer or Michelle Perez daily.

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"

S.O. NOTICES

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.

CECILIA ACCETTURA – Assistant Principal

APPROVED: MELANIE KATZ – Principal

Attachments:

- Updated Telephone List