

FDR HIGH SCHOOL

WEEKLY BULLETIN JUNE 25-JUNE 29, 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
6/25	6/26	6/27	6/28	6/29
<p>All Teacher Time 8:00am-4:06pm</p> <p>All Para Time 8:00am-3:46pm</p> <p>All Guidance Counselor Per your schedule</p> <p>All Secretary Time Per your schedule</p> <p>All School Aide Time Per you schedule</p> <p>No PD No Parent Engagement</p> <p>Last Instructional Day</p> <p><u>Period 2</u> Distribution of Senior Graduation Status Forms</p> <p>Teachers return undistributed Graduation Status Forms with attendance envelopes</p> <p><u>Period 3 - 6</u> Graduation Rehearsal</p>	<p>LAST DAY FOR STUDENTS, TEACHERS, PARAS, AND SCHOOL AIDES</p> <p>All Staff: See Time Schedule below</p> <p>8:30am-10:00am: Guidance Counselors distribute diplomas and report cards distributed to graduating seniors in assigned rooms</p> <p>10:30am-11:30am Report Card/Summer School Program Cards for all Grades in Pd 2 classes</p> <p>Teachers report to their 2nd period class to distribute Report Cards and Summer School Program Cards at 10:30am</p> <p>Student Attendance taken in 2nd period class</p> <p>12:00 Staff Meeting in Auditorium</p> <p>1:00pm- Lunch</p> <p>Promethean Boards disconnected by IT</p> <p>AP's collect and store Promethean Pens and Remotes for each class</p> <p>AP's collect keys to Laptop and iPad carts</p> <p>Graduation-4pm Ford Amphitheater</p>	<p>SUPERVISORY STAFF, GUIDANCE COUNSELORS AND SECRETARIES REPORT</p> <p>AP's submit keys for Laptop and iPad carts to IT</p> <p>Summer School Program Distribution 9am-12pm in Breezeway</p>	<p>SUPERVISORY STAFF, GUIDANCE COUNSELORS AND SECRETARIES REPORT</p> <p>Summer School Program Distribution 9am-12pm in Breezeway</p>	<p>ENJOY YOUR SUMMER!!!</p>

SCHEDULE FOR JUNE 26, 2018

All Teacher Time:	8:00-2:50PM
All Para Time:	8:00-2:50PM
All Guidance Counselor Time:	as per usual schedule
All Secretary Time:	7:40-3:00PM
All School Aide Time:	as per schedule to be provided

SENIOR GRADUATION STATUS FORM DISTRIBUTION

Senior Graduation Status forms will be given out on Monday, June 25, 2018 during 2nd period class. Any student who did not receive one and has a question or concern should see their Guidance Counselor during their lunch period. All seniors who are graduating should report to the Auditorium for graduation rehearsal periods 3-6 on June 25th. Any undistributed, Senior Graduation Status Forms should be returned with the 2nd period attendance envelope. Any students who missed 2nd period should report to the Attendance Office for their Senior Graduation Status Form.

SENIOR DIPLOMA and REPORT CARD DISTRIBUTION

On Tuesday, June 26, 2018 from 8:30am – 10:00am, Graduating Seniors will come in to pick up their diplomas and report cards. Each Guidance Counselor has been assigned to distribute diplomas as per the schedule below, with assistance of support staff. Guidance Counselors are to personally pick up their diplomas and report cards from the College Office and report promptly to their room assignment. Each Support Staff member should go directly to the room assignment at 8:30am. Guidance Counselors and Support Staff should remain in the room until 10:00am. Undistributed diplomas should be returned to the College Office at 10:00am.

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Room Assignments:

<u>Guidance Counselor:</u>	<u>Support Staff:</u>	<u>Room #:</u>
Blake	Rosado, K.	141D
Izaguirre Born	Rotella, D.	143B
Hamamy	Kelly, M.	143A
Karagach	Granato, M.	151
Leibowitz	Fernandez, R.	155
Rodriguez	Alessandrini, A.	156
Sorokoff	Puglia, J.	191
Tien	Markisic, M.	124
Turturro	Mendez, A.	160
Wang	Mei, C.	159
Young	Cicccone, T.	193

REPORT CARDS AND SUMMER SCHOOL PROGRAM CARDS

On Tuesday, June 26th from 10:30- 11:00 A.M teachers will report to their 2nd period class to distribute report cards and summer school program cards. Student Attendance should be taken during 2nd period class. All materials for distribution can be picked up from the Attendance office. Any undistributed materials should be returned to the Attendance Office.

SUMMER SCHOOL PROGRAM CARDS

Summer School Program Cards will be available for pick up on Wednesday, June 27 and Thursday, June 28 in the Breezeway from 9:00am-12:00pm.

GRADUATION

Graduation will take place at the Ford Amphitheater in Coney Island on Tuesday, June 26th at 4:00 P.M. All faculty and staff members are invited to attend.

FIRE HAZARD

The custodian brought to our attention an outlet that was damaged and appeared to be melted. Please be reminded that according to Chancellor's Regulation A-850, all DOE schools and facilities under the DOE's jurisdiction, located in DOE buildings, must remove non-essential personal equipment (e.g., microwave ovens, mini refrigerators, coffee makers, personal fans, and personal heaters) from cubicles, offices and classrooms because these items not only consume a large amount of electricity, but also pose a fire hazard to our students and staff. Please be mindful of this regulation for the safety of all.

COLLECTION OF KEYS

All keys from Staff members should be submitted to their Assistant Principal by **June 26th**. They will be stored in a labeled envelope with your name. The keys will be secured in your department office and returned to you upon your return in September.

MAILBOXES

Please be sure to empty your mailbox, in the time clock room, before you leave on June 26th. We would like to have them cleaned for the summer.

BULLETIN BOARDS

All Teachers are to remove student work from Bulletin Boards in their classroom for summer clean up.

PER SESSION ACTIVITIES 2018-2019

Per Session postings are now available. As the need arises, additional postings may be available. Please check the bulletin board outside the main office on a regular basis.

WISHING EVERYONE A RELAXING SUMMER VACATION!

September 4, 2018 **Welcome back Teachers, Paras, Guidance Counselors & Secretaries!**
Students are not in attendance.

September 5, 2018 **First Day of Fall Term 2018**
Welcome back School Aides!

CECILIA ACCETTURA – Assistant Principal

APPROVED: MELANIE KATZ – Principal