

# Olivet High School Parent Newsletter

## Randal Van Dyke-Principal

### 12 January 2012

**Olivet High School Mission Statement:** *To create a positive, proud, comfortable place where students choose to develop the knowledge and skills needed to succeed within school and throughout life.*

#### **Attendance Policy**

I would like to reiterate and emphasize two specific policies that need your attention and support:

##### ▪ **Student Attendance**

The purpose of this attendance policy is to maintain high academic standards for earning credit in classes. It is the expectation that absences will not exceed 6 days each semester. **An absence is defined as any missed period of instruction for any reason except absence due to illness in which the student sees a doctor and provides written verification of the appointment, funeral of a family member, school related activities or disciplinary suspension.** Documentation of the doctor's appointment needs to be turned in to the Secretary or Assistant Principal within one week of the students' return to school in order to be considered excused.

##### ▪ **Senior Attendance**

All students will take semester examinations. Seniors during second semester may be exempt from semester examinations in any class if they meet one of the following criteria:

- 1. If the student has an A- or better in the class at the time of exams**
- 2. If the student has earned a C- or better at the time of exams and have no more than two absences in that class for any reason second semester, other than school related activities. This total includes suspension days.**

This policy is to encourage high performance and/or attendance during the second semester of a student's senior year. All seniors will take semester examinations unless they are able to meet one of the two listed requirements.

#### **Semester Exams**

Your student will begin taking semester exams on Wednesday, January 18<sup>th</sup>. On this date they will take their 1<sup>st</sup> skinny exam from 7:40-9:12 AM. The remainder of that day will be normal. On Thursday, January 19<sup>th</sup> they will take their 2<sup>nd</sup> skinny exam from 7:40 – 9:12 AM and 3<sup>rd</sup> block exam from 9:20 – 10:50 AM and the remainder of the day will be normal. On Friday, January 20<sup>th</sup>, all students will take their 4<sup>th</sup> block exam from 7:40 – 9:12 AM and 5<sup>th</sup> block exam from 9:20 – 11:05 AM and all students will be released at 11:05 AM. On Monday, January 23<sup>rd</sup>, teachers will have a records day and students will not have school. **Please note that on January 20<sup>th</sup> and January 23<sup>rd</sup> all Math/Science Center and CACC students will be required to attend classes as normal.** Please encourage your students to be prepared for these exams as they count for 20% of their semester grade.

#### **FAFSA**

We would like to remind senior students and their parents to submit their **Free Application for Federal Student Aid (FAFSA)** beginning January 1<sup>st</sup> and concluding February 28<sup>th</sup>. Families are encouraged to file the FAFSA online and to apply for their FAFSA pin number at [www.fafsa.gov](http://www.fafsa.gov) as soon as possible. Parents needing assistance with these forms can attend the College Goal on Sunday, February 12<sup>th</sup> in the afternoon at Kellogg Community College.

#### **Community Service**

All students are reminded of the 20 hours of community service required for graduation from Olivet High School. If your student has completed any hours towards this requirement he/she needs to coordinate with Mr. Otto, the community service coordinator, to ensure they receive proper credit for their service. It is imperative for those seniors who have yet to complete this requirement to do so

prior to 1 April. After that time 5 hours of service will be added to meet this requirement. We urge you to review your child's report card under community service to see if they have met that requirement.

### **Scheduling**

Students will be in the process of scheduling their classes for next year in the near future. Mrs. Evans, our high school counselor, will be visiting classrooms to assist students with this process during February and March. Please feel free to call Mrs. Evans at (269) 749-3671 with any scheduling questions or concerns you may have. Students are encouraged to take as many academically challenging courses as possible throughout high school. This could allow the junior or senior to be dually enrolled at Olivet College. Taking academically challenging courses also increases ACT scores providing more college and scholarship opportunities.

### **►Mark Your Calendar**

January 16	Professional Development (no school for students)
January 18	1 <sup>st</sup> skinny exam 7:40 – 9:12 AM, remainder of day as usual
January 19	2 <sup>nd</sup> skinny exam 7:40 – 9:12 AM
	3 <sup>rd</sup> block exam 9:20 – 11:05 AM, remainder of day as usual
January 20	4 <sup>th</sup> block exam 7:40 – 9:12 AM
	5 <sup>th</sup> block exam 9:20 – 11:05 AM
	½ day of school, students released at 11:05 AM (Math/Science Center and CACC students' attendance is mandatory)
January 23	No School – Records Day
February 3	High School Choir Ensemble
February 6	Parent Advisory Committee 7:00pm
February 8	Count Day – please encourage your student to be in attendance this day as it determines our student population count for our foundation grant from the state of Michigan
February 11	MIFA Regionals
February 15	Choir Concert 7 p.m.
February 17	Winter Homecoming
February 20	Professional Development Day (no school for students)
Feb 28, March 2, 7	Drivers Education Segment 2
March 6-8	Michigan Merit Exam
March 13 & 15	Parent Teacher Conferences 5:30-8:30pm
March 16	No School
March 20-22	MME Make-Up
April 2-6	No school - Spring Break
April 16	Parent Advisory Committee 7:00pm
May 4	Professional Development Day (no school for students)
May 5	Prom
May 28	No School – Memorial Day
June 3	Graduation
June 8	Last Day of School – ½ day for students