

June 10, 2019

Dear Parents/Guardians:

On June 14-19, 2019, we will be administering final exams. On these exam days we will follow a modified bell schedule, resulting in an early dismissal each day.

7:25-7:35am	Homeroom
7:35-7:40am	Passing Time
7:40-9:25am	First Exam Period
9:25-10:05am	Break
10:05-10:10am	Passing Time
10:10-11:55am	Second Exam Period
11:55am	Dismissal

	1 <sup>st</sup> Exam Pd.	2 <sup>nd</sup> Exam Pd.
Friday, 6/14/19	Period 4	Period 8
Monday, 6/17/19	Period 3	Period 7
Tuesday, 6/18/19	Period 2	Period 6
Wednesday, 6/19/19	Period 1	Period 5

- If students miss an exam, individual teachers will attempt to work with a student to re-schedule the exam. If this is not possible, a make up day will take place on Thursday, June 20.
- Students must attend homeroom on days where they have a First Exam Period (7:40-9:25am) exam.
- Students not having an exam during the Second Exam Period (10:10-11:55am) may be granted permission to leave early, if they present a dismissal note, below, to a staff member at the sign out table in the cafeteria, beginning at 9:30am.
- Students not having an exam during the First Exam Period (7:40-9:25am) do not have to come to school until 10:00am.
- If school is closed for inclement weather the missed exams will be administered the day we return and the schedule will be adjusted accordingly.

Dave Gelber, Assistant Principal

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SUBMIT ON JUNE 19<sup>th</sup> ONLY

My son/daughter \_\_\_\_\_ has my permission to leave school after the Period 1 exam on June 19, transportation will be provided.

Parent/Guardian Signature: \_\_\_\_\_

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SUBMIT ON JUNE 18<sup>th</sup> ONLY

My son/daughter \_\_\_\_\_ has my permission to leave school after the Period 2 exam on June 18, transportation will be provided.

Parent/Guardian Signature: \_\_\_\_\_

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SUBMIT ON JUNE 17<sup>th</sup> ONLY

My son/daughter \_\_\_\_\_ has my permission to leave school after the Period 3 exam on June 17, transportation will be provided.

Parent/Guardian Signature: \_\_\_\_\_

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SUBMIT ON JUNE 14<sup>th</sup> ONLY

My son/daughter \_\_\_\_\_ has my permission to leave school after the Period 4 exam on June 14, transportation will be provided.

Parent/Guardian Signature: \_\_\_\_\_