

# Pella High School

## Principal Newsletter

The mission of the Pella Community Schools is to maximize life's opportunities for every child.



Dear Parents/Guardians:

The countdown is on with only a half day left for seniors and 9 days left for all students. It has been an outstanding year for our students as they have achieved at high levels academically as well as extracurricularly. We wish seniors the best of luck in the future and all other students a great summer. We look forward to seeing you next fall.

Thank you,

**Eric Nelson**  
Principal

**Jon Muller**  
Assistant Principal

### Senior Immunization Cards & Final Transcripts

Senior parents...please watch the mailbox for the following documents and **keep** for future reference:

- Immunization Card
- Copy of your senior's "unofficial" transcript
- Instructions on how to request college credits to be transferred to attending college this fall

The guidance office will be sending final transcripts to the college written on the "Senior Check Out Form". Questions regarding transcripts can be directed to the PHS Guidance office by calling 641-628-9539 or emailing Teresa Thompson at [teresa.thompson@pella.k12.ia.us](mailto:teresa.thompson@pella.k12.ia.us) or Jessica Manning at [jessica.manning@pella.k12.ia.us](mailto:jessica.manning@pella.k12.ia.us).

## Calendar

**May 15:** Seniors: Semester Assessments  
Periods 5 - 8

**May 16:** Seniors: Semester Assessments  
Periods 1 - 4  
Senior Picnic @ Noon at Caldwell Park  
Seniors Last Day

**May 18:** Baccalaureate

**May 20:** Senior Grades Due

**May 23:** Commencement Rehearsal - 10:00  
@ Central - Kuyper Fieldhouse  
Commencement - 7:30 @ Central -  
Kuyper Fieldhouse

**May 26:** *No School- Memorial Day*

**May 27, 28 & 29:**  
2nd Semester Assessments

**May 29:** End of 2nd Semester

\*Go to [www.pellaschools.org](http://www.pellaschools.org) and click on the calendar tab to see all events/activities per building and the district.



## 2014-15 Student Schedules

Class schedules for 2014-15 will be available on paper later this month, and can be previewed on the Infinite Campus Parent Portal the month of August.

## Fall Registration Changes

Watch for email correspondence from the Pella School District regarding changes to fall registration. Changes include, but not limited to:

- Paying for school registration
- Updating health information
- Updating demographic information
- No more paper registration

To help with fall registration, please have your Infinite Campus Parent Portal set up. Questions, contact Allissa Grandia at [allissa.grandia@pella.k12.ia.us](mailto:allissa.grandia@pella.k12.ia.us).

## New High School Program - Distinguished Service Program

Pella High School Distinguished Service Program is a new opportunity for students in our school. The program encourages students to volunteer in our community and school. Participation is not required. Those who choose to partake and who serve 100 hours or more throughout their four years at Pella High School will receive a Distinguished Service Award and a special cord to wear at graduation to denote their volunteerism.

The school counselors will be explaining the new program to students before the end of this school year. Students may start accumulating hours after the last day of school. Incoming Sophomores through incoming Seniors will not be required to serve the entire 100 hours to receive the award and cord.

## Important Senior Dates

Thursday, May 15	Senior Finals – Periods 5 – 8
Friday, May 16	Senior Finals – Period 1- 4  *Seniors turn in the <b>COMPLETED “Senior Checkout Form”</b> to the Office <b>Last class day for Seniors</b> – Dismiss at 11:30 a.m. ALL LAPTOPS/CHECK OUT COMPLETED PRIOR TO DEPARTURE Senior Class Picnic – Caldwell Park - Noon All correspondence classes are to be completed- 4:00pm
Sunday, May 18	<b>Baccalaureate</b> – 2:00pm - First Reformed Church, corner of Broadway and Union St. (Please wear nice clothes that you would wear to church. <b>NO</b> Cap and Gown.)
Tuesday, May 20	Senior failing grades due at 4:00 p.m.
Friday, May 23	<b>Rehearsal for Commencement</b> – Kuyper Fieldhouse - 10:00 am
Friday, May 23	<b>US Bank luncheon</b> - Caldwell Park Shelter House - immediately following rehearsal

## *Semester Assessment, Laptop Return & Check Out Schedule Three-day Semester Assessment Schedule*

Semester assessments will be given in all classes. The students will be assessed in multiple ways by the high school teachers. A student may be evaluated with a standard semester test, a project, a portfolio, a presentation, or essay, etc.

1. There will be 75 minute assessment sessions on May 27, 28, and 29.
2. Students are only required to be in school if they have a test. Students should be in the cafeteria, the library, or leave campus if they do not have a test. Students are not to be in the academic areas of the building during semester assessments.
3. All students will eat during the same single 75 minute lunch period on May 28.
4. Students who cannot take their assessments during the scheduled semester test days will be expected to make-up assessments on or after May 30. All make-up assessments must be coordinated with teachers. Students are not allowed to move any semester assessments.
5. Students are not to be dismissed early from assessment sessions.
6. The assembly on May 27 will be in to inform them of the end of the year items such as laptop check-in, check out form for each student, locker clean out, etc.

### **May 27**

<b>1st</b>	8:15 - 8:52	(37min)
<b>2nd</b>	8:57 - 9:34	(37min)
<b>Class Assembly</b>	9:37 - 9:54	(17min)
<b>3rd</b>	9:57 - 10:34	(37min)
<b>4th</b>	10:39 - 11:16	(37min)
<b>5th &amp; Lunch</b>	<b>11:21 - 12:31</b>	<b>(70min)</b>
<b>1<sup>st</sup> Lunch</b>	11:21-11:42	(21min)
<b>class</b>	11:45-12:31	(46min)
<b>class</b>	11:21-11:43	(22min)
<b>2<sup>nd</sup> Lunch</b>	11:45-12:06	(21min)
<b>class</b>	12:09-12:31	(22min)
<b>class</b>	11:21-12:07	(46min)
<b>3<sup>rd</sup> Lunch</b>	12:10-12:31	(21min)
<b>6th</b>	12:36 - 1:13	(37min)
<b>7th</b>	1:18 - 1:55	(37min)
<b>8th Sem Assessment</b>	2:00 - 3:15	(75min)

### **May 28 - Semester Assessment - Period 1 - 4**

<b>1st</b>	8:15 - 9:30	(75min)
	Locker Clean Out	
<b>2nd</b>	10:00 - 11:15	(75min)
<b>Lunch</b>	11:15 - 12:30	(75min)
<b>3rd</b>	12:30 - 1:45	(75min)
<b>4th</b>	2:00 - 3:15	(75min)

### May 29 - Semester Assessment: Period 5 - 7 Plus Laptop Return & Check Out

5th	8:15 - 9:30	(75 min)
6th	9:40 - 10:55	(75 min)
7th	11:05 - 12:20	(75 min)

**12:20-2:15 \*\* TIME FOR LUNCH AND LAPTOP RETURN & CHECK OUT AFTER COMPLETION OF LAST SEMESTER ASSESSMENT**

### *Senior Laptop Check In*

Seniors may hand in their laptop in Room 118 anytime from Monday, May 12 to Friday, May 16 during the hours of 7:00am-2:45pm. **We strongly suggest that you hand in your laptop as soon as you are done using it during that week.** If you wait until you get out of school at noon on Friday, you will be waiting in line to return your computer for an undetermined amount of time. Your computer must be turned in and checked before you leave on Friday, May 16.


#### *General Reminders:*

- Make sure your name tag is visible on outside of computer bag
- Make sure you have your shoulder strap and charger with your bag
  - Remove all other items from your computer bag
- Move all items you want to save to a flash drive before handing in your laptop
  - 8GB Flash drives can be purchased from the school for \$10 or 2 for \$15

#### *Fee will be assess at time of check in for:*

- 1) Computer will not turn on (\$100 initial fee until we find out what is wrong with it)
- 2) Missing or damaged charger (\$40)
- 3) Missing or damaged bag strap (\$10)
- 4) Missing Duck head on charger (\$5)
- 5) Missing or damaged bag (\$50)
- 6) Damaged Computer Display (screen) (\$350)
- 7) Damaged keyboard case (\$139)
- 8) Damaged track pad (\$53)
- 9) Damaged bottom aluminum computer cover (\$69)
- 10) Missing or damaged computer beyond repair (\$845)





### *Procedure for handing in Laptop:*

- 1) Report to check in location with your Senior Checkout Form from the office. Monday - Thursday you may check in your laptop in room 118. On Friday, you may check in your laptop in room 118 or the media center.
- 2) At the cleaning station
  - Turn computer off
  - Take one wipe and wipe down entire computer including screen and keyboard
  - Remove shoulder strap and put in front pocket of bag with your charger
  - Turn computer on
  - Shut and zip your bag
- 3) When you arrive to the checkout table - unzip bag and hand to checkout person
  - Do not leave until that person signs your checkout sheet
  - Any fees assessed during checkout will be emailed to your school email address and your parents' email on file

Please contact Jesse Jablonski in Room 118 or email [jesse.jablonski@pella.k12.ia.us](mailto:jesse.jablonski@pella.k12.ia.us) with any questions.