



December 16, 2014

Dear Parent(s)/Guardian(s):

As our holiday schedule will soon be upon us, we want to be certain that you have the schedule for our return to school and the Walter Fitzgerald Campus mid-term examination schedule so that you can plan accordingly.

- Our school is on regular schedule from our return to school on January 5th, 2015 through Thursday, January 15th, 2015.
- **Mid-term examinations** begin on Friday, January 16th and end on Thursday, January 22, 2015. Students are required to attend school in accordance with their scheduled exams.
 - On exam days, transportation will be provided in the morning on a regular schedule and transportation home will be at 11:15. If exams are missed and need to be made up after school no transportation will be provided. If students do not have an exam scheduled, they do not need to attend school. Students will **not** be allowed to enter the exam classroom if they are more than **15 minutes late**. Should a student report to an exam more than 15 minutes late, the student will be given the opportunity to arrange for the make up session on the days/times indicated in the schedule below.
 - In case of a delayed opening due to inclement weather, exam times will be two hours later. If school is canceled due to inclement weather, exams will start/resume the following day. If there are **1 or 2** snow days prior to the start of midterms, the schedule will remain as is. If there are **3** snow days, then we will push the exam schedule back a day (exams would start on Tuesday, January 20, 2015)
- Please note: **Second semester (3rd marking period)** will begin on January 23rd, 2015.
 - Second marking period appeals will be scheduled during the first two weeks of the third marking period.

If you have any questions or need assistance with exams and student scheduling , please call Brian Barlaam at our school.

Wishing you a wonderful holiday,
The Walter Fitzgerald Campus Staff

Time	Friday 1/16/15	Tuesday 1/20/15	Wednesday 1/21/15	Thursday 1/22/15
8 – 9:30	Period 1 Exam	Period 2 Exam	Make-up session	Make-up session
9:30-9:45	~~~~~Break~~~~~			
9:45-11:15	Period 4 Exam	Period 6 Exam	Period 7 Exam	Period 3 Exam
11:30-1:30	~~~~~Make-Up Exams~~~~~ Scheduled by students with teachers			