

## JUMP START TO THE NEW SCHOOL YEAR!

Please join us on Monday, August 22<sup>nd</sup> to jump-start the 2011-2012 school year. Students will be able to pick-up class schedules, take their school picture and receive their student identification card on Monday, August 22<sup>rd</sup>. Please make sure obligations are cleared prior to this date.

Pictures and class schedules will be distributed as follows:

<b>Monday August 22<sup>rd</sup></b>	<b>8:00–10:00 AM</b>	<b>Freshmen Pictures, Schedule Pick-Up &amp; meet w/TA's</b>
<b>Monday August 22<sup>rd</sup></b>	<b>10:00-12:00 PM</b>	<b>Sophomores Pictures &amp; Schedule Pick-Up</b>
<b>Monday, August 22<sup>rd</sup></b>	<b>12:00-2:00 PM</b>	<b>Junior Pictures &amp; Schedule Pick-Up</b>
<b>Monday, August 22<sup>rd</sup></b>	<b>2:00-4:00 PM</b>	<b>Senior Pictures &amp; Schedule Pick-Up</b>

**FRESHMEN:** On Monday, August 22<sup>rd</sup> at 8:00 am, **Freshmen should report to their TA's classroom.** 9<sup>th</sup> Grade TA assignments will be posted on the outside of the library. (Students who attend the Link Crew orientation will be notified of their TA assignment during orientation.) The TA's will take their classes to the library to have their pictures taken and to pick-up their schedules for the 2011-2012 school year. The TA will assist with any questions or concerns regarding student class schedules and first day of school expectations. Students will also visit a computer lab to register for InClass and their digital lockers.

**SOPHOMORES, JUNIORS, SENIORS:** **All other students should report to the Library first** at the designated times above to have their pictures taken, receive their student I.D. card, and then proceed to schedule pick-up in the Quad. Forms included in the PTSA summer mailing should also be returned at this time.

**OBLIGATIONS:** Students with obligations will need to clear their fines in order to receive their schedules. Students should report to the auditor's window in the Tower Building to clear their obligations. The auditor will be available August 19<sup>th</sup> and 22<sup>nd</sup> between 8am and 12pm. If not, please come prepared with your returned book or with a check on the 22<sup>rd</sup>!

**STUDENT PLANNERS:** **Available for pick-up on the 22<sup>nd</sup>. Thanks to the PTSA!**

**LATE SCHEDULE PICK-UP:** Students who are unable to pick-up their schedule on Monday the 22<sup>rd</sup> will be able to pick them up in the Main Quad from **7:15-8:15 am** on the first day of school, August 23<sup>rd</sup>.

**ONLINE REGISTRATION:** The District has replaced the annual summer back-to-school packet with an online registration process for continuing students. Letters were mailed to the parents of continuing students with a **Snapcode** needed to complete the registration process online. The deadline for the completion/submission of the online registration forms was June 30, 2011. **Students will not receive a class schedule unless the online registration process has been completed and submitted prior to the first day of school. Additional information can be found at** <http://www.pausd.org/parents/registration/index.shtml>

**ERRORS ONLY:** **On Monday August 22<sup>nd</sup> until 4pm and Tuesday August 23<sup>rd</sup>, the first day of school, ONLY errors in schedules will be corrected.** Students with an error may come immediately to the Guidance office where the counselors will make the necessary corrections. The Guidance office will be open on August 23<sup>rd</sup> from 7:15 am – 4:25 pm. Examples of errors include:

- Duplicate classes (i.e. two PE classes)
- Two classes that meet during the same period
- Incorrect level placement

**SCHEDULE CHANGE PROCESS:** Teacher Advisors are available to meet with their students during the extended lunch time and after school on Tuesday to discuss any potential schedule changes and sign the necessary paperwork. Students need to obtain the signatures of both their Teacher Advisor and parent/guardian in order to initiate a change in schedule other than an error. More detailed information regarding the schedule change process can be found in the Paly Program of Studies (course catalog), which is available online at [www.paly.net/academics/course-catalog.pdf](http://www.paly.net/academics/course-catalog.pdf).

For students who wish to request level changes, the Instructional Supervisors will be available at lunch and after school in their offices from 2:35 – 4:25 pm on the afternoon of Wednesday, August 24<sup>th</sup> and Thursday August 25<sup>th</sup>. The last day to make student-initiated schedule changes is Friday, August 26<sup>th</sup>.

We would like to thank the PTSA and many parent volunteers who assist us with picture day and schedule distribution. We hope these arrangements will make for a smoother opening of school for everyone. Enjoy the rest of your summer!

# PALO ALTO HIGH SCHOOL

## FIRST DAY OF SCHOOL SCHEDULE

**TUESDAY, AUGUST 23, 2011**

TIME	FRESHMEN	SOPHOMORES	JUNIORS	SENIORS
7:15-8:15AM	Late Schedule Pick-Up	Late Schedule Pick-Up	Late Schedule Pick-Up	Late Schedule Pick-Up
8:15-8:30 AM	<b>Meet with Teacher Advisor</b>	<b>Meet with Teacher Advisor</b>		
8:30-8:45 AM			<b>Meet with Teacher Advisor</b>	
8:45-9:00 AM				<b>Meet with Teacher Advisor</b>
9:05-10:30 AM	Classes	Classes	Classes	Classes
10:30-10:45 AM	Brunch	Brunch	Brunch	Brunch
10:45-12:15 PM	Classes	Classes	Classes	Classes
12:20-1:10 PM	Lunch	Lunch	Lunch	Lunch
1:15-3:25 PM	Classes	Classes	Classes	Classes
3:25-4:25 PM	Schedule Corrections (TA's Room)	Schedule Corrections (TA's Room)	Schedule Corrections (TA's Room)	Schedule Corrections (TA's Room)

### **CLASS SCHEDULE FOR FIRST DAY—Special Schedule:**

Time:	Periods:
7:15 to 8:15 AM	Late Schedule Pick-Up
8:15 to 9:00 AM	Meet withTAs
9:00 AM	Warning Bell
9:05 to 9:45 AM	1
9:50 to 10:30 AM	2
10:35 to 10:40 AM	Brunch
10:40	Warning Bell
10:45 to 11:25 AM	3
11:30 to 12:15 PM	4 (read bulletin)
12:20 to 1:10 PM	Lunch
1:10 PM	Warning Bell
1:15 to 1:55 PM	5
2:00 to 2:40 PM	6
2:45 to 3:25 PM	7
3:25 to 4:25 PM	Schedule Corrections

### **CLASS SCHEDULE FOR FIRST WEEK:**

**There will be NO BLOCKS the first week of school**

**Last Day For Student Initiated Schedule Changes is Friday, August 26<sup>th</sup>**