



# Williamston High School

## Bi-Weekly News & Notes

### January 11, 2019

Dear WHS families,

Below are updates and reminders we hope you find informative and helpful. If you have any questions about the following information or WHS in general, please contact the main office at 517-655-2124 or visit the WHS website <https://www.gowcs.net/site/Default.aspx?PageID=9>.

#### **Important School Dates in January & February:**

January 16	1st & 2nd hour exams (11:20 AM dismissal); 2nd semester drops/adds
January 17	3rd & 4th hour exams (11:20 AM dismissal); 2nd semester drops/adds
January 18	5th & 6th hour exams (11:20 AM dismissal) - End of 1st semester
January 21	No School - Martin Luther King, Jr. Day (WHS office closed)
January 22	Begin 2nd semester
January 24	AOT schedule
January 30	Be Nice! Kickoff - Parent/Guardian Presentation at 6:30 PM (see information below)
January 31	AOT schedule
February 7	AOT schedule
February 13	Winter count day
February 14	AOT schedule
February 15	Half day - No school PM
February 18	No school - Presidents' day (WHS office closed)
February 21	AOT schedule
February 22	Feb Follies (Home basketball vs Mason)
February 23	Feb Follies dance (8:00 - 11:00 PM in WHS old gym)
February 28	AOT schedule

#### **1st Semester Final Exams: January 16-18 (students will be dismissed at 11:20 AM)**

- January 16: 1st & 2nd hour exams (no school PM)
- January 17: 3rd & 4th hour exams (no school PM)
- January 18: 5th & 6th hour exams (no school PM)

## **Helpful Study Tips**

As we enter final exam week, Mrs. O'Rourke has created a "How to Study" tip sheet for students. Parents/guardians and students can access these study tips and methods at the following link:  
<https://docs.google.com/document/d/1EaOceU1r7Nm5aArPyhy8j6lU1XRJ45886nCbJLy-x8M/edit?usp=sharing>

## **2nd Semester Schedule Change Requests (drops/adds)**

WHS will be offering scheduled DROP AND ADD sessions for all students requesting a 2nd semester class schedule change (this is the same schedule change request format offered prior to the start of the school year). Students may request schedule changes only during these scheduled sessions:

- Wednesday, January 16: 12:00-2:30 PM in room A2
- Thursday, January 17: 12:00-2:30 PM in room A2

**Please be aware, the master schedule is very tight, and we are anticipating that we will be unable to accommodate the majority of schedule change requests.** Additionally, schedule change requests must comply with the following requirements:

- Class change requests must be within the same hour (ex: dropping a 2nd hour class requires switching into another second hour class).
- Class section numbers must have room to allow the class change.
- Class changes will not be made because a student wants to be with his/her friends.

Any student wishing to request a schedule change should make an appointment at <https://www.myconferencetime.com/williamstonhs/>. **The appointment link will be active at 8:00 AM on Monday, January 7, 2019;** students may sign up for any available appointment time. Only at these sessions will a counselor attempt to change a student's schedule. Schedule changes made during the drop/add sessions will be reflected on schedules posted on PowerSchool prior to the first day of the 2nd semester.

## **Schedule changes will not be made after the Drop/Add sessions ending January 17, 2019.**

*Only course schedules meeting the specific criteria for consideration of schedule changes outlined in the student handbook will be reviewed by administration* (specific details on the schedule change policy can be located in the Student Handbook online at <https://www.gowcs.net/domain/77>). Although this is a change to the practice of addressing schedule change requests, it is not a change to schedule change policy. However, holding to strict guidelines for schedule changes will provide teachers with firm class rosters so that they may begin teaching in earnest on the first day of the semester.

## **Updated Classroom Progressive Discipline Procedures**

Beginning January 22, 2019 (start of the 2nd semester), WHS will implement updated classroom progressive discipline procedures in order to provide teachers with clear guidance and support when it comes to what steps they should follow when addressing classroom behavioral concerns. Furthermore, implementing the same progressive discipline practices in all classrooms provides consistency to students while potentially reducing the amount of academic time missed due to a student being sent to the office.

The updated classroom progressive discipline procedures teachers will utilize when a student's behavior is inappropriate and/or disrupts the class are as follows (this information will be reviewed with students during AOT in January prior to implementation):

1. Teacher will speak to the student regarding inappropriate behavior and one detention may be assigned.
2. Teacher will assign one additional detention and parent/guardian contact.
3. Student will be sent to administration; administrator may assign progressive discipline (Saturday school, in-school suspension, or out of school suspension depending on the severity of the code-of-conduct violation); administrator contacts the parent/guardian to inform parent/guardian of the situation/assigned discipline and explain that continued misbehavior can lead to loss of class and credit.
4. In-person parent/guardian conference with teacher and administration.
5. If misbehavior continues, a hearing will be conducted before the administration which can result in removal from class for the balance of the semester and loss of credit in class.

\*In the case of extreme class misbehavior, an administrator, in consultation with the teacher, may elect to skip progressive steps.

If a student receives a detention:

- All detentions must be served within ten school days of the date the detention was issued. Detentions may be served on Tuesdays and Thursdays and are held in room A2 from 3:05-4:05 PM..
- A student and his or her parent/guardian(s) will be presented with an electronic or hard copy, if necessary, of the [detention notice](#) with the offense and the number of detentions assigned.
- If a student fails to serve the assigned detention within the ten school day period, a Saturday School (progressive discipline) will be assigned by administration.

### **Be Nice! Kickoff**

Be Nice! is a mental health education, bully and suicide prevention initiative that creates a positive cultural change through simple daily actions (<https://www.benice.org/be-nice>). This program will be implemented at both Williamston High School and Williamston Middle School in late January.

Staff and students will be working together on this initiative, which will start with a pep assembly kickoff at WMS on 1/29/19 and a kickoff at WHS on 1/30/19. Parents/guardians are invited to the kickoff on Wednesday, January 30, 2019 at 6:30 P.M. in the WHS auditorium. An information kickoff flier can be accessed at the following link:

[https://drive.google.com/file/d/0B4t8UJ\\_MmqZ8M2tGY09SUIE1T0E4cDF0a3k1V0UzQTVUTFdV/view?usp=sharing](https://drive.google.com/file/d/0B4t8UJ_MmqZ8M2tGY09SUIE1T0E4cDF0a3k1V0UzQTVUTFdV/view?usp=sharing)

### **Academic Overtime (AOT) Schedule Change**

For the 2nd semester, AOT will move to after 3rd hour on Thursdays (AOT is currently after 2nd hour on Thursdays). This schedule change is taking place in order to better support the academic needs of our afternoon Wilson Talent Center (WTC) students. Currently, afternoon WTC students miss a large portion of 3rd hour on Thursdays because AOT pushes 3rd hour back to later in the morning. Moving AOT to after 3rd hour means afternoon WTC students will now miss AOT rather than their academic 3rd hour class. The 2nd semester AOT schedule can be viewed at the following link:

[https://docs.google.com/spreadsheets/d/1bgfTUvwhQY9sJ0kUJOGatGf\\_Ps\\_EZuJ8LM\\_cZILCmc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1bgfTUvwhQY9sJ0kUJOGatGf_Ps_EZuJ8LM_cZILCmc/edit?usp=sharing)

### **Before School Drop Off**

When dropping students off before school, please utilize the community pool/fitness entrance. Many students have been getting dropped off in the bus lane, which is reserved for bus drop offs from 7:15-8:00 AM. Morning traffic in front of the main entrance area impedes the buses and is a safety concern for students using the front entrance crosswalk.

### **College Board Opportunity Scholarships**

College Board Opportunity Scholarships (CBOS) are now open. Students in the class of 2020 can opt into the program via their College Board account and start earning scholarship opportunities for their college planning efforts. Get started at [cb.org/opportunity](http://cb.org/opportunity). If you have additional questions, please contact the WHS Counseling Office at 517-655-2142 ext 7012.

### **Seniors' Last Day of School**

For planning purposes, the last required school day for seniors will be Friday, May 24, 2019 (the Friday before Memorial Day). This is consistent with what was traditionally the seniors' last day while Dr. Jeffrey Thoenes was the WHS principal.

Although seniors will not be required to attend after May 24, educational services will continue to be offered for those seniors who need services provided (examples might include the need to complete classes, turn in work, take tests, etc.).

### **Ordering Cap, Gown & Tassel for Graduation**

Seniors who did not turn in their Jostens order in on November 27th can still place their order in the following ways:

- Online at [jostens.com](http://jostens.com),
- Calling 1-800-JOSTENS (567-8367)
- Mailing the order to Jostens Service Center P.O. Box 512 Owatonna, MN 55060.

If you have any questions, please feel free to contact Michelle Smith at 517-655-2142 ext. 7005 or [smithm@gowcs.net](mailto:smithm@gowcs.net).

### **Homework Lab & Saturday Academic School**

Homework lab and Saturday academic school are opportunities for students to get assistance with their homework, make up a test, or complete a project.

- Homework lab is offered Monday and Wednesday after school and Tuesday and Thursday morning from 7:00-7:55 AM in the library.
- Saturday academic school is offered on scheduled Saturdays from 8:00-11:30 AM in the library and is open to all students needing additional academic support. Upcoming dates include 1/12.

### **Yearbook Deadline**

The deadline to purchase a yearbook is January 31. Yearbooks are \$70, and order forms are available in the WHS main office or can be ordered online at the following link:

[https://yearbookforever.com/schools/williamston\\_senior\\_high\\_school\\_buy\\_yearbook\\_321509/G1xnZsgFAiheb7ih9Gzh2XF1](https://yearbookforever.com/schools/williamston_senior_high_school_buy_yearbook_321509/G1xnZsgFAiheb7ih9Gzh2XF1)

### **Community Enrichment Opportunities**

Families and students can check out and enroll in aquatics programs, enrichment classes, and fitness center memberships online at [www.williamstononline.net](http://www.williamstononline.net).

### **WHS Building Hours & Check-In Procedures**

WHS opens at 7:00 A.M. Students who need to access the building prior to 7:00 A.M. should enter through the new gym/pool doors (open at 5:30 A.M.) and remain in the fitness area until 7:00 A.M.

Tables are available in the fitness lobby for students to work at, or students may use their WHS student ID to use the fitness facilities.

WHS's external doors will be locked after school starts at 8:05 A.M. and will remain locked until the end of the school day at 2:55 P.M.

During the school day, all visitors must use the buzzer system at the main office entrance and check into the main office upon entering the building.

### **PowerSchool**

PowerSchool can be accessed on the WHS website or at the following link:

<https://ps.gowcs.net/public/home.html>. PowerSchool parent/guardian passwords remain the same as the previous school year.. If you are having problems with PowerSchool, please email [webmaster@gowcs.net](mailto:webmaster@gowcs.net).