

We hope that your summer has been productive and that you are ready for the challenges and opportunities that await you this school year at Santa Fe High School.

Construction has been completed on the 8 laboratory/classroom addition to our school. All of our science classes will now be housed in one building. We have equipped the classrooms with enhanced instructional technology including new lab equipment and student-interactive devices. Our science facility is considered one of the most advanced in Florida. We were very fortunate that funds for this project were set aside long before the current national economic slowdown.

We were somewhat pleased with the school grade we received in June. Our school was awarded a "B". We were the only high school in Alachua County that improved their letter grade from last year. In fact, of six high schools in Alachua County, three actually declined at least one letter grade. We were also encouraged with our AP Advanced Placement test results. The performance of our AP students ranks us among the top 4% of schools in the nation! We continue to expand our AP course selections for this year with the addition of AP Chemistry and AP World History.

SFHS has volunteered to be a test site in the school district for a new Web-Based program where parents and students can view current academic performance and attendance from any computer with internet access. The new data system in the school district, called Infinite Campus, includes a "portal" for parent and student use. Student record information is confidential, so individual user names and passwords must be used. We are presently working on guidelines to issue these to students and parents and we will notify you by automated phone messages when we have established the procedures. We believe that your access to the information available on the student and parent portals will help you make informed school-related decisions.

We are looking forward to working with you and hope that you strive to do your very best this school year.

Yours truly,

Bill Herschleb
Principal

First Day Procedures for Students

Monday, August 24th is the first day for students. Alphabetical lists of all the students registered will be posted at key locations on campus. The lists will give the room numbers and teacher names of students' first period classes. Students will report to those classes when the first bell rings at 9:00. The standard bell schedule will be followed during the first day.

Supervision of Students

School personnel provide supervision for students from 30 minutes before the first bell until 30 minutes after the last bell. **Do not drop off students before 8:30 AM** (first period bell rings at 9:00 AM) and please be sure they are off campus before 3:40 PM (6th period ends at 3:10 PM). We will ask any student not participating in a school sponsored activity to leave campus during times of non-supervision. The school also provides supervision 30 minutes prior to and 30 minutes after nighttime school-sponsored activities. All school and school board policies including dress codes are in effect during all times of supervision and school-sponsored activities.

Open House - Tuesday, Sept. 15

Santa Fe High school will host Open House for parents beginning at 7:00 PM on Tuesday, September 15th in the auditorium. Parents will receive a copy of their student's class schedule to follow for the evening when they enter the auditorium. The purpose of the open house is for parents to meet the teachers. Teachers will also provide parents with their course outlines and procedures. Open house is not designed for lengthy discussions about specific student needs. If you need extended time to discuss your child's academic needs, please call our Guidance Department at 462-1125 to schedule an appointment. Our Academy of Agriscience booster club will be pre-selling Bar-B-Q dinners for \$6.00 each. They will begin serving at 5:00. Please contact the school at 462-1125 for ordering information.

Important Announcement for Student Drivers and Parents Transporting Students to and from School

We ask you to please be aware of traffic patterns and loading/unloading procedures. The 441 entrance is reserved strictly for faculty, buses and official delivery trucks. Parents and students are to enter the school only at the 235A entrance. Please be sure to observe traffic flow patterns and avoid U-turns. Load and unload your passengers as soon as you reach the drop off/pick up zone.

Alachua County Schools Code of Student Conduct

During the first week of school your student will be receiving a copy of the Code of Student Conduct. The School Board has strengthened its policies on cell phone usage and dress code and expects all schools to actively enforce the policies. The strengthened dress code that was approved by the School Board at its August 4th meeting is located on the school board web site <http://www2.sbac.edu/~wpops/BackToSchool/>. Please review the entire Code of Conduct with your child when you receive a copy.

No Child Left Behind (NCLB) / School Public Accountability Report (SPAR)

Federal law requires that the school notifies parents about the availability of the NCLB/SPAR report. The report meets the public reporting requirements of the federal NCLB Act and includes certain additional information of interest on the status of Florida's public schools. The school will issue a phone-home announcement when the report is ready for you to review. At that time you will be able to pick up a copy of the report in the front office.

Santa Fe High School Student Planners

Your School Advisory Council has appropriated funds to see that each student attending Santa Fe High School receives a copy of the Student Planner. The Student Planner is a bound book that easily fits in a backpack and gives your student a place to keep track of schedules, appointments, class assignments, and personal information. The planner also contains pages for student pass privileges, attendance policies, behavior expectations, and other information vital to your student's success at school. Please be sure to review the contents of the planner with your student so that you are fully aware of the many policies that outline our expectations for students on our campus. If the planner is lost or misplaced, your student must attain a new copy in the Dean's Office in order to retain pass privileges. The charge for the replacement is \$5.00.

Lunch Prices for High School Students

Inflationary pressure on food prices have resulted in some changes for this school year. The price for paid breakfast will be \$1.00 and the price for paid lunch will be \$2.25. Reduced price breakfast and lunch prices remain the same as last year.

Required PLAN Test for 10th Graders

The PLAN test, administered during the school day to 10th grade students early in November, is useful in academic and career planning. The State of Florida is requiring all 10th graders to take the PLAN test and the state is paying the test fees for them. All 10th graders are automatically registered for the test. If you do not wish your 10th grader to take the test, you must write a letter to the school requesting that your student be exempted from participation.

How am I Doing?

Parents are invited to provide written comments about the quality of instruction in the classrooms at Santa Fe High School. "How am I Doing?" forms are located in the front office. The forms give parents an opportunity to write comments about the quality of instruction in particular classrooms. A copy of your signed form with your comments is provided to the teacher and to the principal. Some folks see this as an opportunity to tell us how we might improve. Please also consider the forms as a way to let us know when you are pleased. Our goal is to provide the best educational experience possible and we believe this is one useful way of reaching our goal.

Santa Fe High School Newsletter (Keep This for Future Reference)

August 2009

School Advisory Council Information

- **SAC Web Page** – You can access the 2009-2010 School Improvement Plan for Santa Fe High School on the school board's Internet Web page at <http://www.sbac.edu/>. It will be posted after Board approval in late August.
- **SAC Meeting Dates** – Please plan to attend our regularly scheduled meetings. All meetings are held in our Media Center beginning at 4:00 PM. Tentative dates are: September 21, November 16, March 15, May 17 (for public input), and June 28 (final approval).

Attendance Procedures

Any student who has been absent will need a note written by a parent or legal guardian explaining the absence. The note must be presented on the day the student returns to school. A Doctor's or Dentist's note may also be presented as excused documentation for medically excused absences. If a note is not presented to the attendance office upon a student's return to campus, a phone call will be made to the parent/guardian confirming the absence.

Student Check In Procedures / Tardies

All students who arrive at any time after 9:05am must sign in at the Attendance Office. Students are required to have a parent note to enter school late or a parent must be contacted by telephone. Generally speaking, only doctor or dental appointments are considered excused tardies. Only appointment cards are accepted for such excuses.

Student Check Out Procedures

Only those family members listed on a student's emergency card are authorized to check students out of school. All family members checking a student out of school must come to the attendance office and produce picture identification. Students will need to bring a parent note requesting early dismissal to the Attendance Office. **No walkup or phoned in check outs are allowed after 2:45 pm.**

Students Riding Buses Other than Assigned Buses

Some parents request that their son/daughter be allowed the opportunity to ride a bus other than the assigned bus for special circumstances. Riding a bus other than the assigned bus may be approved by the school principal from time to time but not permanently. If you want your son/daughter to ride a bus other than the bus assigned, you must write a note to the school each day you are requesting the bus change. Your note must include a phone number where the school can contact you to verify the authenticity of the request. We will call the phone number you list on the note. If we are unable to make phone contact with you, we will deny the request for your son/daughter to ride an alternate bus. Our intent is not to complicate your life but to insure the safety for your son/daughter.

Voluntary Orientation for New Students

There will be a voluntary orientation session for new students on Friday morning, August 21st from 9:00am until 11:00am. New students and their parents are welcome to report to the auditorium at 9:00 for welcoming remarks by the principal and other staff members. After the brief welcoming session, students and their parents are invited to visit classrooms.

Yearbook

Our *full color 2010 Yearbook* will go on sale August 1. Just access the Yearbook Order Center, <https://www.yearbookordercenter.com>, and enter school code 76. You may pay by check (enter check routing information) or credit card. There is no additional fee for this convenience. All books are sold by pre-order; no additional books will be sold in the spring. Want your photos in our yearbook? We do too! Students, parents and teachers can contribute content to our website for potential use in our 2010 yearbook. You can eShare photos of field trips, sporting events, school and community activities that otherwise might be missed by our staff photographers. We are planning to fill a couple of pages with pictures of what our students did over the summer, so go ahead and upload your summer photos. Be sure to provide as much detail as possible (including names and grades) for each photo. **Go to:** www.hjeshare.com; Enter school code: 9008268

Our School Web Site

Please visit our school's web site at: www.sbac.edu/~sfhs. Since the state is no longer providing school improvement funds for schools, our SAC decided not to mail report cards and newsletters because of the expense. The web site will be the primary source for information about the school. There are many links that will help you stay informed about academics, athletics, activities, and the school in general. There is a link to daily announcements and homework in addition to sporting schedules and information on general and specific topics. You can access information about the School Advisory Council and our School Improvement Plan. Periodically, we use the site to post surveys for parents. The site will contain important information about how you can sign up for Infinite Campus student and parent accounts so that you can check your academic progress in each of your classes. The web site will be updated by the first day of school.

First Semester Exams

First semester exams this year are scheduled for January 20-22. In the past, we administered exams before the winter holiday and we wanted to notify you now for your long-range planning purposes. As in the past, we do not allow any exams to be administered before the scheduled exam dates. If you are not present for an exam, make ups will be offered after January 25.

Parking Information for 2009-10

Requirements: 2.0 Cumulative GPA, no school debts, no unpaid tickets, valid driver's license. (You must also have a vehicle.)

Procedures: submit a complete reservation card to the Dean's Office before noon, Monday, August 17. Reservation times will be posted by 2:00 PM August 17. Senior decal day is August 19, 5-7 PM. Underclassmen day is August 20, 5-7 PM. Cost of decal is \$25.00. All parking spaces are reserved. You must bring your driver's license, fee, and correct vehicle information and arrive before your appointment time (line moves very fast). You will not be issued a decal if you are on the school debt list.

Your Schedule Information

Enclosed with this newsletter each student will find a copy of his/her TENTATIVE schedule for the 2009-10 school year. Please review it carefully to be sure that there are six periods listed for each semester and that credit has not been previously received for any of the classes listed. Ninth and tenth grade English challenge classes are listed as English Honors and the last digit of the 10 digit course number is a 1 followed by a hyphen and section number. The remaining challenge classes for 9th grade students are Biology 1 Honors and Geometry Honors and for 10th grade students Chemistry Honors and Algebra 2 Honors. With very few exceptions, all students have received the classes that they requested during registration in the spring and schedule changes will NOT be made during the school year. Students who requested year long classes are expected to remain in the class for the entire year. Because only a small number of students requested African American Studies, Agritechology 1 and 2 and Family Dynamics, these courses were dropped from the schedules. In the past there have been several junior and senior students who were employed during the summer and upon returning to school requested to be placed in the DCT and On-The-Job Training program. Any student who did not make this request and wishes to participate should notify the school immediately. Also, any student who registered for dual enrollment at Santa Fe College and no longer plans to attend SFC should telephone and speak with a counselor at SFHS.

State Law (HB7037) requires that any student scoring level 1 in FCAT Reading, must be enrolled in a year-long Intensive Reading class. Please understand that the school does not have the option of taking a student out of Intensive Reading. There are no exceptions.

If there are any problems regarding the courses listed, telephone 462-1125 to speak with the Assistant Principal for Curriculum or a counselor. Please do NOT wait until the first day of school to address concerns. The lunch schedule has not been finalized so please do not call with questions regarding lunch.

Please do NOT use the enclosed schedule on the first day of school! Although the classes will not change, the periods, rooms and teachers may change. All students will locate their first period classes by looking at the lists posted on the appropriate buildings and upon reporting to that class, each student will receive his/her final schedule. Maps will be available on the first day.

DCT/OJT Students

Please report to the auditorium immediately after your last class on campus on Monday, August 24 for a meeting with Mr. Zuidema.