



Tewksbury Memorial High School

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August 8, 2017

Dear Students and Parents/Guardians:

Even though the weather still feels like summer, the beginning of the 2017-2018 School Year is right around the corner. This fall brings exciting academic opportunities for our students and faculty! This year we will be offering Advanced Placement Art History and an elective course on Hispanic Culture for the first time! We also have two faculty committees who will be proposing this fall the creation of two programs for students. One of the programs is a Senior Project for all seniors to participate in during fourth quarter of senior year. Our goal is to pilot this program in the Spring of 2018! As we finalize the program, we will send out details to both seniors and parents. We will also be proposing a Global Competency Diploma program starting with the Class of 2021. This will be a program where students will apply during their sophomore year so that they can fulfill all of the requirements in order to earn the additional diploma at graduation. Later this fall we will send out more specific information about the requirements and the process to both students and parents. As part of our work around social emotional learning and building an inclusive school community our students will be participating in Challenge Day on October 2nd. The Challenge Day organization is the world leader in building school communities where students and adults feel safe and connected. In our continued efforts to keep all of our students safe and informed about the dangers of alcohol and drug use, we will be having a mandatory pre-prom program for all juniors and their parents in late February or early March. Seniors and their parents must attend this pre-prom program only if they did not attend the program last year as a junior. More details concerning the exact date and time for this event will be sent out this fall. Once again, we are attempting to make the beginning of school process as efficient as possible for you all by putting all of the consent and release forms on Community Pass. We have provided directions for accessing Community Pass and the forms. Similar to last year, I have scheduled the Admin Chats for parents and guardians throughout the course of the year and informal sessions for parents to come and meet with me. The chats will have a content focus. I have asked the department head/lead teacher for each major content area to be at the Admin Chat to answer any questions you might have. I hope that you will be able to attend one of the chats so that we can have the opportunity to hear your thoughts and ideas. I also encourage students to set up an appointment with me or just stop by my office to share an idea or thought.

We are excited to welcome new faculty and staff members to the TMHS family. Please join me in welcoming the following new TMHS faculty and staff: Mr. Daniel Kassner, Social Studies, Ms. Shannon Duffty, Science, Mr. Michael Hancock, Science, Mr. Sanford Arbogast, Computer Technology, Mr. Conner Bourgoin, English, Ms. Jillian Goodwin, Special Education, Ms. Christine Smith, Special Education, Ms. Kelly Fox, Classroom Instructional Aide and Ms. Ellen Blash, Classroom Instructional Aide. We also have two faculty members taking on new leadership roles in our building! Bethany Beauchesne will be our new lead teacher for World Languages and Marco Basiliere will be our new lead teacher for Special Education.

We are also welcoming a new Assistant Principal to TMHS! Mr. Sean O'Leary is joining us from Westford Academy in Westford, MA, where he has been a physical education and health teacher for the past 12 years and the K-12 Curriculum Coordinator for Physical Education and Health for the past 6 years. Mr. O'Leary has spent the summer learning about TMHS; however, he is most looking forward to meeting and getting to know our students! Mr. O'Leary is replacing Assistant Principal Jason Stamp who has taken on a new role as the STEM Coordinator for the district.

Please take the time to read all of the following information. We have included important information about upcoming events as well as new procedures.

Administrative Chat Schedule for Parents and Guardians

Our Administrative Chats will be held on the following Friday mornings from 7:30-8:00 a.m. in the Principal's Conference Room at TMHS:

October 20, 2017	(Guidance)	January 19, 2018	(English/Social Studies)
November 17, 2017	(Athletics)	March 16, 2018	(Science/World Languages)
December 15, 2017	(Mathematics/Spec. Ed)	April 27, 2018	(Phys Ed./Bus/Art)

We would especially like to welcome the Class of 2021 to TMHS! **There will be upperclassmen available on Monday, August 28th and Tuesday, August 29th at TMHS to provide guided tours for all new students. On Monday, August 28th tours will start at 1:00 p.m. and on Tuesday, August 29th tours will start at 6:00 p.m. Please register at the following link: [Click here to register for tour.](#)**

Students will meet every class for the first two days of school, August 30th and 31st. The link to the schedule is below: [Opening Day Schedule](#)

Home and School Communication:

As always, please visit the Tewksbury Public Schools webpage for updates and information.

TMHS's traditional **Parent Open House is scheduled for Thursday evening, September 28th from 6-8:00 p.m.** This informative session will explain new school procedures and give parents and guardians time to visit their sons' and daughters' classes to gain information on course expectations from the respective teachers. **Parent-Teacher Conferences take place twice a year, Thursday evening, December 5th and Wednesday evening, March 28th.** We will once again use online sign up for conference times. We will send an email and post the directions for signing up on our website sometime in November.

New Website:

Our district and school website have been updated and changed to be more user friendly and professional. Please take a look and visit frequently. We update the website with information about upcoming events, deadlines and guidance information regularly.

Student Handbook:

Please make sure that both you and your student take the time to review the student handbook. We make changes to the handbook each year and it is the student's responsibility to be familiar with the handbook and its contents. This year our Student Handbook will only be available electronically. The handbook can be viewed on our website www.tewksbury.k12.ma.us under Tewksbury Memorial High School's *for students* link. **Students and parents must verify they have reviewed the Student Handbook by clicking yes on the box in the forms area of Community Pass by September 8th.** We have included directions for logging into Community Pass and setting up an account. The link to access the forms is <https://register.communitypass.net>. The tab for the forms is at the bottom of the list.

Rotating Day Google Calendar:

This is the link to our rotating day google calendar. You can add it to your own google calendar by hitting the plus symbol on the bottom right of the calendar. <http://www.tewksbury.k12.ma.us/MemorialHigh.cfm?subpage=1486047>

Rotating Day Planners:

Do you wish you still have a planner at the start of the school year? Do you find keeping track of the rotating schedule to be difficult? Are you constantly asking your teachers what day it is, what time class ends, or what's the half-day schedule? Do you struggle to keep track of your homework in your head? Good news!!!! For those of you who answered "YES" to any of those questions the *Class of 2019* will be selling TMHS *specific* planners for purchase at just \$10!

- These planners are totally customized for the TMHS 2017-2018 School Year and feature a *unique* Tewksbury T cover design with space to customize your cover with your name or a special quote!
- Inside there are monthly calendar pages along with weekly spreads. The weekly spreads include the rotating schedule for the day...*Imagine that you don't have to remember what the schedule is each day!!!!*
- There is also space to write in your own personal schedule for each block, your teachers contact information, room numbers and extra help hours! And for your added convenience there is a copy of the bell schedules for half days, full days, assembly days, and 90-minute delays! There has never been a better way to *stay organized* and "Tewksbury Tough" than now!!!! Follow the link to add your name to the pre-sale list and ensure that we will have a planner for you.

***Teachers are also welcome to take part in this fundraiser!!!**Click here for [Planner Pre-Sale](#).

Student Gmail Accounts:

Just a reminder that all students have a Gmail account. We use this email account to contact students about upcoming events, deadlines, and assignments. Students need to be checking this email regularly or forwarding it to the email they do check regularly. Their Gmail address is their last name, first initial and year of grad @tewksbury.k12.ma.us. For example John Doe, Class of 2017, will have doej17@tewksbury.k12.ma.us. Students can find their Gmail login and password on their Aspen details page.

Student IDs/School Pictures/Senior Portraits:

All students are required to be photographed on Wednesday, **September 6th** during the school day for the purpose of student IDs and for the option of purchasing school pictures. Additionally, seniors should also be sure to make their appointments for their senior portrait with O'Connor Studios so that they can be sure to have their picture in the yearbook. O'Connor Studios can be reached at (978) 640-6250 or at <http://www.oconnorstudio.com/>.

Class Information Dates:

It is important for both students and parents/guardians to stay up to date on all pertinent information related to their class. This year, TMHS invites both students and parents/guardians to several events during the course of the year with the goal of providing our school community with current information regarding your student's class.

Class Information Dates Schedule

Wednesday, August 23rd 9-11:00 a.m. Senior Common App Kick-off

The Common App Kick-off is an opportunity for our seniors to get a head start on the college application process! The common application is the application that most colleges and universities across the nation use for their admission process. The application is all done electronically and becomes available to students on August 1, 2017. Guidance counselors will be available to provide help and advice on the college essay and the common app. Students should have access to their social security number, resume with activities, parents/guardians contact information, parent's occupation and education level in order to complete the application. Registration is not required, but is encouraged, so that we have an idea of numbers. Please contact Mrs. Whitehouse in Guidance to register.

Friday, September 29th 7:45-8:45 a.m. Senior Parent Breakfast 9-10:00 a.m. Senior Student Assembly

Senior parents may come and enjoy breakfast while meeting your student's guidance counselors, college admission representatives, and other members of the TMHS community. Parents will have the opportunity to gain insight into the college application process. A brief presentation on accessing disability supports in the college arena will be made by Susan Woods, Associate Dean of Student Support Services at MCC. Afterwards, students will meet in the auditorium with the admissions representatives for the same informational meeting on the college process.

Friday, October 6th 7:45-8:45 a.m. Freshman Parent Breakfast

Freshman parents may come and enjoy breakfast while meeting your student's guidance counselors and other members of the TMHS community. This is a wonderful opportunity to review graduation requirements and programs available to students.

Wednesday, October 11th 7:40-12:15 p.m. PSAT Exam for all Sophomores and Juniors

It is recommended that all sophomores and juniors participate in the PSAT exam. Junior students who excel at PSAT exam may qualify for the National Scholarship Program. This exam gives our sophomores and juniors practice with the type of questions on the new SAT exam. It also gives the students feedback on their strengths and specifically what Advanced Placement courses they should consider taking.

Thursday, October 5th 6-8:00 p.m. College Financial Aid Presentation

Sophomore and junior parents are invited to attend a very important Financial Aid presentation conducted by MEFA. The recent changes in the FAFSA process and informative tips will assist parents in navigating this process.

Thursday, February 1st 6:00 p.m. 8th Grade Parent Night

This is an exciting evening for the parents of 8th grade students to meet the high school administration and members of the high school administrative team. Department Chairpersons will be available to answer all your curriculum questions.

Friday, February 2nd 7:45-8:45 a.m. Junior Parent Breakfast 9-10:00 a.m. Junior Student Assembly

Junior parents are invited to attend a parent breakfast for an informative post-graduate planning presentation co-presented with Guidance and MEFA staff members. All junior students will attend an informational assembly on post-graduate planning.

Critical Forms (*Accident and Illness (if requiring update), Consent and Release, Medication (if applicable), Acceptable Use, Photo Release, Student Handbook sign off:*)

Back to school always means filling out several critical forms so that we can best serve your child. To reduce the amount of paper we send home to you, we have made electronic versions of the forms for you to read and sign using Community Pass. We have included directions for logging into Community Pass and setting up an account. The link to access the forms is <https://register.communitypass.net>. The tab for the forms is at the bottom of the list. Click on the forms tab to access all forms. Since we use email to communicate with parents primarily we ask that you make sure that your email in Aspen is up to date when you are updating your other information in Aspen. Please make sure your contact information including emergency information is accurate.

Extra-Curricular Activities:

It is important for students to feel connected to their school. When students are connected by being involved in clubs, activities and athletics they are often more successful in the classroom. I challenge all of our students to join at least one club, activity, and/or athletic team at TMHS. Bring your friends along and make many new ones in the process! This year **all students participating in athletics or in a club must register at Community Pass. You may also pay the user fee online through Community Pass at <https://register.communitypass.net>. You can pay with a credit card or using your checking account. Students will not be allowed to try out for a sport or participate in a club until the fee has been paid. You will be able to log in to Community Pass on August 1st to pay.** All Tewksbury families have an account with Community Pass. You received an email in April with your username and login. Please see the insert with directions on logging into Community Pass.

Student Parking:

Parking spaces are only for senior and junior students. If you wish to obtain a parking permit (and meet the set requirements), you will be issued a pass. The cost this school year for a parking permit is \$150. All students must first register for a parking permit through Community Pass at <https://register.communitypass.net>. You can pay the fee with a credit card or using your checking account through Community Pass. You will be able to register and pay as of August 15th. See the insert with directions on logging into Community Pass. After a student has registered for parking on Community Pass the student should report to the TMHS office on **Thursday, August 24th with a Xerox copy of their license and a Xerox copy of their registration. Seniors should report from 9-11:00 a.m. and Juniors from 12 noon to 2:00 p.m. to pick up parking pass.**

Student Schedules:

Please review the enclosed student schedule to ensure correct placement. Students with incomplete schedules should contact the Guidance Office via email at pwhitehouse@tewksbury.k12.ma.us (Mrs. Whitehouse, Administrative Assistant) or call (978) 640-7838 to schedule an appointment.

Don't forget...first day of classes is on Wednesday, August 30, 2017. Students should arrive to school by 7:25 a.m. and report to their **Day One A Block** class by **7:30 a.m.**

I am looking forward to a year of fun and learning! Let's make the 2017-2018 School Year even better than last year! Enjoy the rest of your summer with friends and family!

Sincerely,



Kristen S. Vogel, M.A.T.
Principal

Enclosures

Tip: To stay informed of student academic progress and school news, visit these sites often.

Aspen Student Portal: <https://ma-tewksbury.myfollett.com/aspen/login.do>

TMHS Webpage: <http://www.tewksbury.k12.ma.us/MemorialHigh.cfm?subpage=498003>