

KELL HIGH SCHOOL

Cobb County School District
"One Team, One Goal: Student Success"

Andy Bristow, Ph.D.
Principal



Dear Parents,

As we approach the closing of the school year and this semester, preparations for final examinations are beginning. We want to provide you with information concerning our school operations at this important time of the year.

1. Students will take comprehensive final examinations covering the curriculum of their current courses. These examinations will be given according to the following schedule:

Seniors:

Monday May 13	Tuesday May 14
3 rd Block Exam 12:05 – 1:55	1 st Block Exam 8:20 – 9:50
4 th Block Exam 2:00 – 3:30	2 nd Block Exam 10:30 – 12:00

Freshmen, Sophomores and Juniors:

Tuesday May 21	Wednesday May 22
1 st Block Exam 8:20 – 9:50	3 rd Block Exam 8:20 – 9:50
2 nd Block Exam 10:00 – 11:30	4 th Block Exam 10:00 – 11:30
BUSES LEAVE CAMPUS AT 11:35 (Sack lunches will be available for students at dismissal.)	

2. Students will be expected to return all textbooks and should return media center materials before the end of the semester or make payments for media fines, lost or damaged textbooks. Payments may be made in the Media Center. Please see Coach McLaughlin. Students who have lost or damaged textbooks and/or media center material fines must have them cleared prior to receiving textbooks at the beginning of the next school year or to participate in this year's Graduation.
3. Parking fines can be paid online to www.mypaymentsplus.com or students will need to see Ms. Mejias-Ortiz (Administrator's office at the end of English hallway) for payments by cash or check. All parking fines will need to be cleared prior to receiving a new decal next year or to participate in this year's Graduation.
4. No student will be given a final examination early. Also, no student will be dismissed from the final exam until the end of the designated time. Please make arrangements accordingly.
5. If it is necessary for students to miss a final examination because of illness, hospitalization or family emergency, the parent must notify the school in advance. Parents should send an email to Dr. Susan Stoddard (susan.stoddard@cobbk12.org) detailing the days and reason for absence. After administrative approval, the time and date for final makeup will be scheduled between the teacher of record and the student/parent. Students who miss a required State Milestone End of Course Test (EOC) will need to schedule a makeup test with Mrs. Tanya Robson.

Sincerely,

Andy Bristow, Ph.D.
Principal
Kell High School