

Trojan Parentline

March 15, 2018

East Lansing High School

509 Burcham Drive

East Lansing, MI 48823

Phone: 517-333-7500

Fax: 517-333-7559

Attendance Line: 517-333-7567

School Hours: 7:45am - 2:34pm

Office Hours: 7:00am - 4:00pm

General Information:

Attendance: 517-333-7567

elhsattendance.elhsa@elps.us

Please leave your students name, grade and reason for absence.

EXCEL is a required academic period on Tuesday and Thursday. All students must be with a teacher, counselor or the media specialist during EXCEL.

Visitors must report to the main office and receive a visitor's pass in order to access the building during school hours.

East Lansing High School is a closed campus during lunch for freshmen and sophomore students.

[Contact information](#) for high school employees is available on our website.

Trojan T.U.R.F. - Trust, Unity, Respect and Fairness

Trojan T.U.R.F is a philosophy utilized in all areas of interaction at East Lansing High School. Research indicates that when a school environment is positive and predictable, students feel safe, have better academic performance, higher test results and make better behavior choices. Schools also show a gain in instructional time and a reduction in discipline referrals and out of school suspensions.

High School Administration

Andrew Wells - Principal

andrew.wells@elps.us

517-333-7504

Nancy Artman - Assistant Principal

nancy.artman@elps.us

517-333-7502

Nick Hamilton - Assistant Principal

nick.hamilton@elps.us

517-333-7502

Tom Hunt - Athletic/Activities Director

tom.hunt@elps.us

517-333-7572

Administrative Assistants

Nikie Tabor - Main Office

nikie.tabor@elps.us

517-333-7504

Mary Fata - Main Office

mary.fata@elps.us

517-333-7502

Sue Bledsoe - Registrar

susan.bledsoe@elps.us

517-333-7508

Bonnie McGraw - Student Services

bonnie.mcgraw@elps.us

517-333-7509

Laura Scott - Athletic/Activities Secretary and Copy Center

laura.scott@elps.us

517-333-7574 or 517-333-7499

Student Services

Dual Enrollment Grades

Students taking LCC, MSU, or Kendall classes are required to turn in grade reports for these spring semester courses. These grade reports need to be turned in to student services so that the registrar can place them on a student's transcript. If we do not receive this report prior to the end of the semester, it will show on the student's transcript as an incomplete.

Senior Parents

The end of the school year is coming up fast so please do not let your student get complacent. Keep encouraging them to work hard in their classes. Colleges do take into account your students 8th and final semester grades. They are almost there!

Counseling Appointments

If you need to meet with your student's counselor, we highly encourage that you call student services to make an appointment. While we always do our best to accommodate families that drop in, our schedules do not always permit that type of flexibility. Call (517) 333-7509 to schedule your appointment.

Scheduling

Scheduling Student course requests for the 2018 – 2019 school year have now been gathered from all of the ELHS 9th – 11th graders, and MMS 8th graders. We are starting the task of working on building the master schedule based on what the students are telling us they would like to take. At this point, we are no longer able to change any course requests. Students should expect to receive their schedules during early June. Drops/Add's will take place during the last week of school.

New Procedures for LCC Dual Enrollment

1. ALL Paperwork must be submitted to our office by May 22, 2018 with the course names. Registration for fall courses begins June 25th and runs until August 23rd. High School students cannot register during the late registration period! Additionally, all billing authorization forms must be in to LCC by May 23, 2018, or East Lansing High School will not be able to pay a portion of the course(s). This means we must have accurate information for the billing authorization. Students need to follow through and register for the courses they put on their dual enrollment forms. Any other courses they register to take will not be eligible for partial payment by the school and will not be included on the student's schedule as a course receiving credit.
2. Students must apply to LCC and register for courses themselves. The school submits the paperwork to allow students to register for courses, but students must do this step on their own.

Instructions for how to apply and register for courses is available in Student Services.

Final Transcripts

Final transcripts will not be sent out automatically by counselors. Everyone who needs to have their final transcript sent will need to send an additional request through Parchment. Even if you applied through Common App you will need to request your final transcript through Parchment. Make sure they select "Hold for Grades". transcripts not placed on hold will be sent now and will not be their final transcript with the graduation date. Due to the timing of the last day of school, Final Transcripts will not be available until the end of June. Instructions for requesting transcripts through Parchment are in the Student Services office.

Students still needing to order a cap and gown should contact Graduate Sales, Inc. immediately at **989-773-1337!**

Post Prom Fundraiser



Enjoy yourself and support our cause at a special fundraising event for:

Organization name: East Lansing High School – Post Prom Fundraiser

Date: Tuesday, April 17, 2018

Time: 5:30 pm – 8:30 pm

Store: 300 N. Clippert Street
Lansing, MI

Guest MUST present this flyer to the cashier before paying. Blaze Pizza will donate 20% of proceeds from your meal back to our organization.

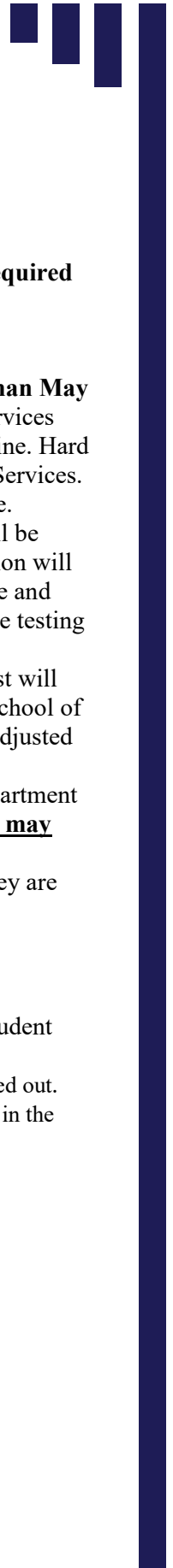
Fundraiser A



FAST-FIRE'D.

Donation amount excludes proceeds from tax and gift card purchases. Valid for dine-in, take-out only. Not valid for online orders. Alcoholic beverages excluded. Event proceeds void if flyers are distributed in or near the restaurant. Manager, please attach this flyer to the guest check.

Testing Out



East Lansing High School 2018-19 Testing Out Information and Application Form Test Dates: Tuesday, August 7 & 21, 2018

Students who demonstrate a competency level equivalent to or exceeding the standard of the required courses for graduation may request a test to proceed to the next course.

Testing Out Procedure:

1. The application form is due to the East Lansing High School Student Services office **no later than May 25, 2018**. This form may be found online by going to the East Lansing High School Student Services page on the website, or a printed version will be available in upcoming issues of Trojan Parentline. Hard copies should be mailed to ELHS, 509 Burcham Drive, East Lansing, MI 48823 Attn: Student Services. You may also fax the form to 517-333-7505. All forms must arrive to the school by the due date.
2. Testing Out will on August 7 & August 21, 2018 in the ELHS Student Union. Two sessions will be offered each day. The morning session will begin promptly at 8:30 a.m., and the afternoon session will begin promptly at 12:30 p.m. Students should enter ELHS through the Night Activities Entrance and report to check-in at least 15 minutes prior to start time. Students will not be allowed to enter the testing site once the testing begins.
3. To test out of a course, a grade of 78%/C+ or better must be obtained on the test. Passing the test will grant credit toward graduation. Student and parent will be notified by mail prior to the start of school of the test(s) result(s). For students obtaining the required grade, schedules will *automatically* be adjusted prior to the first day of school. There is no need to schedule an appointment with a counselor.
4. To maintain the security of the tests, they will not be returned to the students. However, the department chair will review the tests and test results with the student and/or parent if requested. **A test out may only be attempted once per course.**
5. Students may attempt to test out any course. Students should indicated on their application if they are trying to test in to Pre-AP for subjects where this option is available.
6. Test Out is not available to students who have not yet enrolled in the district.

Course Material Loan:

1. Study materials will be checked out to all students Monday – Wednesday, June 18-20, in the Student Services office. Check out times are 8-11 am and 1-3 pm.
2. A \$70 deposit check must be rendered at the time of materials check out for **each** textbook checked out. Checks will be returned when books are returned on the testing date. Payment must be submitted in the form of a check. Cash and credit cards are not accepted.

Testing Out Application

Application for Testing Out – East Lansing High School
Return form to ELHS Student Services Office by May 25, 2018



Student Name _____
(please print) Last First

Grade 2018-19 school year _____

Testing out dates are listed below. Please plan accordingly as tests will only be administered on these dates. Students may take up to two tests per date. Please check the date you will like to take the test and indicate which course you are attempting to test out of in the space provided.

_____ Tuesday, August 7, 2018

8:30 a.m. _____

12:30 p.m. _____

_____ Tuesday, August 21, 2018

8:30 a.m. _____

12:30 p.m. _____

Notes:

1. The PE test-out requires two sessions.

2. Certain courses have more than one option for placement if you successfully test out. The back side of this form has those courses listed. Please check the appropriate box for your course preference.

I have read the Testing Out Procedure and have not taken the testing out exam or the class for the above subject(s).

Student Signature

Textbook Loan Agreement

1. Study materials will be checked out to all students June 19–21, 2017 from 8:00 a.m. -11:00 a.m. or 1:00 – 3:00 p.m. in the Student Services office.
2. A \$70 deposit check is required for **each** textbook checked out.
3. Please make checks payable to East Lansing Public Schools. Payment must be submitted in the form of a check. Cash and credit cards are not accepted.
4. All textbooks must be returned in the same condition as when borrowed.
5. If textbooks are not returned on the testing date, the check will be cashed.

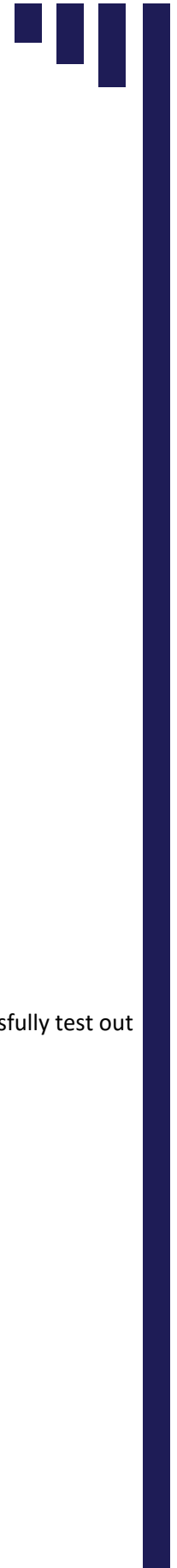
I have read the Testing Out procedure and approve of my son/daughter taking the above test(s). In addition, I have read the Textbook Loan Agreement and accept the terms of this agreement.

Parent/guardian Signature Date

Parent/guardian Phone Number Parent/guardian E-mail address

For office use only:		
_____	_____	_____
Check Number	Date Returned	Check Returned To

Testing Out Application



ENGLISH

If you are testing out of and pass:

English I

You may choose from:

- English II or,
- Pre-AP English II

If you are testing out of and pass:

English II

You may choose from:

- English III
- Pre-AP English III

If you are testing out of and pass:

English III

You may choose from:

- AP Language & Composition
- AP Literature & Composition

SOCIAL STUDIES

If you are testing out of and pass:

US History: 1877 to present

You may choose from:

- World History
- AP World History
- AP US History: 1877 to present

*You may sign up for AP US History without testing out of US History: 1877 to present

If you are testing out of and pass:

World History

You may choose from:

- AP World History
- AP European History

MATH

If you are testing out of and pass:

Algebra I

You may choose from:

- Geometry
- Pre-AP Geometry

If you are testing out of and pass:

Geometry

You may choose from:

- Algebra II
- Pre-AP Algebra II

SCIENCE

If you are testing out of and pass:

Physical Science

You may choose from:

- Anatomy/Physiology
- Ecology
- AP Physics I

ALL other courses from which you successfully test out of, will show as credit on your transcript.

Convocation



East Lansing
Public Schools 509 Burcham, East Lansing, MI 48823

Dear Senior and Parents,

Senior class convocation will be held on Wednesday, May 30, 2018 at 8:00 a.m. in the Center for Performing Arts. We are collecting information on ***accepted*** monetary awards and ***accepted*** scholarships along with any scholarships, honors, or athletic awards received by seniors. Please fill in the form below and send it back to the student services office or retrieve this form on the East Lansing Public Schools web site and email the completed form to bonnie.mcgraw@elps.us by Friday, May 25, 2018. We will use your feedback, along with information gathered from students to complete the program for convocation. Your help is necessary for assuring accurate information. We will not disclose monetary amounts, but the information will be added together with all information received for a total amount offered to the class of 2018.

Thank you for your cooperation.

Sincerely,

Andrew Wells
Principal

Nancy Artman
Assistant Principal

Nick Hamilton
Assistant Principal

Tom Hunt
Athletic Director

First and last name of student:

Where are you attending College?

Monetary Awards:

Name of institution or group	Name of scholarship/award	Amount (This will not be listed in the convocation program.)
_____	_____	_____
_____	_____	_____
_____	_____	_____

List any sports for which you have received All-State, LSJ Dream Team or LSJ All-Area recognition for 2017-2018:

Do you plan on participating in intercollegiate athletics? If so, list sport(s): _____

List any other recognitions you have received such as visual arts, performing arts, etc.

Presentation time **may prevent us from announcing previously recognized awards.*

Congratulations on your accomplishments!

PARENT NIGHT hosted by the **Christian Student Union**

Sunday, April 22 – 7 to 8:00 p.m. in the HUB



The meeting will re-cap our activities this past year and preview plans for the coming year. Parents of current and future CSU students are welcome!

Our special guest speaker is Zach Trumble, youth minister for First Priority, a national youth ministry program serving middle and high school students.

Unable to attend, but want to stay informed? Email CSU parent Chuck Roboski at charlesroboski@gmail.com

AVID

The East Lansing High School AVID program welcomes Ross Gorman as the new AVID Elective teacher for 9th grade in the fall of 2018-2019. Mr. Gorman has been with the EL family since November of 2016 and currently teaches World History and Contemporary Issues. He is a magna cum laude graduate from MSU. As the class of 2022's AVID Elective teacher, Mr. Gorman will join our growing number of AVID trained staff, which currently totals 23 trained staff members at the high school.

Members of the AVID staff interviewed our current 8th grade candidates at the end of March, and selected students have received their invitations to the program.

We are now accepting applications for 11th grade students interested in joining the class of 2020 cohort. Ideal applicants have good attendance, clean discipline records, and are motivated to learn and grow by learning and using AVID techniques in their core classes. Please contact Marcy Sheldon by June first if you are interested in applying. marcy.sheldon@elps.us

Parent Council

Parents—We STILL Need YOU -- yes, YOU! Parents! Did you know that research shows that when parents are involved with the schools their students have better academic outcomes? And at the high school level it becomes even more important to be involved. So come join the ELHS Parent Council Board for 2018-19! You will gain an insider perspective on the school; expand your parenting “village”; give support to staff, students and parents; and demonstrate something important to your students! It’s a win-win-win, all around!

Parent Council opportunities include:

Co- President: you will be working with an experienced Parent Council Co-President! Lead the direction of the Council, work on parent programming, support the projects of the Council.

Vice-President for Communications: gather information of importance to parents from a variety of sources and distribute through an e-bulletin (weekly or bi-weekly), co-ordinate with our social media and web shepherd.

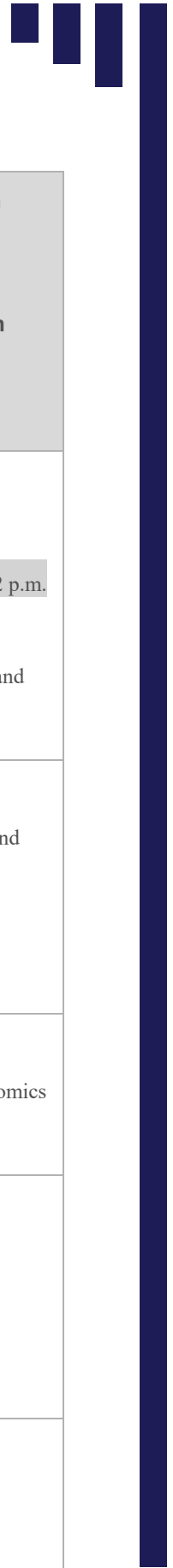
Top Scholar Event Coordinator(s): Do you love to plan fabulous events? Put your talents to good use by planning and coordinating the annual event to honor ELHS Top Scholars and the educators who have influenced them!

For more information on supporting the students, parents and staff of ELHS through service on the Parent Council, please call, text or email Ellen Ives at 517- 930-0341, or ellenives@yahoo.com

Important Dates (subject to Change - always check the elps online calendar)

April 19	Senior Solo Recital – 7pm - Auditorium
April 24 and 25	AP Pre-bubble during excel in Student Union
May 7-18	AP Testing
May 12	Prom at MSU
May 15	Cap and Gown delivery
May 20	Baccalaureate @ St. Thomas 4:00 p.m.
May 22	Senior Excel Meeting (Everything seniors need to know for graduation)
May 23	Graduation performance Applications Due
May 24	Auditions for Graduation performance in room 115
May 24	Graduation cards due to Ms. Kowalski (only Ms. Kowalski)
May 25	Expected Senior Skip Day
May 30	Convocation in the Center for Performing Arts – 8:00a.m.
June 1	Senior Last Day
June 3	Top Scholar Celebration – 12:30pm
June 7	MANDATORY GRADUATION PRACTICE and Senior Brunch following and Eagle Eye
June 10	Graduation 11:00 a.m. at MSU Auditorium
June 13, 14 & 15	S2 Exams
June 15	End of S2 and Last day of school

AP Exam Schedule



Week 1	Morning 8 a.m. - Bus leaves at 7:15 if testing at MSU	Afternoon 12 noon - Bus leaves at 11:30 if testing at MSU
Monday, May 7, 2018	Chemistry Studio Art – receive portfolios	Psychology
Tuesday, May 8, 2018	Seminar Spanish Language and Culture	Art History Physics 1: Algebra-Based
Wednesday, May 9, 2018	English Literature and Composition	Physics 2: Algebra-Based
Thursday, May 10, 2018	United States Government and Politics	Chinese Language and Culture Environmental Science
Friday, May 11, 2018	German Language and Culture United States History	Computer Science Principles
	Studio Art — last day for coordinators to submit digital portfolios	

Week 2	Morning 8 a.m. - Bus leaves at 7:15 if testing at MSU	Afternoon 12 - Bus leaves at 11:30 if testing at MSU noon
Monday, May 14, 2018	Biology Music Theory	Physics C: Mechanics Afternoon 2 p.m. Physics C: Electricity and Magnetism
Tuesday, May 15, 2018	Calculus AB Calculus BC	French Language and Culture Computer Science A
Wednesday, May 16, 2018	English Language and Composition	Macroeconomics
Thursday, May 17, 2018	Comparative Government and Politics World History	Statistics
Friday, May 18, 2018	Microeconomics	European History