

...because at Edward R. Murrow, we CARE about our students.

Calendar: Nov. 13 - Nov. 17, 2017

To The Faculty:

- (1) **Procedure for Visitors:** If you are expecting a visitor into the building you need to fill out a green visitors form in Ms. Giberga's Office, Room 103. Please remember that you are **required** to pick up your visitor at the front desk and also bring them back down once they are finished.

- (2) **Teacher's Choice:** This year's Teacher's Choice funds will be issued to eligible school staff members in their paycheck in November. Eligible staff members who receive these funds are required to spend them on qualifying educational materials by January 19th. You must submit original receipts to Lorraine Ianno, Room 102 **no later than January 19th**, but will be accepted **any time prior** to the cutoff date.

FORMS AND RECEIPTS WILL NOT BE ACCEPTED AFTER JANUARY 19TH.

- (3) **Reminder:** If you are going on a field trip please remember to bring the list of students going on the trip to the Attendance Office, Room 127 before the trip.

(4) **Dates To Remember:**

Mon., Nov. 20th

Food Drive Ends

Thurs. Nov. 23rd & Fri., Nov. 24th

Thanksgiving Recess – Schools Closed!

Tues., Nov. 28th

Players' Circle Meeting – 7:00 P.M. in the Principal's Conference Room, Room 112

Tues., Nov. 28th - Fri., Dec. 1st

Friday, Dec. 1st - World AIDS Day.

The AIDS Quilt will be on display from Tuesday, Nov. 28th through Friday, Dec. 1st A ->J Band. The opening ceremony will be on Tuesday, Nov. 28th during B- Band and the closing ceremony will be on Friday, Dec. 1st during G-Band.

Thurs., Nov. 30th

Remuneration Day

Fri., Dec., 1st

Marking Period 2 Ends

Mon., Dec. 4th

**GRADES MUST BE ENTERED INTO PADS
BY 10:00 A.M.**

Wed., Dec. 6th

Art Patrons Meeting – Room 438

Thurs., Dec. 7th

School Leadership Team Meeting – 6:00 P.M. in the Principal's Conference Room, Room 112

MONDAY
Nov. 13

Attendance - B - Band
G Band Does Not Meet

Music Sponsors Meeting - 7:00 P.M. in Room A4

Get Acquainted - 7:00 P.M. in the Joseph Anzalone Theater

TUESDAY
Nov. 14

Attendance - B - Band
0, A, F, J & K Do Not Meet

Parents' Association - 6:30 P.M. in the Students' Cafeteria

WEDNESDAY
Nov. 15

Attendance - SCS
D Band Does Not Meet

<i>Special Schedule – 20 Minute SCS</i>	
A:	8:05 – 8:55
B:	8:55 – 9:40
C:	9:40 – 10:25
SCS:	10:25 – 10:45
E:	10:45 – 11:30
F:	11:30 – 12:15
Regular Wednesday Schedule to Follow	

SCS Procedures:

- 1. Take Attendance - Return Attendance Folders to Room 127, immediately after SCS.**
- 2. Distribute Regents/RCT Exam Notices to applicable students.**
- 3. Distribute student transcripts**

After SCS:

- 4. Return all undistributed material to the General Office, Room 102.**

Spec. Ed. SCS Teachers - Return undistributed material to Room 128

Remuneration Day

Art Patrons – 6:30 P.M. in Room 438

THURSDAY
Nov. 16

Attendance - A - Band
B, E & H Bands Do Not Meet

Blood Drive – 9:00 A.M. – 3:00 P.M. in Gym 1B

College Parent Workshop – 6:00 P.M. in the Joseph Anzalone Theater

FRIDAY
Nov. 17

Attendance - B - Band
C Does Not Meet

Jam Café - 3:00 P.M. in the Students' Cafeteria

****Return Subject Class Attendance Scan Sheets to the boxes near the Principal's Office, Room 108 after J-Band****