



# Ole Steller Yeller

September 13, 2010



## From The Principal

*H. Green*

It is good to be back, to see the hustle and bustle of kids in our halls going hither and yon.

As always, while your child is at Steller his/her safety is of paramount concern for us. I just want to touch base on a few issues that are well within our ability to affectively deal with.

The first is skateboards: Skateboards are not allowed and will be confiscated and held to the end of the day if brought to school. If there is a repeat incident a parent will need to come and pick up the skateboard. We had some students playing with them in the streets. A community member called the school to inform us of what was happening. When I went to check, sure enough a group of our students were where they were said to be. I observed one student

fall in front of a moving car causing the car to come to a stop just to avoid hitting him. So, please keep skateboards at home.

Open campus Students are prohibited from leaving the campus during the school day ***EXCEPT during lunch***. The exceptions are students who attend King Career Center, have pre-approved late arrival or early dismissal privilege and students who have classes on different school campuses. Students who do not fall under any of those categories must stay on Steller's campus. If students, need to leave campus during the school day for any reason, they must have ***prior parent permission***. Parents must contact the ***Office before*** the student leaves school allowing the front office staff to amend their attendance records.

Because Steller does not have a lunch program our students are allowed to leave campus and go to any of a number of establishments for lunch. As they are going about the business of getting lunch, students need to remember basic safety precautions. Walk on sidewalks or as close to the edge of the street as possible. Do not walk in the middle of the streets and play chicken with oncoming cars. And, please remember to cross streets at designated crosswalks.

One item that is at the forefront of everyone's concerns is supervision of students. As you all know school is over at **3:00**. Teachers are here at least until 3:30 after which they leave the building. We still have kids that have not been picked up by that time.

## From The Principal (cont.)

After **4:00** there is no one that can maintain a modicum of supervision for our students. There is just too much that can happen with unsupervised kids. We need the students to be picked up between **3:30 and 4:00pm**. If you absolutely cannot pick your child up by **3:30 or 4:00pm** give them an alternate location for you to rendezvous. Barnes and Nobles is one space a lot of parents use, one of the nearby eateries is the next logical choice, also some students are enrolled in one of the martial arts programs, Kim's Tae Kwon Do, Mr. Kim picks those students up from the school. If you have an alternative place in mind that would be fine. But regardless, for the safety of your child we ask that you pick them up between 3:30 and 4:00pm. The exception would be if they were in an after school activity. Then of course we would ask that you pick them up after the activity.

On to other news, we did finally get an Art teacher. Her name is Alayne Tetor. She has a brief bio in this newsletter. We think that she will do a wonderful job in that position. We still do not have word on the sped teacher. We did pick someone and have sent her name to the district. As of yet I have not received any information as to whether she accepted or declined the offer. So, we wait a little bit more.

The kitchen is finished and looking good. I think that it will serve the Steller community very well. We need to get pots and pans that are appropriated for the ceramic cook tops. Once that is done we can start cooking, hosting or entertaining as we choose.

I invite each of you to join with us in making this year one of our best.

### Parking and Building Safety

It is school board policy that all students parking in ASD student parking lots have a parking permit. This permit [*if displayed properly*] will work for any school district student parking lot. The cost of the permit is \$50.00 per semester. To obtain a permit please take all monies to the main office and see Elizabeth. Students will then receive a Vehicle Registration and Parking form. Take the completed

form and payment receipt to JayBee and he will issue the actual permit.

There will be periodic checks of vehicles in the parking lot to make sure vehicles have up-to-dated permits prominently displayed. If you do not have a permit a warning citation will be issued for the 1st offense. However, a \$20.00 fine will be assessed for the 2nd offense. Cars maybe towed at owners expense if there is a 3rd offense. Be aware that if you have a class at another ASD school **you must** have a permit prominently displayed or you may be cited. Also, each school has their own fine system for their parking areas. Permits from our school are valid at any other ASD student parking lots.

Vehicle safety is important. Please do not speed in the driveway or parking lot. Please make sure that each of your passengers has access to a seat belt. Our school is about responsible freedom, which means just that, freedom to be responsible in all things you do. Driving responsibly is the only way we can be certain of our privilege to drive to school and park on campus. If proper choices are not made, those freedoms could be taken away.

All visitors must sign in at the office. This allows us to know who is in the building for security and fire purposes and helps alleviate confusion about non-permitted cars in Steller's parking lot.

The front access drive is a **Fire Lane**. Dropping off and picking students up is fine but parking is not allowed. Any car parked in the Fire Lane (*without a driver in the auto*) may receive a citation from Anchorage Police.

When we are having an emergency or a drill and vehicles are stopped in the front entrance driveway be aware of students coming out of the doors and please move your car to the parking area as soon as you are able. In the advent of a real emergency, if your car is unattended, we may not be able to locate the owner of the car. Our first concern is the safety of the students. If your car is blocking the emergency vehicles they will move it any way they can.

Thank each and every one of you for your

## The Staff Corner: Steller’s Endgame - What is it??

**“Inspiring a community of independent, confident, self-directed learners”.**

These words make up the Steller mission statement. The staff and faculty of our school recognize our role and responsibility toward each and every student enrolled in our program. We continue to engage in conversation about our mission, our pedagogy and our goals pursuant to the education of your young adult with this mission statement in mind.

We strive to *inspire* by offering challenging courses, interactive classroom learning opportunities, and by allowing students the chance to actively engage in their educational process. We bolster their *confidence* by insisting that a “stand and deliver” component be built into every class, that students experience success and that they are given feedback and a chance to show academic growth at every

opportunity. We push toward *self-direction* to the extent the student is individually capable by sponsoring peer-taught class, SDLs and Independent Study coursework and by getting to know your student via our Advisory group and, at times, pushing them to go beyond their comfort zone. Our goal for your child is similar to your own to start each one on the path toward an independent, confident and self-directed future.

Please join us in our on-going conversation; attend the Monday afternoon staff meetings, subscribe to and read the Steller Flash, come to the All Community Meetings and Advisory group events, and become active in the Parent Group. Together students, parents and staff can make for a stronger, more effective Steller.

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## Welcome Alayne Tetor



In search of beautiful places and creative opportunities, life brought me to Alaska this past April, and to Steller very recently. I am thrilled to be a part of such a progressive and dynamic community of teachers and learners. Originally, I am from Northeastern Pennsylvania. I attended college at Johnson State College in Vermont, and graduated from Kutztown University of Pennsylvania with a degree in K-12 Art Education. Since then, I have wandered the mountains of the Adirondacks in upstate New York and Aspen, Colorado teaching skiing and art. This is my first position as a full-time classroom art teacher. I plan to continue my enthusiasm and experience of teaching in alternative settings in an experiential manner as the art teacher at Steller. My mission is to explore life and expand the mind. I am elated to share the experience with others.

Steller Secondary School  
2010 Open House  
Thursday, September 16  
6:00—7:00 pm  
Ad Board meets 7:00—8:30pm



**Parents**—meet all your student’s teachers, and follow their daily class schedule. Recruiting AG Parent Liaisons! Questions answered about volunteer opportunities, eScrip, donations, and the Flash! Last chance to correct listings, or sign up for the Steller Student Directory!

**Students**—show your parents what you go through every single day! Learn about student organizations, and activities:

Student Government  
TPC  
Yearbook  
Drama  
Garden Club  
Art Club  
Planet Steller

Chess Club  
Lego Club  
Choir  
Battle of the Books  
Model UN  
Temple of the Bean (Kitchen Committee)

**Order your yearbook! Purchase Steller Stuff!**

**Celebrate the Peace Garden fall harvest with the Garden Club!**

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## Photos Needed

Steller Parents,

If you have a student participating in any extracurricular activities (i.e. sports at other schools, music or art camps, clubs, or jobs), and would like to have these activities featured in the Steller yearbook, please send an email with your pictures, the name of your student and a brief description of their activity to [jackson\_lana@asdk12.org]

If it’s a great moment of your child’s high school life, please yearbook it!

## Yearbooks On Sale Now

Steller Parents,

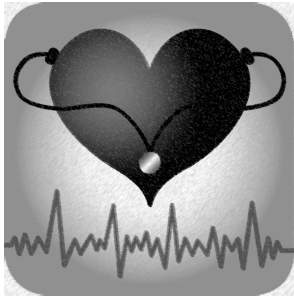
Yearbooks are currently \$55, but they will rise to \$75 – \$80 by the end of the school year. Take advantage of this opportunity to remember your time at Steller! Save money by buying it online (visit Josten Yearbook Sales at [www.shop.jostens.com] and look up our school) or complete the order form on the next page and return it to Svetlana.

Yearbooks are on sale now!?  
Thanks for your support!





## Nurse's Notes



### Immunizations Due

Many students will need immunization boosters prior to school starting and during the school year. The immunization must be received and documentation provided to the school prior to attending classes. The State of Alaska has a strict “NO SHOT, NO SCHOOL” policy. Reminder letters are mailed out monthly and several months prior to your students immunization due date. Free immunizations are available at a variety of locations, please contact me with any questions or concerns.

### Allergy/Anaphylaxis

Steller Secondary is a LATEX-FREE environment. Do not bring latex gloves, balloons, or other items made of latex into the building.

Parents of children with a known anaphylactic reaction especially to food, animals, or bee/wasp sting **must provide the school with an Allergy/Anaphylaxis Plan** completed by a physician. The nurse reviews the plan and gives a copy to the student's teachers. Teachers are trained to administer the epinephrine auto-injector and it will go with the child on field trips. If you need a copy of the Allergy/Anaphylaxis Plan to take to your doctor please contact the school nurse.

### Asthma

**If your student is prescribed an inhaler we must have an Asthma Action Plan on file.** If you need a copy of the Asthma Action Plan to take to your doctor please contact the school nurse.

### PE Excuses

If a student will need to be out of PE for more than three days a written request from a physician is necessary. The excuse must specify the length of the absence (including the return date,) and the reason for it.

### Medication

If your child requires medication during the school day please contact the nurse for the required paperwork. All medication must be provided in the original container. **The nurse cannot give out any loose medication that is sent to school in a baggie.** Students are prohibited by ASD policy from carrying controlled substance medications, such as those prescribed for ADD/ADHD, to school to give to the nurse. An adult must bring in this medication. All controlled medications must be counted by the nurse in view of the parent/guardian. For questions regarding medication administration at school please call the nurse.

### Food Donations

The nurse's office is running low on cup-o-noodle lunches and out of breakfast or snack items such as instant oatmeal, granola bars, apple sauce, gram crackers etc. If you were able to make a donation, it would be greatly appreciated by the many Steller students who come in needing a blood sugar pick-me-up or forget to bring a lunch. Rest assured, you will be notified if your student becomes a “frequent flyer” for food.

Nurse Wendy

## Label That Food

We have many students with a wide variety of food allergies. At this age level, most students are able to identify what they are eating and if it contains a potential allergen. Many times however, the food allergen can be a hidden ingredient that has life threatening implications. The majority of allergic reactions at this age level occur because the student ate something given to them by a friend that was presumed to be safe. With that said, it would be great if you could label the ingredients in your homemade foods that are brought in to be shared with others (advisory snacks, BBQ's, class events etc). The common food allergy offenders are shellfish, seafood/fish, milk/dairy, wheat, legumes/peanuts, tree nuts, eggs, soy, and pit fruits.



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## Letter From Jean

The reason I have accepted a new position with the district is not because I do not love Steller. Odd as this may sound, I am leaving because I love Steller. What I love the most about my Steller job is my role as an advisor, giving me the opportunity to mentor students. There is nothing more satisfying than having a student contact me years after graduation to tell me they decided to become an Air Traffic controller because of the Aviation class they took from me, or that they are in Architecture school, because of what they learned in my Intensive. I have even had a few artists graduate from Art school because I was able to help them get scholarships based on the quality of their work.

When the position for a full-time mentorship coordinator opened, it was difficult for me not to consider it. I think of it as a “senior project” (also known as) a “passage” for me... something I am willing to explore even if it means I have to get out of my comfort zone. If you want to learn more about senior projects/passages, ask Philip, Bob or Leigh Anne – they have been working hard to get this program in place for our students at Steller.

I plan to stay connected to Steller. I plan to help with the Auction and with all the other great activities that make Steller so special. If I can, I will offer an intensive, if my new boss will let me get away with that!

As soon as my position is filled and that teacher has a chance to get comfortable, I will take over Lisa's position as the Mentorship Coordinator at Steller – in other words, I will be around.



## School Health & Wellness Institute

October 4 -6,

This years School Health & Wellness Institute will be held October 4 -6, 2010 at the Anchorage Marriott Downtown Hotel.

A limited number of team attendance grants are available courtesy of the Alaska Safe Routes to School program, the Alaska Department of Education & Early Development and the Alaska Department of Health and Social Services.

This years seminar topics include:

- Ways to increase physical activity before during and after school.
- Effective nutrition education programming resources available to schools .

- Learn about the newly created Alaska Education Plan: Student Health & Safety section and identify ways they can support it at a local level.
- Identify ways to use your own data sources to develop an action plan for addressing gaps in school health and wellness.
- Increase your knowledge of partnerships and collaboratives that could support your planning efforts.
- Understand how your local Wellness Polices can support your Obesity Prevention efforts.
- The **General Session** will address how to improve your ability to communicate to stakeholders and help make the connections

between improved health/fitness/activity and academic success.

For more information about applying for the grant, the conference and registration information see

<http://events.SignUp4.net/SHWI2010REG>

**Marriott Hotel contact info:**  
820 West 7th Avenue  
Anchorage, AK 99501  
Phone: (907) 792-2108 or  
(800) 228-9290

**Safe Routes to School  
“Free” Training following the School Health & Wellness Institute**

See Below

**Safe Routes to School Grants are available now. To apply go to:**  
<http://www.dot.state.ak.us/stwdplng/saferoutes/grants.shtml>

## Safe Routes to School Training

Thursday October 7th

Following the School Health and Wellness Institute on Thursday, October 7th Safe Routes to School will be holding a “free” training session at the Marriott Hotel. You will learn:

- Why Safe Routes to School matters: Safety, health and transportation issues
- Identification of problems and solutions
- Engineering strategies
- Encouragement and education strategies
- Enforcement Strategies
- Field exercise of school area and surrounding area
- Perspectives from local stakeholders
- Pick-up and drop-off area strategies
- How communities are making it happen
- An action plan for your community

The session will be from 8:00am to 4:30pm and lunch will be included.

To register for the training go to

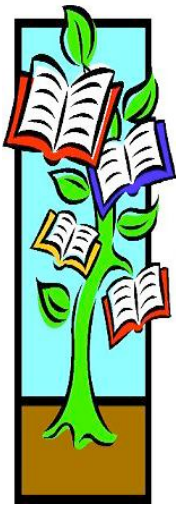
<http://events.SignUp4.net/SafeRoutes>

For more information contact:  
**Steve Soenksen**  
[steve.soenksen@alaska.gov](mailto:steve.soenksen@alaska.gov)  
907-465-4069

**SafeRoutes**  
Alaska Safe Routes to School







## Steller Graduation Date Set

Mark your calendars for

May 17, 2011  
3:00 p.m.

Wendy Williamson Auditorium  
3211 Providence Drive  
Anchorage, AK 99508  
Providence Drive and Lake Otis Parkway



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## Release and Disclosure of Directory Information

*School Board Policy 343.34*

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires the District, with certain exceptions, to obtain your consent prior to disclosing personal information from your student's education records. The law recognizes, though, that schools often desire to publish student information, for example, to recognize students through awards or athletic programs. Additionally, outside organizations such as colleges, legislators, the military, and vendors for items such as photographs or class rings, often seek contact information for students. To meet this need, FERPA allows the District to designate as "directory information" any personally identifiable information in a student's educational records that would not generally be considered harmful or an invasion of privacy if disclosed. School officials may release directory information about a student without first obtaining parental consent, unless you object by returning this form.

The District has identified the following information as directory information student name, address, e-mail, year of birth, enrollment, dates of attendance, grade level, degrees and awards received, date of graduation, name of secondary school most recently attended, scholarship eligibility, participation in officially recognized activities and sports, and height and weight of members of interscholastic athletic

teams. This list is found at Anchorage School Board Policy 343.34. A copy of this policy is available for review in the office of all of our schools or on the District's website.

In two instances, the District is required by law to release certain contact information regarding junior and senior high school students, unless you object. First, the District is required to provide to the University of Alaska the names and addresses of those students eligible for UA scholarship programs. Second, upon receiving a request from military recruiters and/or institutions of higher learning, the District must provide names, addresses, and telephone listings. The form below specifically allows you, as a parent, to object to release of phone numbers and directory information to military recruiters and colleges.

If you do not want the District to disclose directory information from your student's education records during the 2010-2011 school year, you must notify the District, in writing, by returning this form. **If** you have no objections to the release of directory information, you do not need to take any action.

Thank you for your cooperation.

# Anchorage School District

## *Release and Disclosure of Directory Information*

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Student ID Number: \_\_\_\_\_

Student Name (Printed): \_\_\_\_\_

School Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Parent/Guardian Name (Printed): \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\*\*\*\*\*

As a parent or a student 18 or over, you have the right to request that student directory information is not released to military recruiters and others. **Complete this release and disclosure of directory information form and give it to your Principal or School Administrator.**

**If you have no objections to the release of directory information, you do not need to take any action.**

If you would like to limit the release of directory information, please check below all the situations in which you would like to deny release of directory information:

\_\_\_ Deny all Directory Information Releases. Selection of this option will also prohibit release of information to **military recruiters** and **post-secondary schools and universities** and **will also deny publication of the student's name in the graduation program and in the list of graduating seniors in the local paper.**

\_\_\_ Deny all Directory Information Releases **EXCEPT** local publication of the student's name in graduation programs and listings. Checking this option ALLOWS this limited publication.

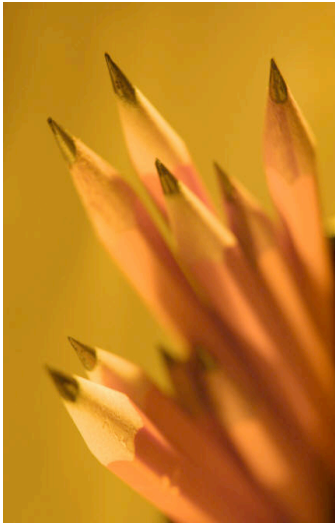
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\_\_\_ Deny only release to **Armed Forces and Military Recruiters, or Military Schools**. Checking this option allows all other releases.

\_\_\_ Deny only release to **Post-secondary education institutions**. Checking this option allows all other releases.

**\* \* \* Note \* \* \***

**This form, requesting that the student's private information not be released, must be renewed annually.**

Federal public law 107-110, section 9528 of the ESEA, "No Child Left Behind Act" requires school districts to release student names, addresses, and phone numbers to military recruiters upon their request. Students may then be called at home by recruiters about joining the military. The law also requires the school district to notify you of your right to Opt-Out from this by requesting that the district not release your information to military recruiters. The completion and return of this form serves as your request to withhold directory information.



# 2010 PSAT/NMSQT at Steller

10<sup>th</sup> & 11<sup>th</sup> grade students

- get ready for the SAT
- enter National Merit Scholarship Corporation competitions for recognition and scholarships
- personalized college / career planning ideas in My College QuickStart™
- request information from colleges and universities
- assess your critical reading, mathematical reasoning and writing skills
- get specific suggestions on how to improve your academic skills

**Date/Time:** Saturday, October 16<sup>th</sup>, 8:30 a.m.

**Cost:** \$13.00; please bring a check made out to College Board  
(we won't be able to accept cash payment).

**Location:** Meet in "lounge" area at Steller

**Additional information,** what you need to bring for the test:

Check for \$13.00,

Calculator,

Food and/or beverage for during break...sorry, no food  
or liquids are permitted in the testing room,

Regular #2 pencils, can't be mechanical or anything other than  
plain old regular #2 pencils,

Erasers.

- What to do next:**
1. Pick up a PSAT Student Guide from Counselor John
  2. check out the College Board PSAT info on their web-site
  3. see Counselor John in the Office if you have any questions

## Library News



Welcome back,

The library has some new features this year, including a **new circulation system**. This one is web based, so you can access it from any computer, anytime. [<http://pac.asdk12.org8080/?config=845#bookriver>] You can set up your own account (use your student number on your ID card), place holds on books and make requests to borrow books from other libraries. Many more features are available, and I will be teaching their use to students in their classes.

### Battle of the Books

List is available at the Battle website, also synopses of the books. Paper copies are available in the library. If you are interested in reading for Battle, please let Karen know and she will help you get in touch with others in your grade and form a team. There is lots of time, the battles don't happen until late January.

Library volunteers are "up and working hard", thanks to all of the parents who are helping in the library. Remember that this is an every other week commitment. Your schedule for September is posted in the volunteer page of the library website. [[www.stellerlibrary.wikispaces.com](http://www.stellerlibrary.wikispaces.com)] Thank you for all of your help and making the room available to the students in the afternoons.

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## New Weight Room Equipment

The weight room has some new equipment, thanks to Ramona and the Captain Cook's Athletic Club. We found out about the opportunity because Ramona's husband works at the Captain Cook. They were getting rid of some Nautilus equipment and donated it to us. Thanks go out to Glenn Specking and James Glover, of the Captain Cook, for making this possible. Also, big thanks to the people who made the transfer in time to make this happen.



## 2010 Activity & Athletic Interest Survey – Grades 4 - 12 only

The **2010 Activity & Athletic Interest Student Survey** is being done to provide schools with information about student interests in athletics. This is an annual survey implemented and analyzed jointly by the ASD departments of Equal Employment Opportunity, High School Education, Middle School Education, Elementary Education, and Assessment and Evaluation. This survey is a tool for understanding what interests our students have and how we can better serve their interests, while also meeting the federal requirements for Title IX. The survey will take place in computer labs at your child's

school between Oct. 11 and Nov. 19 of 2010.

This survey does not require parental permission and will be administered to all students in grades 4 - 12. This message serves as a notice to parents about this upcoming survey.

The questions contained in the student questionnaire ask about student interest in activities and athletics.

Please follow or type this link to review the survey [http://www.asdk12.org/depts/assess\\_eval/athlsurvey.asp](http://www.asdk12.org/depts/assess_eval/athlsurvey.asp)

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## Indigenous World Film Festival



Every year at the Alaska Native Heritage Center, we host the Indigenous World Film Festival. This year, we're including the second annual Student Section. The media class in our after-school program for high-schoolers is hosting the event—designing programs, emceeding, selecting and scheduling the films, and, of course, submitting some of their own work. We would like to invite everyone to participate, and would appreciate it very much if you would spread

the word. Filmmakers do not necessarily have to be a member of an indigenous culture, but the film should feature indigenous people and/or issues in some way. All filmmakers must be high school students (not older than 20 years old). College students are welcome to participate in the professional section of the festival. The deadline for submission is December 10, 2010 and entries can be sent to the Alaska Native Heritage Center c/o Steven Alvarez and IWFF at 8800 Heritage Center Drive Anchorage, AK 99504. Please visit our website for more information [http://www.alaskanative.net/en/main\\_nav/education/youth/indigenous-world-film-festival-student-show/](http://www.alaskanative.net/en/main_nav/education/youth/indigenous-world-film-festival-student-show/) Thanks so much for your help in getting the word out and we look forward to seeing some entries from your neck of the woods.

Kathelyn Unin  
Administrative Assistant/Scheduler  
Ph (907) 330-8071  
Fax (907) 330-8003



# STELLER SECONDARY

## SENIOR “PREPARING FOR COLLEGE” CALENDAR

September	October	November	December	January
<ul style="list-style-type: none"> <li>➤ Register for Oct or Nov SAT</li> <li>➤ Register for October ACT.</li> <li>➤ Update student questionnaire forms.</li> <li>➤ Meet with counselor to review college list &amp; your graduation requirements.</li> <li>➤ Call any colleges you have not contacted for applications; organize files; photocopy applications; begin rough drafts.</li> <li>➤ Remind your parents to gather financial records &amp; get financial counseling if needed.</li> <li>➤ Decide the number of colleges and cost of applying.</li> <li>➤ Submit PROFILE registration form for schools requiring PROFILE.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Register for December ACT, SAT and/or SAT II.</li> <li>➤ Take ACT and/or SAT I or II.</li> <li>➤ Attend College Night and various college information programs.</li> <li>➤ Finish research, compare colleges, and reduce list to five to ten schools.</li> <li>➤ Plan visits and interviews to colleges while they are in session (send thank you).</li> <li>➤ Attend college weekends.</li> <li>➤ Work on rough draft essays and applications.</li> <li>➤ Send in “early decision,” “early action” applications.</li> <li>➤ Begin U of A Applications.</li> <li>➤ Watch scholarships.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Send in U of A applications as early in the month as possible.</li> <li>➤ Take SAT I or SAT II.</li> <li>➤ Register for December ACT.</li> <li>➤ Finish all rough draft applications &amp; essays. Review them w/ counselor, teacher, &amp; parent.</li> <li>➤ Give all recommendation and secondary school evaluation forms to teachers and counselor to complete.</li> <li>➤ Apply to your “choice colleges.” Make sure you have all the necessary paperwork turned in.</li> <li>➤ Observe deadlines. Send transcripts and test scores.</li> <li>➤ Keep your grades up. Colleges <u>do</u> look at semester &amp; year-end grades!</li> </ul>	<ul style="list-style-type: none"> <li>➤ Take SAT I or II or ACT, if needed.</li> <li>➤ Work on and send in private college applications as you finish them.</li> <li>➤ Plan holiday visits to colleges..</li> <li>➤ Collect Financial Aid information and pick up FAFSA forms in the counseling office.</li> <li>➤ Attend Financial Aid Night.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Request 7<sup>th</sup> semester transcripts be sent to colleges that request them.</li> <li>➤ Check with teachers, counselor and colleges that all forms have been mailed.</li> <li>➤ Let your counselor know your first choice colleges. Stay in contact with your representative at those colleges. Ask if you can send any additional academic or talent information or letters.</li> <li>➤ Watch application deadlines.</li> <li>➤ Keep sending your applications. It is not too late to apply to many colleges.</li> <li>➤ FAFSA may be sent anytime after January 1.</li> </ul>
February	March	April	May	June
<ul style="list-style-type: none"> <li>➤ Check that the college has received financial, test scores and all other forms. Can you apply for housing now?</li> <li>➤ Some college acceptance letters may arrive. Inform your counselor when you hear from a college.</li> <li>➤ Pursue scholarships; Watch due dates.</li> <li>➤ Stay calm and enjoy your senior year.</li> <li>➤ Send thank you notes to teachers, counselor, and anyone who helped you through the process.</li> <li>➤ Make a senior star.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Submit tax forms to the Financial Aid Office of colleges who request them.</li> <li>➤ Send any new material that may help to colleges.</li> <li>➤ Watch for Student Aid Report (SAR) to arrive, (amount of student aid you are eligible for). Make sure your colleges receive it. Keep the original.</li> </ul>	<ul style="list-style-type: none"> <li>➤ All colleges should respond.</li> <li>➤ Decide where you wish to go. Revisit if necessary. Go to information meetings you are invited to. Write to the college you accept and those you do not. Inform counselor and teachers of your decision.</li> <li>➤ Wait listed? Write “pleading letter” and ask for help. Most colleges decide in June/July.</li> <li>➤ Register for AP tests.</li> <li>➤ Start looking for a summer job. You may need the money</li> </ul>	<ul style="list-style-type: none"> <li>➤ Mail in deposit to <u>one</u> college by May 1. Sign and return financial award letter also, if you received one, to accept it.</li> <li>➤ Fill out loan applications.</li> <li>➤ AP exams.</li> <li>➤ Fill out housing forms, if available</li> </ul>	<ul style="list-style-type: none"> <li>➤ Congratulations, Graduate!</li> <li>➤ Enjoy your summer. You deserve it.</li> <li>➤ Turn in your final transcript request to counselor.</li> <li>➤ Attend all advising days, open houses, orientation programs, and registration days offered by your college.</li> <li>➤ Read books on how to survive in college – physically, emotionally, and academically.</li> <li>➤ Send thank you notes for any scholarships you have received.</li> </ul>

Submitted by John Stahl, Guidance Counselor, Steller Secondary

## WorkKeys test taking tips

- There is no need to study or “cram” for WorkKeys assessments
- Bring a calculator for the Applied Mathematics assessment
- Listen to and read the directions for each test carefully
- Read each question carefully
- Be sure you understand what each question is asking
- Budget your time so you will be able to complete each test in the allotted time
- Answer the easy questions first
- Use logic in more difficult questions
- Answer every question because there is no penalty for guessing
- Review your work
- Take advantage of any break times to walk around a bit, relax, clear your head, and come back motivated to do your best on the next assessment

Sample test questions and practice tests are available at [www.workkeys.com](http://www.workkeys.com).



## How to find out more

WorkKeys is developed by ACT, an international leader in educational testing and workforce development services for more than 40 years, best known for the ACT Assessment® college entrance exam. Thousands of companies and schools across the United States and internationally use WorkKeys.

For more information about WorkKeys, visit the ACT website at [www.workkeys.com](http://www.workkeys.com) or contact your school.

# WorkKeys®



## Student and Parent Information

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## What is WorkKeys®?

WorkKeys is a job skills assessment system measuring “real world” skills that employers believe are critical to job success. These skills are valuable for any occupation you are considering and at any level of education. When you use WorkKeys to show you are ready for work, you have an advantage with employers who accept or require job applicants to have WorkKeys scores. A growing number of states nationwide also are adopting WorkKeys to ensure that all their workers have needed skills.

## What you need to know

WorkKeys is not like other tests, many of which measure how well prepared you are for college. Instead, WorkKeys gives you a better idea about your readiness for the workforce in general and for specific jobs and careers.

WorkKeys test questions are based on situations in the everyday work world. You should try to do your best on the assessments to get the most accurate picture of your workforce skills. And, you may find employers in your community who will ask for your scores during an interview. These scores help employers choose the most qualified candidates for their jobs.



## Benefits for students

- Enables you to rank above other job applicants who do not have needed skills
- Shows prospective employers concrete proof of your skills
- Increases the chances you will be hired after graduation
- Enables you to see the importance of your courses
- Improves your success in entry-level and subsequent jobs

## The importance of college and career readiness

If you want to be adequately prepared for the workforce, you need to understand the requirements for jobs you are considering. WorkKeys helps you determine the skill levels and education required for various jobs. The chart below shows information for three of the more than 10,000 jobs profiled in the WorkKeys database.

Education	Receptionist	Machine Operator	Accountant
<b>Education</b>	High school	High school and training or AA degree	4-year degree
<b>Salary</b>	\$22,090	\$30,430	\$45,890
<b>WorkKeys Skill Levels</b>			
Math	3 4 5 6 7	3 4 5 6 7	3 4 5 6 7
Reading	3 4 5 6 7	3 4 5 6 7	3 4 5 6 7
Locating Information	3 4 5 6	3 4 5 6	3 4 5 6



## What parents can do to help

Children count on their parents for guidance. By showing your son or daughter the importance of acquiring solid workplace skills, you can expand their career options and potential for more rewarding jobs. You can help by:

- Recognizing the value of workplace skills
- Encouraging the development of a positive workplace attitude
- Taking an active role in understanding and using WorkKeys scores
- Becoming more involved in their current academic efforts
- Providing support and direction for decisions about continuing education beyond high school

# STATE OF ALASKA

## Department of Education & Early Development

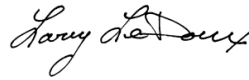
Office of the Commissioner

SEAN PARNELL, GOVERNOR

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(907) 465-2800  
(907) 465-4156 Fax

**To:** Superintendents  
High School Principals  
High School Counselors

**From:** Larry LeDoux, Commissioner



**Date:** September 3, 2010

**Subject:** United States Senate Youth Program for High School Juniors and Seniors

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Two outstanding Alaska high school students will soon have an opportunity to visit our nation's capital to observe the federal government in action and to receive a \$5,000 college scholarship as part of the 49<sup>th</sup> United States Senate Youth Program (USSYP). Established unanimously by the U.S. Senate in 1962 and sponsored by the William Randolph Hearst Foundation, the USSYP is a unique leadership program for student government delegates from each state, the District of Columbia, and the Department of Defense.

During the week of March 5-12, 2011, student delegates will visit the White House and tour historic sites, monuments, and museums as part of the USSYP's Washington Week. They will also attend meetings with Senators, Cabinet members, representatives of the U.S. Supreme Court, as well as with other government officials.

**The program in Alaska is open to qualified high school juniors and seniors now serving as an elected or appointed representative in student government or as a student representative to a civic or educational organization.** The principal of each participating school is requested to select **no more than one** candidate for statewide competition. *Students should carefully review the application package and include all required elements.* The application is also available at the EED website at <http://www.eed.state.ak.us/forms/home.cfm>. In the "Section" box use the drop down menu and select "Scholarships." You may also be interested in visiting the USSYP website at [www.usenateyouth.org](http://www.usenateyouth.org).

For information contact: Jessica Paris, Program Manager  
Phone: (907) 465-8716  
Email: [jessica.paris@alaska.gov](mailto:jessica.paris@alaska.gov)

Attachment

# College and Career Ready Initiative

*Helping All Students Prepare for the Future*

**Tenth-grade students will take the PLAN assessment during the fall of the school year. Each high school will determine a test date during the fall testing window. For more information contact your counselor or career resource advisor.**

## ***“Who am I?”***

Take a realistic look at academic strengths, weakness and career-related interests.

## ***“Where am I going?”***

Explore educational and career pathways. Engage in conversations about career possibilities and educational/training pathways.

## ***“How will I get there?”***

Career planning is a continuous process.

Continue to develop initial high school plans that meet interests and career-related goals.

## **Tenth-grade Emphasis:**

### **The importance of students doing their best on the PLAN**

The PLAN results contain information about work-related interests, educational plans, career goals and academic skills. Teachers, counselors, career resource advisors, graduation coaches, and parents can use PLAN results to help students make or modify plans for the remainder of their high school career and their future.

## **PLAN at a Glance**

### **Educational & Career Planning Component (65 minutes)**

- Career Interest Inventory – helps students explore personally relevant career options
- High School Course/Grade Information – helps evaluate course-taking patterns in light of recommended core courses
- Needs Assessment – collects information about students’ perceived needs

### **English Test**

30 minutes – 50 questions

Usage/mechanics and rhetorical skills (punctuation, grammar and usage, sentence structure, strategy, organization and style)

### **Reading Test**

20 minutes – 25 questions

Prose, fiction, humanities and social studies

### **Science Test**

25 minutes – 30 questions

Biology, Earth/space sciences, chemistry and physics

(Format: data representation, research summaries and conflicting viewpoints)

### **Mathematics Test**

40 minutes – 40 questions

Pre-algebra, elementary algebra, coordinate geometry and plane geometry

*Turn over for frequently asked questions*



## Frequently Asked Questions About the PLAN

**Q:** *Do the PLAN results tell students what type of career they should pursue?*

**A:** No. The results will indicate the students' self-reported career area preference. It will also encourage students to explore specific career clusters based on student answers on the career interest inventory.

**Q:** *What does the career interest inventory assess?*

**A:** The personalized PLAN score report(results) encourages students to investigate careers that are consistent with their work-related interests. This information is identified on the World-of-Work Map that identifies career areas based on primary work task interests – data, ideas, people, and things.

**Q:** *Are the PLAN results intended to determine if a student should or should not consider going to college?*

**A:** Absolutely not. The purpose of this assessment is to identify current academic progress and career-related plans and goals. This will allow students to investigate career possibilities and identify a plan for achieving their post-secondary plans. It is not the intent to discourage students from obtaining their educational and career goals.

If results indicate that interests are stronger than skills, students should be encouraged to consider future coursework and/or strategies for improvement. With guidance from parents and school staff, students can map out a plan for obtaining their desired career-related goals.

**Q:** *Are there additional online resources available to students and parents that provide more information on the PLAN assessment and the World-of-Work Map?*

**A:** Yes. More information can be obtained at [www.planstudent.org](http://www.planstudent.org). Families are encouraged to investigate the quick link World-of-Work Map at the above website. This can be a helpful tool prior to and after the PLAN is administered. The quick link can provide extensive information on career areas, occupations, and specific work-tasks (annual average salary, employment size and growth, entry requirements and related occupations and majors for each career area).

**Q:** *How can students best prepare for the PLAN assessment?*

**A:** Students are encouraged to answer test questions to their best ability and not rush through the career-interest questions when it is being administered. The personalized PLAN score report can only be fully utilized if students answer questions to the best of their ability. In doing so, there is a much better chance that the results can be useful in future educational and career planning.

### **An important reminder:**

Families are encouraged to save all assessment results, including the PLAN score report, that will be mailed home at the beginning of January. Because career planning is an on-going process, it will be helpful to retain the paperwork in order to refer to it throughout your child's academic career.



## HSGQE Re-Test

Fall 2010

Information that can be used for newsletters

1. The Alaska H.S.G.Q.E. is a proficiency-based criterion-referenced test developed specifically for Alaska. Test administration will occur October 5-7, 2010. Schools will administer Reading on October 5, Writing on October 6, and Mathematics on October 7. Juniors and seniors who need to take one or more sections of the HSGQE will participate in the Fall Re-test.
2. 4 AAC 06.755 requires that all sophomores take the spring administration of the H.S.G.Q.E. Each student who is a junior or senior, who has failed to pass the entire examination, shall be retested at least once each year on those portions of the examination that the student has not passed. Any student who passes any portion of the examination may not retake that portion of the examination.
3. The H.S.G.Q.E. is part of the Alaska Comprehensive System of Student Assessment (CSSA) mandated by the legislature under the Quality Schools Initiative. The test measures attainment of Alaska Standards adopted by school districts across Alaska.
4. When the legislature passed Senate Bill 133, they made it very clear the H.S.G.Q.E. was to measure “minimum competencies of essential skills.” In order for students to receive a diploma, they must meet our district’s graduation requirements and demonstrate proficiency on all three subtests of the H.S.G.Q.E. or be eligible for and granted a waiver.
5. The H.S.G.Q.E. is not timed but is expected to take approximately three hours each day to complete. Students who are making progress but have not completed the session within the estimated time will be given as much time as they need to finish within the same testing day. The H.S.G.Q.E. will be proctored by certified teachers with at least one proctor for every 30 students.
6. There are no make-ups for the HSGQE.
7. Parents are asked to help by having their students rested and ready for testing on each test day. Eating a nutritious breakfast is important. Please have your student to school on time and avoid scheduling appointments on October 5, 6, and 7.
8. Results for the Fall 2010 administration of the HSGQE Re-Test will be reported to our district in December.

# May Panama Trip Planned

Parents, here are a few tentative details about the trip planned for May to Panamá. Please refer questions to Jen or Nina! Thank you.

#	Date	Day	Transport	Activities/Excursions	Overnight In
1	May 4	Wed	Transfer to Hotel	Arrive Panama	Panama City
2	May 5	Thur	Bus	Panama City Tour Welcome Dinner	Panama City
3	May 6	Fri	Bus/Boat	Portabello & Isla Grande Visit Fort San Lorenzo	Panama City
4	May 7	Sat	Bus/Boat	Panama Canal Partial Transit, Monkey Island & visit to Embera community	Panama City
5	May 8	Sun		Family Stay	Panama City
6	May 9	Mon		Family Stay	Panama City
7	May 10	Tue		Family Stay	Panama City
8	May 11	Wed		Family Stay	Panama City
9	May 12	Thur		Last Night in Family Stay	Panama City
10	May 13	Fri	Bus	El Valle de Anton	El Valle
11	May 14	Sat	Bus	Free beach time	Panama City
12	May 15	Sun	Transfer to airport	Depart for US	En route to US

## Price includes

- Roundtrip airfare for the routing Anchorage Panama City // Panama City Anchorage. (Travel dates are subject to airline confirmation.)
- Airport transfers
- Land transportation by bus and/or boat as noted on the itinerary
- All tours and excursions listed on the itinerary
- Immersion activity T.B.D. (visit to school or community center)
- Hotel accommodations in triples
- Entrance fees for listed activities
- Insurance (trip cancellation and medical) as specified on ISE website
- Liability insurance for leaders
- All current applicable taxes (9/9/10)
- Student preparation materials
- 

## Not included

- Fuel surcharges are determined at the time of final billing. (Current fuel surcharges are \$240 (5/12/10).)
- Tourist card purchased upon departure from US or arrival in Panama. (Price is \$5 per card as of November 2009)
- Airline baggage fees
- Tips for guides and drivers

## Price Estimate\*\*

\$2,735 – \$2,835 per student based on 10-14 students + 1 leader

\$2,975 – \$3,075 per student based on 10-14 students + 2 leaders

\$2,795 – \$2,895 per student based on 15-19 students + 2 leaders

\*\*Estimate is based on current airfares; significant changes in the airline industry may affect the final cost.

## Mark Your Calendar

### Wed Sep 15, 2010

7pm - 8pm Parent Group Meeting - Ken's Room

### Thu Sep 16, 2010

6pm - 7pm Open House

7pm - 8:30pm Ad Board Meeting - Ken's Room

### Wed Sep 22, 2010

11:45am - 12:45pm Teachers' Lunch - Bob's & Toni's AG

### Fri Sep 24, 2010

7pm - 11pm September Dance

### Tue Oct 5 - Thu Oct 7, 2010

8:30am - 2:30pm Exit Exam Make-Ups (11th & 12th Grade) - Library

### Sat Oct 9, 2010

SAT Tests

### Fri Oct 15, 2010

End of First Quarter

In-Service Day - No School

### Sat Oct 16, 2010

PSAT Tests

### Mon Oct 18, 2010

Begin Second Quarter

### Tue Oct 19, 2010

7pm - 9:30pm College Night

### Wed Oct 20, 2010

11:45am - 12:45pm Teachers' Lunch - Gerald's & Svetlana's AG

### Thu Oct 21, 2010

6pm - 7:30pm Parent Group Meeting

7pm - 8pm Ad Board Meeting

### Fri Oct 22, 2010

11:30am - 12:30pm Picture Retakes

7pm - 11pm October Dance

### Wed Oct 27 - Thu Oct 28, 2010

Parent Teacher Conferences

### Fri Oct 29, 2010

In-Service Day - No School

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STELLER SECONDARY SCHOOL  
2508 BLUEBERRY STREET  
ANCHORAGE, AK 99503

