

October 31, 2008

TO: Staff
FROM: Brent Grothe
RE: Friday, Nov.7, 2008 - Veterans Day Assembly

The Veterans Day Assembly will be held in the auditorium on Friday, November 7, 2008 on a split A.M. assembly schedule. Because of PAWS, the a.m. assembly will revolve around 3rd period rather than 2nd.

Please escort your 3rd period class to the assembly and sit with them as a class in the auditorium. Use side entrances if you come down the Miller St. wing. Please help students move *quickly* to the middle seats and fill in gaps. Thanks.

Split A.M. 30 min. schedule on 11.7.08

Period 0	7:15	-	8:05	(50 min.)
Period 1	8:15	-	9:05	(50 min.)
Period 2	9:10	-	9:55	(55 min.)
PAWS	9:55	-	10:10	(15 min.)
Break	10:00	-	10:10	(10 min.)
Period 3	10:15	-	10:55	Group #1 at assembly
	10:15	-	11:05	Group #2 in class
	11:05	-	11:45	Group #2 at assembly
	11:00	-	11:45	Group #1 in class
1st Lunch	11:45	-	12:15	(30 min.)
Period 4A	12:20	-	1:10	(50 min.)
Period 4B	11:50	-	12:40	(50 min.)
2nd Lunch	12:40	-	1:10	(30 min.)
Period 5	1:15	-	2:05	(50 min.)
Period 6	2:10	-	3:00	(50 min.)

Group #1...at 10:15 all *Mathematics, Science, Social Studies, and Foreign Language* third period classes quickly take roll and report immediately to the auditorium. Students need to be seated by 10:25. Please help usher the students quickly to seats as a class, sit with your class, and help keep them focused, respectful, and attentive.

Group #2...All other classes carry on with a 10:15 - 11:05 third period.

10:55 - Group #1 excused from the auditorium, back to third period classrooms by 11:00. Class time: 11:00 - 11:45.

11:05 - Group #2 excused to go to the auditorium. Please help usher students in and then supervise an area. **Seated by 11:15.**

11:45 - Both groups excused to go to 1st lunch or period 4B.