

July 12, 2012

Dear Parents/Guardians and Students:

Welcome back to Hillwood High School for the 2012-2013 school year. I hope you have had an enjoyable summer and are ready to return to Hillwood for the coming school year. Our staff has planned an exciting year of learning for our students. Freshman orientation is slated for Monday, July 30, 2012, from 6:00-7:30 p.m. To our entering freshman a copy of your proposed class schedule will be available at orientation. All other students (10-12) will receive a class schedule the first day of school I hope your courses are reflective of your desired course of study. There will be no class changes for the first few days of school. If adjustments to your classes need to be made, the school counselors will address those issues as soon as possible. Once the enrollment counts and class size determinations are verified, class change requests will be addressed.

It is our goal to have all students fully registered, oriented within the assigned small learning academy, and a class schedule in place on Wednesday, August 1, 2012. This will be a half day of modified instruction for all students and students will be dismissed at 10:30 a.m. **Thursday, August 2, 2012 is a teacher in-service day: students do not report.** Full classroom instruction for grades 9-12 students will begin on Friday, August 3, 2012, and regular school hours of 7:05 a.m. to 2:05 p.m., will be in effect the first full day of school.

I will send home a packet on August 1st with all the forms and immunization verification required for enrollment in school. These forms must be completed, signed and returned to school. Fill out Student Health History, (and if needed the Medication Form) and complete any updates on the student verification form enclosed in the packet. Return all forms with your son or daughter on the first full day of school, Friday August 3, 2012, to their assigned "Topper Time" (Advisory) teacher. Counselor(s) will be available beginning July 16, 2012, and the school office will be open as well so that we can assist you. Our summer office hours are 8:00 a.m. to 3:00 p.m. Monday through Friday. **ALL STUDENTS WHO ATTEND HILLWOOD HIGH SCHOOL WILL BE REQUIRED TO HAVE ON FILE IN THE REGISTRAR'S OFFICE A COPY OF THE CODE OF CONDUCT POLICY FOR METRO NASHVILLE PUBLIC SCHOOLS SIGNED BY THE STUDENT'S PARENT OR GUARDIAN.** It is also a mandate that all students will return a "Free and Reduced Lunch" (FRAL) form to school if the FRAL form does not apply to you just write "not applicable" and return the form by your child to their advisory teacher.

You should receive notification from the MNPS Transportation Department regarding bus routes and times for 2012-2013. Buses will arrive at school 15 minutes prior to starting time. You may also access this information online at www.mnps.org. Please look on the left side of the MNPS home page at *School/Buses and Transportation*. Other information regarding the opening of school is also available on this website.

For your convenience, the "Topper Time" (Advisory) class rosters for the Freshman Academy will be posted on Monday, July 30, throughout the Freshman Academy on the second floor of the gym building. A posting of the one-time alpha homerooms for distribution of **ALL STUDENT** class schedules will be in place throughout the school on Wednesday morning, August 1st. Please plan to arrive early on August 1st and 3rd if you are transporting your child. Traffic is usually more congested the first day and parking is limited. Should your child be a car rider, a map that shows where you can drop off and pick up your child is included in your packet.

If you wish to bring your child to school and meet the teacher(s) on the first day, I encourage you to do so. In order for planned activities to begin promptly, you may go to the alpha homeroom with your child to meet the teacher and receive the student's class schedule. If you desire, you may visit other classrooms. However, we will have coffee and doughnuts available in the cafeteria and this will be an excellent opportunity to meet the administrative staff as well as many of the teachers.

Please read all the enclosed information to help you and your child have a successful year. Please give special attention to the Hillwood High School modified Standard School Attire for all students attending Hillwood before purchasing your child's school clothes. The Standard School Attire Policy as well as the personal technology policy will be enforced on the first day of school. Our school motto is "We are Hillwood". It is vital that you are involved in your child's education. Please participate and support the school in the educational process.

Should you have any questions, please call the school office at (615) 353-2025. The entire Hillwood faculty and staff look forward to seeing all our students on August 1, 2012, for a wonderful opening of school.

Sincerely,

Dr. Steve Chauncy,
Executive Principal
Hillwood High School

Enclosures:

**District Calendar
Free or Reduced Lunch Form (FRAL)
Student Health History Form
Medication Form
Standard School Attire Policy
School Campus Map
Student Verification Form
MNPS Code of Conduct Booklet**