

# HAMILTON ALTERNATIVE ACADEMY

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## *We're Moving Again.....*



### **Construction Nearing Completion**

The construction on the east side of the building is nearing completion. The addition of six preschool classrooms will provide an excellent learning environment for our young learners. The preschool will open on September 17th.

Within the next two weeks, we should be back on the other side of the building.

To find us, enter through Door 1. You'll find Darlene in the office on the left and she'll be more than happy to help you with turning in your work or answer any questions. Our office is open weekdays from 8:00am to 4:00pm.

In order to remain active in the Alternative Academy you must turn in exams every week and check in with us by phone or email.

If you do not meet these requirements, your name will be turned over to our Truancy Officer.

You may be forced to return to the local school if your attendance becomes an issue.

### **To Do:**

- Turn in Work EVERY Week
- Call and Check in
- Let us Know of Any Changes in Address or Phone Numbers
- Return the Economic Information Form
- Return the Attendance Contract—Signed
- Return the Student Contact Information Form
- Let us Know of Any Medical Conditions we Need to be Aware of
- Remind us When You Finish Your Last Exam so we Can Order New Books

## *To Complete Your Work:*

American School requires you to earn at least 75% or higher on each examination. If you do not, you will receive a P (or partial) and will be required to re-do the work, usually as an Alternative Exam. Be careful of this because at that point you must earn an 85% or higher.

Spend the time necessary reading and studying the material correlated to the exam and answer the questions completely.

Show all your work in any math course and American School asks that you write in blue or black ink on all of the examinations.

### **DON'T FORGET:**

- We have tutors available if you need help—just call and request one

- You cannot receive more books until all of your exams and partials are scored from your existing books.
- If you cannot get here during business hours, there is a drop box in front of the building to turn in your work.
- Put your name and American School # are on every page of your examinations before submitting.

**Don't hesitate to contact Darlene or myself with any questions.**

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**We look forward to a successful year!**