

## 2016-2017 ACADEMIC DATES AND DEADLINES

---

### **First Semester –**

Tuesday & Wednesday (8/30 & 31) plus Saturday (9/3) – Abbreviated Academic Days (*Monday rotation / No homework*)

Monday, September 5<sup>th</sup> – First Day of Classes & Homework (White Week)

Thursday, September 8<sup>th</sup> – Academic Convocation

By Monday, September 19<sup>th</sup> (Rockmont Day) – Advisor Contact / Follow-Up for New Students [phone or email]

### **Semester 1 – First Interim Grades & Initial Advisor Report:**

Tuesday, September 27<sup>th</sup> – ALL STUDENTS will be given a **grade & effort mark**. Brief “internal” comments for ALL NEW STUDENTS & any returning students with LOW GRADES (below 77) or low effort marks (1 or 2) are due in Faculty Web Access **by 5pm**. [“S1 Int1-GR” & “S1 Int1-EF”]

– Fall First Interim Grade Reports will be printed for Advisors by 9:00am on Wednesday (9/28).

Friday, September 30<sup>th</sup> – Interim Grades (no comments) will be available for students and parents in NetClassroom.

Friday & Saturday, Sept. 30<sup>th</sup> & Oct. 1<sup>st</sup> – Family Weekend with mini-classes for parents followed by Fall Weekend.

Wednesday, October 5<sup>th</sup> – Copies of the Advisor’s follow-up for ANY students with Low Grades (below 77 and/or multiple low effort marks) are due in FAWeb **by 5pm**. [Use the “S1 Int1-GR” marking column]

### **Semester 1 – Mid-Term Grades:**

Teacher Comments due to Department Chairs per their schedule.

Tuesday, October 25<sup>th</sup> – Corrected comments and all grades are due in FAWeb **by 5:00pm**. [“S1 MidT-Gr” (grades AND comments) & “S1 MidT-Ef”] Grade reports for advisors will be available by 9:00am the next morning.

Friday, October 28<sup>th</sup> – All advisor comments are due in FAWeb **by 9:00am**. [“S1 MidT-Gr”]

Monday, October 31<sup>st</sup> – All advisor comments corrected by the “proofing team” & updated in BB by 10:00am.  
– Report Cards will be posted online by noon that day.

### **Semester One – End of Term Grades:**

Monday, December 5<sup>th</sup> – Drafts of exams are due to Department Chairs by noon.  
– Last day for new materials and testing (for ALL students).

Friday, December 9<sup>th</sup> – Fall Term Grades due in FAWeb **by 5pm**. [“S1 Term-GR” ... NO effort grades]  
Comments are due to Department Chairs per their schedule.

– All exams are due (copied & labeled) to Debbie Aly 24 hours prior to their administration.

Saturday, December 10<sup>th</sup> – Reading Day (*All teachers will be available in their classrooms for exam review*)  
– Fall Term grade reports will be printed for advisors by 9:00am.

Sunday, December 11<sup>th</sup> – Review Session

- English & History exam review from 12:30pm until 2:30pm.

Monday, December 12<sup>th</sup> – **Exams:** English (9:00am – 11:00am) & History (1:30pm – 3:30pm)

- Math & Science exam review from 4:30 until 6:30pm.

Tuesday, December 13<sup>th</sup> – **Exams:** Math (9:00am – 11:00am) & Science (1:30pm – 3:30pm)

- Language exam review from 4:30 until 6:30pm.

Wednesday, December 14<sup>th</sup> – **Exams:** Language (9:00am – 11:00am)

Friday, December 16<sup>th</sup> – Corrected comments, effort marks, and exam grades due in FAWeb **by 8:30am**.

[Use “S1 Term-EF” for efforts, “MidExam-GR” for exam grades, & “S1 Term-GR” for ALL comments!]  
**IMPORTANT: Make sure that the “S1 SemAve” column is correct, marked as “READY,” & saved”!**

– Faculty Meetings begin at 10:30am; printed advisee report cards will be available for advisors at that time.

Saturday, December 17<sup>th</sup> – Meetings continue at 8:30am and conclude by 3:00pm.

Monday, December 19<sup>th</sup> – Advisor Reports due in FAWeb **by noon**. [“S1 Term-GR”]

Wednesday, December 21<sup>st</sup> – Advisor Reports corrected by the proofing team by 9:00am; Grades posted online by noon.

### **End of First Semester...**

## **2016-2017 Second Semester – (Tuesday, January 10<sup>th</sup>... first day of classes / White Week)**

### **Semester Two – First Interim Grades:**

Tuesday, January 31<sup>st</sup> – Numeric grades due in FAWeb by **5pm** for ALL students. A brief “internal” comment should be written for any students with low grades. [**“S2 Int1-GR” & “S2 Int1-EF”**]

Wednesday, February 1<sup>st</sup> – Interim grade reports will be printed for Advisors by 9:00am.

Friday, February 3<sup>rd</sup> – Grades available for students & families in NetClassroom by 5:00pm. [*Winter Weekend*]

Wednesday, February 8<sup>th</sup> – Copies of Advisor Emails due in FAWeb by 5pm for students with low grades [**“S2 Int1-GR”**].

### **Semester Two – Mid-Term Grades:**

Tuesday, February 28<sup>th</sup> – Corrected comments and grades due in FAWeb by **5pm**. [**“S2 MidT-GR” (grades AND comments) & “S2 Mid-EF”**] Grade reports will be printed for advisors by 9:00am the next morning.

Friday, March 3<sup>rd</sup> – Advisor Reports due in FAWeb by **5pm** [**“S2 MidT-GR”**].

Monday, March 6<sup>th</sup> – Advisor Reports corrected by the “proofing team” by 9:00am. [*Spring Break*]  
– *Report Cards will be posted online by noon that day.*

### **Semester Two – Second Interim Grades:**

Tuesday, April 11<sup>th</sup> – Numeric grades due in FAWeb by **5pm** for ALL students. A brief “internal” comment should be written for any students with low grades. [**“S2 Int2-GR” & “S2 Int2-EF”**]

Wednesday, April 12<sup>th</sup> – Interim grade reports printed for Advisors by 9:00am.

Wednesday, April 19<sup>th</sup> – Copies of Advisor Emails due in FAWeb by 5pm for students with low grades [**“S2 Int2-GR”**].

### **Semester Two – Final Grades:**

Monday, May 15<sup>th</sup> – Drafts of exams are due to Department Chairs by noon.  
– *Last day for new materials and testing (ALL students).*

Friday, May 19<sup>th</sup> – Spring Term Grades due in FAWeb by **5pm**. [**“S2 Term-GR”... NO effort grades**]  
– *Comments are due to Department Chairs per their schedule.*

Saturday, May 20<sup>th</sup> – **Reading Day**; Spring Term grade reports will be printed for advisors by 9:00am.

Sunday, May 21<sup>st</sup> – Language exam review from 1:00pm until 3:00pm.

– *All exams are due (copied & labeled) to Debbie Aly 24 hours prior to their administration.*

Monday, May 22<sup>nd</sup> – **Exam: Language** (8:30am – 11:30am); Math Review (2pm – 4pm)

Tuesday, May 23<sup>rd</sup> – **Exam: Math** (8:30am – 11:30am); Science Review (2pm – 4pm)

Wednesday, May 24<sup>th</sup> – **Exam: Science** (8:30am – 11:30am); History Review (2pm – 4pm)

Thursday, May 25<sup>th</sup> – **Exam: History** (8:30am – 11:30am); English Review (2pm – 4pm)

Friday, May 26<sup>th</sup> – **Exam: English** (8:30am – 11:30am)

– *Exam Grades for ALL seniors and Top Scholars due in FAWeb by 5pm! [**“FinExam-GR”**]*

– *Baccalaureate & Dinner*

Saturday, May 27<sup>th</sup> – Graduation (All faculty members and students will be in attendance)

Monday, May 29<sup>th</sup> – All effort grades, corrected comments, and exam grades due in FAWeb by **10:00pm**.

**[Use the “FinExam-GR” marking column for exam grades and “S2 Term-GR” for ALL comments!]**  
**IMPORTANT: Make sure that the “FinAve-GR” column is correct, marked as “READY,” & saved!**

Tuesday, May 30<sup>th</sup> – Faculty Meetings begin at 10:00am; report cards for Advisors will be available at that time.

Wednesday, May 31<sup>st</sup> – Faculty Meetings continue (8:30am – 5:00pm)

Friday, June 2<sup>nd</sup> – Advisor comments due in FAWeb by **noon**. [**“S2 Term-GR”**]

Monday, June 6<sup>th</sup> – Advisor Reports corrected by the “proofing team” by 9:00am.  
– *Report Cards will be posted online by noon that day.*