

IMPORTANT for a SUCCESSFUL START of the SCHOOL YEAR _____

ONE – iPad

- Be sure to work with your student to ensure all iPad set-up steps have been completed.
- A self-service system is available at: <http://almny.me/selfserv>
- Be sure to access from the iPad your student will use to connect to the Alemany network.
- Send any questions or concerns to: iPad@alemany.org

TWO – Student Records

- Your student's records must be updated before school begins on August 14. You may use the parent portal for this purpose.
- These records include emergency contact and medical information – which are vital in the event of an emergency!
- You will also check the accuracy of other information, check important documents & agreements, and complete a brief survey. You will not be able to access the Canvas site for your students if you do not complete these steps.
- Go to <https://www.alemany.org/parents/portal> and you will find instructions for accessing the parent portal.
- Send any questions or concerns to: Portals@alemany.org

Note: a separate letter has been mailed to new parents regarding the above information.

THREE – Uniforms

- Outfit your student with approved uniforms from Dennis Uniforms.
- Go to <https://www.dennisuniform.com/> and search for items. Enter Bishop Alemany in the "Search by School Name or Code" box.
- Be sure to have at least one Formal Uniform ensemble (pants for boys, skirt or pants for girls; Oxford shirt for boys, Oxford shirt or Taylor blouse for girls; tie for both boys & girls).
- *Note: Formal Dress is required on Mass days. We have a Mass on Wednesday, Aug. 15.*

FOUR – Review Important Policies

- Go to our website at <https://www.alemany.org/> and check under "News & Announcements" for a list of important policies regarding:
Attendance + Discipline + Student dress + Athletics

FIVE – Courses

- Go to the last page of this document for information regarding class schedules & materials.

SCHEDULE for WEEK ONE

MONDAY, August 13

- Faculty & Staff meetings. No school for students.

TUESDAY, August 14

- All new students attend for orientation, including all 9th graders and 10th-11th-12th transfers.
- School begins at 8:00 a.m. Students report directly to the Gym. Schedules will be available.
- Day ends at 12:30.

WEDNESDAY, August 15

- All students attend for full school orientation.
- School begins at 8:00 a.m. Students report directly to the Gym.
- Day ends at 12:30.

Students must be in school uniform starting on the first day!

Since we will have a Mass on Wednesday, students must be in Formal Dress uniform on this day.

THURSDAY, August 16

- We will follow the "Friday Bell Schedule"
- School begins at 8:00. Students report to their 1st period class.
- Day ends at 1:35. Students will attend all classes (except "0 period").

The Bell Schedule is available at www.alemany.org under "News & Announcements".

FRIDAY, August 17

- We will follow the "Friday Bell Schedule".
- School begins at 8:00. Students report to their 1st period class.
- Day ends at 1:35. Students will attend all classes (except "0 period").

UPCOMING EVENTS

MONDAY, August 6

Parent Association Meeting @ 6:30 p.m.

Location: Alumni Hall

All are welcome!

TUESDAY, August 14

New Parent Meeting @ 7:00 p.m.

Location: Alumni Hall

WEDNESDAY, August 22

Back to School Night @ 6:30 p.m.

Begins with a Welcome in Alumni Hall.

Then attend each of your student's classes for a brief course overview with each of your student's teachers.

You can obtain a copy of your student's schedule online through the parent portal, from your student, or pick one up outside Alumni Hall before 6:30.

IMPORTANT CONTACT INFORMATION

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|-------------------------------|---|-----------|--|
| Admissions | | All (818) | admissions@alemany.org |
| | Liz Cadwalader | 837-5224 | lcadwalader@alemany.org |
| | Cecilia Garza | 837-5222 | cgarza@alemany.org |
| Athletics | Orbie Harrod | 837-5254 | oharrod@alemany.org |
| Attendance | Cathy Kaneshiro | 837-5202 | attendance@alemany.org |
| Campus Ministry | Don Levan | 837-5265 | dlevan@alemany.org |
| | Lori Brown | 837-5264 | lbrown@alemany.org |
| Carpooling & Student Store | Maria Clint-Myers | 365-3925 | mmyers@alemany.org |
| | <i>If you are interested in forming a carpool, please contact Mrs. Myers as soon as possible.</i> | | |
| Counseling | Sarah Crawford | 837-5276 | counseling@alemany.org |
| Deans Office | | 837-5301 | deans@alemany.org |
| iPad Help Desk | | 837-5211 | iPad@alemany.org |
| Parent Service Hrs. | Maria Clint-Myers | 837-5272 | parentservic@alemany.org |
| Principal's Office | Cindy De Santiago | 837-5209 | cdesantiago@alemany.org |
| Tuition Office | Janell Cornell | 837-5213 | tuition@alemany.org |

STUDENT DROP-OFF & PICK-UP

The only entrance for both drop-off & pick-up is Alemany Dr. off Rinaldi St. at the north end of campus.

Parents & guardians are expected to follow the signs & directions of staff to make traffic flow smoothly.

We recommend that students arrive at least 15 minutes before the start of school to minimize delays and avoid tardies.

Students should not be dropped off before 6:45 a.m. and must be picked up by 5:00 p.m. unless under the direct supervision of a teacher or coach. No supervision is provided outside these times.

Student drivers are reminded to use the San Fernando Mission Blvd. gate for entering and leaving campus. No parents can use this gate.

STUDENT COURSES

Class schedules will be available by Thursday, August 9th.

They will be accessible on Aeries (which can be accessed through your parent portal) and emailed to your student. Printed schedules will also be available for new students on Tuesday, Aug. 14 & for returning students on Wednesday, Aug. 15 when they report to the Gym to start the day.

Books and other required materials will be announced by your student's individual teachers during the first days of class. In most instances, books are Apple iBooks or e-books available from other vendors at a very reasonable cost.

SPECIAL!

Students may still request certain courses, listed below.

Please email counselors@alemany.org with any request.

Note: the addition of one of these courses may require the student to take "0 period" Religion or an approved course online in order to accommodate the course in the schedule.

Beginning Band

Beginning Orchestra

Drumline (after school)

Approval of Mr. Jones will be required

Advanced Band

Approval of Ms. Kennedy will be required

Advanced Orchestra

Approval of Ms. Kennedy will be required

Advanced Choir

Approval of Ms. Arnold will be required

Advanced Theater (2nd semester)

Approval of Mrs. Alkazian will be required

Advanced Art

Approval of Ms. Mullich will be required

AP Art

Approval of Ms. Mullich will be required

Academic Decathlon

Approval of Mrs. Veenhof will be required

AP Computer Science Principles

Approval of Ms. Arnold will be required

Computer Integrated Manufacturing (Engineering)

Approval of Mr. O'Shea will be required

Principles of Engineering

Approval of Mr. O'Shea will be required

Principles of Biomedical Science

Approval of Ms. Arnold will be required

Human Body Systems (Biomed)

Approval of Ms. Arnold will be required