

Da Vinci Design Families and Students,



With Presentation of Learning (POL) Weeks quickly approaching and the first semester near its end, we wanted to take a moment to inform you of essential information regarding POL day policies, scheduling for those dates, and holiday break reminders. Please read the following letter carefully and if you have any questions about the details below, contact the front office directly.

Presentations of Learning (POLs) – Schedule and Polices

Students should be receiving their POL schedule just after Thanksgiving Break. We will also post them on the blog for your reference. Your student will either have a presentation time during the morning session (8 am-12 pm) or during the afternoon session (12 pm- 4 pm). They will attend either the morning or afternoon session each day during POL weeks. It is crucial that students are present for the full session.

A few reminders about POL policies, presentation times and student attendance:

- POLs will take place from Monday, December 8 through Wednesday, December 17.
- During POLs, students are required to be at school for the ENTIRETY of their 4 hour session, regardless of presentation time. *For example, if a student has a 10:00 am presentation, they must still arrive at 8:00 am, and cannot leave until 11:55 when the gate opens.*
- During the 4 hour session, students will have their own presentation, and in addition, will be on panels observing other students, working on preparatory materials for second semester, etc., and must be present to complete these assignments. If students are not present, it may result in a negative impact on their POL, Habit of Mind, and/or semester grades.
- Da Vinci Design is asking that families respect the 4 hour sessions and do not sign students out early unless absolutely necessary, nor bring in or drop off students late.
- Lunch service will be provided from 11:30-12:30 each day to accommodate students in both the morning and afternoon sessions.
- The front gate will be open from 11:55-12:05 daily. Students in the morning session may leave during this time frame, and students who have an afternoon session can filter in at this time. *For instance, if a student is still on our school campus after 12:05, they MUST remain until 3:55 unless a parent or guardian comes to sign them out at the office.*
- Students who are tardy to POL sessions will be given mandatory School Service Hours that they must complete within a specific time frame. A copy will be sent home with the students.

Parents are invited to POLs! (Even if your student says you aren't ☺)

We would love to see you at one or more of your student's POLs if your schedule allows. Feel free to contact the classroom teachers directly with questions regarding attendance at your child's POL.

Holiday/Winter Break Details

- Last day of classes for students is Thursday, December 18th (please note this is full day, not a POL day, and we will be in session from 9:00 am - 3:55 pm).
- Winter Break for students is December 19th through January 11th. Classes will resume on Monday, January 12th.
- Semester 1 report cards will be sent out on Saturday, December 20th. Please allow at least 2-3 business days for arrival to your home.
- If your student owes a lunch balance, the report card will be withheld until payment is received.

Semester 2 Seminar Sign Ups

- The online seminar sign-up link for students will be posted during POL Week on the DVD blog (*tentative date, December 15th*).
- Students will be able to sign up online until Friday, January 2nd, 2015, giving students **3 weeks** to review the seminar descriptions and choose their top seminar preferences.
- It is the responsibility of the students to sign up within the proper time frame. Students can do so at school during one of their 4 hour sessions, or from home.
- After the January 2nd deadline, no specific seminar can be promised to a student who did not sign up on time as classes can fill up rather quickly and we will honor those who signed up on time.
- Please communicate with your child about the importance and responsibility of signing up early for seminars. It can help them get those awesome electives they want most!

Students, best of luck on your Presentations of Learning. Take advantage of the time teachers provide to you to work on POLs during the first week of December and ask lots of questions. Practice and preparation make for the most successful POLs, so put aside the time to practice in front of family and friends!

Parents/guardians, please let us know if there are any questions regarding the schedule or policies, and we hope to see you at your student's POLs!

Sincerely,



Kate Parsons
School Director

Megan Martin
Assistant School Director