

Fall, 2009

Dear Parents or Guardians:

Now that school is well under way, the Academic Advising & Counseling Center is providing you our annual fall newsletter. We include in this newsletter many significant dates for you to place on your calendars. In the past, we have mailed the newsletter to all families, but keeping with the school's efforts to conserve paper, we will now be placing our newsletter on the LHS website. If you prefer to receive a hard copy, please contact the Counseling Department at 303-347-7719. We encourage you to use the counseling services at Littleton High School, and we hope your son or daughter stops in to see a counselor regularly to discuss any problems, specific concerns, and post high school plans.

The following pages of our newsletter outline for you the academic advising and counseling services provided at Littleton. Also included in this newsletter are special programs available to LHS students that counselors sponsor in conjunction with other Littleton Public Schools and Metro-Denver counselors. We urge our students and parents to take advantage of other evening and weekend programs in addition to the programs and services available directly at Littleton High School.

It is our hope that you will view the Academic Advising and Counseling Center staff as your personal link with Littleton High School. If you have questions regarding your student's progress, if you need information related to college or career planning, or if you would like to talk about anything related to your student's welfare, we invite you to contact us. Call 303-347-7710 for an appointment.

Sincerely,

Angie Zerr  
Guidance Director

# 2009-2010 ACADEMIC ADVISING & COUNSELING CENTER

Academic Advising & Counseling Office is open 7:00 am - 3:30 pm Monday through Friday  
Post Grad Center is open from 7:00 am - 3:00 pm Tuesday through Friday

For the purpose of registration and counselor continuity, the student body and duties will be divided as follows among the counseling staff:

## COUNSELOR RESPONSIBILITIES and ALPHABETICAL DISTRIBUTION

### **Angie Zerr, Department Chair**

303-347-7725

azerr@lps.k12.co.us

**A-G Grades 10, 11 and 12**

- Foreign Exchange Program Coordinator
- Peer Counseling Co-Coordinator
- Special Services Coordinator

### **Adam Federspill**

303-347-7761

afederspill@lps.k12.co.us

**H-O Grades 10, 11, and 12**

- Advanced Placement Coordinator
- Gifted/Talented Program

### **Brian Powers**

303-347-7723

bpowers@lps.k12.co.us

**P-Z Grades 10, 11 and 12**

- PLAN Coordinator
- PSAT/National Merit Coordinator
- Peer Counseling Co-Coordinator
- ACTS
- College Liaison

### **Stacy Geyer**

303-347-7772

sgeyer@lps.k12.co.us

**A-Z Grade 9**

- Freshmen Academy Counselor
- Registration Coordinator
- PSEO Coordinator
- Military Liaison

### **Claudia Anderson**

303-347-7724

ceanderson@lps.k12.co.us

**IB Coordinator**

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#### **Additional contact information:**

**Mrs. Rocky Railey, Guidance Secretary: 303-347-7719**

**Mrs. Nancy Inbody, Registrar: 303-347-7720**

**Mrs. Kaia Stulock, IB Secretary: 303-347-3740**

**Mrs. Lucy Allen, Post Grad Specialist: 303-347-7721**

**Counseling Office Main Phone: 303-347-7710**

**Counseling Office FAX: 303-347-7771**

**Littleton High School Main Office: 303-347-7700**

<http://littleton.littletonpublicschools.net>



## COLLEGE GUIDANCE

Mrs. Lucy Allen,  
Post Grad Specialist

The Littleton High School college guidance program is structured to provide preparation for college admissions. Students are encouraged to choose their high school courses with their post-high school training and/or career goals in mind. College admissions requirements in both public and private institutions continue to be reviewed nationally, and many admission requirements have been raised. It is especially important that students and parents keep informed of these changes.

To assist students and parents with college guidance, a variety of materials and programs are available. These programs include individual appointments in our Post Grad Center and with the counselors for all seniors and juniors regarding the details and processes of choosing a college, testing, admissions requirements, applications for admissions, and financial aid. The Regional/In-State College Fair is on **October 26 at Littleton High School, 6:00-7:30 pm**. This event provides the opportunity for students and parents to acquire information necessary for making wise college decisions. Please pick up a flyer in the Post Grad Center for further information.

A calendar for juniors and seniors indicating dates for upcoming college programs in the area and SAT and ACT test dates can be accessed on the LHS website. Many colleges send representatives to visit the high school each year. Students may sign up to hear college admissions representatives on

their Naviance accounts or in the Post Grad Center. Students and parents are urged to take advantage of these visitations, as well as the many special programs and materials available through the Counseling Office.

All counselors are available to their students and parents for individual conferences at any time regarding college planning. Please call us to set up appointment times, 303-347-7710.

### COLLEGE APPLICATION PROCESS AT LHS

All college applications are processed through student's Naviance



accounts. Students are required to use their Naviance accounts to enter the colleges they are applying to, enter the names of the teachers they have asked for letters of recommendation, fill out teacher letter of recommendation forms, and request their official transcripts. They will also be able to sign up to attend meetings with college representatives visiting LHS, and view the Post Grad Center database of scholarships.

Not all colleges require letters of recommendation. If students are unsure, they can check with their counselor or the Post Grad Center. When needed, students are responsible to personally ask teachers for letters (**at least two full weeks before due date**), then print out the completed Naviance teacher letter of recommendation form and hand it to the teachers who have agreed to write a letter. All letters and forms for colleges using the Common Application will be sent electronically. If you have letters/forms you want to be sent to colleges not using the

Common Application, please have your senior provide addressed, stamped envelopes to their teachers. **Students are responsible to keep teachers informed of deadlines and to verify with teachers that the letters have been sent.**

The Counseling Department will submit school documents for seniors only after an official transcript has been requested on their Naviance account **AND** the \$5.00 per transcript fee has been paid in the Counseling Office. You may use one check, made out to LHS, for multiple transcript requests.

Seniors will be called into the Post Grad Center starting September 16 for individual appointments. All of this information will be given to them during these appointments. Naviance has many features to help create resumes, look up colleges, and link to a wide variety of college resources. We hope you will find the time to explore this valuable tool.

If your student has forgotten their Naviance password and username, send them to their counselor or the Post Grad Center. They can log onto their Naviance account through the internet at:

<http://connection.naviance.com/littleton>

If you have further questions, there will be a **Senior/Parent College & Financial Aid Information Night in the Forum on Tuesday, September 29 from 7:00-8:30 pm**.

## AREA CAREER AND TECHNICAL SCHOOL PROGRAMS

*Mr. Brian Powers, Coordinator*

In planning for next year, please be aware of the offerings in the Area Career and Technical School. Littleton High School has a limited number of slots granted for each program. Applications, available in the Counseling Office, are taken in the spring and are processed on a first-come, first-served basis.

The program offerings of the Area Career and Technical School are as follows:

- Agriculture
- Auto Technology
- Aviation Technology
- Commercial Photography
- Comprehensive Building Trades
- Criminal Justice
- Diesel Equipment Technology
- Equine Science
- Graphic Design
- Animal Science
- Executive Internship
- Health Sciences
- High Tech Academy
- Small Engine Technician
- Teacher Cadet

These programs are a full year in length. We encourage present sophomores to consider these programs as part of their studies at Littleton High School in the coming two school years.

The Arapahoe-Douglas Career & Technical Schools (ACTS) is a division of Arapahoe Community College (ACC). ACC and ACTS have entered into formal agreements that enable students to make a smooth transition from secondary to post-secondary education programs without experiencing delays or duplication of learning. Many students continue their education at a 4-year college or university.

The advantages of taking these courses in high school are:

- Students receive ACC credit, or credit may be accepted at other colleges for classes taken in high school.
- Students may be able to skip introductory courses at ACC and start at a higher level.

Articulation agreements currently exist in the following programs:

- Auto Technology
- Aviation Tech
- Comprehensive Building Trades
- Commercial Photography
- Criminal Justice
- Culinary Arts
- Graphic Design
- Teacher Cadet
- Health Sciences



## MILITARY GUIDANCE

*Ms. Stacy Geyer, Coordinator*



Students should be aware of the opportunities for ROTC scholarships. The scholarships are competitive; school records and school/community activities play a major role in the final selection. These scholarships are available through all military branches (with variations) and pay tuition, fees, and \$150 a month allowance. Upon graduation, the student is commissioned and serves approximately one year in active service for each year of college provided.

National Guard is another military program in which students participate on a part-time basis. There are a variety of programs sponsored by the

National Guard that provide financial assistance for technical and college degree programs. Students may complete eight weeks of basic training as early as the summer following their junior year and then participate in paid weekend drills as a senior.

Another opportunity that may be considered is one of the Service Academies. We have information on these academies, which can provide a properly qualified student with an unsurpassed education. Students should begin the academy application process first semester of their junior year.

Some students may want to consider military enlistment after graduation. Many of the training schools in the military will teach the entry-level skills and provide the experience necessary for employment. Interested students should see their counselor or Ms. Geyer regarding these programs. As appropriate, contacts with liaison officers will be arranged.

## PSEO

*Ms. Stacy Geyer, Coordinator*

PSEO, Post-Secondary Educational Opportunities, is a program that allows dual enrollment between Littleton High School with Arapahoe Community College (ACC) and Metropolitan State College to students that are junior/senior status. Students can enroll in a maximum of two college Classes per semester while still carrying 28 credits at Littleton High School. The student must pay at enrollment; however, they will be reimbursed the cost of the class by LPS if a C or better is earned.

### Important meeting

**Oct. 28, 2009 2:15**

**Counseling Conference Room.**

If you have any questions, please contact Ms. Geyer, 303-347-7772.

## ADVANCED PLACEMENT PROGRAM

Mr. Adam Federspill, AP Coordinator



The Advanced Placement Program at Littleton provides

the opportunity for students to take college level courses in high school. Participation in these classes may lead to one or more of the following benefits depending on the outcome of AP exams in May:

- Exemption by a college or university from beginning courses and permission to take higher level courses in certain fields.
- Academic credit awarded for exams taken.
- Tuition savings - up to a year of credit may be given for qualifying AP grades.
- Additional time to explore undergraduate subject areas that a student wouldn't otherwise be able to study
- Eligibility in college for honors and other special programs open to students who have received AP recognition.

Students who have been in honors level classes, or who demonstrate superior knowledge in certain subject areas, are encouraged to pursue Advanced Placement classes. Departments offering such courses include: language arts, math, science, social studies, foreign language, music, and art. Students may also cross-enroll among the three district high schools. Students are encouraged to take AP classes during their junior and senior years of high school, and in some instances students have

started these programs in their sophomore year.

In May of 2009, 225 Littleton High School candidates took 428 tests; 25 of these exams received scores of 5, 72 received scores of 4, and 129 received scores of 3. Fifty-three percent of the exams received scores of 3 or better.

## GIFTED/TALENTED PROGRAM SERVICES



Mr. Adam Federspill,  
G/T Facilitator

G/T students are encouraged to sign up for Honors, AP and IB classes. Our administration promotes building rapport and assisting G/T students in maintaining success in all academic fields, including experiencing extracurricular opportunities. If you have any questions, please contact Mr. Federspill at (303) 347-7761.



## ACADEMIC AWARDS NIGHT Mon., Sept 21 7pm

Students who will be recognized for special awards will be notified. Students that qualify for an Academic Letter will be honored and new IB diploma candidates will be included.

## INTERNATIONAL BACCALAUREATE

Ms. Claudia Anderson,  
IB Coordinator  
[ceanderson@lps.k12.co.us](mailto:ceanderson@lps.k12.co.us)

In May of 2009, the 11<sup>th</sup> class of IB students graduated from LHS with 41 of the 45

diploma candidates receiving their IB diplomas, giving our IB program a 95% diploma success rate overall. 89 LHS juniors and seniors took 392 exams in 16 subject areas. Each student must complete coursework and sit for exams in six different subject areas (each worth seven points), and earn a minimum of 24 points out of 45. For 2009, the average score obtained by candidates who earned their diplomas was a 4.8, the highest cumulative score was a 40, and the average score was a 30.

Currently there are 107 freshmen, 93 sophomores, 58 juniors and 43 seniors in the IB program. The IB Diploma Program offers students a comprehensive high school curriculum including Language Arts, a World Language (French, Japanese or Spanish), History of Europe, Experimental Science (Biology and Chemistry), three levels of Mathematics, and, as elective options: Music, Theater and Visual Arts, Film, Philosophy, Psychology, and Design Technology. Students also take a Theory of Knowledge course, focusing on the various ways of knowing, complete an Extended Essay, and 150 of service, action and creativity hours. For more information about IB at LHS, go to [www.lhsib.org](http://www.lhsib.org)

**IB Exam Registration -** Registration for May, 2010 exams will begin in October. Parents, please expect your IB student to ask you to read and sign IB regulation and registration materials. Exam fees will be due at this time as well.

**Attention IB Parents -** IB parent meetings are the first Monday of the month at 7:00 p.m. in the Library. The IB Parent Organization publishes a newsletter every other month. For those parents who cannot

attend the parent meetings, the newsletter will contain the minutes from the meeting as well as upcoming agendas and important dates and information. Check the LHS IB website at [www.lhsib.org](http://www.lhsib.org) for more updated meeting information.

### **PASS-FAIL GRADING POLICY UPDATE**

*Below is the revision to the Pass-Fail Grading Policy at Littleton High School, based on the revisions made by the LPS School Board January 29, 2009.*

According to Littleton Public Schools Board Policy Code IKA-R, Policy Name: High School Grading System Adopted January 29, 2009: In grades 9, 10, 11 and 12 students may elect to take a course on a pass/fail basis. Pass/fail courses that are passed are not included in the GPA, but do count for graduation credit. Pass/fail courses that are failed, however, do count into GPA and therefore affect class rank. Students may elect to take no more than one class per semester on a pass/fail basis. Students may request their pass/fail designation be changed to the earned letter grade up to two weeks after the end of the semester in which that class was completed. A course required for graduation may not be taken using the pass/fail option.

Students may decide at the beginning of the semester through week 14 to complete this form and return to his/her counselor.

**Fall Semester 2009  
Week 14 Deadline:  
November 20, 2009**

### **WITHDRAWAL FROM CLASS POLICY UPDATE**

As of January, 2009, School Board Policy States:

Students may drop a class up until 10 school days after the start of the semester with no penalty. After 10 days, students in Grades 10-12 will receive a withdrawal/fail unless there are extenuating circumstances. Withdrawal/fail grades will be calculated in the GPA and remain on the transcript.



**NOTE:** In order to maintain athletic/activity eligibility for this and the next athletic season, each student must be enrolled in a minimum of 25 credit hours each semester and must fail no more than five credits the previous semester.

### **LHS HOMEWORK REQUESTS**

Parents/guardians of students who miss three (3) or more days due to an illness may contact the Counseling Office to request homework (303) 347-7710.



We ask for a 24-hour turnaround to allow teachers time to prepare the homework. Homework is dropped off in the counseling office on the counseling secretary's desk. It is the responsibility of the student to account for their missed work and communicate with their teachers.



### **PSAT TESTING**

*Mr. Brian Powers, Coordinator*

Attention **all college-bound juniors!** The PSAT/NMSQT will be administered **Wednesday, October 14 from 7:30-11:30 a.m.** at Littleton High School. Register and pay the non-refundable test fee of \$20 by Oct. 7 in the Counseling Office, after which time it will be available on a first-come, first-served basis. Sophomores and freshmen that are in honors math or honors English programs are also encouraged to take this test. PSAT information will be presented in junior Language Arts classes as well as sophomore Honors Language Arts rooms.



### **PLAN TESTING SOPHOMORES!**

*Mr. Brian Powers, Coordinator*

The PLAN test, or the practice ACT, will be administered Saturday, **November 7, from 7:30-11:30 a.m.** at LHS. Register and pick up a guide in the Counseling Office. PLAN information will be presented in the sophomore Language Arts classrooms.

**Cost:** Non-refundable \$20.00. Registration will be taken starting October 1, 2009.

## POST GRADUATE CENTER



**A Resource Facility for  
Students and their Parents!  
303-347-7721**

*Mrs. Lucy Allen,  
Post Grad Specialist*

The LHS Post Grad Center is open from 7:00 am - 3:00 pm Tuesday-Friday offering resources and assistance to students and their parents on "Life After Littleton High School." We are here to help with college and career planning utilizing the latest resources. During the school year we will be inviting all sophomores, juniors and seniors to spend time in the Center talking about their futures. We will be leaving a telephone reminder of these appointments on home phones, so please encourage your student(s) to come in for their scheduled meeting. Freshmen are always welcome to drop in. We want to answer all your questions about:

- Naviance
- The NET Program for first-generation college students
- College & Career Searches
- Financial Aid/Scholarships
- Military Info
- Internships, Summer Programs & Gap Year Opportunities

## THE NET COLLEGE ACCESS PROGRAM

*Mrs. Lucy Allen, Coordinator*

The NET Program at Littleton High School is a school based, innovative educational program specifically targeted to meet the needs of students who are the first in their families to go to college. These students are first generation students. A student is

considered first generation if neither of their parents graduated from college. (Students who have older siblings attending college, but whose parents did not graduate, are also considered first generation.) This hands-on program is designed to help students develop a realistic plan for their future.

The class provides consistent, personal and informational support to students and parents as they work through the college application process. Students will learn about the college application process, financial aid, scholarships, essay writing and interview skills. Parents also attend workshops to learn about the application and financial aid processes. One of the most exciting parts of the NET Program is the opportunity to visit a college campus. Many of the NET students and their parents have never been on a college campus and the visits help to demystify the college experience. The classes meet weekly each semester. Each student will apply to a minimum of one college and will apply for financial aid by filling out the Free Application for Federal Student Aid (FAFSA).

This class is encouraged for first generation students who are interested in continuing their education after high school graduation. Students are identified for the NET Program through Post Grad Center interviews and counselor and teacher recommendations. The NET Class is open to all first generation students at LHS including IB, AP, and ELA. Students whose parents graduated from college in another country are also encouraged to participate in the NET. To help first generation students, we believe that they need a NET-work of support from parents, teachers, counselors

and friends to provide assistance when they need it. If you are interested in learning more about the NET Program, please contact Lucy Allen in the Post Grad Center, 303-347-7721.

## SENIORS Free College Essay Workshop Saturday, October 3 LHS Library



**9:00 am -12:00 pm**

Guest speaker and DU writing professor, Paula Noonan will lead this session to help students write their college essays. Dr. Noonan has worked with small groups of LHS seniors in the past, and has a dynamic, personal style that inspires, informs, and encourages the unique voice each student has to offer in a personal narrative. There will be plenty of time to write, working on ideas, rough drafts, or polishing pieces that are further along. This workshop is perfect for procrastinators, for students who have difficulty writing about themselves, and for those who want to fine tune an idea they are already developing.

***Space is limited!  
Sign up in the  
Post Grad Center***

## PARENTS OF SENIORS, TALK MONEY NOW!!!



The Post Grad Center recommends that you **talk openly with your students NOW** about what is financially possible as far as your family contribution to further schooling. The kids will be clear about the effort they need to put forth applying for scholarships and financial aid, and you won't be laying awake at night trying to figure out how to tell them their dream school is off the table.

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## ***Class of 2010***

### **College/Financial Aid Night for Seniors & Parents**

**Tues., Sept. 29  
7:00-8:30 pm  
Forum**

***Naviance update,  
Financial Aid Overview,  
Q&A***

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### **LHS College Week October 5-9, 2009**

Dozens of Admissions Reps hold information break-outs. See Naviance account for schedule!



## **COLLEGE FAIRS**

**All students welcome!**

### **Out-of-State College Night**

At Monarch High School  
October 7, 6:30 pm – 8:30 pm

At John F. Kennedy High School  
October 8, 6:30 pm – 8:30 pm

### **Greater Denver College Fair**

*Over 250 colleges represented!*  
At Cherry Creek High School  
Saturday, October 10  
10:00 am - 2:00 pm

### **Regional and In-State College Fairs**

At Littleton High School  
October 26,  
6:00 pm - 7:30 pm

At Thunder Ridge High School  
October 28, 6:00- 7:30 pm

## **College Entrance Exams**



### **ACT Register at [www.act.org](http://www.act.org)**

#### **Registration**

<b>Deadline</b>	<b>Test Date</b>
08/07/09	09/12/09
09/18/09	10/24/09
11/06/09	12/12/09
01/05/10	02/06/10
03/05/10	04/10/10
05/07/10	06/12/10

**NOTE: The Colorado State administered ACT for all juniors will be April 28, 2010 at LHS. Students do not need to register online for this test date.**

### **SAT Register at [www.collegeboard.com](http://www.collegeboard.com)**

#### **Registration**

<b>Deadline</b>	<b>Test Date</b>
09/09/09	10/10/09
10/01/09	11/07/09
10/30/09	12/05/09
12/15/09	01/23/10
02/04/10	03/13/10
03/25/10	05/01/10
04/29/10	06/05/10

