

TO: Counselor/Special Education Liaison Committee

FROM: Amy Shields, Organizational Advancement Director

DATE: December 27, 2017

SUBJECT: Career Expo at EASTERN – 2/7/18 (AM session only) – H-H, UD
2/21/18 (PM session only) – AB, CH, JE, LM, SP

This year, 10th and selected 11th graders from all participating schools will visit EASTERN during the following regularly scheduled school days:

- **Wednesday, February 7, 2018---AM session only (Hatboro-Horsham and Upper Dublin)**
- **Wednesday, February 21, 2018 ---PM session only (Abington, Cheltenham, Jenkintown, Lower Moreland, and Springfield)**

Students from Hatboro-Horsham and Upper Dublin will not report on 2/7 during the AM session (7:45 – 10:30 a.m.), and students from Abington, Cheltenham, Jenkintown, Lower Moreland and Springfield will not report on 2/21 during the PM session (noon to 2:45 p.m.) except for students who will be asked to help during the presentation. EASTERN students will be given an independent study activity (Expanded Learning Opportunity) assigned by their EASTERN teacher. The activity will be part of their instructional program, be collected and graded.

Our teachers have requested that some of your EASTERN students be permitted to assist them during the Career Expo presentation on 2/7 AM and 2/21 PM. These students will be predominantly seniors. I am requesting that all participating schools please still run their regularly scheduled busses on the days that your school is not scheduled for the EASTERN visit, so that our student helpers will still have transportation to and from their schools that day:

- **On February 7, the following schools will run a normal bus schedule: Abington, Cheltenham, Jenkintown, Lower Moreland and Springfield.**
- **On February 7, Hatboro-Horsham and Upper Dublin will only run a 10th Grade Career Expo bus during the AM session. PM session is a normal bus schedule.**
- **On February 21, the following schools will run a normal bus schedule: Hatboro-Horsham and Upper Dublin.**
- **On February 21, Abington, Cheltenham, Lower Moreland and Springfield will only run a bus for 10th Grade Career Expo during the PM session. AM session is a normal bus schedule.**

We will forward a copy of this memo to your attendance office. We will also contact your attendance office if a student is asked to assist us and will miss their academic classes at your school. If you have any reservations about a student missing classes, please let us now. Thank you for all your support with our Career Expo endeavors. We appreciate all that you do.