



July 13, 2011

Dear Parents/Guardians:

We are pleased to welcome you to our institution for another school year. In an effort to assist you in preparing for the upcoming academic year 2011-2012, we wish to provide the following information pertaining to dates and events.

#### Dates

- Thursday, August 18 – First day of instructions for all grade levels (k-12).
- Friday, August 12 – Deadline for late registration. Registration after this date will delay the classroom placement of the student and assignment of the class schedule.
- August 1–4 – Class assignments will be mailed out to high school level students. Only registered students will receive their assignments.

Please note that the school regulations state that students with tuition balances from the previous school year are considered non-registered and will not receive a class assignment.

#### School Hours

- Encino Campus – Grades 6-12 – 8:00 a.m. – 3:30 p.m.
- North Hills Campus – Grades K-2 – 8:10 a.m. – 3:15 p.m.
- North Hills Campus – Grades 3-5 – 8:10 a.m. – 3:25 p.m.

#### Traffic and Congestion

To avoid congestion and to respect to the school neighbors we ask everybody to be attentive to traffic signs and to follow the instructions of the security officers.

Please note that it is against the law to drop off or pick up students or to make U-turns on

- Parthenia Street and Hayvenhurst Avenue at the North Hills Campus
- White Oak Avenue and Weddington Street at the Encino Campus. We urge as well not to park on Weddington Street.
- On the first day of school, students grades K-5 should go directly to their classroom. Homeroom teachers will lead the students to the school courtyard for assembly at 8:45 a.m.

#### Textbook-Uniform-Locker Sales

See attached list

#### New Tuition Payment Schedule

See Attached List

#### School Committees

We encourage parents to become members of the existing school support committees. The committees assist in organizing school functions, events, fundraisers, etc. The following are the existing committees: Parents Support Committee, High School, Parent Support Committee, Elementary School, Armens Athletic Committee, and Emergency Preparedness Task Force. If you wish to participate, kindly inform the school administration.

To obtain further information regarding the 2011-2012 school master calendar, please visit the school website at [www.ferrahian.com](http://www.ferrahian.com). We look forward to a successful and productive school year.

Sincerely,

John Kossakian  
Principal

JK/hv