



Alexandra Greenberg, Ed.D., *Principal*
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GEORGE W. HEWLETT HIGH SCHOOL
60 Everit Avenue
Hewlett, New York 11557-2136
Telephone: 516-792-4001
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January 2025

Dear Parents/Guardians:

In an effort to maintain the integrity of examinations being administered on January 21-24, 2025, we are continuing to follow New York State Commissioner of Education's recommendations for the administration of these examinations. Please discuss with your child the following procedures that will be in effect during the examination period:

- [CLICK HERE](#) for the exam and bus schedules. Breakfast will be available for students who arrive early for morning exams and students can then wait in the library until 8:15 AM.
- Please review the following pick up and drop off times:
 - AM exams HS Drop off – 8:15 AM
 - AM exams HS Pick up – 11:45 AM
 - PM exams HS Drop off - 12:23 PM - 12:37 PM
 - PM exams Pick up – 4:00 PM
- **Students are to bring to school only those items necessary to take exams**, including pens, pencils, and specific materials appropriate to an exam such as a calculator. If necessary, these items may be carried in a CLEAR, PLASTIC bag only.
- **STUDENTS ARE NOT PERMITTED TO BRING BOOKBAGS, BACKPACKS, POCKETBOOKS, OR HANDBAGS INTO THE BUILDING.** The school will not store these items. If a student comes to the building with one of these items, they will not be permitted entry. The high school does not have enough time nor staff to search bags and store items before exams.
- **Students are PROHIBITED from having ANY communication devices with them during testing or during any breaks.** Such devices include, but are not limited to cell phones; iPods or other MP3 players; Wearable devices/smart wearables, including smart watches and health wearables with a display; iPads, tablets, and other eReaders; Laptops, notebooks, or any other computing devices; Cameras, other photographic equipment, and scanning devices; Headphones, headsets, or in ear headphones such as earbuds; Any other device capable of recording audio, photographic, or video content, or capable of viewing or playing back such content, or sending/receiving text, audio, or video messages. If any of these devices are brought to the building, they will be collected and labeled *before* the student is permitted to go to the testing room.
- **ALL LOCKERS** are inaccessible to students.

Empowering the next generation for success in life.

The *Student Information Sheet* is attached. Please review the procedures with your child. If you have any questions about procedures, please contact one of the school administrators at 516-792-4001. Thank you for your cooperation and support.

Sincerely,

A handwritten signature in blue ink that reads "Alexandra Greenberg". The signature is written in a cursive style.

Alexandra Greenberg, Ed.D.
Principal