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Sent: Friday, December 07, 2018 3:14 PM
To: Leslie Judd <ljudd@irsc.edu>
Subject: Clark news for the week ending 12/7

Safety Update PLEASE READ!

This week, we had a college student enter our building when a Clark student scanned his/her ID on the patio allowing him entrance. He walked around a few places prior to being brought to the front office. Luckily, he was a night student looking for a computer lab, however, in reality, he could've been someone looking to do harm. Please remember these important safety procedures as noted below.

STUDENTS: It is of critical importance that you **NEVER open the locked doors at Clark for ANYONE**. This means with your ID or by pushing the doors open. Students and staff who are authorized to enter through those doors (patio and west/far parking lot) have ID cards (keys) that they can use to enter with. Even vendors and workers are to enter through the MAIN ENTRANCE only.

See something, say something--- If you see anyone on Clark campus that looks like they may not belong, see any adult or contact security at 419-5666 right away.

We are working on adding additional signs to clearly point visitors (including vendors) to our Main Entrance. This is the only entrance that anyone without ID card access is to use between the hours of 7 am and 3:20 pm.

If you have lost your ID card (key), you need to report it immediately and purchase a replacement from Ms. Jones.

Gratitude and Celebration

Thanks to the family of **Liz O'Brien** for the delicious staff breakfast this week!

Thanks to the **many Clark families** who have contributed to the holiday celebration for employees. It's such a wonderful way to end the semester!

General Updates

Exams are next week for Clark classes. **Attendance will be taken EVERYDAY, EVERY BLOCK through Friday.** We run on our regular schedule the entire week. Without a parent note/email to Mrs. Wood, you will receive unexcused absences if you are not in your regularly scheduled classes.

IRSC textbooks are overdue. Return them to the front office ASAP. No report card and no spring books until they are returned.

Grades and schedule changes- IRSC grades are now available. Ms. Jones and administration will be reviewing all student GPAs and grades from this semester and making schedule changes as needed. All students will receive an updated schedule upon return January 3. Students who have a significant administrative change to their schedule will be notified by email next week.

Lost an umbrella at plant sale pick up? It is in the front office. Also, **tomatoes will be available in early January-** sorry for the delay, but the grower wants to make sure we have the best plants there are!

Mandatory Study Abroad meeting for students registered for the trip and a parent is scheduled for Monday, January 14 at 5:30 pm in the Knowledge Room. Very important paperwork and formal orientation of policies will be covered.

Clark Shirt order extension to this Wednesday. Email or see Ms. Jones. Last time this year to order!

Students planning to participate in the site visit to the south hospital on January 4th **MUST** complete paperwork that requires immunizations and other information **BEFORE** leaving for Winter Break. Please see Dr. Bonds immediately if you are interested in participating and check your email if you have already registered to attend.

Attention student drivers: many of you have been seen driving way too fast, especially when you are running late. If your car is seen driving more than 20 mph down the road leading to Clark, you will lose parking privileges. Slow down- Safety matters.

Lost something lately? Check the front office lost and found. All items will be removed December 14 if not claimed.

Student Activities News

UNICEF is holding a shoe drive fundraiser through the beginning of March. All money raised will go to UNICEF to help children worldwide. Collection boxes are located throughout Clark. Clean out those closets and bring them in! Service hours for pairs donated, so put them in a bag with your name and number of pairs to get credit.

Study Abroad is holding a **Tijuana Flats fundraiser** on Wednesday, January 9th from 5:00-8:00 pm. Show the attached flyer on your phone or printed and we receive 20% of sales. Spread the word!

Interact/Keystone Clubs are holding a **Chipotle fundraiser** on January 14th, from 5 to 9 pm. Funds raised by showing the attached flyer printed or on your phone will be used to support local initiatives.

Yankee Candle sales are still open with direct shipping, so there is time to get those holiday gifts and support Clark students. Online sales are open until Wednesday, January 9, 2019. Link to Online Store: <https://www.yankeecandlefundraising.com/store.htm> Click on the shopping link or simply type in www.yankeecandlefundraising.com and enter your Group Number 990056971 in the "Start Shopping" box.

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“Work to Your Potential, Not Your Quota” –Grant Cardone