



CORNING-PAINTED POST  
AREA SCHOOL DISTRICT

Students are the center of all we do.

Frank Barber, Assistant Principal  
David Harrington, Assistant Principal

Robin Sheehan  
High School Executive Principal

Nick Kapral, Assistant Principal  
Michael Gill, Assistant Principal

---

7 April 2017

Dear families:

Students will take all IB and AP exams at three different sites this year—the Ramada Inn (Painted Post), the District offices (Painted Post), or at the High School; exams run from Friday, April 28 through Friday, May 19<sup>th</sup>. In an attempt to cut down on paper mailing, we are keeping the majority of testing documentation electronic. All schedules and bussing times can be accessed electronically—the best resources for finding information are the IB at CPP webpage (<http://ibatcpp.weebly.com>) and its associated social media feeds as well as the District's website. Updated bussing times and any untimely, emergency situations will be noted there. Students will be able to find physical schedules posted in the guidance offices and daily announcements will be on the digital displays at the High School. Prior to the exam session, students can find review session dates, times, and locations there as well.

In our District, we are fortunate enough to have all costs associated with IB and AP courses covered by the District; because the Board of Education has so generously extended this privilege to our students, all students are expected to attend each exam session for which they are registered. If, due to an emergency, your student can not attend an exam session (for which he/she is registered), please contact me immediately. If an examination session is purposefully missed, your family could be asked to reimburse the registration and exam fees to the District.

Additionally, all students are required to ride District-provided transportation to and from off-site testing locations. If a conflict arises, alternate arrangements for transportation must be made (and approved) via CPPHS administration—please contact the principal directly for help ([rsheehan@cppmail.com](mailto:rsheehan@cppmail.com)). In order for students to be picked up or dropped off at the testing location by a private vehicle, Mrs. Sheehan must approve the circumstance and situation. Administration will convey arrangements to the testing site and to the coordinator—any other arrangements *will not be honored* and could subject the student to disciplinary action. I am aware of pre-scheduled sporting conflicts and anticipate post-season play; I am working closely with the Athletic Director in order to maintain a proactive approach to any potential conflicts. Should specific conflicts arise, please have the athlete contact me immediately; arrangements will be made with the Athletics office (not with individual coaches and/or athletes).

Please double-check the enclosed registration lists—they detail exams for which your student is registered; if there are discrepancies in registration, please contact me immediately. As previously mentioned, you can find a comprehensive exam schedule,



detailed bussing times, and updates on the District webpage ([www.corningareaschools.com](http://www.corningareaschools.com)) and on the IB website (<http://ibatcpp.weebly.com>). Daily updates will be posted on the IB Facebook page and Twitter feed. If you'd like a copy of the comprehensive schedule emailed to you, please let me know and I will send it out. If you'd like a paper copy, please call my office or email me and I will mail it directly to your home.

We realize that the month of May is hectic and crazy, and is often taxing on our students—for this reason we would encourage students to get a good night's sleep each night and to eat well prior to and throughout the exam season. If you have questions or concerns, please feel free to call or email.

Thank you for your time and support,

A handwritten signature in blue ink that reads "Kristie Radford". The signature is fluid and cursive, with the first name "Kristie" and last name "Radford" clearly legible.

Mrs. Kristie Radford  
IB Diploma Programme Coordinator  
AP Testing Coordinator  
CPP High School  
[kradford@cppmail.com](mailto:kradford@cppmail.com)  
607.654.2988 ext. 2930