

Updates on Start of 4th Quarter and other high school items for LMHS Students and Parents: (April 10, 2020)

1. Please feel free to contact any of these counselors for any concerns you may have for yourself or for others.

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| Student Assistance Counselors: | Kevin McCauley (kmccauley@linnmar.k12.ia.us) Lisa Mooney (lmooney@linnmar.k12.ia.us) Janessa Walters (jwalters@linnmar.k12.ia.us) |
| Academic Assistance Counselors: | Tony Nicol (tony.nicol@linnmar.k12.ia.us) Danielle Patterson (dpatterson@linnmar.k12.ia.us) |
| School Counselors: | Greg Hall (ghall@linnmar.k12.ia.us) Pete Martin (pmartin@linnmar.k12.ia.us) Sheryl Cline (scline@linnmar.k12.ia.us) David Kennedy (dkennedy@linnmar.k12.ia.us) Jennifer Thurston (jthurston@linnmar.k12.ia.us) Elizabeth Kreher (ekreher@linnmar.k12.ia.us) |
| Family Support Specialist: | Katie Smith (Katie.smith@linnmar.k12.ia.us) |

A reminder to LMHS students that you do have **Safe2SpeakUp** on your school-issued computer. You may also use this in more emergency situations to report students who you know may need immediate assistance.

A link to family resources has been added and is also available on the district website:

<https://www.linnmar.k12.ia.us/news/student-services-resources/>

2. The closure of LMHS and the LRC buildings **has been extended until at least April 30**. To contact the Main Office, please email jgustason@linnmar.k12.ia.us or bbenton@linnmar.k12.ia.us.
3. **4th QUARTER: LMHS will start 4th Quarter at 8:30 a.m. on Monday, April 13 via video conference/online.**
 - a. **START OF 4TH QUARTER:** LMHS will be having a 'mandated, graded with credit, online, start to 4th Quarter. Teachers of 4th Quarter classes will be reaching out to students this week via student's email addresses to help students with how to 'join' classes beginning on Monday.
 - b. **SCHEDULE:** All classes will be meeting using a **LMHS 4th Quarter Virtual Universe Schedule (on the school webpage)**.
 - c. **LIVE/TEAMS SESSIONS:** **Please use your school computers for 'live' sessions. We have found that these work much better than your phones.** Teachers will be recording and posting 'live' sessions on PowerSchool Learning and other sites for students to access at any time. LMHS Teachers will be using Teams for all video conferencing at this time. (All school-issued computers are installed with Teams).
 1. **Expectations and Rules of Engagement for Students regarding 'Live'/Teams Sessions:**
 - a. **No recording or posting of sessions should be done without permission from the class teacher.**
 - b. **Always be appropriate during any session. Disruptive or and inappropriate behavior may result in a student being restricted from 'live' class sessions.**
 - c. **Please mute your screen when you are not speaking during a session to avoid background noise or disruptions.**
 - d. **Please inform your teacher via email if you are unable to make a session for any reason so that they can communicate with you and ensure you have the new content and assignments/projects.**
 - d. **ATTENDANCE:** Teachers will be taking attendance for the scheduled class sessions as required by the Dept. of Ed. when having 'mandated, graded for credit, online' classes. Please communicate with your teacher if you have responsibilities that will keep you from attending a scheduled 'live' class session.

- e. **JOINING YOUR ONLINE CLASS SESSION:** Students may 'join' their class sessions in two different ways:
1. If your teacher sent you a link to 'join' a class session, then simply 'click' on the link just before the class is scheduled to start.
 2. Go to Outlook Calendar or the Microsoft Teams Calendar, 'click' on the class and 'join' just before the class is scheduled to start.
- f. **GRADING:** All 4th Quarter/2nd Semester classes will be graded and issuing credit. Due to the extreme circumstance impacting all of our students and families at this time and the online nature of the instruction for at least a significant portion of 4th Quarter, students will have some options regarding grading provided certain criteria is met ([document on the school webpage](#)).
- g. **IEP ACCOMMODATIONS:** Student Support Services teachers and General Education teachers are meeting to discuss the needed and required accommodation adjustments for students with an IEP for online-only school portion of (or entire) 4th Quarter.
1. IEP Meetings continue to be held via video/phone conference.
 2. A few of our ed. associates will start working with us on Monday, April 13. Those associates will need to communicate directly with the Student Support Services teacher on particular student needs. Decisions regarding additional associates will be made on Wednesday. Please watch for a communication from Kim Buelt the end of next week.
- h. **STUDENT SCHEDULE QUESTIONS:** 'What if I want to speak to my school counselor about my schedule?' Reach out to your counselor via email and state what questions you have or what actions you are wanting to take with your 4th Quarter schedule.
1. **'ADD' and 'DROP' Deadlines:** The 'ADD' deadline for 4th Quarter classes will be extended to April 17. The 'DROP' deadline for 2nd Semester Classes has also been extended to April 17. The 'DROP' deadline for 4th Quarter classes will be changed to April 24.
- i. **LEARNING CENTER:** Guided Studies and Achievement Studies will continue to meet as scheduled. Learning Center will not be meeting at this time but Learning Center staff will be monitoring student work to help identify students who made need assistance.
- j. **RETURN TO THE BUILDING:** If we do return to the school building in May, then we will simply continue with course work using our Regular Daily Schedule. The *Grading* adjustments will stay in effect whether we are online for part or all of 4th Quarter. It is expected that students will have progressed in course work to be prepared/on target for a return to the Regular Daily Schedule if/when that occurs.
- k. **IOWA BIG:** Students enrolled in the Iowa BIG program are asked to check their Slack account for information, requirements, and schedules for Iowa BIG classes.
- l. **COMPASS:** COMPASS will have a separate schedule which will be communicated to COMPASS students via their school email addresses.
- m. **TUTORING:** Two sources of tutoring are available for students during our virtual school time. To contact the Tutoring Center in the Learning Center, please email rebecca.cortez@linnmar.k12.ia.us. The LMHS MASS Tutoring Center is happy to be offering free online tutoring for both high school and middle school students in math and science classes and ACT/SAT. There will be one-on-one tutoring sessions that will be 30-60 minutes, depending on the student's preference, through Microsoft Teams. Please fill out this form (<https://forms.gle/72VPZiSdAaMaWFMZ6>) to sign up for a tutoring session!
- n. **PRINTING:** Teachers have been told to assume that students will NOT have access to a printer while we use the LMHS 4th Quarter Virtual Universe Schedule.
- o. **PARENT CONFERENCES:** Parent Conferences scheduled for Thursday, April 23, will not be held. It is expected that efforts are made to contact parents to provide performance updates, especially for students who are struggling during 4th Quarter/2nd Semester.

4. **TECHNOLOGY SUPPORT:** “Hey, I’m having issues with my school-issued computer. Since I cannot take it to the HELP Desk in the Learning Center at this time, what should I do?” The HELP Desk has become virtual. You must contact the HELP Desk Helpdesk@linnmar.k12.ia.us from your school email account or call 319-447-3100. When leaving a message, please:
- State your name and grade level in school.
 - State a phone # for contacting you.
 - State the issue your computer is having.

Connectivity-Internet Support. We continue to identify, reach out to, and problem-solve for those families that need adequate internet support for students to use for course work. If you know of families in need of adequate internet when we begin 4th Quarter, please do not hesitate to email our counselors (contact information above), Joe Nietert (jnietert@linnmar.k12.ia.us) Brian Johnson (bjohnson@linnmar.k12.ia.us), Barb Benton (bbenton@linnmar.k12.ia.us), or Jeff Gustason (jgustason@linnmar.k12.ia.us).

5. AP Testing:
- The first round of AP Testing dates has been released and these will begin in May. Again, the exams will all be 45-minute ‘free response’ questions. AP teachers will be providing exact dates and procedures in place for AP exams.
 - Final payment information for the AP exams will be provided in the next week or so.
 - ‘Optional’ AP Study Session times have been added to the *LMHS 4th Quarter Virtual Universe Schedule* as a planning guide to prevent conflicts with other AP courses.
6. The LMHS Class of 2020:
- Scholarship Information: Scholarships are still available for Seniors.** Scholarships can be found on a student’s Naviance Student account by clicking on the **Colleges tab, Scholarships and Money, Scholarship List**. If students need help accessing scholarships or have any questions, they can reach out to their school counselor.
 - At this time, the last class day for Seniors is Wednesday, May 20, with Graduation rehearsal at 1:00 p.m. in the Main Gym. Senior Service Day is being planned for the morning of May 20 for interested Seniors.
 - Anything stated about Graduation by anyone other than our Board President (Sondra Nelson), Superintendent (Shannon Bisgard), or Principal (Jeff Gustason) should not be considered as accurate.
7. Extra-Curricular Activities: All extra-curricular activities remain ‘on hold’ at this time. As decisions are made with the impact of the extended building closure, we will inform students and parents.
- The spring musical has been cancelled for this school year.
 - The Iowa Girls High School Athletic Union and Iowa High School Athletic Association have updated planning for spring sports. The dates listed are providing for a May 1 return to Iowa schools and are subject to change. More information is available within the sheet and both organization’s suspension announcements. Updated IGSAU & IHSAA schedules: <https://bit.ly/3aQMx6M>
Updated spring sports suspension announcements (IHSAA): <https://bit.ly/34fLniG>
8. Other Items: (We will continue to update this listing)
- Please check your school email (students) on a daily basis from now until April 30.** Students, please use/access your school email in Outlook, not Google. For parents needing help accessing Unified Classroom at this time. The hyperlink below has also been posted on the district website. Here is the hyperlink for instructions to parents regarding Unified Classroom: <https://www.linnmar.k12.ia.us/powerschool-unified-classroom/>

- b. Building offices remain closed at this time. Please feel free to contact Jeff Gustason (jgustason@linnmar.k12.ia.us), Kim Buelt (kbuilt@linnmar.k12.ia.us), Joe Nietert (jnietert@linnmar.k12.ia.us) or Steve Goodall (steve.goodall@linnmar.k12.ia.us) should you need immediate assistance.
- c. With no access to our school phones and fewer landlines in our homes, you may receive 'unknown' or 'unverified' phone calls that is from a school staff member who is using their own cell phone to make calls.
- d. We have baby duck eggs in the outside, grassy area near the Four Corners. We will keep everyone posted when LMHS has a new family of baby ducks.