

Updates on Start of 4th Quarter and other high school items for LMHS Students and Parents: (May 26, 2020)

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

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 **will be for the remainder of the school year**. To contact the Main Office, please email jgustason@linnmar.k12.ia.us or bbenton@linnmar.k12.ia.us.
3. **4th QUARTER: LMHS 4th Quarter will end on Wednesday, June 3.**
 - a. LMHS will continue with our LMHS 4th Quarter Virtual Universe Schedule for the remainder of the school year.
 - b. CALENDAR:
 1. (Reminder) During this week, the 'Tuesday + Thursday' course schedule will remain the same. The 'Monday + Wednesday' course schedule will become a 'Wednesday + Friday' course schedule for Wednesday, May 27 and Friday, May 29.
 2. We will NOT run a 'finals' schedule and will use the current *LMHS 4th Quarter Virtual Universe Schedule* for June 1 and 2. June 3 will be designated as a 'make-up' or 'remediation' day for students.
 - c. **SCHEDULE: All classes are meeting using a LMHS 4th Quarter Virtual Universe Schedule (on the school webpage).**
 - d. **LIVE/TEAMS SESSIONS:** Please use your school computers for 'live' sessions. We have found that these work much better than your phones. LMHS Teachers will be using Teams for most video conferencing at this time. (All school-issued computers are installed with Teams). The district has received a temporary Zoom EDU license so teachers may be using Zoom now for some class sessions.
 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 attending '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.

- e. **ATTENDANCE:** Teachers are taking attendance for the scheduled class sessions as required by the Dept. of Ed. when having 'mandated, graded for credit, online' classes. Please continue to communicate with your teacher if you have responsibilities that will keep you from attending a scheduled 'live' class session.
- 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 grading: <https://www.linnmar.k12.ia.us/wp-content/uploads/2020/04/Grading-for-2nd-Semester-4th-Quarter-in-2019-20-1.pdf>).
- g. **IEP ACCOMMODATIONS:**
 - 1. IEP Meetings continue to be held via video/phone conference.
- h. **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!
- i. **END of 4th Quarter/Return of Course Materials and School-Issued Computers:** We will have material drop off days for 9th, 10th, and 11th Grades on June 1, 2, 3, 4 and 5.

This will be a general 'drop-off' between the hours of 8:00-3:00 p.m. on any day next week, June 1-5. You may come at any time between 8:00-3:00 p.m. during next week to drop off your computerschargers/class books/materials and to clean out school and gym lockers. **Make sure you have completed your course work prior to dropping off your computer and materials. This is not a social time. Please drop off and pick up your things and head back out of the building. Thank you for your cooperation with this. We encourage everyone to wear face masks while in the building.** All staff will be wearing face masks.

9th and 10th Grade Students will return all computers and class books/materials to the Pride Rock Commons. Use door #3 for entry and door #4 for exit. Students will also be able to get items from school and gym lockers.

11 Grade Students will return all computers and class books/materials to the South Commons. Use door #10 for entry and door #13 for exit. Students will also be able to get items from school and gym lockers.

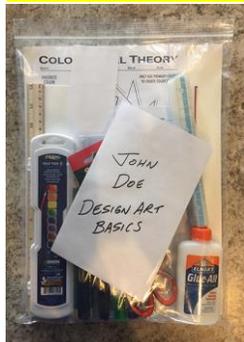
1. For Returning of Art Supplies:

ART KITS & HOW TO RETURN THEM:

Any student taking an art class this quarter will need to return their "Art Kit" along with the school issued student laptop during the designated time & drop off location.

Please be sure to place a piece of paper inside the bag that clearly states your first and last name, along with the class taken (see image).

Thank you! Ms. White, Mr. Genskow, & Mr. Thilges



2. **Computer Return:** You will need to back up EVERYTHING that is saved on the computer to an external device (usb device / external hard drive) or cloud storage such as Office365/Google Drive. The IT department will be reimaging the computers meaning everything will be removed from the computer and it will be reset to the software state it was when you received it at the beginning of last year.
 3. Make sure the computer has a full charge and powered off (not just closing the lid) before you return it.
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:
- a. State your name and grade level in school.
 - b. State a phone # for contacting you.
 - c. State the issue your computer is having.
5. **Extra-Curricular Activities:**
- a. Uniform/Equipment Return: All 9th-11th Grades Athletes can turn in uniforms and equipment to the table outside of the Athletics Office during the week of June 1-5 (8:00 a.m.-3:00 p.m.). All TRACK athletes must return all uniforms and equipment next week.
 - b. More word on Softball and Baseball seasons will be coming in the next few days.
 - c. At this time, all summer camps for students below high school age have been cancelled. High School age camps are still ‘on’ but will not be held prior to July 1.
6. **2020-2021:**
- Please be ready for any option to start the school year. It is possible we will have a ‘normal’ start. It is possible we start entirely in all ‘virtual’ classes as we have been operating during 4th quarter. It is also possible (and maybe even more probable than the first two options) that we begin the year with a blended (combination of in-person and virtual class sessions) format. Such an option may involve students having class sessions (in-person) for a couple of days during the week and also virtual class sessions (not in the building) on other days during the week. Stay tuned. I just want everyone to be aware that we may need to be creative as we start the year. No decisions will be finalized until the beginning of August. We will work to provide more information on the types of options that we will be choosing from starting in mid-July. Whichever option is chosen we will make it work so that learning takes place for all students.**
- a. **Student Schedules** are planned to be completed during the summer. (A few factors - auditions, finalizing who is teaching what, precise student course request numbers, and a focus on our virtual 4th Quarter - have led to this delay in releasing student schedules. Even though we have sent out our LMHS 2020-21 Daily Schedule, we are still apprehensive as to how any schedule for the start of the year may need to look. Our goal is to have any needed adjustments set and communicated to everyone no later than the first week in August. Again, this is our goal. If we need to continue to make adjustments in August, we will do so. We will control what we can control and make it work for everyone as best we can).
 - b. **Update on move to Standards-Based Learning:** Our communication planning and continued preparation for Standards-Based Learning at LMHS for next year took an unanticipated ‘pause’ as our focus moved to online learning without a school building to use during 4th Quarter. We will begin this communication during June and August and throughout the 2020-2021 school year. We have made the decision to continue as we have during 2019-20 and now have 2020-21 be another ‘transition’ year as we move to full standards-based learning in all courses for the 2021-22 school year. Though a majority of courses will be transitioning to scale-based standards-referenced grading for the 2020-2021 school year, a parallel “points-based” standards-referenced grading track will be supported for courses needing additional transition time.

7. **Other Items:** (We will continue to update this listing)

- a. **Please check your school email (students) on a daily basis from now until June 3.** 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. We will be in our building offices the week of June 1. As decisions are made for the summer regarding office use and hours we will make them available.
- c. I saw a video of our LMHS ducklings going into a big pond for the first-time this past weekend. They seemed to be enjoying themselves and doing quite well splashing around and quacking at each other in their new home. They are no longer babies and much bigger than they were a month ago.
- d. The building is still closed, however, we are able to spend more time in the Main Office from 7:30-3:30 p.m. If you call the Main Office (447-3040) there is a better chance now you will actually speak to someone. If you do leave a message we will get back to you.
- e. The final *Updates and Announcements* for 4th Quarter will be sent to 8th, 9th, 10th and 11th Grade Students and Parents on Friday, May 29. We will send out reminders to 9th-11th Grades next week regarding computerchargers/course books/materials return. We do not plan to send out any communication during the month of June other than reminders of completion dates for 'incomplete' course work and if a student wishes to declare 'credit' for certain courses as eligible. We plan to begin sending out *Updates and Announcements* on a weekly basis in mid-July.