April 8, 2020

Dear Parents/Guardians:

On Monday, April 6, 2020 the Governor and OSPI closed schools in Washington for 2019-2020, with the expectation that educational services would continue for the remainder of the 2020 school year. Since this announcement, we have been working to develop a course of action to complete the 4th quarter and remainder of the school year for all students following OSPI’s guidelines. Please know that we cannot address every contingency, please call or email with questions.

The purpose of this letter is to let you know what the High School is doing to finish the fourth quarter for the 2019-2020 school year in order to grant credit for high school transcripts. The main points of this letter is to provide information on:

- Course Completion
  - School Year
  - Materials
  - Delivery
  - Expectations
  - Grading
  - Dual Credit
- Staff Availability
- Seniors

COURSE COMPLETION

High School students are expected to complete their high school courses to receive final credit. Students who do not complete a course will not receive credit for the semester and may have to repeat a class or classes for graduation. Garfield-Palouse requires 30 credits for graduation, covering core and elective courses. For a complete list of requirements, please refer to pg 16 of the student handbook found online (garpal.net).

School Year

With the school closure, the school year has been extended to Friday, June 19th. The last day for turning in materials will be June 12, and grades posted on June 19, 2020. Staff will still maintain office hours the week of June 15.
Materials

Students checked out Chromebook at the beginning of the year and should have, if your Chromebook is at the school or you do not have access to internet and/or technology (Computer, Laptop, etc) please contact the school so we can make arrangements and accommodations. Additionally, the school will be open Mondays from 8-12 for students/parents to pick-up/drop-off hardcopies (if arranged) and other materials (books, etc).

Delivery

Google classroom is the primary platform that will be used for online/digital learning, and teachers will update their web pages on the garpal.net website to reflect contact and expectations. Through classroom, teachers will post assignments, quizzes/tests, as well as chat and video onto google classroom for student use. Communication with teachers will be through classroom, email, and phone.

Expectations

Starting the week of April 13, students will receive weekly assignments via google classroom, web, or in a hardcopy format (for students without internet, web or electronic resource). Per OSPI guidance, students/parents should plan on approximately 30 minutes a day per class, a sample schedule and suggested schedule is attached. Assignments will be posted to teacher’s websites and google classroom every Monday morning (if not sooner) for the week, and students should submit completed work before the next post period (ie: April 13 – April 19 is a week).

Grading

Parents and students have the option of choosing Pass / No Credit for courses, or a traditional A – F grading schedule. Please notify your teacher of your student’s preference, teachers will ask for this information next week. For students to receive a P, 70% or better must be attained in the class. Grades will be continued from 3rd quarter and are a continuation of the semester. Students failing core courses for the semester will be required to repeat the course to earn the appropriate credit, this may impact future pathways, courses they can take, and graduation.

Please check your skyward regularly throughout the final quarter as teachers will update grades weekly. If you need assistance with passwords and login, please contact the school.

** Pass/No Credit may have impact on transcript for individual Colleges, therefore the option is being given to parents. For some post secondary, a P = 1.0 on the transcript.

Dual Credit

For students enrolled in Dual Credit courses through EWU and CWU, teachers have been posting assignments and communicating with students. These courses will continue to be graded and students should be aware of due dates and in touch with teachers regularly. Students not wanting to continue with Dual credit may do so, please communicate that with your respective teacher. (CWI – JGehring; Eng 170 – Sthompson; PreCalc – Jbustamante).
STAFF AVAILABILITY

All staff is available using their school email (first initial, last name @garpal.net). Secondary staff has put out scheduled hours where they will be available (ie: Monday, 10-12) for phone, email or video conferencing. Please feel free to contact staff and schedule a time to meet or visit during their identified times or via appointment to make arrangements. Please visit individual teacher web pages for additional information from specific staff (https://www.garpal.net/domain/32).

A current schedule of available times for HS staff:

<table>
<thead>
<tr>
<th>SUN</th>
<th>MON</th>
<th>TUE</th>
<th>WED</th>
<th>THUR</th>
<th>FRI</th>
<th>SAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>msawyer@...</td>
<td>8 - 10 am</td>
<td>jbofenkamp@...</td>
<td>mzook@...</td>
<td>nakin@...</td>
<td>Not Available</td>
<td></td>
</tr>
<tr>
<td>mwilson @ ...</td>
<td>8 – 10 am</td>
<td>jgehring@...</td>
<td>glandle@...</td>
<td></td>
<td>Not Available</td>
<td></td>
</tr>
<tr>
<td>sthompson@...</td>
<td>8 – 10 am</td>
<td>jbastamante@...</td>
<td>dmylett@...</td>
<td>bsawyer@...</td>
<td>Not Available</td>
<td></td>
</tr>
<tr>
<td>dmylett@...</td>
<td>10 am - 12 pm</td>
<td>gparrish@...</td>
<td></td>
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** All staff are available for scheduled appointments outside of the times above **

SENIORS

Seniors taking online courses for credit retrieval and required courses (English/Math) must be completed before graduation. In an effort to give adequate time for completion, teachers in required classes (English and Math / Bridge to College) have been putting assignments together for completion. If you have a senior that needs English, Math and/or enrolled in Bridge to College, please contact those teachers for assignments and direction, if they have not contacted you already.

Those courses that Seniors are currently enrolled in, which are elective courses, will be considered optional for 4th quarter. Seniors will have the option of improving their grade for the semester, or receiving .25 or .5 credits and their 3rd quarter grade. If you have a question on whether a class is optional or required, please visit with Mrs. Mylett and/or your instructor.

Please know that colleges nationwide are being asked to provide flexibility with final admission selections, including completion of specific course requirements and delays. If you have questions about admissions and credits, please be in contact with your specific schools admissions. Mrs. Mylett is available via email and appt if you would like to visit further or have specific questions. With that said, please be aware of scholarship deadlines and dates. Although our building is shut down, many of the scholarship deadlines have not changed and due dates are coming up rapidly.

Thank you for your patience and continued support through these difficult times. Please contact the school with any questions.

Sincerely,

Mike Jones
Principal