

HHS Families,

We appreciate your help as we transition from semester 1 to semester 2 in this time of Distance Learning. We look forward to the day when we are back in the building together to make times like this a little easier.

As we transition between semesters there are several classes who either need to return or pick up materials to help facilitate learning for all. Please read through the below instructions to help make this transition successful and set our students up for success! As always - social distancing and wearing of masks must be followed to ensure safety for all.

Semester 1 Materials RETURN Procedure

- When and where should I return materials?
 - Starting Monday, January 11, carts will be placed inside the student entrance (Door 22) for materials to be returned.
 - Doors are open from 7am-5pm each day.
 - Please return items only once teachers say you no longer need them, but no later than **Friday, January 15th at 2pm** so items can be sorted for distribution as needed.
- What materials should be returned?
 - **Please watch for an email from your teacher to tell you which items to return.**
 - Students enrolled in semester long classes that have ended will need to return materials to HHS by the end of the semester in preparation for them to be used with new students in the same courses semester 2.
 - Students in year long courses whose teachers instruct them to return materials no longer needed should also return materials.
 - Materials and books that will continue to be used for year long classes SHOULD NOT be returned.

Semester 2 Materials PICK-UP Procedure

- What materials will I pick up?
 - Because we do not know how long we will be in Distance Learning, we are planning to hand out materials for all 7 class hours, even though we will be starting with only odd hours.
 - Some classes will have required books and/or materials to pick up for semester 2.
 - Not all classes will have materials to pick up - some classes may only have optional materials if students would like copies of note packets, etc.
 - **Please watch for an email from your teacher to inform you if there are required or optional materials for your semester 2 classes.**
- What is the procedure for picking up materials?

- Students and families should try to come to school during assigned time by last name if at all possible to facilitate social distancing - if not possible, come at the collective time at the end of the day or a time that is convenient for you.

MONDAY	TUESDAY
January 18th - NO school A-H from 8:00 - 10:00 I-Q from 10:00 - 12:00 R-Z from 1:00 - 3:00 ALL Families 3:00-5:00	January 19th - First day of classes R-Z from 8:00 - 10:00 A-H 10:00 - 12:00 I-Q from 1:00 - 3:00 ALL Families 3:00-5:00
Enter Commons Door 22 Exit through 1C stairwell (Door 21)	Enter Commons Door 22 Exit through 1C stairwell (Door 21)

- Please send only the student inside or a limited number of individuals if at all possible.
- Masks should be worn at all times when inside the building, hand sanitizer will be available at the entrance.
- Enter through student entrance Door 22
- Please check your schedule on Infinite Campus and look for emails from teachers ahead of time for all 7 hours to know which materials you need to pick up.
- Students will walk through tables in commons to grab packets, books, etc. that they need from their teachers.
 - Tables will be arranged by last name of teacher.
- Media Center staff will be located near the bridge to check out any books that need to be scanned.
 - If there are materials you need for art classes you will visit arts rooms as you leave.
- Walk around the back of the Student offices and exit the building through the 1C stairwell exit (Door 21).

Grading Policy for the end of Semester 1 Grades:

Grading for the 2020-21 School Year. The Hastings Public Schools understand the challenges some students and families encounter with their learning. As such, we will continue with the grading practices established last spring. Below are the grading practices for HHS and HOA classes.

- Teachers will submit and grade student work in an A, B, C, D, No Credit (A-NC) format.
- At the end of a semester grading period, students and families will be given a choice of how each course will be reported (traditional A-D & NC or Pass/NC); the default mark on a report card will be a letter grade.
- Teachers will communicate the A-NC grade and give students the option to select a Pass instead of a letter grade for any of their classes.
- PSEO and Concurrent Enrollment grading decisions will be made in conjunction with participating colleges.