



Iroquois West Middle School

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School Web Site: www.iwest.k12.il.us/iwms/

April 3, 2020

Attn: Parents and Guardians

Due to the continual shutdown of IWMS, we will operate a bit differently from April 6 through April 30.

- **Google Slides Instructions:** To help with any confusion, the teachers will operate out of a Google Slides sheet. The slides are separated by grade level and will communicate which assignments are due for that particular day. Do not worry, at this point, about late work. Submit all assignments upon completion even if it is not for that day. We want to make this as easy as possible and help eliminate any stress this may cause.
- **Daily Instructions:** 1.) Go to IWMS webpage and check Google Slides. Click Student Links and then Remote Learning Instructions 2.) Check email 2 to 3 times per day 3.) Complete and submit work when finished.
- **Packet Pick-Up:** If your child needs a packet because of no internet connectivity, please contact Mr. Ehmen, via email, to set up a time to pick up the packet. All packets will be distributed out of IWMS at the north office door.
- **Grading:** The Illinois State Board of Education (ISBE) has recommended that we adopt a system of PASS / INCOMPLETE. This is how we will grade our remote learning assignments at IWMS. Again, if they do not get an assignment done for a certain day, please stress that your child turn the assignment in upon completion.
- **Disengaged Students:** If your child does not communicate or complete assignments for 3 days, that child will be deemed "disengaged." Parents/Guardians will be contacted and instructed to get their child "engaged."
- **Incomplete Work:** ISBE has noted that work not completed during remote learning days will need to be completed before the year ends. Therefore, do not allow your student to get buried by work. Have them working, each day, of remote learning.
- **Non-Instructional Days:** On Good Friday (**April 10**) and Easter Monday (**April 13**), there will be NO remote learning. Students should enjoy this time to take a break from remote learning.
- **Breakfast/Lunch Pick Up:** Our cooks will supply all students with a breakfast/lunch during the week. Simply go to the district or school website, fill out the Google Form and submit that form, online. Meal requests need to be submitted by 7AM on the pick-up day.
- **Chromebook Problems:** If your child experiences issues with their Chromebook while away from school, please feel free to reach out to the IWMS office or Mr. Ehmen.
- **Student Safety:** We apologize for any inconvenience that this has brought upon our families at IWMS. Currently, all we can do is communicate and try to keep everyone on the same page. However, this is to promote student safety.

Please note that there may be some more days in which instruction does not take place in order for our teachers to plan accordingly. I will communicate those days to you when I obtain knowledge of them. Thanks for all your help during this inconvenient time. Together, we can get through this time and help your child continually learn. Reach out if you have any questions.

Yours Sincerely and Respectfully,


Duane L. Ehmen, Principal