

Kinsley Junior/Senior High School
Unified School District No. 347

716 Colony
Kinsley, KS 67547

Phone 620-659-2126
Fax 620-659-2180

To: JH/ HS Families
From: Luke Ritchie, Principal
Date: March 26, 2020

Dear Parents/Guardians and Students,

I want to personally thank you for your patience and understanding during these challenging times. Below you will find the following information:

- Schedule of Events for the upcoming week
- Online Resources
- Continuous Learning Expectations
- Class Schedule
- Teacher ZOOM ID numbers
- Basic ZOOM Instructions

***Schedule of Events**

- * Friday, March 27, 2020 - High School Locker pick up from 11am-1pm
- * Monday, March 30, 2020 - Junior High Locker pick up from 11am-1pm
 - FOR BOTH PICK UP DAYS: Please follow the pick up schedule.
 - Last Name: *A-F 11:00-11:30, G-I 11:30-12:00, J-Q 12:00-12:30, R-Z 12:30-1:00*
 - Check in for locker pick up will be outside by the main entrance of the JH/HS building
 - Be prepared to fill out a brief COVID-19 questionnaire before you will be admitted into the building
 - No more than 10 students will be allowed in the building at one time
 - Time cleaning out academic lockers is to be no more than 10 minutes per student
- * Tuesday, March 31, 2020 - TECH. CHECK DAY
 - This day will be the first student/teacher contact day and will be used to check the functionality of our infrastructure. Please login to ZOOM this day during the scheduled times.
- * Wednesday, April 1, 2020 - First day of Continuous Learning Plan Classes (Not April Fools!)
- * Thursday, April 2, 2020 - Second day of Continuous Learning Plan Classes
- * Friday, April 3, 2020 - Third day of Continuous Learning Plan Classes. THERE WILL BE ZOOM CLASSES ON FRIDAY, APRIL 3!

***Online Resources**

Just a quick reminder of the online resources frequently used by staff and students:

- GoEdustar
- Google Classroom
- Moodle
- My Homework App
- Zoom
- Check Email frequently!

Continue to utilize these resources just as you have through the school year.

***Continuous Learning Expectations for Students:**

Students will be expected to log into ZOOM to meet with their teachers. Below you will find a schedule of meeting times for each school hour of the day. These times have been adjusted to account for the Continuous Learning Plan guidelines. The student will use their school issued email address to login. When joining a meeting the student will enter the 10 digit code found next to the teacher's name listed below.

1. Log in to Zoom meeting each hour
2. Student must remain in frame unless otherwise directed by teacher

3. Mute your microphone until otherwise instructed
4. Video should be on at all times during ZOOM sessions
5. Ensure that devices are charged and you are ready for your session
6. Pick up, complete, and return packets on time
7. Students are required to submit coursework/finish assignments

***Class Schedule (Grades 6-12) meet on ZOOM:**

STUDENT ATTENDANCE IS HIGHLY ENCOURAGED

1st hour 8:20-8:45am:

2nd hour 8:50-9:15am:

3rd hour 9:20-9:45am:

4th hour 9:50-10:15am:

5th hour 10:20-10:45am:

6th hour 10:50-11:15am:

7th hour 11:20-11:45am:

***Teacher ZOOM ID numbers:**

Virtual Office Hours (1-4pm) ZOOM ID:

Mr. Applequist: 537-260-8505

Mrs. Butler: 727-489-4654

Ms. Castaneda: 565-731-0479

Mr. Dunlap: 349-724-3022

Mr. Felipe: 916-322-9735

Mr. Helvie: 974-876-2811

Mr. Kern: 367-221-8171

Mrs. King: 925-123-4782

Mr. Potts: 574-007-4603

Ms. Smith: 410-457-5622

Ms. St. John: 756-558-5193

Mrs. Thorp: 744-154-0834

Ms. Vierthaler: 413-864-6008

Dr. Wolf: 508-894-1204

Mr. Alvarado: 732-013-1057

Ms. Burkhart: 354-593-9390

Ms. Speich: 927-965-7693

Mrs. Wyatt-Jones: 721-380-2444

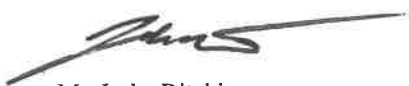
***Basic ZOOM Instructions**

You will need to use the Zoom ID for each teacher to access their meeting (or class) during the scheduled time for your class. The steps are as follows:

1. Open Zoom before class. (Login with Google the first time.)
2. Choose "Join" meeting.
3. Copy and paste the Zoom ID of teacher for "Enter meeting ID".
4. Type your name (first and last) and **only** your name.
5. Click "Join". (You will want to activate audio and video.)

If you have any questions please contact the High School Office or any member of our excellent teaching staff.

Sincerely,



Mr. Luke Ritchie
KJSHS Principal