



LINCOLN HIGH SCHOOL

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www.wrps.org/schools/lincoln



WRLincolnHighSchool



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WR_LincolnHS

August 12, 2020

We are excited to welcome students back to Lincoln High School for the 2020-21 school year! With the continuing evolving situation of COVID-19, we are implementing new protocols, procedures, and schedules for the school year.

As we planned for our return to school, there were things that were clear and easier to put in place, including enhanced cleaning procedures, plans for food service, increased hand-sanitizing stations, and new training for staff. Some things have proved to be more difficult. Due to room size and LHS enrollment we know we cannot bring every student back every single day and be able to follow the requirement to keep students spaced 6 feet apart. Below lays out how we will begin the new school year at LHS that maximizes our resources, provides health and safety practices, maintains student-centered instruction, and allows us to meet our students' social and emotional needs.

Our Hybrid Model

Because of classroom sizes and our total enrollment, LHS will be offering instruction in a Hybrid A/B model which includes in-class learning and distance/off-campus learning. Students will be divided into two groups -- Group A and Group B. Each group will attend in-person two-days per week and do distance/off-campus learning three days per week. Generally, Group A will meet on Monday/Tuesday and Group B will meet on Thursday/Friday. Staff will be available on Wednesdays (when students are not in the building) for instructional conference calls/tutoring.

The hybrid schedule is planned for all term but will occur for at least through October 2nd. Near the end of September, we will evaluate the local COVID-19 situation as well as our learning conditions and make a decision if we will continue in the Hybrid model for possibly longer. This decision will be made monthly. Instruction and learning would continue as if the student was in the building five days a week. Please note that we could shift to a full distance/off-campus learning model at any time if conditions warrant.

During Term 1 the following would be the in building group/cohort days:

- A (Blue)** - September 1, 2, 8, 9, 14, 15, 21, 22, 29, 30 October 5, 6, 12, 13, 19, 20, 26, 27 November 2, 3, 9, 10, 16, 17, 23
- B (Red)** - September 3, 4, 10, 11, 17, 18, 24, 25 October 1, 2, 8, 9, 15, 16, 22, 23, 28, 29 November 5, 6, 12, 13, 19, 20, 24

SEPTEMBER 2020					OCTOBER 2020					NOVEMBER 2020				
MON	TUE	WED	THUR	FRI	MON	TUE	WED	THUR	FRI	MON	TUE	WED	THUR	FRI
	1	2	3	4				1	2	2	3	4	5	6
7	8	9	10	11	5	6	7	8	9	9	10	11	12	13
14	15	16	17	18	12	13	14	15	16	16	17	18	19	20
21	22	23	24	25	19	20	21	22	23	23	24	PD/RK 25	26	27
28	29	30			26	27	28	29	30	30				



To assist familial individual circumstances, we are requesting you to state a preference for the A or B group by Monday, August 17th at bit.ly/lhshybridsurvey We will attempt to honor your request but we may not be able to as our overall goal is to balance enrollment between the two groups. Families will receive communication the week of August 24th of which group their student is enrolled. Our building construction class will meet all four days of the week at the construction site.

Off-Campus Learning will continue to utilize Canvas, our Learning Management System (LMS). During the first two days of the school year, the faculty will assist students with how Canvas will be utilized within the individual classroom.

Grading of coursework will return to normal (A-F grades). There will **NOT** be a Pass/No Credit option this school year.

We have many off-campus learning resources available.

- [1:1 Home Page](#)
- Instruction
 - [How To Access Lockdown Browser Classic Quizzes](#)
 - [Canvas Parent Observer Set-Up](#)
 - [Canvas Parent Pointers](#)
- Technology
 - [Student Help Desk Ticket for Hardware or Software Issues](#)
 - [Cleaning Your Device](#)
- [WRPS Off-Campus Learning Crosswalk](#)

What Will Learning Look Like?

In most classes, but not all, what students are taught on Monday/Tuesday (A Group) will be the same material taught on Thursday/Friday (B Group). What the A Group is to complete off-campus on Wednesday, Thursday, Friday, the B Group will complete off-campus on Monday, Tuesday, and Wednesday.

During the in-building days, students will complete labs, take major assessments, and learn new material/concepts.

During the off-campus days, students may have to view lectures through Canvas, complete smaller assessments, work on projects, etc. It is likely that there will NOT be an assigned time that students will need to log-in to complete assignments or view a lecture. Teaching staff will be available via email or other directed communication from individual classroom teachers. On Wednesday, staff or students may request individual conferences/meetings at Lincoln.

LHS Virtual Program

While we are excited to have students back in our schools, we understand that there are reasons individual students or families might prefer a fully virtual option in the fall. We will have a 100% virtual option for families who prefer this. To apply to the LHS Virtual program, please visit www.wrps.org/schools/lincoln/virtual_program and fill out the online application form by Monday, August 17th.

We use Acellus as the primary learning platform for the LHS Virtual student. Through the Acellus platform, LHS offers standards-based courses and monitors student performance and achievement. These courses are monitored by LHS staff but are not directly taught by LHS staff members. Elective course offerings first term in our virtual program will be limited. We also will not be allowing blended enrollments due to the possible need to conduct contact tracing. Enrollment will be trimester based and may be rescinded for lack of attendance/adequate progress.

New Students to Lincoln

Our New Student Orientation Video is now available for all new students to LHS. We would like to welcome the members of the Class of 2024 and all-new Red Raider students to Lincoln! The orientation video explains many policies and procedures of Lincoln High School. Upon successful completion of the video, all parents must submit a form that this was viewed. In order for your student to pick up his/her schedule, this must be completed. All forms, presentation, and the slideshow are available at <https://www.wrps.org/schools/lincoln/orientation.cfm>

ACT Test

Due to the difficulty for students to take an ACT test on a Saturday this year, we will be offering the official ACT Without Writing on Tuesday, October 6th in the morning. This test is for Seniors or Juniors who have already taken the ACT. We are able to offer this benefit for a reduced cost of \$46.00. This is an official ACT test and accepted for college admission. This ACT administration will be a pencil and paper administration. You must sign up by Wednesday, August 26th and pay the fee to the LHS Office in order to be scheduled for this ACT test date. Register at <https://docs.google.com/forms/d/e/1FAIpQLSdB3L2NtMVvEa3MIWrijlFr8xQNEjCfmdpqa-nKKE4Cf0HKgJw/viewform>

Arrival and Dismissal From School

We will not allow students to congregate in hallways and/or the Commons. When students arrive at LHS in the morning, they should get breakfast (if applicable), proceed to their locker, and then immediately report to their first period classroom. We will also have different dismissal times at the end of the day for students riding the school busses (2:53 p.m.) versus those driving, walking, or getting picked up (2:58 p.m.).

Athletic Schedule

Low-risk athletics (Girls' Golf, Girls' Swimming, Girls' Tennis, & Boys' & Girls' Cross Country), as determined by the WIAA, will begin practices September 1st. High-risk sports (Volleyball, Boys' Soccer, & Football) will begin practices on September 7th. Please consult with individual coaches for specifics.

Athletic Passes

In the back to school newsletter, we stated we would offer Student and WVC Athletic Passes. At this time, these sales are suspended.

Attendance

Normal attendance procedures apply for our in-person days. No attendance will be taken on our off-campus learning days, however, students who fail to complete adequate progress and work on these days will risk a failing grade for the course and could be considered truant. Students who feel ill should stay home. Students who are ill on their in-person days MAY NOT attend during the other cohort/group in-person days of instruction.

Backpacks & Lockers

While we remain on the Hybrid Schedule, students will be allowed to keep their backpack with them during the school day. This is to limit trips to lockers with the reduced passing time.

Student athletic bags/equipment need to be kept in athletic lockers. These bags should not be left in the office or individual classrooms. Phy Ed lockers will be spaced throughout the locker rooms.

Canvas Learning Management System

Most student classes will be in our CANVAS LMS. Parents/Guardians should access through Canvas through the parent portal. Links are provided on the top of page 2. The official gradebook is kept in Skyward.

Cell Phones

Cell phones are not allowed to be used in individual classrooms unless approved by the teacher. Cell phones are to be on silent mode and kept in student lockers or backpacks.

Class Rings

During orientation, freshman & new students should pick up an informational packet on ordering class rings. Class Rings can be ordered at <https://www.jostens.com/apps/store/customer/1115997/Wisconsin-Rapids-Lincoln-High-School/> Students who order by October 30th will receive free clear earbuds compliments of Jostens.

Cloth Face Coverings

Face coverings are required for all students, staff, and visitors in the building and on district-provided transportation as approved by the Board of Education on August 10th. Students are expected and will be reminded to wear masks at all times or with the exception of when eating or drinking. Parents will have the ability to opt-out of the face-covering requirement for medical reasons by providing evidence from a medical professional (e.g. a doctor's note). Parents of special education students who may have issues with wearing face coverings do NOT need to complete an opt-out form as these concerns will be addressed by the student's case manager and/or pupil services staff in conjunction with parents.. An exception also may be given to a single individual (the classroom teacher) who is giving an educational presentation for an audience. The single speaker may remove the face covering when actively speaking and while the face covering is removed, the speaker must remain at least 6 feet away from all other individuals at all times.

Due to a generous grant from the Legacy Foundation and the work of Doctors Falk and Olson, we will provide each student with three cloth masks which students will be responsible to launder at home. Face coverings are not to be shared between students.

Clubs/Activities

Our clubs and activities schedules will be different. Some clubs will not start at the beginning of the school year while others will begin with remote or in-person meetings. Please consult with individual advisors and coaches for specifics.

Counseling Services

Our school counselors are available to all students and families during the full school week for in person or virtual conferences.

Food Service

We will continue to offer breakfast, lunch, and after school food service for our students. All students will need to sanitize their hands before entering the serving area/Rapid River Cafe. We will offer three serving lines for breakfast (Commons, Science Stairwell, LMC Landing). Breakfast will be served prior to 7:25 a.m. and NOT during RPT. Breakfast will be consumed in the first period classroom after arrival.

At lunch, we will have four serving lines with physical distancing. When seated in the cafeteria at lunch, students should maintain a space of 2 seats between friend groups. Additional seating will be placed in the student parking lot foyer and the main office foyer. In addition, picnic tables will be placed outside the student parking lot foyer for students to be outside. After-School the Rapid River Cafe will be open with prepackaged food.

Further information regarding breakfast/lunch access on the three off-campus learning days will be provided from the Food Service department in the coming weeks. This will be an option for parents/students.

Graduation Information

Seniors will pick-up an informational packet at schedule pick-up to order Cap & Gown and other graduation items. Seniors need to order by November 1st for the discounted Cap & Gown rate. Ordering will be online at <https://www.jostens.com/apps/store/customer/1115997/Wisconsin-Rapids-Lincoln-High-School/> Please wait to order until receiving the specific instructions in the packet.

Internet Access and Availability

Parents with internet access issues and/or availability should contact Mr. Rasmussen for additional information.

Lanyards/ID Cards

Students will be **required** to wear their student ID when on-campus. During orientation/schedule pick up days, students will receive their ID from the school photographer where they will also be given a free LHS lanyard. There will be no use of touchpads so scanning IDs will be needed for attendance and for food service.

Link Crew

Our Link Crew Freshman Orientation program will continue as scheduled from 9:00 to 11:00 a.m. on Monday, August 24th. Students will enter through the main front entrance (Door A) and report to their RPT classroom as stated in their schedule. LINK staff will be available to assist students in finding the correct room. The number of students is limited per classroom and we will NOT be conducting any large group activities.

Nursing Services

As you can imagine, our nursing staff is stretched during this time. We will no longer be giving students cough drops and over the counter pain relievers (Advil, Tylenol, etc). Please have your student keep feminine products with them. If your student uses an inhaler, please notify the nurse, and have a doctor get him/her a spacer. There will be NO use of nebulizers in the building this year.

Please keep your child home/seek medical attention if they have any of the following symptoms (possible warning signs for Covid-19):

- Fever (100.4) or chills
- Shortness of breath or difficulty breathing
- Body/muscle aches
- Headache
- Cough
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- New Loss of Smell/Taste
- Fatigue

Students who are ill will need to be picked up by a parent/guardian soon after being contacted by the school. Students will be placed in a location where they are able to physically distance from other students.

Orientation/Schedule Pick-Up Sessions

Our orientation sessions/schedule pick-up will continue as planned with many differences from the past. All new students must view our orientation video which is now available on our website.

Students/parents that wish to pay the book and material fees during schedule pick-up should enter Door A. If you pay your book and material fees online in Skyward Fee Management before you come to schedule pick-up, print off your receipt, and enter Door B to avoid waiting in lines. All students/parents are instructed to enter with a face covering and maintain 6 feet distance from those near you. You will loop through various stations on the first floor to maximize our space ending in the Commons for your student

photo. Information for student photo orders is at

https://www.wrps.org/cms_files/resources/Lincoln%20HS%20WI%20Rapids_PP.jpg

Schedule Pick-Up sessions are:

- Wednesday, August 19th from 11:00 a.m. - 4:00 p.m.
- Monday, August 24th from 11:30 a.m. - 2:30 p.m.
- Thursday, August 27th from 3:00 - 7:00 p.m.
- Monday, August 31st from 3:00 - 6:00 p.m.

Pre-ACT

Juniors will report on Wednesday, October 21st to take the Pre-ACT. A schedule will be provided at a later date.

Privileges

Privileges will be granted for study hall. For the current time, privileges will NOT be given to Seniors for off-campus lunch.

Restrooms

Restrooms will be closed during passing time. Students may request a restroom pass during a class period. The number of students dismissed from a classroom at a certain time will be limited.

Sanitation / Physical Distancing

Students will assist in sanitizing/wiping down desks prior to leaving the classroom with materials supplied by the district. All materials that will be shared by students must be sanitized between use. Individual kits may be created for lab classes. Signage will be placed in high traffic areas for students to remain 6 feet apart.

Students with Disabilities or Other Special Needs

Access to learning will be configured to meet the needs of each student as identified in the student's IEP. Staff and schedules may be redesigned and/or modified to provide access to individualized learning to meet IEP or 504 requirements. If a parent(s) has a concern about their child's IEP and/or special education services, please reach out to your child's IEP case manager.

Transportation

School buses typically carry more students than can be seated 6 feet apart. If your schedule allows and you are willing to volunteer to transport your own child to and from school, we would greatly appreciate the help reducing the number of riders on the buses so that they can be spread out further. Bus riders are required to wear a mask. Bus passes will not be issued until further notice.

Tutoring Services

Our tutoring center hopes to offer virtual tutoring sessions for students. If your student is willing to tutor, please [fill out this form](#). If your student feels that he/she wants tutoring services, please [complete this form](#).

Visitors

Visitors will not be allowed on-campus unless previously scheduled and approved by a staff member. All visitors on-campus will need to wear a face-covering and check-in at the main office. If an item needs to be dropped off, please ring the doorbell and a staff member will meet you at the front door (Door A).

During the COVID-19 pandemic, we will no longer be allowing for in-person military recruiters, college recruiters, or guest speakers. These sessions may be completed virtually. Our indoor athletic facilities will be closed to community members. This includes the auxiliary gym, fieldhouse, student locker rooms, and weight room. Our community aquatics program will continue to run with only use of the community locker room.

Water Bubblers

Water Bubblers are not available at the current time, however, our water bottle fillers are able to be used. We also have added more throughout the building. Please encourage your student to have a water bottle for the school day. Water bottles are NOT to be shared between students.

Daily Schedule

The daily schedule is modified to maximize in-person instructional time. There is also a reduced passing time.



COVID-19 Hybrid LHS Daily Schedule



<u>Period</u>	<u>Day 1</u>		<u>Day 2</u>	
	<u>Time</u>		<u>Time</u>	
1	7:30 AM	8:42 AM	7:30 AM	8:50 AM**
Raider Pride	8:47 AM	9:17 AM		
2	9:22 AM	10:34 AM	8:55 AM	10:13 AM
3A Lunch	10:34 AM	11:09 AM	10:18 AM	10:48 AM
3A Class	11:09 AM	12:19 PM	10:48 AM	12:07 PM
3B Class	10:34 AM	11:14 AM	10:18 AM	11:00 AM
3B Lunch	11:14 AM	11:44 PM	11:00 AM	11:30 PM
3B Class	11:44 AM	12:19 PM	11:30 AM	12:07 PM
3C Class	10:39 AM	11:49 AM	10:18 AM	11:37 AM
3C Lunch	11:49 AM	12:19 PM	11:37 AM	12:07 PM
4	12:24 PM	1:36 PM	12:12 PM	1:30 PM
5	1:41 PM	2:53 PM	1:35 PM	2:53 PM

Bus Riders will dismiss at 2:53 p.m.

All other students will dismiss at 2:58 p.m.

As always, please reach out with any questions or concerns to me at 715-424-6751 ext. 4002 or at ronald.rasmussen@wrps.net **We look forward to seeing students entering the doors of LHS again!**

Proud To Be The Red & White of Rapids!

Ronald A. Rasmussen
Principal