



April 6, 2020

Update on Collecting Materials and Third Quarter Grades

Dear Parent, Guardians, and Students,

I hope you are all doing well. Thank you for your patience and flexibility as the District continues to shift to remote instruction.

In the coming days, we will be sharing information that will help you and your children better plan for the instruction and instructional materials our teachers are providing (both remotely and hard copies).

There are also a few important updates for you to be aware of:

- **Submitting completed material packets.**

If you are able, we encourage you to return materials to teachers through email or through the teacher's Google classroom. If emailing back to the teacher, please include your child's last name, first initial and class subject in the email subject line (example: Healey, M. - Math). A complete list of staff email addresses are available on the school website http://www.argylecsd.org/district/staff_directory.

Otherwise, we are asking that you hold all completed hard copy materials (if you received material packets in the yellow envelopes, please use that to keep/store completed materials). The district will collect the material at some point in the near future - information on exactly how that will happen will be announced soon.

- **Grade 6-12: Third Quarter Grades**

Third quarter marking period will be extended by two weeks, **closing on April 17th**. Report cards will be mailed on April 24th.

Students' third quarter grades for each course will be their third quarter 5-wk grade or their current 3rd quarter grade as of April 3rd, **whichever is HIGHER**.

Important to note:

- All students will have the opportunity to submit late/missing work.
 - Students with a grade below 65 will receive an **incomplete** and be given the opportunity to make up/turn in work through April 17th. Our faculty and staff will reach out to support students who've received an incomplete.
 - Students should continue to work on the material being assigned/sent home by teachers.
 - *We are waiting for further guidance on our 4th quarter grading from New York State - I will make you aware of that information as soon as it becomes available.
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- **Report Card Grading For Pre-K- Grade 5**

Continue with the current trimester schedule, no changes at this time.

Please contact the school at 518-638-8243 ext 0 or info@Argylecsd.org with any questions or concerns.

Sincerely,

Michael Healey

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Superintendent