



GARCES MEMORIAL HIGH SCHOOL

Developing students academically, spiritually, and socially since 1947

2021 Second Semester Distance Learning Contract

Step 1

Review the Distance Learning Contract and determine if this is the best option for your student. If you decide to keep your student at home, download the Distance Learning Form from the website @ www.Garces.org and email the document to dsakowski@garces.org by January 8, 2021. Please note, students who missed their first semester final exams must be on campus the week of January 11th to complete their exams and receive credit for their courses.

Students who choose to enroll in Distance Learning (DL) during the second semester will need to be diligent in their attendance to class and in communicating with their instructors. While instruction will be conducted via Zoom, the focus of the instruction will be given to the students participating in in-person learning.

Students will be held accountable to the following guidelines:

Distance Learning Guidelines

- Students will follow the rules set forth in the Garces Handbook
- Distance Learning students will not be allowed on campus during school hours (7:30am-3:30pm) without a scheduled appointment.
- Students must have access to a Premium ZOOM account and have it downloaded on their device.
- Students will be required to have access to a secondary device to access their Zoom app in case of WIFI or other technology issues (example: smart phone, laptop, desktop, tablet).
- Students will be held accountable to the iPad User Agreement Form. Students must have video access on and audio muted.
- Students must be in full uniform.
- Boys hair length must be in accordance with the rules in the Garces Handbook and no facial hair allowed
- Students must sit at a table or desk with appropriate background (no virtual background).
- Students will be held accountable for the class syllabus established by each instructor.
- Students will be required to submit homework assignments and class projects as per instructor deadlines.

- Students must use the @mygarces.org e-mail address to communicate with their instructors. All instructor e-mail addresses can be found [here](#)
- Tests/Quizzes will be given at teacher discretion. Please note that you may be required to be on campus during testing. A safe and sanitized environment will be provided at all times.

Students/Parents can contact the students' counselor if there are academic concerns. Please contact the appropriate counselor:

9th grade counselor Mrs. Howlett chowlett@garces.org

10th-12th grader counselor last names A-L Mrs. Limi dlimi@garces.org

10th-12th grader counselor last names M-Z Mrs. Restivo jrestivo@garces.org

Step 2

Please email the completed Distance Learning Contract to Mrs. Sakowski, Assistant Principal of Academic Affairs, dsakowski@garces.org. **This form must be received by January 8, 2021 for your student to remain off campus for the start of second semester, which begins on January 11, 2021.**

Failure to submit a new enrollment form during each window period will result in your student being marked absent.

Your signature below constitutes your agreement to abide by the Distance Learning Protocol listed above. This contract will be reviewed by the Garces Administration and if your student is approved for the Distance Learning Program, a copy will be emailed to you as confirmation.

Please check the window you are requesting for your student to be Distance Learning.

(1 form per window)

Window 1 1/11- 2/12

Form Due: 1/08/2021

Window 2. 2/15- 3/19

Form Due: 2/12/2021

Window 3 3/22- 4/30

Form Due: 3/19/2021

Students Printed Name (Last Name/First Name)

_____ **Grade** _____

Students Garces E-mail Address _____

Parent E-mail Address _____

Phone Number _____ - _____ - _____

Parent Signature _____ **Date** _____