

Dear Yellow Team,

Thank you for sticking with us as we navigate our new reality this year. As we progress deeper into winter we know that our absences will increase, so we wanted to make you aware of the procedures to report an absence and collect make-up work. Due to the amount of students we see daily, we may not be able to email each student and parent individually about work.

If you know your child will be missing school please do the following:

1. Email or call Mrs. Banks to report the absence.
 - a. banks.earline@wqmail.org
 - b. 918-4556
2. Have your child log into Canvas and visit each teacher's page to access the work for the day:
 - a. Day: Click on the DAILY RECORDED LESSONS button in the middle of my Canvas Homepage to see the daily lessons. A visit to the Modules page may be needed to access the work.
 - b. Geringer: Click on "MODULES" on the left side of Mr. Geringer's class homepage. This will take you to a list of units we are or have worked on. Work for the day is listed by date.
 - c. Goosen: Click on WHAT DID I MISS at the top of the page to see the daily calendar. A visit to the Modules page may be needed to access the work.
 - d. Landolt: Click on the "ASSIGNMENTS" tab in Canvas. Each day, the assignment that we do in class will be posted with the date and title of the assignment.
 - e. Oliver: Click on the "Did you miss class? Click here to find daily videos and slides!" link on my Canvas home page. This link will open a document with access to each day's slides and a video summarizing the day's activities and expectations.
3. Have your student complete the work. If extra assistance is needed after they have started the assignment, they can email the teacher.
4. If possible, have your student complete the work daily so that they do not get too far behind.

We hope this information helps keep you on track and caught up on work