

Harding Charter Preparatory High School

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www.hardingcharterprep.org

Harding Charter Preparatory Community,

Recent action from the Oklahoma State Department of Education has closed all public-school buildings for the remainder of the 2019-2020 school year and directed all schools to move toward a distance education model to finish this school year. I understand that this brings many questions from all our stakeholders, as well as difficult decisions our Board of Education and administration must make. Decisions like the ones before us do not come lightly and we understand the long-term effects such decisions can make on our students, teachers, and families. In summary, **Harding Charter Preparatory High School will be reopening through a virtual education system beginning April 6, 2020.**

During these times, our leadership team has been taking a proactive approach and preparing for such decisions to happen and I am proud to have a full plan in place that will begin on April 6 and continue for the remainder of the 2019-2020 school year. We are confident in our plans to address all needs and continue providing a quality education to all students.

I ask our students, teachers, and families to be patient and stay strong through these processes and decisions. There will be bumps in the road for sure and many layers of learning to take place from all of us, but no speed bump will stop our efforts to push forward on educating our students with a quality education.

Only nine months ago, this small community shocked all watching in Oklahoma City by moving an entire high school with our own hands in only five days. This is a reminder that the last seven years, this small community has continued to be recognized as the #1 Oklahoma Public High School through the dedications from our students, teachers, families, and community supporters. What we have accomplished together proves that any obstacles that come in our path, the Eagles always find success.

Please refer to the information on the following pages that will address our HCP Plan of Action for the remainder of the 2019-2020 school year. Feel free to call our office anytime with any questions you may have, and as always.....**GO EAGLES!**

Sincerely,



Steven Stefanick
Superintendent/Principal

SCHOOL BUILDING OPERATIONS

- The main office will be open from 8:00am – 4:00pm for essential business-related items only.
 - All on campus classes and extracurricular activities will be canceled until June 30, 2020.
 - All practices and sporting events will be canceled until June 30, 2020.
 - All band, orchestra, and speech and debate competitions will be canceled until June 30, 2020.

BUILDING ACCESS

- Students must pick up items by May 20th from the school building anytime the main office is open. To abide by CDC recommendations, less than 10 people will be permitted in the building at one time to retrieve medicine, locker items, musical instruments, and any personal items.
- No students, teachers, or families will have access for any other purpose besides essential business-related.

RETURNING SCHOOL PROPERTY

- All school property must be returned before the end of the school year, May 20th. This includes athletic equipment/uniforms, textbooks, technology, etc. However, students may keep the material until the above date to support them in their virtual education. Any property damaged or not returned will be given a financial obligation at the end of the school year.

IMPACT ON SCHOOL EVENTS

- The following events and activities have been canceled or rescheduled.
 - April 15 – National Honor Society Initiation – **Rescheduled for Fall 2020.**
 - April 21 – Senior Mentorship Showcase – Canceled
 - April 21 – Incoming Freshmen Spanish Proficiency Tests – **Rescheduled for July 13, 2020.**
 - April 22 – Incoming Freshmen French Proficiency Tests – **Rescheduled for July 13, 2020.**
 - April 23 – Incoming Freshmen Proficiency Tests Make-Up – **Rescheduled for July 14, 2020.**
 - April 24 – Field Trip Day – Canceled
 - April 30 – HCP Vocal Music Concert – Canceled
 - May 1 – Senior Signing Day – Canceled
 - May 1 – HCP All Sports Banquet – Canceled
 - May 2 – Breakfast with the Principal and Saturday Parent Workday – Canceled
 - May 9 – HCP Prom – Canceled
 - May 12 – HCP Awards Assembly – Canceled
 - May 12 – HCP Instrumental Spring Concert – Canceled
 - May 13 – Senior Robing – Canceled
 - May 15 – Senior Lunch – **Rescheduled for July 17, 2020.**
 - May 15 – Graduation Rehearsal – **Rescheduled for July 17, 2020.**
 - May 16 – 2020 Graduation Ceremony – **Rescheduled for July 18, 2020.**
 - May 17-19 – Second Semester Finals – Canceled
- Keep in mind that all rescheduled events could be pushed back based on the fluid situation in Oklahoma.

LOW-COST INTERNET SERVICE

- To ensure digital equity for low-income students without internet at home, Cox Communications has made temporary changes to their low-cost service. Connect2Compete, including a speed increase to 50 Mbps to support families with multiple people competing for bandwidth for the next 60 days.
 - First 30 days complimentary service, \$9.95/month thereafter.
 - First 30 days complimentary premium remote helpdesk support to provide ease for needs.
 - In-home Wi-Fi equipment and standard installation with no additional fees.
 - In association with PCs for People, families can purchase discounted refurbished computers.
 - <http://cox.pcsrefurbished.com/>
 - Visit the below website to learn more or call Cox Communications.
<http://cox.com/residential/internet/connect2compete.html>

HCP SCHOOL CURRICULUM (April 6 – May 20)

- Starting April 6th, Harding Charter Preparatory will be implementing a virtual education system to all students and classrooms using Microsoft Teams. From now until April 6th, your student needs to be prepared to use Microsoft Teams for their classrooms. The schedule will follow the model below:
 - 1st Hour: 8:00am – 8:45am
 - 2nd Hour: 9:00am – 9:45am
 - 3rd Hour: 10:00am – 10:45am
 - 4th Hour: 11:00am – 11:45am
 - Lunch 11:45am – 12:15pm
 - 5th Hour: 12:15pm – 1:00pm
 - 6th Hour: 1:15pm – 2:00pm
 - 7th Hour: 2:15pm – 3:00pm
- If your student lacks technology, the school will check out laptops to any student so they may have access to Microsoft Teams and their classrooms. Please keep in mind that the school has limited supply and those in need should be our top priority.
- It is critical that your student participates in the virtual model to ensure your student is adequately prepared for their current Advanced Placement exams, but also for next school year.

FINAL GRADES

- Due to the fluid situation of a virtual education and the challenges some of our families will have with the current economy, **no future assignments will lower student grades, only improve.** This is an opportunity for all students to continually be provided a quality education virtually, but also provide equity to students and families through difficult times.
- All classroom grades will be finalized on May 21, 2020.
- All financial obligations must be paid before final grades are given.

HARDING CHARTER PREPARATORY CREDIT RECOVERY – SUMMER SCHOOL

- Summer School will now take place from July 6th – July 30th from 8:00am – 12:00pm
 - If your student has failed a class at Harding Charter Preparatory, it is highly encouraged to attend summer school as your student is behind in graduation requirements.
 - There are only 60 seats available. If you have already signed up, there is no need to contact the office.

CLASS OF 2020 GRADUATION EVENTS

- We understand this pandemic has greatly impacted the 2020 Graduation Class and understand the value of rescheduling graduation events to celebrate your achievements. Below are the details on the senior events being rescheduled. Keep in mind that these could be pushed back again due to the fluid situation in Oklahoma.

2020 Senior Lunch – Friday, July 17th

Time: 11:30 am

Place: Vast in Devon Tower: W Sheridan Ave #333, Oklahoma City, OK 73102

Cost: Class dues must be paid to attend!

- In the Vast Skylight Room, Take the elevator to the 50th floor.
- Students may enter through the north or south entrance into the Devon Tower. There will be signs leading students towards Vast/V2.
- Your last social function senior class. For students only! (No parents please.)
- Wear dress attire. (No cap or gown.)
- Often students give their best friends a graduation gift, take pictures, sign yearbooks, etc.
- Graduates will eat lunch, hear speeches and watch the senior slide show.

Graduation Practice – Friday, July 17th

Time: 2:00 pm (after Senior Lunch)

Place: Council Road Baptist Church, 2900 N Council Rd, Bethany, OK 73008

- DO NOT BE LATE!
- Do not bring food, drinks, or chewing gum to the church.
- You do not need your cap and gown.
- Girls, bring the shoes you plan to wear to graduation, so you can see whether you can walk in them. Consider that you will have to stand for quite a while, plus walk all the way around the church, up and down stairs, and on carpet.
- Your level of cooperation will determine how long it takes to get through the rehearsal.
- **IF YOU DO NOT ATTEND THE REHEARSAL, YOU WILL NOT PARTICIPATE IN GRADUATION.**

Graduation – Saturday, July 18th

Time: Be lined up inside by 9:30 am; Ceremony begins at 10:00 am

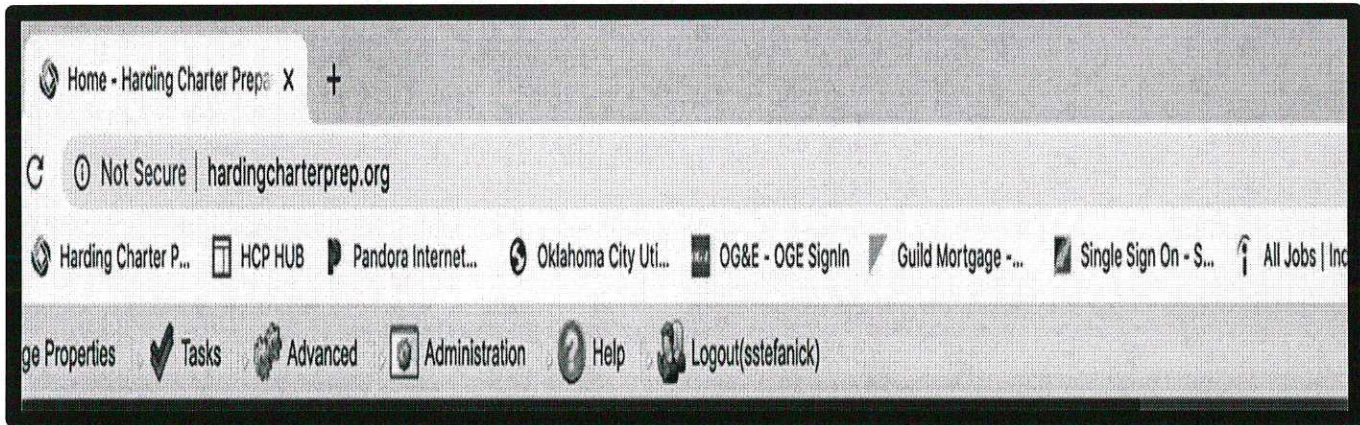
Place: Council Road Baptist Church, 2900 N Council Rd, Bethany, OK 73008

- All students will receive **18 graduation tickets** for families and guests. These will be mailed home.
- Graduation diplomas and all information will be given at the graduation ceremony.
- **YOU MUST BE AT THE CHURCH AND IN LINE BY 9:30 am.** If you are late, you may not get to walk.
- Wear your cap (tassel on the right) and gown. The mortarboard on your cap should be flat on top of your head and parallel to the ground. You may need bobby pins to get the hat to stay down over your hair.
- Wear dress clothes under the gown. If your outfit doesn't show under your gown, consider wearing a necklace or a tie. You may wear a corsage or boutonniere if someone gets you one. **No jeans, shorts, or flip-flops. This is a nice, special occasion, so dress accordingly.**
- Put your gown on a hanger a few days before graduation so the wrinkles will fall out. Have your cords, sashes, etc. ready to go.
- No chewing gum!
- Bring minimal "stuff" with you. You will **not** be able to carry **anything** into graduation with you, so leave your purse, jackets, cell phone, etc. with your family.
- Tell your guests not to bring food, drink, gum, or any other kind of trash into the sanctuary.
- No noisemakers, air horns, balloons, signs, or other disruptive materials should be brought into the ceremony (by the graduates OR your guests)! This is very rude to people who do not get to see or hear their graduate as a result.

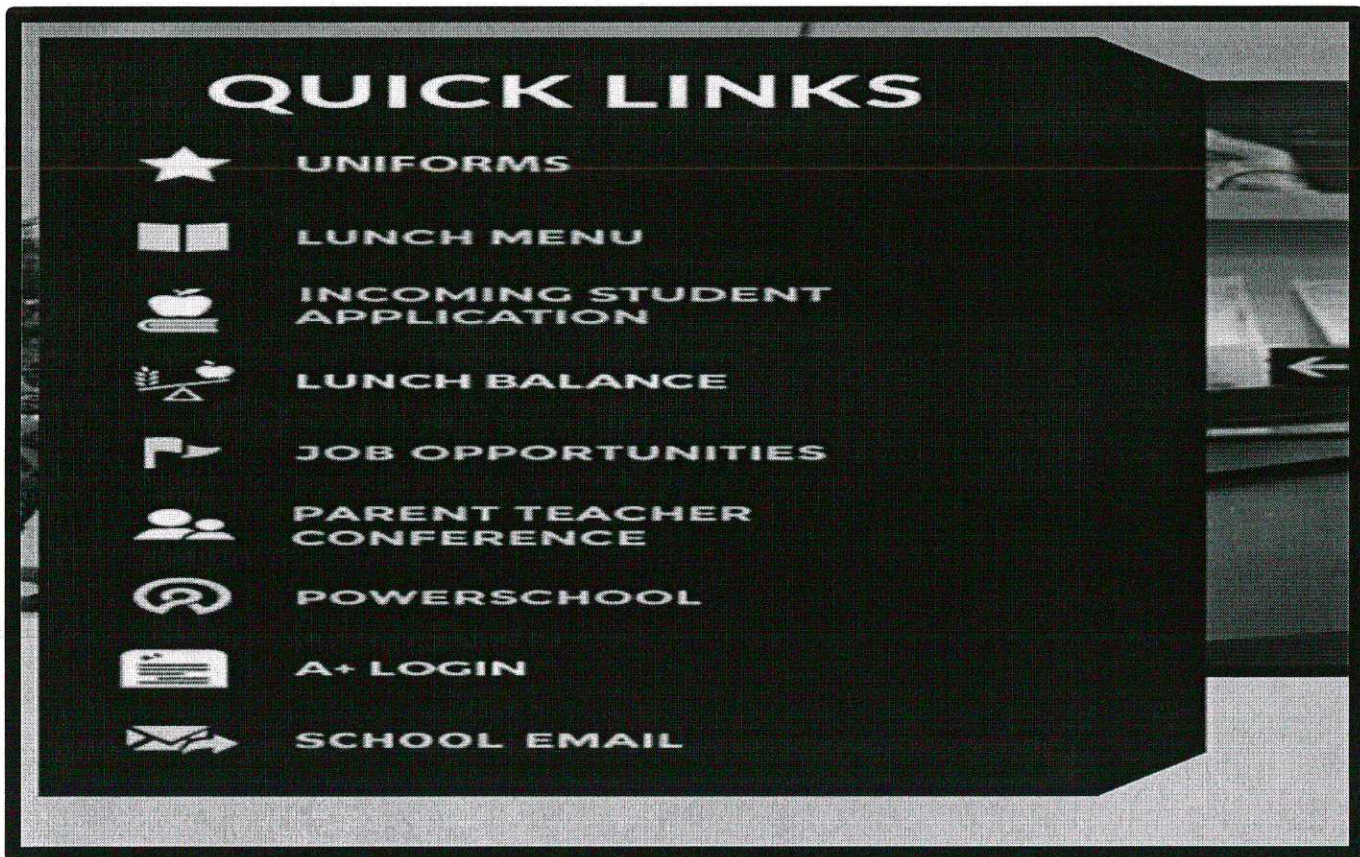
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Microsoft Team Student Instructions

Step I: Go to your internet browser (preferably Google Chrome or Internet Explorer) and type in the school webpage in your URL: www.hardingcharterprep.org

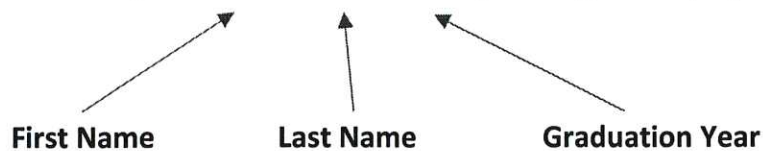


Step II: Under the "QUICK LINKS" tab, click on School Email. This will redirect you to the school Microsoft Office services.



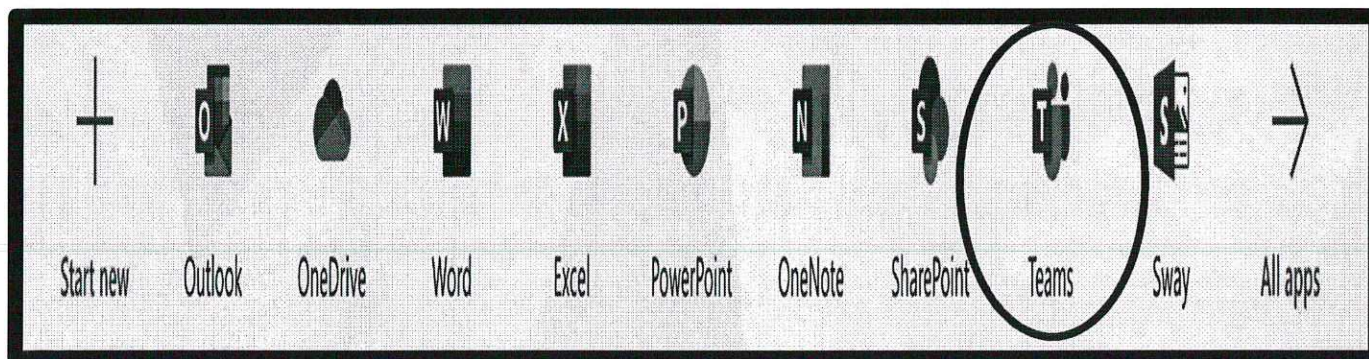
Step III: Students will need to login to their account using their school email address and student number. If your student does not remember their email address or student number, contact the main office for assistance. All student email addresses are the following format:

Email Address Example: Steven.Stefanick2007@hardingcharterprep.com

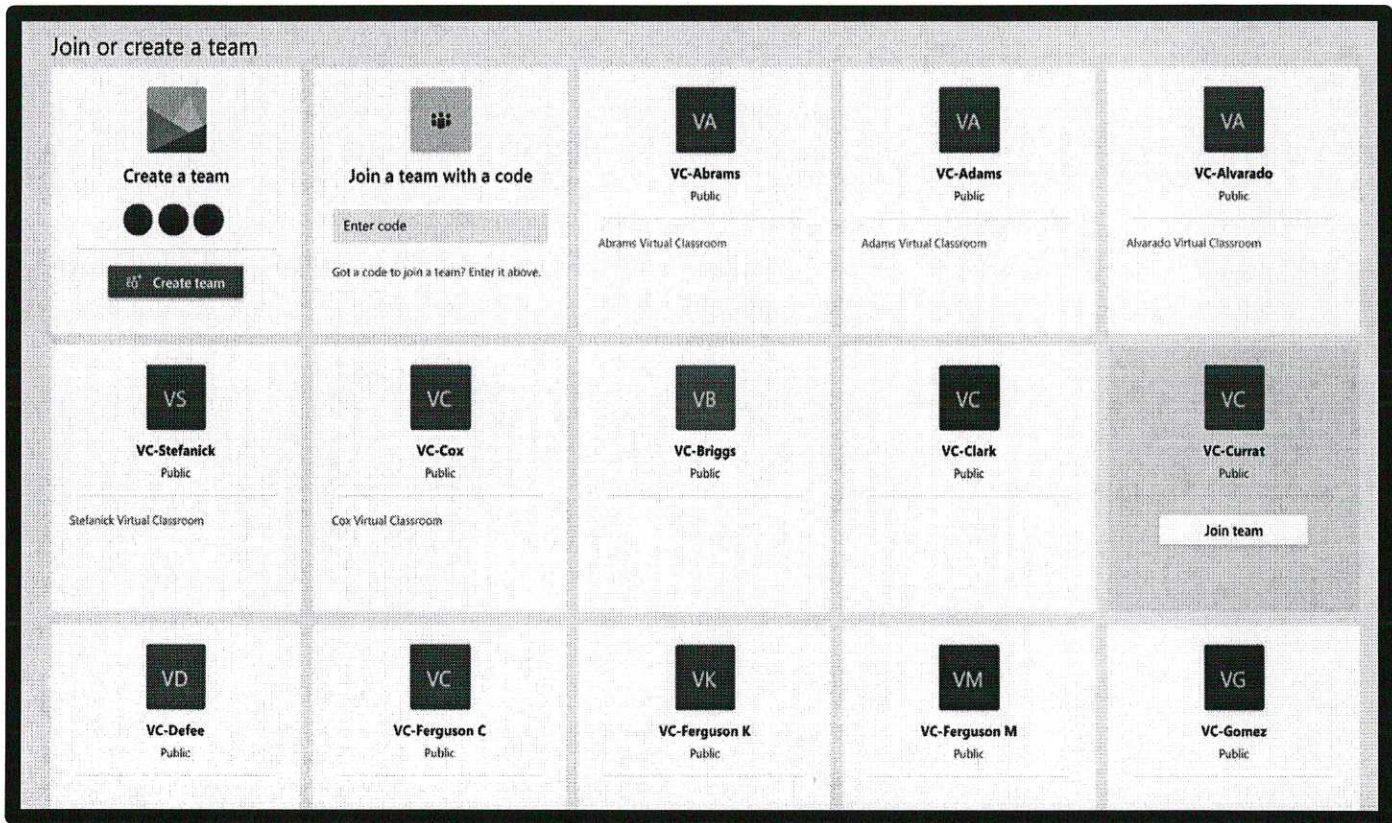


Microsoft
Sign in
Steven.Stefanick2007@hardingcharterprep.com
No account? Create one!
Can't access your account?
Sign-in options
Back Next

Step IV: Once logged in, students will find all the Microsoft products offered to them for free. To enter Microsoft Teams, student should click on the "Teams" icon that is the second icon from the far right.



Step V: Once you have entered teams, you will find a Virtual Classroom (VC) for all the teachers at Harding Charter Preparatory High School. Click on the teacher during your appropriate class period time to enter their virtual classroom. You will find your selected classrooms on the left panel that you can join.



Step VI: Once you have joined a VC, you will now be able to access live video streams, discussions, and even assignments for your classroom.

