

## ADMINISTRATIVE OFFICE:

1133 Village Way Latrobe, PA 15650 P: 724-537-9110 F: 724-537-9114

## **BUSINESS OFFICE:**

354 Main Street Latrobe, PA 15650 P: 724-804-7000 F: 724-539-7060

April 8, 2020

Dear Parents and Guardians,

We greatly appreciate your patience and efforts during this difficult time not only regarding changes in the educational delivery of your child but the ongoing challenges within all of our communities.

Governor Wolf extended the physical shutdown of all public schools indefinitely or until further notice. As you are aware, Dr. Robert Ketterer Charter School began our continuity of education on March 30, 2020 which will begin the fourth quarter marking period. After much thought, it has been decided that we will implement a pass/fail grading system for the fourth quarter of the 2019-2020 school year. We believe this system is in the best interest of our students to reduce stress and allow teachers the greatest flexibility assessing students' performance during this difficult time. The third quarter marking period concluded on March 13, 2020. Report cards will be mailed home on April 8, 2020. We are currently working on WEEK 2 materials. The expectation is for students to complete assignments in each content area daily and return them back weekly. Each packet contains a return envelope with postage attached. If you do not receive a packet weekly, please contact the school at 724-537-9110. All staff have open office hours Monday – Friday 9am-11am and 12pm-3pm. Please reach out to them if your child is experiencing difficulties with their assignments.

As mentioned, this pandemic has impacted everyone in many ways. We especially are feeling for our senior students. These young men and women have worked extremely hard throughout their academic career to obtain a high school diploma. At this point, graduation is still scheduled for June 3, 2020. What is unknown is if we will be able to have our annual commencement ceremony. Regardless, each graduating senior will be acknowledged for reaching this milestone.

While Dr. Robert Ketterer Charter School continues to provide planned instruction during the mandatory closure, we would like parents/guardians to call the school phone at 724-537-9110 to report when your child is absent. This means your child will not be participating in the required assignments on that school day. Please leave a message with your child's name, the date and the reason your child could not complete the assigned work. IF we do not receive any calls from you during this mandated emergency closure, your child will be considered in full attendance during this timeframe.

We will continue to provide updates as we know them.

Please continue to follow social distancing and limit your travel. We will get through this together and become stronger than ever as a result.