



# COVINA HIGH SCHOOL

463 S. HOLLENBECK AVE.

COVINA, CA 91723

(626) 974-6020

'Every Student, Every Day'

Welcome to the 2020-2021 school year at Covina High School!

While we will not be able to start the academic year here at the school site, our primary goal will be to continue to grow the *Covina Family* and provide our students with opportunities to build community and express authentic ideas to real-world situations! As soon as it is safe to do so, we will welcome students back to campus and return to the many traditions that our historic school is built upon.

On Monday afternoon, our school district announced detailed plans for our Distance Learning model to begin the school year. This plan involved the input of many stakeholders, including our teacher association. As a school, we will be moving to a 6-period schedule with co-curricular opportunities scheduled in the afternoon, outside the instructional day. The virtual school day will begin at 8:00 a.m. and conclude at 12:31 p.m. Band and Athletics will be scheduled from 1:10 p.m. – 1:51 p.m. Students will be asked to be present and active on their laptop/device during their scheduled classes and attendance will be entered each day. Instruction will include a blend of synchronous (live interaction with teachers and classmates) and asynchronous (individual assignments and projects) learning opportunities. Students will be accountable for their work and will earn a letter grade for each course. However, we realize there are many external factors that will make school difficult for some students and we will continue to communicate with our students and families to establish the most optimal learning environments where all students can be successful.

In preparing for the start of the school year, we ask for your partnership in completing the following steps:

1. **Online Data Confirmation** – Please complete this process for each enrolled student by Friday, August 7<sup>th</sup>. Once logged in, please take a moment to update your student(s) contact information and complete the necessary steps and forms. Please ensure email addresses and contact phone numbers are accurate and updated, as we will rely heavily on digital communications. When you have completed all required steps, you will be prompted to print the emergency card. This year, simply print or take a screenshot of the emergency card and keep this copy for your records. If necessary, please visit our [website](#) for detailed instructions and tutorial videos. Once completed, your student is officially registered and ready to begin the 2020-21 school year!
2. **Textbook Return** – We will make one last push this week to collect textbooks from the 2019-2020 school year. Please visit our [website](#) for detailed times and drop off locations. In order for us to inventory all textbooks and prepare for distribution to students for this academic year, we need to collect all outstanding books as soon as possible.

**COVINA HIGH SCHOOL IS A COMMUNITY INSPIRING PASSIONATE, INNOVATIVE, AND LIFE-LONG LEARNERS.**

3. **Student Schedules** – All student schedules will go ‘live’ in the Aeries Portal on Monday, August 10<sup>th</sup>. Students are encouraged to log into their account on this day and review their scheduled courses and teachers. Our Counselors will be available via email or phone to support students with questions.
4. **Technology Support & Distribution** – A properly working laptop/device is essential for student success during Distance Learning. As soon as possible, students are asked to completely ‘power off’ and ‘restart’ their laptop/device. This will allow necessary updates to automatically take place. We ask all students to complete the [linked survey](#) indicating they have completed this restart and to request any technology support. For students who need to pick-up or swap out a device, please visit our Technology Distribution Table in our front parking lot on Hollenbeck Ave. on August 12<sup>th</sup>, 13<sup>th</sup> or 14<sup>th</sup> from 8:00 a.m. – 12:00 p.m.
5. **Nutrition Services & Meal Application Online Form** – To qualify for meal support, families are required to complete the [Meal Application Online Form](#) each school year ([Instructions for Complete Meal Application Form](#)). We will remain committed as a school district to providing meals to our students through the entirety of distance learning.
6. **Textbook Distribution** – All students will be assigned a specific time to pick up textbooks and learning materials during the first two weeks of the school year. Grade level dates are scheduled as follows:
  - 11<sup>th</sup> Grade – Wednesday, August 19<sup>th</sup>
  - 9<sup>th</sup> Grade – Thursday, August 20<sup>th</sup>
  - 10<sup>th</sup> Grade – Monday, August 24<sup>th</sup>
  - 12<sup>th</sup> Grade – Tuesday, August 25<sup>th</sup>
7. **PTSA** – The partnership between Covina High School and PTSA remains incredibly strong! PTSA sponsors many programs, scholarships and informational events to support our campus community. We encourage all students and families to join PTSA through [Totem](#), their online platform.

We thank you for your continued support during these most uncertain of times. With the first day of school scheduled for **Monday, August 17<sup>th</sup>**, our highest priority will be to re-establish community and bring our many stakeholders back together, united towards the common goal of providing our students with the highest quality education. Together, the *Covina Family* will prevail!

Most sincerely,



Casey Stratton  
Principal  
Covina High School