



October 21, 2019

Dear P-H-M Middle School Student and Family,

Another winter is just around the corner, and again we must think about the possibility of bad weather, school closings, and lost instructional time.

There are no snow make-up days built into the 2019 - 2020 school calendar this year. Penn-Harris-Madison has again been approved by the Indiana Department of Education to use eLearning lessons on the day of a school closing. eLearning stands for *electronic learning* that can be accomplished by students working on their Chromebooks or a computer from home through the internet.

Each middle school student will have eLearning lessons for every class. Teachers will maintain up-to-date eLearning assignments that students can access on their Chromebooks. Teachers will have assignments posted at the normal school day start time and be available by email during regularly scheduled school hours on days when school is closed and eLearning takes place.

Please see the *Middle School Technology Instructions for eLearning* on the back of this letter. This sheet will provide the instructions that you and your child will need when you access the eLearning lessons. Please contact your child's teacher or principal with questions you may have.

In the event that your child has an IEP and receives direct service minutes during the school day, the Exceptional Education teacher will contact parents to make alternative arrangements if necessary.

Thank you for partnering with P-H-M teachers and schools. Your support is crucial to your student's success, and it is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Short". The signature is fluid and cursive, written in a professional style.

Dr. Heather Short
Assistant Superintendent for Instruction