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**Kristin Swann**, *Associate Superintendent of Educational Services*

April 2, 2020

Dear LifePrep Students and Families,

I wanted to take a moment to say thank you for all that you are doing to adjust to distance learning. I'm happy to see that our LifePrep students are engaging with the on-line classes Ms. Mantell has created. Please remember to take care of your health and practice social distancing. If you or your families need anything, we are here to help you. Please contact Ms. Mantell with any needs you might have.

Some of our families have been wondering how we will manage grading for the 3rd marking period. I have asked Ms. Mantell to establish grades following the protocol below for the third quarter.

- The end of the marking period will be Friday, March 13, which was the last day of school for students.
- If students had missing assignments or missed assessments, those grades will be waived.
- Students cannot receive a grade lower than a 65% for the 3rd marking period.

We believe these decisions are in the best interest of our students. In addition Ms. Mantell will provide information as to how students are progressing on their individualized goals and objectives. Please contact Ms. Mantell with any questions you may have.

I am grateful for our caring Victor school community and our partnership with Nazareth College and The ARC. I know that we are always better together. We will continue to focus on what will help our students and I'm confident that we will persevere during this trying time.

Take care and stay well!

Mrs. Kristin Swann

Associate Superintendent of Educational Services