

## COMMUNICATION HOME REGARDING GRADES AND ACADEMIC PROGRESS

At Elmira High School there are numerous ways parents can receive information regarding their student's grades. While individual rooms/teachers may have additional methods, below are some of the school-wide processes that are in place you should be aware of.

**Parent Teacher Conferences:** Traditionally, parent teacher conferences occur two times a year: once in October, and once in March (on a Thursday and Friday.) The Thursday night conferences take place in the EHS cafeteria with all teachers present. The Friday conferences are a "drop-in" model from 8-12 with teachers being in the individual rooms.

**Home Access Center (HAC):** Home Access is an online tool that allows parents/guardians to check their student's attendance, grades, assignments and discipline. The web address to go to is: [frnhomeaccess.spihost.com](http://frnhomeaccess.spihost.com) (or there is a link provided from the Fern Ridge District website). Go to Elmira High School, click on "Students and Parents" and select the HAC link. Each parent will have their own log in consisting of their first name followed by (.) and their last name (i.e. john.smith). The password will be their student's school ID# (five numbers) followed by the students date of birth (i.e. 04041994). Your password would look like 1111104041994.

The expectation is for teachers to have their home access grades updated at every two weeks at a minimum. While many teachers update it weekly, or even more frequently, parents should be aware there is not an immediate turn around with an assignment being turned in, graded, and then entered into home access.

If you have questions or problems with logging in to HAC please call Dani or Angela at 541-935-8200 and they will try to assist.

**Progress Reports and Report Cards:** At EHS we are on a semester system that includes two semesters each approximately 18 weeks long. Student grades that count for their GPA and their transcripts happen twice a year, at the end of January, and again at the end of the school year. All other grades are simply "progress reports" identifying where they are at that particular point in time in regards to that semester. Progress reports will be mailed home 3 times each semester at or around these approximate times: 4 ½ weeks, 9 weeks and 13 ½ weeks.

**Weekly Tracking cards:** For parents and students that would like consistent weekly feedback, a weekly tracking card can be used. The cards are available in the counseling center and once a week the student can take it around to their teachers to provide feedback on classroom activities and this can be taken home for the parent to review.

**Daily Tracking cards:** Daily tracking cards can be used by parents who want a little more immediate feedback regarding homework, behavior and general information regarding what is occurring in the class. These can be picked up by students in the counseling center each day, or a large stack can be kept by students in their notebook or locker and given to classroom teachers each period and then taken home to their parents where they can ask about it nightly.

**Phone calls to teachers:** All teachers at EHS have their own phone extension and can receive messages in their classroom. Parents can call the main office at 541-935-8200 and ask for the individual extension of a given teacher. The best time to reach a teacher would be before school (7:45-8:15), or after school 3:20-3:45. If you leave a message, often teachers can return phone messages that same day, however returning the message within two days is the expectation. If you leave a message and do not get a return call, feel free to contact the office to ask about it as the teacher may be out ill or there may be some technical problem.

**Emails to teachers:** Each teacher has an individual email. The emails are first initial followed by last name, followed by @fernridge.k12.or.us. For example, Mr. Carpenter's email is [gcarpenter@fernridge.k12.or.us](mailto:gcarpenter@fernridge.k12.or.us). All teacher emails can be found at various locations on the EHS web-page, or you may call the school. Like phone calls, the expectation is that teachers return emails within two days. If you do not hear back in this timeframe, feel free to contact the principal or the office as the teacher may be out ill or there may be some other problem.

**Readerboard:** In front of the District Office on Territorial Hwy., EHS maintains a readerboard. We try to update this board monthly regarding upcoming major activities and “no-school” days

**Activities Calendar:** The High School maintains both a school calendar and an athletics calendar on the EHS web-page.

**Daily Announcements:** Each day at Elmira H.S. daily announcements are read over the intercom. The announcements usually contain important information for the day, and upcoming events. You can have your name added to an email list that will receive these announcements electronically each day by emailing our school secretary, Mrs. Tammy Boren, at: [tboren@fernridge.k12.or.us](mailto:tboren@fernridge.k12.or.us) . Please put “DAILY ANNOUNCEMENT” in the subject line.

**Blogs & Lesson Plans:** A few teachers keep updated lesson plan links and websites linked to the H.S. website. The link to these pages can be found from the H.S. main page at <http://www.fernridge.k12.or.us/elmirahs/staff-blogs-or-lesson-plans/>

**Remind “APP”:** Text @elmirah to 81010. This will allow you to receive text messages from the school when we put out announcements and other important information such as a school closure, or 2 hour delay.