



September 4, 2020 Edition

Happy Friday to all our Leota families!

It's been a fantastic first week of school. Our entire staff has been energized by the sights and sounds of your children in their classrooms. We've all missed those connections and are excited about how great this first week has been. Thank you so much for ensuring your child was up, prepared, and connected these first few days. It matters and is so important. Whenever possible, we highly encourage you to have your child attend sessions live with their teachers.

Recently, we were notified that the Northshore Senior Center received too much food delivered today and they cannot possibly refrigerate it all. Any family who needs produce, meat, and cheese can go today from NOW until 4:00pm by entering through the front door. Families that cannot make it today can attend regular hours tomorrow between 9:00am and 12:00pm. Here is the location information:

**Northshore Senior Center**  
**10201 East Riverside Drive**  
**Bothell, WA. 98011-3708**  
**Phone (425) 487-2441**

Below are a few of the many things coming up around campus in addition to the information above:

- **Materials Distribution and School Photos (see full plan with details and map below):**
  - **Materials:** Distribution of textbooks, school materials, and 2019-2020 yearbooks that haven't already been picked up will occur on September 14th and 15th from 3:00-7:00 p.m.
  - **School Photos:** Dorian will be here taking school photos. Please be patient with this process as it may slow things down a bit, but is always a highlight for students and families. Have your child dress for the occasion. They will wear their mask to the picture location, remove the mask for the picture, and then promptly put it back on. Please have them follow all the directions of the greeters. Only students are allowed in the picture taking area. All others, please remain in your car. Proper social distancing protocols will be strictly in place and enforced. Photos will occur in the cafeteria, accessed using the back parking lot (see map attached) near the soccer field/track. Picture make-ups will be

announced for any who can't make it and/or don't feel comfortable having their photo taken at this time. Students who do have their photos taken will receive their ID card immediately. Dorian will provide details in case you would like to purchase school photos.

- **Returning Items from Last Fall:** To help avoid a fine/fee on your child's account, any items to be returned to the school can be returned this day (textbooks, athletic uniforms, library books, etc.)
- **Free filled backpacks/Hygiene Packs:** A limited quantity of backpacks filled with supplies as well as hygiene packs have been donated and are available for families in need. Let your greeter know when you drive through if you need one.
- **PTSA Donation Station** – There will be a station where families, if interested, can donate items for Leota teacher appreciation days. PTSA does so many fabulous things for our staff and for your child. For example, they have plans to run virtual Science Olympiad and Math Olympiad clubs this year. Please consider joining and supporting PTSA. Be watching for information coming directly from PTSA soon about membership and our annual Fund Drive.
- **Curriculum Night:** Curriculum Night will be Wednesday, September 16th from 6:30-8:15 p.m. via Zoom. Please mark your calendars. More details will come out next week.
- **“Based on Student Need” Times:** The chunks of time titled “Based on Student Need” are currently under construction at Leota. Staff are meeting next week to finalize these plans to ensure all students are connecting during these times. Please be watching for these plans to be pushed out next week. In the meantime, teachers may request meetings with your students.

I hope you each have a fabulous Labor Day weekend!

Warmly,

Audee Gregor  
Principal

Happy Friday to you! In this weekly bulletin, you will see:  
(Some of this information is repeated from last week)

- Next Week at Leota
- Save The Date Curriculum Night
- Student Materials Distribution & School Photo Day
- Notice from the School Nurse
- Tech Devices
- Schoology, Clever & Login's
- Schoology Getting Started
- Schoology Sessions for Parents
- School Supplies List
  - NSF School Supplies for Fall
- Free and Reduced-Price Meals Information
- NSD Links to Community Assistance
- Financial Assistance for Bothell Families
- Leota Office Contact Info

<b>Next Week at Leota</b>
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Sept. 7: Labor Day - No School

Sept. 8: Periods 1, 2, 3

Sept. 9: Periods 4, 5, 6

Sept. 10: Periods 1, 2, 3

Sept. 11: Periods 4, 5, 6



Save the Date:

- September 14 and 15: Materials Distribution & School Photo Day – See info below for times/details
- September 16 @6:30pm: Curriculum Night via Zoom– More information next week

## **Distribution & School Photo Day – Detailed Instructions for Families:**

### **Steps for families and students to prepare for drop-off/pick-up days:**

- Car pick-up/drop-off only (no walkers or bicyclists)
- Please try to adhere to the following pick-up/drop-off schedule as closely as possible:
  - **Monday, September 14th from 3:00-5:00pm (A-D Alpha by last name)**
  - **Monday, September 14th from 5:00-7:00pm (E-K Alpha by last name)**
  - **Tuesday, September 15th from 3:00-5:00pm (L-P Alpha by last name)**
  - **Tuesday, September 15th from 5:00-7:00pm (R-Z Alpha by last name)**
- If families or students have been exposed to COVID, currently has COVID, or been recently had COVID, please do not attend the event. Please email the main office secretary, Felicia Casolary, at [fcasolary@nsd.org](mailto:fcasolary@nsd.org) to arrange for an alternate pick-up.
- Expectations during pick-up/drop-off:
  - [Please review the map at this link](#) to ensure proper flow of traffic for School Photos/Materials Distribution
  - Please follow all directions by traffic attendants and greeters
  - Please stay in your car with your seatbelts engaged and masks on
  - **Please place a paper with your child's first and last name in the passenger side windshield**
  - Items to be returned to the school should be accessible without leaving your car
  - If returning materials from last school year, please hand items through the window to your station greeter
    - **Curricular items** (textbooks, library books, teacher loaned classroom items, locker keys, etc.) should all be placed in one bag for return, if possible, for ease of exchange
      - Items will be scanned in and checked for condition (damage, etc.)
      - Your child can check their own account to see what is checked out to them (textbooks and library books) by clicking here. They will need their student ID number and their Google account password to log in. [Click here for directions.](#)
    - **Athletic uniforms** should be in their own bag and clearly labeled with the students first and last name and student ID number
  - Staff will not be able to hug, high five, accept gifts, etc.
  - Most importantly, please exercise patience as this is new to us all
- Who can pick up items?:
  - Parent, guardian, or anyone already listed as an emergency contact

Anyone if the student is in the car (neighbor can bring your student

### **Notice from the School Nurse**

Hello Leota families!

I would like to inform you of some requirements for students who have life threatening conditions, or those who require health care plans or medication during the school day - when on campus.

Although we have a remote start to this school year, **we are still required to collect all health care planning documents, do all emergency care planning and individual health plans and collect medication authorizations and treatment orders at the start of the school year, as with any other school year.** Obviously, we are not collecting medications at school until your student will attend on campus. <https://app.leg.wa.gov/RCW/default.aspx?cite=28A.210.320>

The reason for this is, at the point transitions occur from online to on campus learning, we anticipate there to be a very short turn around with not enough time to complete health care planning or for you to receive treatment orders and medication authorization forms in a timely manner in order for your student to start school on campus.

At the end of last year, you were given a packet of forms to complete for this school year if your student had medications at school. These can be mailed to Leota Middle School (attention: nurse); or you or your health care provider can fax or email any forms or medication authorizations. See contact info below. If you need any documents, or can't find yours, they are on the Leota website under resources, health room, and then under health forms. Here is a link to the [Authorization for Medication](#) form.

I will have intermittent office hours on campus and can be reached at the number below. Or for the quickest response, please email me with any questions. Thanks for your help and understanding,

Debbie Park RN  
Leota Middle School Nurse  
425-408-6506 (health room office)  
425-408-6502 (fax)  
[dpark@nsd.org](mailto:dpark@nsd.org)  
Leota Middle School  
19301 168<sup>th</sup> Ave NE,  
Woodinville, WA 98072



### **Tech Devices are available**

For those students who need to check out technology for this school year, please complete this form (<https://form.jotform.com/202085825509053>) in order to receive a device, exchange a device that is either not working or is one of the old white Chromebooks, or obtain a hotspot.

You will need a device if:

- You have a newly enrolled Leota student who doesn't have access to a device at home
- Your currently enrolled student's needs have changed and your student now needs a device
- Your student has an older white Chromebook and will need to exchange for a **newer** black Chromebook device for best connectivity and operation
- You do not have internet service at home. Hotspots are available. Please do not request a hotspot if you do have internet at home that is slow. The hotspot will not help with that.

### **Clever, Schoology, & Login's**

With the year beginning in 100% remote learning, it is critical that parents, caregivers, and students are able to access the variety of systems that we will be using for teaching and learning and for communication. Please read this info from our Technology Dept completely to ensure that you have up to date information about logging into these systems.

#### **Clever**

Clever is our District's new portal system. All parents and students have an account in Clever to help them get connected to all the other systems we will be using. Students and parents log into Clever differently.

**Parents will log in to Clever at <https://family.nsd.org>.**

*The parent portal will give parents access to buttons for ParentVUE, Schoology, and other district systems. It also provides a method for helping students to get logged in on their device. This is called "Instant Login" and should be used only when a student has trouble logging themselves into Clever.*

*Parents were sent invitations to join Clever the week of August 17. If you did not receive your invitation, please visit <https://family.nsd.org> and click "Reset Password". Enter the email associated with your Northshore account. An email will be sent with password reset information. If you have not received the email within 48 hours, please contact your school office.*

**Students will log in to Clever at <https://my.nsd.org>.**

*Student accounts follow this pattern: the username is their email address and their password is the password they ended last school year with or the default (for new students). Student accounts use the student's ID number. If you do not know your student's ID number please look at their information in ParentVUE. If you do not have a ParentVUE account, you can request an account and activation code here: <https://form.jotform.com/200321140182132>*

*Examples:*

*Returning student:*

*Username is studentid#@apps.nsd.org, for example [3333333@apps.nsd.org](mailto:3333333@apps.nsd.org)*

*Their password is the password they used last year. If they don't remember that password, a staff member can reset their password for them.*

*New student in grades K-3:*

*Username is studentid#@apps.nsd.org, for example [4444444@apps.nsd.org](mailto:4444444@apps.nsd.org)*

*Their password is their student id number followed by "nsd". For example, 4444444nsd.*

*New student in grades 4-12:*

*Username is studentid#@apps.nsd.org, for example [7777777@apps.nsd.org](mailto:7777777@apps.nsd.org)*

*Their password is their 8-digit birthdate, for example 04042010.*

## **Schoology**

Schoology is our district's new Learning Management System. It replaces systems that were used last year to distribute class assignments and learning materials, such as Google Classroom. All parents have access to an account in Schoology to monitor student progress, view course materials and assignments, and communicate with teachers.

*To login to Schoology, parents will login to Clever (<https://family.nsd.org>) and click on the Schoology for Parents tile. Enter your email and password. If you have not activated your account, click "Forgot your password" on the Schoology login screen. Enter the email associated with your Northshore account. An email will be sent with password reset information. If you have not received the email within 48 hours, please contact your school office.*

*Students will log into Schoology by logging into Clever (<https://my.nsd.org>) and clicking on the Schoology tile.*

## **Commonly Reported Issues:**

***I cannot see all of my children in Clever/Schoology.***

*This is likely due to incomplete information in Synergy, our student information system. Please log into ParentVUE and review the information associated with your account to ensure that you can see all children and have all contact and educational rights to all of your students. If that information is correct, please contact your school's main office to research further.*

***I never received an email invitation to Clever and/or Schoology.***

*Check your email spam and junk folders to ensure that the emails didn't get misplaced. If you still don't see those invitations, visit Clever and/or Schoology and use the "Reset My Password" or "Forgot your password" links to generate a new email from one or both systems.*

### **Family Orientations**

Northshore is providing ongoing opportunities to learn about our Remote Learning model and to gain an understanding of these new systems and getting started with Clever and Schoology. We are actively updating our website with information based on questions we are getting from our community. To see the schedule of Orientations and to view other important information regarding device checkout, meals, and other programs, please visit <https://www.nsd.org/northshore-learns/support>.

### **Additional Resources:**

#### **Schoology: Getting Started**

A couple of videos have been created to give the very basics of getting students and parents logged into Clever and Schoology

Video: Introducción a Clever y Schoology para los Padres [https://youtu.be/DanXj\\_HoEnM](https://youtu.be/DanXj_HoEnM)

Video: Getting Started with Clever and Schoology for Parents <https://youtu.be/NISz6bcZVW4>

Getting Started with Clever and Schoology for Students (English): <https://youtu.be/7R-NnJAo7E4>

Getting Started with Clever and Schoology for Students  
(Spanish): <https://youtu.be/1K1YbVOqzsU>

### **Schoology Sessions for Parents**

Schoology Orientation for Parents Sessions have been recorded in several languages.

To view orientation recordings, [visit our website](#).





### **School Supplies**

Every year the Northshore School District evaluates the list of needed school supplies for students to bring. In recent years we have worked to reduce the amount of money and time parents spend purchasing items, while still providing those basics needed for academic success. This year, as we start in an online format in the midst of a pandemic, that task seems even more important. At this time we ask that **all students** have at their disposal writing utensils (pens and/or pencils), paper for note-taking, and a way to organize their subjects. This last item can be a series of bins or boxes, a notebook, an accordion folder, or some other way in which students can learn and practice keeping track of important work. In addition to paper and pencils, **middle school students** may need additional items, such as highlighters. Please check the [Leota website](#) for a full list by grade level. Specific classes in middle school, like art, may also have additional items that will be used for specific experiences throughout the year. We understand that the beginning of this school year looks differently than in years past. Please do not feel obligated to purchase all of these supplies right away. Our posted school supply list is designed to meet student needs when we are in person. While we are learning virtually, most assignments will be completed virtually and online as well. However, we know that purchasing school supplies can put your child in the frame of mind that school is beginning. We will leave this fully up to each family. It is important to us that these items not create a burden on family budgets. For 18 years, many of our families have received extra help with school supplies, and that assistance will continue this year. The Northshore Schools Foundation has collected, organized, and distributed school supplies to families who have needed them. We want to thank NSF as well as the many businesses, families, and individuals who have contributed. If you would like to order supplies from NSF, please use the following link: [requesting school supplies](#). Similarly, if you would like to contribute to their school supply drive, please use the following link: [donate school supplies](#).



### **Free and Reduced-Price Meals Information**

The Free and Reduced-Price Meal application for the 2020-21 school year is now available. Don't forget! Families must re-apply every year. Please [click here to apply online](#) for the 2020-2021 school year for free or reduced-price meals.

Parents whose income falls within specified guidelines set by the U.S. Department of Agriculture should apply for free or reduced-price meals for their students. All students who qualify for reduced-price meals can receive a breakfast at no charge. Students K-3 who qualify for reduced-priced meals also receive lunch at no charge.

If you qualify for Free or Reduced Meals you may also qualify for:

- School fee waivers (a fee waiver form must be completed, available in August).
- Other services such as health insurance. Contact your school nurse for more information.

[The online application](#) only takes a few minutes and is the fastest, easiest way to get approved. Parents wishing to have a paper application mailed to them should contact the Food Services office at 425-408-7657.



### **Optional Student Insurance**

As a service, we are providing information regarding optional student accident and health insurance coverage administered by Myers-Stevens & Toohey, Inc. These low cost plans are distributed by many districts across Washington. Although they are not the only provider of this type of coverage, they have been recommended by our Washington Schools Risk Management Pool. For more information: <https://www.nsd.org/our-district/departments/business-services/risk-management/student-insurance>

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## NSD Links to Community Assistance

During the COVID-19 outbreak, our community has come together to provide assistance to families in need. The organizations linked on the [NSD Community Assistance](#) page are ready to help with food, housing, healthcare and more.

Please visit <https://www.nsd.org/covid19/community/assistance> as another option for locating resources in a time of need.

### **Financial Assistance for Bothell families (Northshore Senior Center)**

We know many of our families have been financially impacted due to COVID-19. Due to this unforeseen circumstance, your families may be eligible for an emergency grant funds!

**-Only Bothell residents can apply.**

-They do not need to be a US citizen or have citizenship to apply.

-Families can apply online at <https://tinyurl.com/bothellhelp> or contact [Northshore Senior Center](#) for assistance @ (425) 487-2441.

Applications will be accepted through October 8th, 2020.

If you need additional assistance completing the application please contact Elizabeth Meza [emeza@nsd.org](mailto:emeza@nsd.org).



### **Leota Office Contact Info**

Office Manager Felicia Casolary: [fcasolary@nsd.org](mailto:fcasolary@nsd.org)

ASB Secretary Melanie Spencer: [mspencer@nsd.org](mailto:mspencer@nsd.org)

Attendance Secretaries: Barb Roetcisoender: [broetcisoender@nsd.org](mailto:broetcisoender@nsd.org);

MaryLynn Kaiser: [mkaiser@nsd.org](mailto:mkaiser@nsd.org)

School Registrar Mary Hayes: [mhayes@nsd.org](mailto:mhayes@nsd.org)

School Nurse Deb Park: [dpark@nsd.org](mailto:dpark@nsd.org)

Principal Audee Gregor: [agregor@nsd.org](mailto:agregor@nsd.org)

Assistant Principal Bryan McNiell: [bmcniell@nsd.org](mailto:bmcniell@nsd.org)