



To provide an educational experience where students graduate with
academic, technical, and life skills - High School Programs Purpose Statement

High School Programs Newsletter

December 2020

New Advising Caseloads

- Academy / Direct Entry
 - A-C: Jessica Kruse
 - D-L: Matt Allen
 - M-Z: Reinhart Earhart
- Open Doors
 - Foundation Quarter: Jessica Kruse
 - After-Foundation Quarter:
 - A-J: Matt Allen
 - K-Z: Reinhart Earhart
- Running Start
 - A-N: An Chu
 - O-Z: Dana Nasby
- Underage Enrollment: Tuan Dang

As these advising assignments are recent changes, we understand that you may not be comfortable with changing who you work with. If you prefer to work with a specific advisor, please feel free to contact them with your request and we will work to accommodate your request.

Winter Advising Continues

Students can meet with their high school advisors to enroll in Winter Quarter classes. Please use the links, listed below in this newsletter, to schedule an appointment with your high school advisor.

Remote Operations Continues & Making Appointments

Due to limited access to the LWTech campus this Fall Quarter, High School Programs has moved to remote operations. **LWTech will continue this limited campus access & remote operations model for the Winter Quarter, too.** Our staff are accessible via their traditional LWTech email

addresses and phone numbers. Also, students can schedule appointment times through the Legend website, to reserve a specific time for phone calls or Zoom meetings. Here are the advisors' names, emails, and links to schedule appointments through Legend:

- Matt Allen matthew.allen2@lwtech.edu (Legend account pending)
- An Chu an.chu@lwtech.edu [Schedule an appointment](#)
- Reinhart Earhart reinhart.earhart@lwtech.edu [Schedule an appointment](#)
- Jessica Kruse jessica.kruse@lwtech.edu [Schedule an appointment](#)
- Dana Nasby dana.nasby@lwtech.edu [Schedule an appointment](#)

Smarter Balanced Assessment (SBA) Update

There will be no fall 2020 SBA testing session, according to state assessment officials. Plans are forming for a spring 2021 testing session. We will share more details as they become available. All students who intend to earn a high school diploma in 2020 or 2021 should contact their LWTA Advisors to be sure they are on track to complete diploma requirements.

New High School Programs Staff

We are welcoming a new Administrative Assistant in High School Programs – Misty Vargas. She previously worked for the Nursing Program, now she will be working at the High School Programs front desk (sometimes literally, sometimes remotely) and she will be managing textbooks and tools checkout.

Also, we welcome Matt Allen as a temporary faculty-counselor for Academy & Open Doors. Matt has previously worked as our Running Start Coordinator. Please take a look at the new advising caseloads, to see which students will be advised by Matt.

High School Options (HOP) Dates

There are just two information sessions left for Winter quarter enrollment. If you know of someone interested in enrolling in Lake Washington Technical Academy, have them sign up for an information session by visiting our HOP Registration page at <https://www.lwtech.edu/academics/high-school/high-school-options-information-sessions/>

- December 8, 3 pm
- December 15, 3 pm

Important Dates

- December 11 - Last day of Fall Quarter.
- January 11 – First day of Winter Quarter.

Textbook Return and Pick-up Procedures Winter Quarter 2021

- **Textbook Return:** Due on or before December 11, drop-off anytime at Library book drop in T215
- **Textbook Pick up:** December 21-22, 9am – 3pm, January 4-8, 9am-3pm
- **Tool Check out:** January 5-6, by appointment only
- **Scholarship Deadline:** January 18, 2021 by 4pm
- **Additional Fall Quarter Information:** Winter classes that can be taught 100% online (academic classes like English, math, etc.) will be taught online. For hands-on programs like automotive, social distancing will be observed.

Additional Textbook Information

- Be ready to show picture ID when picking up your books.
- Delays in picking up books can lead to poor academic performance.
- If you are unable to pick up your books at these times, call 425-739-8107 to arrange a time.
- LWTA students pay for required materials that our office cannot provide, such as online textbooks, workbooks, scantrons, online licenses or logins required for purchase, one-time use books, lab coats, or goggles. **When possible, please plan ahead for these expenses.**
- **Fines equal to the full cost of new books will be charged for unreturned books.** We will not accept late books. Books needed for more than one quarter (like CSNT), must be returned and checked out again.
- If you need to keep a book past the due date, you **MUST** contact the high school programs office (425-739-8107) to request an extension.

Skyward Family Access

Our high school uses Skyward, a system that parents and guardians have access allowing them to view their student's information and important dates during our academic year. Through Skyward, we also communicate important messages regarding school closures, events and reminders. Once you've received access and logged in, parent and/or guardians are **required** to review and update student information at the beginning of each school year. This also allows families to update student demographics if needed. We appreciate your participation as this opportunity is only open until October 30th, 2018. Failure to update your record will disqualify you from being served by this school district.

<http://family.lwta.wa-k12.net>, also located on the High School Programs webpage under Quick Links. If you do not recall your login or password information you may request to reset your password.

If you are having issues receiving notification emails, please add highschoolprograms@lwtech.edu to your email contacts or address book, sometimes emails can get sent to junk or spam mail.

If you need assistance in logging into Skyward, please look at the attached instructions at the end of this newsletter.

Do You Have Questions? Contact Us.

Office: (425) 739-8107 | Email: highschoolprograms@lwtech.edu