



August 23, 2020

Hope your first week back went well and you are on track for a great semester! Here is information that you need to know for the week of August 24, 2020 - August 28, 2020.

Quick Info and Links:

Phone: (863) 669-2322

Office Hours: Monday – Friday 7:00 am – 4:00 pm

Form Drop Off: Monday – Friday 8:00 – 3:00 in the Front Office

Chart Lab Hours: Monday – Friday 9:00 – 3:00

Website: <https://www.polk.edu/polk-state-lakeland-collegiate-high-school/>

You Tube: <https://youtu.be/a27tLpC5Fc>

Need to visit campus? Come during Office Hours, wear a mask and practice social distancing guidelines. The front office door will be locked, so you will need to be let in by the adult seated at the front desk. If you do not see anyone, press the doorbell or call (863) 669-2322 and someone will come to let you in.

Need to see or talk with a staff member? Call (863) 669-2322 and make an appointment. Staff members are on rotating schedules and may not be in their office if you walk in without an appointment.

CHART Lab: If you are having trouble with your home internet connection, using zoom, accessing Canvas or just need/want to come to campus to work, the Chart Lab is available Monday – Friday from 9:00 am – 3:00 pm. Call (863) 669-2322 before you come in as seats are limited and there may not be room if you do not call first.

Who do I contact if I am having issues with:

Technology/Passwords/Canvas/Email/Textbook codes: Ms. Richard vrichard@polk.edu

High School Transcripts/Community Service/Test Fee Waivers: Mr. Hofstetter bhofstetter@polk.edu

Important Reminders:

Students are **not** to be working during school hours which are 7:15 am – 1:45 pm.

Check your Polk State email **every day!**

Attendance is required at all Zoom meeting class times; **your face must be seen!**

Get Orientation Forms filled out, notarized and turned in ASAP



POLK STATE
Lakeland Collegiate
High School

JOIN REMIND if you haven't - it's a quick and easy way to receive important messages and reminders:

<https://www.remind.com/join>

Class of 2021 code for students: @ced34g

parents: @a88egb

Class of 2022 code for students: @gba9gk

parents: @3g77ed

SENIORS:

Schedule time to meet with Mr. Hofstetter regarding college admission and scholarships

Mrs. Edgecomb will be scheduling time to meet 1:1 regarding graduation starting in September

Upcoming Events and Activities:

School Advisory Council (SAC) meeting - Thursday August 27, 2020 via Zoom at 5:30. See Remind for link

Class Meetings – Friday September 4, 2020 via Zoom. **Juniors** at 9:00; **Seniors** at 11:00. Watch for links.

Shoe Drive Fundraiser – details coming but start collecting gently used shoes from family and friends

HAVE A GREAT WEEK!!!