

Illini West High School

**600 Miller Street
Carthage, IL 62321
Phone: (217)357-2136
Fax: (217)357-3569
www.illiniwest.org**

**Scott Schneider, Principal
Jim Short, Dean of Students**

Dear Illini West Students and Parents:

3/16/20 1:00 pm

There have been a lot of changes in a very short amount of time. Illini West has put together a plan for students to continue the learning process while we are closed. Below are highlights of the plan:

- Teachers will post assignments for their class on the website- www.illiniwest.org
 - From the homepage there is a dropdown link named “classroom sites”
 - Scroll over this, you will see a list of all teachers.
 - Click on the teacher’s name and you will be sent to that teacher’s calendar with assignments.

The assignments will be posted no later than Wednesday March 18th. Students should complete the work and communicate with the teacher on how to turn it in.

- Students should check their school email regularly.
- Teachers will be available during the school closure from 8:00 a.m. to 12:00 p.m. on school days. You can email them with any questions or concerns during this time. Teacher email addresses can be found on the teacher’s website.
- Laptops can be checked out at the school. Directives on how to do this can be found on the website.
- If you do not have internet access, please call the school so that we can provide students with paper packets to be picked up.

Students will be able to come to school to pick up any material that they need (books, notebooks, etc.) during the following times:

- Monday March 16th from 2:00 p.m.-4:00 p.m.
- Tuesday March 17th from 8:00 a.m.-4:00 p.m.
- Wednesday March 18th from 8:00 a.m.-4:00 p.m.

If you have any questions you can call the high school office at 217-357-2136. As always, further information can be found on the website. Thank you for your patience and cooperation as we navigate through this unprecedented situation.

Scott Schneider
Illini West Principal
schneider.scott@illiniwest.org

Illini West High School, in cooperation with parents and the community, will empower students to become engaged, contributing members of our school, our community, and our world.