



# West Catholic High School

1801 Bristol Ave. NW, Grand Rapids, Michigan 49504  
P: 616-233-5900 • F: 616-453-4320 • [grwestcatholic.org](http://grwestcatholic.org)

November 16, 2020

Students and Parents/Guardians,

As you are aware, Michigan high schools will be closed for the next three weeks in an attempt to slow the spread of COVID-19. During this time, we will continue to provide all of our students with a dynamic, excellence-driven Catholic education while moving to online learning. **Online classes begin Tuesday, November 17.** An updated class schedule can be found at [grwestcatholic.org/alerts](http://grwestcatholic.org/alerts). Please be sure to view the calendar on the [Alerts page](#) to make sure you are following the proper schedule each day. We have made some changes this week and next week to accommodate for days off.

As courses move online, please be aware of the following student expectations:

1. Students are required to join all meetings and have video turned on during the scheduled class periods.
2. Students are required to complete all assigned material.
3. Students will attend Focus periods when required by a teacher. If a student has not been assigned a Focus period, the student can sign up to attend or choose not to attend anything at that time.
4. Students will attend Household meetings.

**Attendance will be taken each day and grades will be given.** We ask that parents and guardians assist in monitoring student progress during this time.

Please note that while our campus will be closed, our entire staff will be working to continue to provide appropriate support to all West Catholic families. Contact information for West Catholic staff members may be found at [grwestcatholic.org/directory/staff](http://grwestcatholic.org/directory/staff). If you need technical support, please email [wcsupport@grwestcatholic.org](mailto:wcsupport@grwestcatholic.org). Questions regarding specific class information should be directed to your student's teachers.

Our office will remain open Monday through Friday from 8 a.m.-4 p.m. each day. If students and/or parents need to enter the building for any reason (ex. Dropping off assignments, picking up supplies, etc.), you will need to call 616-233-5900 to schedule an appointment to do so. It is important that we are able to monitor who enters the school each day.

## **Additional Updates**

Until further notice, all school-related activities (meetings, field trips, etc.) have been canceled. This includes practices, athletic competitions, scrimmages, contests, etc. Banquets are also postponed. We ask that you visit and continue to monitor the [School & Programming Updates](#) page on our website for the latest information regarding specific changes.

Similar to last year, we will continue to provide free meals to families who need them through the National Lunch Program. Please fill out [this short survey](#) to help us understand if there is interest in receiving free meals during this new phase of online learning. If you have an immediate need, please contact the main office (616-233-5900).

This situation is evolving every day and all WC policies, procedures and guidelines are subject to change as we learn more. We appreciate your understanding and continued cooperation as we make necessary decisions to keep our community safe.

If you have any additional questions, please feel free to contact me directly at 616-233-5905 or [cynthiakneibel@grwestcatholic.org](mailto:cynthiakneibel@grwestcatholic.org).

God Bless,  
  
Cynthia Kneibel  
President/CEO

  
Tony Fischer  
Principal