

Good morning!

We are rounding off the end to another great quarter in the Union City Cyber Academy! As we prepare for our fourth and final quarter of the 2021-2022 school year, we wanted to reach out with some announcements, information, and reminders.

Please review this email for the following information:

- Information about returning to Brick & Mortar or remaining enrolled in Union City Cyber Academy for the fourth/final quarter, which begins Thursday, March 31
- Link to the **required survey** for all parents/guardians of cyber students, which is due Monday, March 21 @ 5:00 p.m.
- Information about upcoming in-person CYBER CAFE options for students who want to come in for extra help with 3rd quarter coursework
- Reminders about upcoming PSSAs (Grades 3-8) and Keystones (Algebra, Biology, Literature) at UCASD
- Reminders about grades, progress, and attendance as we close out the third quarter and dig into the fourth quarter

Please reach out to your team here at UCASD and your teachers at Warren should you have any questions or concerns in the meanwhile.

Stacey Dell

*Director of Curriculum & Special Programs*

Union City Area School District

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## **ENROLLMENT PREFERENCES SURVEY FOR FOURTH QUARTER:**

### **Transitioning Between Settings:**

As per Page 4 of the Union City Cyber Academy Handbook (2021-2022), "Students may transition from the Cyber Academy back to the brick and mortar setting, however, this transition may only occur at a natural break in the school year. (End of the quarter or semester)." Students enrolled during the third quarter have the option to return to the Brick & Mortar setting for the fourth quarter, which begins on **THURSDAY, MARCH 31**. Students who wish to stay in the cyber academy for the fourth quarter will finish out the year in our cyber academy.

Please complete the preliminary survey below for guidance planning purposes. Please note that the handbook notes that "Students will be assigned courses that best match their current selections, however, exact courses may or may not be available." If your student is returning for the fourth quarter, his/her guidance counselor will begin building his/her schedule and will reach out with questions, concerns, or information about your child's schedule. Students will receive their schedules when they check-in to the main office on the date of their return: March 31. ***If you have specific needs, concerns, or questions about your child's schedule or return to Brick & Mortar, please direct them to your guidance counselor and/or principal.***

#### **Procedures for Struggling/Failing Students:**

As per Page 5 of the Union City Cyber Academy Handbook (2021-2022), some students may be required to return to Brick & Mortar if they are not being successful in the cyber academy. Guidance counselors and building administrators will continue to reach out to parents and guardians of students who are struggling in the program to discuss academic improvement plans and enrollment needs for individual students.

#### **Survey Link & Instructions:**

In order to plan schedules for students who wish to return to Brick & Mortar and to support students who plan to remain in cyber, we have created an enrollment preferences survey below. **\*\*\*\*ALL parents/guardians need to complete the following survey to indicate enrollment preferences for their child/children for the fourth quarter, even if your child/children plan to remain in the Union City Cyber Academy for the last quarter.\*\*\*\***

[Union City Cyber Academy: 4th Quarter Enrollment Preferences Survey](#) - due by 5:00 p.m. on  
**MONDAY, March 21, 2022**

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#### **OPTIONAL CYBER CAFE SESSIONS FOR THIRD QUARTER HELP:**

Is your student struggling in their cyber coursework? Could they use some extra help, time, and support here at school? Each building is offering some options for cyber cafe-type sessions for students who would like to come to campus; these are open for ANY student enrolled in Union City Cyber Academy. See below for building-specific information and instructions for signing up to attend!

#### **Middle & High School Students:**

We are able to host daily cyber cafes in our Middle/High School Media Center (Library) each day from 7:50-2:50, but students **MUST SIGN UP with their individual guidance counselors before coming in**. If your middle or high school aged student would like to come in for extra help or support during these hours between now and Wednesday, March 30, please sign up by calling your individual counselor:

- Middle School - Mr. Anthony ([janthony@ucasd.org](mailto:janthony@ucasd.org)) - 814-438-7673 ext. 5413
- High School - Mrs. Dawson ([kdawson@ucasd.org](mailto:kdawson@ucasd.org)) - 814-438-7673 ext. 5403

These students MUST sign-in through their respective main office, and the parents/guardians must communicate with the guidance counselors ahead of time if students are coming to campus to work.

### **Elementary Students:**

If your elementary student would like to come in for some extra help or support, please reach out to Mr. Ed McMahan ([emcmahan@ucasd.org](mailto:emcmahan@ucasd.org) or 814-438-7611 ext. 3146) to set up date(s) and time(s) to come in between now and Wednesday, March 30. This is on a needs-basis and must be communicated through Mr. McMahan.

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### **SPRING 2022 ASSESSMENTS:**

Over the next couple of weeks, we will be sending letters home to cyber families with dates and information regarding our upcoming **required** state assessments. Students in tested grades/subject areas will be coming to campus to complete these assessments in April and May. You can check out our [UCASD Assessment Calendars](#) to see which dates your child may be testing here on-campus. The PSSAs are given to all students in Pennsylvania in Grades 3-8, and the statewide Keystone exams are given to students completing coursework in Biology, Literature, and Algebra. As in year's past, we will work with our cyber families to get you all of the information you need about the dates, times, and locations of these events. You will be notified if your child is testing and will receive correspondence from your building's State Assessment Coordinator, guidance counselor, and principal over the next couple of weeks.

You can visit these online sources to learn more about the assessments, how the tests are structured, and what content is covered on the tests; you can also see sample test questions and explanations in the Item & Scoring Samplers for each content area and grade level!

- [PSSA Information on PDE SAS Portal](#)
  - [Keystone Information on PDE SAS Portal](#)
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## ATTENDANCE, CURRENT GRADES, & PROGRESS:

It is imperative that students are logging in for daily attendance with Mr. Thompson and communicating with their cyber teachers at Warren regarding their grades and progress on their coursework. If students have questions or concerns about their grades or want to work on make-up work for any of their courses, **they have to communicate with their individual teachers from Warren by visiting the teacher's contact information in the Buzz Portal.** Teachers post their contact information on each course homepage.

All parents/guardians have several options for monitoring student progress and success in the [Buzz Portal](#). Parents/guardians can access the student's portal using the student's login credentials, which are given out by the individual building guidance counselors, or parents/guardians can request to be added as an observer by contacting Misty Weber at Warren ([WeberMD@wcsdpa.org](mailto:WeberMD@wcsdpa.org)). *If you reach out to Misty and do not receive your login credentials from her, please contact me ([sdell@ucasd.org](mailto:sdell@ucasd.org)) ASAP so that I can assist!* By logging in using either method, parents/guardians can view a "Daily Activity Report" upon logging in; I have attached photographs of the daily activity report location and a sample report below:

### Finding the Daily Activity Report:



### Sample Daily Activity Report:



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### **MATERIALS & SUPPLIES:**

If one of the instructors requests materials that you do not have access to, please let us know. In most instances, if it is not something you have available at home, you can let the instructor know, and they will work with you or help you modify the task(s). If it is a particular type of art supplies or school supplies, let us know so we can assist. Elementary students who need additional supplies from their initial supplies bags from the start of the year can reach out to Mr. McMahan (contact information below) or myself.

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### **GUIDANCE COUNSELOR CONTACT INFORMATION:**

Elementary - Mr. McMahan ([emcmahan@ucasd.org](mailto:emcmahan@ucasd.org)) - 814-438-7611 ext. 3146

Middle School - Mr. Anthony ([janthony@ucasd.org](mailto:janthony@ucasd.org)) - 814-438-7673 ext. 5413

High School - Mrs. Dawson ([kdawson@ucasd.org](mailto:kdawson@ucasd.org)) - 814-438-7673 ext. 5403

K-12 - Mrs. McNulty ([smcnulty@ucasd.org](mailto:smcnulty@ucasd.org)) - 814-438-7673 ext. 5402

Please continue to reach out as you have questions or concerns. Thank you for all you do to support our students!

Stacey Dell

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Stacey D. Dell

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Union City Area School District

[sdell@ucasd.org](mailto:sdell@ucasd.org)

(814) 438-3804 ext. 5457

Hello, again, Cyber Families!

Please see the email below from last week about some key reminders as your child closes out his/her **third quarter with the Union City Cyber Academy!** That email, sent Friday, March 11, contains important reminders about:

- Returning to Brick & Mortar or remaining enrolled in Union City Cyber Academy for the fourth/final quarter, which begins Thursday, March 31
- Completing the [required survey](#) for all parents/guardians of cyber students, which is due Monday, March 21 @ 5:00 p.m.
- Signing up for in-person CYBER CAFE options for students who want to come in for extra help with 3rd quarter coursework
- Preparing for upcoming PSSAs (Grades 3-8) and Keystones (Algebra, Biology, Literature) at UCASD
- Keeping up with grades, progress, and attendance as we close out the third quarter and dig into the fourth quarter

Additionally, I want to also let families know that, because the quarter **ENDS on March 30**, students need to ensure that all work that they would like to have graded and counted toward the 3rd quarter **must be completed by the end of the day on Thursday, March 31** to ensure enough time for the assignments to be graded before they are pulled from the Buzz Portal at 7:30 a.m. on Monday, April 4. Students who complete assignments that are third quarter grades between Thursday, March 31 and April 4 may not receive credit for those assignments. Please encourage your student to turn in his/her work before the end of the quarter and to reach out to his/her guidance counselor as soon as possible with any concerns. The grades that are pulled on Monday, April 4, based on what is submitted by the students and graded by the teachers, will be reflected on the 3rd quarter report cards. I have reminded the students of this and also notified the teachers at Warren, as well, for their planning purposes. I have encouraged students to be mindful of which assignments are Q3 grades and which assignments are Q4 tasks. Please reach out to your child's individual teachers at Warren should you have any questions.

Finally, if you have questions about your child's schedule, courses, classroom assignments, or transition back to brick and mortar instruction, **please direct those questions to your child's guidance counselor and/or his/her building principal.**

Thank you all for your support of these students in their cyber studies! Please encourage them to continue to communicate with **their teachers at Warren and their guidance counselors here at UCASD** as we conclude the quarter.

Take care,

Stacey Dell