

April 2016

Contact Keystone:

1-800-255-4937

info@keystonehighschool.com

KeyNews—Keeping Up With Keystone



This month's theme is focused

on Advanced Placement. We think it is important to highlight for Keystone families the opportunities available at Keystone that can help impact their future education pathways. Students who engage and test for any Advanced Placement courses that are accepted by their colleges or universities give themselves the opportunity to get ahead as a Fresh-

man. However, if an Advanced Placement course through Keystone is not something that would interest your student, you could always consider visiting a local community college and select a course which could be considered for a dual credit opportunity. More information on dual credits can be found on www.keystonestrong.com or through the Student Handbook.

Special Note: One of our goals here at Keystone is to help your students plan for the future by making them aware of opportunities for advancement beyond high school. As we move into Spring 2016 here at The Keystone School we are preparing to distribute out our annual **customer satisfaction survey** at the end of **April**. It is essential and beneficial to both you and your students to take 10-15 minutes and provide us with feedback about your experience. We utilize the results of our surveys each year to help us plan for the upcoming school year as it relates to programmatic and staffing changes. Your input is extremely valuable, so please participate.

Erica Rhone, Head of School

Quarterly Parent Meeting: Plan, Prepare and Progress

The April Quarterly Parent Meeting will take place on **April 7th from 7:00-8:00 pm ET**, followed by a 30 minute social time for parents to ask questions and share ideas. The Quarterly Parent Meeting is a time for all parents to hear updates from Keystone's Head of School and also learn about important and timely topics. The theme for this meeting is **Plan, Prepare and Progress**. It will consist of three concurrent breakout sessions with the following topics that parents can choose from:

- Plan:** Resources available for course planning
- Prepare:** Are AP courses right for my student?
- Progress:** Keep Springtime Motivation Strong

To sign up to attend this meeting and receive a reminder, click here: <http://www.signupgenius.com/go/10c0f4ca8a92ca7f85-keystone1>

If it is now the time for the meeting, click [here](#) to join the session.

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Advanced Placement® Courses

Have you thought about enrolling in AP courses? You may wonder what exactly an AP course is. What does it mean? To learn more, read below.

What are Advanced Placement (AP) Courses? Why should students take an AP Course?

Advanced Placement® courses are college level and are designed to prepare students for working at the collegiate level. The AP courses also prepare students to take the AP exams in the spring. Many colleges and universities will grant college level credit for students that earn a 3 or above on these exams (out of 5 points possible). Completing AP courses not only prepares you for college and may enable you to earn college credit in high school, but they also help students during the college application process. Successfully completing AP courses is favorable and gives students an edge on their college applications.

Grades in prerequisite courses

Some AP courses have prerequisites, which are courses that a student must complete before they are eligible to enroll in an AP course. Please visit our course catalog to view the prerequisites for each AP course. Students should have an 85% or higher in the completed prerequisite courses to be a candidate for AP courses. Please click the following link to access The Keystone School's course catalog: <https://hs.keystoneschoolonline.com/KeystoneOes/portlets/catalog/CourseCatalogController.jspf>

Timeline Information & Workload

The AP exams are only offered once a year, in May. We do not advise enrolling in an AP course past November 1st to ensure there is adequate time to complete the course by mid-April to allow a week or two to study and prepare for the AP exams. A full credit AP course is 220 hours of work, while a half credit course is 110 hours of work. You can expect to spend about 25% more time completing AP courses versus the standard courses.

How to Register for the AP Exams and Cost for the Test

Keystone does not administer any AP Examinations or schedule students to take them. Students must contact the College Board to obtain a list of schools administering AP exams in their location and then contact those schools to coordinate a testing date. Detailed instructions on how and when to contact the College Board are emailed to AP students starting in January. On test day, students must enter Keystone's CEEB school code, which is 390363, and the online provider code for Keystone, which is 088. For the 2015-2016 school year, the cost for the AP exam is \$92.00.

Contact information for The College Board:

Phone: 888-225-5427

International callers: 212-632-1780

Fax: 610-290-8979

Email: apstudents@info.collegeboard.org

Web: [AP Students](#)

If you have any additional questions about AP courses, please contact student services by calling 1-800-255-4937 or emailing info@keystonehighschool.com. Student services is open Monday-Friday, 8AM ET-8PM ET.

**Congratulations to Keystone's 30 March Graduates from 16 US states
and 2 different countries! Best wishes on your future success!!**

Why do students take AP courses?

1. Taking an AP course is a great way to challenge yourself and shows colleges that you are serious about your education.
2. AP courses help build skills you need in college.
3. Taking an AP course prepares you for the AP Exam, which has many benefits.



AP LIVE Study Sessions

If your student is currently taking an AP course and has registered to take the AP exam, it is time for last minute preparations. Keystone's AP Teachers will be hosting live study sessions for your specific course(s). Topics range from practice tests to specific lessons on content/skills that you will be tested on.

Week of April 4th : Practice Test
Week of April 11th: Specific Skills and Content from Course #3
Week of April 18th: Specific Skills and Content from Course #4
Week of April 25th: Q & A and Testing Taking Tips

Click the following link to sign up and learn the dates and times of the study sessions for your AP course:
<http://www.signupgenius.com/go/10c0f4fadae23a0ff2-2015>

The Keystone School offers 10 AP Courses. 73% of our students scored a three-or-higher on the 2015 Advanced Placement Exams, which is 13% higher than the global average published by The College Board.

AP Motivation: How to keep on track and stay engaged

AP courses are meant to challenge students and help open more doors for their future. However, students taking AP courses still can fall behind and lose motivation to complete the work required. Below are some tips to help students stay motivated and on track.

First, think about why AP courses were chosen from the start. If students are looking for a challenge, then they must think about why they want to be challenged and find that inner drive again. Think about goals and even visit the web sites of the colleges or universities they are interested in attending. Hang a poster of the school that they are most excited about in their work area. These small steps can invigorate students to start working again. [Click here](#) for additional benefits for completing AP courses.

To help stay on track, students should certainly have a schedule for the tasks that need to be completed. This should be displayed so it can be viewed easily. It may be helpful to write tasks on a whiteboard or in another area where everyone can see them. In addition college application deadlines and dates of when college starts should be posted as reminders. Last, assess what has hindered progress and how that can change if a student has fallen behind.

Graduate Spotlight: Noalani Hendricks

Noalani Hendricks graduated from The Keystone School in 2014 and is currently a sophomore at Cedar Crest College in Allentown, Pennsylvania. At Cedar Crest, Noalani is majoring in English and Global Studies and minoring in History and Spanish. She is also the president of the Diversity Council Organization and is a member of the History Club, Amnesty International, Muslim Student Association, and the Cultural Connections Club. Noalani chose Cedar Crest because her mother went there and believes her Keystone education truly helped prepare her for college.

Noalani remembers her Keystone experience positively. She recounts that at first it was a bit challenging to stay motivated and on-task but added that things become much easier once you get into a routine—she was even able to finish many of her courses early. She encourages current Keystone students to take advantage of the practice they are now getting for college. In college you work independently which is exactly what you do at Keystone. Noalani feels as though she has an edge over her current peers because the traditional school setting is much more guided. She knows when to ask her professors for help and is not afraid to do so. She also feels as though the discussion board assignments were extremely helpful and urges current students not to view them as an inconvenience but to really invest time and effort into your responses as discussions are a huge part of many college courses.

Noalani also stresses the importance of studying a second language. She explained that Cedar Crest College it a requirement to study abroad, as are many other colleges/universities. This summer Noalani will be traveling to Guatemala and plans to study in South Korea her junior year.

Upon graduation Noalani wants to join the Peace Corps and then attend graduate school for International History. She dreams of one day working for the United Nations or in government.



Keystone News

Do you have an elementary aged student? Keystone is happy to announce that coming this summer, we will be enrolling students in elementary grades (K-5)! Please take a few moments to complete this survey to help us understand the elementary needs of our families!

<https://www.surveymonkey.com/r/RWTYLB6>



Do you follow the Learning Coaches (soon to be Student Success Advisors) on Twitter? If so, you'll notice that the name has changed to @Keystone_SSA. If you aren't following, now is your chance! :



Learning Coaches are getting a name change! Starting in the next few weeks, Learning Coaches will become Student Success Advisors. Student Success Advisors will continue to support families through the Strong Start program, webinars, schedules and the list goes on. Contact the Student Success Advisors at studentsuccess@keystonehighschool.com.

April Email Forecast

What	When
Progress Reports *Sent every other Monday evening to the parent email address we have on file	Monday, April 4th Monday, April 18th
Monday Morning Message *only sent to full-time online STUDENTS	Every Monday morning this month! (4/4, 4/11, 4/18, 4/25) Can also be found on Keystone's Facebook page: https://www.facebook.com/keystoneschool/
Important Information About Completing Keystone Courses	Friday, April 22nd *coming from Guidance Counselor, Cristena Jenner
New Parent Orientation and Getting Started Webinar	*Please refer to the Webinar Schedule found on page 7.

Coming Fall of 2016

Writing and MLA Expectations by Grade Level

PURPOSE

The writing expectations are meant to allow students to clearly see the standards at which they will be held at and have to adhere to when engaging in writing at Keystone in grades 6-12.

TOPICS ADDRESSED

1. **Format:** describes how the paper should be formatted which includes font, font size, title information, etc.
2. **Writing:** identifies what students should know and be able to do when conducting any type writing from Grade 6 through Grade 12.
3. **In-Text Citations:** also known as parenthetical citations, describes what a student needs to include when using source information in the body of an assignment.
4. **Works Cited Page:** describes what needs to be included on this page when students use source material.



*Modern Language Association (MLA) is writing and documentation style used by The Keystone School.

* Students can produce work according to expectations from the grade level(s) above them.

Please join us in congratulating our March Teachers of the Month! Thank you for all that you do to support our students!

Math, Spanish, Business & Tech

Kathy McConnell

English & French

Alissa Marcera-Deitterick



Science, Health/PE & German

Jessica Goyette

Social Studies, Fine Arts, Chinese, Japanese & Latin

Haley Wagner



Check out the April Webinar Schedule

Getting Started webinars are designed for new students and parents, but any Keystone student or parent is welcome to sign up and attend! You can click on the event to sign up or use the links provided below.

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Presenter</u>	<u>Audience</u>
<u>Getting Started The Right Way With Keystone</u>	April 5th	7 pm ET	Aubree Kresch	New Students and Parents
<u>April Quarterly Parent Meeting</u>	April 7th	7 pm ET	Keystone Admin	All Parents
<u>Getting Started The Right Way With Keystone</u>	April 13th	7 pm ET	Megan Strittmatter	New Students and Parents
<u>Getting Started The Right Way With Keystone</u>	April 19th	12 pm ET	Aubree Kresch	New Students and Parents
<u>New Parent Orientation</u>	April 21st	7pm ET	James Bonham	New Parents
<u>Getting Started The Right Way With Keystone</u>	April 27th	7 pm ET	Megan Strittmatter	New Students and Parents
<u>Getting Started The Right Way With Keystone</u>	May 5th	3 pm ET	Megan Strittmatter	New Students and Parents

Getting Started Webinars: <http://www.signupgenius.com/go/30e0f4bafaf29a6fc1-getting>

New Parent Orientation 4/21: <http://www.signupgenius.com/go/30e0f4bafaf29a6fc1-newparent>

Quarterly Parent Meeting 4/7: <http://www.signupgenius.com/go/10c0f4ca8a92ca7f85-keystone1>

New Keystone Parent Information

New Parent Orientation Webinar

Join us on **Thursday, April 21st at 7:00 PM ET** for a New Parent Orientation webinar designed to help answer all of your “getting started” questions. We’ll go more in-depth on the role of the Keystone Parent, the Strong Start program, and how to support your student. There will also be time for you to ask questions. Our goal is to give you the tools needed to help your student succeed!

Click here to sign up to attend the webinar:

<http://www.signupgenius.com/go/30e0f4bafaf29a6fc1-newparent>

New Parent Tool Kit

We have prepared several documents to help you as a new Keystone parent get oriented to Keystone and start to embrace your role as the parent of a successful independent learner! We suggest you review all the documents carefully and keep them for reference. You can download them to your computer, print them, or come back to this site again and again to view them as needed.

Click here to access the Parent Tool Kit:

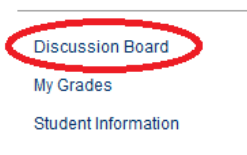
<https://fw.unitymg.com/rdr/D:2797>

Tech Tip of the Month

Navigating and Posting on Discussion Boards

This document will explain how to navigate and post on the numerous discussion boards that students will encounter in their Keystone courses. In most courses, students are required to submit one original post and then comment on two other student's posts.

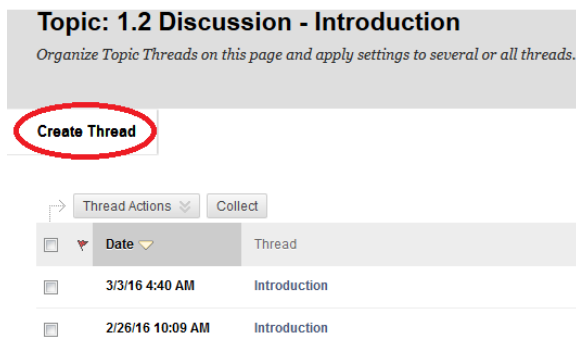
1. To access the **Discussion Boards**, you will need to open your course. On the **Left Navigation Menu** to the left of your screen, scroll to the bottom, and select **Discussion Board** (pictured below).



2. On the next page, you can select which discussion board assignment that you would like to complete. **1.2 Discussion – Introduction** will be used as an example.
 - a. **TIP:** If you need a review of what the assignment requirements are, you can click on the [Click here](#) hyperlink or review the course content.


Topic	Description	Total Posts	Unread Posts	Total Participants
1.2 Discussion - Introduction	Click here to review your assignment.	393	393	131
2.2 Discussion	Click here to review your assignment.	204	204	93

3. A new page will open and you will see all of the discussions that have been posted thus far. This is called the **Topic Screen**. To create a new thread, you will simply click the **Create Thread** button (circled below).






Tech Tip of the Month

4. You will be redirected to the **Assignment Submission Page**. You will need to enter a **Subject** line and then enter your message in the box below. When you are ready to post, click the **Submit** button.


 Subject


Message





Arial


3 (12pt)


























Path: p

Words:0

5. If you want to comment on another student's post, you will need to go back to the **Topic Screen** and click on the title of the thread that you would like to view.

Topic: 1.2 Discussion - Introduction

Create Thread

Thread Actions


Collect

Page 1 of 6

	Date	Thread	Status	Unread Posts	Total Posts
	3/9/16 4:07 PM	Introduction	Published	0	1
	3/3/16 4:40 AM	Introduction	Published	2	2
	2/26/16 10:09 AM	Introduction	Published	2	2

6. You will then be brought to a page where you can read the entirety of the student's post. If you would like to send a reply, click the **Reply** button and you will be able to type and post your response.

a. **NOTE:** Writing a reply follows the same exact process as Step 4.

 **Alexander Hamilton** 20 hours ago

Introduction

My name is Alexander Hamilton, and there's a million things I haven't done. I like to write—a lot! Once I wrote 51 essays defending the US Constitution in the span of six months.

[Reply](#)

****Be sure to check your MY GRADES page to confirm that your posts have been submitted.****

Keystone's Mission

The Keystone School provides high quality, individualized educational experiences in a safe, technology enabled learning environment to empower students to achieve their academic and personal goals.

More information about Keystone's mission and our expected school wide learning results can be found in the student handbook posted in the online homeroom and on our website.