July 1, 2020
Dear Manual Families,

Welcome to the 2020-2021 school year! It is my honor to continue to serve you as the Principal of Manual High School! Last year was my first year at Manual and I have grown to absolutely adore the Ramily! I am looking forward to continuing to build relationships with you. I am blessed to be serving alongside two other amazing administrators, Cory Brown, who is returning, and Mary Jo Newman-Evans, and who was a teacher at Manual for six years, beloved by hundreds of students and colleagues.

The three of us are already working diligently to continue Manual’s long tradition of providing quality educational experiences for all of our students. Manual High School educators are committed to upholding Manual as a vital part of the South Side community. We are equipped and eager to build upon the foundation that has been set. The legacy that has been left by countless distinguished alumni has paved the way for our students to excel. We are the Heart of the South Side!

Manual High School is fortunate to have an amazing, dedicated staff who gives 100% to our students. Our teachers and staff go above and beyond to meet the individual needs of each student. As a school, our mission is to redefine teaching and learning to ensure each student reaches his or her potential. We are committed to taking on new mindsets to continue to meet the ever-evolving needs of our students.

We have been researching new, innovative ways to approach teaching and learning, and have committed to professional development over the summer. We are taking a proactive posture in preparation to meet our students where they are and propel them toward their destiny.

Our focus this year will be geared toward helping students determine their passion and purpose in life and putting them on the pathway to achieving their dreams. Our students will work on developing the skills essential for success in whichever path they choose; be it higher education, the military, or the workforce.

Due to COVID-19, most students will be on a Blended Virtual A/B Learning Schedule. Students' temperatures will be checked each day when they arrive at school. Students must bring hand sanitizer to school and must wear a face mask while in school and on the school bus.

We take pride in our tradition of building positive relationships within our Manual community. For our students to receive the best educational opportunities possible, our staff, families and the community must work as a team. Do not hesitate to contact your child’s teacher if you have any questions or concerns. Open dialogue is very important as we work as a team with a common goal in mind: student success! Parents are also encouraged to get involved at Manual. Our PTO is working to involve parents in opportunities for social interactions each month and fund-raising to help augment the financial needs within our school.

Manual will continue to partner with our community to provide opportunities for our students. We are fortunate to have so many agencies and community organizations ready and willing to help us. In addition to the Caterpillar Innovation Program and Options Program, we have begun partnerships with Illinois Central College and Advanced Medical Transport to provide innovative educational opportunities for our Manual students.

Many other organizations work with our students to help them reach their individual goals.

It's Great to be a RAM!
Please mark your calendar with these important dates

July 8th
- Online registration for returning students opens on Thursday, July 8th and closes Tuesday, August 18th at 11:59 PM.

August 8th, August 11th and 13th
- Student Registration Hubs will be open at Manual High School and Peoria High School from 9 AM to 6 PM on August 11th and August 13th.
- Registration will be open from 9 AM to 2 PM on Saturday, Aug. 8th at Manual High School and Peoria High School.
- All students must register. Registration Hubs are available to ALL Peoria Public School families.
- Please remember 9th graders must have physical and immunization records, and 12th graders must have immunizations updated.

August 17th
- Grade Back to School Kick Off from 5-6 PM and all-school Meet the Teacher Night from 6-7 PM.
- Come join us for a light snack while taking care of “Back to School Business”: registration, ID pictures, fees, and other school related business.
- Students can receive schedules, locate their lockers, and classrooms to be prepared for the first day!

August 19th
- First Day of School. This is a full day of school. Breakfast will be served from 7:10 to 7:25 AM. Classes start promptly at 7:30 AM. Dismissal is at 1 p.m.

September 7th
- Labor Day - No School
- It is important that students have regular attendance at school. If your child is sick and must be absent from school, please call the school office by 7:45 AM.
- If you do not call, you will receive a recorded phone message the same day informing you that your child had an unexcused tardy or absence.
- We appreciate your support in helping us keep our records accurate and our attendance rate as high as possible so that our students have every opportunity to learn.
- For complete information about Manual Policies, please view the handbook online. There will be a place to check that you have reviewed the handbook.

Other aspects of the 2020-2021 school year may be subject to change due to the effects of COVID-19. Rest assured, if any changes happen, we will keep you informed and updated on those changes. It is my privilege to be able to serve the families of Manual High School. We want our students to be successful as they continue their journey toward college, career, and community readiness.

I look forward to working with each of you as we create an environment of support and success for our students. Feel free to contact me at any time throughout the year if you have questions or concerns.

Respectfully,
Mrs. Devon Hawks

Principal, Manual High School
“The Heart of the South Side”