



# CLAY COUNTY SCHOOLS

P.O. BOX 120 • 285 CHURCH STREET • CLAY, WEST VIRGINIA 25043  
Telephone (304) 587-4266 • Fax (304) 587-4181 • [www.claycountyschools.org](http://www.claycountyschools.org)

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September 4, 2020

Dear Virtual School Families.

We are excited to embark on this new adventure with you. To make sure you are ready, we have developed a checklist. Please make sure you have completed each item.

- \_\_\_\_\_ My student is enrolled in Clay County Schools.
- \_\_\_\_\_ I have read the Virtual School Policy and completed the Virtual School Application at <http://claycountyschools.org> on page 8 of the presentation under the Educational Options button.
- \_\_\_\_\_ I have read all of the information provided at <http://claycountyschools.org> under the Virtual School Letter and Enrollment Packet button.
- \_\_\_\_\_ I have completed the Enrollment Packet (Student Enrollment Form and Acceptable Use Policy, Student Health Profile, Student Residency Questionnaire, and Virtual School Contract) for my child and returned the packet to his/her face to face school.
- \_\_\_\_\_ I have gotten my child's stu.k12.wv.us email address and password from his/her school or [matriple@k12.wv.us](mailto:matriple@k12.wv.us).
- \_\_\_\_\_ I have logged in to my child's email account at <http://login.microsoftonline.com> and checked email under Outlook.
- \_\_\_\_\_ I have downloaded the TEAMS app shown when my child logs into Office 365.
- \_\_\_\_\_ I have viewed one of the Orientation Sessions or a recording of one of them.  
[Student Orientation - Tuesday, September 1<sup>st</sup> at 2:00-3:00pm](#)  
[Student Orientation - Wednesday, September 2<sup>nd</sup> at 10:00-11:00am](#)  
[Student Orientation - Thursday, September 3<sup>rd</sup> at 7:00-8:00pm](#)
- \_\_\_\_\_ I have logged in to <http://wvlearns.k12.wv.us> using my child's stu.k12.wv.us email address and password.
- \_\_\_\_\_ I will continue to check <http://claycountyschools.org> under the Virtual School Letter and Enrollment Packet button for the latest information concerning Virtual School.

If you have questions or concerns, please email Mary Ann Triplett at [matriple@k12.wv.us](mailto:matriple@k12.wv.us)

Sincerely,  
Joe Paxton, Superintendent