May 1, 2020

Dear Cathedral Parents,

At this extraordinary time of pandemic when instruction for all students has shifted to online distance learning and the operation of school on campus is not possible for the safety of students, faculty and staff, I am writing to provide you an update on several school matters as we enter our last month of school.

**Excellent Attendance & Good Academic Progress Continues**

Overall students are continuing to do well in their classes since we implemented full online instruction in mid-March. Cathedral is pleased to have an excellent attendance rate with 99% of all students checking-in for their online classes. However, excellent attendance does not necessarily mean excellent achievement. The good news is that students who had a 3.0 GPA or higher before the COVID-19 shutdown have continued to earn high grades, while students who did not achieve the minimum 2.0 GPA previously have also continued to struggle online. Nonetheless, with solid academic achievement by most students Cathedral will continue to grant semester letter grades of A,B,C,D,F in June to reward and hold all students accountable. Please encourage your son to finish strong!

**Last Day of School (Online Distance Learning) Remains Friday, May 29**

The last day of school (online classes) remains Friday, May 29th for freshmen, sophomores and juniors. (The last day for seniors is Friday, May 22nd). While we will not be returning to campus for the remainder of our current school year students are to continue to complete all assignments for their classes thru May 29th in order to receive grades for each class this semester. (Individual AP classes may end before May 29th depending on their AP Exam test day. Specific AP class information follows). Remember: Finish strong!

**No Semester Exams**

While teachers will continue to require students to complete homework, tests, projects, and other assignments to determine a semester grade (A,B,C,D,F) students will NOT be taking a Final Exam in any of their classes. Given the overall continued good progress by most students and the challenge of providing secure online testing, Cathedral determined it would be best this semester to NOT have Final Exams be part of the learning process. Regular assignments, projects and tests will occur until May 29th but students will NOT be taking Final Exams the last week of May. Students are to continue to check Google Classroom for specific information and instruction for each of their classes.

As a result of NOT having Final Exams we will continue with our usual class schedule with All 7 Classes on Mondays with Odd Block classes 1357 meeting on Tuesdays and Thursdays and Even Block classes 1246 meeting on Wednesdays and Fridays thru May 29th (No school on Monday, May 25th for Memorial Day). Attendance check-in is required each school day.
AP Class Schedule in May
If a student is enrolled in an AP class his last day for that specific class will be the day the College Board has assigned the AP Test. Other non-AP classes will continue until May 29th. For example, juniors enrolled in AP US History will conclude their class on Friday, May 15th because this is the date assigned by the College Board to take the AP US History test online. Work for other classes will continue after May 15th but no additional assignments or tests will be needed in AP US History beyond the College Board test date. Please know given the circumstances this year Cathedral is allowing all AP students the option of NOT completing the online AP test for their classes and refunding fees paid for the testing. AP students will still receive Honors credit for the AP class even if the test is not completed. (Additional AP Test Fee information follows in this letter).

Tuition Payments Continue thru June (NO change)
Cathedral fully understands the stress and financial uncertainty parents face during this pandemic and the significant sacrifices families are making to keep their son enrolled with us. Our teachers and staff share in this stress and appreciate your continued enrollment for their employment with us. To allow Cathedral to pay the teachers and staff through our current school year we rely heavily upon parents paying tuition as scheduled thru June. Without your continued tuition payments we would not be able to operate.

While Cathedral has made adjustment to remove certain fees, tuition needs to be paid as billed to all parents. However, to further help parents the school is NOT charging a service fee for credit card payments and is NOT charging a late fee for tuition payments thru June. Please know to conclude the school year and for your son to receive his semester June report card and advance to a higher grade in the fall, parents need to pay tuition for all months thru June (senior parents last payment is in May!) Please know your support through tuition is needed and appreciated!

Casino Night Event Cancelled/Fee
Although not reflected on your May tuition statement due to our deadline in mid-April to mail the May tuition envelopes to families, Cathedral is NOT charging parents the $60 ticket fee for the April 4th Casino Night. Instead Cathedral will apply a $60 credit to all families that previously paid for Casino Night. Parents that did not pay for Casino Night will NOT be billed for this year’s event.

Parent Service Hours
Cathedral appreciates the many hours of parent service and donation of products that allows the school to serve the boys so well and provide for our many events. Each year all families are required to complete 20 Parent Service Hours. Due to the pandemic Cathedral will NOT be charging parents for hours not completed this semester. All parents must have completed at least 10 hours by Christmas (first semester) and are financially responsible for any of those hours not completed and were billed for in February, but no parent will be charged for unfilled hours for this semester. The school sincerely appreciates senior parents who completed all 20 Parent Service Hours for the year, but given current circumstances will NOT be billing parents for hours not completed this semester.
Scholarship Walk-A-Thon Fee
While our March 18th Scholarship Walk-A-Thon did not take place as planned due to the pandemic, throughout our current school year scholarships and financial aid has been awarded to many Cathedral families since we fully expected income from all students for this important spring semester fundraiser. While a significant number of parents met their $100 goal in advance of the walk-a-thon, many parents did not. To allow the school to continue to provide funds for scholarships and financial aid for the remainder of this year and next year, all parents are still responsible for the $100 Walk-A-Thon Fee. The walk-a-thon t-shirts that were made for our March 18th event can still be given to all students as a souvenir – including seniors – once and it is safe for students to come on campus.

AP Test Fees
Many juniors (and some sophomores) are enrolled in one or more Advanced Placement (AP) classes with online testing scheduled from May 11th thru May 22nd. Due to the pandemic students will take their AP Test online at home. This year, Cathedral is giving AP students the option of not taking their AP Test(s). The College Board charges Cathedral their test fee for each AP exam the student logs onto the day of the test. Students are responsible for paying the fee for each exam he attempts to complete. If a student decides NOT to take an AP exam he will NOT be charged.

If a student paid for an AP Test but decides NOT to take the exam he will receive a refund from Cathedral. However, the refund will have to wait until Cathedral receives notification from the College Board. Notification may not come to Cathedral until July after all tests and make-up days have concluded for students in the United States. If a student has a zero balance on his Cathedral tuition account, the school will provide a full refund for each AP Test not taken. However, if any balance remains on the student’s tuition account the refund will be provided only after the balance on the tuition account is paid in full.

Summer School Plans & Plans for 2020-2021
If conditions continue to improve and LA County Health permits with enhanced safety and health procedures, Cathedral plans to offer on campus in-person summer school beginning on Monday, July 6th (after the July 4th holiday). Summer school would be offered for four weeks for incoming freshmen thru rising seniors in select classes from July 6th thru July 31st. Health and safety comes first, but we are making plans to offer summer school on campus for Cathedral students.

Please know we expect and plan to offer on campus in-person school in the fall beginning as planned in August. To secure a place for your son and allow us to schedule him for classes for next year don’t forget to register your son. Registration packets were mailed to all current families last month and our offices are open weekdays with essential staff to assist you as needed. Please join us in praying for families who have recently lost loved ones and ask God to keep us safe until we see each other again. May God bless you!

Best regards,

Brother John Montgomery, FSC
Principal