

Dear Parents and Guardians:

I hope that your child's first week online went well, and we are excited to welcome you back to the building. Those students who are returning in the Hybrid format, I wanted to cover some basic logistical information to get us started:

Hybrid Schedule/Cohort Days

- Last Names that start with A-L are designated as Cohort Dignity and meet every Monday, Thursday and every other Wednesday.
- Last Names that start with M-Z are designated as Cohort Respect and meet every Tuesday, Friday and every other Wednesday.
- The following link displays a calendar with all these days laid out:
https://www.wjhsd.net/MenuItem/Aug_Sept%20Gill%20Hall%20Hybrid_Day%201-6%20Rotation%20Calendar.pdf

Arrival/Dismissal

Car Riders

- Car Riders are dropped off and picked up on the car rider entrance, which is past the main entrance on the back side of the building. (Brand new entrance as part of renovation).
- Drop off starts at 8:00am and ends at 8:30am.
- Parents will pull up to the doors and staff will help students out of the car.
- Students will enter the building and make their way directly to their classrooms.
 - Staff will be available to get all students to the correct classroom, especially the first few weeks of school.
 - Students will have to wear masks when they exit cars and are walking into the building.
- In order for a student to be picked up, the parent/guardian must have a district issued car tag with the correct number associated with that child.
- When you pick up your car tag there will be a set to hang from your mirror, as well as one for your child's backpack (please have this on your child for their first day of school).
- Parents will pull up to the door and the student will be brought out by a staff member. (Car Tags with number need to be visible).

- Dismissal will start at 2:20pm.
- Please follow all instructions from our School Police Officer and Staff Members.
- For safety reasons, when you arrive, please place your vehicle in park and wait for your child to be brought to you. Please do not pull away until instructed to do so.
- We are expecting a great increase in the volume of car riders, so we ask for your patience as we work out the process the first few weeks.
- We are building out our dismissal process and basing it off the selections parents made in Skyward. Please email your child's teacher to confirm that they will be a car or bus rider.

Bus Riders

- Students who are taking the bus will arrive at the main entrance and enter the gym doors, or main doors and proceed to their classrooms.
- Staff will be available to assist students in finding their classrooms.
- All students will have a tag with their PM Bus Number on their back pack. (These are being issued and printed and will be placed on the backpacks the first day by the teacher).
- For dismissal, students will be taken to a bus room/location by their teacher. A bus room teacher will take those students to their bus, and make sure they get on.
- Dismissal will start at 2:20pm.
- Bussing information will be provided by the Bus Garage and will be available on Skyward.
- Students will be socially distanced on the bus to the greatest extent possible, will have assigned seats, and be required to wear a mask while on the bus.
- If a student will be a car rider on a specific day a note must be sent into the teacher.
- We are building out our dismissal process and basing it off the selections parents made in Skyward. Please email your child's teacher to confirm that they will be a car or bus rider.

Lunch/Recess

- Lunch this year will look very different.
- 1-2 classes will eat in the cafeteria. The other 4 classes will eat on one side of the gym.
- All students will be socially distanced 6 feet apart from one another.
- Students will wash hands/sanitize before and after lunch.

- While in the lunch line, students will be spaced 6 feet apart from one another.
- Lunch choices will be limited to a more grab and go menu. (The food service department will have menus available on the district website).
- Masks must be worn to and from the cafeteria, and while in the lunch line. Masks are permitted to be removed to eat.
- We do have lunch aides to monitor students, and help them with opening packages.
- Recess this year will be spaced throughout different times of the day, with the students' teacher, in order to limit the amount of students in one area.

Attendance

- The district will be releasing how attendance will be taken for K-12 when students are home on Canvas in the coming days.
- We are accepting emailed notes from parents as a form of excuse and excuses submitted through Skyward.

Health & Safety Plan

- We will be following all the protocols as outlined by this district in the Health & Safety Plan which can be found here:
<https://www.wjhsd.net/Downloads/WJHSD%20Phased%20School%20Reopening%20Health%20and%20Safety%20Plan.pdf>
- Students are required to wear a mask/face covering at all times except during designated “mask breaks” as provided by the teacher.
- According to PDE: “Schools may allow students to remove face coverings when students are:
 - Eating or drinking when spaced at least 6 feet apart; or
 - When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task; or
 - At least 6 feet apart during “face-covering breaks” to last no longer than 10 minutes.”

Canvas/Chromebooks

- As was communicated in a previous message, students, whether in the Hybrid model or fully online will have school work to complete through their classes via Canvas.
- The first two weeks will be a slower rollout as we all learn and navigate the new platforms, systems, and schedules, and teachers will communicate when they are live.
- Please reach out to your child's teacher if you have any questions about their Canvas course.
- All teachers Canvas courses will be available in the Dashboard by August 31.
- We will have a material pickup day for the 5 day week Canvas only students on Wednesday September, 2 from 3pm-6pm. More information will be provided closer to that date.
- Students will be required to bring their chromebook to and from school with them.

As I mentioned last week, I realize that all of this is a great deal of information to take in and process. The teachers have been working tirelessly to adjust and transition to this new way of teaching and learning. I ask that you please be patient as we all navigate this together. We are so excited to get things moving for all students! Please let me know if you have any questions or concerns.

Thank you,

Adam Zunic

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