

Jefferson Township High School

Expectations of Student Work and Behavior

Work- I strongly urge and recommend that students, whether you are learning at home or in school, stick to the same normal schedule. When working remotely, students should start their school work at around 7:30, have parents fill out the Google Attendance form before 8:00, and complete all your work for the day. It would be very beneficial for you to follow the same schedule as if you were in school.

Behavior- Please help us do everything we can to return to normalcy as soon as possible. This includes making good choices on distancing and wearing masks.

Further, please remember that different people have different feelings and sensitivities toward Covid-19. As with almost everything some people are more laid back and some people get more anxious and nervous. People's feelings and their perceptions are their reality. There are few absolutes in our world and it is not wrong to have the feelings that you have. But, Covid-19 is not something to joke around about because you do not know who you might be upsetting. Whereas, one person may think it is a funny thing to 'joke' about someone being absent or about someone coughing, sneezing, etc.; please make sure to take other people's feelings into consideration. Realize that this type of humor is inappropriate and could alienate some people and cause undue anxiety toward our school and their education. We need to maintain a safe learning environment for everyone here. As such, we cannot tolerate inappropriate jokes and behaviors.

Cohorts and Days- all students will be divided up into two cohorts. This will include any student whose family chooses for them to learn 100% virtually. The two cohorts will be designated as The Falcons Cohort and The Jefferson Cohort. For in-person learning, the The Falcon Cohort will be in attendance in the school building on Mondays and Thursdays. The Jefferson Cohort will be in attendance in the building on Tuesdays and Fridays. On Wednesdays, both cohorts will receive synchronous virtual learning for two hours (please see below) and asynchronous learning for three hours (this will maintain consistency with the 7:30-12:30 Early Dismissal Schedule).

In-Person Days

Masks- As per the Governor's recent guidelines and district procedures, masks **must be** worn at all times (bus stops, bus, entering building, inside building), with the exception of while eating snacks.

Student Drivers- All students who have driver's licenses, view Mrs. Nadler's slide presentation about driving and parking, and submit the Google Form (part of Mrs. Nadler's presentation) will be eligible to drive. This will be done on a rolling basis. That is, if you know you will be getting your license during the year, please view the presentation and submit the form **before** the deadline (it is okay if you do not currently have your license- we will save you a spot). **Please**

remember, when we eventually return to normal school days, **we will revert back** to our normal ways of distributing parking spaces (sorry we will no longer have enough for everyone).

Arrival- When students arrive at school, they will use one of three entrances that are designated specifically for them. All students parking in Lot B and all parent drop offs will enter the building by Lot B. Students that are dropped off by bus by the Freedom Gym will enter the building using either of the normal entrances (Freedom Gym or side of the building by the underclassmen cafeteria entrance. (**Note-** this is a slight change from the video). As students enter the building they will be screened by a staff member. This screen will be a **no contact** screen. Students will be looked over, asked questions, and walk through a kiosk with an infrared thermometer.

Isolation Rooms- If at any time during the day (including arrival) a student presents Covid-type symptoms, that student will report to one of our isolation rooms. The student will remain in the isolation room until one of his/her parents are contacted. The parents will need to come to the school, sign him/her out, and pick him/her up. While the student is in the Isolation Room, the student will be continuously monitored by a staff member (not necessarily the nurse). The nurse will be contacted and report to the student if the student is in need of care.

Lockers and Hallways- Lockers will not be used. Students will need to carry all materials to each class. Students will be allowed to carry backpacks. Hallways are marked with tape down the center. Students need to make sure they are walking on the right side of the halls and staircase. Students need to do their best to maintain social distancing in the hallways.

Classrooms- Due to lack of storage space, the HS did not remove extra desks from the classrooms. However, students **must sit** in designated desks. Desks that are not designated will be taped off. While in the classrooms, students and teachers will maintain social distancing as much as possible. Teachers will also be wearing masks. Teachers are allowed to assist students at their desks with work as needed.

Physical Education- Locker rooms will not be used. Students are asked to please wear comfortable clothing and sneakers each day. The PE teachers will design their lessons with the knowledge that students will not be able to change before or after class.

Sharing of Materials- Students will not be allowed to share materials at this time. This includes paper, pens/pencils etc. It also includes teacher-supplied materials such as in many of the electives. Administration and Supervisors are working with the teachers in order to ensure all classes can still meet curricular objectives. This could include each student being assigned their own materials from the teacher and having adequate space to store them in the classroom.

Schedules- At this time the High School **will not be** utilizing its Rotating/Drop block schedule. Instead, we will be using an "All Meet" schedule. Each student will have each class every day.

Snacks- An extra fifteen minutes has been built into period 4. During this time, students will be allowed to have a small, reasonable snack (fruit, chips, pretzels, crackers, etc). Students are reminded that they **cannot share**. Further, students need to wash their hands before and after eating. Obviously, students will need to remove masks during this time, but will need to replace them as soon as they are finished. Students are also asked to be mindful of possible allergens. All snacks must be brought in from home. **The cafeteria will not be open for purchasing snacks.**

Bathrooms- Bathrooms present a truly unique problem during this pandemic with approximately 500 students in the building each day. Bathrooms will be monitored. Only one student at a time will be allowed into the bathroom. Social distancing while waiting for the bathroom will be enforced.

Asynchronous Days

This is for students that are participating in in-person learning, but on the days in which they are not reporting to the building- Students will work at home in an asynchronous format. That is, teachers will assign work for students to complete. Students will get approximately 45 minutes of work per subject. Teachers will support students by having “Office Hours” (please see below) and by being available via email. If and when necessary, this work will be further supported during in-person learning days as well. All work that needs to be “handed-in” must be submitted by 9:00PM of the day it is due.

Office Hours:

Time	Available Teachers
12:45-1:00	English Language Arts
1:00-1:15	Mathematics/Computer Science
1:15-1:30	Sciences
1:30-1:45	Social Studies
1:45-2:00	ASL/French/Spanish
2:00-2:15	Family/Cons Sci, Technology, and Music
2:15-2:30	PE, Art, and Business

Virtual/Synchronous Wednesdays

On Wednesdays, both cohorts will meet with their teachers at the same time. This will be done using Google Meet according to the following schedule. Each meeting will be a little less than 30 minutes. Following the live meetings, students will complete asynchronous work. The total length of the workday will still be five hours (based on Early Dismissal times). It is important to note that students **will not** meet each of their teachers each Wednesday. Instead we will be

using an alternate week schedule- Periods 1-4 will meet weeks 1, 3, 5, 7...(odd numbered weeks). Periods 5-8 will meet weeks 2, 4, 6, 8...(even numbered weeks).

Students Learning 100% Virtually

We have made arrangements for students to be able to live stream with their normal classes for their virtual learning. Students will log on to a teacher's Google Meeting and attend the class virtually. Due to bandwidth concerns, students learning at home will not be able to have their cameras or audio on. They will be able to see and hear the classroom. If a student has a question, he/she will need to use the "Chat" feature. Teachers will answer it from there, or request the student to turn on their audio at that time. Teachers can share their screen with students at home if they need to. However, also due to bandwidth concerns, teachers should not share a video. For this, teachers should share the link to the video and students can view on their own. Attendance is mandatory. If a student is not present in the virtual classroom, he/she will be marked absent from that class period.

Attendance- While in the school building, attendance will be taken each period by the teacher as normal. On days where students are learning asynchronously from home, parents will submit a Google Form to their child(ren)'s homeroom teacher by 8:00 in the morning. This form will indicate that the student is available for learning for the day and as such the student will be marked present and will complete all assigned work that day. For students learning all virtually, please see that section above.

Health and Hygiene

Teachers will wipe down student desks in between periods. Cleaning supplies will be made available.