



Washington Township Public Schools

Eileen Abbott Central Administrative Offices

Curriculum Department

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October 9, 2020

Dear Middle and High School Parents:

The District will be adopting two plans of action as a next step to provide middle and high school students increased access to live synchronous learning. Plan 1 would provide for a phased-in approach to give remote students, which includes our fully remote and hybrid students when they are at home, access to live instruction with teachers during the AM portion of the day on Monday, Tuesday, Thursday, and Friday. In Plan 2 teachers will be available in the afternoon after student dismissal and their lunch period to provide one-hour live synchronous sessions for Cohort A/B and fully remote students on Monday, Tuesday, Thursday, and Friday.

These plans were reviewed and approved by our District *The Road Back: Curriculum, Instruction, and Scheduling Sub-committee*.

Given our 1:1 laptop environment, we can provide remote students live, synchronous learning access to our classrooms. **Beginning Monday, October 19, 2020, the District will be implementing these plans at the Secondary Level.**

Plan 1: Plan for Remote Student Access to Live Classroom Learning

- **Student Attendance:** Student attendance is mandatory for all students, including those who are in a remote and hybrid environment. Our middle and high school bell schedules are attached to this letter. Students will be expected to attend each class period daily per the bell schedule.
- Plan 1 significantly increases live, synchronous learning for our full remote and Cohort A/B students.
- Students will be expected to exhibit the same appropriate behavior as is required in our face to face classroom setting.
- Teachers determine the pace of implementation of each phase of remote student access to live classroom learning. Our Technology Integration Specialists will work directly with staff to provide advanced training, as needed.
 - Teachers with advanced experience using Microsoft Teams, Webex, or Schoology Conferences as an interactive teaching tool, may choose to proceed directly to Phase 2 or Phase 3 at any time.

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Excellence through Equity, Engagement, and Environment

- The teacher will communicate instructions and expectations to students if choosing to advance to the next phase of remote student access to live instruction.
- Remote students can use teacher office hours and afternoon live sessions to connect with their teachers interactively, ask questions, and gain any clarification on the day's lesson during each phase.

Phase 1: Classes held in our schools are synchronous. Remote students will log into their classes daily through Microsoft Teams, Webex, or Schoology.
<ul style="list-style-type: none"> • The format is similar to attending a webinar.
<ul style="list-style-type: none"> • Students must mute themselves upon entry into Microsoft Teams, Webex, or Schoology.
<ul style="list-style-type: none"> • Students will not turn on their video/camera or microphone during their live instruction.
<ul style="list-style-type: none"> • Students will not use the virtual chat feature.
<ul style="list-style-type: none"> • Students learning at home will be able to see and hear the lesson in this classroom.
<ul style="list-style-type: none"> • The status of this phase will be assessed by the classroom teacher to determine how quickly he/she can move students into the next phase.

Phase 2: Classes held in our schools are synchronous. Remote students will log into their classes daily through Microsoft Teams, Webex, or Schoology.
<ul style="list-style-type: none"> • Students will not be required to turn their cameras on but may if they so choose.
<ul style="list-style-type: none"> • Students who choose to enable their cameras must follow the school dress code.
<ul style="list-style-type: none"> • Instruction will occur on a two-way video only if the students choose to turn on their camera.
<ul style="list-style-type: none"> • The teacher will disable the virtual chat feature.
<ul style="list-style-type: none"> • Once teachers are comfortable with Phase 2, they may move to Phase 3.

Phase 3: Classes held at our schools are synchronous. Remote students will log into their classes daily through Microsoft Teams, Webex, or Schoology.
<ul style="list-style-type: none"> • These sessions are fully interactive with video and audio.
<ul style="list-style-type: none"> • Students will not be required to turn their cameras on and unmute but may if they choose.
<ul style="list-style-type: none"> • Students who choose to enable their cameras must follow the school dress code.
<ul style="list-style-type: none"> • Students can use the chat feature at the discretion of the teacher.
<ul style="list-style-type: none"> • These features will be implemented in an ongoing manner to provide remote students with the opportunities for live virtual learning with teachers, small group work, and student-to-student interaction.

Plan 2: One-Hour Afternoon Sessions to Begin on Monday, October 19, 2020

Teachers will be available in the afternoon after student dismissal and their lunch period to provide one-hour live synchronous sessions for students during Cohort A and B Days:

- **What do these live synchronous sessions look like?**
 - Teachers can use this time to clarify content from the lesson presented in the morning for the scheduled period.
 - This may be in the form of live sessions to reteach key concepts, target specific student questions, or engage students in small group discussions about learning activities.
 - These one-hour sessions do not count for student attendance missed in the morning. It is specifically designed for the elements described in the above bullet.

We are confident these plans of action will provide for the needs of our remote students moving forward in a manner that works very well with our teaching staff. We wish you and your family the very best as we work together during these challenging times.

Thank you very much.



Jack McGee
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Middle School Schedule

Live Session	Cohorts A/C	Cohorts A/C	All Cohorts	Cohorts B/C	Cohorts B/C
	Monday	Tuesday	Wednesday	Thursday	Friday
8:13-9:13	1: In-Person	5: In-Person	Remote Wednesday	1: In-Person	5: In-Person
9:16-10:16	2: In-Person	6: In-Person		2: In-Person	6: In-Person
10:19-11:19	3: In-Person	7: In-Person		3: In-Person	7: In-Person
11:22-12:22	4: In-Person	8: In-Person		4: In-Person	8: In-Person

High School Schedule

Live Session	Cohorts A/C	Cohorts A/C	All Cohorts	Cohorts B/C	Cohorts B/C
	Monday	Tuesday	Wednesday	Thursday	Friday
7:20-8:25	1: In-Person	6: In-Person	Remote Wednesday	1: In-Person	6: In-Person
8:30-9:30	2: In-Person	7: In-Person		2: In-Person	7: In-Person
9:35-10:35	3: In-Person	8: In-Person		3: In-Person	8: In-Person
10:40-11:40	4: In-Person	9: In-Person		4: In-Person	9: In-Person