

HOPEWELL CREST SCHOOL

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Hopewellcrest.org

MRS. MEGHAN E. LAMMERSEN
Superintendent

MR. JOHN OGBIN
Vice Principal/Curriculum Coordinator

8/26/2020

Dear Parents/Guardians,

Welcome to the 2020-2021 school year. While this is a very different start to the school year, we are primed and ready to kick off an exciting year. As announced, we are beginning the year virtually until October 12th, we plan to begin In-Person instruction on October 13th. While we do not anticipate that date changing, we will be in contact if it does. We know that starting the year off virtually will be difficult, but just as in the spring we are here to make it go as smoothly as possible. All students will be learning virtually. Below are some procedural details and answers to questions that you may have as we move forward with our virtual learning plan until October 13th.

Chromebook/Material Pick up

We will be conducting Chromebook and Material pick up for the school year. At the locations and dates listed below. Please note that you will have to go to two separate locations to pick up materials and Chromebook. We understand that this may be an inconvenience, but it is necessary to keep counts of material and Chromebook inventory. If you do not need a Chromebook, you do not have to wait for one; you may pick up your materials and go.

Material Pick up Locations

- Monday – August 31st – 4pm to 6pm
 - 4th Grade – Gym doors parking lot
 - 5th Grade – Gym doors parking lot
 - 6th Grade – West End Parking lot
 - 7th Grade – Front of The School
 - 8th Grade – East End Parking lot
- Tuesday – September 1st – 4pm to 6pm
 - Pre-K – West End Doors
 - Kindergarten – West End Doors
 - 1st Grade – Front of School
 - 2nd Grade – Gym doors parking lot
 - 3rd Grade – East End Parking Lot
- **All Chromebook Pick ups will be in the back of the school in the new parking lot behind the cafeteria.**

*If you are not able to make one of the times listed above please contact the main office to make alternate arrangements.

Devices

The best devices to work with are desktop computers, laptop computers, and Chromebooks. We do not recommend using an iPad or tablet to submit assignments through 365 TEAMS. These devices may work for students in PreK and Kindergarten. Although we have a large number of Chromebooks, we are asking that if you have a Chromebook, Laptop, or Desktop Computer at home that your child can use please use it. Please visit www.hopewellcrest.org and complete the Hopewell Crest School Chromebook Agreement. This will be required for every student who uses a school issued Chromebook. If this agreement is not complete, we will not issue a Chromebook under any circumstance. A separate agreement needs to be signed for every student. If you have multiple children do not list them on the same agreement.

Online Expectations

- Online Expectations
 - Students are expected to be online and follow the schedules below.
 - Teachers will introduce material, instruct, and utilize guided instruction during the “teaching periods” in the beginning of the day and have small group or individual meetings during the afternoon. Please know that although the afternoon time is not as structured as the morning, teachers will be online meeting with students. During this time teachers will perform iReady data chats, small reading groups, have writing meetings, focus on Math concepts, etc.
 - Teaching periods will be like a classroom setting with the Teacher teaching in a classroom in front of the computer. Students will be logged in and participating in class. We will be using Zoom meetings through Office 365 as our meeting place. This setting will be a bit different for Pre-K and Kindergarten. Those teachers will be reaching out about their direction.
 - Classroom expectations
 - The virtual classroom is like a normal classroom. School expectations will be the same as if children were in school
 - The TEAMS chat function is not for student to student contact. It will only be used for Teacher to Student contact. Failure to follow this will result in disciplinary action.
 - Student Materials – Students are responsible for keeping their materials accessible during teaching times and transporting them back and forth to school during In Person instruction.
 - School Issued Chromebooks – A Chromebook Agreement Handbook will be posted to the school website. Please read the agreement.
 - Students are expected to log in each day by 8:00 am. Not logging in all day will count as an absence. Logging in late will be considered a lateness. Middle School Students are expected to log into each class on time.

Elementary Daily Schedule **Pre K Teachers will be contacting families individually about their schedules

COVID Elementary – Virtual 2020-2021

| Period | Grade - K | Grade - 1 | Grade - 2 | Grade - 3 | Grade - 4 | Grade - 5 |
|----------------------|--|--|---|--|--|---|
| 1st | Schedule determined by teacher | Schedule determined by teacher | 8:00 – 8:45 Language Arts (Teaching – Guided Practice Period) | 8:00 – 8:45 Language Arts (Teaching – Guided Practice Period) | 8:00 – 8:45 Language Arts (Teaching – Guided Practice Period) | 8:00 – 8:45 Language Arts (Teaching – Guided Practice Period) |
| 2nd | Schedule determined by teacher | Schedule determined by teacher | 8:50 – 9:35 Math (Teaching – Guided Practice Period) | 8:50 – 9:35 Math (Teaching – Guided Practice Period) | 8:50 – 9:35 Math (Teaching – Guided Practice Period) | 8:50 – 9:35 Math (Teaching – Guided Practice Period) |
| 3rd 9:40 – 10:15 | B-Art G-Music R-PE/Health Y-Library O-Spanish | B-Music G-Art R-Spanish Y- PE/Health O- STEAM | B-STEAM G- PE/Health R-Art Y-Music O-Spanish - Rizzo | B-PE/Health G-STEAM R-Spanish - Rizzo Y-Art O-Music | 9:40 – 10:20 SS/SCI (Teaching – Guided Practice Period) | 9:40 – 10:20 SS/SCI (Teaching – Guided Practice Period) |
| 4th 10:25 – 11:00 | Schedule determined by teacher | Schedule determined by teacher | iReady | iReady | B-Art G-PE/Health R-Music Y-Spanish O-STEAM | B- Music G- Art R-PE/Health Y- Internet Safety O-Spanish |
| 5th 11:00 – 11:30 | Schedule determined by teacher | Schedule determined by teacher | SS/Sci | SS/Sci | iReady | iReady |
| 6th 11:30 – 12:00 | Lunch | Lunch | Lunch | Lunch | Lunch | Lunch |
| 7th | 12:05 – 2:05 Student Check Ins <ul style="list-style-type: none"> • This is a time to check in with students to check for understanding • Small Group reading • Readdressing a lesson • Completed assignments etc. • Times can be mandatory for whole class instruction as determined by the teacher | | | | | |
| 8th | | | | | | |
| 9th | | | | | | |

Middle School Daily Schedule

COVID Middle -Virtual 2020-2021

| Period | 6 th | 7 th | 8 th |
|----------------------------------|---|--|---|
| 1 st 8:00 – 8:45 | Math | SS | LAL |
| 2 nd 8:50 – 9:30 | LAL | Spanish MP 1&2 Students Tech Lab MP1&2 Students | Math |
| 3 rd 9:35 – 10:15 | SS | Math | SCI |
| 4 th 10:20 – 11:00 | SCI | LAL | SS |
| 5 th 11:00 – 11:45 | Lunch | SCI | Spanish MP 1&2 Students Tech Lab MP1&2 Students |
| 6 th 11:45 – 12:15 | Spanish MP 1&2 Students Tech Lab MP1&2 Students | B-PE/Health G-Performing Arts R- Art Y-Financial Literacy O-PE | B- Financial Literacy G- Art R- PE/Health Y - PE O- Performing Arts |
| 7 th 12:15 – 12:45 | B-Art G-PE/Health R- Performing Arts Y- Financial Literacy O-PE | Lunch | Lunch |
| 8 th | 12:50 – 2:00 Office Hours <ul style="list-style-type: none"> • This is a time to check in with students to check for understanding • Small Group lessons • Readdressing a lesson • Completed assignments etc. • Times can be mandatory for whole class instruction as determined by the teacher • Given the number of teachers in Middle School meeting timing must be flexible. | | |
| 9 th | | | |

If you have not heard from your child’s homeroom teacher and have not logged on to the OnCourse connect parent portal to find out your child’s homeroom teacher, please contact the main office for that information. If you have any questions please reach out to your child’s teacher(s), the Child Study Team, our guidance counselor, the main office, or an administrator and we will help you. Your concerns are important to us. Thank you for your patience and we will see you soon.

Sincerely,

The Hopewell Crest School Administrative Team