



ELLICOTTVILLE

Central School

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Full Remote Day Guidelines

Effective December 15, 2020

ECS students in grades 7-12 on the hybrid model should follow these guidelines while studying at home during full remote days. These guidelines are exclusive of the instructional plan in place for long-term full remote students, and are meant to assist students and teachers on the hybrid model while we experience unexpected intermittent remote days.

1. To the greatest extent possible, ECS teachers will be holding virtual Teams meetings during normally scheduled class times to provide synchronous instruction (students learning with their teacher in real time). Students should have their typical “bell schedule” available and check Teams/Schoology for up to date information on virtual lessons at the same time they would have been in class for in-person instruction. A copy of class times is included in this memo for reference. Typical virtual lessons will run approx. 30 minutes.
2. In the event of short term campus closure (1 or 2 days), teachers will typically be expecting only students who would have been on campus to log in to sessions. In the event of extended full remote sessions (3+ days), ALL students should log-in to receive instruction, regardless of cohort.
3. Full remote Wednesdays will continue to be FLEX-style, meaning classes will not be held pursuant to the standard bell schedule. Students should continue to check Teams/Schoology for office hours, review sessions and other manners in which to connect with ECS faculty.
4. Students have two options to be marked ‘present’ for each lesson under this model: (a) log in to virtual instructional sessions and actively participate in the lesson, OR communicate a hardship preventing virtual attendance (e.g., poor internet service, medical appointment, etc.). Students failing to log in to virtual instruction and failing to communicate with their teacher will be marked absent for the class.
5. ECS teachers reserve the right to offer pre-recorded and paper-based asynchronous instruction, while using synchronous scheduled time on full-remote days for review and guided practice.

6. To the greatest extent possible, ECS will try not to adjust the cohort calendar while experiencing intermittent full remote days. We are expecting the remote lessons offered virtually on such days to represent the instruction for the day. We will continue to follow the originally scheduled rotation of cohorts/days upon return to campus. Switching this calendar too frequently would otherwise cause confusion and difficulty with lesson planning. Students experiencing hardship accessing virtual instruction while at home should heavily consider attending campus on FLEX Wednesdays (when available) to catch up with ECS faculty members.
7. In the event of a long-term campus closure where all students will be required to learn remotely, this schedule may be merged with the long-term full-remote model to simplify teaching and learning while increasing efficiency and stewardship of resources.

SPECIAL INSTRUCTIONS FOR GRADE 6 STUDENTS, ONLY

On full remote days, Grade 6 will follow a modified bell schedule, including a mix of virtual and asynchronous learning.

GRADE 6 students should check their ECS email accounts by 8:00 AM to review the schedule and expectations for the day. These expectations may include directions to work on previously assigned work and/or to attend synchronous, virtual sessions with your teachers. Each day may be a little different based on the lesson plans for the day.

Typical Remote Day GRADE 6 Schedule:

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|-----------------|---|
| 8:00 AM | Check ECS email for expectations for the day |
| 8:30 AM | Virtual Advisory Period (a good morning check-in with your HR teacher and peers)

ELA Lesson for the Day |
| 10:00 AM | Virtual Math Lesson for the Day w. Mrs. Sexton |
| 11:00 AM | Virtual Social Studies Lesson for the Day w. Mrs. Palmatier |
| 1:00 PM | Virtual Science Lesson for the Day w. Miss Cole |

Exploratory subjects such as Health, Art, PE, and Music should follow the asynchronous model (meaning students should work on other long range projects and assignments) during remote days. More information will be shared in email format in the event of extended school closures.

Please bear in mind these schedules are meant as a guide for unexpected campus closures. These schedules are not to be confused with the full remote instructional schedule in place for families who have chosen this model long-term. Please contact Mr. Ploetz at (716) 699-2316 x1401 or eploetz@ecsny.org if you have any questions.