



September 15, 2020

Dear Harrison Families,

Just a reminder that the deadline to choose between face to face classes or remote instruction is this Sunday, September 20. Please click [here](#) to make your selection. To help parents make this decision, our school district is continuing to update resources. Below are items of information for you to review as we look ahead to the high school tentative return date set for Thursday, November 5.

- Reminder that CCSD has posted a FAQ link at the Cobb Learning Everywhere site which will answer questions for daily cleaning procedures for our offices, clinic, restrooms, café, classrooms, buses, and other areas on our campus. Information for the instructional day is also located at this link: <https://www.cobblearningeverywhere.com/faqs/>.
- Reminder to continue checking CCSD's reopening plan which can be found at <https://www.cobblearningeverywhere.com/>. This website has several tabs where many of your questions can be answered, so I would encourage you to continue to check the page for updates.
- Our school district has purchased PPE equipment and cleaning supplies that will be delivered to schools in the coming days/weeks. The supplies are not unlimited, but they are things like hand sanitizer and stations, masks, alcohol wipes, etc...
- Our school district has also provided new signage that has already been placed at entry points and various locations in the building. Additional safety signage will be posted in individual classrooms as well. The signage reminds students and staff of health and safety precautions.
- Just as busses will have assigned seats for students, we will need seating charts in classrooms once our students return for face to face instruction. This process will assist with contact tracing. Group work and sharing of materials will be minimized as much as possible.
- Wednesdays are still instructional support days as detailed in our virtual learning plan. All employees (except custodians) will work remotely on Wednesdays so the building can be "deep" cleaned.
- Please see Harrison's adjusted bell schedule below. This schedule will begin on November 5. We have increased transition time between classes for cleaning and added a fifth lunch to allow for students to spread out more.

## Fall 2020 Bell Schedule – Mon./Tues./Thur./Fri.

**Warning bell 8:15**

**1<sup>st</sup> Period 8:20 – 9:50**

**2<sup>nd</sup> Period 9:57 – 11:27**

**3<sup>rd</sup> Period 11:34 – 1:53**

**A 11:34 – 11:59**

**B 12:03 – 12:28**

**C 12:32 – 12:57**

**D 1:01 – 1:26**

**E 1:30 – 1:53**

**4<sup>th</sup> Period 2:00-3:30**



*A lunch students to return to class by 12:03.*

*B lunch students released at 11:59 to lunch; return to class by 12:32.*

*C lunch students released at 12:28 to lunch; return to class by 1:01.*

*D lunch students released at 12:57 to lunch; return to class by 1:30.*

*E lunch students released at 1:26 to lunch and dismissed at 1:53 to 4<sup>th</sup> period.*

- Please see Harrison’s updated virtual learning plan below. The “Classroom Structure” section defines the basic elements of how a teacher’s classroom will work while teaching students both face to face as well as virtual.

<p><b>Harrison High School Face-to-Face &amp; Virtual Learning Plan</b></p>	<p><b>Wednesday (Instructional Support Day)</b> *All students work from home on Wednesdays</p>	
<p>Monday, Tuesday, Thursday, Friday</p> <p>8:20-9:50 1<sup>st</sup> Block 9:57-11:27 2<sup>nd</sup> Block 11:34-1:53 3<sup>rd</sup> Block 11:34-11:59 A Lunch 12:03-12:28 B Lunch 12:32-12:57 C Lunch 1:01-1:26 D Lunch 1:30-1:53 E Lunch 2:00-3:30 4<sup>th</sup> Block</p> <p></p> <p><small>*Lunch assigned by 3<sup>rd</sup> block class- virtual and face-to-face students will eat lunch simultaneously</small></p>	<p>8:00-10:30 Teacher Planning (teachers unavailable)</p> <p>10:30-12:30 Teacher Office Hours: independent check-ins, emails, teachers available for students by appointment, small group tutoring by appointment, etc...</p> <p>12:30-3:30 Student Support: teachers support students in the areas of IEP’s, 504’s, RTI, ELL, and other small group settings, etc...</p> <p><small>*The Instructional Support Day is designed to allow students independent time to complete assignments and allow teachers to work with individual and small groups of students to meet individualized instructional needs. Teachers will communicate with families when students are scheduled to work on a Wednesday with their teacher.</small></p>	
	<p><b>Classroom Structure:</b></p> <p><b>All students, both face-to-face and remote, will engage with teachers each class period. Individual teachers will communicate with remote students at the end of live sessions each period the expected independent remote assignments. Face to face students will continue assignments and activities in the physical classroom. Attendance is taken every class in both environments.</b></p> <p><small>Click here for CTLS Student Link. Click here for CTLS Parent Link.</small></p>	
<p><b>Administrative Support Staff</b></p> <p><a href="mailto:Ashlynn.Campbell@cobbk12.org">Ashlynn.Campbell@cobbk12.org</a> (Principal) <a href="mailto:Lucia.Poole@cobbk12.org">Lucia.Poole@cobbk12.org</a> (A-CI) <a href="mailto:Christi.Osborne@cobbk12.org">Christi.Osborne@cobbk12.org</a> (Cm-G) <a href="mailto:Mandy.Sitten@cobbk12.org">Mandy.Sitten@cobbk12.org</a> (H-L) <a href="mailto:Robert.Figueroa@cobbk12.org">Robert.Figueroa@cobbk12.org</a> (M-R) <a href="mailto:Josh.Hawk@cobbk12.org">Josh.Hawk@cobbk12.org</a> (S-Z)</p>	<p><b>School Counseling Support</b></p> <p><a href="#">Link to School Counseling Webpage</a></p> <p><small>Your school counselors are here to support you! Counselors will be conducting classroom lessons, providing academic support, assisting with college/career/scholarship planning, and addressing social-emotional needs – with both face-to-face and remote learners.</small></p>	<p><b>Counseling Support Staff</b></p> <p><a href="mailto:Ajaye.Schmit@cobbk12.org">Ajaye.Schmit@cobbk12.org</a> (A-CI) <a href="mailto:Gillian.Moody@cobbk12.org">Gillian.Moody@cobbk12.org</a> (Cm-G) <a href="mailto:Tamara.Campbell@cobbk12.org">Tamara.Campbell@cobbk12.org</a> (H-L) <a href="mailto:Jason.Evans@cobbk12.org">Jason.Evans@cobbk12.org</a> (M-R) <a href="mailto:Katelyn.Hoptroff@cobbk12.org">Katelyn.Hoptroff@cobbk12.org</a> (S-Z)</p>

- Every teacher will receive a blue tooth microphone and camera to use with the new interactive flat panels that were installed this summer. These two items are integral as teachers balance face to face and remote instruction.
- Social distancing is not 100% possible in classrooms, hallways, or the cafeteria. To the greatest extent possible, we will have procedures in place to mitigate high traffic areas where students typically congregate.

Please know that our primary focus when students return will be how do we create the healthiest and safest learning environment possible for our students and staff. For families who choose in-person instruction, we want to make sure that we are taking every precaution not only when it comes to cleaning surfaces in the building, but also rethinking the logistics of how Harrison has operated on a day to day basis in the past.

Also, we recognize that our 9th graders as well as families that are new to Harrison, never had the opportunity to walk the building prior to the start of the school year. Before November 5, we are planning to have an opportunity where 9th grade/new students will be able to make sure they know where their classes are located. More information is forthcoming.

Finally, as we begin week five of virtual learning, please continue to monitor your student's progress so he/she is staying engaged with the learning process and prepared for class every day. Please stay in contact with your student's teachers and remember that our counselors serve as a great resource as well. Please do not hesitate to reach out to our staff to make sure your student is progressing academically.

Sincerely,

Ashlynn Campbell

Principal