

September 13, 2020

Dear Lassiter Families,

Hope everyone had a restful and relaxing weekend! As a reminder, the deadline for parents to select whether your child(ren) will return to in-person classes or continue in remote learning is September 20. To help parents make this decision, please make sure that you have read the District's reopening plan, which can be found at <https://www.cobblearningeverywhere.com/>. The website has a lot of different tabs where many of your questions can be answered, so I would encourage you to continue to check the page for updates as well as the frequently asked questions section, which is updated periodically - <https://www.cobblearningeverywhere.com/faqs/>.

Bell Schedule

As we prepare for students to tentatively return to Lassiter on Thursday, November 5, we spent last week building the bell schedule and defining with our staff the basic elements of how a teacher's classroom would work while teaching students both face to face as well as virtual. Below is the guide that we will use as we accommodate both groups of learners tentatively on November 5. A printable version is attached to this correspondence.

 <p>Face to Face and Remote Learning Plan</p> <p>https://www.lassiterhigh.org</p>	<p>Monday, Tuesday*, Thursday, Friday</p> <p>8:20-9:18 -----1st Period 9:26-10:20 -----2nd Period 10:28-11:22 -----3rd Period 11:30-12:24 -----4th Period 12:32-1:26 -----5th Period 1:34-2:28 -----6th Period 2:36-3:30 -----7th Period</p> <p>Student Lunch period is listed on your schedule in ParentVue/StudentVue</p> <p>*Homerooms will meet on Tuesdays as needed. See Tuesday Schedule below.</p>	<p>Wednesday (Instructional Support Day)</p> <ul style="list-style-type: none">• Teacher Planning (teachers are unavailable) – 8:00 – 10:30• Teacher Virtual Office Hours (students need appt.) - Individual Check ins, make up work, ELL, Supportive Services, etc...-10:30-12:30• Structured group study (teachers will communicate specifics) – 12:30-1:30• Virtual Office Hours (students need appt.) & Parent Meetings Scheduled through Counseling – 2:00-3:30 <p>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 your student is scheduled to work with the teacher.</p>
<p>Class Structure</p> <p>All students, both face to face and remote, will engage with teachers at the beginning of 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.</p> <p>Attendance is taken every class period in both environments.</p>	<p>Tuesday Bell Schedule</p> <p>(as needed, communicated by 1st period teacher)</p> <p>8:20-9:12 -----1st Period 9:20-9:30 -----Homeroom 9:38-10:30 -----2nd Period 10:38-11:30 -----3rd Period 11:38-12:30 -----4th Period 12:38-1:30 -----5th Period 1:38-2:30 -----6th Period 2:38-3:30 -----7th Period</p>	<p>School Counseling Support</p> <p>https://lassitercounseling.wixsite.com/lhscounseling</p> <p>Counselors are available for you! Counselors will be conducting classroom lessons, offering academic support, assisting students with college/career/ scholarship planning and addressing social/emotional needs.</p> <p>Counselors Assigned by Last Name: Lindsey.Johnson@cobk12.org – A-C Brittany.Hughes@cobk12.org – D-H Ann.Rives@cobk12.org – I-M Misty.Hawk@cobk12.org – N-Sr Elizabeth.Clark@cobk12.org – St-Z</p>
<p>Main Office 678-494-7863</p>	<p>Counseling Office 678-494-7866</p>	<p>Attendance Office 678-494-7871</p>

- We developed a new bell schedule with extended time between classes but the bell schedule for all students will be from 8:20 until 3:30.
- We will utilize seating charts once students return face to face. If we need to contact trace, having a seating chart that we can pull will help us facilitate the contract tracing process.
- Every teacher will receive a Bluetooth microphone and a camera to mount for the Recordex board. This will help facilitate instruction for students in the virtual option.

- Laptops in our building have been distributed throughout the county. The District is encouraging students to bring a device to school daily.
- The District has purchased PPE for teachers and cleaning supplies. The District provided schools signage to be placed throughout the building reminding students of health and safety precautions.
- We will minimize group work and sharing of materials as much as possible.
- Wednesdays are still instructional support days as outlined in our one pager. However, all employees except custodians will work remotely on Wednesdays so the building can be “deep” cleaned.
- 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.

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 Lassiter has operated on a day to day basis in the past.

9th Graders/Students New to Lassiter

We recognize that our 9th graders as well as families that are new to Lassiter never had the opportunity to walk the building prior to the start of the school year. We are planning to have an opportunity where 9th grade/new students will be able before November 5 to make sure they know where their classes are located.

12th Grade

We met with our graduation vendor, Herff-Jones, a couple of times last week. Our senior sponsors will begin communicating senior events as well as cap/gown information soon. The District typically sets our graduation day and time in November.

Parking

Parking information has been updated on our website to accommodate seniors and juniors who have selected the face to face option - <https://sites.google.com/view/lassiter-parking>

Closing

As we begin week 5 of virtual learning, please make sure that you are progress monitoring your student’s progress with virtual learning. Stay in contact with child’s teachers, make sure they are actively engaged in the learning process, and that they are organized and prepared for class every day. Our counselors serve as a great resource to you and your children, please do not hesitate to reach out to our staff to make sure your student is progressing academically.

Sincerely,

Chris Richie
Principal

