



# East High School

**Hyflex Model**  
**October 26, 2020**

# Hyflex model begins on Monday, October 26th

Group/Cohort	Monday	Tuesday	Wednesday	Thursday	Friday
<b>A</b> A-L	Hybrid In person	Hybrid In person	8:00am Ally Homeroom	Hybrid In home	Hybrid In home
<b>B</b> M-Z	Hybrid In home	Hybrid In home	8:00am Ally Homeroom	Hybrid In person	Hybrid In person
<b>C</b> ELL Students	Hybrid In person	Hybrid In person	8:00am Ally Homeroom	Hybrid In person	Hybrid In person
<b>D</b> 15-1, 12-1, 8-1 classes	Hybrid In person	Hybrid In person	Hybrid In person	Hybrid In person	Hybrid In person
<b>E</b> Fully remote	Remote	Remote	8:00am Ally Homeroom	Remote	Remote

# Instruction

- All learners will meet synchronously to start each class
- Flexible/customized instruction and engagement based on student and curricular needs
  - Synchronous, asynchronous, and independent learning
- Greater opportunities for all students to interact with classmates and their teacher



# District Reset, Relaunch, Return

[Instructional  
Information](#)

[FAQ LINK](#)

# Bell Schedule

## Monday/Tuesday & Thursday/Friday

Period 1 - 7:45 - 8:29

Period 2 - 8:36 - 9:16

Period 3 - 9:23 - 10:03

Period 4 - 10:10 - 10:50

Period 5 - 10:57 - 11:37

Period 6 - 11:44 - 12:24

Period 7 - 12:31 - 1:11

Period 8 - 1:18 - 1:58

Period 9 - 2:05 - 2:45

## Wednesday

**Ally Homeroom - 8:00 am**

Followed by asynchronous and/or  
independent learning

# Daily Health Screenings

- Parent must log into WITS each morning to complete the Daily COVID-19 Health Screen Questionnaire for each child
  - click on your child's picture
  - answer the questions
  - hit "submit" when complete
  - **Must be completed Monday - Friday**
- Observe for symptoms
- Stay home if any symptoms are present

*Temperature screening using a thermal scanner upon entry to the school building*

# Protocol for In person Learning

- Physical distancing
  - All desks have been spaced at 6'
- Movement through the building
  - One way stairwells
  - Clockwise movement on 2nd and 3rd floors
  - Markings within two way hallways





# Face Covering Required

- East Community protecting one another
- Properly fitting, covering nose and mouth
- Bandanas, gaiters, and vented masks WILL NOT be permitted
- Worn at ALL times while on school property



# Procedures & Protocol

- Hand sanitizer stations installed – *each classroom equipped with sanitizer at each entry with wall units installed throughout the building*
- Signage throughout the building
- Optional Mask Breaks
  - 5 minutes at start of periods 3-8 – only as directed with distancing in place

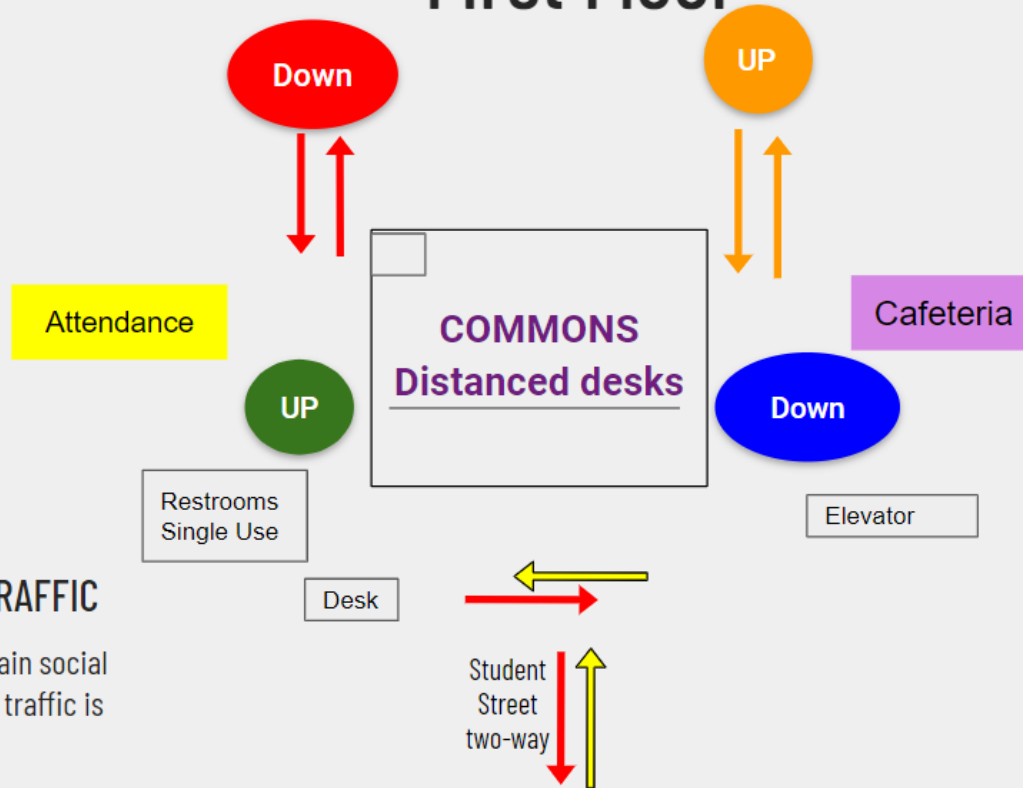


## New Traffic Patterns

# First Floor

## STAIRWELLS

Green & Orange = UP  
Blue & Red = DOWN



## FIRST FLOOR TRAFFIC

Students will maintain social distance - Two way traffic is permitted

## COMMONS TRAFFIC

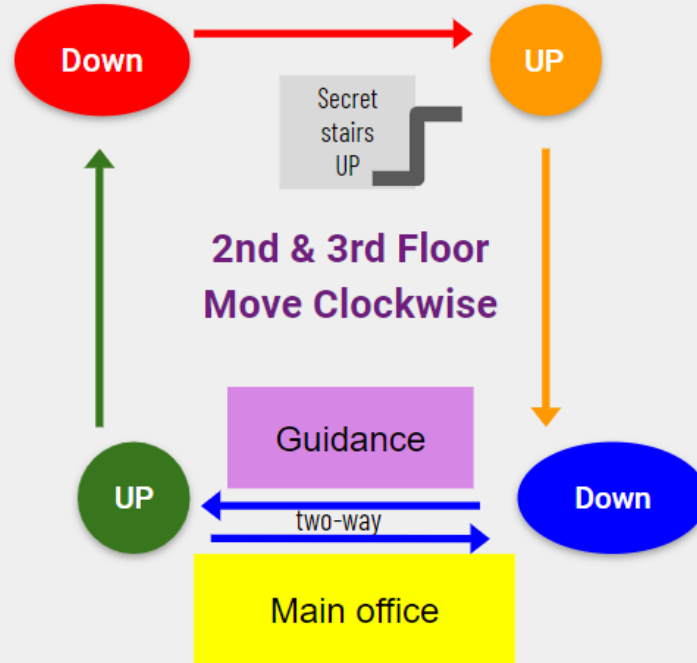
Walk areas have been established - move to the path to avoid contact with others.

## New Traffic Patterns

# 2nd & 3rd Floors

### 2nd & 3rd FLOORS

Students will maintain distance and move in a clockwise pattern only.....



Follow the arrows & use markings to wait in lines

Stairwells are one way

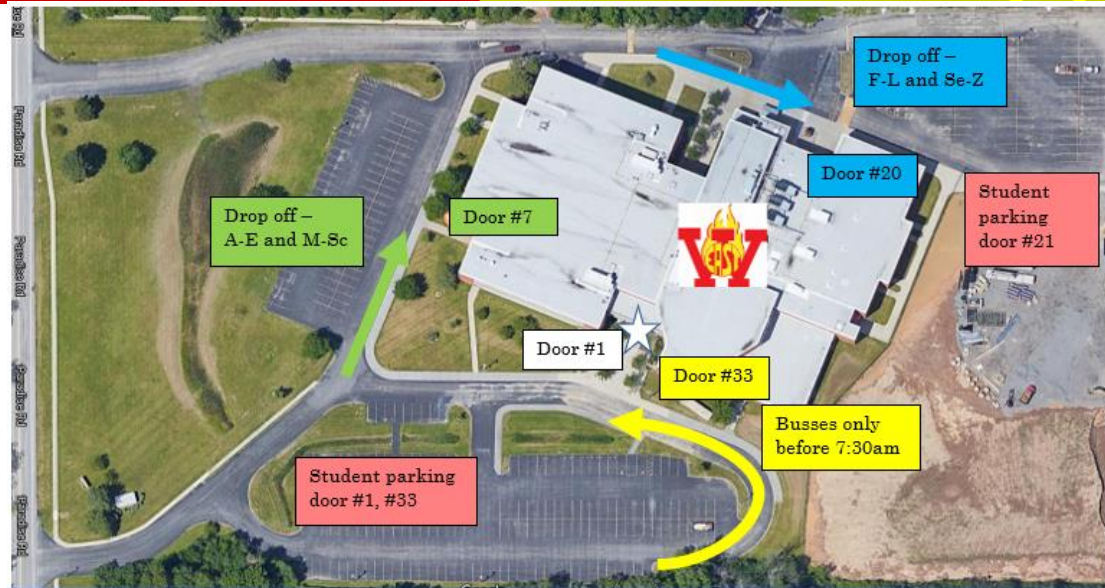
# Morning Arrival

- What happens when I arrive to East before 7:30am?

- Students arriving by bus – enter door 1
  - Assigned seat in Auditorium
- Student drivers – enter door 1 or 20 or 16
- Parent drop off – enter door 7 or door 20

- Drop off according to last name:
  - Door #7 – A-E and M-Sc
    - Assigned seat in the commons
  - Door #20 – F-L and Se-Z
    - Assigned seat in the gym

# Morning Arrival



## East High School Arrival Procedures

Students arriving by bus	Door #33
Student drivers	Door #1, #33 or #20
Drop off	Door #7 - A-E and M-Sc Door #20 - F-L and Se-Z
Students arriving during the day	Door #1



# Free Periods

>>> A-E & M-Sc  
COMMONS

>>> F-L & Se-Z  
GYM

- Lunch may be purchased in the cafeteria
- **Assigned seats in designated location**
- Masks are removed only while seated and eating
- **Desks may not be moved - they are spaced according to the established guidelines**
- Remain in your seat for the entire period
- **Library will be by sign up only**



# **Cleaning & Disinfecting**

- Daily cleaning and disinfecting procedures every evening
- Eating surfaces disinfected between periods
- Shared items and classroom desks wiped as needed during the school day

# Dismissal

- Staggered release of students
  - 1st floor released at 2:40
  - 2nd floor at 2:43
  - 3rd floor at 2:46
- All exit the building immediately to transportation home
- All stairwells will be down

# Bus Transportation

- Maximum occupancy of 24
- Once a bus is at the max
  - Morning - discontinue pick up and head to East
  - Parents notified of delay as the bus returns to pick up the remainder of that route
  - Afternoon - the first 24 on only, any other passengers will await a second bus pick up

# Health Office

- Dedicated entrance for well visits and routine needs
- Symptom check prior to entry
- Isolation room for symptomatic individuals
  - Sent home with DOH guidance for testing

# Attendance Office

- New transaction window
- WITS parent email accepted for absence, tardy or early release notes
- Phone calls made to verify absences or failure to log into remote classes
- Parents use WITS attendance verification screen

# Attendance

- Attendance on your at home days...
  - Attend each class – just as if you are in person
  - Follow the directives of the teacher
- If you are remote learning and need to miss a class for illness or appointment–
  - your parent must email a note using their parent wits account to Mrs. Brooks and Mrs. Castellana
- Be sure to stay home when you are experiencing symptoms

# **Suspected or confirmed COVID-19 case**

- Immediate communication with District Nurse Practitioner and DOH
- Follow the detailed guidance to maintain continued safety of all
- Follow guidance on return procedures

# Visitor Protocol

This includes parents

- Is your visit essential?
- Do you have a scheduled appointment?

- Ring buzzer
- State your name and purpose of visit
- Material drop off? Staff will meet you outside
- Report to Welcome Desk to complete the COVID-19 Health Questionnaire, temperature screening, and sanitize
- Wear appropriate face covering at all times
- Adhere to physical distancing markings and guidelines

The background of the entire image is a dark, black space filled with numerous small, glowing orange and red sparks. These sparks are scattered throughout, with a higher concentration of sparks forming a bright, dense cluster in the bottom right corner, suggesting a fire or explosion. The sparks vary in size and brightness, creating a dynamic and textured effect.

*A Great flame follows a little spark*

*-Dante*

*We look forward to seeing our  
students soon!*

# **East High School Admin Talks**

## **October 2020**



# COMMUNITY

**We are a community!**

- We care about each other and we are glad to be back
- Be vigilant to keep us in the building by adhering to all of the essential protective factors
  - Physical distancing
  - Wearing a mask
  - Washing our hands and/or sanitizing hands

- **Physical Distancing** - especially during passing time
- **Wear your Mask**
- **Wash your hands and/or sanitize**

# Face Covering Required

- East Community protecting one another
- Properly fitting, covering nose and mouth
- Bandanas, gaiters, and vented masks WILL NOT be permitted
- Worn at ALL times while on school property



# Health Office

- Dedicated entrance for well visits and routine needs
- Symptom check prior to entry
- Isolation room for symptomatic individuals
  - Sent home with DOH guidance for testing

- Fever/Chills
- Cough
- Trouble Breathing
- Muscle/Body Aches
- Headache
- Sore Throat
- Congestion/Runny Nose
- Nausea/Vomiting



# New Traffic Patterns

- Movement through the building
  - One way stairwells
  - Clockwise movement on 2nd and 3rd floors
  - Markings within two way hallways

# New Bell Schedule

## BELL SCHEDULE

Monday/Tuesday & Thursday/Friday

Period 1 - 7:45 - 8:29

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Period 5 - 10:57 - 11:37

Period 6 - 11:44 - 12:24

Period 7 - 12:31 - 1:11

Period 8 - 1:18 - 1:58

Period 9 - 2:05 - 2:45

- Passing time has increased to allow teachers time to join remote classes
- Students must move directly to class
- No loitering in halls

## Wednesday

**Ally Homeroom- 8:00 am**

Followed by asynchronous and/or independent learning

# Free Periods

>>> A-E & M-Sc  
COMMONS

>>> F-L & Se-Z  
GYM

- Lunch may be purchased in the cafeteria
- **Assigned seats in designated location**
- Masks are removed only while seated and eating
- **Desks may not be moved - they are spaced according to the established guidelines**
- Remain in your seat for the entire period
- **Library will be by sign up only**



# Cafeteria Expectations

- Only remove face mask when eating and drinking. When you are done put it back on right away to keep you and those around you safe
- If you are going in the lunch line, stand on the WE dots. You will be asked to enter the serving line when it is your turn to be served.
- Stay seated
- Using the Restroom during lunch–1 person in lav at a time and only 1 person waiting outside–no groups

# Guidance Office

- Anyone that needs to schedule an appointment, please WITS mail or email your Guidance Counselor. This includes for schedule changes.
- Last Name A-E - Mrs. Gregoire - [JGREGOIRE@williamsvillek12.org](mailto:JGREGOIRE@williamsvillek12.org)
- Last Name F-L - Mr. Weber - [GWEBER@williamsvillek12.org](mailto:GWEBER@williamsvillek12.org)
- Last Name M-R - Mrs. Greenway - [MGREENWAY@williamsvillek12.org](mailto:MGREENWAY@williamsvillek12.org)
- Last Name S-Z - Ms. Gentile - [EGENTILE@williamsvillek12.org](mailto:EGENTILE@williamsvillek12.org)
- Students needing immediate assistance that is NOT schedule related may report to the guidance office or main office. We will get you connected with some help. In addition, students may reach out via wits mail to schedule a virtual or in person visit. Communication through wits mail is also possible.

# Attendance Office

- New transaction window
- WITS parent email now accepted for absence, tardy or early release notes
- Phone calls made to verify absences or failure to log into remote classes
- Parents use WITS attendance verification screen

# Attendance

- Attendance on your at home days...
  - Attend each class – just as if you are in person
  - Follow the directives of the teacher
- If you are remote learning and need to miss a class for illness or appointment–
  - your parent must email a note – just as if you were in person

# Morning Arrival

- What happens when I arrive to East before 7:30am?

- Students arriving by bus – enter door 1
  - Assigned seat in Auditorium
- Student drivers – enter door 1 or 20 or 16
- Parent drop off – enter door 7 or door 20

- Drop off according to last name:
  - Door #7 – A-E and M-Sc
    - Assigned seat in the commons
  - Door #20 – F-L and Se-Z
    - Assigned seat in the gym

# Virtual Wednesday

## Homeroom only

*Will meet synchronously*

- Ally Homeroom @ 8:00am
- Mandatory for daily attendance purposes

- *Complete asynchronous learning as instructed by teachers*

# In Home Learning Days

- Sign into classes period by period
- Follow classroom procedures and directives
- Attendance/accountability procedures

# Early Release/Late Arrival Pass

- Semester passes are available to students who are not scheduled 1st or 9th period
- FORMS are on the Parent page of WITS
- You will be notified once your form is approved so check your WITS mail.
- You must follow the rules... must leave campus, cannot come and go as you please
- Remember to sign IN and carry your pass when leaving
- MUST LEAVE THROUGH THE COMMONS DOORS – not PE
- Parents must call in to verify your application

# Parking on Campus

- Cars must be registered, display your tag
- Park only in the Student Areas
- Flag Pole Side-only along the fence in the section closest to the doors-farthest section is open to students
- Violators will be ticketed
- Only administrators can grant students permission to go to the car

# Dismissal

- Staggered release of students
  - 1st floor released at 2:40
  - 2nd floor at 2:43
  - 3rd floor at 2:46
- All exit the building immediately to transportation home
- All stairwells will be down
- You must wait for an announcement to leave your classroom

DASA Coordinators are:

**Ms. Gentile & Mrs. DeSantis**

- Report **any incidents** to administration or mental health staff (counselors, social worker, psychologist) or any trusted adult
- Schools are required to report incidents to the state
- Bullying – negative treatment with power differential
- Harassment – negative treatment
- Relational Aggression – exclusion, drawing friends away, “reportable drama”

# Kindness Matters

# DASA

**Education law**

**Affords all students  
in schools an  
environment free of  
discrimination and  
harassment.**

# **Williamsville Central School District Code of Conduct**

- Know the Code!
  - East Student Handbook
  - District Code of Conduct
  - Athletic Participation Code

# Leaving the Building

- School day is 7:45-2:46
- Parent note required to leave early
- Students must sign out at attendance window and carry your pass
- Nurse will release sick students from Health Office-carry your pass
- Exit the building through the Commons ONLY (door 1 or door 16)
- Leaving school without permission will result in 5 detentions

# Vaping

- Students are prohibited from possessing/smoking cigarettes/e-cigarettes, vaping or possessing vapor products on school grounds or at school events
- Possession of matches, lighters, vapor juice is prohibited
- Violations will result in 2 days OUT of School Suspension

# Drugs/Alcohol

- Possession or use of alcohol or drugs (including paraphernalia) on school property or during a school activity will result in a minimum 5-day suspension for first offense
- OTC or prescription medication CANNOT be carried! See the nurse
- Pills, herbal supplements, etc. qualify as a violation of this policy

# **Physical Threats, Physical Confrontation and Fighting**

...will result in a minimum of 3 days  
suspension and possible  
recommendation for additional  
disciplinary action.

# Dress Code

- No clothing that is very short, very tight, revealing or transparent.
- No exposed midriff or bare back
- No strapless, halters or low cut tops
- Bandeau tops are NOT ok
- No low cut arm opening – not ok on anyone

- Undergarments must be covered
- Please keep hoods down
- No clothing that is dangerous, unsafe, or imposes a health risk.
- Symbols of alcohol, drugs, or tobacco products are NOT ok
- Any other inappropriate picture, words or symbols on clothes or belongings are NOT allowed.
- Sunglasses may not be worn, unless authorized by the nurse

# Student Use of Personal Technology

Appropriate use is....

- Non-disruptive
- For Educational purposes
- Only in specified locations
- Respectful of others

Board of Education Policy (#7316) and #7317)  
Acceptable Use Policy (AUP)  
District Code of Conduct



# Acceptable Use

- IN CLASS-only with teacher permission
  - keep it away unless instructed to use it
- IN THE LIBRARY-only with permission for educational purposes
- DURING PASSING TIME-keep your head up
- IN THE COMMONS- non disruptive use

# Prohibited Use

- IN LOCKER ROOMS
- RESTROOMS
- HEALTH OFFICE
- PERSONAL PRIVACY
  - Any other area where a person would expect some degree of privacy
  - **NO pictures - NO videos - NO audio recordings of anyone unless in connection to an assignment and ONLY with permission from teacher and administration**
- During a TEST EXAM or situation with potential for plagiarism or cheating
- Midterms and Finals-devices may not be on your person

# HEADPHONES

- **One Only!** In classrooms, library with permission
- Commons
- Volume must be low as to not be heard by others
- No Bluetooth or external speakers

# WIFI and Personal Devices

All students should use **WCSD\_WIFI**

Empty the password cache at home and on your device

3 bad password attempts – locks you out

# Academic Honesty

**Purpose:** To set high standards of academic honesty through personal integrity

**Cheating** means you are dishonest or deceptive in dealing with someone or something to obtain advantage or gain.

**Plagiarism** is stealing or using another person's words or ideas without giving them credit.

**Consequences** will be applied to **ALL** students involved.

- Zero given for the dishonest work with no possibility of make-up
- The teacher will contact parents
- A written referral will be sent to administration for file and/or disciplinary action

# **Safety Plan & Procedures**

NYS requires schools to practice the following drills during the year:

- Fire Drills (4)
- Hold in place
- Shelter in place
- Lock out
- Lock down (4)

**Modifications will be in place**

# Clinics and Library

- Clinics - REMOTE only
- See the schedule posted on the department landing page
- Library - Eventually, the library will be open during the school day. Occupancy will be limited. Stay tuned for sign up procedures coming soon.

# Clubs and Activities

In an effort to keep as many positive connections going at East as we can, the following groups will continue virtually:

- Challenge 2 Change
- Gay Straight Alliance
- Link Crew
- Literary Digest
- National Honor Society
- Newspaper Club
- Science Olympiad

- Sources of Strength
- Student Council
- Yearbook
- 9th Grade Class
- 10th Grade Class
- 11th Grade Class
- 12th Grade Class

Additional clubs will be added when possible

# Bus Transportation

- Maximum occupancy of 24
- Once a bus is at the max
  - Morning - discontinue pick up and head to East
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The background of the image is a dark, fiery scene. It features a dense field of small, glowing orange and red sparks and embers that appear to be falling or floating. In the bottom right corner, there is a more concentrated and brighter area of fire, suggesting a source of the sparks. The overall color palette is dominated by dark blacks and greys, with vibrant oranges, yellows, and reds from the fire and sparks.

*A Great flame follows a little spark*

*-Dante*

*We look forward to seeing our  
students soon!*