

# WILMOT UNION HIGH SCHOOL DISTRICT



November 19, 2020

Dear Families,

Due to staffing shortages in critical areas, we will be moving from our current 4 & 1 instructional model to a temporary all-virtual instructional model. This temporary shift to virtual learning is occurring because we are unable to staff classrooms as COVID-19 and related issues have affected our staffing level. We will begin the all-virtual model for all grade levels on **Monday, November 23, 2020**, and return to school in-person on **Monday, December 7, 2020**.

We understand that a temporary transition to virtual learning can be difficult and overwhelming. We appreciate your understanding and patience as we navigate through this process. If your student is currently in the virtual-only option, he/she will continue to attend the previously assigned Google meet times.

Please see the expectations below for in-person students during this time of virtual learning. **\*Note the change within the 3rd bullet point below\*:**

- Attendance will be taken each block through the assigned Google meet for each class. You do not need to sign in for Study Hall Attendance.
  - **Students will be marked absent if they are not logged into the Google meet.** *Students will find the Google meet code for each class on the Banner of their Google Classrooms.* The schedule below will show you the assigned time to log into Google meet for attendance purposes and for any additional instruction from the teacher at that time.
  - **Please report any absences to [attendance@wilmoths.k12.wi.us](mailto:attendance@wilmoths.k12.wi.us) if your student is unable to attend their scheduled Google meet time for any reason including connectivity issues.** You will be contacted by the office for follow up.
- **Grading will continue as usual per the teacher's syllabus and school policy.**
- The schedule will be as follows:
  - Monday and Thursday will be odd block days
  - Tuesday and Friday will be even block days
  - Each block will be 60 minutes total. Students must log into Google meets at the start time of each block. The total time for the Google meet will be dependent on the teacher and the lesson.
  - **\*Teachers can request students to meet either individually with them or in a small group via Google Meets during the hours of 1:00-2:30pm. If a teacher makes this request for your student, please note that this meeting becomes mandatory.\***

- Students will continue to submit their Wednesday form to their homeroom teacher for attendance purposes. Wednesdays may be used for:
  - Review & Preview Work
  - Use Wednesday as a workday for a previously assigned project
  - Attend a scheduled meeting with a teacher during office hours to be used as WARP

Bell Schedule for Virtual Learning (Monday & Thursday ODD Days, Tuesday & Friday EVEN Days)			
Day	Block Period	Google Meet Time	Total Class Time
Monday/Tuesday, Thursday/Friday	1/2	7:35am	7:35am-8:35am
Monday/Tuesday, Thursday/Friday	3/4	8:45am	8:45am-9:45am
Monday/Tuesday, Thursday/Friday	5/6	9:55am	9:55am-10:55am
Monday/Tuesday, Thursday/Friday	7/8	11:05am	11:05am-12:05pm
Monday-Friday	Odd Hours: M/Th Even Hours: Tu/F All: W	Varies	1:00pm-2:30pm (Length of meeting varies based on student needs)
Wednesday	Form must be submitted to homeroom teacher for attendance prior to 1:00pm	N/A	Teacher office hours from 1:15pm-2:30pm

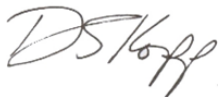
- Students with 504 plans or IEPs will be contacted by their case manager within the next couple of days.
- Our Student Services staff will continue to be available to support any social/emotional needs that your students may be experiencing during this time.
- For Tech Support: Staff and Students should do their best to submit tickets using their Wilmoth email accounts to the email address [support@wilmoths.zendesk.com](mailto:support@wilmoths.zendesk.com) This will function very much as it would if they were on campus. In order for us to help resolve the issue you are experiencing as quickly and efficiently as possible please add as much detail about the issue you are experiencing as you can.

**Students:** Please check your Wilmot student email daily. Checking email daily is a professional responsibility in many careers and fields. Below are the Google Meet expectations. There could be school consequences for violating our schools acceptable use policy even when we are learning virtually.

<b>Student Google Meet Expectations</b>
Join your class a couple of minutes early to ensure proper connection.
Make sure you are in an appropriate environment or use a background.
Chat function is to be used for classroom appropriate questions and discussion.
Dress appropriately - your peers will see you
Be appropriate - treat it like a regular classroom
Use video - everyone wants to see you!
Log in from a place that is free from distractions.
Keep your questions about the topic.
Raise your hand and wait for the teacher to call on you and let everyone have a voice.

Please know that we are taking this action to protect the health and safety of our students, staff, and families. We will continue to update you throughout the closure with any changes.

Sincerely,



Daniel S. Kopp  
District Administrator