



RIDGEWOOD HIGH SCHOOL

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July 31, 2020

Dear Parents/Guardians and Students,

The pandemic has forced educators to rethink how learning occurs. We were well prepared last year, adapting at a moment's notice under extreme circumstances. Once again, with the new school year, educators are being asked to be flexible and adjust their pedagogy to meet uncertain times. There is a strong possibility we will be asked to teach in a virtual, hybrid, and total in-person format at various times throughout the school year. We need to be ready for all situations and ready to switch formats with little preparation time. Therefore, we are creating plans for all scenarios to be implemented if needed.

Input regarding the plans has been received from teachers, administrators, parents, and students via surveys and meetings. Teachers have put in many hours and provided much insight into the solutions. There have also been many parameters and guidelines put in place from the NJDOE, county superintendent, and district. Some, but not all, of the parameters are:

- maximize in-person student contact time
- restrict half of the student population to attend at any one time
- maximize the amount of curriculum taught
- maintain continuity of the schedule to keep class periods aligned
- create an A/B schedule so families K-12 will be in school at same time
- no lunch periods
- bussing constraints

Each proposed schedule, and there were many, had inherent challenges. The proposed schedule, despite its challenges, addresses the above constraints and more, and provides the best opportunity to deliver the curriculum at the standard that we expect of ourselves and students.

The following schedule groups students into two cohorts based on last name. Days rotate on a four-day schedule, A-D, sequentially. Periods rotate between the morning and afternoon. A calendar of all school days will be shared shortly.

When half of the class is learning live with a teacher at RHS in the morning, the other half of the class will be learning remotely asynchronously. In the afternoon, all students will be learning remotely virtually with a teacher.

For asynchronous remote learning, teachers will either:

- A. Provide a virtual lesson on a daily basis for all their classes. These lessons will be modified for the live AM classes.
- B. Students will work on a standards-based question or activity in preparation for the next class meeting. Teachers will front-load essential instructional checkpoints via Google Classroom. This formative feedback/assessment will inform teachers as to the level and comfort of the student's understanding in preparation for the next lesson.

The hybrid in-person schedule is as follows:

Hybrid Schedule	A Day		B Day		C Day		D Day	
	A-K	L-Z	L-Z	A-K	A-K	L-Z	L-Z	A-K
50 min	Live***	Asynchronous*	Live***	Asynchronous*	Live***	Asynchronous*	Live***	Asynchronous*
7:45-8:35	1	1	1	1	5	5	5	5
8:40-9:30	2	2	2	2	6	6	6	6
9:35-10:25	3	3	3	3	7	7	7	7
10:30-11:20	4	4	4	4	8	8	8	8
11:20-12:20	Break		Break		Break		Break	
	All Students		All Students		All Students		All Students	
40 min	Virtual**		Virtual**		Virtual**		Virtual**	
12:20-1:00	5		5		1		1	
1:05-1:45	6		6		2		2	
1:50-2:30	7		7		3		3	
2:35-3:15	8		8		4		4	

***Live - students will be learning at RHS with a teacher

**Virtual - students will be learning remotely with a teacher

*Asynchronous - students will be learning remotely asynchronously. Teachers will either: A) Provide a virtual lesson on a daily basis for all their classes. These lessons will be modified for the live AM classes. B) Students will work on a standards-based question or activity in preparation for the next class meeting. Teachers will front-load Essential Instructional Checkpoints via Google Classroom. This formative feedback/assessment will inform teachers as to the level and comfort of the student's understanding in preparation for the next lesson.

If needed, the 100% virtual schedule is as follows:

Virtual Schedule	4 Day	3 Day	2 Day	1 Day
	All Students	All Students	All Students	All Students
60 min	Virtual**	Virtual**	Virtual**	Virtual**
7:45-8:45	4	3	2	1
8:50-9:50	1	4	3	2
9:55-10:55	2	1	4	3
10:55-11:50	Break	Break	Break	Break
11:50-12:50	8	7	6	5
12:55-1:55	5	8	7	6
2:00-3:00	6	5	8	7
3:00-3:15	Office Hours	Office Hours	Office Hours	Office Hours

Both schedules allow for a maximum of contact time with students and conform to the parameters that need to be adhered to. As we did last year, a Google Site will be created with resources to help everyone

through this school year. An addendum to the school guidebook will also be shared shortly answering the procedures and protocols that will be followed this year.

This year will be like no other. We will do everything in our power to ensure success for all.

Sincerely,

A handwritten signature in black ink, reading "Thomas A. Gorman". The signature is written in a cursive style with a long, sweeping tail on the letter "n".

Thomas A. Gorman, Ed.D.
Principal