



Ellenville High School

Distance/Remote Learning Plan:

**A Guide for Families
2020-2021**



Carl Pabón
Principal

Ellenville High School
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Dear Parent/Guardian and Student,

Welcome to the 2020-2021 school year. I hope this letter finds you and your loved ones doing well. As we continue to navigate uncertainties due to COVID-19, the top priorities for Ellenville Central School District are the physical, academic and social/emotional health of our students and faculty/staff.

Though it is our deepest desire to begin the school year in person, we will start this school year implementing the **Remote Learning Model**. The first day of classes will begin **on Tuesday, September 8, 2020**. **Students will have the opportunity to pick up their school items (i.e. textbooks, calculators etc.) during the week of September 8th.**

We are all looking forward to reconnecting with you. Our faculty has been working diligently this summer, participating in professional development opportunities and curriculum writing, so that they may provide the best possible distance learning instruction to you. We are committed to keeping you informed with any changes to our plan and will share updates through multiple means (traditional mail, email, posting to the District website, Facebook, automated phone system and District radio station).

Attached you will find the Remote Learning Plan for Ellenville High School, a calendar with important upcoming events, contact information and schedules related to the Ulster and Sullivan BOCES programming.

Lastly, I want to congratulate Mrs. Kelly White, who has been appointed to the position of Assistant Superintendent for Curriculum and Instruction and welcome to EHS Mrs. Tracy Berry, our new School Counselor in the Student Support Office.

Best wishes,

Mr. Carl Pabón
Principal

Frequently Used Terms

Hybrid Instruction - A combination of in person learning and distance/remote learning.

Distance/Remote Instruction - These terms may be used interchangeably; refers to learning from a different location other than the classroom using technology and/or other resources.

Remote in - A term used to describe the joining of a virtual lesson via Google Meet/Google Classroom.

Instructional Experience - Instructional experiences are not solely defined as a student's time spent in front of a teacher or in front of a screen. These experiences might include, but are not limited to: completing online modules or tasks, viewing instructional videos, responding to posts or instructor questions, engaging with other class participants in an online discussion, conducting research, doing projects, or meeting with an instructor face to face. *(As defined in the District's Reopening Plan.)*

Synchronous instruction -

- Students learn at the same time
- Communication happens in real time
- Allows for instant feedback and clarification
- Takes place via Google Meets

Asynchronous instruction -

- Students learn at different times
- Communication is not live (in real time)
- Allows students to work at their own pace
- Recorded and pre-recorded lessons may be reviewed multiple times, as needed

Google Suite - refers to the Google products that ECSD uses to deliver distance/remote learning. For example, Google Meets, Google Classroom, Google Docs, etc.

IEP - The Individualized Educational Plan (IEP) is a plan or program developed to ensure that a child who has a disability identified under the law and is attending an elementary or secondary educational institution receives specialized instruction and related services.

Section 504 - The 504 Plan is an accommodation plan developed to ensure that a child who has a disability identified under the law and is attending an elementary or secondary educational institution receives accommodations that will ensure their academic success and access to the learning environment.

504 vs. IEP - Not all students who have disabilities require specialized instruction. For students with disabilities who do require specialized instruction, the Individuals with Disabilities Education Act (IDEA) controls the procedural requirements, and an IEP is developed. The IDEA process is more involved than that of Section 504 of the Rehabilitation Act and requires documentation of measurable growth. For students with disabilities who do not require specialized instruction but need the assurance that they will receive equal access to public education and services, a document is created to outline their specific accessibility requirements. Students with 504 Plans do not require specialized instruction, but, like the IEP, a 504 Plan should be updated annually to ensure that the student is receiving the most effective accommodations for his/her specific circumstances.

Important Dates

- **September 1 - September 4:** Superintendent's Conference Days (*No Remote Learning*)
- **September 7:** No School (*Labor Day*)
- **September 8:** First Day Grades 9 - 12 Remote Learning
(Grades 9 - 12 *Remote Learning continues until further notice*)

Distance/Remote Plan for 2020 - 2021

Model: Distance/Remote Instruction:

Full Distance/Remote Instruction - Students will be following a distance/remote learning model, beginning September 8th.

Distance/Remote Plan for 2020 - 2021

| Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------------------------|--|--|---|---|
| | 1 Superintendent's Conference Day | 2 Superintendent's Conference Day | 3 Superintendent's Conference Day | 4 Superintendent's Conference Day |
| 7 <i>NO SCHOOL LABOR DAY</i> | 8 Distance/Remote Learning <i>(Student Items Pick up) 8am - 4pm</i> | 9 Distance/Remote Learning <i>(Student Items Pick up) 8am - 4pm 5pm - 7pm</i> | 10 Distance/Remote Learning <i>(Student Items Pick up) 8am - 4pm</i> | 11 Distance/Remote Learning <i>(Student Items Pick up) 8am - 4pm</i> |
| 14 Distance/Remote Learning | 15 Distance/Remote Learning | 16 Distance/Remote Learning | 17 Distance/Remote Learning | 18 Distance/Remote Learning |
| 21 Distance/Remote Learning | 22 Distance/Remote Learning | 23 Distance/Remote Learning | 24 Distance/Remote Learning | 25 Distance/Remote Learning |
| 28 <i>NO SCHOOL YOM KIPPUR</i> | 29 Distance/Remote Learning | 30 Distance/Remote Learning | | |
| October 2020 | | | | |
| | | | 1 Distance/Remote Learning | 2 Distance/Remote Learning |

Frequently Asked Questions

Q: What do I do if I am unable to get to the school to pick up my child's supplies and/or Chromebook at the designated times?

A: Please call the main office at 845-647-0123 for alternative arrangements.

Q: How will instruction be delivered to ensure meaningful daily interaction?

A: Instruction during distance/remote learning will consist of a combination of asynchronous (not live) and synchronous (live) instruction. Teachers are expected to engage with students at the start of each period via Google Meet for a minimum of approximately 25 minutes each day. During this time, teachers will provide students with the necessary instruction/communication to carry out the learning activities and direct them to any additional instructional materials which may be needed.

Q: What will the Distance/Remote Instructional schedule look like for my child?

A: Students will be following their daily school schedule from 7:50 AM - 2:34 PM, following their assigned 8 period cycle day schedule. At the start of each period, students are expected to remote in with their class via Google Meet/Google Classroom. Period by period attendance will be taken and inputted into SchoolTool.

Q: How can I reach my child's teachers during Distance/Remote Learning?

A: You are encouraged to let your child's teachers know your preferred method of contact in the beginning of the school year. All teachers have email and voicemail where you can send/leave messages. Other teachers may have alternative ways of communicating such as the Remind app.

Q: Will students with IEP/504 plans receive their accommodations and related services?

A: Accommodations noted in 504 and IEP plans are to be followed to the extent practicable. For students to receive related services (counseling, speech, OT, and/or PT), a consent form must be signed to deliver these services remotely.

Q: How can my child access his/her School Counselor/ADAC Counselor/School Psychologist?

A: Non-therapeutic school-based counseling is available to students who are in need of social-emotional/mental health support. Additionally, school counselors will meet virtually with students to review educational progress and to discuss college and career plans.

Student Support Office Contact Information:

| | | |
|--|------------------|--|
| Student Support Office Secretary | Maria Smith | 845-647-0138 msmith@ecs.k12.ny.us |
| School Counselor (Last Names A - L) | Tanya Allen | 845-647-0200 x432 tallen@ecs.k12.ny.us |
| School Counselor (Last Names M - Z) | Tracy Berry | 845-647-0200 x424 tberry@ecs.k12.ny.us |
| Student Assistance/ADAC Counselor | Sherrie DeSimone | 845-647-0200 ext. 425 sdesimone@ecs.k12.ny.us |
| School Psychologist | Kristen Rabadi | 845-647-0200 ext. 430 krabadi@ecs.k12.ny.us |

Q:How can I engage and motivate my child(ren) during Distance/Remote Learning?

A: Some recommendations:

- Establish regular routines. People feel better when they have regular routines for sleeping, eating, working, exercising, and playing.
- Focus on the positives and let the small things go—look for what your child is doing right and capitalize on opportunities to give positive feedback. Positive feedback is a big motivator!
- Follow your child’s passions. Children will be more interested in learning about what they care about. Use hobbies as an avenue to build academic skills.
- Communicate daily with your child. Ask them:
 - What did you learn today?
 - What challenged you today?
 - What do you need support with?
 - How can I help you?
 - What due dates are coming up?
- If you are working from home, model for your children what being present and engaged looks like.
- Be patient with your child(ren) and yourself.

Q: What are the expectations for students during Distance/Remote Learning?

A:

- Watch the clock or set an alarm as a reminder that a class will be starting.
- Use a desk, table, or other surface to spread out your materials.
- Secure a quiet, distraction free space so that you can focus your attention on learning
- Power off televisions, video games, or other non-essential electronics that may distract your learning.
- Prepare the night before - have homework assignments completed, charge your Chromebook, and get plenty of sleep so that you are energized.
- Complete assignments using the online tools directed by the teacher and follow the District’s Acceptable Use Policy.
- Use appropriate, respectful language when communicating with teachers and classmates.
- Demonstrate evidence of participation (complete assignments, answer and ask questions, contribute to discussions)
- Utilize instructional materials provided by the teacher to support learning.
- Look back at assignments your teacher has reviewed, grade and commented on.
- Missed assignments must be made up by the deadline set by your teacher
- Attempt assignments individually before seeking help.
- Follow all school rules and the District Code of Conduct.
- During Google Meets:

| Be Respectful | Be Prepared | Be Positive | Be Responsible |
|---|------------------------------|--|---|
| Mute your microphone when others are speaking | Have something to write with | Put in your best effort | Complete your assignments. |
| Speak respectfully | Have paper/notebook | Encourage others | Let your teacher know if you need help. |
| Raise your hand | Be out of bed and dressed | Use your mistakes as an opportunity to learn | Log in on time and keep your camera on during live instruction. |

Q: What are the expectations of parents during Distance/Remote Learning?

A:

- Keep the school informed of any extenuating circumstances that may affect your child's participation in learning.
- Communicate with teachers, school counselors, attendance liaison and administrators if there are academic or emotional concerns.
- Create a space dedicated to learning.
- Monitor your child's use of non-essential technology in the home.
- Just because an assignment is noted as "turned in" in Google Classroom, it does not mean it was completed. It is important to check online gradebooks.
- Check your child's Google Classroom daily for assignments, feedback and grades.
- Check the SchoolTool Parent Portal for attendance and grades.
- Encourage your child to attempt assignments independently before seeking help. Trial and error helps build their skills and confidence. Let your child make mistakes and learn from them.
- Email or fax (845-647-5972) a note to the school if your child will be absent or will be missing time during the day. Please include the reason for the absence so that it may be documented accurately.

Q: Will attendance be monitored during Distance/Remote Learning?

A: Yes

- Just like a regular school day, attendance will be taken during each period when your child is scheduled to be in a class. Attendance will be reported in SchoolTool.
- To be marked as "present," students are expected to interact and respond to their teachers. Parents/guardians will be contacted if students do not attend.
- If a student is ill and cannot attend, please inform the school by email or fax (845-647-5972). Absences can be reported by emailing Mrs. Dawn Pike - dpike@ecs.k12.ny.us.
- If students are not engaged and parents/guardians are not responsive to outreach from the District to remedy this, we are required to make referrals to outside agencies to assist us in improving attendance.

Q: How can I monitor my child's academic progress during distance/remote learning?

A: Parents/guardians are strongly encouraged to sign up for the SchoolTool Parent Portal. The SchoolTool Parent Portal will be available to review your child's grades, attendance, and discipline reports. SchoolTool can be accessed online via the link on the District website and/or via the SchoolTool Mobile app (install for free from the Google Play Store or Apple Store). If you need an account set up, please reach out to Dawn Pike at 845-647-0128. An email address is required to set up your account.

Q: How will the social/emotional health of my child be addressed during Distance/Remote Instruction?

A:

- Teachers and support staff will spend time getting to know their students the best they can in the remote environment.
- As teachers notice that students are struggling, they will make a report to the appropriate counseling staff and/or administration.
- If your child or family is having a difficult time, please reach out to the counselor, teacher or administration to keep us informed.
- Students may take part in mini-lessons and/or discussions that deal with a variety of issues/topics related to the social emotional health of all individuals.

Q: How do I notify the school if I would like to opt into the meal program?

A: An online form ([link](#)) has been established for parents/guardians to opt into the meal program while on remote learning. Meals will be available for pick up and delivery. Please refer to the District website.

Q: What if I do not have a Chromebook or Internet Access?

A: It is extremely important that you contact the high school main office at 845-647-0123 or 845-647-0128 to inform us if you are in need of a Chromebook, a replacement device, or if you do not have access to the Internet, so that alternate arrangements can be made for your child to receive and turn in assignments or assistance can be provided in securing Internet access. New students will be provided with a district Chromebook.

Q: Will there be technology support available for parents that need help navigating the Chromebook and/or Google Classroom?

A: Yes. The District is currently working to schedule training opportunities for parents/guardians in utilizing these programs.

Q: What should I do if I need to come to the school for any reason?

A: We strongly encourage you to do as much communication and business as you can via email or phone. If you need to come to the school for any reason, call to make an appointment. Any person who needs to come into the building will be required to pass the Public Health Screening and will have their temperature checked.

Ellenville High School - Distance/Remote Learning - Bell Schedule

Students should log in at the beginning of each academic period per their individual class schedules.

| Daily "Bell" Schedule |
|--|
| Period 1: 7:50 a.m. - 8:38 a.m. |
| Period 2: 8:41 a.m. - 9:29 a.m. |
| Period 3: 9:32 a.m. - 10:20 a.m. |
| Period 4: 10:23 a.m. - 11:11 a.m. |
| Period 5: 11:14 a.m. - 12:02 p.m. |
| Period 6: 12:05 p.m. - 12:53 p.m. |
| Period 7: 12:56 p.m. - 1:44 p.m. |
| Period 8: 1:47 p.m. - 2:34 p.m. |

Note: *Students will be assigned to a lunch periods during either periods 4, 5, or 6*

Ulster & Sullivan BOCES Programs

Parents/Guardians have the option to choose the fully remote instructional model or the hybrid model.

| Ulster BOCES | Sullivan BOCES |
|---|--|
| <p>Q: Can my child drive themselves to Ulster BOCES Career-Technical Center?</p> <p>A: Yes. Ulster BOCES will permit students to drive to the Career & Technical Center on their scheduled classroom day. Students who wish to drive their own vehicle must complete an application for a driving permit. The Student Support office will mail the applications. Completed applications can be returned via mail or emailed to msmith@ecs.k12.ny.us</p> <p>Q: Will bus transportation be provided to attend BOCES?</p> <p>A: Yes. Detailed information regarding bus transportation to BOCES will be forthcoming.</p> <p>Q: When does in-person instruction begin for Career-Tech students?</p> <p>A: In-person learning takes place for Ellenville students on THURSDAYS from 9:30 AM - 1:30 PM. First year students start on September 24 for Program Orientation. Second year students start on October 1. During the other days of the week, Career-Tech students attend their program remotely.</p> <p>Q: Will the Phoenix Academy offer in-person learning?</p> <p>A: Yes. In person-instruction will be offered on THURSDAYS from 9:30 AM - 1:30 PM.</p> | <p>Q: Can my child drive themselves to Sullivan BOCES Career-Technical Center?</p> <p>A: Yes. Sullivan BOCES will permit students to drive to the Career & Technical Center on their scheduled classroom day. Students who wish to drive their own vehicle must complete an application for a driving permit. The Student Support office will mail the applications. Completed applications can be returned via mail or emailed to msmith@ecs.k12.ny.us</p> <p>Q: Will bus transportation be provided to attend BOCES?</p> <p>A: Yes. Detailed information regarding bus transportation to BOCES will be forthcoming.</p> <p>Q: When does in-person instruction begin for Career-Tech students?</p> <p>A: Classes begin on the week of Monday, September 14th, 2020. Specific days of attendance are based on the course of study.</p> <p>Group A (MONDAYS & TUESDAYS)</p> <ul style="list-style-type: none"> ● Animal Science 1 ● Innovation Design (<i>Offered on SUNY Sullivan campus</i>) <p>Group B (THURSDAYS & FRIDAYS)</p> <ul style="list-style-type: none"> ● Animal Science 2 ● Natural Resources |

Ellenville High School Faculty & Staff Directory

| Name | Main Office | Phone Number | Email |
|------------------------|---------------------------------|-------------------|--------------------------|
| Mr. Carl Pabón | Principal | 845-647-0123 | cpabon@ecs.k12.ny.us |
| TBD | Assistant Principal | 845-647-0128 | TBD |
| Mrs. Sharon Lamendola | Principal's Secretary | 845-647-0123 | slamendola@ecs.k12.ny.us |
| Mrs. Dawn Pike | Assistant Principal's Secretary | 845-647-0128 | dpike@ecs.k12.ny.us |
| Main Office Fax | | 647 - 5972 | |

| Name | Student Support Office | Phone Number/EXT. | Email |
|----------------------------|------------------------|-----------------------|-------------------------|
| Mrs. Maria Smith | Clerical | 845-647-0138 | msmith@ecs.k12.ny.us |
| Ms. Tanya Allen | Student Counselor | 845-647-0432 | tlyles@ecs.k12.ny.us |
| Mrs. Tracy Berry | Student Counselor | 845-647-0424 | tberry@ecs.k12.ny.us |
| Ms. Sherri DeSimone | ADAC Counselor | 845-647-0200 ext. 425 | sdesimone@ecs.k12.ny.us |
| Mrs. Kristen Rabadi | School Psychologist | 845-647-0200 ext. 430 | krabadi@ecs.k12.ny.us |
| Mr. Ray Younger | Attendance Supervisor | 845-647-0228 | ryounger@ecs.k12.ny.us |
| Mrs. Lisa Dwyer | 504 Coordinator | 845-647-0422 | ldwyer@ecs.k12.ny.us |
| Student Support Fax | | 845 - 210-3998 | |

| Name | Special Education Office | Phone Number | Email |
|-------------------------------------|---------------------------------------|---------------------|------------------------|
| Dr. James Fogarty | Interim Director of Special Education | 845-647 - 0112 | jfogarty@ecs.k12.ny.us |
| Ms. Janet Dymond | Special Education Secretary | 845-647 - 0112 | jdymond@ecs.k12.ny.us |
| Mrs. Sabrina Decker | Special Education Secretary | 845-647 - 0110 | sdecker@ecs.k12.ny.us |
| Mrs. Gabby McCombs | Clerk | 845-647-0429 | gmccombs@ecs.k12.ny.us |
| Special Education Office Fax | | 845-647-0108 | |

ENGLISH DEPARTMENT

| Name | EXT. | Email |
|----------------------|------|-----------------------|
| Mrs. Rhiannon Fagan | X415 | rfagan@ecs.k12.ny.us |
| Mr. Anthony Meoli | X414 | ameoli@ecs.k12.ny.us |
| Mrs. Janine Roosa | X416 | jroosa@ecs.k12.ny.us |
| Ms. Katherine Cahill | X412 | kcahill@ecs.k12.ny.us |
| Ms. Kristy Wilson | X413 | kwilson@ecs.k12.ny.us |

| | | |
|----------------------|------|----------------------|
| Mr. Carl Bueti (ENL) | X522 | cbueti@ecs.k12.ny.us |
|----------------------|------|----------------------|

SOCIAL STUDIES DEPARTMENT

| Name | EXT. | Email |
|--------------------|-------------|--------------------------|
| Mr. Phil Althouse | X407 | palthouse@ecs.k12.ny.us |
| Mr. Ryan McIntyre | X409 | rmcintyre@ecs.k12.ny.us |
| Mr. Justin Meyer | X405 | jmeyer@ecs.k12.ny.us |
| Mr. Greg Militello | X404 | gmilitello@ecs.k12.ny.us |

MATH DEPARTMENT

| Name | EXT. | Email |
|-----------------------|-------------|----------------------------|
| Mrs. Barbara Hufnagel | X512 | bhufnagel@ecs.k12.ny.us |
| Ms. Dawn Dancy | X515 | ddancy@ecs.k12.ny.us |
| Mr. Mark Schoonmaker | X507 | mschoonmaker@ecs.k12.ny.us |
| Mr. Paul Westbrook | X513 | pwestbrook@ecs.k12.ny.us |

SCIENCE DEPARTMENT

| Name | EXT. | Email |
|---------------------------|-------------|----------------------------|
| Mr. Patrick Dechon | X435 | pdechon@ecs.k12.ny.us |
| Mr. Matthew Giordano | X505 | mgjordano@ecs.k12.ny.us |
| Mr. Mike O'Connell | X501 | moconnell@ecs.k12.ny.us |
| Mrs. Jennifer Pinkerous | X504 | jpinkerous@ecs.k12.ny.us |
| Mrs. Jennifer Schoonmaker | X500 | jschoonmaker@ecs.k12.ny.us |
| Mr. Jon Waruch | X502 | jwaruch@ecs.k12.ny.us |

SPECIAL EDUCATION DEPARTMENT

| Name | EXT. | Email |
|-----------------------|-------------|--------------------------|
| Mrs. Stephanie Baxter | X408 | sbaxter@ecs.k12.ny.us |
| Ms. Anna Brennecke | X417 | abrennecke@ecs.k12.ny.us |
| Ms. Rebecca Burke | X433 | rburke@ecs.k12.ny.us |
| Mrs. Crystal Caban | X520 | ccaban@ecs.k12.ny.us |
| Mrs. Mercedes Linhart | X516 | mlinhart@ecs.k12.ny.us |

| | | |
|---------------------------|------|--------------------------|
| Mr. Robert Orlando | X518 | rorlando@ecs.k12.ny.us |
| Ms. Liz Pidel | X509 | lpidel@ecs.k12.ny.us |
| Mrs. Brittany Spoor | X408 | bspoor@ecs.k12.ny.us |
| Mrs. Sien Moore | X526 | smoore@ecs.k12.ny.us |
| Mrs. Hillary Smith (TA) | | hsmith@ecs.k12.ny.us |
| Mrs. Linda Housworth (TA) | | lhousworth@ecs.k12.ny.us |

ART/MUSIC/TECHNOLOGY

| Name | EXT. | Email |
|-----------------------|------|----------------------------|
| Ms. Rowan Kunz | X453 | rkunz@ecs.k12.ny.us |
| Mr. Richard Greffrath | X452 | rgreffrath@ecs.k12.ny.us |
| Mr. David Trombley | X443 | dtrombley@ecs.k12.ny.us |
| Mrs. Laurie Worden | X446 | lworden@ecs.k12.ny.us |
| Mr. Brian Fediuk | X517 | bfediuk@ecs.k12.ny.us |
| Mr. Tim Lukaszewski | X135 | tlukaszewski@ecs.k12.ny.us |

LOTE DEPARTMENT (Languages Other Than English)

| Name | EXT. | Email |
|----------------------|------|-------------------------|
| Mrs. Angela Carlini | X534 | acarlini@ecs.k12.ny.us |
| Mr. Eliezer Espinosa | X535 | eespinosa@ecs.k12.ny.us |
| Ms. Angeles Onis | X533 | aonis@ecs.k12.ny.us |

PHYSICAL EDUCATION & HEALTH DEPARTMENT

| Name | EXT. | Email |
|-------------------|------|-------------------------|
| Mr. Brian Bonitz | X464 | bbonitz@ecs.k12.ny.us |
| Mr. Dan Cavanagh | X466 | dcavanagh@ecs.k12.ny.us |
| Mrs. Lindsey Mead | X536 | lmead@ecs.k12.ny.us |

