

AUGUST 2020

SPRINGFIELD HIGH SCHOOL

Hello SHS Families.

On behalf of the Administration, Faculty and Staff – welcome back to another school year at Springfield High School. We wish to take this opportunity to provide you with as much information and as many details as possible about the virtual learning program we will be following to start the school year. Our teachers and support staff are working diligently to construct a virtual learning platform that will meet the many needs of our learning community.

There are many factors that we will be addressing as we prepare for your return including a user friendly and accessible learning platform, structured and engaging learning experiences, balanced off- and on-screen time to limit technology fatigue, access to teachers, counselors, and support staff to assist students and parents through the virtual learning process, and will be cognizant and responsive to unique circumstances within each household.

While the current plan for virtual learning is short-term, our goal is to construct the most meaningful, engaging and supportive experience possible to get all of us back in the mindset and mode of school and learning. Contained within this document are all pertinent details about the day-to-day experiences for students.

We hope and trust that we will be back in school very soon, return to the building, and get back to our regular routine.

Regards,

Joseph A. Hepp, SHS Principal



Strategies as a Virtual Student



The launch of our 2020 school year provides students with the opportunity to prepare their mindsets with a focus on thinking, learning, and engaging in their course of studies. Here are strategies to support student success in the virtual learning community:

Focus your mindset on learning: Set your goals with a positive mindset and a motivation to succeed. Be an active learner in each of your courses and come into your classroom communities each day rested, organized and primed to engage in your learning.

Preparation: Define a workspace for success. Set your Chromebook, notebooks, course materials, and pens/pencils in your space. Be knowledgeable of and accountable for the Addendum to the Springfield School District [Acceptable Use Policy](#).

Attendance: Be prepared and signed in to your Canvas account by 8:00 am each day for the start of period 1. There is a 5 minute transition between periods for you to refresh and transition. Students are responsible to be present in each class period at the start of class and remain in attendance for the entirety of the period encompassing all synchronous and asynchronous time.

Participation: Student participation in class activates thinking, curiosity and engagement. Students must also be accountable to specific coursework requirements each class period as a required component for attendance.

Student Schedule

Monday through Thursday

Monday through Thursday Daily Schedule		
Period	Time	Duration
1	8:00-8:48	48
2	8:53-9:41	48
3	9:46-10:34	48
4	10:39-11:27	48
L	11:30-12:30	60
5	12:30-1:18	48
6	1:21-2:09	48
7	2:12-3:00	48
Office Hours	3:00-3:30	30

The student day begins at 8:00 am with students meeting their period 1 teacher in their Canvas classroom.

Teachers execute synchronous instruction with all students for specific time within each class period.

A balance of asynchronous student work blends into each class period. Daily instruction will include a formative assesment/performance of understanding within each lesson.

A five minute transition is placed between periods 1-4 and 5-7.

A one hour common lunch/technology break districtwide is regarded from 11:30 am to 12:30 pm. There is no expectation of work/interaction to take place during this time.

The student day concludes at 3:00 pm with opportunity for students to work with their teachers during Office Hours from 3:00 pm -3:30 pm.

Student Schedule Fridays Only

Friday Daily Schedule		
Period	Time	Duration
1	8:00-8:15	15
2	8:20-8:35	15
3	8:40-8:55	15
4	9:00-9:15	15
Short Break	9:15-9:30	15
5	9:30-9:45	15
6	9:50-10:05	15
7	10:10-10:35	15
Asynchronous Engagement	10:35-3:30	295

The student day begins at 8:00 am with students meeting their period 1 teacher in their Canvas classroom.

A five minute transition is placed between periods 1-4 and 5-7.

Teachers provide synchronous instruction to all students within 15 minute abbreviated class periods.

The student synchronous instruction day concludes at 10:35 am with an opportunity for students to conference with teachers and guidance counselors during Office Hours 10:35 am -11:00 am and from 11:30 am to 3:30 pm.

STUDENT ACCOUNTABILITY



ATTENDANCE AND PARTICIPATION

- Students will login to each class period, each day class is in session, at the start of each period.
- Students will be active virtual learners, as they would be during in-person instruction, by contributing to the class in a productive and constructive manner.
- Students will be attentive to the assigned daily tasks and learning activities making sure they know and understand goals and objectives, and complete and submit work according to established due dates and timelines.

WORK PRODUCT, FEEDBACK, AND GRADING

- Teachers will design a variety of assignments and tasks best suited to facilitate active engagement with course content in both synchronous and asynchronous settings.
- Teachers will provide individual, timely, and meaningful feedback on learning.
- In addition to regularly assigned tasks and assessments, students will complete a daily check for understanding at the close of each period.
- Students will receive numeric grades in all classes similar to in-person instruction.

STUDENT AND PARENT RESOURCES



This collection of Canvas and Springfield School District resources will support students, parents, and guardians as we begin our 2020 school year.

[Canvas Overview for Students](#)

[Canvas Overview for Parents](#)

[Additional Canvas Support Guides](#)

[SSD Acceptable Use Policy](#)

[SSD Online Learning Tips](#)

ADDITIONAL SUPPORT



**Partnering with
you with Cougar
Pride, we are
always present to
support our
students and our
families.**

SHS Administration

Mr. Joseph Hepp, Principal

Joseph.Hepp@ssdcougars.org

610-938-6150

Mr. Anthony Simek, Assistant Principal

Anthony.Simek@ssdcougars.org

610-938-6175

Mrs. Monica Conlin, Assistant Principal

Monica.Conlin@ssdcougars.org

610-938-6125

Guidance Counselors

Kelly Pedrotty (Aa-De)

Kelly.Pedrotty@ssdcougars.org

Hilary Campbell (Df-Ke)

Hilary.Campbell@ssdcougars.org

Jamie Weaver (Kf-Ph)

Jamie.Weaver@ssdcougars.org

Jessica Houser (Pi-Zz)

Jessica.Houser@ssdcougars.org