



EISENHOWER MIDDLE SCHOOL



47 Eyland Avenue
Succasunna, NJ 07876

Phone: 973-584-2973 Fax: 973-584-4529

www.roxbury.org/ems

Paul S. Gallagher
Principal

Jessica Swaim
Assistant Principal

November 2, 2020

Greetings Eisenhower students and families,

The purpose of this letter is to provide you with updated information concerning our anticipated shift to Phase 2 on **Monday, November 16**. In the coming weeks, we plan on taking steps to combine Blue/Gold hybrid cohorts, integrate students that are pivoting from virtual to hybrid learning (and vice-versa), and subsequently balance out academic teams and class sizes. At the same time, we must also shift how we teach and reach 100% virtual learners to include streaming into live, in-person classes. The net result of these paradigm shifts includes the very real possibility that your child will see changes to their teams, teachers or schedules. We offer the following information to help our students and families mentally prepare for any obstacles that may lay in the path ahead:

Closing out Marking Period 1, preparing for Marking Period 2:

- In the coming days, teachers will be communicating specific due dates and deadlines for graded work that counts towards a student's first marking period grade. Please encourage your child to take advantage of this virtual week to complete any final projects, turn in any missing assignments, and boost their grades. More than ever, it is essential that students hand in their assignments on time as we will be unable to create their Marking Period 2 schedules until their Marking Period 1 grades have been finalized in Genesis.
- To make this timeline work, you may see a flurry of activity in the Genesis Parent Portal between **November 11-13**. This may include grades being updated for Marking Period 1 and class rosters/student schedules being created or adjusted for Marking Period 2.
- As originally planned, we expect Marking Period 1 report cards to be ready for your review via the Genesis Parent Portal by **Friday, November 20**.
- Regarding Marking Period 2 teams, classes and schedules, our goal is to have student schedules updated in Genesis by the evening of **Friday, November 13**. We will send out a Honeywell to confirm they are ready for your review. Please disregard any changes you may see to your child's schedule in advance of the official Honeywell announcement.
- Recognizing the unusual nature of the start of Marking Period 2, many classes will run "asynchronously" (no live Google Meets) on **Monday, November 16**. Students will receive directions from their teachers via email or Google Classroom regarding specific directions and assignments for that day.

Anticipated Changes for Phase 2:

- **Hybrid (in-person)** students will be coming to school Tuesday-Friday for four consecutive 4-hour days (7:58-11:58). Office hours for extra help will continue to be offered by our teachers virtually in the afternoons. Work has already begun to maximize space and distancing in all of our classrooms. Additionally, we will use the week of November 2-6 to deep clean the building and finalize our Phase 2 preparations.

(continued, next page)



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- **100% Virtual Students** will be placed on one of our three academic teams for their respective grade level. This means many 100% virtual students will experience a change in one or more of their teachers, particularly at the 7th grade level. They will be streamed into regularly scheduled in-building classes, and are expected to “attend” (via Google Meet) every class, every day, just as if they were in the building.
 - **Daily Attendance** - Students are expected to be “present” (on screen via Google Meet) in their homeroom (period 1 class) by 7:58 for daily attendance. A student whose presence cannot be confirmed by their homeroom teacher during morning attendance will be marked as “absent” for the day. These students will automatically be added to our routine Honeywell attendance verification call list.

As a reminder, the district’s operational status for Phase 2 must first be confirmed by Superintendent Radulic on **Wednesday, November 11**. Towards that end, all plans outlined in our [Phase 2 Video](#), this letter, and any future correspondences remain subject to change based on the prevailing health and safety conditions here in Roxbury.

We acknowledge that these intended shifts may lead to some growing pains over the next few weeks for our students and families. Rest assured, our teachers, counselors and case managers have been working tirelessly to ensure each child is paired with the team that is the best fit for them. If your child does find themselves with one or more new teachers for the second marking period, we are confident they will quickly discover their new team is just as caring, responsive and dynamic as their original team.

As always, we thank you for your patience, understanding and unwavering support as we prepare to meet this next wave of challenges head on. Together, we’ve got this EMS!

Kind regards,

Mr. Gallagher