



CLARKSTOWN HIGH SCHOOL NORTH

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September 25, 2020

Dear Parents, Guardians, and Students:

As principal, I would like to acknowledge and recognize our teachers, staff, and students who made a quick and successful transition to remote instruction. Since we are preparing to re-open using a hybrid approach, teachers will be attending professional development sessions on Friday, September 25. Classwork will be left for your child to complete and attendance will still be taken.

School will re-open on **Tuesday, September 29** with students in Cohort B attending. All students (in-person and remote) will be following a DAY 5 schedule and our [regular bell schedule](#) with Period 1 beginning at 7:25 am. On Wednesday, September 30, we will follow a DAY 6 schedule with students in Cohort C reporting to school. On Thursday, October 1, we will follow a DAY 1 schedule with students in Cohort A reporting to school. The Cohort schedule (A, B, C) can be found [here](#). The revised Cycle Day Calendar (Days 1 through 6) can be found [here](#).

To confirm your child's cohort, refer to the label "**location**" in the parent portal. If you see an "**R**" next to the cohort, your child will be fully remote (100%) through the first quarter.

As we prepare to reopen, I would like to highlight some important procedures.

Before Students Enter School:

- Must fill out COVID screening questionnaire. Information can be found [here](#).
- Must wear a mask on the bus and when they enter school.
- Bring lunch with them if not ordering from Food Services.
- Bring all necessary materials (including a charged computing device) with them. Please note that District issued laptops will be distributed to every student. Students previously issued Chromebook should bring them to school to exchange.
- Should wear sneakers and appropriate athletic clothing if they have physical education schedule for the day. The locker rooms will not be used at this time.

Arrival:

- Buses will drop off at the Annex Entrance.
- Students driven to school must be dropped off at the Main Entrance.
- Twelfth (12th) graders driving to school must park in the Main Parking Lot.
- Eleventh (11th) graders driving to school must park in the Ballfield Parking Lot.

- All students must proceed directly to their assigned classroom and wait for their teacher.
- Students may not wait in the hallway. Students will not be using lockers.
- The library is not available for student use. If students request a book, they should email the librarian, Holly Dickerson, at hdickerson@ccsd.edu.

Lunch:

- Students ordering lunch from Food Services must place their order using a form by 8:15 am.
- Students with a lunch period must eat in their assigned classroom. Students can take their masks off when they are eating. Masks must be worn at other times or when leaving their seat for any reason.
- For students without a lunch period (Periods 4, 5, or 6):

--Teachers may allow students to eat during their class (Periods 4, 5, or 6) or;

--Students may eat during Periods 3 or 7 in the Annex Cafeteria (rooms 522 and 524) supervised by a teacher.

- The Ram's Cave is temporarily closed and will not be available to purchase snacks and food.
- The Senior Lounge is temporarily closed.

Visiting Campus:

- If you would like to contact a teacher, please email them.
- In-person meetings with teachers and staff are not allowed at this time. Please refer to the [Protocols for Visitors](#).
- If an item needs to be dropped off, please leave outside the Main Entrance and use the intercom to let security know it is there.

Attendance:

- When your child is absent during remote or in-person instruction, please email Denise Maguire at dmaguire@ccsd.edu. If your child will be arriving to school late or leaving early, please call (845) 639-6500 or email Denise Maguire (dmaguire@ccsd.edu).
- If a student arrives to school late, they should report directly to their classroom.
- If a student leaves early, the student must report to the security desk in the Main Building. Security will verify with the attendance office and then the student will be allowed to leave.

Transitioning from Class to Class:

- Students must walk in the direction of the arrows located on the floor.
- Students must wear masks when walking throughout the campus.

Dismissal and After School Activities:

- At the end of the school day (2:00 pm), all students must exit the building and proceed either to their bus or to the Main Entrance for parent pick-up.
- Extra help will be conducted remotely during the teacher's posted extra help hours and days.
- With the exception of limited athletic teams, all extra-curricular activities will be conducted remotely. Students participating in athletics should report to the practice field communicated by the coach(es).
- The library, homework center, and all other areas in the building are not available for after school use.
- School buses will begin entering the North campus at 1:45 pm and will leave by 2:10 pm. During this time, vehicles may not enter the campus. Vehicular traffic will be allowed after 2:10 pm for parent pick-up of students.
- Students going home on the bus should directly proceed to their bus after school. Student drivers should proceed to their cars and drive off campus.
- Students being picked up by a parent after school must report to the Main Entrance, wait outside for their ride home, and remain socially distanced.

In-person teaching and learning during a pandemic requires all of us to work as a community and follow [safety protocols](#). Our primary responsibility is the health and safety of all members of our school community so that in-person instruction can continue throughout the school year. As a result, the Student Agenda has been modified to reflect the current environment, which requires us to follow safety procedures. There is important information in the [Addendum to the Student Agenda](#) (expectations for learning, dismissal procedures, safety expectations and consequences, bell schedules, and revised cycle day calendar) that both parents and students should review.

Thanks in advance for everyone's cooperation. We have come a long way since March, and I am looking forward to seeing staff and students in the building once again.

Enjoy the weekend.

Sincerely,

Harry Leonardatos, Ph.D.

Principal, Clarkstown High School North