Holtville High School

Virtual Open House 2020

Big Picture

○ 3 options for attending school in Elmore County:

1. Traditional attendance - Students physically come to campus each day and attend classes normally.

2. Virtual attendance at base school – Link on HHS and EC website homepage

3. EDGE – Stand-alone virtual school

Important Reminders

- All students must have registration updated through Registration Gateway before allowed to attend classes virtually or on campus! Link on HHS website.

Elmore County Public Schools

100 H. H. ROBISON DR. | WETUMPKA, AL 36092

Online Enrollment

Computers are available at schools for parents who need access.

New feature this year: Parents/Guardians will be adding their own documents with the New Student and Returning student process. Items like proof of residency, legal documents, etc. can now be uploaded through your phone. The software will send a link to the guardian based on the cell phone number provided once online registration is complete. Registrars will verify the uploaded documents and the registration can be completed without a face to face meeting. Some original documents will still need to be provided like the immunization card, but the upload will allow us not to delay enrollment.

For Pre-K & Other New Students: Began June 1

New Students are students who did not attend an Elmore County Public K-12 School during the previous school year or residency within the district has changed.
Example: moving from Holtville to Eclectic.

Website to visit:

https://registration.elmoreco.com/

Follow prompts on the screen to set up account

For Returning Students after June 15: *Returning Students* are students who attended an Elmore County Public K-12 School during the previous school year.

Website to visit: https://update.elmoreco.com/

USERNAME:
Student State ID – 10 digit number

EXAMPLE: number starts with 19 – 19########

PASSWORD:
Student Date of Birth -no slashes, hyphens or spaces.   EXAMPLE: 01022011

Important Reminders

- Student schedules are available in the iNOW Home Portal.

ACCESSING THE INOW GRADE PORTAL FOR PARENTS AND STUDENTS

GUARDIAN: _____

STUDENT(S): _____

STEP 1: Go to https://inow-elmoreco.asc.edu/InformationNOW/

STEP 2: Enter the following username and password each time you connect to the Elmore County INOW Server:

USERNAME: homeaccess

PASSWORD: Elmore2019

**Note: You may not always see this initial screen. You may be directed straight to Step 3.

STEP 3: On the INOW Home Page, enter your personal username and password:

USERNAME: _____

PASSWORD: Elmore2019

**Note to STUDENTS: Your Grade Portal username is the same username you use on school computers.

**Note to PARENTS: Parent usernames are sent home with students at the beginning of each school year.
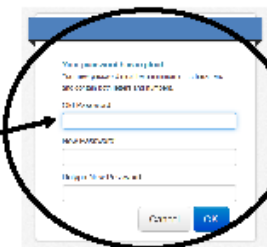
STEP 4: The first time you log in, you will be prompted to select a new password.

Your new password must be a minimum of 8 characters and contain both letters and numbers. Please write your password in the blank space below and keep it safe. The school cannot look up a forgotten password.

Old Password: Elmore2019

New Password: _____

Important Reminders

- Schedule reminders:
  - CTE courses may not be available virtually.
  - Athletes and band students must participate in Band/Athletics courses in person to participate in athletic programs or band.
  - Alternating Day courses will be denoted by A/B
    - Examples – Intro. To Kinesiology, Adv. Gov., History 11, etc.

Important Reminders

- Schedule changes will be completed only for scheduling errors or changes deemed necessary by administration.

- To request a schedule change, complete a schedule change request form on our school website.

- As changes are completed, they will be reflected on the student's schedule in iNOW.

Traditional Attendance

Overview and Procedures

Important Reminders

- Parent FAQs posted to HHS and Elmore County Homepage.
  - Screening measures should be completed at-home before sending students to school including:
    - Checking temperatures to ensure below 100
    - Screening for symptoms of COVID-19 (Link on FAQ document)
  - Students must wear masks while on campus per the Governor's order through 8/31.
    - "Each employee, and each student in second grade or above, shall, to the greatest extent practicable, wear a mask or other facial covering that covers his or her nostrils and mouth at all times when in regular interaction within six feet of a person from a different household."
    - HHS has a mask for each student who needs one. If a student comes to campus without a mask after receiving one, the student will be required to sit in ISS to ensure they will maintain 6ft from other students and staff.

HHS Gaiter Masks Coming Soon!

$20 Each – We will send out purchasing info. once they arrive!
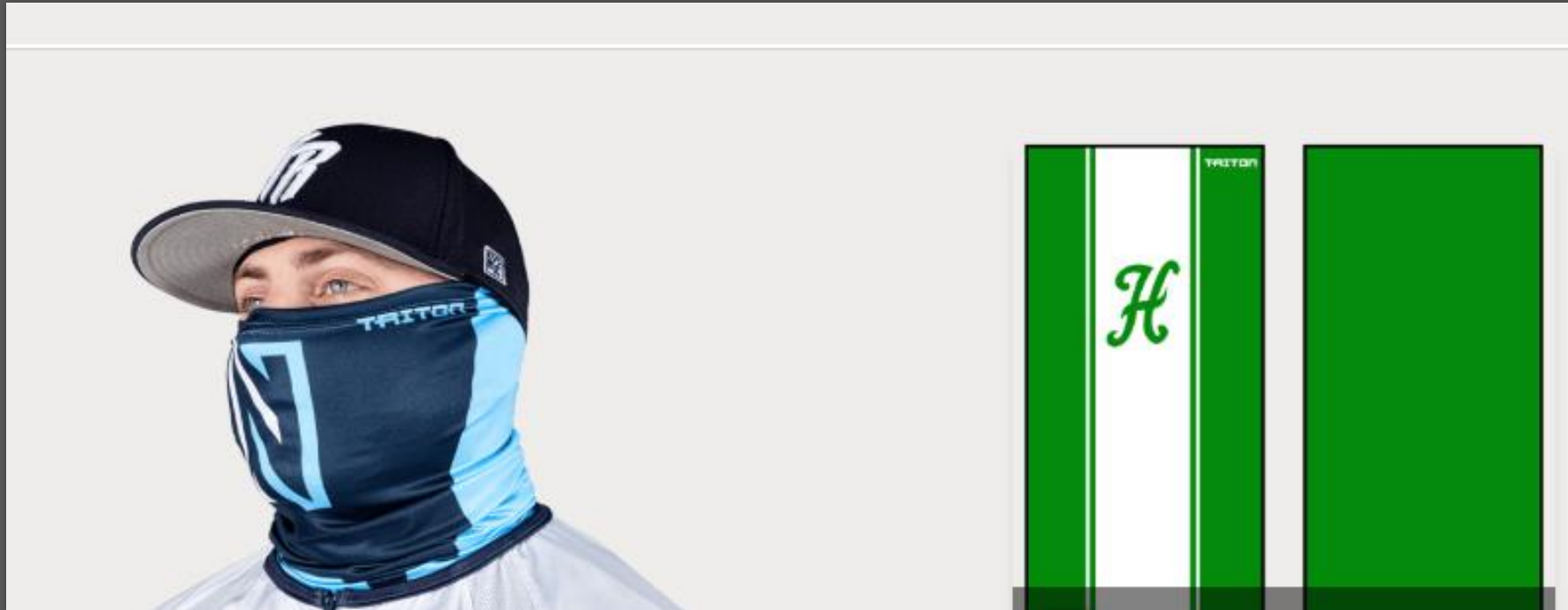
Bell Schedule

HOLTVILLE HIGH SCHOOL
HHS Block Bell Schedule
2020-21
Students will attend ECTC in 3 shifts

Period	Time	Minutes	Misc.
First Bell	7:35 - 7:40	5	
1st Block	7:40 - 9:10	90	1st Shift ECTC Departs 7:40
Breakfast Flex*	9:10 - 9:35	25	1st Shift ECTC Returns 9:30
2nd Block	9:35-11:05	90	2nd Shift ECTC Departs 11:05
Transition (Break)	11:05 – 11:13	8	
3rd Block	11:13 – 12:43	90	
Bulldog Period**	12:43-1:35	52	2nd Shift ECTC Returns 12:48 3rd Shift Departs 1:15
4th Block	1:35 - 3:05	90	
Students Dismissed	3:05		ECTC Returns 2:56

School Arrival

- Students will only be able to enter at the following locations beginning at 7:25 a.m. and must have temperature checked upon entering.

- Main building – Either set of back doors; Car drop off should walk around to back doors using sidewalks.

- Bandroom – Back door

- History Building – Back door

- Exterior classrooms – Classroom door

School Arrival

- Fitness Center
- Athletics - through doors facing new gym.
- ECTC students - through doors facing main building.
- Students should maintain 6 ft. distance from other students at all times.
- Per the Governor's order, "Each employee, and each student in second grade or above, shall, to the greatest extent practicable, wear a mask or other facial covering that covers his or her nostrils and mouth at all times when in regular interaction within six feet of a person from a different household.

School Arrival

- If a student registers a temperature above 100, staff member will call administration on cell who will have the student escorted by Mrs. Morgan or another available staff member to the sick waiting area.

- Student will wait until screened by Nurse Phelps.

- Students exhibiting symptoms of COVID-19 may be required to work virtually from home until next steps are determined.

HHS Tardy/Check-in policy

- Students who are tardy to first period must check in through the attendance office (new location in front of library) and have temperature screened prior to reporting to class.

- Teachers should not admit students who arrive after 7:45 a.m. or have been marked absent without a pass from the attendance office.

- For tardies to class and associated consequences, see EC Student Code of Conduct.

Attendance

- **A note is required for any absence to be considered excused, INCLUDING CHECK-OUTS**. Notes should be turned in to the attendance secretary beside the library. (If no one is there, turn in to office as a back up.)

- Students who would like to have absences excused that are not on the list of excused absences in the Elmore County Handbook **must get a Pre-approved absence form from the attendance office at least one week prior to the absence to have it approved by teachers and administration.** These will be excused on a case by case basis taking into account the reason for the trip, number of absences, and grades. Remember that all absences count against exemptions.

- After 7 parent notes, students must provide a doctor's note for each absence that follows or absence will be counted unexcused.

- **Students who accumulate more than 4 unexcused absences in a class may be denied credit for the class.**

Make-Up Work

- In the event of an excused absence, students should complete the corresponding Edgenuity assignment for the day as outlined in the teacher's lesson plans.

- The teacher may deem the assignment done in class as necessary for adequate progress in the course and may elect to have the student also complete the in-class assignment.

- It is recommended that Bulldog Period or Breakfast be utilized for individual student make-up work when necessary.

Virtual Engagement

- In the event of excused student absences, if students complete the Edgenuity assignment in the teacher's lesson plan for the day in its entirety, student attendance will be changed to "Virtual Engagement."

- This will not count as an absence because the student participated in class virtually.

- For more information, see the EC Blended Attendance Policy on the HHS website.

Virtual Attendance

- See the Elmore County Virtual and Blended attendance policy on our HHS website.

Attendance

- Exemption Policy (Per Elmore County Code of Conduct)
- PE and Electives (except Career Prep) will administer exams at the teacher's discretion.
- **Exam and Exemption Policy**
- **Grades**
- ·   A Average- No more than 2 excused absences
- ·   B Average- No more than 1 excused absence
- ·   C Average- No absences
- Any student who has skipped either a class period or a school day, been assigned to detention for five or more days, been suspended, or been assigned to ECAP will forfeit the opportunity to exempt any final examination regardless of grade average. **Three unexcused tardies** to class will forfeit exemption status in the class. School-authorized field trips, college days, and military absences (w/ proper documentation) do not count as absences against exemption.

HHS Check-in/Check-out Policy

○ No student may leave a class to check out without an office check out pass or having been called from the office over the intercom.

○ As a safety precaution, **parents must come to school in person to check students out** unless the student turns in a note by 9:30 a.m. for planned absences like doctor's appointments or other excusable reasons. The HHS Attendance Secretary will call to verify all notes turned in.

○ Students who get sick at school must see the nurse who will call a parent to check the student out, if necessary.

○ For a check-in or out to be excused, **students must turn in a parent note for documentation, even if the parent is present.**

Restrooms

- Students should use restroom during class changes and should ALWAYS WASH HANDS FOLLOWING A RESTROOM VISIT.
- Students should use hand sanitizer whenever entering or leaving the classroom.

Breakfast

- Breakfast - Students will report to 2nd period classes by 9:15 and will have breakfast delivered to the classroom.
- Breakfast for the next day will be ordered online the day before during breakfast time in 2nd period using https://elmoreco.nutrislice.com/menus-eula
- Will need to know child's Breakfast (2nd period) teacher and Lunch (Advisory) teacher.
- Students and parents will be strongly encouraged to utilize www.myschoolbucks.com to deposit money into accounts.
- Students can send money to school to be deposited into lunch accounts. A money bag will be sent to classrooms each morning with the morning meal.

Student Devices

- Students are encouraged to bring devices from home until we receive our next shipment of Chromebooks for use in class.
- Acceptable devices would include laptops, Chromebooks, and tablets.
- Phones will not provide students with all the functionality they need.

Break

- There will be 8 minutes between 2nd and 3rd block for students to stop by the break stand.
- Remember to wear your mask and maintain distancing while in line for break.
- In order to continue enjoying break time, remember to keep the break area and the whole campus clean and free of litter and observe safety guidelines.

Lunch

- Lunch – Students will order lunch online and will report to Advisory class by 12:45 where lunch will be delivered and eaten in the classroom. One grade level per day will be allowed to eat in the cafeteria/corner café as long as social distancing guidelines are followed.

- There will be no lunch deliveries allowed anytime during the day. A student who brings his/her lunch must bring it with them to school.

Lunch Payment

- http://www.myschoolbucks.com/ - Everyone is strongly encouraged to utilize this program for payment.
- Students who wish to pay cash will be able to give lunch money to their 2nd period teacher.

Cafeteria/Corner Cafe schedule

- Monday – Seniors
- Tuesday – Juniors
- Wednesday – Sophomores
- Thursday – Freshmen
- Friday – Rotate
- Week 1–Seniors, Week 2–Juniors, Week 3–Sophomores,
- Week 4-Freshmen

Food/Drinks

○ Students are encouraged to drink water all day to maintain proper hydration.

○ Water fountains will be disabled, so students must bring their own clear water bottle.

○ Other food/drinks should be consumed only during breakfast, break, and lunch.

○ No outside food and drinks are allowed inside the cafeteria.

○ **Students are not allowed to have food delivered to campus from any outside entity.**

Hallways/Class Changes

- Students must wear facial coverings at all times in hallways.
- Students should walk on the right side of the hallway to avoid contact with other students and maintain 6 ft. distance from other students.
- Students should sanitize hands when entering or leaving the classroom.

Parents and Visitors

○ HHS will have a new secure entrance in the front center of the building. Parents or visitors will enter the glass doors and notify our attendance secretary of the purpose of the visit.

○ If parents are checking out a student, parents will wait in the foyer until the student comes out.

Parents and Visitors

○ Per ALSDE due to COVID concerns, parents and visitors will not be allowed in the building except under extenuating circumstances.

○ Under certain circumstances, only 1 parent per child will be allowed in the building and will be required to wash or sanitize hands and have temperature checked prior to entering and wear a mask while in the building.

○ Meetings and parent-teacher conferences are encouraged to be conducted via phone or zoom.

Co-Op/Early Release

○ Junior Co-op/ER students who did not benchmark on the Pre-ACT and Seniors who did not benchmark on the ACT (or are not CCR) will be required to participate in remediation from 1:00 – 1:30 p.m., so they will only be able to Co-op/ER 4th block.

Schedule changes

- If you have an urgent need for a schedule change (i.e.-incorrect core class, Band, Athletics, etc) you will need to fill out a schedule change form on our school website.

- Any schedule changes submitted after the first week of the 1st semester (Aug. 10) will be assessed a fee of $25 to complete the schedule change.

Virtual Participation

Overview and Procedures

Email Login Information

○ Login through the "Office 365" link on the home page of the school website: https://holtvillehighelmoreal.schoolinsites.com/

○ Username format is the student's first initial and last name plus a unique 4-digit number @student.elmoreco.com

○ The password is the last 7 digits of the student state i.d. number.

Virtual Contacts

- If a student does not know this information, he/she can contact Mrs. Lana Pratt at 334-569-3034 or at lana.pratt@elmoreco.com

- For help with specific issues regarding virtual participation, contact the following school personnel:

  - Technical assistance – lana.pratt@elmoreco.com

  - Academic Support

    - Math – cathy.billings@elmoreco.com (M-W only)

    - English, Science, Social Studies, and electives – leslie.morgan@elmoreco.com

    - All faculty/staff emails are in the format first.lastname@elmoreco.com or can be accessed through the school website.

Technical Support

- Technical issues will happen!
- Fastest way to get help is to utilize the "Support" tab in Edgenuity.

Edgenuity Access

○ Access Edgenuity multiple ways:

  ○ Learn.edgenuity.com

  ○ Edgenuity link on school website -
  https://holtvillehighelmoreal.schoolinsites.com/

Edgenuity Access

○ On school Chromebooks, link has been added to the School Sites tab.
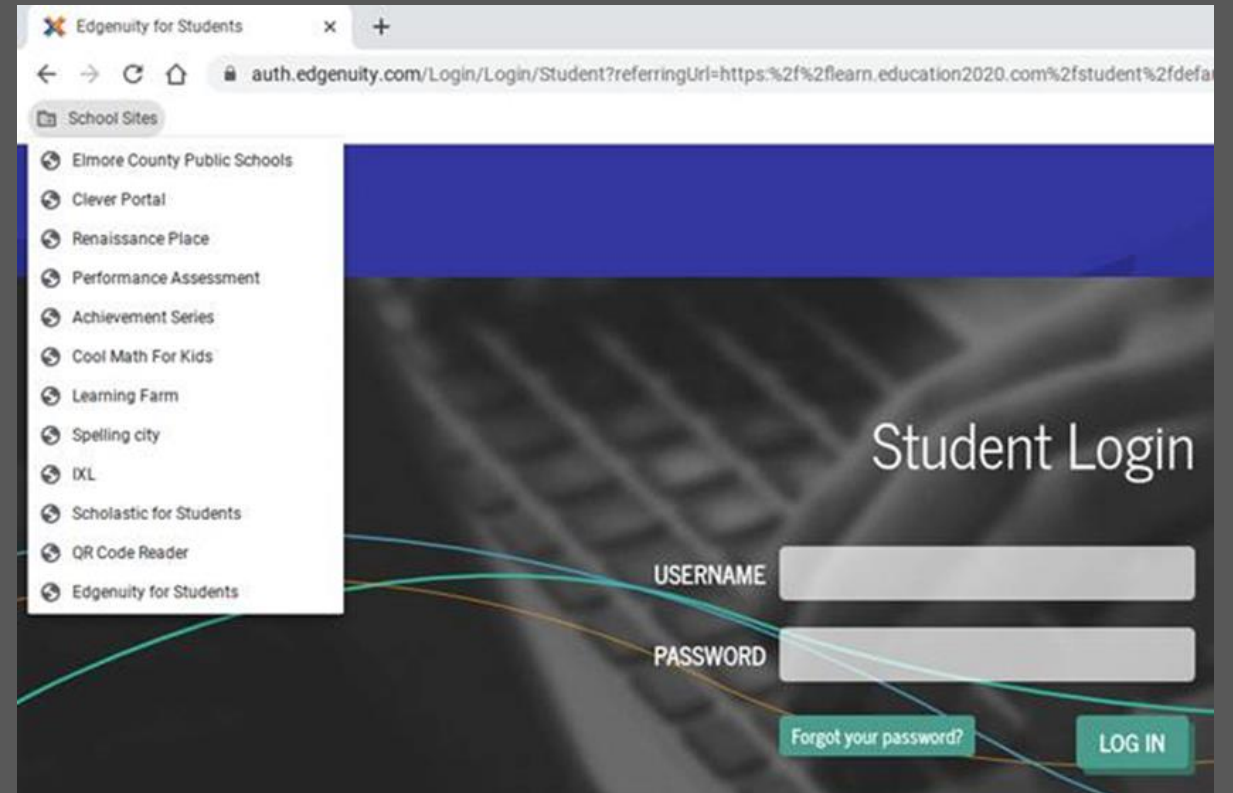
Edgenuity Login

- If you have questions about a class showing up in your course list, contact that teacher.
- If the course is an old course or a course you don't recognize and don't know who to contact, contact Mrs. Morgan.

EDGENUITY

Steps for Student Login

Please use the following steps to access Edgenuity:

1. Go to the following website: www.edgenuity.com
2. Click on the **yellow login button** at the top of the page.
3. Click on the **blue student login button** on the left side of the middle of the page.
4. Once on the student login page, you will need to enter your **username and password** using your Elmore County credentials.

* Please note: The username is the student's email address and the password is the same password you use for all of your Elmore County school accounts. If you need assistance retrieving your password, please contact your teacher or school technology coordinator.

5. Once you login to Edgenuity, you will see a screen that looks like the following:

6. Before beginning, you must watch the **Student Orientation video** to provide an overview and introduce you to Edgenuity.
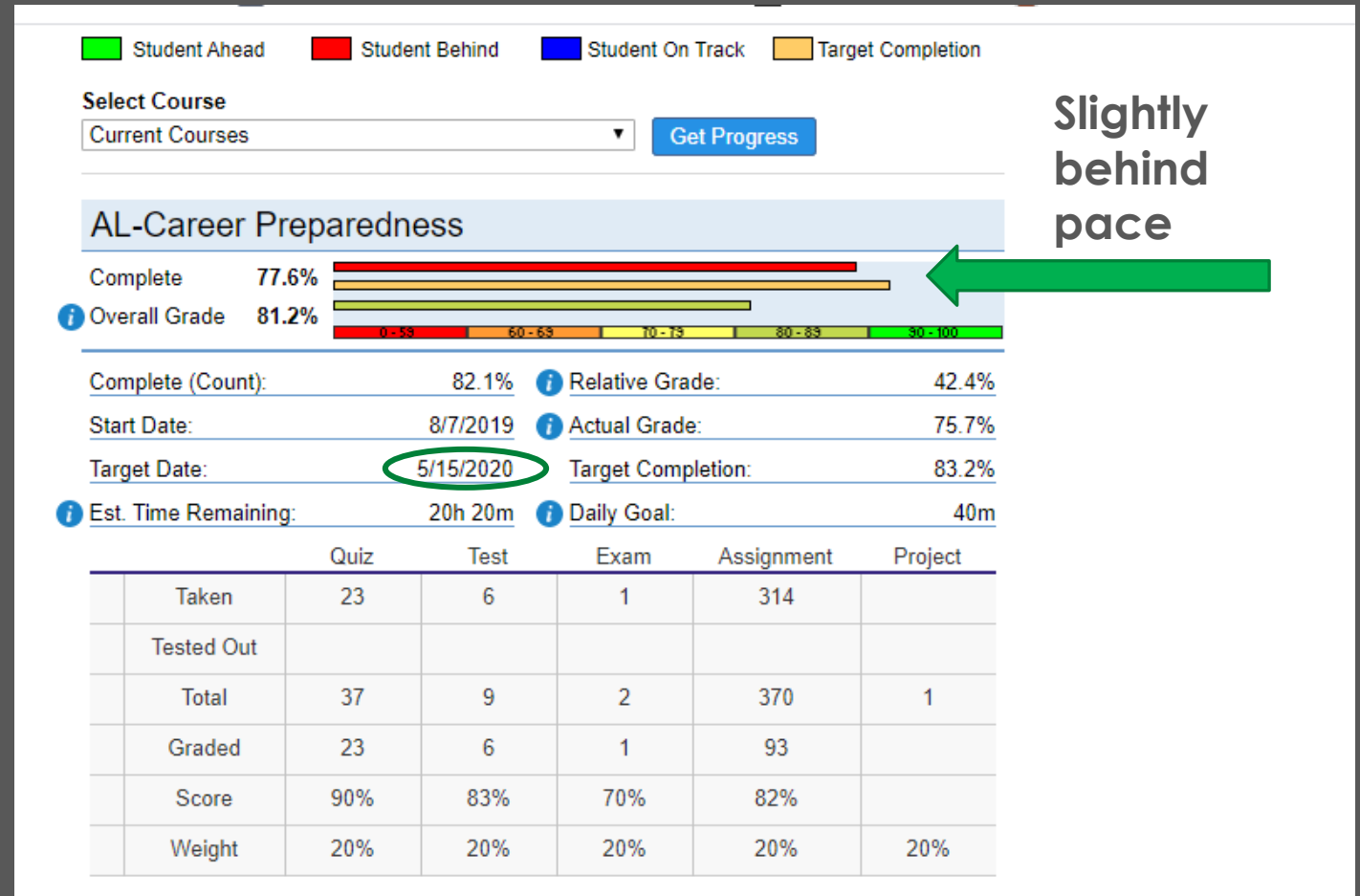
Edgenuity

Online Course Tips

- Commit to a schedule/routine. **You may want to just follow your normal class schedule.

- When you are scheduled to work, work hard.

- Put away all distractions while working. Examples – Turn off t.v., Put phone in a separate room with sound off, etc.

- Schedule short breaks to ensure that you don't "burn out" before you finish everything you need to for the current day.

- Carefully watch, listen, or read instructional components of the lessons. You only have the opportunity to take a test or quiz twice. After two unsuccessful attempts, you will have to repeat all the instruction and activities again.

Monitor Your Progress

○ Use the Progress Report feature to stay on track!

Slightly behind pace

Tutoring Opportunities

○ All Edgenuity courses have instruction, graded activities, and assessments built in.

○ Zoom tutoring is available by request by contacting the staff members listed on the slide for Virtual Contacts.

○ Students who fall off pace will be contacted a staff member and required to participate in tutoring sessions.

○ **Note**: Virtual students will take Benchmark tests and Pre-ACT tests through a program called Edulastic. More information will be provided on accessing these tests.

Transitioning Back to Campus or Going Virtual?

○ Complete the Traditional/Virtual transition form that will be added under forms by Wednesday of the week before you intend to transition.

○ We do ask that students limit transitioning as much as possible to help our staff with attendance and scheduling issues that this would create.

○ Students seeking to make more than 1 transition in a 9 weeks may be required to meet with administration for approval.

Meet Your Teachers!

Teacher and Course Information

- We have posted slides for each course on our school website at https://holtvillehighelmoreal.schoolinsites.com/

- Visit their pages to access supply lists, course syllabi, and other information!

- Some teachers may also be conducting individual zoom meetings following this one. Links and times will be on the course slides.

- There are also slides for those interested in running for SGA/Class Officers, as well as yearbook ordering and delivery information.

Zoom Schedule

Department	Time
Social Sci., CTE, and SpEd	6:00 p.m.
Math	6:30 p.m.
Science	7:00 p.m.
ELA	7:30 p.m.

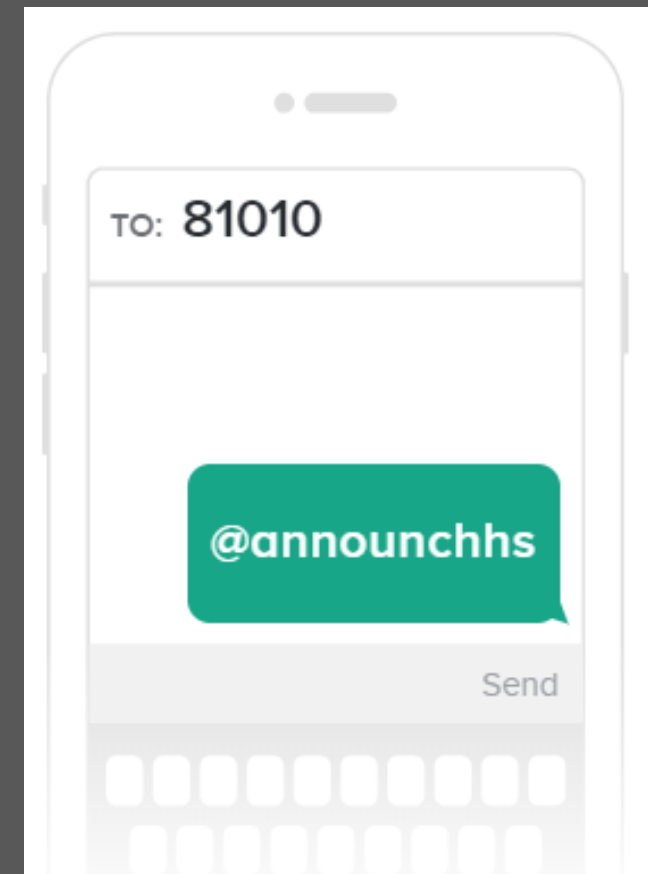# Parent Resources

- Visit the Elmore County Parent Academy at https://www.elmoreco.com/

Appreciated Supplies

- Hand sanitizer!
- Paper towels
- Kleenex
- Disposable rags
- Disposable gloves
- Disinfectant wipes

- Just drop them off in the bin on the front porch!

EVERY STUDENT EMPOWERED. EVERY STUDENT SUCCEEDS.

Virtual Tour and Q&A

- Stay on this zoom if you any questions I can answer!