

# Edythe J. Hayes Middle School

260 Richardson Place · Lexington, KY 40509 · Ph: (859) 381-4920 · Fax: (859) 381-4937  
Dave Hoskins, Principal · Tracye Nalley, Associate Principal · Matthew Sherrard, Associate Principal



*Learn Daily, Laugh Often, Lead Respectfully, Live Responsibly*

March 23, 2020

Panthers,

As you have heard by now, the district will be utilizing Non-Traditional Instruction (NTI) days from Monday, April 6, through Friday, April 17, 2020. Our faculty and staff have prepared for this, and we are ready to continue **daily** instruction for students utilizing Google Classroom. We do need your assistance, however, as we begin NTI days on April 6.

## **WHAT STUDENTS NEED TO DO BEFORE NTI LESSONS BEGIN**

We need each student to log into Google Classroom and respond to their teacher's post according to this schedule:

All sixth and seventh graders: Respond to today's post from your **SEVENTH PERIOD** teacher.

All eighth graders: Respond to today's post from your **SIXTH PERIOD** teacher.

All students should respond to the Google Classroom post by **Thursday, March 26, 2020 at noon**. We will assume that students who do not respond do not have access to Google Classroom, and we will contact those parents to determine the best way for students to receive instruction during the closure.

## **WHAT STUDENTS NEED TO DO DURING NTI DAYS**

Each teacher will activate their NTI lessons on their Google Classroom accounts beginning **Monday, April 6, 2020**. Our students are well versed on Google Classroom, so they will have no issues finding these lessons. Many of the lessons will be accompanied with a teacher created video, and will clearly be labeled NTI Lesson 1, NTI Lesson 2, etc.

Just a reminder that if you do not have access to the Internet, we can provide all materials printed to you. You can either pick the printed materials up or we can arrange for school personnel to drop them off. Currently Spectrum is offering 60 days of free internet access with installation fees waived.

For exploratory classes, student should use Infinite Campus to determine what their fourth nine weeks exploratory classes are. Work will not be provided for educational enhancement classes, except for our open enrollment Algebra I class, MTSS Reading and MTSS Math courses.

Students will need to check in with every teacher each day. This is how teachers will take attendance for each class. Not checking in means your student will be marked as absent for that class that day. Each day, teachers will post a new assignment called Attendance (followed by the Date), in addition to that day's graded assignment. To check in, your student will simply respond to the attendance question asked in Google Classroom and click "turn in."

## **STUDENTS WITH SPECIAL NEEDS**

All students with Individual Education Plans (IEPs) will receive information from their student's case manager regarding work expectations, modifications, and accommodations. At this point, all case managers should have made contact. If you have not heard from your child's case manager, please contact your grade level administrator as listed below.

## **CHROMEBOOK CHECKOUTS**

We have checked out nearly 100 Chromebooks at this point for students who do not have devices at home. Check out times are 9:00 AM-3:00 PM for the remainder of this week. We will close checkouts after 3:00 PM on Friday, March 27, 2020. For those who cannot come to school, please contact your student's guidance counselor to arrange for school personnel to deliver a Chromebook to you.

## **TECHNOLOGY HELP DURING SCHOOL CLOSURE**

The district's technology department is setting up a temporary call in helpdesk for families. Parents who need technical support with their child's FCPS account or Chromebook can call our temporary Student Tech Support number, 381-4410. Support is available Monday - Friday from 8AM to 5PM beginning March 23, 2020. Support will not be available during Spring Break.

*The mission of Edythe J. Hayes Middle School is to engage all learners in a safe and nurturing environment, that fosters academic excellence and develops responsible, respectful leaders and citizens.*

[www.ejhayes.fcps.net](http://www.ejhayes.fcps.net)

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## THIRD NINE WEEKS REPORT CARDS

Report cards were made available through Parent Portal on Infinite Campus on Thursday, March 19, 2020. We will not be sending home paper copies.

## NTI WEBSITE

We have set up a new section on our website for NTI. We will be adding to this section this week, so please check it often for updates.

## GRADE LEVEL CONTACTS

	<b>Counselor</b>		<b>Administrator</b>
6 <sup>th</sup> grade:	Jonna Hayden	<a href="mailto:Jonna.hayden@fayette.kyschools.us">Jonna.hayden@fayette.kyschools.us</a>	Dave Hoskins
7 <sup>th</sup> grade:	Alice Davis	<a href="mailto:Alice.davis@fayette.kyschools.us">Alice.davis@fayette.kyschools.us</a>	Matt Sherrard
8 <sup>th</sup> grade:	Alan Ford	<a href="mailto:Alan.ford@fayette.kyschools.us">Alan.ford@fayette.kyschools.us</a>	Tracye Nalley

## CLASS SCHEDULE

Students should access their classes according to the schedule below, as we want to provide as much structure and consistency as possible for students during this time. Teachers will be available to answer questions or offer assistance based on the schedule below. If you have a special circumstance, please reach out to your teacher to make other arrangements.

### ***Teacher Daily Schedule During NTI Days***

<u>Class Period</u>	<u>Time Frame</u>
1 <sup>ST</sup> Period	9:05-10:00
2 <sup>nd</sup> Period	10:04-10:54
3 <sup>rd</sup> Period	10:58-11:48
LUNCH	11:48-12:19
4 <sup>th</sup> Period	12:23-1:13
5 <sup>th</sup> Period	1:17-2:07
6 <sup>th</sup> Period	2:11-3:01
7 <sup>th</sup> Period	3:05-3:55

As you know, we are in uncharted waters where all of this is concerned. I am sure there are issues we have not thought about as we have developed this plan, but should issues arise, we will make adjustments.

As always, if you need anything, please do not hesitate to contact us.

Sincerely

Dave Hoskins  
Principal

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