



CLARENCE MIDDLE SCHOOL

Geoffrey M. Hicks
Superintendent of Schools

Robert E. Moore
Principal

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November 20, 2020

Dear Clarence Middle School Parents/Guardians:

At this point you have received Dr. Hicks's explanation of our transition to full remote learning brought about by our designation as an "orange" zone. Please see the information below regarding remote learning, parent conferences, and material/Chromebook pick-up.

Remote Learning

On Monday remote instruction will begin promptly at 8:58 and continue through until 3:35. All students should follow their schedule as they would in the past. The bell schedule and 4-day rotation are linked below. Wednesdays will continue to follow the half-day schedule as it has since the beginning of the year. Students will be expected to complete assignments and participate in class meetings as required by their teachers. Remote attendance will be taken.

Parent Conferences

It is our intention to conduct virtual parent-teacher conferences on December 10 between noon - 7 p.m. This will be a day for you to ask teachers questions regarding student academic progress. You can also ask questions regarding the teacher's Schoology page or other facets of individual courses. Please email the teachers you would like to meet with to set up an appointment. Teachers have also been instructed to reach out to the parents of students who they have concerns about. Most conferences will be 10 minutes long in order that teachers have a chance to speak to as many parents as possible.

A digital parent handbook will be sent out at the end of the first week of December. This manual is designed to answer frequently asked questions involving remote learning, Schoology and other facets of educational technology. While broad in scope, it won't answer all questions you have. This manual will be posted to the middle school web site. As always you are encouraged to ask questions and make suggestions about our program at the middle school.

Materials/Chromebook Pick-Up (For Hybrid and 100% Remote Students)

If you have absolutely necessary items left in lockers, please notify your house office to schedule a time for pickup. Teachers may contact students about items necessary for instruction. Should this occur, items will be available daily in the front of the building for pick up.

If your child has not swapped out an old Chromebook for a new Chromebook, devices are available for exchange in the front of the building. Pick up can occur daily from 7:30am - 3:30pm. Please do not come to the building if you are symptomatic, pending COVID-19 results, or quarantined.

Moving forward please know that the faculty and staff of CMS will work hard to maintain the forward momentum we've established during the first 11 weeks of school. We are in a much better position than we were in March when the pandemic began. While we are not sure when we will return to school, we are confident that it will happen. In the interim, we wish you and your family a Happy Thanksgiving and safe holiday season. Updates on our status will be communicated to you as they become available.

Links for: [Food Service](#), [CMS Bell Schedule](#), [4-Day Rotation](#)

Sincerely,

Robert Moore
Principal

Ashley Dreibelbis
Assistant Principal

Elizabeth Chelus
Assistant Principal