

Dear West Sylvan families,

It has been wonderful to connect with students and families during the soft start and at textbook pickup events. I know that I speak for everyone at West Sylvan when I thank you for your patience and flexibility during this time. Students have been fantastic in exhibiting a growth mindset, attacking challenges, reaching out for help, and staying calm and moving forward.

As we begin the year, I want to take a moment to introduce the newest members of our community. Please join me in welcoming our new faculty. We will have plenty of time to get to know them better as the school year begins, but here is a brief introduction.

**Denley Arce (Band):** Denley comes to West Sylvan from Sitka Alaska. We are excited to welcome him to the community and look forward to his classes beginning next week.

**Rebecca Cohen (Counseling, 6<sup>th</sup> grade):** When I was in 8th grade in Connecticut I was an assistant in my school's counseling office. I had no idea at the time that the experience I had then would shape the rest of my life. I went to college at the University of Kansas, ROCK CHALK Jayhawk, got a Master's of Science in Special Education from the University of Oregon and a Masters of Arts in School Counseling from Pacific University. I have served as a counselor in a variety of schools over the past two decades including Title 1, Dual Language Immersion, Private Boarding Schools, Public K-5, Middle School, High Schools and even as the Director of Disability Support at Reed College. One of the greatest parts of working at different schools is that I am able to use my experience and skills from one setting to help students in other settings. I love being a school counselor and have endless enthusiasm and commitment to ALL students' success in and out of the schoolhouse. When I am not working I enjoy yoga, stand-up paddle boarding, crafting, camping and spending time with my family, including my dog Norma.

**Greg Crabtree (AP):** I started my career in 1991 at Lincoln Middle School in Cottage Grove, then Hamlin Middle School in Springfield. My wife and I moved to Portland with our three kids in 1999. They have all attended Portland Schools graduating from Grant High School. We are all Ducks. None have failed to launch. I have spent my time in Portland at Beaumont Middle School, Jackson Middle School, and now West Sylvan. I am glad to be here and have enjoyed working with Cherie, Ben, and the various staff I am just meeting and working with over Google Meets. Here is to a strange, and wonderful year.

**Jennifer Kuhn (Health/AVID):** I am a first-year teacher, excited to start my career at West Sylvan Middle School! I grew up in Idaho but have lived in Portland for 5 years. I am a cat-lover who enjoys swimming, camping, hiking, biking, and going to the theater in my free time. I'm looking forward to the day when I can travel again. Next stops on my list include Chile, Argentina, Peru, the Caribbean, and Mongolia!

**Ting Luo (Mandarin):** Ting will join the faculty at both West Sylvan and Robert Gray this fall. We are excited to continue offering Mandarin as a World Language option. Her classes will begin next week.

### Advisory

West Sylvan has implemented a new advisory program in these first two weeks. We understand that building a connection to school is important, as is having supportive relationships with the adults in the building. Both of those can feel challenging to students, and even more so in distance learning. Continuing into the regular schedule, advisory will be a place for students and staff to connect, build a sense of community, learn and reflect. West Sylvan students and staff will work together to promote a culture of social-emotional learning, to grow as learners, to build resilience in changing times and to begin to tackle issues that will benefit our school and our community. Topics covered in the first quarter will include organization and time management; social-emotional learning to build a sense of belonging and resilience, and conversations around race to promote a school community that allows all students to thrive.

**\*\*In our new schedule Advisory will be held twice a week, on Monday and Thursday at 1:00PM.\*\***

## Schedule

On Monday we begin the regular schedule. The schedule moving forward is:

Time	Monday	Tuesday	Time	Wednesday	Time	Thursday	Friday
9:30 - 10:15a	Period 1	Period 5	9:30 - 10:00a	Period 1 (SG/OH/AS)	9:30 - 10:15a	Period 1 (SG/OH/AS)	Period 5 (SG/OH/AS)
10:30a - 11:15a	Period 2	Period 6	10:30a - 11:00a	Period 2 (SG/OH/AS)	10:30a - 11:15a	Period 2 (SG/OH/AS)	Period 6 (SG/OH/AS)
11:30a - 12:15a	Period 3	Period 7	11:30a - 12:00a	Period 3 (SG/OH/AS)	11:30a - 12:15a	Period 3 (SG/OH/AS)	Period 7 (SG/OH/AS))
Lunch			Lunch		Lunch		
1:00p - 1:45	Advisory	Small Groups	1:00p - 1:30p	Small Groups	1:00p - 1:45	Advisory	Small Groups
1:45p - 2:15p	Applied Learning	Applied Learning	Break		1:45p - 2:15p	Applied Learning	Applied Learning
Break			1:45p - 2:30p	Period 5 (SG/OH/AS)	Break		
2:30p - 3:00p	Applied Learning	Applied Learning	Break		2:30p - 3:00p	Applied Learning	Applied Learning
Break			2:30p - 3:15p	Period 6 (SG/OH/AS)	Break		
3:15p - 3:45p	Applied Learning	Applied Learning	Break		3:15p - 3:45p	Applied Learning	Applied Learning
			3:15p - 4:00p	Period 7 (SG/OH/AS)			

Students will be reviewing the schedule in Advisory on Friday the 11<sup>th</sup>. The district-wide schedule takes into account state mandates and utilizes a variety of learning experiences to engage students in the content; from whole class synchronous lessons, time for students to work offline in the afternoon, small group synchronous sessions, asynchronous assignments and office hours. All of these courses and expectations will be communicated through Canvas.

We know these are a lot of new terms. So what do they mean:

Synchronous lesson – live classroom instruction that is occurring with the whole group through google meets or zoom.

Applied Learning – the independent work time students will use to complete assignments from the morning sessions, or previous days. We divided it up into three sessions here to help students organize their time amongst their classes and classwork.

(SG/OH/AS) – Small Groups/Office Hours/Asynchronous Learning - These sessions are designed to allow teachers to use formative assessment data to provide small group instruction to help students understand concepts, provide extension or answer question

## Attendance

Middle School teachers are required to take attendance for every period taught. Unlike in person instruction that attendance can take a number of different formats. The attendance protocol, outlined by ODE on 8.11.20, states

that the following are evidence of attendance will be measured in at least one of the following ways within a 24 hour period:

- A. Participating in a video class
- B. Communication from the student to the teacher via chat, text message, communication app, or email
- C. A phone call between the teacher or EA/Paraprofessional with the student, or, for younger students, with the parent
- D. Posting completed coursework to a learning management system or web-based platform or via email.
- E. Turning in complete coursework on a given day.

### **Band Instruments**

Mr. Arce has been in contact with the district around instrument checkouts and we as a building will help facilitate those transactions. More information will be out shortly. For instruments and or resources picked up at West Sylvan the same protocols as textbook pickup will be followed. Please see the directions below and the map attached.

### **Textbook Pickup: makeup day Wednesday 9/16 from 10am – 2 pm [IF AIR QUALITY PERMITS]**

Drive up procedures:

Upon arrival (map attached):

families drive up, entering through the east entrance, there should just be one student/family in a car and all should remain in their car for the duration.

Students place sign in passenger sign window that includes:

Last name/ ID number

Block Teacher

Place a second copy of the sign in your trunk - we will take this for our records.

When you get to the front of the line we ask that you pop the trunk. Staff will place your materials in the trunk and you will be ready to go.

Walk up procedures:

Walk to table set up by upper gym stairs

Masks required

Hold sign (see above)

please maintain 6 feet (markings provided for guidance)

Thank you for your patience and flexibility.

Cherie Kinnersley

Go Wolves!

