

CLASS SCHEDULE AND PROCEDURES

CLASS SCHEDULE FOR MIDDLE AND PREP DIVISIONS

Mondays, Wednesdays, and Fridays - classes meet online through Google Meet

Block 1 - 9-9:45

Block 2 - 9:50-10:35

Break - 10:35-10:50

Block 3 - 10:50-11:35

Block 4 - 11:40-12:25

***It is mandatory for classes to meet virtually on these days and times, and for the entire block.*

Tuesdays and Thursdays - student work days

- Assignments to complete and hand in
- Projects to work on and document progress
- Etc. according to teacher instructions

GOOGLE MEET

You will receive instructions from your teachers about the use of Google Meet (as well as any other online platform that is being used, such as Google Classroom).

You will be able to join Google Meet two ways:

- through the internet (video and voice)
- through a phone call (voice only)

Therefore, students without internet access can still take part in online classes through a phone (cell or landline).

Again, your teachers will give you instructions.

ATTENDANCE

If you are going to be absent on a Monday, Wednesday, or Friday, your parent must call the attendance hotline at 973-792-5783, or email attendance@sbp.org, before school begins.

EMAIL

Check your email several times daily. It will be a critical way that we can all communicate with each other for school related (academic and otherwise) business.

EXPECTATIONS FOR STUDENTS

Be logged in/dialed in on time to all your classes.

Be present for every class for the entire instructional block.

Be seen at all times on camera.

Be seated at a desk or table during class.

Be in dress code.

Turn in assignments on time according to teacher instructions.

Appropriate behavior is expected.

EXPECTATIONS FOR TEACHERS

Be in school dress for classes.

Be logged in on time for your classes and be present for the entire instructional time during the block.

Apply your attendance policy for lates and absences.

Keep attendance daily. Send names of students who missed your classes, organized by block, to Daniel Sanchez by 3 pm.

Keep gradebooks up to date.

Respond in a timely manner to student requests for help via email, Google Classroom, etc.

GRADES

The quality and punctuality of your work will earn your grade, just as it does when we are physically in school. Continue to participate in classes as you would in the classroom - answer questions, ask questions, contribute to discussions. Ask your teachers for help if you need it; we can still offer extra help through Google Meet or email. If you don't have internet, call or text classmates for materials; if someone can send you a photo of a handout, you can complete it on paper.

COUNSELING SERVICES

Group and individual counseling will still take place via Google Meet. Speak with your counselor for instructions and scheduling.

STAY CONNECTED TO EACH OTHER

Our strength is in our connection to each other. Call, text, email, FaceTime each other. Check in on each other. Send your teacher who loves memes some funny ones. Send your student who is a sneakerhead photos of the new Yeezys. Keep caring for each other, just remotely.