

# West Salem High School

Update for September 4, 2020



We did it! Congrats on making through the first week of virtual learning. We understand just how different and sometimes difficult this can be. We appreciate your patience and understanding as we all navigate this process together. I hope the long weekend provides you all with the rest we all deserve. We have one more week of virtual learning before we implement our “blended” or “flipped” schedule. We miss the energy that the start of a normal school year provides. We look forward to welcoming our students back on September 14th.

Mike Malott  
Principal  
#WeAreWS



**Schedules:** We will continue to follow the schedule below for the week of September 7, 2020.

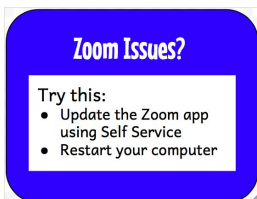
## [School Day Schedule for September 2-11, 2020](#)

PLEASE NOTE: **Attendance is required** for daily homeroom check-ins. (T/Th @ 10 a.m. & W/F @ 3:00 p.m.)

Students should join the Zoom Classroom and Teacher Office Hours by visiting the teacher links.

## Zoom Information

While many of our teachers are familiar with the many faces of West Salem High School, for some, this is the first year with your child. In an effort to help our staff connect faces to names, we are asking that students identify themselves on Zoom by their first and last name.



## Schoology Parent Accounts

If you have not yet received your parent Schoology login information, please contact Kathy Hilby at [hilby.kathy@wsalem.k12.wi.us](mailto:hilby.kathy@wsalem.k12.wi.us)

**Lifetouch Photos** are scheduled for Monday September, 28 and October 8, 2020 assuming we will be running our “blended” schedule.

## ATTENDANCE MATTERS



We understand that students have **appointments/ personal leave** that may conflict with the zoom classroom times. The procedure during online learning is below.

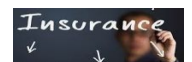
Parent/Guardian communicates with the HS Office via phone or email about student appointment time and date.	
Office/Staff Responsibilities	Student Responsibilities
<ol style="list-style-type: none"> <li>Office will communicate with the parent/guardian that the student should Zoom chat the teacher at the beginning of the class that he/she has "permission to leave at ___ time" and follow up with teachers during office hours, if needed.</li> <li>Attendance will be updated in Skyward ASAP by the office.</li> <li>Office will send an email with the STUDENT NAME in the subject line stating he/she has permission to leave at ___.</li> </ol>	<ol style="list-style-type: none"> <li>The student will Zoom chat the teacher at the start of class alerting the teacher to the permission to leave at ___ time.</li> <li>The student will follow up in office hours, if needed.</li> </ol>

Students who have a **pre-planned absence** are asked to communicate with their teachers prior to the class period(s) they will miss by logging into staff Zoom office hours prior to the absence. Students can simply go to the [Teacher Links](#) and click on the staff member they'd like to speak with. Teacher office hours are posted on the daily schedules.

As a reminder, students who are unexcused or absent due to an unverified appointment from the virtual classroom will not be allowed to participate in co-curriculars on the date in which the absence occurred.

## Macbook Insurance Reminder

Families who have not purchased Macbook Insurance and have opted to purchase the insurance must purchase insurance by September 7, 2020. Online payments can be made via Skyward Family Access. Alternatively, checks or cash may be dropped off at the main office of the high school from 7-3:30 p.m. daily. After September 7, students must have their laptops evaluated for damage by our IT Department prior to being allowed to purchase insurance.



## Need Technology Help?

Having issues with your computer or internet connections? Contact the Technology Team at [www.wsalem.k12.wi.us](http://www.wsalem.k12.wi.us) > Families > [Technology Help](#)