



E. R. Hughes Elementary School

PRINCIPAL
Jason W. Stefanski

340 Higby Road, New Hartford, NY 13413
Phone: 315-738-9350 Fax:315-724-1899

February 10, 2021

Dear E.R. Hughes Elementary Parents/Guardians:

As the district and our surrounding community continues to overcome challenges this pandemic presents to our families, please know we are actively preparing for our students return. ***As we plan the return for in-person learning on Monday, February 22, 2021 (which is a Day 1 within the 6-Day Cycle)***, we feel it is beneficial to review the districts previously board approved models of instruction and offerings at the elementary level. Below is a list of return dates, instructional plan and information to support this transition:

Kindergarten - 2nd Grade Students

- Our youngest learners will begin in-person instruction on Monday, February 22, 2021 and ***will be attending school in-person 5 days per week regardless of their previous cohort designation.***

K-2 Students/ In-person Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
All Students (Cohort A & B) In-person				

- Additional precautions have been put into place to support our K-2 students' return. This includes the addition of desk barriers in required spaces, the establishment of secondary cafeterias to allow social distancing, and disinfecting schedules to support auxiliary classroom spaces as needed.
- Transportation for K-2 students will continue as it was offered during the fall. Students will ride the same buses and be picked up and dropped off at the same times as they were this fall. Previous requests regarding transportation will still be honored.
- Grab & Go Meals-will be discontinued upon the return of K-2 students in-person full time.

3rd Grade - 6th Grade Students

- The upper intermediate grade level students will begin in-person instruction on Monday, February 22, 2021 and ***will be following the previously approved 2:2:1 model of instruction.*** Cohort A & B students will following the below schedule:

3-6 Students/ 2:2:1 Hybrid Schedule

Monday	Tuesday	Wednesday	Thursday	Friday No In-person Instruction
Cohort A Students In-Person	Cohort B Students In-Person	Cohort A Students In-Person	Cohort B Students In-Person	Remote Synchronous Instruction- AM Only
Cohort B Students Remote Instruction & Asynchronous	Cohort A Students Remote Instruction & Asynchronous	Cohort B Students Remote Instruction & Asynchronous	Cohort A Students Remote Instruction & Asynchronous	Remote Asynchronous Instruction- PM Only

Cohort A Students - will attend in-person instruction Monday & Wednesday.

Cohort B Students - will attend in-person instruction Tuesday & Thursday.

Cohort A & B Students - will be fully remote on Friday with a half day of synchronous instruction in the morning and half day asynchronous instruction during the afternoon.

- Grab & Go Meals - will continue to be distributed to grade 3-6 students.

Fully Remote Students

- Our fully remote learners will continue to follow their teacher's fully remote schedule.
 - **K-5th Grade**- fully remote students will follow the *fully remote teacher* schedule.
 - **Pilot Programs**- fully remote students follow the *homeroom teachers* schedule.
 - **6th Grade**- fully remote students follow the *homeroom teachers* schedule.
- **Fully Remote Specials Schedule**
 - Students will continue to complete required weekly assignments in the Google classroom asynchronously (Music, Art, Computer, PE) during each 6-day cycle.
 - Students may optionally attend before school or afterschool sessions with a district-wide special area teacher for support.
 - Please see the special schedule for our fully remote students to support these optional sessions:
[Fully Remote Special Schedule](#)

It is important to know that the plans detailed above could be revised at any time. The district may require a shift to a different model of instruction (e.g., fully remote instruction for all learners) given circumstances in the district or as directed by state or county health officials.

Thank you for your continued support during these times.

Sincerely,

Jason W. Stefanski

Jason W. Stefanski
Principal, Hughes Elementary School