

Respect

Achievement

Citizenship

Karen J. Cahill
Principal, ext. 5503

The seal of the Town of Milton, Massachusetts, is circular and red. It features a central figure holding a staff and a bow, surrounded by the text "TOWN OF MILTON" at the top, "SEAL 1640 INCORPORATED" at the bottom, and "MILTON MASS" in the center. The seal is partially overlaid by the school's name and address.
MILTON HIGH SCHOOL
25 Gile Road
Milton, MA 02186 617-696-4470

Benjamin J. Kelly
Vice Principal, ext. 5504

Brian E. Mackinaw
Vice Principal, ext. 5507

September 11, 2020

Dear MHS Students and Families,

Welcome Back! This week Milton High staff returned to the building for the 2020-2021 school year. Our teachers, counselors, and support staff have been working hard preparing for the start of the year. While we are excited for the year to start, we know there is still a lot of work to do before September 16th and we are asking for your help. While this letter is very long, it contains important information that we are asking all students and families to read, which in turn will help to make our school opening as seamless as possible. If you have a question about anything related to Milton High School, I am confident that the information you seek is in this letter.

After seven years as Guidance Director, I am excited to step into the role of Principal of Milton High School. Along with MHS staff, I will continue to create a supportive environment that graduates students who are equipped to reach their potential and contribute to the global community by engaging them in a rigorous, enriching educational program that emphasizes respect, achievement, and citizenship.

I hope you all have been able to find some peace during this unsettling time and know that Milton High staff is looking forward to seeing you on Wednesday, September 16th, whether in-person or remotely.

Sincerely,

Karen J. Cahill
Principal

Please see our quick [Video Message](#) to students and families!

Protect the Paw! Help Slow the Spread of COVID-19

Wearing a mask and physical distancing have proven to be effective in mitigating the risks of COVID-19. It is imperative that students wear a mask/face covering at all times, and practice physical distancing of at least 6 feet. The [MPS Face Covering Policy](#) will be strictly enforced. Students should practice wearing a mask for extended periods of time over the next week. Students should bring a mask that they are comfortable wearing, as well as an extra mask in case one becomes soiled. More information about [Mask Wearing](#) is available here.

Please see the district's [Protect the Paw Flyer](#) to learn more about the steps the Milton Public Schools are taking to promote the well-being of staff and students.

Students: Check your MPS Google & PlusPortal Accounts!

This year, more than ever, it is imperative that MHS Students get in a routine of checking their MPS Google and PlusPortal Accounts for important information from the school and your teachers. Links for live class sessions, class expectations, assignments and other information will be shared with you electronically. (Note the PlusPortal accounts are currently in “transition mode” as we complete student schedules).

Learning Model Assignments & Cohorts

Students with last names beginning with the letter “A” through “K” will be in Group 1. Students with last names beginning with the letter “L” through “Z” will be in Group 2. These cohort assignments apply to both students in the Hybrid and Remote Choice models.

Students in the Hybrid Choice Model: Hybrid students in Group 1 will attend school from 7:50AM until 12:00PM on Days 1 & 3 and will learn from home on Days 2 & 4. Hybrid students in Group 2 will attend school from 7:50AM until 12:00PM on Days 2 & 4 and will learn from home on Days 1 & 3. All students will attend synchronous remote classes every day from 1:10PM until 2:45PM. The four day rotation is summarized in the chart below.

Hybrid Model	Group 1 (Last Name A-K)		Group 2 (Last Name L-Z)	
	Days 1 & 3	Days 2 & 4	Days 1 & 3	Days 2 & 4
7:50AM-12:00PM	Learning at School	Learning at Home	Learning at Home	Learning at School
1:10PM-2:45PM	Synchronous Remote Classes	Synchronous Remote Classes	Synchronous Remote Classes	Synchronous Remote Classes

Students in the Remote Choice Model: Remote Choice students in Group 1 will attend synchronous remote classes from 7:50AM until 12:00PM on Days 1 & 3 and will work asynchronously on Days 2 & 4. Remote Choice students in Group 2 will attend synchronous remote classes from 7:50AM until 12:00PM on Days 2 & 4 and will work asynchronously on Days 1 & 3. All students will attend synchronous

remote classes every day from 1:10 p.m. until 2:45 p.m. The four day rotation is summarized in the chart below.

Remote Choice Model	Group 1 (Last Name A-K)		Group 2 (Last Name L-Z)	
	Days 1 & 3	Days 2 & 4	Days 1 & 3	Days 2 & 4
7:50AM-12:00PM	Synchronous Remote Classes	Asynchronous Remote Classes	Asynchronous Remote Classes	Synchronous Remote Classes
1:10PM-2:45PM	Synchronous Remote Classes	Synchronous Remote Classes	Synchronous Remote Classes	Synchronous Remote Classes

A Note about Cohort Requests: When determining the cohorts, we focused on the priority of keeping siblings together, and on the same schedule, while keeping the classrooms balanced. For that reason, we are not able to accommodate parent/guardian requests for cohorts, peers, and classroom assignments as we would be unable to accommodate every request and still keep classrooms balanced and socially distanced at six feet. Thank you for your understanding.

All families have selected either the Hybrid Choice Model or the Remote Choice Model to begin the school year. Families who did not respond were automatically entered into the Hybrid Choice Model. Please see the attachment to this letter which confirms your student’s choice of Hybrid or Remote.

The [MPS Fall Reopening Plan](#) outlines the procedures for any requests to change between learning models. Due to the complexity of scheduling a comprehensive high school of 1150 students with open enrollment across two learning models, please be aware that requests for changes between models will take some time and we cannot guarantee the same set of classes.

Please refer to the [Milton High School Learning Schedule](#) (“bell schedule”) for class times.

Student Schedules

Student schedules will be available prior to the start of school, by Tuesday September 15, 2020. We continue to work on our student schedules every day to honor as many course requests as possible. When schedules are available, they will be emailed to students and families, and available via PlusPortal accounts.

Due to the complexity of scheduling a comprehensive high school of 1150 students with open enrollment across two learning models, we cannot guarantee that students will receive every course they requested in the Spring. We appreciate students’ and families’ flexibility and patience as we work to make schedules equitable for all. Please keep an open mind, especially if placed into an elective course that was not a first choice.

Advisory/HR Assignments

Please see the attachment to this letter for students’ Advisory Assignments. Advisory periods will be scheduled throughout the year on Day 2’s from 2:00PM-2:45PM. These Advisory sessions will be

announced in advance. When not being used for an Advisory period, the session will be an Office Hours block.

Guidance Assignments

Mrs. Cahill's appointment to High School Principal leaves a vacancy in the Guidance Department that we intend to fill as soon as possible. Once filled, guidance counselor caseloads will be redistributed. For the time being, you can see your student's [Guidance Assignment](#) here.

Message from Counseling Department

“Greetings Milton High School Student Body. With the school year slated to begin on Wednesday, we wanted to take this time to communicate some important information to you regarding how accessing the counselors is going to work. As you know, this year is unlike any other, and MHS staff have been working hard the last two weeks to implement many safeguards around the school to keep us all as safe as possible. Working together as a team is key to our success, and we are confident that you will all do your part to help make this work.

As of now, it will be necessary to have an appointment in order to speak with any of the Guidance or Adjustment counselors. Class time is limited, and in most cases it will not be possible for students to leave class. Appointments can be made via email (please refer to the directory below), and will be scheduled accordingly. Counselors will be conducting appointments via google meet, unless specified. Group Guidance will be conducted virtually, with more information to follow in the next few days. In case of emergency, feel free to enter the Guidance office and ask for help, or go to the Nurse in case of medical issues. Please also know that most student schedule changes will not be possible this year. The hybrid/remote offerings have been carefully calibrated with class sizes and cohort groups in mind, and your cooperation and understanding is greatly appreciated. If a level change is required, it must be agreed upon by the current teacher and department head prior to contacting your guidance counselor.

Rest assured that we are looking forward to having you back in the building, or engaged remotely, and seeing your faces again or meeting you for the first time (new students and 9th graders!). We know that the last six months have taken a toll on all of us in some way, and we are committed to supporting you in every way possible. Let's do our part to make the MHS learning model work both in and outside of school, and also step it up a notch, which is what being a Wildcat is all about!”

Guidance Department

Mr. Guarino - rguarino@miltonps.org

Ms. Bernard - lbernard@miltonps.org

Mrs. Spinelli - lspinelli@miltonps.org

Mr. Devlin - sdevlin@miltonps.org

Adjustment Counselors

Ms. Beliveau - jbeliveau@miltonps.org

Ms. Mattocks - mmattocks@miltonps.org

Mr. Adelman - kadelman@miltonps.org

Free/Reduced Lunch Applications

Please see the [Food Services Flyer](#) for information about student meals. All meals will continue to be free through December 2020. We encourage you to take advantage of the weekly pickup option on Wednesday at Milton High School from 12:15PM to 1:15PM. Students may also pick up meals at dismissal.

The [Free & Reduced Lunch Application](#) is now available. Families may also use the [Online Application](#), which provides an instant answer as to whether or not a family qualifies for the program.

Student & Family Handbook, COVID-19 Addendum & Sign Off Sheets

The [Milton High School Student & Family Handbook](#) is accompanied by the [COVID-19 Addendum to the Handbook](#) for the 2020-21 school year. Students and families should read both documents. Students and families must complete, sign and return the Handbook Sign Off sheet on the last pages of the handbook by Friday, September 25, 2020.

Hybrid Choice students will receive a hard copy of the Sign Off sheet in their A Period class, and will return the completed sheet to their A Period teacher. Remote Choice students may print their own Sign Off sheet or pick up a copy in the Main Office. Completed sheets may be returned to the Main Office.

Emergency Contact Information

Please be on the lookout for an automated email from the district to confirm and update your student's emergency contact information. Thank you for your attention to this important notice. If at any time you wish to update your student's emergency contact information, please call the Main Office.

Back to School Video

The Student Leaders and Milton Access TV have put together a [Back to School Video](#) complete with a tour of the facility and information about changes due to the ongoing COVID-19 pandemic.

Technology

What is BYOD? Milton High School's 1:1 device initiative titled Bring Your Own Device. Students will be encouraged to bring their own device, other than a smartphone, to school on a daily basis. Students who do not have a device can loan a Chromebook from Milton Public Schools at no cost. [All details on BYOD can be found here.](#)

Can we borrow a Chromebook? Yes. All MPS families will be afforded the opportunity to borrow a Chromebook from MPS. Families borrowing a device will be able to pick up their device during set dates and times before school starts.

If I want to purchase a device is there something specific I should get? If you would like to purchase a device for your MPS student (Pierce students will be assigned a device as part of a Pierce 1:1 device initiative started last year) we have recommended minimum tech specs. This [link](#) is to the MHS Bring Your Own Device flyer. The bottom left corner of the flyer is a link to these minimum tech specs.

[Family Technology Support Help Center](#) website: This site was created after hearing the feedback MPS families provided. The site provides information on [PlusPortal](#), [Google](#), [Clever](#), [Guardian Monitoring](#), and [Who to Contact](#).

[Student Technology Boot Camp](#): This student boot camp was created to help prepare students for remote learning. Students should go through all of the modules to become more comfortable with all of the platforms/applications that will be used throughout the 2020-21 school year. Each module will include important topics your student will be expected to use.

Screen time and Blue Light: Well before the pandemic put everyone in front of a screen for hours on end, it was debated whether blue light being emitted from devices causes eye issues. Here are some resources to help educate families on blue light.

[Harvard Medical](#); [WebMD](#); [Research Progress](#); [Blue Light & Sleep – Forget What You Know](#); [Best Blue Light Glasses for Kids](#)

First Day of School

The first day of school is on Wednesday, September 16 and will follow a “Day 1”. Please review the [MHS Learning Schedule](#) prior to the first day of school. Students must check their MPS Email Accounts and PlusPortals for assignments and specifics from their teachers, including Google Meet links for remote classes. On Day 1...

- *Hybrid Choice Model, Group 1* attends live classes at Milton High School beginning at 7:50AM; attends live remote classes in the afternoon from home beginning at 1:10PM.
- *Hybrid Choice Model, Group 2* learns at home beginning at 7:50AM; attends live remote classes in the afternoon from home beginning at 1:10PM.
- *Remote Choice Model, Group 1* attends live remote classes from home beginning at 7:50AM; attends live remote classes in the afternoon from home beginning at 1:10PM.
- *Remote Choice Model, Group 2* learns at home beginning at 7:50AM; attends live remote classes in the afternoon from home beginning at 1:10PM.

Building Procedures

Mornings at Milton High School

No breakfast will be served in the mornings at MHS. As such, **the building will not open to students until 7:30AM**, unless an earlier appointment is arranged with a staff member. Once the building is opened, it is expected that students make their way to their first classroom of the day. Wearing a mask and physical distancing both outside the school and in the hallways are imperative. There is no loitering in hallways in groups.

Lockers

Lockers will not be issued to students for the 2020-21 school year. Students should pack their backpacks

with the materials they will need for the 3 or 4 scheduled classes on a given day. Any student facing a significant hardship as a result of this policy may contact a Vice Principal to request an exemption.

Bathroom Use

To further encourage physical distancing, students are expected to avoid the bathrooms during transition periods between class. No more than three students are permitted in the bathrooms at one time. If three individuals are in the bathroom, students must wait outside while wearing their mask and maintaining physical distance. Bathroom use is *not* the time to take a mask break, as this is a shared space. Students must wash hands thoroughly, and use hand sanitizer where available.

Hallway Travel

Students must travel hallways on the right, close to the lockers, and leave space between others in front/behind. Stairwells have been designated as one-way, either “UP” or “DOWN”. Please observe all directional signage. Passing time between classes has been increased to 6 minutes to assist with these changes.

Mask Breaks

To make the most of students’ limited in-person class time, there are no scheduled full-class mask breaks. In classrooms where at least 6 feet of physical distancing can be maintained, students may take brief mask breaks while seated, at the discretion of the teacher. Students may ask their teacher to step into the hallway for a moment if a longer break is needed.

Water Bottles

Students are encouraged to bring a labeled water bottle to school each day. Water fountains are unavailable as a safety precaution, but additional water bottle filling stations are being installed. Students should avoid drinking their water while transitioning between classes in the hallways. Students may drink water while taking short mask breaks while seated in the classroom when physical distancing can be maintained.

Food Policy

There will be no food allowed in the building. Exemptions must be approved by the School Nurse.

Office Hours & Dismissal

Students may sign up in advance for Office Hours with a teacher. If students choose not to sign up, or if their teacher’s Office Hours schedule is already full for the day, students must exit the building and begin traveling home. There is to be no loitering in groups inside or outside of the school building after dismissal.

Transportation

Please see the [2020-21 Transportation Letter](#) for information on School Bus Passes. Transportation questions can be directed to [Rachel Schewe](#), Director of Transportation.

Athletics

The Massachusetts Interscholastic Athletics Association (MIAA) worked with the Department of Elementary and Secondary Education (DESE) and the Energy and Environmental Affairs (EEA) to

develop a new athletic structure, with some changes to Fall sports, as well as to include a new 4th/floating season, for the 2020-21 academic year, which can be found [here](#).

Football, (Fall) Cheer, and Volleyball have been moved to the new floating season, detailed in the link above. All other fall sports (B/G Soccer, B/G Cross Country, Field Hockey, Swim and Golf) will start tryouts on Monday, September 21st. Tryout schedules will be available on the MHS Athletics Website at a later date.

Registration is set to open by Monday, September 14th. Please visit the Athletics Website for information on how to register for fall sports, or click [here](#). All student-athletes must pass in a hard-copy of a current valid physical (completed within the last 13 months, no exceptions) during the registration period to the Athletic Director. Emailed and scanned copies sent over the summer will not be accepted. Physicals should be dropped in the Athletic Director's mailbox in the MHS front office by the student, or mailed to the school at 25 Gile Road, Milton, MA 02186, Attn: Athletic Director. *No student-athlete may participate in tryouts without a valid physical handed in to the Athletic Director, per MA State Law.*

The MIAA voted to allow student-athletes to participate in all four sport seasons during the 2020-2021 academic year.** Students who intended to sign up for Football, Volleyball or Cheer may also play a different fall sport, with Athletic Director's approval, without losing eligibility for Football, Volleyball or Cheer in the floating season. In other words, students may play 4 sports this academic year.

**Students who intend to play 4 sports must have a conversation with the Athletic Director prior to the start of tryouts. Approval will be granted on a case-by-case basis. The intention of this rule is to allow students an opportunity to play another sport if they choose, without displacing students on current teams. Depending on numbers, this opportunity may only be available for non-cut sports.

Schedules will not be released until the end of next week. The Bay State Conference is working to create schedules within a smaller geographical region, against fewer opponents, to limit exposure across school districts.

There were several great questions asked on the Google Form back in June regarding High School Athletics. Please visit the FAQ, linked [here](#), for many questions and answers.

Please do not hesitate to reach out with any further questions by contacting Ryan Madden, Director of Athletics, at rmadden@miltonps.org.

Clubs & Activities

MHS intends to offer a wide variety of clubs and activities for the 2020-21 school year. Clubs and activities will operate predominantly remotely for the foreseeable future. A list of clubs and activities along with advisor contact information will be made available as soon as possible, with the intention of beginning clubs and activities on October 1, 2020.

School Calendars

The [MPS District Calendar](#) and [Milton High School Academic Calendar](#) will be updated throughout the year as necessary.

School Pictures

School pictures will take place at Milton High School during students' scheduled English classes during the week of September 21. Please see the [School Picture Flyer](#) for more information.

New Student Orientation

New Student Orientation will take place on Monday afternoon, September 14, 2020. The event will take place predominantly outside on Brooks Field, and will include outside activities and a tour of the building in small groups. In the event of inclement weather, we will communicate via email as soon as possible to reschedule to Tuesday, September 15, 2020.

Freshmen with last names A through I, and all students new to Milton High School in grades 10, 11 & 12 are scheduled for 1:30PM to 2:30PM.

Freshmen with last names J through Z are scheduled for 3:00PM to 4:00PM.

- Students should be dropped by the Brooks Field (MHS Turf Field) on Gile Road. Please pull up to the gate and drop off. Follow the directions of all staff present.
- Physical Distancing must be maintained at all time, and masks are required for all students
- Please do not bring any belongings with you that cannot be easily carried
- No food is allowed
- Students who are sick must stay home
- Students must leave the MHS campus following their session

All freshman and new students to Milton High school are invited to attend this event, regardless of their choice in Hybrid or Remote Learning Models. Any students who do not wish to attend New Student Orientation physically are invited to attend remotely on Monday, September 14, 2020 at 4:30PM using the login information below:

Meeting ID:

meet.google.com/qwk-vgqx-gfq

Phone Numbers:

(US)+1 530-994-2227

PIN: 125 260 376#

Immunizations & Physicals

Please be aware that at the start of the 2020-2021 school year, school nurses will need to obtain an up-to-date physical exam and immunization record for the meningococcal conjugate vaccine for students entering the 11th grade, unless a religious or medical exemption applies. All other immunization requirements for school entry will remain the same. All 11th grade students should have an up to date physical exam and immunization record prior to the entrance to school.

The specific new immunization requirement for 11th grade entry is: 1 booster dose of meningococcal conjugate vaccine (Men ACWY) received on or after 16 years of age. [School Immunization Requirements](#).

You can email an updated physical exam (within the past 12 months) and immunization record to the school nurse, Kim Coughlin kacoughlin@miltonps.org or send it to: Milton High School, Attn: Kim Coughlin, 25 Gile Road, Milton, MA 02186.

Milton High School Administration

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