

July 20, 2020

Dear Center Hill Elementary Parents and Guardians,

The DCS Return-To-Learn Plan has been released, and we will adhere to all guidelines shared in that document. However, I am sure you and your little mustang(s) have several questions. Hopefully, this letter will give you guidance, ease your fears, and clarify how CHES students, parents, and staff will be affected. All information is subject to change if new guidance is issued by government and/or health officials.

First of all, we are so excited to see our little ones for the beginning of the new school year--be it in person or virtually! It has been a long time since I stood in the rotunda in the mornings greeted by the smiles, excitement, and spontaneity of our students. And though this school year has already presented us with unprecedented challenges, we are determined to see the light and joy in every day.

### **Center Hill Elementary School Return-To-Learn Plan**

1. **Distance Learning:** You have options! Please refer to the DCS website to get guidance for enrollment and the specific requirements for registration. While your student will not be on campus if you choose full distance learning, he or she will receive instruction from a teacher in the core subjects. Attendance will be taken. Grades will be given. Supplies will be needed. Teachers will be available. We understand that this is a personal decision based on the needs of your family, and there is no right or wrong decision. Parents can register by completing the application online at <https://www.desotocountyschools.org/distancelearning>. Questions about distance learning can be sent to [distancelearning@dcsms.org](mailto:distancelearning@dcsms.org). Applications must be completed by **Wednesday, July 22**. Distance learners must meet all of the same registration guidelines as traditional students. Students who participate in virtual learning will not be allowed to attend activity, recess, or lunch with peers.
2. Parents and students **MUST** understand that students will be held accountable for assignments and will be given grades regardless if they choose the VIP (full-time online) or if they choose to come to school, AND we are shut-down in part or whole due to COVID.
3. Parents must have plans in place if CHES closes and if their children are not able to attend school because of a quarantine situation. Parents are urged to be prepared to change plans within 24 hours if needed, and it is critical that parents have updated e-mail addresses and phone numbers on file with our school.
4. All teachers at CHES will embed Schoology (our learning management system) into their daily instruction, so that if we have to go into a closure of any kind, students will be ready and familiar with the platform.

While CHES intends to begin the year with the traditional school model, you must be prepared for individual students or groups of students to shift to distance learning during the school year. Frequent changes could be made throughout the school year based on the spread of COVID-19 in our schools and community.

5. **Student Safety:** We will maintain social distancing to the greatest extent possible at Center Hill Elementary. Social distancing best practices and considerations as outlined by the Centers for Disease Control (CDC), the Mississippi Department of Health (MDH), and the Mississippi Department of Education (MDE) will be in place and maintained from the time your student enters our building until he or she leaves. The safer the environment, the more students will learn. We have procedures in place for the following:
  - Arrival procedures
  - Classroom organization and desk arrangement
  - Line procedures
  - Lunch procedures
  - Handwashing procedures
  - Supplies procedure
  - Restroom procedures
  - Class change procedures
  - Full-time nurse on campus
  - Dismissal procedures
  
6. **Arrival:** Please see the following changes to our arrival procedures:
  - School doors will open at 8:05. For their safety, students must remain in vehicles until the doors are opened at 8:05. Do not drop students off before 8:05. Every school in the district has new start times to accommodate changes due to social distancing.
  - Duty personnel will continue to greet students with welcoming smiles and mustang love. However, duty personnel will no longer be opening car doors and/or unbuckling students. If your student needs to have the door opened or be unbuckled, we do ask that you move forward and assist your child in exiting quickly.
  - Only children will be allowed into the building. Parents are not permitted to walk students to classrooms.
  - Students will go directly to class when they enter the building.
  - When breakfast is offered, they will grab it and go to the classroom to eat.
  
7. **Activities:** Each student on campus will receive activity time. The content, procedures, and materials have been adapted to meet the guidelines for social distancing. Several activity teachers will go to classrooms instead of students traveling to the activity rooms. Students will not be sharing any supplies in these classes.
  
8. **Lunch:** Students will be served lunch daily as usual. Some classes will eat in the classroom, and some will eat in the cafeteria. In order to adhere to social distancing guidelines, we reduced the

number of students in the cafeteria. Teachers will follow the lunch schedule with locations given by administration.

9. **Recess:** Students will have a recess time with their class. Each class will have its own area for play and will not mix with other classes. Students will remain with their class the entire time.

10. **Dismissal:**

- Car riders will be dismissed first.
- The same procedure of not touching car doors will apply during dismissal.
- Parents must clearly display the first and last name of student in the window.
- Buses and daycare vans will dismiss as they arrive.
- Each student will sit in his or her designated area until called by an adult.
- Please be patient with us as we iron out the kinks.

11. **Visitors:** There will be no visitors permitted into the building without an appointment and prior approval from the principal unless there is an emergency. Visitors must set an appointment to meet with administration, teachers, the counselor, or any other personnel.

12. **Supplies:**

- Students are required to have their own set of supplies DAILY. There will be no community or shared supplies.
- Students will be permitted to bring a backpack to keep their belongings.
- It is important to clean and organize the backpack nightly so as not to create clutter within the classroom.
- Please add a clear water bottle to your supply list. Water fountains will be available for use as of now and will be cleaned regularly. To eliminate the need for the water fountain, provide your child with a water bottle that can be refilled.

13. **Academic and behavioral expectations:** The academic and behavioral expectations of DCS and CHES remain the same. We will provide your student with the best education in an environment that is safe and conducive for learning. We ask that you continue to partner with us to uphold these high standards.

- As a proactive measure, the grading scale for the 2020-2021 school year has been adjusted. Instead of a 65 being the minimum passing grade, a grade of 60 will be the minimum passing grade. This adjustment was made to benefit the students in case of school closures.

14. **Masks:** Masks are recommended for students though not required. Though we will not be supplying each student with a mask, our nurse will have some for students who may be ill.

15. **Special education services:** For distance learners, an IEP meeting will be held to discuss how the needs of the students will be met virtually. Please watch for guidance from your child's teachers.

