



Hello Murray Lake Families!

We've been working furiously to get ready for the start of the school year. Thank you for being so patient with us as we work through our new normal. Even though school will feel a little different this year, I'm confident it's going to be the best year yet!

There will be a lot of different procedures in place this school year to help keep our students as safe as possible.

This document will outline some of the major changes we have made. Keep in mind, this Covid-19 pandemic has been one we have never experienced before. As we get into the groove of the school year and we get all students on campus these procedures may change. I've never done this before so bear with me and hold on tight! It's going to be a great ride.

### **QR Code for parents/students**

**Every morning we are asking parents to fill out the survey found at the QR code or Google Link (below) for your child.**

**Student Letter ->**

<https://docs.google.com/document/d/1WvH61PTfvTb4ZSIEG7ce00LflGy12QTfwxhx3XBRM2E/edit?usp=sharing>

**Student Form ->**

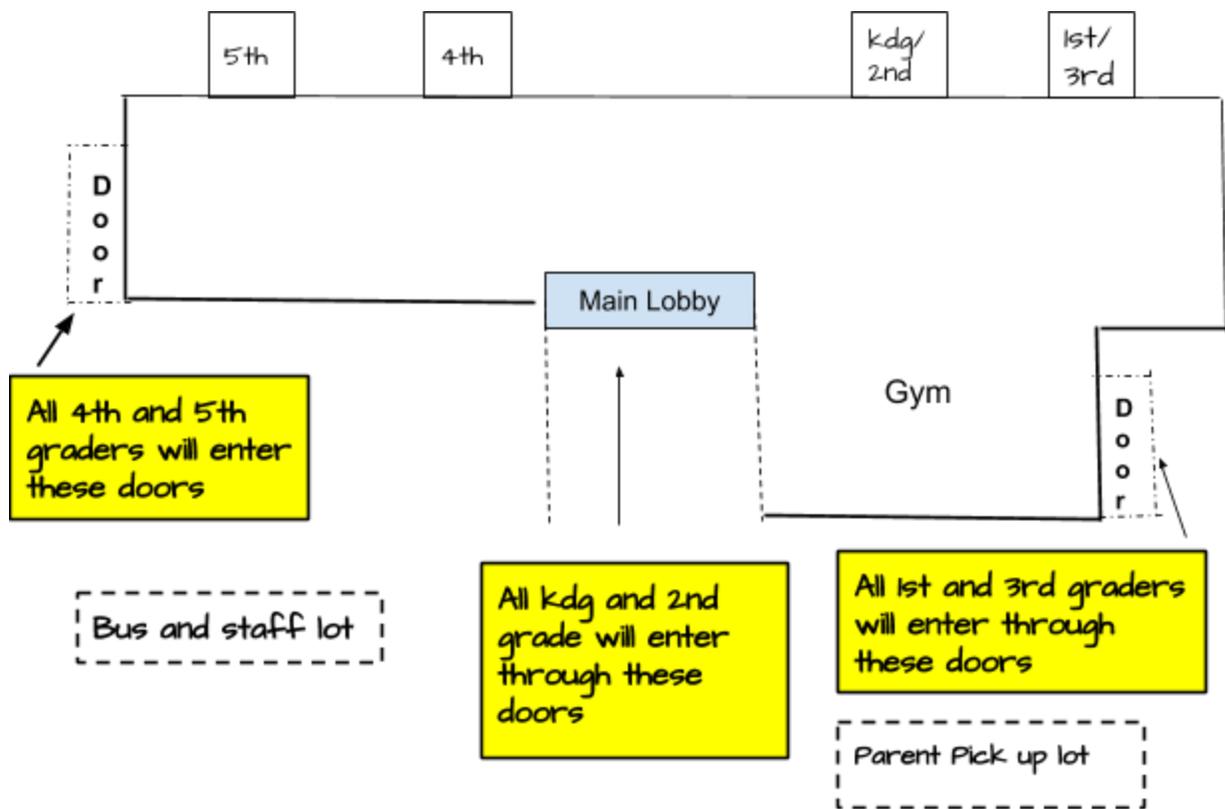
[https://docs.google.com/forms/d/e/1FAIpQLSety\\_00zfqfw1k7Rbnn7pi7V-2fxtCWEFYIVAoiq7QrONSHuw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSety_00zfqfw1k7Rbnn7pi7V-2fxtCWEFYIVAoiq7QrONSHuw/viewform)

### **Arrival each morning**

Drop off times have changed! Doors open at **8:35** (this is a change from years past). If you arrive early, please sit in your car and wait until 8:35. When the doors open your

child can go right to class. If your child rides a bus, the buses will be dismissed one at a time to allow for proper social distancing.

We have altered the time that students can enter the building. Students will not be allowed to play on the playground in the morning due to social distancing risks. That would be just too many kids on the playground at the same time. This year, they will be going straight to their classrooms. We are asking that all parents drop their kids off at the curb or walk them to their designated door. Parents will not be allowed in the building. I have different doors designated for different grade levels. Please see the map below..



\*\*\*All doors will be labeled with signs

### **Lunch and Recess**

All students will be eating lunch in their classrooms while being supervised by an adult. Your child can bring in lunch from home or order school lunch. They will also get a 20 minute recess time before their lunch. I have zoned the playground off into 10 different zones. Kids will play with their own class in different zones throughout the week. The same is true for our afternoon recess as well.

## **Dismissal**

This time has also been altered to allow for proper social distancing. Dismissal time will start at **3:13** (in the past this was 3:33). When you get to school you may wait in the parent pick up area or walk up and wait under the awning while social distancing from others.

As soon as you pull into school you will notice our pick up and bus areas have changed! These will be great changes when they are complete. Please bear with the mess in the parking lots while we continue this construction project. The school entrance on Alden Nash will be the entrance ALL PARENTS/VISITORS will use. There will be a new entrance to the school off Lally Street that will be for BUSES and STAFF only.

If you (or another adult) are picking up your child at the end of the day, it is important that you have the blue parent pick up tag in your windshield. Usually these cards are handed out at Meet the Teacher night but this year that isn't possible. Please let your teacher know if you need a blue parent pick up card for your car and he/she will get you one as soon as possible.

For Parent Pick Up: Classes will be dismissed by a teacher from each grade level. That teacher will walk the kids out and wait with them until they get picked up. They will wear masks and social distance as much as possible.

- ★ **If you need to pick up your child BEFORE 3:13, please ring the bell in the vestibule and we will bring your child to you. Please be patient as this may take a few extra minutes.**

For Bus: Bus students will remain in the classroom until their bus animal is called over the intercom. We will load one bus at a time. Our hope is that if we start dismissal early, buses can leave on time. Facial coverings must be worn on the bus at all times. Just a reminder to always call or email the office for any transportation changes. **We need all transportation changes by 2:30 at the latest to make sure we get your child where he/she is supposed to go.**

## **Hybrid Days for the first 3 weeks**

The work on these days will be very flexible. We understand that not everyone has access to technology at home and we are not able to provide chromebooks at this time to students that chose face to face. Work on these days will use mostly traditional resources such as reading for 30 minutes, a math page, review activities, etc. The amount of work on these 5 days out of school will be manageable for everyone.

## **Virtual Students**

Virtual teachers have been solidified and they are working together to build their plan. If you are virtual, your teacher will connect with you on Aug 25th so you can learn more about what virtual learning days will look like. Your virtual teacher will be announced on Friday, August 21st. Your teacher may not be a teacher from MLE but it will be a teacher from within the Lowell Area School District.

**All students checking out a chromebook will need to have chromebook agreement forms signed and insurance either paid or rejected.**

Link to the documentation and forms (pages 18-20 must be printed and returned):  
<https://docs.google.com/document/d/1yaE3G0xRVrJlk3kcmYglqMHaCQIRZMuaylLUyBnq36c/edit?usp=sharing>

On Aug 25th, MLE virtual students who are checking out chromebooks can do so from the LMS Library. They are asking that you park in the back parking lot and walk down the outside sidewalk to the 6th grade hallway doors (will be labeled), 8:30 am - 2:30 pm.

## **Staffing Changes**

There have been some staffing changes due to teachers teaching virtual. Amy Pike, Lauren Neubecker, and Paul Jacobus will be virtual teachers for Lowell students. These teachers will be replaced by long term subs. We will now only have 3 sections of kindergarten. Amy Pike will have Mackenzie McGuire in her room teaching kindergarten. Paul Jacobus will have Carmen Tawney (MLE Math Intervention teacher/retired Lowell teacher) in his room teaching 5th grade.

Mrs. Lancioni (and Mr. Jablonski) were blessed with a beautiful baby girl in early August. She will have Jessica Trainer in her classroom as her long term sub until she returns.

## **Student Class Placements**

Class placement will be shared via email on August 21st by 5:00 pm. Due to privacy laws, class lists will no longer be posted publicly.

## **Meet Your Teacher! Tuesday August 25th**

All classroom teachers will be sending out invitations to have an introductory virtual meeting or phone call with their students. Kindergarten students will have a face to face meet the teacher event in a staggered fashion using Signup Genius. They will be allowed to enter their new building to see their classroom and meet their teacher. Look for more information in their welcome letters coming this weekend!

### **School Office**

Our school office is now open from 8:00 am -3:30 pm! Call us at 987-2750 if you have questions or address updates. Our office is well staffed by Cathy Noffke, Alice Bush, and Julie Simmons, our spectacular administrative assistants!

### **Transportation**

Bus routes are posted on the Lowell Schools website: [www.lowellschools.com](http://www.lowellschools.com). If you have address changes or questions, please contact our transportation office at 987-2540. Also, if your child will be dropped off or picked up at a location other than your home (daycare, YMCA, etc.) please call to let our transportation office know.

### **First Day of School Parent Homework**

Parents will have homework the first week of school! Please completely read and fill out all paperwork your child receives on their first day of in person instruction. Our goal is to have all paperwork returned to school by Thursday, September 3rd. Thank you in advance for your help! **Please remember that all incoming kindergarten students MUST have all enrollment paperwork completed to attend the first day of school.**

### **Breakfast and Lunch**

Breakfast will be available from our lunchroom and will be taken back to classrooms to eat. Breakfast is \$1.10 and lunch is \$2.30. Free/Reduced lunch applications can be completed at this site: [www.lunchapp.com](http://www.lunchapp.com). Please check the district website for lunch menus, account information, and other food service information.

### **Student Medications**

A medication consent/instruction form **MUST** be completed by the ***parent and physician*** **BEFORE** any medications can be administered to a child during the school day. Forms are available in the school office or online.

### **Attendance Line Number- 987-2775**

The attendance line is available 24 hours a day. Please report ALL student absences (tardy, illness, vacation, appointments, etc.).

### **Other important reminders:**

- ★ Facial coverings are mandatory in all areas of the building. Students will be provided mask/facial covering breaks throughout the day. They will also be allowed to take facial coverings off while eating and on the playground IF they can properly social distance.

- ★ Throughout the year, we will be teaching lessons on proper mask use and hygiene. We will be washing our hands and the surfaces we work at frequently. Please help reinforce this at home.
- ★ **Please have your child bring a water bottle to school every day with their name written on it.** All drinking fountains will be turned off so access to water would be with their water bottle. If they forget on some days, that's ok we can have cups available for them.

I know this is a lot to process, especially if you are new to Murray Lake. Please don't stress. This is new for all of us and we are all in this together. #BetterTogether.

Please reach out with any questions or concerns. Remember, because this is all so new, plans may be altered again and again and again until we get it right! Hang in there and we will all get through this TOGETHER.

Molly Burnett  
Murray Lake, Principal  
Make Your Mark  
#BetterTogether