



Mesa Ridge High School

Parent and Student Guide to Return-to-Learn for 2020-2021

A Response to the COVID-19 Pandemic

August 10, 2020

In response to recommendations and suggestions from the El Paso County Health Department, we have developed 3 different schedules for this year to help keep our students and staff as safe as possible while at Mesa Ridge High School. We will begin the 2020-2021 school year in an online “Distance Learning” format beginning on Monday, August 24, 2020. I will share the other two schedules in the future when we prepare to return to the classroom in-person.

Distance Learning Schedule 2020-2021

Monday		TIMES	Tuesday	Wednesday	Thursday	Friday
PLC/PLANNING (7:10- 8:15)			Teacher Morning Prep (7:10-7:45)	PLC/PLANNING (7:10 - 8:15)	Teacher Morning Prep (7:10-7:45)	PLC/PLANNING (7:10 - 8:15)
8:30 – 8:55 am	Black 1		ADVISORY (7:45-8:15)		ADVISORY (7:45-8:15)	
9:00 – 9:25 am	Black 2	8:30 - 9:15 am	Black 1	Purple 1	Black 1	Purple 1
9:30 – 9:55 am	Black 3	9:30 - 10:15 am	Black 2	Purple 2	Black 2	Purple 2
10:00 – 10:25 am	Black 4	10:30 - 11:15 am	Black 3	Purple 3	Black 3	Purple 3
10:30 – 10:55 am	Purple 1	11:30 - 12:15 pm	Block 4*	Block 4*	Block 4*	Block 4*
11:00 – 11:25 am	Purple 2	12:15 - 1:00 pm	Lunch	Lunch	Lunch	Lunch
11:30 - 11:55 am	Purple 3					
1:00 - 2:40 pm	Intervention & Independent Learning Teacher Planning	* Conference / Seminar time will be embedded in BLOCK 4 each day	Conference/Seminar Black 1 – 1:00 – 1:30 pm Black 2 – 1:35 – 2:05 pm Black 3 – 2:10 – 2:40 pm	Conference/Seminar Purple 1 – 1:00 – 1:30 pm Purple 2 – 1:35 – 2:05 pm Purple 3 – 2:10 – 2:40 pm	Conference/Seminar Black 1 – 1:00 – 1:30 pm Black 2 – 1:35 – 2:05 pm Black 3 – 2:10 – 2:40 pm	Conference/Seminar Purple 1 – 1:00 – 1:30 pm Purple 2 – 1:35 – 2:05 pm Purple 3 – 2:10 – 2:40 pm

Monday students will have a “White” day schedule where they will have all seven classes (**Black** 1-2-3-4 and **Purple** 1-2-3) which will be used as a check-in and intervention support time. Students are required to attend all classes on Monday.

Students will attend all of their **Black** and **Purple** day classes as assigned. **Black** day classes will be on Tuesdays and Thursdays Blocks 1-2-3 and 4 (block 4 is the everyday class) and **Purple** day classes will be Wednesdays and Fridays Blocks 1-2-3-4 (block 4 is the everyday class)

Conference/Seminar (Students are required to attend in the afternoons from 1:00 – 2:40 pm)

- Staff will be available for students during this time (instructional part of the day) for the following:
 - Enrichment activities
 - Reinforcements of concepts
 - Independent and/or Guided Practice support
 - Small group intervention/extension
- Attendance is required part of the instructional day

ADVISORY (Tuesday and Thursday mornings from 7:45 – 8:15 am)

- Opportunity for staff connecting with Advisory students (Preparing for when we return to in-person learning)
- Share school news and current events
- Public Service Announcements
- Focused Notes Lessons (Share the five stages of note taking process to support learning)
- Distance Learning Strategies (organization, structure, navigation of systems etc.)
- Social Emotional Learning (Support mental health needs of students (Tuesdays students will take a short survey as a means to check-in so we can identify if we need to support mental health) School counselors, social worker and psychologist will oversee the mental and social emotional health of students during distance learning.

PLC/PLANNING (Teachers ONLY)

This is scheduled time for teachers to collaborate to plan lessons, develop assessments, and prepare for classes.

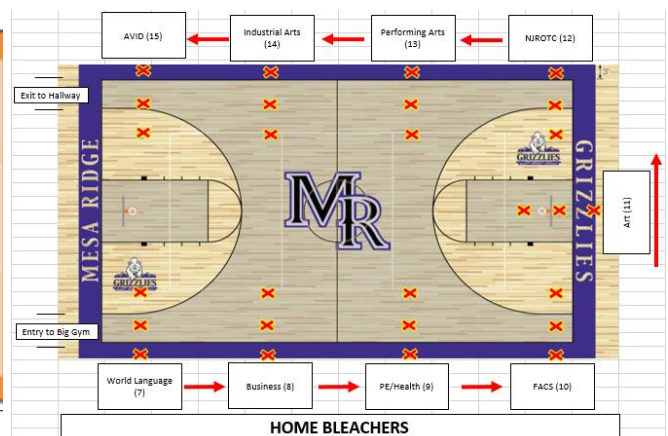
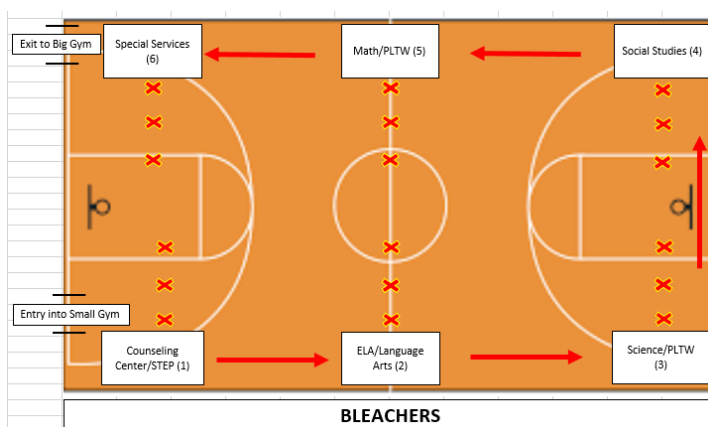
Resource Distribution Week (August 17th – 21st)

Mesa Ridge High School will have a Resource Distribution Day for each grade level during the week of August 17th - 21st. We will also distribute technology for those that completed the survey and have been identified as needing technology at the following: <https://forms.gle/fty1qDK9WTF621aW9>

Resource Distribution Tentative Schedule August 17-21 2020					
DATE	GRADE	STUDENT'S FIRST LETTER OF LAST NAME			
		A - D	E - J	K - Q	R - Z
8/17/2020	9	8:00 AM - 9:00 AM	9:00 AM - 10:00 AM	10:00 AM - 11:00 AM	11:00 AM - 12:00 PM
8/18/2020	10	8:00 AM - 9:00 AM	9:00 AM - 10:00 AM	10:00 AM - 11:00 AM	11:00 AM - 12:00 PM
8/19/2020	11	8:00 AM - 9:00 AM	9:00 AM - 10:00 AM	10:00 AM - 11:00 AM	11:00 AM - 12:00 PM
8/20/2020	12	8:00 AM - 9:00 AM	9:00 AM - 10:00 AM	10:00 AM - 11:00 AM	11:00 AM - 12:00 PM
8/21/2020	Students with Special Services and Make Up Date will have a window from 8:00 AM - 12:00 PM				

Procedures for Distribution week:

1. Students/parents/guardians will utilize the south student parking lot
2. Students/parents/guardians will enter into the Small Gym on the south west corner (observe all social distancing/face covering guidelines within the building)
3. Students will receive schedules and individual folders from the Counseling Center Station which will guide station visitation
4. Core classes, PLTW, and Special Services resources will be distributed first from the Small Gym
5. Students will then transition into the Big Gym in order to receive resources from the Elective Department
6. Once students have received all necessary resources, they will exit the Big Gym and leave via the courtyard or be directed to the South Commons in order to receive Technology Department resources (e.g. laptop, hot spot, etc.) as designated by the color of their folder
7. Students receiving technology will verify functionality and log-in/security information via technology support and then exit the building



Attendance Expectations/Behavior Expectations – Distance Learning Etiquette and Best Practices Guide – See ATTACHED Document

Social and Emotional Wellness

Regardless of whether students are engaged in in-person, remote, or online learning, the District is committed to supporting the social and emotional wellbeing of all students. If you have concerns about your child's emotional wellbeing, please contact the Counseling Center Office at 719-391-3631 so that we can connect you with the Counselor, Social Worker, or School Psychologist assigned to Mesa Ridge High School.

Student Handbook

Student Handbook can be found on the Mesa Ridge webpage <https://mrhs.wsd3.org/> under Information then click on School Discipline then Student Handbook.

Grading Practices

Please be aware that we will not follow the same guidelines for grading, attendance, and participation as we did at the end of the school year last year. Teachers will grade student work in the same manner as if students were present in class. Attendance can be tied to a student's "participation" grade during distance learning therefore students will be required to attend ALL online classes as well as scheduled Conference/Seminar times in the afternoon on a daily basis. They must log into their classes at their designated times, dressed appropriately, visible on camera so teachers can see them at all times, and engaged in class discussions and collaborations rooms.

Music Classes

All music classes will be running at the secondary level during distance learning and in-person Marching Band

- Additional safety procedures based on the most current aerosol studies will be in place for music classrooms. These will include bell covers for certain types of instruments, BioShield on music stands and other high touch surfaces, and additional daily cleaning as needed.
- Band and strings students will be playing. Now is the time to contact the local music stores to rent instruments, purchase needed accessories, and purchase books.
- Please watch for an email from your student's instrumental music teacher regarding district instruments, percussion, and necessary forms.
- Instrument Resource Distribution Schedule will be sent from the Music Department after they finalize their plans.

****Information and Expectations for In-Person Learning (Hybrid or Modified In-Person)**

Daily Health Screening and Staying Home

The most important protective practice schools and parents can take is to require students and staff to stay home when they are ill.

Guidance from El Paso County Health recommends screening for all students and staff before entering school buildings as the best approach to ensure the lowest risk of virus transmission.

- Self-screening by parents with a home temperature and symptom check has been identified as the most effective strategy to achieve this objective.
- Parents must be diligent in self-screening each of their children daily to assess whether the following symptoms are present:
- New onset of cough or shortness of breath or any 2 of the following:
 - Fever (100.4 degree or higher)
 - Chills
 - Muscle pain
 - Sore throat
 - Loss of sense of smell or taste
 - Gastrointestinal symptoms of diarrhea, vomiting, or nausea
- If the above symptoms are present, students should remain at home and parents are encouraged to consult with their health care provider regarding next steps.
- Children who present symptoms at school will be isolated from faculty and students in the health room or other designated safe space and parents will be contacted immediately to take their child home.

Facial Coverings / Masks

The El Paso County Health Department has indicated that for appropriately aged and abled students and faculty, wearing an appropriate face covering or clear plastic shield will help to significantly reduce virus transmission.

Please see the ATTACHED Document to download, print, sign and return in order to ensure your student is prepared to return to future in-person instruction.

- Face coverings will be required of all staff and students as a critical component of mitigation when social distancing cannot be maintained in classrooms, during transition periods between classes and when entering and exiting school.
- Students who choose to not wear facial coverings can be enrolled in the District's online program option D3 My Way.
- Students and staff will **not** be required to wear masks during the school day while outdoor participating in exercise activities when social distancing can be maintained.
- Student populations who are unable to wear masks for medical or documented educational reasons will need to provide appropriate documentation and work with school staff to employ an alternate form of mitigation.

Parents, Visitors, and Guests

- Parents will **not** be allowed in school buildings during arrival and dismissal unless a meeting has been scheduled with school personnel.
- Parents may drop off items or pick up or drop off a student at the main office once school is in session after calling the school office.
- Visitors, including parent volunteers, will not be allowed in classrooms, hallways, or other common areas during the school day.
- Parents will be asked to make appointments to meet with school staff and will be encouraged to use teleconferencing, email, and phone calls to help reduce the number of individuals in common areas.
- Face coverings will be **required** of all adults entering Mesa Ridge High School.

Classrooms and Facilities

- Non-essential classroom fixtures and furniture have been removed to allow for the greatest physical distancing possible.
- The use of shared equipment will be limited as much as possible. Items (such as library books) that may be shared will be placed in bins and sanitized between uses.
- Students will be reminded not to share any personal items.
- All classrooms will be provided with hand sanitizer for daily staff and student use.
- Hallway lockers will not be assigned or available for use at least during the first semester.
- Schools will utilize one-way hallway designations whenever possible to increase distancing during transitions.
- Office areas have been equipped with Plexiglas shields to help protect staff, parents, and students.
- Portable Plexiglas partitions are available to teachers and support staff in all classrooms to provide further protection when working with students one-on-one or in small groups.
- EPA registered disinfectants and cleaners (SteraMist Surface Unit Environmental Solution and BioShield 75 Biostatic Surface Protectant) continue to be used with increased frequency in high traffic areas and on high touch surfaces, especially in common areas and shared equipment like technology devices.

Food Service and Hydration

- The District and Mesa Ridge High School will continue with food service operations when schools are open. Meals will be provided in a pre-packaged, “grab-n-go” format as buffet lines, a la carte offerings, salad bars, and condiment stations will be eliminated.
- Students are more than welcome to bring their lunch from home.
- Students will be required to wash hands before and after meals are served.
- Students are encouraged to bring a personal water bottle with their name clearly marked on the container. Bottle filling stations will be accessible, but traditional drinking fountains will be disabled.

Athletics and School Activities

- Widefield School District #3 and Mesa Ridge High School believes athletics and other activities are essential in developing well rounded, healthy, and resilient students. The District will support these programs to the full extent that the Colorado High School Activities Association (CHSAA) and the El Paso County Health Department will allow.
- District-provided transportation to athletic events and activities may be limited with the responsibility for student transportation to be arranged by parents.

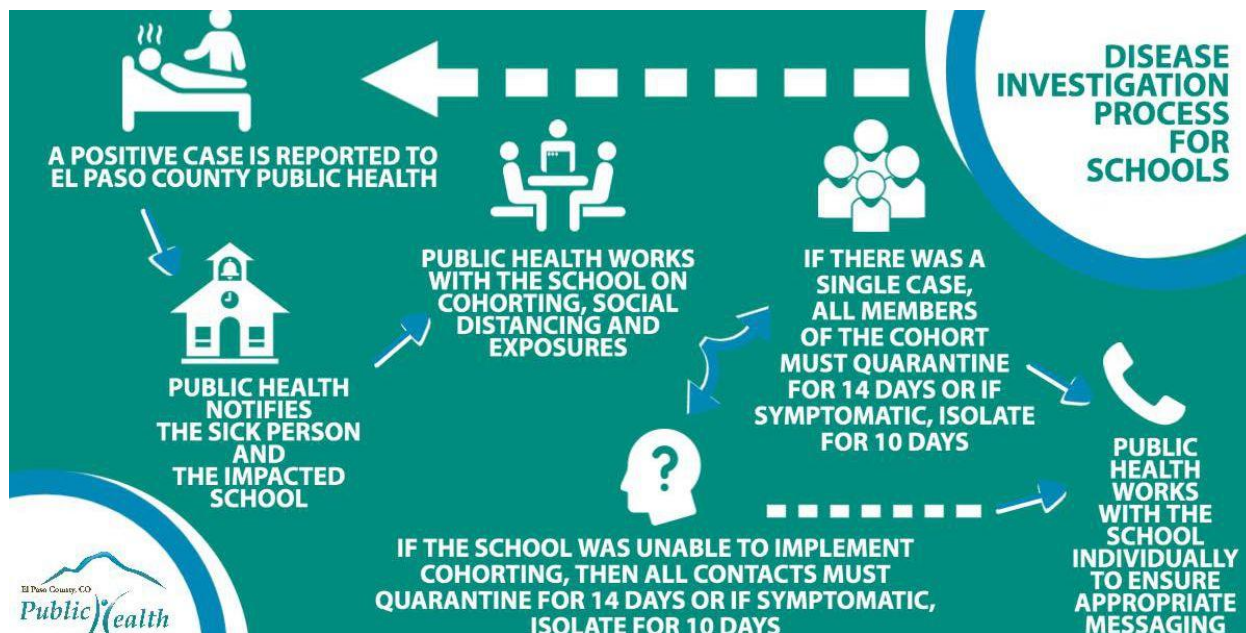
- Field trips, assemblies, class meetings, concerts, performances, back-to-school events, and other large gatherings will not be allowed.
- All information for athletics can be found on the Mesa Ridge webpage under the Athletics tab.

Transportation

- All students, regardless of age, and adults will be required to wear facial coverings while riding District-provided transportation.
- District-provided transportation to athletic events and activities may be limited with the responsibility for student transportation to be arranged by parents.

El Paso County Public Health Information

- Every case or potential exposure will be unique and will be handled on a case-by-case basis in conjunction with Public Health according to the chart below.
- **To report a COVID-19 case or potential outbreak, parents are encouraged to contact El Paso County Public Health at 719-578-3220.**



Mesa Ridge High School Contact Information

Office/Department	Phone Number
Main Office	719-391-3690
Discipline Office	719-391-3616
Athletics Office	719-391-3614
Attendance Office	719-391-3600 or 3601
Registrar Office	719-391-3625
Business Office	719-391-3610
Health/Nurses Office	719-391-3622
Counseling Center	A-E – Emily Kreiger kreigeremily@wsd3.org 719-391-3628
	F-J – Nicole Young youngn@wsd3.org 719-391-3627
	K-Q – Marta Schmuki schmukim@wsd3.org 719-391-3629
	R-Z – Regina Shea shear@wsd3.org 719-391-3630
	Secretary – Stacie Tutton tuttons@wsd3.org 719-391-3631
Nutrition Services (Kitchen)	719-391-3649
English Department	719-391-3653
Math Department	719-391-3655
Science Department	719-391-3652
Social Studies Department	719-391-3654
SPED Office	719-391-3651
PE/Health Department	719-391-3669 Boys 719-391-3667 Girls
World Language Department	719-391-3670
Performing Arts	719-391-3684
Electives Department	719-391-3676
NJROTC	719-391-3624
Student Technology Help Desk	719-391-3285