

September 3, 2020

Good afternoon Eagle Families,

The start of the school year is coming quickly. Teachers and other school staff have been working diligently over these last two weeks to prepare for our students to learn at high levels. We have taken the time we have to prepare for all three learning models (in-person, hybrid, and remote) knowing that we may not have professional development time later in the year if and when we are able to transition from remote to hybrid. That being said, the focus for our communication in the coming days will focus solely on starting school in the remote model and procedures that go along with that so you know what to expect.

First Days of School

All seventh grade students will log into Webex Meetings (not Webex Teams, which is also a thing) on Tuesday, September 8. In an effort to streamline things, all 7th graders will stay with their Eagle Hour teacher the entire first day. Teachers will teach Hocker Grove specific procedures, protocols, and expectations. The day will also include a virtual building tour, teacher introductions, and some fun remote get-to-know-you activities.

Starting with day 2, all 8th grade students join our 7th graders as they return to school in the remote environment as well.

We recognize that there is a lot of anxiety around getting connected on day one and a concern about the unknown. Similar anxiety exists for our staff too, but our theme of the year is “grace”. While we’ve been asking for patience and grace from parents as we unpack the middle school reopening plans and design how they look at Hocker Grove, you and your student can expect a similar extension of grace as we work to get everyone connected online.

The primary mission for each student’s respective first day is to get into their teacher’s Webex Meeting space by typing (copy-paste works too) the url that matches your student’s Eagle Hour teacher. All meeting space information can be found in [this document](#). Your student’s Eagle Hour teacher name can be found in Skyward at <http://skyward.smsd.org/> when schedules open up on Friday, Sept. 4.

Class Material Distribution

HGMS will be providing a time for families to pick up materials from school including last year’s yearbook (returning 8th graders that ordered them only), planners, art supplies, paper copies of class materials, and other resources that are specific to students’ schedule on September 8, 9, and 10 from 4:30-6:30 pm.

We are asking parents to attend the material distribution on the day corresponding to your learning type:

Tuesday, September 8 4:30-6:30 pm Option 1 Group A (Families that chose in-person learning and whose oldest student has a last name beginning with A-Lamb)

Wednesday, September 9 4:30-6:30 pm Option 1 Group B (Families that chose in-person learning and whose oldest student has a last name beginning with Lamc-Z)

Thursday, September 10 4:30-6:30 pm Option 2 Group A (Families that chose remote learning)

We ask that families try to honor the assigned times as much as possible to avoid large crowds, but if you need to come a day different than your assignment, you are welcome to do so.

As you pull up, all families should stay in their car. HG staff will be onsite to assist you. When you pull into the circle drive (bus loop), we are asking families to hold a sheet of paper to the window with the following information clearly displayed:

- **Your students' name (First name, Last name)**
- **Grade**
- **Shirt size (7th grade only)**

We can't wait to see you all!

Student Attendance

During remote learning, students will need to log into their teacher's Webex classroom at the appropriate class time listed in the remote learning bell schedule below. Similar to learning in person, teachers will start the class at the designated time with teaching that may include extension of the previous day's lesson, provide direct instruction, reviewing the learning objective, among other activities. We are encouraging teachers not to teach the entire class period on most days. Students should have time in most hours on most days to work independently, disconnecting from a computer screen whenever possible.

For tracking attendance, we will use a very similar policy to what we would use if all students were in the building each day, which means that students that aren't present in the "classroom"/Webex Meeting will be marked absent. It will be important for students to monitor their time so that they can be logged in when each class begins.



REMOTE SCHEDULE

Eagle Hour	8:45 - 9:15
1st Hour	9:19 - 10:06
2nd Hour	10:10 - 10:57
3rd Hour	11:01 - 11:51
Lunch	11:51 - 12:16
4th Hour	12:22 - 1:12
5th Hour	1:16 - 2:03
6th Hour	2:07 - 2:54
7th Hour	2:58 - 3:45

Reopening Plans

As we continue to learn more about COVID-19 and best practices for reducing the number of cases in our area, the district is revising and updating the reopening plans released in early summer. The updated middle school plans contain the following edits/additions:

- Attendance information added – Option 1 and Option 2
- SMSD WebEx Video Expectations (Teachers, Students, and Families)
- Appendix: SMSD Attendance Charts
- Appendix: SMSD Video Expectations
- Appendix: Getting Started with Canvas for Parents and Families

The entire Middle School Reopening plan can be found here: [MS Reopening Plan](#)

Getting Started with Canvas

Student learning this year will be based out of the Canvas learning platform. While teachers have been putting in work this week and last in preparation for using the Canvas system, we know this process is new for families. In an effort to ensure that students are ready, please see the information for students and parents here: <https://www.smsd.org/academics/digital-learning-initiative/canvas>.

Student Schedules

We are still on target to open up schedules for students and parents to see in Skyward on September 4. This will allow you to see which classes students are in as well as the teacher for each class. You will be able to find your student's schedule by going to skyward.smsd.org.

BIST Virtual Parenting Series

As part of ongoing support for families, Hocker Grove is offering a series of classes for parents and guardians through a partnership with the Behavior Intervention Support Team (BIST). These training sessions are designed to help you manage your child's virtual learning, provide ways you can support your child's developing behavior skills, and increase

consistency between home and school. They will be offered over the next four Tuesday evenings at 6:30 pm according to the following schedule:

6:15 PM - 6:30 PM	Enter Zoom Room
6:30 PM - 7:15 PM	Informational Session
7:15 PM - 7:30 PM	Questions and Answers

September 8: We're All in This Together

September 15: The Power of Parenting without Anger

September 22: Problem Solving Toward Change

September 29: Strengthening Our Team

Information for logging into the Zoom Meeting:

[Join Zoom Meeting](#)

<https://zoom.us/j/96297450891?pwd=SmxLaHhxQIRiSzNVZnlvdIpSTmQzUT09>

Meeting ID: 962 9745 0891

Passcode: 402200

Online Verification

A typical part of returning to school is completing online verification, which involves reviewing a number of forms including health forms, acceptable use policy, communication preferences, etc. We're asking all families to log into to Skyward at skyward.smsd.org as soon as possible. Please pay particular attention to the communication preferences. One of the things we hear most often from parents as a frustration is that they didn't get important notifications because they didn't select that form of communication during online enrollment. Email is our most common medium but we periodically also use phone calls and texts to get messages out. Thank you to all the families that have already completed the online verification for their student.

MacBook Update

Any 7th grade student that does not have a MacBook can contact the school at 913-993-0200 to setup an appointment for pickup. Students new to the district are now able to receive devices, and returning students need to make sure that they bring in their iPad and charger to exchange.

Returning 8th Graders

8th grade students can also call the school to make an appointment to pick up their device if it was left at school for the summer.

The ICT department has provided this update for returning 8th grade students to update their devices in preparation for the school year. Instructions for this process can be found at this link: <https://bit.ly/2YMQhT1> All 7th grade student devices have already been updated.

Transportation Information

Transportation for the 2020-2021 school year will look a little different due to the COVID-19 Pandemic. In an effort to transport students in the safest way possible, the following are a few of the measures that will be followed for transportation of students by bus and passenger vehicles in the Shawnee Mission School District.

Enrollment

New this year, we are requiring ALL that want to receive bus service to enroll online. This includes those that qualify for free busing.

- For those who qualify for free busing (residing over 2.5 miles from school) Click here to enroll: [Shawnee Mission Bus Registration](#).
- For those enrolling in Parent Pay Busing (where routes are offered): Click here to enroll: <https://dsbusinessm.revtrak.net/-school-bus-parent-pay - /list>

Bus fees will be prorated for the days that district is in remote attendance per JCDHE gating criteria. Additional information may be found on the SMSD transportation webpage: <https://www.smsd.org/families/transportation>

Cleaning, Sanitizing, and Disinfecting Buses

Frequently touched surfaces will be cleaned between bus routes. Sanitizing & disinfecting will occur at the end of each day using CDC approved disinfectant.
Required Masks

Masks will be required of all bus riders for the entire time they are on the bus. Failure to wear a mask may result in loss of privileges to ride the bus for a period of time up to the remainder of the semester. Masks will be available on each bus should a student forget or lose their mask in the transition to and from school. State guidance permits bus drivers to remove their mask for safety reasons while operating the bus. Drivers will wear a mask while students are entering and exiting the bus.

Assigned Seats and Daily Roster Checks

All buses will have assigned seating and drivers will instruct students on where they are to sit and will attempt to distance students when possible. Students residing in the same household will be seated together. Any student not enrolled for transportation and attempting to ride the bus will require alternative transportation arrangements home from school (parents contacted).

Staggered Dismissal from Bus & School

Students will be released to enter the school one bus at a time upon their arrival. Dismissal will be done in a similarly staggered fashion which will allow students to travel to their bus with as much distance as possible.

Bus Stops

Social distancing between students is recommended at all bus stop areas. This will require parents to help communicate this expectation with children.

For more information go to the [District Operational Plan for Reopening Schools](#).

[2019-2020 Spring Semester Transportation Credit Information](#)

Phone: 913-993-0200 Emails: ChrisKase@smsd.org or AnthonyGalindo@smsd.org



Chris Kase, Ed.D.
Principal