



**Hoover Elementary School
Return to
Full-Day In-Person
Instruction**

AGENDA

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- HEALTH/SAFETY MITIGATION MEASURES
- MASTER SCHEDULE
- STUDENT EXPERIENCE AT HES
 - ARRIVAL
 - HALLWAYS/LOCKERS
 - CLASSROOMS
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 - RESTROOMS
 - LUNCH
 - RECESS
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OVERVIEW

- Elementary Instructional Options:
 - Hybrid:
 - March 15-26 (Q3): Full-Day In-Person **OR** Full-Day Live Stream
 - March 29-June 4 (Q4): Full-Day In-Person **OR** Transfer to CLA
 - CLA:
 - March 15-26 (Q3): Continue in CLA until Q4
 - March 29-June 4 (Q4): Continue in CLA **OR** Transfer to Full-Day In-Person
- Live Streaming:
 - March 15-26 (Q3): Available to hybrid students who do not wish to return to full-day in-person instruction
 - March 29-June 4 (Q4): Only available to students who are absent due to extended illness or COVID-related protocols
- Timeline:

Thursday, March 11

Elementary Selection
Forms due by 12:00PM

Friday, March 12

Asynchronous
instructional day for
hybrid students only

Monday, March 15

Begin full-day in-person
instruction

HEALTH/SAFETY MITIGATION MEASURES

- Daily COVID self-screening (staff & students)
- Systems for reporting COVID symptoms/exposure (staff & students)
- MTLSD Health Office
 - Student illness at school
 - Student illness at home
 - Returning to school after illness
 - COVID-specific protocols
- Cooperate with ACHD
- Provide written notification to school community for positive cases
- Concurrent implementation of layered mitigation strategies
 - 4-6' physical distance
 - Universal masking
 - Handwashing/hygiene and respiratory etiquette
 - Ultraboard desk barriers
 - Cleaning protocols
 - Contact tracing
 - Ventilation
- No visitors permitted in the building the school day
- Mental Health & Wellness
 - School Counselor
 - Student Assistance Program (SAP)

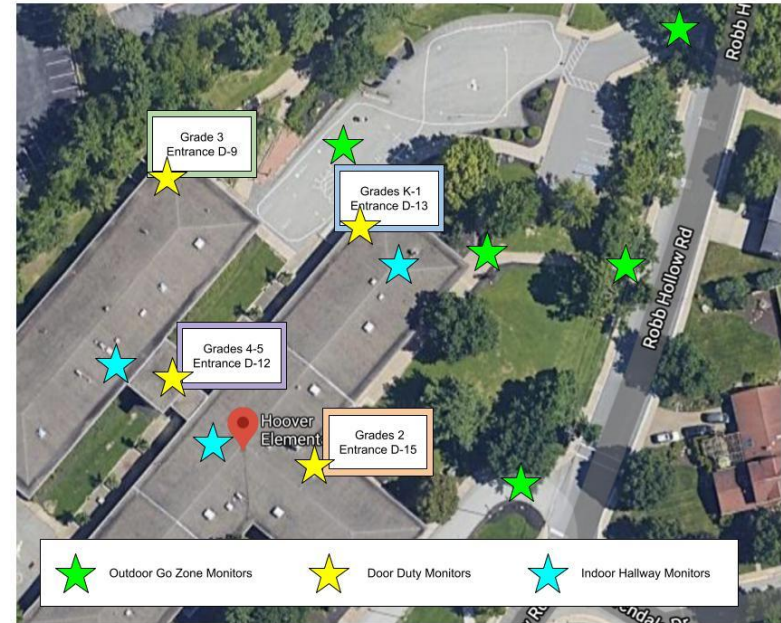
MASTER SCHEDULE

- Monday-Friday using 5-Day Rotation Schedule
- Student Day:
 - Kindergarten:
 - AM Cohort: 8:30AM-11:20AM
 - PM Cohort: 12:40PM-3:30PM
 - Grades 1-5: 8:30AM-3:30PM
- Lunch/Recess:
 - Grab & Go Lunches will be available
 - Grades 1-2: 11:00AM-12:00PM
 - Grades 3-5: 12:00-1:00PM
- Encore and Support Classes (Reading/Math Support, Learning Support, Counseling, ESL) delivered in-person during the student day
- Homeroom Teachers will provide classroom-specific Encore schedule

STUDENT EXPERIENCE AT HES

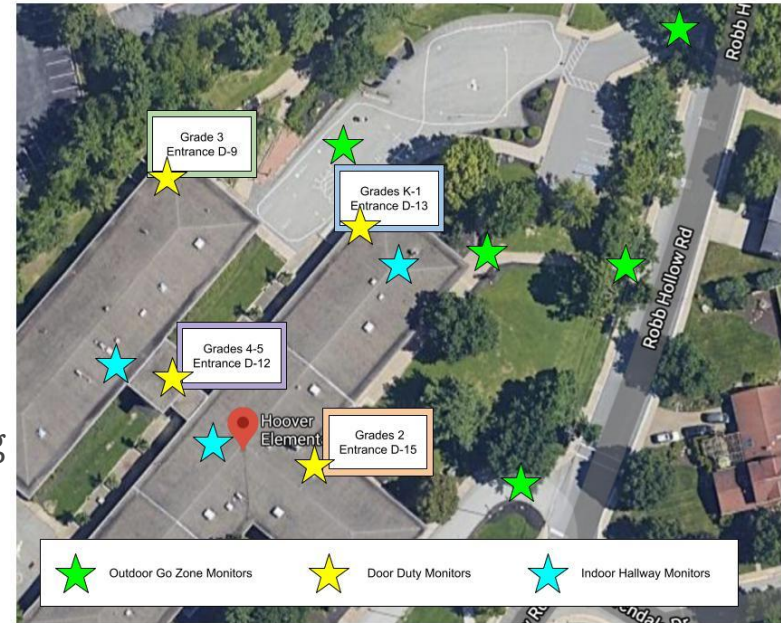
ARRIVAL

- AM K-Grade 5 arrive between 8:25-8:35AM
 - Last Name A-L: 8:25-8:30AM
 - Last Name M-Z: 8:30-8:35AM
- Doors open at 8:25AM
- No supervision provided before 8:25AM
- Students maintain physical distance
- Face coverings must be secure upon arriving to campus
- Grade Levels Entrances
 - K-1: D-13
 - 2: D-15
 - 3: D-10
 - 4-5: D-12
- Use hand sanitizer stations upon entering building
- Student proceed directly to classrooms



ARRIVAL

- PM Kindergarten
 - Students arrive between 12:40-12:45PM
 - Use Entrance D-13 (door opens at 12:40PM)
 - No supervision provided before 12:40PM
 - Students maintain physical distance
 - Face coverings must be secure upon arriving to campus
 - Use hand sanitizer stations upon entering building
 - Students proceed directly to classrooms



ARRIVAL

- **Homeroom Teachers**
 - At classroom doorways at 8:25AM
 - Greet students and direct them to their desks in the classroom
 - Monitor classroom as students unpack
 - Monitor hallway for traffic
 - Assist with lockers
- **Other Faculty/Staff**
 - Greet students and assist with monitoring students and guiding them to classrooms
 - Go Zone
 - Entrances
 - Hallway monitors

HALLWAYS/LOCKERS

□ Hallways

- All faculty/staff assist students in the hallways during arrival & dismissal
 - Multiple entry/exit points allow for one-way traffic in the hallways
- Teachers limit number of students leaving classrooms at a given time
- Stairways have directional signage (always stay to the right)
- Hand sanitizer stations placed throughout the building

□ Lockers

- Students are assigned an individual locker
- Teachers manage when students are in the hallway at locker
 - Students unpack/pack up materials in classroom
 - Teacher direct students to lockers to hang/gather backpacks/coats
 - 2-3 students in hallway at once
 - Intentional spacing between student lockers

CLASSROOMS

- ▣ One desk assigned to each student
- ▣ Physical distancing maximized to greatest extent possible
 - ▣ Minimum of 4' between students (nose to nose)
 - ▣ Utilize as much available space as possible for student desks
 - ▣ Gathering spaces on the floor have been eliminated
- ▣ Ultraboard desk barrier provided for each student desk
 - ▣ New barriers with clear sides provided to increase visibility
 - ▣ Stays with student (i.e. if traveling to kidney table) in the classroom
- ▣ Teachers maintain accurate/current seating chart records that are shared with principal
- ▣ Use of shared materials is permitted
 - ▣ Teacher monitored and led
 - ▣ Students wash/sanitize hands before and after use
- ▣ Students should bring water bottles to school
 - ▣ All shared water fountains have been turned off
 - ▣ Classroom water fountain handles have been removed

CLASSROOMS

- ▣ Face coverings must be worn over nose and mouth at all times (staff & students)
 - ▣ Should fit snugly on face
 - ▣ Students needing breaks must maintain minimum of 6' distance if/when unmasked (may need to step into hallway if necessary)
 - ▣ Teachers have a supply of disposable masks for students to use during the day if theirs is missing, dropped, soiled, or is loosely fitting
 - ▣ Students are encouraged to keep an extra mask in their backpack/locker
- ▣ Teachers regularly promote good hygiene habits with students
 - ▣ Hand washing (i.e. after restroom, using tissue, before eating)
 - ▣ Tissues
 - ▣ Respiratory etiquette (using elbow to cover coughs/sneezes)
 - ▣ Avoid touching face/adjusting mask as much as possible
- ▣ Ventilation
 - ▣ Open windows and doors allow for additional air circulation
 - ▣ Univents increased capacity for air turnover
- ▣ Student desks are cleared completely at the end of the day to allow for daily cleaning

ENCORES

- ❑ Common guiding principles developed for all elementary encores
- ❑ Delivered in the Homeroom Classrooms (will follow established classroom guidelines)
 - ❑ Spanish
 - ❑ Health (Grades 4-5 only)
- ❑ Delivered in Designated Space
 - ❑ Vocal Music (for now; backup space for lunch if needed)
 - Students distanced to fullest extent possible, seated on the floor/chairs
 - No singing in the classroom; Other activities used to achieve learning targets
 - Outdoor spaces used, when possible, for singing
 - ❑ PE
 - Students distanced to fullest extent possible
 - Activities designed with physical distancing and limited shared materials in mind
 - Outdoor spaces used, when possible, for activities
 - ❑ Library
 - Shared tables removed
 - Students distanced to fullest extent possible, seated on the floor/chairs
 - ❑ Art
 - Shared tables removed
 - Students distanced to fullest extent possible at individual desks

RESTROOMS

- ▣ Teachers limit the number of students in the restrooms at a time
- ▣ Restrooms have been assigned by Grade Level
 - ▣ K: Classroom
 - ▣ 1: 1st Grade/Main Office
 - ▣ 2: 2nd Grade/Special Ed Office
 - ▣ 3 & 5: Upstairs Center Hallway
 - ▣ 4: Downstairs Center Hallway (near Library)
- ▣ Every Other Stall Available
- ▣ Students should maintain 6' of distance as much as possible
- ▣ Wash hands (sing “HBD” x2)

LUNCH

Grade	Lunch	Recess
1	11:00AM-11:30AM	11:30AM-12:00PM
2	11:30AM-12:00PM	11:00AM-11:30AM
3	12:00PM-12:20PM	12:20PM-12:40PM
5	12:20PM-12:40PM	12:00PM-12:20PM & 12:40PM-1:00PM
4	12:40PM-1:00PM	12:00PM-12:40PM

LUNCH

- Can currently accommodate students in Cafeteria
 - Individual desks spaced 6' apart
 - Students assigned to desks by homeroom
- Additional spaces may be needed if enrollment increases



LUNCH

- ☐ Student Safety Procedures/Expectations
 - ☐ Wash/sanitize hands upon entering/exiting cafeteria
 - ☐ Students remain facing in same direction
 - ☐ Limited talking
 - ☐ Students needing assistance raise hand and mask up
 - ☐ Adult will approach to assist then move away
 - ☐ Students clean area (wipes provided in desk)
- ☐ Staff Safety Procedures/Expectations
 - ☐ All lunch supervisors will be gloved
 - ☐ Gloves will be disinfected between assisting students
 - ☐ Staff should maintain 6' distance when students are unmasked
- ☐ Windows open, fans on, interior doors open
- ☐ Families are encouraged to pack items that students will be able to open independently
- ☐ When students finish eating and cleaning area, they will be permitted to go outside to recess
 - ☐ If indoors for recess, students will need to remain in the cafeteria

RECESS

- ▣ Will be outdoors as much as possible (please dress accordingly)
- ▣ Designated Recess Locations by Grade Level
 - ▣ Playground (conditions permitting)
 - ▣ Office Blacktop
 - ▣ Outdoor Basketball Court
- ▣ Physical distancing should be maintained to fullest extent possible
- ▣ Use of playground equipment is permitted
- ▣ Use of recess equipment is permitted (color coded by grade level)
- ▣ During inclement weather, recess will move to classrooms
 - ▣ Coloring pages, books, drawing
 - ▣ Other individual activities
- ▣ Masks must be worn during both indoor and outdoor recess

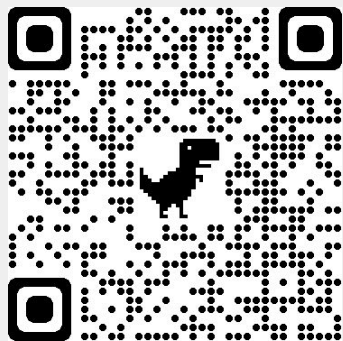
DISMISSAL

- PMK - Grade 5
 - Will continue to utilize a “wave dismissal” by student last name
 - Wave 1: 3:28PM
 - Wave 2: 3:29PM
 - Wave 3: 3:30PM
 - Wave 4: 3:31PM
 - Wave 5: 3:32PM
- Grade Levels Exits
 - K-1: D-13
 - 2: D-15
 - 3: D-10
 - 4-5: D-12
- AM Kindergarten
 - 11:20AM: Mrs. Hogenmiller will walk students to Go Zone (students participating in Extended Day will meet MLEDP Staff designated location)

DISMISSAL

- **Homeroom Teachers:**
 - Remain in classroom to assist students with packing up
 - Students prepare materials at desk
 - Teacher dismisses to locker to get backpack/coat
 - Student brings them back to their desk to pack up in the classroom
 - Students wait in classroom for Wave to be called & dismissed by teacher
 - Students proceed directly to designated exit
- **Other Faculty/Staff:**
 - Assist students with monitoring students and guiding them to exits
 - Hallway monitors
 - Exit Doors
 - Go Zone

REMINDERS



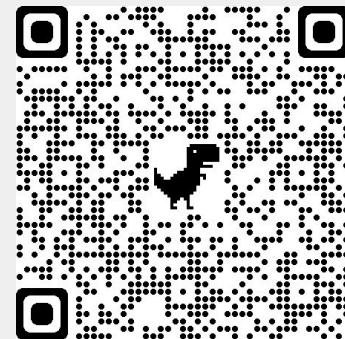
MTLSD COVID-19
Webpage

Dr. Nicci Giehll, Principal



MTLSD COVID-19
Dashboard

P: 412-276-7411



Elementary
Selection Form

E: ngiehll@mtlsd.net

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QUESTIONS??