

February 2021

### Inside this Issue

<b>1</b>	Principal Petralia's Page The Merrillville Advantage Reminder-No School
<b>2</b>	Emails and Robocalls Gold Note Dismissal Reminder No Toys/Personal Electronics Latest Scoop from the Kitchen Book Rental Plea to All Parents Clothing Requests
<b>3</b>	Drop Off/Pick Up Procedures Car Rider Number Suggestions
<b>4</b>	PTO News Pop Top Reminder
<b>5</b>	Request from the Aides Message from the Nurse Upcoming Events
<b>6</b>	Good Citizens – December Visitors Good Citizens – January Attendance Award Emergency Communications John Wood Pledge
<b>7</b>	Student of the Week Request from the PE Teacher PBIS Attendance Birthday/Valentine Treats Reminder
<b>8</b>	MCSC Covid-19 Behavior Matrix

## **REMINDER** **No School**

**Fri. Feb. 12<sup>th</sup> –**  
**Mon. Feb. 15<sup>th</sup>**  
**Winter Break/  
Presidents' Day**

John Wood Elementary School  
6100 E. 73<sup>rd</sup> Ave.  
Merrillville, Indiana 46410  
(219) 650-5305  
<https://www.mvsc.k12.in.us/8/home>

# The John Wood Parent Newsletter



## Principal Petralia's Page

by Mrs. Petralia

It is so awesome to see our kids' smiling eyes behind their masks in the building! We are all adjusting well to our new normal. Thank you for your patience and understanding while we follow our new protocols related to COVID-19.

Just a few reminders, car rider drop off is now on the East side of the building from 7:35-7:55. The door will close when the bell rings at 7:55. Car riders arriving to school after the bell rings will need to be brought to the front of the building, Door A. A parent will need to bring the child into the building and sign them in. Car riders arriving to school after 7:55 will be marked tardy.

Administrators are making plans for the upcoming standardized assessments. These will affect third and fourth grade students. Please be sure that your child has a healthy breakfast, either at home or when arriving at school. Children between the ages of 5 and 12 should get between 10-11 hours of sleep nightly. As we all know, adequate sleep can make or break our day as adults. It's also very important for our kids.

You should be receiving a survey from our district office regarding your decision for the third trimester (virtual or in person learning). Please keep in mind that once you make a decision, your child can not have their method of instruction changed unless approved by the principal. For example, if your child misses the bus or oversleeps and does not make it to school, they will be marked absent. Logging into the virtual classroom is not an option.

Thank you for your teamwork!

## The Merrillville Advantage

Looking for a job? There are currently several job openings in our school corporation including (but not limited to) bus drivers, food service, and aides for the playground, cafeteria, and Title 1.

Looking for a "sometimes" job? The school corporation is always in need of subs...not just in the classrooms, but also substitute custodians, aides, and bus drivers!

Check out the openings and fill out an application online using the link below or contact our Central Office for more info.

<https://mcsc-rdsapps.mvsc.k12.in.us/rdsonlineapp/>

## Emails and Robocalls

In an effort to reduce paper and touch points, we will send home some notifications by email rather than a paper copy. These may include the monthly calendar, reminders for upcoming No School days, and this monthly newsletter. Please make sure that a current and correct email address is listed in Skyward so you will receive these notifications.

Occasionally we will send robocalls to the parents. We try to use the robocall only for vital information that we feel you need to know. Please don't block the school's number or you may miss out on important information.

### Gold Note Dismissal Reminder

A **signed and dated "Gold Note"** is needed from the parent if:

- your child is going anywhere other than their regular after-school destination.
- your child is going home with another student. (We will also need a note from that parent).
- your child will be picked up instead of riding the bus.

Remember that transportation changes cannot be made after 1:00. Things get hectic at the end of the day and verbal messages are not always received on short notice.

**If there is no note, students will go home on the bus as usual.**

Remember that all toys as well as personal tablets, iWatches, cell phones, and electronic gaming devices are prohibited at school. In addition to being a distraction from learning, many of these items are expensive and we do not want them lost, broken, or stolen.

We are not responsible for lost or stolen items. If a child **MUST** bring a cell phone, it **MUST** remain in the backpack and turned off during the school day.

## The Latest Scoop from the Kitchen

All students are currently able to receive breakfast and lunch at no cost due to a waiver that has been granted by the USDA. This waiver was originally only until the end of 2020, but it has now been extended until the end of the school year.

Students who order a pre-packaged breakfast will have it delivered to their classroom shortly after they arrive in the morning. They will eat at their desk. Lunch will be served in the cafeteria and another room that is designated for lunch usage only. Students will sit in assigned seats and with the same students they are sitting near in their classroom. Pre-packaged meals will be brought to them at their table.

Remember that due to USDA a Wellness regulations, NO restaurant foods may be brought in for your child's breakfast or lunch.

During in-person learning, there is not enough staff to accommodate curbside meal distribution. Virtual students are able to pick up meals every Monday and Thursday at other meal distribution sites. See the MCSC website for locations.

If you have any questions, please call the Food Service Department at 219-650-5300.

## Book Rental

All book rental was due on the first day of school and is now past due. All balances remaining on your account after the end of the first trimester (Nov. 13<sup>th</sup>) have been turned over for collection.

ECD Fees - \$75
Kindergarten - \$80.78
1 <sup>st</sup> Grade - \$73.63
2 <sup>nd</sup> Grade - \$73.94
3 <sup>rd</sup> Grade - \$75.24
4 <sup>th</sup> Grade - \$83.02

Thank you to all of the parents who have already paid their child's book rental.

## A Plea to Parents from All Teachers

More and more children come to school with their shoes untied or carelessly tied and we are often surprised at how many students don't know how to tie their shoes. Tying shoes is a skill that is no longer taught in kindergarten and needs to be taught at home.

Practice, practice, practice tying shoes. Please assist your child in making sure they tie their shoes every day! A double knot helps assure the shoe stays tied throughout the day.

Look on YouTube for fun videos to help teach your child how to tie their shoes.

## Clothing Requests

As your children outgrow their clothing, please consider donating them to our office. Occasionally children have "accidents" or slip and fall into mud or water during recess. We don't want the children to miss valuable class time, so we try to have an assortment of clean clothing on hand so that they can get back to class quickly.

Think about donating outgrown:

- Sweatpants (more forgiving in sizes than jeans)
- Leggings (again, will fit a variety of sizes)
- Jeans
- T-shirts
- Sweatshirts
- New, unused underwear (especially in younger sizes)

### Kindergarten and 1<sup>st</sup> Grade Request

Occasionally our young students have "accidents". Unfortunately, our supply of "spare" clothing is limited.

Please consider sending a complete change of clothing (including underwear) for your child in a labeled gallon-sized Ziploc bag. The nurse will store it in her office in case your child needs a change. Anything that does not get used will be sent home at the end of the school year.

When selecting clothing for young children to wear to school, please be mindful of buttons or buckles that are sometimes difficult for little fingers to undo. Many "accidents" result from the child not being able to undo their clothing quickly enough.

# Important Reminder Regarding Parent Drop-off and Pick-up Procedures

Our arrival and dismissal procedures have changed. Please use the following procedures for arrival and dismissal at school if your child is a car rider. We want to make sure that everyone is safe and things go smoothly and efficiently.

## ECD ONLY

A.M. Arrival – Please pull into the parking lot on the southeast corner of the building. **DO NOT PARK YOUR CAR.** Follow the line of cars dropping off at Entrance B. When your car reaches the cones, please help your child out of the car and hand them over to the staff member before returning to your car.

P.M. Arrival – Please park in the first row next to Entrance B. Stay in your car until a staff member arrives. They will collect the bus riders first.

Both A.M. and P.M. Dismissal – Park in the first row of spaces in the southeast parking lot next to Entrance B. A staff member will bring your child out to you for you to put into your vehicle.

## All K-4

- All car riders are to be dropped off and/or picked up at Entrance F on the east side of the building.
- To avoid blocking traffic, please do not make a left into the school lot when approaching from the west. Instead, go past the school, pull into the church parking lot, and approach the school from the east.
- **Driver must remain in the vehicle at all times.**
- Please pull all the way up to the yellow painted line. Children must get out and in the car on the passenger side only.
- Do not double-up the row. Children should not cut through any cars.
- If for any reason you need to come into the building, you must park in the southeast parking lot and come in to the office through Entrance A. Parents will not be allowed to enter the building through the student entrance for any reason.
- Be aware of the staff member directing traffic.
- **The circle drive in front of the building is for bus use only during drop-off and pick-up times. No vehicles are allowed in this area from 7:30-7:55 a.m. and from 1:45-2:30 p.m.**

## Arrival

- Doors are locked until 7:35 a.m. **Please do NOT drop off any student before that time.**
- Students not in the building before the 7:55 a.m. bell will be marked tardy. After 7:55, parents need to pull around to Entrance A, walk the student(s) into the building, and sign them in at the office.

## Dismissal

- Your assigned pick-up number should be displayed where the staff can easily see it from the building/sidewalk. A staff member will dismiss each child once they check off his/her name from the list.
- Gold Notes are necessary if there is a change from the regular dismissal procedure.
- All dismissal changes should be made before 1:00 p.m. (noon on Thursdays).
- If you do not have your pick-up number, you will need to park in the southeast parking lot, come into the school, and show your ID. Be aware, the office may not assist you until after the buses have been loaded and dismissed.
- Once the car rider line has ended and the buses have left the front of the building, remaining students will be brought to the office and you will need to pick them up there. You will need to come inside and show your ID.

School bus transportation is available for students. If you need more information about this service, please call the office at 219-650-5305 or the Transportation Department at 219-650-5311.

## Car Rider Number Suggestions

Here are just a few helpful suggestions:

- Put your number in a plastic page protector to keep it from getting mangled. You can sometimes find small packages of page protectors at the dollar store!
- We've seen some who clip the number to the passenger visor using binder clips, then just flip it down to show it.
- We've also seen some who use a plastic pant/skirt hanger (the kind with clips) to hang the number from the rear view mirror.
- We have put reminders on the back of the number so if you share the extra number with grandma, babysitter, etc., they have all the info they need.

# PTO News

We have temporarily suspended all social activities and meetings during this time. However, did you know that there are still things that the PTO is paying for?

We paid for this year's Young Hoosier books for our school library. Many teachers have been using Scholastic News in their classrooms. PTO paid for them for the entire school year. Did you receive a dark purple folder with important information on the first day of in-person learning? Yep...the PTO paid for those folders. Did you see the enormous "Welcome Back" sign in front of the school on the first day of in-school learning? The PTO just wanted to let the students know that we were happy to see them return to the building!! If your child received a mask lanyard, that was purchased by the PTO. There have also been a few technology-related purchases for some teachers.

Even though we have had a couple of fundraisers this year, these fundraisers have brought in less than 10% of what we normally bring in from our fundraisers.

## Box Tops/Coke Codes

Did you know that we normally receive just under \$1000 per year from BTFE? Unfortunately, partly because of virtual learning and partly because of the change in the way the box tops are redeemed, we have taken a hard hit this year. So far we've only received \$54 from our box tops.

Most participating box top products have switched over to digital "clips" so it's vital that you download the Box Tops for Education app and scan your receipts. Don't just scan your grocery receipts, scan them all! That package of pens you picked up at Menards or the Lysol you picked up at the dollar store may be a valid box top item! By scanning your receipt, the app will automatically look for qualifying products and will give us the credit immediately.

A few products still have the old "clips" the need to be torn off the box and sent in. Don't forget to still look for those and send them in with your child or drop them off at the school.

Also, continue saving those Coke product codes! Those nickels add up quickly!

## Strack & Van Til's/ Apples for the Students

We are once again participating in this program. This is an easy way to help earn goods for our school. Just collect all Strack & Van Til receipts and send them to school with your child or drop them off in our office. We will accept all receipts dated between Sept. 1, 2020 and Mar. 1, 2021. As we submit the receipts, we will earn points that can be redeemed for computers, iPads, sporting goods, A/V equipment, science supplies, and hundreds of other items! Ask your friends and relatives to save their receipts, too! All receipts must be turned in no later than March 5, 2021.

## Rada Cutlery Fundraiser

We have reopened our Rada Cutlery Fundraiser.

- Rada products are 100% American made – from raw materials through construction – so you know you are getting outstanding craftsmanship while supporting American jobs.
- Rada products come with a lifetime guarantee and will replace any product made by them that is returned due to defect in material or workmanship.
- Rada Cutlery has been around since 1948, so generations have grown up using (and loving) these products.
- Rada knives are crafted with surgical quality high carbon stainless steel and sharpened by hand so you can enjoy a razor-sharp edge.

In-school students should have received a catalog this past week and can either return the order form with payment to the school or order online. Virtual students can

participate using the information you should have received in an email this past week.

Share the link below with friends and family anywhere in the country! The deadline for ordering is February 26<sup>th</sup>.

<https://radafundraising.com?rfsn=4830060.22fc62>

## SimpleQpon

We have concluded our SimpleQpon sale for this year. We know it's hard selling coupon books for restaurants and businesses when so many are not comfortable going out to these establishments. We sold a total of 12 coupon books, and received \$120 for our PTO.

# Pop Tab Collection

We are continuing to collect pop tops for the Ronald McDonald House of Indiana. Collected pop tabs are recycled, generating much-needed funds to support the Ronald McDonald House and the nearly 1,500 families we serve each year.

Simply remove the pop tab from aluminum cans and put them in your favorite collection container. When you are ready to send them to school, just put them in a Ziploc-type bag and send them with your child. There's no competition, no goal, no prizes...just the gift of compassion.

**Our PTO has a  
Facebook page!  
Friend us at:**

[www.facebook.com/johnwood.pto](http://www.facebook.com/johnwood.pto)

We try to use this page to pass along important information and reminders from the school.

## Request from Playground Aides/ Lost and Found

We feel that it is important for students to have time to be able to go outside and get fresh air and have some fun each day. However, when students are not dressed appropriately for the weather, many times they end up sitting inside while their friends are outside playing.

Remember that students go outside for recess whenever the actual temperature and the Real Feel is at least 15°F or higher and the playground is in suitable condition.

Students need to have a warm coat, gloves/mittens, scarf, and hat/hood. If you have difficulty obtaining any of these items, feel free to contact our social worker and she can assist you.

Sometimes it is chilly in the morning as the children come to school, but warms up during the day. On these days it is common for the children to take off items and forget about them while they are on the playground.

We have a lost and found in the cafeteria, however we are asking you to PLEASE write your child's name inside any article of clothing that might be taken off during the day. Even if you only have a first name or initials written on the label or tag inside the item, our aides can many times do "detective work" and find the owner.

We know that jackets and other outerwear can be expensive to replace and with a little assistance from you, we would like to make sure that these items go home with their original owner.

## A Message from the Nurse

### Just a reminder regarding medication at school.

Only those medications that are necessary to maintain the child in school and those ordered by a physician during school hours will be administered.

1. A physician's written order and signed parent note are required for any medication (prescription or over-the-counter) that is kept at school. Medication forms are available in the nurse's office. Notes written by the physician on a script pad are also accepted.
2. All medications must be brought to the nurse's office by the parent.
3. Prescription medication must be in the original prescription bottle, labeled with:
  - Student's Name
  - Name of Medication
  - Correct Dosage
  - Time to be given
4. Over-the-counter medication must be:
  - In the original bottle
  - Labeled with the student's name
5. A parent note must be sent to the nurse in the event a medication is discontinued at school before its expected time.
6. **Medication orders must be renewed every school year.**
7. According to state law, medication received at school in grades K-8 cannot be sent home with the student.

Thank you for your cooperation regarding medication.

## Upcoming Events

**Every Tuesday and Thursday**  
***CurbSide Library for Virtual Students***  
2:00-3:15

**Every Thursday**  
***Buddy Blue Day***  
Wear blue to remind you to be a buddy!

**Every Thursday**  
***Early Dismissal***  
**1:15 p.m.**  
Students will be dismissed early on this day so teachers can attend Professional Development. Please plan for your in-person child to be home approximately one hour earlier on this day.

**Every Friday**  
***Pirate Pride Day***  
Wear purple or spirit wear to show your Pirate Pride!

**February 11**  
***Rada Cutlery/PTO Fundraiser begins***  
Watch for an email with more information and a link to order. A catalog will also come home with in-person students.

**February 12-15**  
***No School – Winter Break/Presidents' Day***  
There will be no classes on these days.

**February 22**  
***Lake County Public Library Read-a-Thon***  
Today is the last day for the Read-a-Thon for students who signed up.

**February 26**  
***Rada Fundraiser ends***  
Today is the last day to place an order.

**March 2**  
***Picture Day***  
SMILE! All in-person students will have their picture taken. If you wish to purchase photos, you must remember to send in your envelope with the order filled out and the payment enclosed this morning **before** your child's picture is taken. Packages can also be pre-ordered online. A flyer with more information will come home with your child when we get closer to this date. Virtual students will have the opportunity to have pictures taken at a later date.

**March 5**  
***End of the 4<sup>th</sup> grading period/  
End of the 2<sup>nd</sup> trimester***  
Grades will be available for viewing in Skyward about a week after this date.

**March 5**  
***End of Apples for Students***  
Today is the last day to turn in Strack & Van Til receipts. They must be dated Sept. 1, 2020 – March 1, 2021.

**March 9**  
***No School***  
This is an unused built-in snow day. Enjoy your day off!

Follow our MCSC superintendent and our John Wood principal on  
Twitter!

Mr. Brown, our MCSC superintendent, and Mrs. Petralia, our John Wood principal  
are on Twitter!

Follow Mr. Brown at @MerrillvilleSu3.

Follow Mrs. Petralia at @PrinPetralia.

## Good Citizens December 2020

### ECD

Valentin Rivas –  
Miss McCorkle (Miss Kati)  
Kyler Wilson –  
Mrs. Straley (Miss Kim)

### Multi-Grade

Isaac Estes – Ms. Hannigan  
Ka'mari Oliver – Mrs. Gates

### Kindergarten

Juan Avila – Mrs. Anderson  
Mia Hernandez – Mrs. Scott  
Allison Shooltz – Mrs. Shalla

### 1<sup>st</sup> Grade

Londyn Hill – Mrs. Matthews  
Tatyana Nevarez-Martin-Mrs. Pace  
Hyde Smith – Miss Welsh

### 2<sup>nd</sup> Grade

Michael Scalzitti – Mrs. Carney  
Liam Perez – Ms. Foster  
Isaiah Watson – Mrs. Marshall

### 3<sup>rd</sup> Grade

Ka'mari Oliver – Mrs. Busch  
Makayla Denson – Mrs. Cseke  
Anastasia Gonzalez – Mrs. Mahy

### 4<sup>th</sup> Grade

Nevaeh Thomas – Miss Jongsma  
Lexiana Roop – Miss Vlassopoulos

## Visitors

We are discouraging visitors to the building at this time. Meetings with the teacher, principal, and/or special education staff will be done virtually (email, phone, or virtual meeting) whenever possible.

In the event that it is necessary for any non-staff or student to enter the building, temperature check, mask, and screening questionnaire will be required before entering.

Thank you for your cooperation.

## Good Citizens January 2021

### ECD

Karson Thompson –  
Miss McCorkle (Miss Kati)  
Brady Snelson –  
Mrs. Straley (Miss Kim)

### Multi-Grade

Louis Robb – Mrs. Gates  
Trinity Thompson – Mrs. Gates

### Kindergarten

Mickael Tizazu – Mrs. Anderson  
Kenyon Ross – Mrs. Scott  
Xavier Wiley – Mrs. Shalla

### 1<sup>st</sup> Grade

Peter Moore – Mrs. Matthews  
Tristen Dennie – Mrs. Pace  
Aliyah Brown – Miss Welsh

### 2<sup>nd</sup> Grade

Arianna Fontes – Mrs. Carney  
Kaelyn Kitchens – Ms. Foster  
Sarah McCumber – Mrs. Marshall

### 3<sup>rd</sup> Grade

Mannix Gannaban – Mrs. Busch  
Anna Shelton – Mrs. Cseke  
Atlas Theodorakos – Mrs. Mahy

### 4<sup>th</sup> Grade

Jian Peng Zheng – Miss Jongsma  
Artemio Lara – Miss Vlassopoulos

## Attendance Award December and January

Each month the class with the highest percentage of attendance for the month has the honor of having the "Beary" Trophy as a special guest in their classroom.

**December "Beary" Winner**  
**Mrs. Busch's 3<sup>rd</sup> Grade Class**  
**99.55%**

**January "Beary" Winner**  
**Mrs. Matthew's 1<sup>st</sup> Grade Class**  
**98.78%**

## Emergency Communications

In cases of inclement weather or other emergency situations, there may be times when school may be cancelled or delayed. In an effort to make sure that parents are notified, there are many ways we try to make sure you are informed.

- Information may be broadcast over various Northwest Indiana and Chicago television and radio stations.
- Delays and closings will be posted on the Merrillville Community School Corporation website at [www.mvsc.k12.in.us](http://www.mvsc.k12.in.us).
- You should receive an automated call to your primary phone number. **Please do not go into Skyward and change your number to "unlisted" or you will not receive these important calls.**
- You may also choose to receive an email notification by registering with an outside service. Links for this service are available at the MCSC website listed above.

To read an explanation about how 2-hour delays and school closings are decided, go to the MCSC website listed above. Click on the "Parents" tab on the left, then "Emergency School Closing Information".

## John Wood School **BEST** Pledge

John Wood is the **BEST** of schools,  
Spell out **BEST** you'll know the rules,

First is **B**, that's the way.

**Be** responsible every day.

Next is **E**, that's correct.

**Everyone** deserves respect.

Third is **S**. This is cool.

**Safety** counts when you're at school.

Finally, it's letter **I**.

We will **Talk** appropriately.



## Student of the Week

Every Monday we recognize one of our students. The teachers choose a student who has been a shining star that week. It can be for a variety of reasons, effort, behavior, participation, mental attitude, being kind, etc. Maybe they did something special this week or overcame a specific difficulty. Whatever the reason, we are proud of these students and want everyone to know how great these children are.

Each "Student of the Week" will be highlighted in the weekly announcements, on Mrs. Petralia's Twitter, and on the MCSC and PTO Facebook pages.

### January 4, 2021

Jersey Finnearty  
Kindergarten, Mrs. Anderson

Kenyon Ross  
Kindergarten, Mrs. Scott

Camden Toney  
Kindergarten, Mrs. Shalla

### January 11, 2021

Raiden Moffitt  
ECD, Mrs. Straley (Miss Kim)

### January 20, 2021

Brayden Buckner  
3<sup>rd</sup> grade, Mrs. Spoolstra

### January 25, 2021

Noah Talton  
1<sup>st</sup> grade, Ms. Hannigan

## PBIS

John Wood uses a curriculum program called **P**ositive **B**ehavior **I**nterventions and **S**upport Program or PBIS for short. PBIS is a school-wide systems approach to discipline that emphasizes prevention.

There are several tools we use to help reinforce good behavior. The students may have heard the John Wood Pledge during the announcements each Friday. A copy of that pledge can be found on page six of this newsletter. On the last page of this newsletter is a MCSC Covid-19 Behavior Matrix. This shows you the actual expectations for various locations throughout our school building.

Students can earn Dojo Points each day. Any staff member can award points to a student. Points are rewarded when students follow the John Wood Code and demonstrate good behavior. Points can be used to purchase small items from the Treasure Chest Cart or for special activities like extra recesses at the end of the school year.

We urge you to discuss this program with your child. Please encourage them to follow the school rules, not only to earn points, but because it will make school more enjoyable and safe for them and all students. Help us motivate and reinforce the positive behavior your child is demonstrating at school. You may even want to use the same approach at home! Thank you in advance for your cooperation!

## Attendance

It is important to your child's education that he/she attends school (either in-person or virtually) every day. If your child will be absent, it is the responsibility of the parent/guardian to notify the school. **If your child will be absent, you must call 650-5305 then press 2 by 9:00 a.m.**

## Birthday Treats/ Valentine Party

Due to heightened safety protocols, we ask that you do not send ANYTHING to school for "Birthday Treats". Teachers will still recognize birthdays in the classroom, but there will be no treats handed out. We also ask that you do NOT send anything to school for Valentine Parties. This includes **NO** Valentine cards to be exchanged.

Thank you for your understanding and cooperation.

## Reminder

In-person students received a purple folder filled with information on their first day back in the building. There were a few items in the folder that need to be filled out and returned ASAP. If you have misplaced these, extras are available from your child's teacher or the school office.

Please send in the following ASAP:

- Emergency Card
- Yellow Emergency School Closing – This info will be used in the event that there is an emergency closing of the building **after** school has already started (deteriorating weather, power failure, loss of water, etc)
- Attendance Policy/Letter from Merrillville Town Court

## Request from the PE Teacher

As the days get cold, and snow falls, many times students will wear snow boots to school or the girls may wear fashion boots. Just remember that on gym days they need to bring their gym shoes to change into. Wearing improper footwear during gym can lead to serious injuries. For that reason, if students are not wearing gym shoes, it may become necessary for them to sit out.

Thank you for your assistance in this matter.



## *Covid 19-Elementary Behavior Matrix*

	<b>BE RESPECTFUL</b>	<b>BE RESPONSIBLE</b>	<b>BE SAFE</b>
<b>All settings (in and out of school)</b>	<ul style="list-style-type: none"> <li>• Use inside voices • Be courteous to all people in the building • Avoid any unnecessary contact with other people and their belongings</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to practice social distancing</li> </ul>	<ul style="list-style-type: none"> <li>• Avoid physical contact • Walk to the right side of the halls</li> <li>• Take all emergency situations seriously • Must wear face mask/shield • Keep hands, feet and objects to self</li> <li>• Wash/sanitize hand • Wash cloth face mask two to three times per week</li> </ul>
<b>Before and after school bus</b>	<ul style="list-style-type: none"> <li>• In the building turn off and store all electronic devices and phones in your backpack • Keep your hands, feet and objects to self • If it does not belong to you, do not touch it</li> </ul>	<ul style="list-style-type: none"> <li>• Report to designated areas on time • Remain seated in assigned area • Eat your own food; do not share food with others</li> </ul>	<ul style="list-style-type: none"> <li>• Wear a face mask/shield at all times • Stay in assigned seat on bus • Wash/sanitize hands</li> </ul>
<b>Hallways</b>	<ul style="list-style-type: none"> <li>• Do not share your cubbie/locker spaces with others • Handshakes and hugs may spread the bugs. Use non-contact greetings instead</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain a 6 foot distance between you and other students in front and behind you</li> </ul>	<ul style="list-style-type: none"> <li>• Walk on right side of hall</li> <li>• Wear face mask/shield at all times • Keep hands, feet and objects to self • Wash/sanitize hands</li> </ul>
<b>Classrooms</b>	<ul style="list-style-type: none"> <li>• Wait to be acknowledged</li> <li>• Follow directions given by the adult in charge • If it does not belong to you, do not touch it</li> </ul>	<ul style="list-style-type: none"> <li>• Stay on task and participate</li> <li>• Be prepared to learn • Remain in your assigned space and ask for permission before getting out of your seat</li> </ul>	<ul style="list-style-type: none"> <li>• Follow directions • Sit in assigned areas • Wear face mask/shield at all designated times • Keep hands, feet and objects to self • Practice good hygiene by washing and sanitizing hands • Do not share school supplies with others</li> </ul>
<b>Restrooms</b>	<ul style="list-style-type: none"> <li>• Use the restroom for the purpose intended • Honor the privacy of others • Use supplies correctly • Avoid social gatherings</li> </ul>	<ul style="list-style-type: none"> <li>• Use the restroom during the designated times • If restroom is full wait to go in • Only 2 or 3 at a time in the restroom depending on size of restroom</li> </ul>	<ul style="list-style-type: none"> <li>• Wash hands with soap and water • Keep the restroom clean</li> <li>• Use hand sanitizer before and after entering bathroom • Wear face mask/shields • Keep hands, feet and objects to self</li> </ul>
<b>Cafeteria</b>	<ul style="list-style-type: none"> <li>• Walk and move carefully</li> <li>• Clean eating area • Return used trays neatly to proper locations • If it does not belong to you, do not touch it</li> </ul>	<ul style="list-style-type: none"> <li>• Practice good table and line manners • Follow cafeteria supervisor's directions • Wait your turn in line</li> </ul>	<ul style="list-style-type: none"> <li>• Remain seated • Ask permissions before leaving the cafeteria • Put face mask/shield in a safe place and put on after eating. • Do not share food • Keep hands, feet and objects to self • Practice good hygiene by washing and sanitizing your hands</li> </ul>
<b>Media Center</b>	<ul style="list-style-type: none"> <li>• Use quiet /inside voice • Treat media materials with care • If it does not belong to you, do not touch it</li> </ul>	<ul style="list-style-type: none"> <li>• Return materials promptly or on time</li> </ul>	<ul style="list-style-type: none"> <li>• Use appropriate or school approved computer programs and websites • Wait your turn • Wear a face mask/shield at all times • Keep hands, feet and objects to self • Practice good hygiene by washing and sanitizing your hands</li> </ul>

***If you have COVID symptoms- STAY HOME***