



August 7, 2020

Raymond Families

For the first six weeks of the 2020-2021 school year, we are aiming to safely transition back into the building by implementing a socially distanced Blended Learning model. Our goal is to make short term sacrifices in hopes of achieving the long-term goal of having all students and staff together in the building. If we can successfully reopen the building with minimal health risks to our students and staff, we significantly reduce the likelihood of our school being shut-down again. With this goal in mind, students and staff will begin the school year with a variety of mitigation strategies in place, including masks and social distancing requirements.

On March 13th, our students walked out of a classroom that cannot be safely replicated this school year. As much as we would all like to return to normal, the truth is, we have to create a new normal. Luckily, kids are resilient, and as their role models, we can help them cope with the *new normal* they will experience this school year. Our kids want and need to return to school, but we can only do so if we work together as a community to ensure the health and safety of all.

As we start this unprecedented school year, we ask you for your patience, flexibility, and understanding. We take the health and safety of everyone in our community very seriously and are cautiously optimistic that the plan we have created will allow us to provide the best possible learning environment for our students while taking necessary precautions. Our Raymond family reaches far beyond the walls of our building, and we want to ensure that we are operating responsibly to help reduce community spread.

Sincerely,

Raymond School Administration



2020-2021 FALL START PLAN

WHEN AND HOW WILL THE 2020-2021 SCHOOL YEAR START?

The first official day of school is Tuesday, September 1st. To safely return students to the building, we need to reduce the overall population and number of students in each classroom. In order to do this, a **Blended Learning** model has been adopted and a staggered start schedule will be implemented.

The staggered start schedule for 5K through 5th grade allows students to start their first day of school with their official homeroom teacher and ease into the new normal of the classroom environment. It also provides our staff the opportunity to work through new operational procedures and make any necessary adjustments. After the staggered start, all student homerooms will be split between classrooms to reduce class size and some students will start their day with an instructional aide instead of their homeroom teacher. The teachers and instructional aides will travel between classrooms to teach and support student learning.

GRADE LEVEL	STAGGERED START DATES AND TIMES
6TH - 8TH GRADE	TUESDAY, SEPTEMBER 1ST - THURSDAY, SEPTEMBER 3RD (IN-BUILDING) ALL (6-8) STUDENTS: 7:30AM - 2:30PM FRIDAY, SEPTEMBER 4TH (VIRTUAL) ALL (6-8) STUDENTS: 7:30AM - 2:30PM
5K - 5TH GRADE	TUESDAY, SEPTEMBER 8TH (IN-BUILDING) STUDENTS (5K-5) WITH LAST NAMES A-K: 7:30AM - 10:30AM WEDNESDAY, SEPTEMBER 9TH (IN-BUILDING) STUDENTS (5K-5) WITH LAST NAMES L-Z: 7:30AM - 10:30AM THURSDAY, SEPTEMBER 10TH (IN-BUILDING) ALL (5K-5) STUDENTS: 7:30AM - 2:30PM FRIDAY, SEPTEMBER 11TH (VIRTUAL) ALL (5K-5) STUDENTS: 7:30AM - 2:30PM
4K	TUESDAY, SEPTEMBER 8TH (IN-BUILDING) AM SESSION: 7:30 - 10:30 PM SESSION: 11:30 - 2:30

4K & 6TH-8TH GRADE REGULAR BLENDED LEARNING SCHEDULES START ON TUESDAY, SEPTEMBER 8TH
5K-5TH GRADE REGULAR BLENDED LEARNING SCHEDULES START ON MONDAY, SEPTEMBER 14TH



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WHAT IS A BLENDED LEARNING MODEL?

A **Blended Learning** model is a hybrid of traditional face-to-face learning and virtual learning. The purpose of the blended learning model is two fold. First and foremost, it helps to reduce class size to allow for proper social distancing, and second, it helps prepare students for a full virtual experience in the case of a full building shut-down.

HOW DOES BLENDED LEARNING OPERATE?

Blended Learning operates similarly to traditional schooling when students attend face-to-face classes. Mitigation measures are set in place to help ensure the health and safety of all and reduce the risk of potential exposure.

OPERATIONAL GUIDELINES	
STUDENT ATTENDANCE	4K: MONDAY - THURSDAY AM CLASS: 7:30 - 10:30, PM CLASS: 11:30 - 2:30 5K - 5TH GRADE: 7:30AM - 2:30PM MONDAY - THURSDAY, VIRTUAL FRIDAY 6TH - 8TH GRADE: VIRTUAL MONDAY - THURSDAY, 7:30AM - 2:30PM FRIDAY ALL: VIRTUAL BY CHOICE
STAFF ATTENDANCE	MIRRORS STUDENT ATTENDANCE WITH ADDITIONAL MEETINGS REQUIRED THROUGHOUT THE WEEK OFFICE HOURS: 7:15AM - 3:15PM
PPE & SOCIAL DISTANCING REQUIREMENTS	MASKS REQUIRED & PROVIDED FOR STAFF AND STUDENTS, SHIELDS AVAILABLE & SUPPLIED FOR STAFF, GLOVES AVAILABLE UPON REQUEST, PLEXIGLASS DIVIDERS AROUND STUDENT DESKS, MAINTAIN 3FT TO 6FT SOCIAL DISTANCING
SYMPTOM SCREENING	SELF REPORTING OF TEMPERATURE CHECKS AND SYMPTOM SCREENING DONE AT HOME PRIOR TO ARRIVAL AT SCHOOL
BUSSING	POSSIBLE ALTERNATE ROUTES, ASSIGNED SEATS, PPE REQUIREMENTS, CAPACITY REDUCTION
SCHOOL VISITORS	VISITORS PERMITTED WITH PRIOR AUTHORIZATION FROM ADMINISTRATION
EXTRA CURRICULARS	NO ATHLETICS AND/OR EXTRA CURRICULAR ACTIVITIES



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WHAT DOES FACE-TO-FACE LEARNING LOOK LIKE IN THE BLENDED MODEL?

Classroom environments will be different than what most students have experienced in the past. In order to mitigate health risks, adjustments have been made to certain components of a face-to-face classroom.

CLASSROOM ENVIRONMENT	
POPULATION	APPROXIMATELY 50% CLASS SIZE REDUCTION POPULATION IS RESTRICTED TO BUILDING ZONES
BUILDING TRAVEL	HOMEROOM POPULATIONS ARE ISOLATED STUDENT TRAVEL IS RESTRICTED TO HOMEROOM LOCATION AND RESTROOM WITHIN GRADE LEVEL ZONE STUDENTS ARE ONLY PERMITTED TO TRAVEL WITH ADULT SUPERVISION ALL STUDENTS AND STAFF MUST REMAIN 3FT TO 6FT SOCIALLY DISTANCED WHILE TRAVELING IN THE BUILDING HALLWAY CAPACITY IS LIMITED
SEATING	SEATS ARE ASSIGNED, SOCIALLY DISTANCED 3FT TO 6FT APART, DIRECTIONALLY ALIGNED
SUPPLIES	RESTRICTED USE OF COMMUNITY SUPPLIES NO COAT RACK OR LOCKER USAGE STUDENT PERSONAL BELONGINGS WILL BE LIMITED AND STORED INSIDE BACKPACKS IN CLASSROOMS
DEVICES	SCHOOL DEVICES WILL BE AVAILABLE FOR HOME USE
RECESS	OUTDOOR: RESTRICTED SPACES, SINGLE HOMEROOM POPULATION & HANDHELD EQUIPMENT (BALLS, JUMP ROPES, ETC.), NO PERMANENT STRUCTURE (SWINGS, SLIDES, ETC.) EQUIPMENT USAGE INDOOR: HOMEROOM SPACE, POPULATION, & EQUIPMENT
LUNCH	LUNCHES WILL BE EATEN IN HOMEROOMS HOT LUNCHES WILL BE DELIVERED TO STUDENTS IN CLASSROOMS



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WHAT DOES VIRTUAL LEARNING LOOK LIKE IN THE BLENDED MODEL?

The virtual learning experience in a Blended Learning model is designed to be complementary to the face-to-face instruction that is delivered when students are able to be in the building. For the 5K through 5th grade students, the one day of virtual learning each week will serve as an extension of the classroom and opportunity to complete virtual activities to improve tech skills. The 5K through 2nd grade classrooms will use Seesaw as their primary virtual learning tool, while the 3rd through 5th graders will use Google Classroom.

For the 6th through 8th grade students, the time spent in the building is an opportunity to get face-to-face feedback and support from teachers and participate in hands-on learning activities. In the virtual format, 6th through 8th grade students will use Google Classroom to log into “live” daily classes and participate in real-time shared learning experiences with their peers. Student schedules will be structured and attendance will be tracked similar to the traditional school day.

5K - 2ND GRADE EXPECTATIONS	
STUDENT	LEARN BASIC DEVICE OPERATIONS INTERACT WITH DESIGNATED LEARNING PLATFORMS (GOOGLE MEETS, SEESAW, ECT.)
TEACHER	BE AVAILABLE FOR CONTACT DURING REGULAR SCHOOL HOURS (7:15AM TO 3:15PM) FACILITATE ACCESS TO GOOGLE MEETS WITH WHOLE CLASS, SMALL GROUPS, AND INDIVIDUAL STUDENTS AS NEEDED PROVIDE ACCESS TO AGE APPROPRIATE VIRTUAL LEARNING EXPERIENCES THAT STUDENTS CAN PARTICIPATE IN WITH ADULT ASSISTANCE COMMUNICATE VIRTUAL LEARNING EXPECTATIONS TO PARENTS
PARENT	CHECK EMAIL AND LOG INTO SEESAW DAILY ASSIST CHILDREN WITH VIRTUAL LEARNING ACTIVITIES PROVIDE TIMELY FEEDBACK TO CLASSROOM TEACHER
CONTENT	LANGUAGE ARTS, MATH, SCIENCE, SOCIAL STUDIES
RIGOR	A MINIMUM OF ONE LEARNING OPPORTUNITY WILL BE PROVIDED DURING THE VIRTUAL SCHOOL DAY
ASSESSMENT	TEACHERS WILL PROVIDE TIMELY FEEDBACK FOR STUDENT PARTICIPATION IN VIRTUAL LEARNING ACTIVITIES VIRTUAL STUDENT WORK MAY BE USED TO ASSESS STANDARDS MASTERY



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3RD - 5TH GRADE EXPECTATIONS	
STUDENT	<p>OPERATE CHROMEBOOK WITH MINIMAL ADULT ASSISTANCE</p> <p>INTERACT WITH DESIGNATED LEARNING PLATFORMS (GOOGLE CLASSROOM, GMAIL, MOBY MAX, ETC.)</p> <p>COMPLETE VIRTUAL ASSIGNMENTS</p> <p>RESPOND TO EMAILS FROM TEACHERS IN A TIMELY MANNER</p>
TEACHER	<p>BE AVAILABLE FOR CONTACT DURING REGULAR SCHOOL HOURS (7:15AM TO 3:15PM)</p> <p>FACILITATE ACCESS TO GOOGLE MEETS WITH WHOLE CLASS, SMALL GROUPS, AND INDIVIDUAL STUDENTS AS NEEDED</p> <p>PROVIDE ACCESS TO AGE APPROPRIATE VIRTUAL LEARNING EXPERIENCES THAT STUDENTS CAN PARTICIPATE IN WITH MINIMAL ADULT ASSISTANCE</p> <p>COMMUNICATE VIRTUAL LEARNING EXPECTATIONS TO PARENTS</p>
PARENT	<p>CHECK EMAIL AND LOG INTO GOOGLE CLASSROOM DAILY</p> <p>ASSIST CHILDREN WITH VIRTUAL LEARNING ACTIVITIES</p> <p>PROVIDE TIMELY FEEDBACK TO CLASSROOM TEACHER</p>
CONTENT	LANGUAGE ARTS, MATH, SCIENCE, SOCIAL STUDIES
RIGOR	A MINIMUM OF ONE LEARNING OPPORTUNITY WILL BE PROVIDED DURING THE VIRTUAL SCHOOL DAY
ASSESSMENT	<p>TEACHERS WILL PROVIDE TIMELY FEEDBACK FOR STUDENT PARTICIPATION IN VIRTUAL LEARNING ACTIVITIES</p> <p>VIRTUAL STUDENT WORK MAY BE USED TO ASSESS STANDARDS MASTERY</p> <p>COMPLETED VIRTUAL ASSIGNMENTS WILL BE EVALUATED AND SCORED</p>

6TH - 8TH GRADE EXPECTATIONS	
STUDENT	<p>INDEPENDENTLY OPERATE CHROMEBOOK</p> <p>INTERACT WITH DESIGNATED LEARNING PLATFORMS (GOOGLE CLASSROOM, GMAIL, IXL, ETC.)</p> <p>ATTEND DAILY LIVE CLASSES IN ACCORDANCE WITH ASSIGNED SCHEDULE</p> <p>COMPLETE VIRTUAL ASSIGNMENTS</p> <p>RESPOND TO EMAILS FROM TEACHERS IN A TIMELY MANNER</p>



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TEACHER	BE AVAILABLE FOR CONTACT DURING REGULAR SCHOOL HOURS (7:15AM TO 3:15PM) FACILITATE ACCESS TO LIVE INSTRUCTION IN ACCORDANCE WITH CLASS SCHEDULES PROVIDE ACCESS TO RECORDED LESSONS AND OTHER INSTRUCTIONAL RESOURCES TO SUPPORT STUDENT LEARNING COMMUNICATE VIRTUAL LEARNING EXPECTATIONS TO PARENTS TRACK STUDENT ATTENDANCE AND PARTICIPATION IN VIRTUAL CLASSES PROVIDE WEEKLY TIMELINE OF LESSON TOPICS AND ASSIGNMENTS
PARENT	CHECK EMAIL AND LOG INTO GOOGLE CLASSROOM DAILY MONITOR STUDENT ATTENDANCE AND PARTICIPATION IN VIRTUAL CLASSES PROVIDE TIMELY FEEDBACK TO CLASSROOM TEACHER
CONTENT	LANGUAGE ARTS, MATH, SCIENCE, SOCIAL STUDIES, SPANISH
RIGOR	TEACHERS WILL USE STANDARDS-BASED CURRICULUM WITH TRADITIONAL SCOPE AND SEQUENCE DURING VIRTUAL LEARNING A MINIMUM OF ONE LEARNING OPPORTUNITY PER CONTENT AREA WILL BE PROVIDED FOR STUDENTS EACH DAY STUDENTS AND PARENTS CAN EXPECT CLASSWORK AND ASSIGNMENTS TO MIRROR A TRADITIONAL SCHOOL DAY
ASSESSMENT	TEACHERS WILL PROVIDE TIMELY FEEDBACK FOR ASSIGNMENTS AND PARTICIPATION COMPLETED VIRTUAL ASSIGNMENTS WILL BE EVALUATED AND SCORED STUDENT GRADES WILL BE TRACKED IN SKYWARD

WHAT IF I WANT TO ENROLL MY CHILD IN FULL-TIME VIRTUAL LEARNING?

Full-time virtual learning is an option for any student during the 2020-2021 school year. Families may elect to opt in and/or out of virtual learning at beginning and mid-trimester intervals. Anyone interested in enrolling their children in virtual learning should complete a response to the [Virtual Learning Option Survey](#) no later than **Wednesday, August 12th**.

Students that enroll in virtual learning will have access to the same curriculum that is used by all Raymond School students and be assigned to a licensed Raymond School teacher. Virtual learning will closely align with the other learning models that are implemented building-wide, with the exception of alternative resources to enhance the virtual learning experience.



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WHAT ABOUT RELATED ARTS CLASSES?

Students will have the opportunity to participate in face-to-face related arts classes (music, art, library, PE, etc.) during the in-person school day. Adjustments will be made to class locations, equipment, supplies, and curriculum to accommodate social distancing and sanitation requirements. As restrictions and risk levels change, frequency, duration, and capacity of related arts classes will be modified.

WILL PANTHER PRIDE BE AVAILABLE FOR MY CHILD?

It is our intention to offer Panther Pride after school care to our families. Students attending Panther Pride will need to follow the same PPE and social distancing guidelines that are required during the regular school day. A separate communication will be sent out with specific details about how Panther Pride will operate.

WHAT ARE THE EXPECTATIONS FOR MASK WEARING?

All students, staff, and visitors are required to wear masks while in the building. Masks may be removed in designated “Mask Free” zones. Individuals may also remove masks when they are the sole occupant of a room. Exceptions to the mask requirement will be made for anyone that has a medical condition that compromises their ability to wear a mask. Documentation from a medical doctor is required for this exception.

It is our intention to provide opportunities for students to occupy “Mask Free” zones throughout the school day. We know that masks reduce the transmission of COVID-19, but we also understand that prolonged use can be uncomfortable, especially inside a building that is not air conditioned. We are mindful of this and will continuously work to provide a safe and comfortable environment for our students, staff, and visitors.

HOW DO I SCREEN MY CHILD FOR SYMPTOMS OF COVID-19?

Students should not attend school if they are sick. All parents and guardians are responsible for screening children each morning before sending them to school. Failure to do so will result in increased community spread and may lead to a school shut-down. In order to keep our community safe, we ask that you use the following guidelines to screen your child(ren) for symptoms of and potential exposure to COVID-19 prior to entering our building.



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COVID-19 SYMPTOM SCREENING

- Temperature 100.4 degrees Fahrenheit or higher when taken by mouth
- Sore throat
- New uncontrolled cough that causes difficulty breathing
- Diarrhea, vomiting, or abdominal pain
- New onset of severe headache, especially with a fever

If your child has any of the above symptoms, that indicates a possible illness, and they should not be sent to school until they've been medically cleared and/or symptoms subside.

COVID-19 POTENTIAL EXPOSURE SCREENING

- Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19
- Lives in the same household as someone with confirmed COVID-19

If your child(ren) has had a possible exposure to COVID-19, please contact your healthcare provider and quarantine for 14 days. Students with possible exposures will be allowed to return to the school building 14 days after their last contact with an infected person.

WHAT HAPPENS IF MY CHILD SHOWS SYMPTOMS OF COVID-19 AT SCHOOL?

Some students may develop symptoms of illness during the school day. Any student that shows symptoms of COVID-19 will be isolated from the rest of the population and must be picked up from school immediately. If a student is sent home because they show symptoms, they may not return to school until symptoms subside without the use of fever-reducing medication.

WHAT HAPPENS IF MY CHILD OR SOMEONE IN OUR HOUSEHOLD TESTS POSITIVE FOR COVID-19?

If you, your child, or another person living in your household tests positive for COVID-19, your child will not be allowed to return to school until a 14-day quarantine period has ended *and* your child has been symptom-free without the use of fever-reducing medication for three days.

WHO SHOULD I CONTACT WITH QUESTIONS OR CONCERNS?

Steve Harder, District Administrator - Steve.Harder@raymond.k12.wi.us

Taylor Schmit, Principal - Taylor.Schmit@raymond.k12.wi.us

Abbie Ramon, Coordinator of Student Learning - Abbie.Ramon@raymond.k12.wi.us