

Potranco Elementary

2020-2021



**Opening to Asynchronous Learning
August 25, 2020**

Mrs. Bermea, Principal

Registration



- All students (new and returning) need to be registered.
- Parents register your children on Family Access at [Family Access](#)
- Indicate your choice of in-person or remote/online learning.
- The option for in-person or remote/online learning can be switched up until August 10th.
- After August 10th, you can switch learning options at the end of the 1st six weeks grading cycle. We will ask for you to notify us of the change two weeks prior to the end of the 1st 6 weeks.
- If you plan on withdrawing your child, send the principal an email with your child's first and last name. Please also indicate your plan to homeschool or moving out of the district.

Completing registration assists administration in planning and assigning your child's homeroom teacher.

Meet the Teacher and Supplies



- Meet the teacher will be done virtually.
- The School Supply List is posted on the Campus and District website, as well as on Facebook.

[School Supply List](#)

- School supply drop off will be scheduled. Parents will not be permitted in the building. This process will be similar to supply pick up at the end of the school year.

Dates forthcoming for these events.

Masks



- We ask that parents provide a mask for their child.
- Both cloth and disposable face masks are permissible.
- We will have some masks for extenuating circumstances.
- All students in PreK-5th grade will be required to wear a mask.
- Potranco will follow district health guidelines.
- Medical concerns will be addressed with the campus principal.
- We are dedicated to teach routines and expectations to the students.

Drop off



Car Riders

- Students will be left with staff at the front doors. Parents will not be permitted to come in the building.
- Parents will need to drive through the pick up/drop off lane to drop off their children.

Walkers/Biking

- Students must enter the building on their own.
- Parents will not be permitted to come in the building.

Bus Riders

- Bus riders will be seated with distance.
- Siblings will be allowed to sit together.
- Students will have assigned seats
- Masks will need to be worn by all students.
- Buses will be sanitized.
- Students will have a bus tag.
- Students cannot board a bus with a fever.

Please do not send your child to school if they are unwell. Most importantly do not send your child with a fever. Children need to be fever free for 24 hours.

Dismissal-Pick up



School Ends at 3:10 pm

- We **will not** have a pick up door.
- All parents will need to drive through the pick up lane to pick up their children.
- Parents are asked to remain in their vehicle.
- We will continue the car tag system. The teachers will provide a car tag to you.
- The fire lane may not be blocked at any time.
- Parents can begin lining up in their vehicles at 2:50 pm.

***Reminder: These changes are for the health and safety of the students and staff.
We will one day have normalcy.***

Lunch



- Students will wear masks into the cafeteria.
- Students will sit with physical distance.
- Students will put their masks on once they are done eating.
- Students can bring a packed lunch.
- We will not accept outside lunches being delivered or dropped off.
- Parents and visitors will not be permitted to eat lunch on campus.
- Custodians will be on duty to clean and disinfect between lunches.
- Curbside meals will be offered for remote/online learners.

If your child requires a special diet, please visit [Dietary Form](#) to complete the special diet form.

Recess and Specials



Potranco Administration and staff is working to make the safest school environment for our students while providing normalcy.

- Students will have structured recess with their homeroom class.
- We will have a rotation of designated areas.
- Specials classes will be conducted daily.

In-Person Instruction



- School begins at 7:40 am. The tardy bell rings at 7:50 am.
- Teachers will continue to greet students with an air high five, air hug, smile, wave, etc. Students can greet each other in the same manner.
- Teachers will wear face coverings- masks and/or shields.
- Students will stay with their homeroom teacher for core instruction.
- Students will go to specials, lunch, and recess.
- Students will receive some lessons recorded by other grade level teachers. The homeroom teacher will be with the students to assist, support, and add to these lessons.

In-Person Classroom



- Desks will be spaced out to allow for distancing.
- Extra furniture will be removed to allow for the appropriate spacing for students.
- Your child will be assigned a homeroom teacher for the 1st 6 weeks. Your child may change homeroom teachers as we have more or less students for in-person instruction.
- We will make our best effort to keep your child with their original homeroom teacher.
- Classroom and health routines will be taught and reviewed.

What You Can Do...



- Parents have your child become accustomed to wearing and caring for their mask.
- Practice hand-washing.
- Talk with your child about the new school environment.
- Check your child's temperature and overall health before sending them to school.

Remote/Online Instruction



- Your child will need a device and internet connection for this option.
- You will be able to request a device, a hotspot, and/or both. Please stay tuned.
- The online learning platforms are:
 - **PreK-2nd grade will utilize SeeSaw.**
 - **3rd-5th grade will utilize Google Classroom.**
- Attendance is required daily which means daily engagement of students by meeting with the teacher, completing assignments, and/or watching a lesson.
- All teachers in the grade level will provide instruction. Some teachers at each grade level will be designated as remote teachers.

Remote/Online Instruction



- Your child will be required to complete assignments and assessments as the in-person students.
- We ask that you assist your child with logging in and navigating the platform but it is essential your child complete the assignment independently.
- We are looking to check their understanding and level of mastery.
- The expectations for completion is the same as the in-person students.
- **Teachers will be available during school hours for assistance and support.**

What You Can Do...



- Set a schedule for your child.
- Attend teaching and support sessions with the teacher.
- Watch lessons and complete assignments daily.
- Communicate with the teacher.

Happenings at Potranco



- PTO is hosting a virtual book fair at [Scholastic Book Fair](#)
- Book fair ends September 4, 2020.
- PTO has a new email Potrancoelementarypto@gmail.com

Please Be Patient and Kind!



We have your child's best interest in mind.

- We are all experiencing a very different learning environment that will take an adjustment.
- The presented information may change as local and state guidance changes.
- Teachers will provide detailed information at the virtual meet the teacher.
- With your partnership we will provide the best educational experience for our Potranco Panthers.
- Continue to visit our [campus](#) and [district](#) website for the most up to date information.

We will continue to provide updates and specific information.