



August 7, 2020

Dear GAES Families,

Last weekend, you received an update (*community letter and video message*) from our Superintendent, Dr. Lura Hanks, regarding GASD's plan for the re-opening of our schools. Last evening, our Board of School Directors confirmed our District's Health and Safety Plan (*which may be reviewed in its entirety on our website - GCASD.org*) as an essential piece of our preparations. The Board also approved a revised school calendar that designates **Monday, August 24, as the first day for our students** (calendar attached). From now until then, GAES is accelerating our professional development and collaborative planning efforts to empower us to effectively operate regardless of our degree/frequency of physical presence. Our Apple Vanguard Teacher Group as well as our GA Online Digital Teacher Team are providing leadership and support to our virtual instructional effectiveness capacity. Next week, GASD Faculty and Staff return to our campus on Thursday, August 13. We will begin the day together with Dr. Hanks "Setting Sail." As part of establishing our course, our professional staff is reading, "The Distance Learning Playbook," and will be hearing directly from author, Doug Fisher, as we collaboratively plan for educational excellence in the year ahead.

The following is important building specific information for the 2020-2021 school year:

HEALTH & SAFETY GUIDELINES

- Student temperatures should be taken, and prescreening done at home prior to sending students to school.
- Anytime that 6 feet of separation can't be guaranteed/maintained, students must wear a face covering and/or face shield. This will always include riding on the bus and traveling within hallways. This may also include classrooms where there is inadequate physical space for distancing or instructional activities interfere. Only students with appropriate Health Care Provider documentation will be excused from this requirement. (*"Face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A "face covering" can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the Order, can include a plastic face shield that covers the nose and mouth. "Face coverings" may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels. While procedural and surgical masks intended for health care providers and first responders, such as N95 respirators, would meet these requirements, these specialized masks should be reserved for appropriate occupational and health care settings.*)
- Any/all school provided tools that are used during instruction will be cleaned and sanitized between student use.
- Students will be escorted as a single-family unit to and from any outside of classroom locations practicing established safety protocols.
- Instruction will maximize the use of digital tools and minimize materials that could diminish a sanitary environment.

- Students will be discouraged from bringing any unnecessary items from their homes and encouraged to bring their own water bottle and school supplies (*please see the attached student supply list which is also posted on our GCASD website*). Students will have access to a “touch free” water bottle refill station located within our school cafeteria.
- All restrooms have non-contact flushing devices, sinks, and towel dispensers.
- Information regarding monitoring and responding to student and staff health concerns at school as well as all health considerations and protocols may be found within the District’s Health and Safety Plan (*posted on our GCASD website*).
- Prior to admission to school for the first time, all children must be immunized against the following diseases: tetanus, diphtheria, polio, measles, mumps, rubella, chicken pox and Hepatitis B. Also required are Physical and Dental Examination Forms, two Proofs of Residency and a copy of the Birth Certificate. If these forms and records have not already been presented to us, we must receive them prior to the first day of school.
- Questions regarding student or family health concerns should be directed to Mrs. Barrett, School Nurse. Questions regarding our Health & Safety plan may be directed to Mrs. McKissick, Assistant Principal.

SOCIAL/EMOTIONAL LEARNING

- Our K-12 School Counseling Department will be working with students, teachers and families to address our student’s vital social and emotional needs. Each counselor maintains a Schoology website account filled with valuable information for students and parents alike.
- You are encouraged to contact Ms. Amanda Baker, GAES Counselor, for information or support.

TEACHING & LEARNING

- Classroom assignments will be emailed to you on Monday, August 10 after 4 pm. They will also be available to view on the PowerSchool Parent Portal on Wednesday, August 12.
- This year, we will be offering a “Virtual Open House” to our students and families! Each grade level and itinerant team will be creating a video to welcome our students and families. These will be accessible via the district website on August 21.
- In the meantime, [click here](#) to take a “Virtual Building Tour” of GAES. (*Please note this video was filmed prior to COVID 19 restrictions.*)
- GAES students will have: ELA, Math, Social Science, and Specials on a 6-day cycle. Special include Art, Music, Library, Wellness, and a new STEM class taught by Mr. Root (replaces computer) for all students in grades 3-5. Instrumental music for students in 5th grade will receive lessons every Day 6 on a “pull out” schedule.
- Students will physically attend school on Monday, Tuesday, Thursday and Friday. Instruction will be fully digital on Wednesdays. Please note that new instruction occurs daily (including Wednesdays) and students will be held accountable for daily attendance and participation all 5 days of the week. Obviously, those students registered to be on our GA Online Digital Platform will work remotely from home each day. Similarly, students within this program also have five days of new instruction per week.

- Students registered to be on our GA Online Digital Platform will work remotely from home each day. Students within this program also have five days of new instruction per week. Instruction will be comprised of synchronous and asynchronous instruction, whole group and small group instruction. Additionally, devices will be distributed to these families (*stay tuned*). The digital teachers are: 3rd -Mrs. Smith, 4th -Mrs. Faith and 5th - Mrs. Hornbaker.
- GAES will continue to use the Schoology platform for all virtual learning opportunities. More information to follow.

SPECIAL EDUCATION

- Student IEP's and 504's will continue to address student needs and appropriate school responses.
- Specific questions should be directed to Mrs. Ginger Thompson, Director of Special Education; her Assistant, Mrs. Keri Lewis; or, your child's Teacher Case Manager.
- For specific questions regarding 504 plans contact Ms. JoAnn Papoutsis.

FOOD SERVICES

- Breakfast will be available each day. If a breakfast is desired, those students should report directly to the Cafeteria, wait in line (*spaced apart*) to receive breakfast; then, take breakfast to their classroom where they will eat at their desk.
- Lunch will be available each day. The current plan will be for students to eat in their classrooms with the hope that we will eventually return to the cafeteria.
- Regardless of the location of lunch, all seating will be assigned for physical distancing and contact tracing.
- Students will be encouraged and provided opportunity to wash hands prior to eating.
- Classes will be escorted to and from the cafeteria in shifts to pick up lunches.
- A new hands-free point of sale system will be used in the cafeteria.
- Students will be served a full lunch rather than being offered options.
- Parents can access their child's account through the district website or by visiting www.schoolcafe.com. Depositing money through this site is encouraged in an attempt to maintain social distancing at the point of sale. Deposits can still be sent to school in an envelope clearly marked with the student's name and PIN number. Checks should be made payable to GAES Cafeteria.
- Parents are encouraged to apply for free and reduced meals online via the district website.
- Questions regarding food services should be directed to Mrs. Nancy Foust, Food Service Director, or her assistant, Mrs. Loreen Thrush, at 717-597-3226 ext. 50508.
- Students will be permitted to participate in recess on the playground after lunch as long as they wear a face covering and/or face shield and use hand sanitizer before and after recess.

TECHNOLOGY

- GCASD will continue to utilize School Messenger as a paperless method of communication.
- Stay tuned for more information from our technology department regarding back to school documentation, technology systems and procedures.
- New this year, there will be a "Get Help" section added to the website with a proposed launch date of August 12.

TRANSPORTATION

- Students riding a bus to school should have their temperature taken at home prior to pick-up. Students must wear a face covering and/or face shield and remain within their assigned seat during transport. Hand sanitizer will be available on each bus.
- Students will be permitted to enter the building at 8:05 a.m. All students entering at this time will enter using Door #3 (gym door closest to the Primary School) and will wait in the cafeteria. Students getting breakfast will go through the line and then wait in the cafeteria until 8:15 a.m.
- During the first few days of school, buses may run late due to children not being accustomed to their bus stops and bus drivers accounting for students according to their bus route lists. You will receive notification from the Transportation Department with assigned bus numbers, bus stops and times.
- Permanent car riders will be dismissed at 2:45 p.m. If you would like to be on this list and have not already completed the form, it is attached for your convenience. Dismissal for all other car riders, NOT ON the permanent car rider list, that are being picked up must sign out on the School Gate Guardian (SGG) System by 2:50 pm for dismissal beginning at 2:55 p.m.
- Bus dismissal will begin at 3:00 pm and consist of 5 separate bus calls to maintain physical distancing.
- If you have not yet scanned your license into SGG, and you plan to pick up your child at the end of the day, you are encouraged to come to school this summer to get your SGG set up. Hours for this service are Monday through Thursday 9:00 a.m. to 2:00 p.m.
- **Temporary bus changes will NOT be permitted this year.** Should a permanent bus change be needed, request forms should be submitted to our Transportation Department at least 48 hours in advance. Questions should be directed to Mr. Blubaugh, Transportation Director, or his Assistant, Mrs. Bland.

If you have any questions, feel free to call the Elementary School at 717-597-3226 ext. 30500. We look forward to working with you throughout the 2020-21 school year.

Sincerely,

Chad Stover
GAES Principal

Alison McKissick
GAES Assistant Principal

Attachments:

1. Supply List
2. Revised School Calendar
3. Permanent Car Rider Form