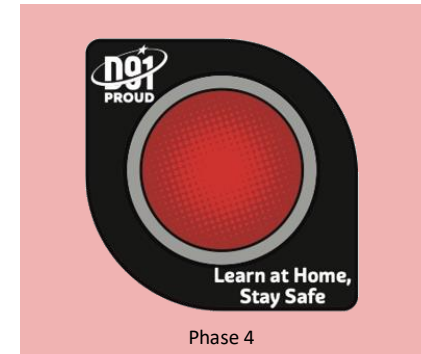
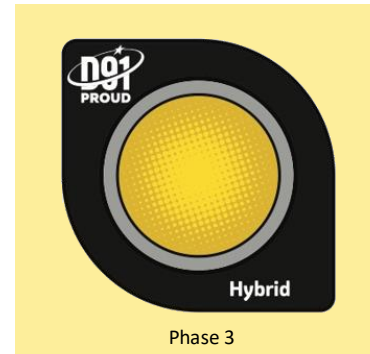
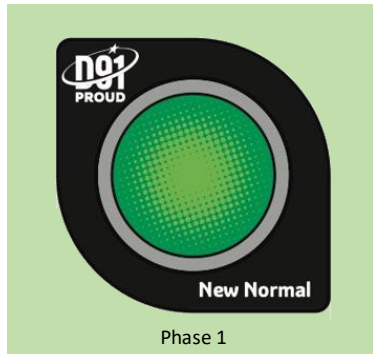


## School Name: Hawthorne Elementary



### Office

- Masks are **required** to enter the office.
- Sneeze guards have been installed.
- Social distancing where possible and reasonable.
- Temperature checks as needed.
- Use the video doorbell and follow the posted signs when entering.
- Hand sanitizer will be available.
- Please call the school with any additional questions or concerns.
- Access to the building will be limited to students and staff. There will be no other visitors allowed in the building.
- Adhere to signage in the front entryway.
- Space routinely cleaned and disinfected according to CDC guidelines.

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- Masks are **required** to enter the office.
- Social distancing where possible and reasonable
- Hand sanitizer will be available.
- Additional safety measures will be taken to limit the number of visitors and general traffic in the school.
- Use the video doorbell then follow the posted signs and stay in marked areas.
- Sneeze guards implemented in the office. Access to the building will be limited to students and staff. There will be no other visitors allowed in the building.
- Adhere to signage in the front entryway.
- Spaces routinely cleaned and disinfected according to CDC guidelines.
- No deliveries. (birthday treats, etc.).

- Masks are **required** if visiting the school, and may be provided if needed.
- The Hawthorne office will remain open in a remote capacity. Please call or email with questions.
- Parents and community members are strongly advised to limit in-person visits, please schedule any in-person visit with the office prior to arrival.
- Please call the school with any additional questions or concerns.

## School Name: Hawthorne Elementary

### Common Areas

- No deliveries. (birthday treats, etc.)

- No deliveries. (birthday treats, etc.)

- Please call the school with any additional questions or concerns.

- Social distancing where possible and reasonable
- Students move in cohort groups where possible and reasonable to try and limit exposure.
- Hand sanitizer available.
- Handwashing integrated throughout the day.
- Schedules will be adjusted to reduce the number of students in common areas and reduce congestions throughout the day.
- Increased sanitization of tables and high touch items.
- School schedule may be adjusted to reduce the number of students in the common areas and reduce major congestion.
- Mask are **required**.

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- Increased sanitization of tables and high touch items.
- Students move in cohort groups where possible and reasonable to try and limit exposure.
- School schedules may be adjusted to reduce the number of students in the common areas and reduce major congestion.
- Masks are **required**.

- Building are **closed** to the general public except by special appointment.
- There may be opportunities for in-person small group instruction or intervention/extension.

### Lunch/ Breakfast

- Table spacing will be increased to encourage social distancing, students will sit with their cohorts.
- Breakfast: will have two hot options, tables will be spaced to encourage social distancing, tables will be sanitized on a regular basis.

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- Table spacing will be increased to encourage social distancing, students will sit with their grade level cohorts.
- Breakfast: will be in a Grab-N-Go style, tables will be spaced to encourage social distancing, tables will be sanitized.

- Meals will be offered in a Grab-N-Go style for both meals via drive thru.
- Students do not need to be present, but parent/guardian(s) must have their student(s) ID number.
- Please do not **exit** your vehicle.

## School Name: Hawthorne Elementary

### Classroom Spaces

- All students will have individual supplies.
- Students will be issued their own Chromebook.
- Desks arranged to allow for cohort groups with assigned seating. Classroom seating will provide 3 to 6 feet between students whenever possible.
- Students **will be required** to wear a mask. Teachers may instruct students to remove their masks when appropriate and necessary.
- Eliminate porous seating options and reduce areas for congregating.

- All students will have individual supplies.
- Students will be issued their own Chromebook.
- Desks arranged to allow for cohort groups with assigned seating. Classroom seating will provide 3 to 6 feet between students whenever possible.
- Students **will be required** to wear a mask. Teachers may instruct students to remove their masks when appropriate and necessary.
- Eliminate porous seating options and reduce areas for congregating.

- Students will attend school on a hybrid schedule and school times may be adjusted.
- Students will attend on a M/W or T/Th schedule.
- Fridays will be used for teacher prep, staff development, and may include opportunities for intervention/extension.
- Students will work independently to practice concepts that have been previously taught and grow mastery while working at home.
- Students **will be required** to wear a mask. Teachers may instruct students to remove their masks when appropriate and necessary.

- Buildings are **closed** to the general public except by special appointment.
- There may be opportunities for in-person small group instruction or intervention/extension.

### Pick Up/Drop Off

- Busing: all students are **required** to wear a mask, sit together as a family, social distance when possible, buses will be disinfected between routes.
- Parents are encouraged to use the drop off lane - enter from Calkins Ave.
- Please limit exiting your vehicle when possible.
- Staff may assist students entering and exiting vehicles.
- Students will be assigned a specific entrance based on grade level.

- Busing: all students are **required** to wear a mask, sit together as a family, social distance where possible, buses will be disinfected between routes.
- Parents are encouraged to use the drop off lane - enter from Calkins Ave.
- Parents **should** remain in their vehicle.
- Staff may assist students entering and exiting vehicles.

- Busing: all students are **required** to wear a mask, sit together as a family, social distance when possible, buses will be disinfected between routes.
- Parents are encouraged to use the drop off lane (anywhere along the curb).
- **Please do not exit your vehicle.**
- Staff may assist students entering and exiting vehicles.

- Busing: There will be **no** type of transportation provided by the school.

## School Name: Hawthorne Elementary

### Para Staffing

- Paraprofessionals are expected to come to the building during their normal working hours

- Paraprofessionals are expected to come to the building during their scheduled hours Monday-Thursday
- Friday is at the building administrator's discretion based upon target learning/intervention groups, S.C.O.L., participating in grade level PLCs, assisting/planning intervention materials and instructional resources, or other meaningful tasks as approved by the building administrator.
- Para's will be assigned to a classroom teacher for specific grade levels to minimize exposure and transmission.
- For telework, please see the board policy regarding telework

- Paraprofessionals are expected to come to the building during their scheduled hours Monday-Thursday
- Friday is at the building administrator's discretion based upon target learning/intervention groups, S.C.O.L., participating in grade level PLCs, assisting/planning intervention materials and instructional resources, or other meaningful tasks as approved by the building administrator.
- Paras will be assigned to specific cohorts to minimize the possible spread of the virus.
- For telework, please see the board policy regarding telework.

- Paraprofessionals report to the building principal for assignment which may include small groups instruction by appointment, preparation, and assisting in other meaningful duties.
- If staff know of necessary work, this work can be arranged with the principal.
- Staff will be compensated for hours worked.
- For telework, please see the board policy regarding telework.

### Identifying the Achievement Gap

- Use I-Station and other common formative assessments (CFAs) to gauge student knowledge and mastery of standards in ELA
- K-6 will utilize I-Ready and other CFAs to gauge student knowledge and mastery of standards in math.

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- K-6 will utilize I-Ready and other CFAs to gauge student knowledge and mastery of standards in math.

- I-Station, I-Ready, and Imagine Math testing may be arranged to be taken at the school by special appointment.

### Friday Plan

- Late Start Friday so teachers can meet in their Professional Learning Communities (PLCs) to

- **No students** in the building for the first several weeks of school until actionable data has been collected from

- **No students** in the building with the hybrid schedule
- PLCs

- Buildings are **closed** to the general public except by special appointment.

## School Name: Hawthorne Elementary

discuss data and student needs.

- Staff meetings
- Staff Development
- Planning time

Identifying the Achievement Gap

- PLCs
- Staff development
- Planning time
- Faculty meeting
- Teachers and paras will work collaboratively to identify the gaps and plan, prepare, and execute effective interventions/extensions
- Students may be invited into the building at specific times to work with a teacher or paraprofessional
- SCOL: during specified times, the cafeteria/gym will be set up to receive students utilizing paras and possibly teachers to assist students in their independent practice, which in turn creates a safe space for students to work who may not have access to resources or support in their home environment.

- Staff development opportunities
- Planning time
- Faculty meeting
- Teachers provide students with independent practice on concepts taught previously through the Learning Management System (LMS)
- Teacher Planning time
- S.C.O.L.: during specified times, the cafeteria and gym will be set up to receive students utilizing paras and possibly teachers to assist students in their independent practice, which in turn creates a safe space for students to work who may not have access to resources or support in their home environment.

- All learning will be done remotely through the use of a LMS, communication from the classroom teacher, provided Chromebook.
- Grading will resume as normal during remote learning.
- Meetings will be held online.