

Dear SRTMS Community,

We are very excited about the reopening of the school in the modified traditional plan (MTP). In MTP, we must follow all protocols in order to keep students and staff safe. So there are many new protocols that ALL people must follow. There are Back-to-Campus videos that go along with this letter to help everyone visually see the changes. The protocols are broken down into the individual parts of the day below. **All adults and students must wear masks, at all times, while on campus.**

**Parents and volunteers are not allowed on campus this year. We ask that everyone observe this rule to set the proper example for all students.**

Every Student must turn in a COVID Self-Assessment form on the first day they are on campus.

### **Beginning of the Day**

There will be four entrances for students to use, and all the entrances will follow the same protocols. The entrances are the first gate in the top parking lot, the breezeway gate, the bus gate, and the gate that connects to Andalusia (this is for only the residences of Andalusia). Students are not allowed on campus until our campus supervisors open the gates. If you arrive before 7:45 AM, you must wait outside the gates. Students are to report directly to their classroom and wait in the queue line for your teacher to open the door. Students will need to keep social distance at all times. Since our campus supervisors will be monitoring the gates, we will no longer have car side assistance for students who are being dropped off.

Students using childcare will have their parents sign-in at the bus gate and only students will come to childcare. **Parents will not be allowed past the entrance gates (there are no exceptions to this rule.)**

Only come into the office if there is urgent business to attend to. The health office door will be closed so no one travels through that area.

### **Instructional Periods**

Instruction will begin at 8:10 AM for TK - 5<sup>th</sup> grade and 8:40 AM for middle school students. You can see the two new master schedules at the end of this letter. Students are to wear masks, regardless of grade level, when they are on campus. Students will be socially distance in classrooms, and they should know the pathways of travel in classrooms, as well as those areas that are only accessible to the teacher.



**Santa Rosa Technology Magnet School**

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*PVSD prepares 21st century learners who are responsible members of our global society.*

Your classroom teacher will go over the new procedures within the classroom. **All student materials must be taken home at the end of the day.** In the event of a sudden shutdown, your child will need access to all their materials if we need to go back to distance learning.

### **Hallways, Bathrooms, and the Health Office**

All main hallways are marked for one-way travel. We ask that all students observe the flow of traffic and stay socially distance. This means that students may have to travel differently on campus to get to the desired location and that they must be aware of the number of students around them.

The bathrooms on campus will have a maximum capacity of two students at any one time. Signs are there to remind students. Students must wait in queue lines outside of the bathroom during times when the bathrooms are more likely to be used.

The health office will only be used by students if it is a true medical issue. They are not allowed to just come down to say hello or for counseling (which happened in the past). Students should report any issue to a campus supervisor or a teacher. They will help to determine if the issue needs to be addressed by the health technician.

Our goal is safety for all students, so if your child does have a fever or any symptoms related to COVID, we ask that he or she not come to school. If any child becomes ill during school, it is expected that parents pick them up within one hour.

### **Recess and Lunch**

Recess and lunch will be very different this year. Some grade levels will eat first and play second, and some will play first and eat second. This is marked on the master schedule. Students will be spaced out to ensure proper social distancing during the eating times. So, we will use the lunch tables and the surrounding areas to ensure students can eat safely. Students will have to do their best to eat in an appropriate amount of time because we will have to clean tables and prepare the areas for the next group of students.

Food service for students will be different as well this year. Students will now walk up to the second window and be given their meals in a contactless manner. Students will line up by class in the queue line so that it can be as efficient as possible. There will only be one main dish food choice each day, and the meal will be pre-bagged and ready for students to pick up. This will help the line to move more quickly, and ensure the safe delivery of food to your child.

At recess, students will be able to play, but they must always keep a six-foot social distance between each other. Students must wear masks at all times on the playground. We will be allowed to play on the play equipment, provided students keep social distance and wash their hands before and after recess/lunch. Games or activities that require balls, such as soccer or handball, will be closely monitored to ensure proper social distance and that all safety guidelines are followed. We will designate certain fields or areas for certain grade levels on a rotational basis, and designate a spot of the middle school PE class to hold class.

Since TK/K classes have a limited time schedule this year, they will eat their lunch during their recess break, and either leave early (10:30 AM for AM cohort TK/K students) or arrive later (11:10 AM for PM K students). The AM cohort will be offered a breakfast meal and the PM cohort will be offered a lunch meal. All TK and K cohorts will eat and play in the kindergarten playground this year. We have extra supervision to allow this to take place.

#### **No Locker Use for Middle School**

There will be no lockers used by middle school students until conditions allow for it. Thus, there will be no dressing out for PE and students must carry all the things they need with them throughout the day.

#### **Things that need to be Dropped Off**

If you need to drop something off for your child. You must have it labeled and place it out on the table in front of the office. Please do not come into the office to drop it off. Students will be called down to get their items.

#### **End of the Day**

The end of the day procedures will not change substantially. If you pick-up your child, will do so at the upper gates. We have enough area at the pick-up gates for students to effectively social distance on the grass between the two dismissal gates in the upper parking lot. We ask parents to still get out of the car to meet your child. However, please keep social distance, and wear a mask to provide for safety an example for your child.

For those few families with a PTO auctioned parking spot in front of the school, your child will need to exit through the bus gate and you can meet them on the sidewalk in front of the flagpole. As much as possible, we are to avoid coming into/through the office.

Students not picked up on time will be waiting behind the office, in the quad area, and be properly social distance.

We will also not be conveying messages regarding playdates or changes in pick-ups to the students in class so that we don't interruption instruction. We will let our campus supervisors know of any changes and they will convey them to the students at dismissal time.

### **Final Thought**

This is a lot of new information. We ask for everyone to be flexible, kind, and patient as we work through how the school will operate once students are back of campus. Please watch the videos associated with this letter. Remember how a family handles these changes will have a major impact on the overall academic success of your child. If a family is positive, encouraging, and models a "can-do" attitude, it will help for their child to adjust positively to school.

*Eagle Pride,*  
Mr. Borchard

| <b>TK-5<sup>th</sup> Grade SANTA ROSA TECHNOLOGY MAGNET SCHOOL BELL SCHEDULE - 2020-2021</b>   |   |   |
|--|---|---|
| <p align="center"><b><u>TK / Kindergarten / AM</u></b></p> <p>8:10-9:25 Instruction<br/> 9:25-9:45 Recess (Students Eat Lunch)<br/><br/> 9:35- 10:30 Instruction<br/> 10:30 Dismissal</p> <p><u>Total: 180 Instructional Minutes</u><br/> <u>No Minimum Day</u></p>  | <p align="center"><b><u>Kindergarten / LATE</u></b></p> <p>11:10 - 11:20 Arrival<br/> 11:20 - 12:40 Instruction<br/> 12:40 - 1:00 Recess (Students Eat Lunch)<br/> 12:45 - 1:40 Instruction<br/> 1:40 Dismissal</p> <p><u>Total: 180 Instructional Minutes</u><br/> <u>No Minimum Day</u></p> | <p align="center"><b><u>Grades 1-2</u></b></p> <p>8:10 - 9:55 Instruction<br/> 9:55 - 10:15 Recess<br/><br/> 10:15 - 11:30 Instruction<br/> 11:30 - 12:05 Lunch<br/> 12:05-1:40 Instruction<br/> 1:40 Dismissal</p> <p><u>Total: 230 Instructional Minutes</u><br/> <u>Noon Dismissal: 8:10-11:55</u><br/> <u>After Lunch is Asynchronous Work</u></p>  |
| <p align="center"><b><u>Grades 3-5</u></b></p> <p>8:10 - 10:40 Instruction<br/> 10:40 - 11:00 Recess<br/> 11:00 - 12:10 Instruction<br/> 12:10 - 12:45 Lunch (Students play first until 12:30 PM)<br/> 12:45-1:40 Instruction<br/> 1:40 Dismissal</p> <p><u>Total: 230 Instructional Minutes</u><br/> <u>Noon Dismissal: 8:10-11:55</u><br/> <u>After Lunch is Asynchronous Work</u></p> |   | <p align="center">-</p> |
| <p align="center"><b>Rainy Day / Weather Schedule</b></p> <p align="center">Same as Schedule Above - Eat in the Classrooms<br/> Same as Schedule Above - Eat in the Classrooms</p> <p align="center"><b>K5 Assembly Schedule</b></p> <p>NA</p> <p align="center">NA</p> <p align="center">NA</p>   |   |   |

| <b>SANTA ROSA TECHNOLOGY MAGNET SCHOOL BELL SCHEDULE FOR MIDDLE SCHOOL - 2020-2021</b>  |  |   |
|---|--|---|
| <b><u>Grade 6th, 7th and 8th</u></b><br><b>Regular Schedule</b><br><b>Students who arrive early can stay at lunch tables.</b> | <b><u>Grade 6th, 7th and 8th</u></b><br><b>Noon Dismissal Schedule</b><br><b>Students who arrive early can stay at lunch tables.</b> | - |
| 8:40-10:15      Period 1  | 8:40-9:35      Period 1  |   |
| 10:15-10:30    Nutrition  | 9:35-9:40      Passing   |   |
| 10:30 -10:35    Passing   | 9:40-10:15    Period 2   |   |
| 10:35-12:05    Period 2   | 10:15-10:35    Nutrition   |   |
| 12:05-12:40    Lunch  | 10:35-10:40    Passing   |   |
| 12:40-12:45    Passing  | 10:40-10:55    Period 2 Conti.   |   |
| 12:45-2:15      Period 3  | 10:55-11:00    Passing   |   |
| 2:15              Dismissal   | 11:00-12:00    Period 3  |   |
|   | 12:00            Dismissal   |   |
|   | 12:45 - 2:15    Asynchronous   |   |
|   | Work from Various Classes at Home  |   |
| <b>Total: 335 Instructional Minutes</b>   | <b><u>Total: 335 Instructional Minutes</u></b>   |   |