



## Columbia Upper Elementary School

Dear CUES Families,

We will provide two different learning opportunities for students to choose as we begin the 2020-2021 school year. Families will be asked to make a choice between **In Person Learning** and **Virtual Learning**. Both options will provide our students with equitable opportunities for learning to support their continued growth.

We are asking families to choose either **In Person Learning** or **Virtual Learning** by midnight on August 16. Click on the link provided to make your selection: [CUES Required Family Commitment Form](#)

### What will Phase 4 In Person Learning look like at Columbia Upper Elementary School?

#### The health and safety of our Golden Eagles is our priority!

Students will wear masks throughout their day & while on the bus. Masks may only be removed while eating, drinking or during outdoor recess.

Students will wash or sanitize their hands frequently & have fun learning while practicing good hygiene.

Students will use their own personal set of supplies. Shared items will be limited and will be cleaned after each use.

To allow families and students to socially distance, families can drop off their Golden Eagle anytime between 7:45 - 8:15 a.m. The dismissal window will be from 2:40-3:10 p.m.

Students who become ill at school will go to “The Cozy Cabin” and be cared for by our support staff until a family member arrives.

Students will eat in the cafeteria with their classmates. They will remain with their cohort and be safely distanced from students in other classrooms. Meals will be delivered to each table.

Students will enjoy daily recess in colorfully designated zones with their cohort classroom and be safely distanced from students in other classrooms. Each day of the week students will rotate with their cohort to their new assigned zone. Colorful, breakaway lanyards will be worn at recess that match the students’ assigned zones.

Guests are not permitted at this time & we look forward to our volunteers helping soon!

**Additional Information:**

- Prior to attending school each day, families are asked to complete a health screening to ensure they are fever free and not displaying any symptoms of COVID-19. Please use this link and refer to Appendix A, to access the screening [COVID-19 Toolkit](#)
- Every student will have an opportunity to check out a Chromebook. Students are permitted to take their device home for use, should the region be moved to Phase 3,2 or 1. Parents must sign a contract and complete the insurance paperwork to do so.
- Our Learning Management System will be Google Classroom. Teachers will utilize this platform to provide instruction for both in person learning and should the need arise to transition to distance learning. Students will not be switching to the Virtual Learning platform (Accelerate) if we switch to Distance Learning.
- All students will be encouraged to bring their own school supplies, hand sanitizer, headphones, etc. Shared items will be limited and cleaned after use. Personal items should be taken home daily.
- Every student will receive free breakfast delivered to their classroom. If your child does not need breakfast, they can save their breakfast for a snack.
- We will support the mental health of our students through our comprehensive counseling program. Monitoring will take place through mental health screenings
- All teachers and staff will be required to wear a mask at all times throughout the school day unless they are eating or drinking.
- We will continue to offer Band courses while utilizing outdoor and large spaces to conduct instructional activities. Physical Education classes will also use outdoor spaces as much as possible.
- Accommodations for students with IEPs and 504 plans will be provided.
- Strict compliance with State and CDC Guidelines as well as the COVID-19 Return to School Toolkit from the Health Department will be maintained for movement throughout the building as well as sanitizing procedures. As guidelines change we will continue to update our plan and follow the most current requirements. [COVID-19 Toolkit](#) , [Columbia School District Return to Learn Plan](#), [CDC Screening](#)

**What will Virtual Learning look like at  
Columbia Upper Elementary School?**

- Virtual Learning students will receive equitable instruction and support.
- “ACCELERATE” will be our Learning Management System.
- Your child will be assigned to a certified classroom teacher, Mr. Nate Williams
- It is critical that students utilize the district issued Chromebook and have reliable internet to perform Virtual Learning requirements. The district will provide Hotspots for those who do not have internet access. Virtual students must adhere to all district acceptable use technology guidelines.

- Students will set a daily schedule with their Virtual teacher.

**SAMPLE SCHEDULE:**

8:00-8:30 Morning Meeting with your Teacher

8:30-11:00 Math

9:15-9:30 Break

9:30-10:15 Reading

10:15-11:00 Writing

11:00-11:40 Lunch

11:40-1:10 Science and Social Studies

1:00-1:15 Break

1:15-2:00 Reading

2:00-2:55 Active Learning & Collaboration Time

Mr. Williams will work with Virtual students who need support throughout the school day as necessary through email correspondence, Zoom meetings and phone calls.

- Families need to check and respond to school email on a consistent and timely basis each day.
- Attendance will be taken daily.
- We will support the mental health of our students through our comprehensive counseling program. Monitoring will take place through mental health screenings and the use of teleconferencing meetings.
- Students may participate in after school extracurricular activities and athletics.

## **What will Phase 1-3 Distance Learning look like at Columbia Upper Elementary School?**

- Google Classroom will be our Learning Management System. Teachers will utilize this platform to provide instruction to both In Person and Distance Learning students.
- Students will be expected to continue with the current course schedule.
- Attendance will be taken on a daily basis and students must be present for class meetings, instruction time, etc.
- Students must adhere to appropriate dress codes and the CUES Behavior Rubric while participating in live classroom meetings.
- In addition to scheduled class times, teachers will host office hours for student support.
- We will support the mental health of our students through our comprehensive counseling program through the use of teleconferencing services. Monitoring will take place through mental health screenings.

**Monitoring throughout all phases-**

- Google Classroom will allow students and staff to flow efficiently throughout the Return to Learn Phases.
- Staff will closely monitor the academic progress and social-emotional well-being of our students.
- Ensure students have continued access to reliable internet and a device.
- Continual assessment of the students' quality of work, grades, and overall participation.
- Our counselors will be available to support students and refer to any necessary services through teleconferencing.



**An Outdoor Event  
Tuesday, August 25th  
3rd Grade Open House  
A-M 5:00-6:00 p.m.  
N-Z 6:00-7:00 p.m.**

**A Flipgrid Virtual Event  
4th-6th Grade Open House**

*For more specific information, please [click here](#) to view our detailed plan.  
[Please click here to view our detailed RETURN TO LEARN Plan](#)*

Sincerely,

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