



Albright Middle School's
**Return to School
Information**

September 15, 2020

Dear Albright Middle School Families,

It is with great excitement that we welcome your child(ren) back to school at Albright Middle School. It has taken much patience on behalf of our parents, students and staff, and we are thrilled that the wait is over. We understand some of you have chosen to stay in eLearning, and that will look a bit different as we move to our Hybrid Model of instruction. We now will be sharing our content area teachers across the eLearning and Hybrid Learning environments. We've been extra busy preparing and planning to make our in-person learning as safe as possible while meeting our students' academic and social-emotional needs. Please take a moment to read through the information below. We believe it will address many of the questions you have as you prepare to send your child to school. In addition, it will answer questions about how eLearning will adjust to fit into the Hybrid Model. We can't thank you enough for your support and dedication. As always, if you have any questions, please don't hesitate to reach out. We look forward to seeing you soon!

Sincerely,

Gerrie Aulisa & Angie Ross

Gerrie Aulisa, Principal Angie Ross, Dean of Students
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COMMUNICATION

The procedures and requirements are subject to change based on public health guidance and conditions. To stay updated on the most current information:

1. Make sure we have your cell phone number and email address
2. Check your email often
3. Visit our District website at www.saltcreek48.org
4. Visit our Albright Middle School website at www.saltcreek48.org/o/albright
5. Follow us on Twitter and Facebook
6. Download the Salt Creek App for notifications

HEALTH AND SAFETY

Health Screening

A health screening must be completed every day for each child enrolled in the Hybrid Model. This must be done prior to sending your child to the bus stop or driving your child to school. The health screening requires symptom and temperature checks by parents who will self-certify that their child is free of the following COVID related symptoms: *fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion, nausea, vomiting, or diarrhea.*

The health screening will be emailed to you each morning. Students attending the AM Hybrid session must have their screening completed by 7:15am. Students attending the PM Hybrid session must have their screening completed by 11:15am. An answer of yes to any of the health screening questions requires your child to remain at home. Please call the office to notify the school of your child's absence.

In addition to the screening, upon arrival at school, each student's temperature will be checked by a staff member prior to entering the building.

If you do not complete the health screening, a staff member will screen your child for symptoms as they do the temperature check.

Health Protocols for a Sick Child

If a student has any of the COVID-19 related symptoms listed above and/or a temperature of 100.4F, the student must stay at home. Please call the school to report the absence.

Students who have tested positive for COVID-19 or who are suspected of having COVID-19 infection should seek medical attention, self-isolate, and follow CDC guidelines for discontinuation of isolation. Students who have had close contact with an individual who has

tested positive for COVID-19, or is suspected of having COVID-19 infection, should isolate at home and monitor for symptoms for 14 days.

If a child is feeling ill while at school, the nurse will assess their symptoms. If they are experiencing COVID-19 related symptoms, the child will be escorted to the Health Screening Room for further assessment. A parent will be called to pick up the child from school as soon as possible.

If a child goes home with any sort of sickness, they must stay at home symptom-free for 72 hours. In this case, please call the building nurse and/or administrator to determine when your child may return.

SAFETY PROTOCOLS

Social Distancing

With respect to expected safety measures, public health recommendations continue to include the standard of 6-foot distance between and around persons. Social distancing is enforced through the following measures:

- Students will be assigned to a desk/table, which has been strategically placed to keep students 6-feet apart.
- Classrooms will be arranged to allow for a flow of traffic and lines that maintain social distancing guidelines.
- Visual markers to indicate 6 feet spacing in the hallways, at drinking fountains, washrooms and arrival and dismissal entryways.

Face Coverings

As required by the Illinois Department of Public Health (IDPH), except during band, face coverings must be worn at all times in school buildings, even when social distancing is maintained. All individuals in a school building must wear a face covering unless they have a medical contraindication, have trouble breathing, or are unconscious, incapacitated, or unable to remove the face covering without assistance. A student with a medical condition who is not able to wear a face covering must have a physician's note stating the child is unable to wear a face covering and explaining the medical condition that prohibits it. It is still up to the School, even with a doctor's note, if a child can attend school in person without a face covering. Anyone may wear a face shield, in addition to but not in lieu of, a face covering. Gators and masks with ventilation are not permitted.

Classes will have the ability to go outside for movement breaks and specific instructional activities. Face coverings are not required outside if social distance is maintained (if individuals remain 6-feet apart from each other).

Please send extra masks to school with your child in case he/she loses or breaks the mask he/she is wearing. We will have disposable face masks for children to wear if they need one.

Hand Hygiene

Increased opportunities for hand washing will be a part of the new school routines. Students will wash hands upon arriving at school, re-entering the building after being outdoors, and any time the hands are visibly dirty. In addition, hand sanitizing stations will be placed in all classrooms as well as the entrance of the building.

Cleaning Measures

To increase cleaning practices, an additional day custodian has been added in each building. A list of cleaning procedures will be completed in between student attendance sessions and at the end of each day. Throughout the day, high touch areas will be sanitized. Each classroom will have hand sanitizer and spray disinfectant with paper towels. During the midday break, the crew will use a machine to spray and disinfect the classrooms, while thoroughly cleaning the spaces too.

FACILITIES AND OPERATIONS

Drinking Fountains

Albright Middle School has hands-free bottle filling stations for student use. We encourage students to come to school with a full water bottle that they can fill up throughout the day.

Restrooms

Students will be able to use the restroom as needed. We will have a limited number of students allowed in the restroom at one time and only every other station will be open for use. There will be visual markers that will assist with social distancing in the bathroom..

Meals

The Illinois State Board of Education and Salt Creek School District 48 are excited to share the announcement from the U.S. Department of Agriculture that they have extended waivers for the Summer Meals Food Service Program through the end of this calendar year. This allows Salt Creek School District 48 to offer **free** reimbursable grab and go meals to all children through Dec. 31, 2020. The flexibilities include:

- Allowing the USDA Summer Food Service Program to be served to all Salt Creek 48 students at no cost;

- Permits meals to be served outside of the typically-required group settings and meal times;
- Waives meal pattern requirements; and
- Allows parents and guardians to pick-up meals for their age 18 and under children.

Every child in our school district is eligible for the **free** combo breakfast/lunch meals as long as they are 18 or under. If we have more parents picking up meals than we have meals that day, they will be asked to go over to Jackson Middle School in Villa Park, IL (DuPage District 45) since District 48 and 45 food service programs have merged.

For students enrolled in eLearning, we will provide combo breakfast/lunch grab and go meals for the week **every Tuesday** in front of the District 48 Administrative Offices door between 1:00 and 1:30pm.

Students participating in hybrid learning will be able to take a combo breakfast/lunch meal home with them each day. AM hybrid students have their lunch for that day and breakfast for the following day Monday through Friday. PM hybrid students have their breakfast and lunch for the following day Monday through Friday.

Social and Emotional Wellbeing

We recognize this is a difficult time for our students and families. Our staff will continue to work on establishing relationships with our students to help provide them with support during the school day. We have Social Emotional Learning built in throughout our day, including as a specials class. In addition, the school social worker, Mrs. Rumbaugh will have weekly lessons available in her Google Classroom and will support our students throughout their learning.

Hybrid & eLearning Models

Daily eLearning Model (7:45am - 2:30pm)

- 100% remote instruction on a daily basis
- Minimally 5 Hours of eLearning scheduled daily
- Synchronous experience daily for academic and/or social-emotional instruction
- Combination of synchronous (live) and asynchronous (virtual or remote) instruction
- Specials classes and interventions will be provided
- Content area teachers instructing in their area of expertise
- Weekly Live Schedule provided
- Team approach in tracking participation, engagement and understanding
- Standard grading and attendance procedures utilized
- Quite a few changes as our new schedule rolls out
- Full day of learning from 7:45am - 2:30pm with breaks, lunch and work time included

Daily Hybrid Model (7:45am - 2:30pm)

- Combines in-person instruction and eLearning
- In-person instruction focuses on our core content areas (ELA, Math, Science, SEL)
- eLearning instruction focuses on Social Studies, specials, Physical Education/Health, interventions, and assigned classroom work
- Standard grading and attendance procedures used

Hybrid Grade Level Staggered Starts:

The dates below highlight when we believe grade levels will do a hybrid start.

September 16th: Report to the Board of Education on Return to Learn School Progress

September 21st: Second and fifth grade begin hybrid model

September 28th: Fourth, sixth, seventh, and eighth-grade begin hybrid model

Hybrid Schedule

Time	AM Group	PM Group
7:45am-10:15am	In-Person	eLearning
10:15am - 12:00pm	Student Travel & Lunch	Building Cleaning
12:00pm - 2:30pm	eLearning	In-Person

Hybrid Schedule, eLearning Schedule Changes & Possible Transitions

As we begin the Hybrid Model (September 21 for 5th graders and Sept 28 for 6th - 8th graders), all student schedules will change from the current eLearning environment. Please be on the lookout for updated communication from us regarding your child(ren)'s schedule. eLearning will now be scheduled throughout the full school day time of 7:45am - 2:30pm, as will Hybrid. Our staff members will be providing Hybrid and eLearning instruction throughout the day in their content area of expertise. In order to accommodate possible future changes from Hybrid to full eLearning, we have better coordinated our schedules to make more seamless transitions between the two models. The schedule that will be shared with you will be the schedule from this point forward in any scenario. The classroom teachers will work with their students to adjust their Google Classrooms and we will enter these changes into Skyward. If we go back to full eLearning at any point, the schedules will not change.

The current eLearning schedule is going to be retired for the ease of any transitions to come. This will happen on September 21st for 5th graders and September 28th for 6th - 8th graders.

Technology:

We will continue to use Google Classroom as our online platform and Google Meets as our platform for providing synchronous instruction. If you have difficulty with technology during the school day, please call the main office or complete our technology form and we will get back to you: <https://forms.gle/DR1kQYPSdLZAe7oi7>.

When experiencing difficulties entering Google Classroom or Google Meets, try shutting down your computer. Simply, exit Chrome, shut the Chromebook, leave it closed for one minute, reopen, and log in again.

Arrival and Dismissal

Transportation

ISBE guidance states that all individuals on a bus must wear a face covering. The number of students on each bus is limited to 50. Seating assignments will be in place to increase the amount of distance between students. Family members will be assigned to sit together. You will be provided a bus stop and time, but more importantly a seat number. Your child(ren) must sit in the assigned seat at all times.

Arrival Procedure

Temperature & Health Screening

Upon arrival at each school, students will stand on visual markers leading up to each entry point and receive a temperature screening. If a parent does not complete the daily health screener online that is emailed to them, the student(s) will be screened by a staff member.

Hand Hygiene

Following a temperature screening, students will go to their classroom or designated grade level bathroom to wash their hands. We purposefully chose rooms with sinks when possible.

Bus / Car Drop Off

Buses will pull up in the back of the building on Myrtle Avenue and this is our bus lane. For the safety of all, student drop off is not permitted on Myrtle Avenue. Buses will unload one at a time to stagger arrival. Students will walk off the bus and find a color visual marker by their grade level entrance.

Car riders will park in the Harrison Street or Villa Avenue lots and students will walk to their grade level door, while staying socially distant from peers. They will head to their grade level entrance and find a color visual marker prior to their temperature screening.

- **5th Grade** - Door #9 - On the South End of the Black Top
- **6th Grade** - Door #4 - Athletic Entrance by Soccer Fields
- **7th Grade** - Door #5 - Back of Building by Cafeteria
- **8th Grade** - Door #11 - On the North End of the Black Top

Dismissal

Buses will pick up in the back of the building on Myrtle Avenue and this is our bus lane. For the safety of all, student pick up is not permitted on Myrtle Avenue. Students will be dismissed by class so as to stagger exiting the building. Students can not ride a bus other than the one they are assigned and must sit in their assigned seat.

Car Riders:

If you are picking up your child from school, please park in the Harrison Street or Villa Avenue lots and your child will walk to your vehicle, while staying socially distant from peers.

Albright Arrival & Dismissal Map



Classroom Procedures

Classroom Arrangement

In class, students will have a designated desk that will be appropriately spaced to promote social distancing. Students will remain in one classroom throughout the day, unless directed otherwise. Teachers will rotate in and out of classrooms and the spaces have been arranged to promote social distancing in walkways. Expectations and visuals will be in place to facilitate the correct spacing when walking in the hallway and outside.

Lockers

Lockers will not be used to store daily materials for students. Students will bring their backpacks and coats into the classroom and hang them on their chairs.

Supplies

Students will use individual classroom supplies brought from home. Students will not be sharing supplies. If, for educational purposes supplies are shared, hand washing and supply cleaning will take place prior and after use. Students will transport needed supplies daily in their backpacks and no supplies will be left at school.

Library

Library materials will be available for checkout during the year. Use our online library catalog available through <https://www.saltcreek48.org/page/lmc> and our staff will prepare books for students. When books are available, they will be delivered to the student's classroom. Returned books will be set aside for 4 days before recirculating. eLearners can reserve books for pickup.

Grading & Attendance

Grading

We have returned to traditional grading practices for assignments and assessments. If a student is absent, the work missed will need to be made up. Students will receive feedback on assignments and grades/marks on their report cards. We will use Skyward to track grades for parents to view. Download the Skyward app or sign in online:

<https://skyward.iscorp.com/SaltCreekILStuSTS>

Attendance

Normal attendance procedures have resumed. Contact the school office: (630) 279-6160 option 4; if your child will be absent for any reason from hybrid or eLearning. Please provide a detailed explanation for the absence, specifically including symptoms if your child is sick.

Extracurricular Activities & Events

Visitors and Parent Helpers

We will be limiting visitors in our buildings at this time. Appointments will be scheduled if a parent or visitor is needed in the building, but will be prevented.

Clubs & Sports

At this time, after school extra-curricular clubs, sports and activities will not be offered to students. We are exploring remote possibilities.

Field Trips

In person field trips will not be scheduled this year, but we will be taking advantage of virtual experiences and virtual field trips.

School Events

Guidance recommends holding school events virtually. This includes Curriculum Night and Parent-Teacher Conferences. Please continue to check your email for notifications regarding these events. Our Virtual Curriculum Night will be shared during the week of October 5th. Stay tuned!