



# Butler Middle School Family Orientation for In-Person Learning

September 14, 2020





# Academic Plan for In-Person and Remote

## Plan:

- All students are assigned a remote HR and classes
- All teachers provide instruction virtually: ELA, Math, SS, Science, AA
- Students will access lessons/instruction from home or from school

## In-School:

- In-school students will have teachers and tutors to supervise and provide additional supports to help with mastery and completion of work
- In-school teachers will take attendance, check work, grade and provide data and feedback to their assigned teacher
- In-school teachers will follow up with parents on attendance issues and student progress



# A Day in the Life of a Butler Student

	A-day	B-day
8:00-8:35	Homeroom and Daily Check In	
8:35 - 9:30	Mathematics	
9:30 - 9:45	Mask Break	
9:45 - 10:40	English Language Arts	
10:40 - 10:55	Mask Break	
10:55 - 11:40	Allied Arts	
11:40 - 11:55	Mask Break	
11:55 - 12:50	Science	Social Studies
12:50 - 1:20	Lunch	
1:20 - 2:05	WIN	
2:05 - 2:35	Independent Study	
2:35 - 2:50	Dismissal	



# The Academic Day

- ❑ Grade levels will be using the same electronic platforms for learning: Google Classroom and LMS
- ❑ Teachers will communicate through the REMIND app, their email, and by phone.
- ❑ Devices and necessary supplies will all be provided to your child
  - ❑ Parents will have to come to the school to sign out device and pick up the materials
  - ❑ Passwords for platforms will be provided by teachers.

# Classroom Example





# The Academic Day

## New or Upgraded Curriculum Materials

- Learning Management System (LMS): Buzz LMS
- LEXIA
- STMath
- IXL
- Brainpop
- EdPuzzle
- Others used by teachers

All students will be taught to use these programs in the event that we have to move to remote learning.



# Meals

Every child will receive breakfast and lunch each day

- All meals will be delivered and served in the classroom;
- Students will remove masks only to eat;
- Desk tops will be sanitized after each meal

The water coolers in the building will not be in use due to safety guidelines.

- A bottle of water will be provided provided with breakfast and lunch daily
- Students are encouraged to bring water from home.



# Safety Precautions

- ❑ Anyone who enters the building must wear a mask
- ❑ Maintaining 6 feet of social distancing
- ❑ One way stairwells
- ❑ One class at a time will move in the hallways and stay 6ft apart
- ❑ Sanitizing stations at school entrances and in every classroom
- ❑ Limited capacities in classrooms, pull-out spaces, and restrooms
- ❑ No large gathering spaces
- ❑ Disinfecting and sanitation schedule





# COVID-19 Exposure Plan

- ❑ Parents are our 1st line of defense
- ❑ If your student is showing symptoms they should remain home and get tested
  - ❑ If negative student can return to school 24 hours after showing no symptoms (without medication)
  - ❑ If positive student should remain home for 10 days and please notify the school
- ❑ Students showing symptoms at school
  - ❑ Wait in an isolated space away from others
  - ❑ Parents will be called to pick up student
- ❑ School will notify parents of positive cases in which their student had close contact



# Arrival Procedures

- ❑ Students arriving by bus will wait on the bus until Butler staff comes to the bus and ask them to exit
- ❑ Students arriving by car:
  - ❑ please drop grades 7 and 8 at the basketball courts entry
  - ❑ Grades 5 & 6 drop in front of school
- ❑ We will use multiple entrances to the building:
  - ❑ Grade 5 - front door; wait on side walk on the left side of the building until 8:00am
  - ❑ Grade 6 - front door on cafeteria side; wait on on the right side along Shaughnessy sidewalk and wait until 8:00am
  - ❑ Grade 7 - door across from baseball field (please wait in basketball courts until 8 am)
  - ❑ Grade 8 - last door on the basketball field (please wait in basketball court until 8am)

Maintain 6' distance from one another



# Dismissal Procedures

- ❑ **Bus Dismissal:**
  - bus students will be dismissed by bus numbers; bus numbers will be call one at a time over the intercom and students will walk out of classrooms keeping 6<sup>th</sup> apart to their dismissal door: Gr 5/6 café door and Gr 7/8 front staircase to front door
- ❑ **Walker/Pick-up Dismissal:**
  - walkers will be escorted by teachers to the same dismissal doors
    - grade 5 will exit through the front door
    - grades 7/8 will be called once grade 5 has cleared the lobby
    - grade 6 will exit by café door
- ❑ Dismissal may move slower than usual to ensure we are maintaining social distancing



# Attendance

- ❑ As always, student attendance will be taken daily and entered into our database system.
- ❑ If students are sick, parents should still CALL the school at 978-937-8973 for record keeping and doctor's notes should be emailed or faxed to the school to excuse absences
- ❑ Attendance will be monitored carefully by teachers and administrators.
- ❑ School-based attendance teams will follow the LPS district attendance intervention plan. We will reach out when we see many absences or a pattern of absences to create an attendance plan.
- ❑ Dismissals should be for important/emergency reasons only. Please send an email or written note to your teacher and call Mrs. McClusky in the front office.
- ❑ Because we are not permitted to have visitors in the school building, we ask you call us when you arrive to pick up your child.



# Supports Available for Families

Please let us know if you need help accessing any of these supports:

- Social Worker
- Food Service Sites
- Bilingual Parent Liaisons
- Catie's Closet

Information will be sent to you by:

- REMIND (must connect with password)
- Phone Calls (need accurate number)
- ConnectEd Calls (principal)
- Emails (need accurate email address)
- Smore Newsletters
- FB or Twitter (must follow)
- School Website



# Device & Materials Distribution Plan

At the Butler Middle School, we are committed to providing students and families with the technology and an agenda book their students need to learn in a remote setting.

- All students will be receiving a LPS device for the school year
- We will be providing Chromebooks to all students
- Grades 5 - 8 can pick up devices...
  - Tuesday and Wednesday 7:30 am - 6pm
  - After September 16th, during school hours until all are distributed



# Other Supplies Needed

Please bring to school everyday...

- water
- mask
- laptop and charger
- earbuds
- school issued agenda book
- notebooks as requested by teachers
- pencils (lots of them), erasers, hand held sharpener, and highlighters

We can NOT share any materials



# Device & Materials Distribution Plan

## What to expect when you pick up your student computer device:

There are THREE forms families can expect when you arrive to pick up the device:

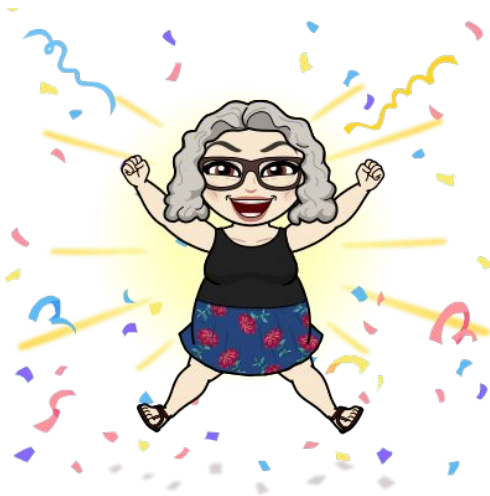
- **Acceptable Use Form** - this 4 page document explains exactly what is considered *acceptable use* of a LPS computer device - you will take this home with you.
- **Device Receipt Form** - a staff member will help you complete this form for our records that documents your student's information and the exact device received
- **Insurance Information** and web-link - you will receive information about an optional insurance program which covers damage and/or loss of the device for \$24 for the full year





# Next Steps

- ❑ PTO - please consider joining
- ❑ Parent Workshops on learning platforms and computer use



School starts on  
September 17th at 8am!