



Dear Calhoun Parents,

A new school year has arrived, and it is certainly going to be unlike any we have ever witnessed! More on that in just a minute. First, let me introduce myself. My name is Jon Franks and since July 1, I've had the privilege of serving as principal of CES. I am a native of Calhoun; I attended CES from kindergarten through 8<sup>th</sup> grade. Those years are some of the best memories of my life. My siblings, mother, aunts, uncles, and grandparents all attended either Calhoun Elementary or Calhoun High School. My sister, the late Melissa Hershey, also taught here at Calhoun and is a member of the Calhoun School Hall of Fame.

I have been married to my wife, Karen, for 18 years. She is a teacher at Westside School in Athens. We have two children: Chipper, a sophomore and Karaline, a 7<sup>th</sup> grader. We attend Calhoun First Baptist Church, where I have been a member since I was a child. I hope you can see that Calhoun is a very special place to me. I do not take this responsibility lightly. My promise to you is that I will come to school every day to keep your children safe and ensure they receive the absolute best education. It is great to be back home at Calhoun!

Now, back to how the school year will look. There are definitely going to be some changes and things that look different this year. Our hope is that all of these will be temporary and that we can slowly phase back in "normalcy". Some of these changes may seem like they are not family friendly or may make life a little less convenient. Please keep in mind, that our main priority is to keep your children and our staff safe and healthy at all times. Listed below is Calhoun's Re-Opening plan for the 2020-2021 school year. Please read carefully as several necessary changes are listed.

This plan is operated under Stage 4 of McMinn County School's Reopening Plan. This plan is subject to change at any time pending McMinn County, TDOE, and/or CDC recommendations and guidelines.

COVID-19: MCS encourages all members of our community and visitors to our campus to practice safe social distancing, exercise proper personal hygiene, and wear appropriate personal protective equipment. However, please be advised that anyone choosing to voluntarily enter our campus does so at their own risk and acknowledges that MCS cannot guarantee a virus-free campus or warrant the protection of any visitors to campus from the coronavirus.

For the first two weeks of school (August 10<sup>th</sup>-August 21<sup>st</sup>) all on-campus students will be on a staggered schedule. Students with last names beginning with A-L will be in cohort A and students with last names beginning with M-Z will be in cohort B. If a household has multiple last names, the household will be in the cohort of the youngest student's last name. Cohort A will attend on August 10, 12, 14, 18, 20. Cohort B will attend on August 11, 13, 17, 19, 21. All students will begin attending on Monday, August 24<sup>th</sup>.

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## Calhoun School Staggered Start 2020

Please use last name of the youngest child in your home in order to keep families on the same schedule.



Group A = Last name A – L  
Group B= Last name M – Z



August 2020							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
						1	
						8	
		Teacher Inservice Week					
	A	B	A	B	A		
	B	A	B	A	B		
	All in-person classes resume here.						

Should your family's group assignment pose a major scheduling conflict, please contact your child's teacher.

### Morning Arrival

Calhoun Elementary Students will arrive in two locations each morning. Doors will open at 7:30AM. All car riders will follow the circle drive to the rear of the building and be dropped off at the lower grade wing's main entrance under the awning. Aides will be standing outside to take students' temperatures before they enter the building. Any student registering a temperature of 100.4 or higher must go home with their parent. Students riding the bus will enter through the front of the school by the cafeteria. Aides will check students' temperatures as they exit the bus. Any student registering a temperature of 100.4 or higher will be placed in the lobby, given a mask to wear, and a parent will be called to come pick up the student. Students will be supervised at all times. All students K-8 will get their breakfast and immediately walk to their classroom where they will eat breakfast with their teacher in the room.

### Afternoon Dismissal

Students will not gather in a large common area to wait for dismissal. Instead, students will be dismissed directly from their classrooms. This will be staggered a few minutes between grade levels to cut down on the traffic in the hallway.

Locations for dismissal from previous years will remain the same.

Walkers will be dismissed from the front entrance at the school, supervised by school personnel.

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Car riders in grades K-8 will begin being dismissed at 2:55. Middle grade car riders with siblings K-3 will walk across the breezeway and dismiss from the awning at the lower grade wing by assigned car rider number as in previous years. If you are new to Calhoun and need a car rider number, please let your homeroom teacher know or the staff member in the car rider line. Cars travel one-way in two lines to the rear of the building, not passing through the gate until 2:55. Parents remain in vehicles while a Calhoun staff member escorts student(s) to vehicle. Parents may not park cars and walk to the awning. Please enter the car rider line.

Car riders in grades 4-8 will exit at door #3 at the end of the middle grades hall closest to the gravel parking lot. No car rider number is required. Parents follow designated entrance and exit routes to allow for flow of traffic and park in the gravel lot, remaining in vehicles to be mindful of social distancing.

Only school buses will be allowed to park in front of the school during dismissal times. School personnel will monitor and assist students safely to vehicles. To ensure the safety of all students, they must be dropped off and picked up in the assigned areas.

PreK and Head Start have different routines. Please consult your teacher for specifics.

## School Bus



All McMinn County School buses will have hand sanitizer available for students as they enter and exit the bus. Students are encouraged to wear a mask while riding the bus. Bus drivers will assign students to specific seats. Family members will be required to sit together when possible. Students will only be allowed to ride their designated bus; they will not be allowed to ride a bus home with a friend. Other arrangements will have to be made if a bus rider needs to go to a different location. The office will not stamp parent notes.

## Breakfast

All breakfast for K-8 students will be "Grab and Go". Breakfast stations will be set up at both entrances staffed by cafeteria workers. Students will not have to punch in their code. They will simply be counted as they walk in and pick up their breakfast. Students will take their breakfast to class and eat in the classroom.

## Lunch

All students will eat lunch with their class in the cafeteria. Cafeteria tables will be spread out and some will be placed in the annex space. An extra monitor or aide will be placed in the cafeteria to supervise students and increase sanitation.



## Visitors in the Building

During Stage 4 of the reentry plan, only students and McMinn County School employees are allowed in the buildings during the school day. **The lobby doors will remain locked during the school day.** This is to prevent the spread of germs and to help keep our school as sanitary as possible. If you are picking your child up for an appointment during the day, or dropping them off after school has started, please remain in your car and call

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the school at 423-336-2974. Someone will walk your child out to your car for you to sign them out or walk out and escort your child into the building. Parents/guardians will be allowed to enter the building to participate in specific scheduled meetings. Hand sanitizer will be provided, and masks are suggested.

## **Transitions in the building**

Students will transition from classroom to classroom throughout the day, and teachers will develop plan to ensure least amount of hallway traffic as possible. During the two-week staggered start, teachers will be teaching students the new expectations of social distancing and sanitizing including walking in lines while maintaining their distance from other students and sanitizing work areas before class begins. Signs will be posted throughout the school to remind students of these expectations. Transitions will be staggered from how they were in the past to avoid large groups of students in the hallways at one time. Restroom breaks will be between classes only. Students will not be allowed to leave during a class to use the restroom unless the teacher deems it to be an emergency. Restrooms will have to be sanitized frequently throughout the day by custodial staff. Ensuring that students only use the restroom at scheduled times throughout the day allows custodians to sanitize other high traffic areas of the building more frequently as well.

## **Recess and Specials**

Students will have daily recess and specials classes. Class and recess time may be cut a little shorter to allow for teachers and students to sanitize PE and recess equipment, keyboards, etc.

## **Masks**

To begin the year, masks are optional for students and teachers to wear. If a student chooses to wear a mask, he or she is expected to wear it correctly. If it becomes a distraction, the teacher will contact the parent.

## **Hand Sanitizer and Hand Washing**

Additional hand sanitizing stations will be placed throughout the school. Teachers will also ensure that more hand washing is conducted when appropriate throughout the day.

## **Water Fountains**

Traditional water fountains will be closed until further notice. Students may still bring water bottles. Water bottle filling stations will remain open.

## **Lockers and School Supplies**

Lockers will not be used to begin the 2020-2021 school year. Students may carry backpacks from class to class. All school supplies such as pencils, markers, notebooks, etc. will be individualized. There will be no sharing of supplies.