Hopewell Area School District

September 1, 2020

Dear Hopewell Parents and Guardians,

Thank you for your continued patience as our Hopewell staff and administration prepare for our first day with students on September 8, 2020. We appreciate your understanding with evolving reopening plans as districts continually receive new guidance and requirements from the Department of Health and Pennsylvania Department of Education.

The following is important information for all families. We know this is a very lengthy communication, but we wanted you to have one document with the most important information that you will need in preparation for the start of school next week.

Together, we can have a great school year. We know it will be a different year for all of us, but we believe it will be one of opportunity and success for each of our Viking students. Please know that we are here for your child and you. Let us know when you have a concern or question. We are here for you!

**First Day: September 8, 2020**

We are looking forward to greeting half of our students in their buildings on the first day. *Unless you contacted the school for a different day, students with last names beginning with A-K should report to the buildings on September 8. Students with last names L-Z will need to log-on for remote learning on September 8. If parents of students with an IEP or GIEP have confirmed with the school that their child is attending all five (5) days, students should arrive on September 8, as well.*

On the first day of remote learning, students will be expected to log in to their learning platform. *Grades K-2 will log onto SeeSaw*

*Directions: Open the Seesaw Class app. Tap “I'm a student”. Input the Class Join code from the teacher and tap “Go”. Tap “Sign in with Google” if students are signing in with a google account or enter name, email and password and tap “create account”. If you have not received your “Class Join Code”, please contact your child’s teacher.*
Parents can download the SeeSaw Family app through the app store, or on the computer through the url: [https://app.seesaw.me/#/login](https://app.seesaw.me/#/login). Once downloaded, you will want to make sure (if you haven’t already done so) to set up a family account by following the prompts. You will get an invite from the teacher for your child’s class and will need to accept. (You are able to do this for multiple children as well.) This will allow you to get any information shared by the teacher, see assignments, etc. You can also view the following tutorial on how to get set up, as well as how to navigate the SeeSaw app as a parent. [https://www.youtube.com/watch?v=TU8ap_FyNYA](https://www.youtube.com/watch?v=TU8ap_FyNYA)

Grades 3-8 will log onto Google Classroom

*Directions:* To access Google classroom, type classroom.google.com into your web browser. If your child is not signed in to the Google Platform (G Suite) yet, he/she must sign in. Use district credentials to sign in: 6-digit Hopewell student ID @hopewellarea.org. If your child does not know his/her password, please contact the school. Once signed in, students will join classes for every class period listed in CSIU. If there is a missing class on September 8, please email the classroom teacher.

Grades 9-12 will log onto Schoology

*Directions:* All students received a personalized letter in the mail that provides log-in directions as well as personalized access to Schoology. If you did not receive a letter, please contact the high school office.

Students must submit attendance online by checking in on their platform by 2 PM. Students will watch posted videos, review class expectations, and complete any assignments. If there are any technology issues or problems logging onto the platform, just let your child’s teacher know via email or your child can explain on the following school day.

Remember that the first day is setting expectations, reacquainting or meeting new friends and meeting new teachers. As with any new school year or class, academics will not be as rigorous on the first day of school.

**Attendance on Remote Learning Days**

Your child will need to log-on to his or her device by 2:00PM each day in order to be counted as “present” for the day. If there is an extenuating circumstance and your child is not able to do this, please let your child’s teacher know.

**Restrooms, Hand Washing, and Hand Sanitizer**

Students will be able to use the restrooms, as needed. If students are using the restrooms as a class, the teacher will assist in social distancing. Students may also wash their hands in restrooms, if a sink is not in their classroom. Hand sanitizer is available in each learning space.
Facial Coverings
All students, unless exempt for medical reasons in an IEP or 504 plan, are required to wear a facial covering when on the bus or in building. Students will have opportunities for facial covering breaks throughout the school day. Please be sure to send in a few extra facial coverings with your child. Also, be sure to wash masks on a daily basis.

Requests for Changes throughout the School Year
Families who need to make changes in their child’s learning experience throughout the year, should contact their child’s teacher, school counselor and/or principal. The District will address the family and student needs to the best of our ability and as quickly as possible.

Elementary students assigned to a particular teacher on September 8, will remain assigned to their teacher unless there is an identified instructional student need or with parent permission, should there be options available.

Virtual Orientation Tours and Presentations
Parents are encouraged to view the virtual orientation presentations found on the website. Click on the tab “Schools” at the top of the website. Click on the school that your child will be attending this school year, and look for the link to the orientation slides as you scroll down the page. Also, please check out the website this week to see virtual tours of some classrooms and schools. If there are any forms embedded in virtual presentations, these forms will be provided in hard copy on the first day or in-person instruction.

Parent Emergency Information
Please be sure to complete all emergency contact information. This will be extremely important this year, if we need to communicate with you.

Phone Blasts
We will be adding a tab titled “Phone Blasts” on the left side of our website. This tab will have phone blast messages for parents to review at a later time. Anytime there is a phone blast from the district beginning September 8, 2020, we will post the message on the website under this tab.

Social Distancing
Our learning spaces are set up to support the requirement for 6 feet social distancing for students. In most of our classrooms, we have left all desks in the classroom, which means that most desks are approximately 3 feet apart. Teachers will assign students to specific seats so that the students are seated 6 feet apart. For elementary classrooms, this will allow most students to have their own desk so that it won’t be shared by another student on the opposite in-person learning days.
Breakfasts and Lunches on Remote Learning Days
Students who are on free lunch will be provided with lunch and breakfast for the following remote learning day(s). Students who are on reduced lunch will have the option to purchase meals at a reduced cost and any parents can pay for breakfast and lunch as well. If ordered, these meals will be delivered to the student's classroom at the end of the day for the student to take the meals home with them.

Cafeteria
Our cafeteria is cashless this year. Students will have an ID card that they can scan after they have made their selections. Parents are encouraged to place money on a student account at www.schoolcafe.com. Parents may also send in cash or a check in a sealed envelope with the student's name and school ID or Homeroom. The money will be placed on your child's account the following day.

Students will still be able to choose from a selection of meals each day. Instead of students placing items on their own trays, our staff will do so for each student. There will not be a snack line this year. Instead, students can purchase snacks in the regular line and will need to use their ID card to make purchases. Students will be socially distanced in our cafeteria lunch room and in the serving line. With half of our students attending each day and with additional lunch periods, we are able to accomplish the six feet requirement.

Remote Learners: Teacher Office Hours
Each day that a student is learning remotely, there are teacher office hours to support the students and/or parents. If your child is struggling with an assignment or concept, has questions about expectations, or needs support, the classroom teachers will be available to communicate with you or your child at the end of each school day. Your child’s teacher will share with you the best way to connect with him or her on remote days. This may be different depending on the platform the student is using (Schoology, Google Classroom, or SeeSaw).

New Dismissal Times
The new dismissal times for this year are:
- Senior High: 2:00 PM
- Junior High: 2:35 PM
- Elementary: 3:05 PM

Kindergarten Screenings
If your child was not screened for Kindergarten prior to March 2020, teachers will be assessing students in the first weeks of school and will make recommendations to collect further student data as necessary. If the kindergarten screening tool is needed to support a student’s learning, this assessment will take place during school hours.
Transportation
Bus stop information was sent on a postcard to students’ homes last week. If you have any questions, please contact the transportation department at petrof@hopewellarea.org or call 724-375-3606. Please remember that bussing will run slower than usual the first 1-2 weeks of school as everyone gets into a routine.

Remember facial coverings are required on school buses. Please make sure your child has a face covering. With the exception of kindergarteners, students will board and fill seats in the back of the bus first. Our kindergartners will sit close to the driver unless he or she wants to sit with a sibling. Students will sit one per seat, but we ask that siblings sit together. Although we are confident in the number of students assigned to each bus, if we find on the first day that we have more students than expected, we will address this as soon as possible.

Student Pick-up and Drop-off
New pick-up and drop-off procedures were created to address the increase in car traffic during drop-off and pick-up. During the first week, we will have additional staff to help direct you with the new pick-up and drop-off procedures. Most importantly, parents are asked to not leave their cars. Information for elementary parents regarding pick-up and drop-off procedures can be found in welcome back virtual presentations and grades K-8 virtual presentations found on the website. Detailed written instructions for elementary parents will be posted on the District website by September 4.

For elementary parents, the new procedures with ID signs will begin on Thursday, September 10. Signs with your child’s information for pick-up will be provided on their first day of in-person school. On September 8 and 9, please be prepared to share your child’s name and teacher with the staff assisting with bus duty.

For any parent picking up elementary “walkers”, please see a staff member and share your child’s name and teacher’s name. We would ask that you wear your facial covering and remain socially distant from others while you wait.

HASD K-4 Cyber Binder Pickup and Meet the Cyber Teacher
On Wednesday, September 2nd, cyber families can “meet the teacher” and pick up their off-line binder via drive-thru model. This will take place at Margaret Ross Elementary from 9am-3pm. Families will drive to the front entrance of the building to give their name and then continue to drive around to the back bus entrance where they will be greeted by their teacher and provided their grade level binder. If families are not available during that time, please contact Dr. Maslyk at maslykji@hopewellarea.org for alternative times for binder pick-up.

Tech Help
If you have a tech question, please let your child’s teacher know and he or she can submit a request for support or may be able to answer your questions.
Device Distribution:
Device Distribution for cyber and hybrid students

- Independence Elementary
  - Monday, August 31 or Tuesday, Sept 1 between 8:30 am and 2:30 pm at your child’s building.

- Hopewell Elementary
  - Monday, August 31 or Tuesday, Sept 1 between 8:30 am and 2:30 pm at your child’s building.

- Margaret Ross (all but Kindergarten)
  - Monday, August 31 or Tuesday, Sept 1 between 8:30 am and 2:30 pm at your child’s building.

- **Margaret Ross Kindergarten**
  - Devices are HERE but we are waiting for the arrival of the cases. We will contact parents asap when they arrive.

- High School
  - Monday, August 31 through Friday, September 4, 2020 between 8:00 am and 2:15 pm in the high school office.

- Junior High:
  - September 1, 2, 3, and 4, between 8:00 am and 2:15 pm and September 2 from 3-5 pm. SIGN-UP for your designated time-slot on https://bit.ly/3lC6sw0. This link is also available on our website.

Anyone picking up a device must have completed the electronic forms and payment on the district website listed under Viking Connect: https://form.jotform.com/202225142702036

Students who are attending school for hybrid can choose to wait and receive their device on the first day of school, if they would prefer.

Types of Devices and Accessories
Students are required to bring their device fully charged to school with them each day.

Students in grades 5-10 were provided new Chromebooks with cases. Students in grades 3-4 and grades 11-12 were provided with Chromebooks that were previously used in our classrooms. The repurposed Chromebooks do not have cases.

Our students in grades K-2 were provided iPads. The second graders have a keyboard, whereas the other students do not. The provided iPads are a blend of new devices and repurposed devices. Although each may have a few different features, the devices are all appropriate to meet the needs of our learners.

All repurposed devices were disinfected and cleaned. All of the devices and accessories (chargers, cases, etc…) have been inventoried. If you have a question or concern about the
device that you were provided, please email barbern@hopewellarea.org. We will return a call or email to provide you further information.

**Parent Health Assessment Check for Child**

Each day, parents should assess their child’s health. Use the following to guide your decision-making.

Keep your child home if your child has **ONE** of the following in the last 24 hours:

- Cough
- Shortness of breath
- Difficulty breathing
- Changes to Taste
- Changes in Smell

Keep your child home if your child has any of **TWO** of the following in the last 24 hours:

- Fever (100.4 or higher)
- Sore throat
- Runny nose/congestion
- Chills
- Muscle pain
- Nausea or Vomiting
- Headache
- Diarrhea
- Fatigue or tiredness

(Note: This information was revised by Department of Health on August 27, 2020)

**Health Office**

Please use your child’s school nurse to discuss any health concerns that you have for your child. Our health office will operate differently this year, but we will provide the same high level support that we have always provided. Please remember to communicate any health needs or medication needs with the nurse. Also, please remember to have your child up to date with all immunizations.

Out of an abundance of precaution and for the safety of all students and staff, when a student is sent home by the nurse with presumptive Covid symptoms, siblings living in the same home, will be evaluated by the school nurse and, even if asymptomatic, the sibling will be be sent home. A sibling will be able to return to the school after being seen by a medical professional and released to return to school or will need to stay home for ten days. These absences will be medically excused absences.
2020-2021 School Calendar: Alternating Mondays

Group A: Every Tuesday and Thursday and the following Mondays:
● September 14 and 28
● October 19
● November 2 and 16
● December 7 and 21
● January 11
● February 1 and 22
● March 8 and 29
● April 19
● May 3 and 17
● June 7

Group B: Every Wednesday and Friday and the following Mondays:
● September 21
● October 5 and 26
● November 9 and 23
● December 14
● January 4 and 25
● February 8
● March 1 and 22
● April 12 and 26
● May 10 and 24

Positive Covid Cases
Once the District is made aware of a positive Covid case of a staff member or student, the District will communicate appropriate information to all parents. Parents should expect to receive a phone blast alerting them of a parent letter with information regarding a positive Covid case. The letter will be emailed to parents and posted on the website. The District will support the Department of Health in contact tracing and will follow directives from the Department of Health regarding closure of a building, if necessary.

Cleaning and Disinfecting
The District will apply Bactronix in the evenings in learning spaces and busses on a monthly basis. Bactronix is a 30 day electromagnetic spray that kills viruses and prohibits further growth. In addition to Bactronix, the District will utilize EPA approved disinfectants and cleaners on a daily basis. Students are welcome to assist in cleaning their desk or learning space during the school day, but are not required. High touch point surfaces in each building will also be disinfected by our custodians during the day as well as in the evening.
Forgotten Items at Home
If your child forgot something at home and you wish to drop it off, there will be tables in each building entry. Please leave the item with your child's name on the item and a secretary will ensure that your child gets the item.

Water fountains
Water fountains have been shut off and converted to bottle refill stations. You are welcome to send your child with a water bottle, if so desired.

We are looking forward to reconnecting with all of our Vikings next week. This year will be different, but we are ready to support the successes and achievements of all of our students. As always, feel free to reach out if you need support. We are here for our students and their families.

Sincerely,

The HASD Administrative Team