



## Linn-Mar High School Student and Parent Announcements and Updates August 7, 2020



ANY NEW INFORMATION IS HIGHLIGHTED IN YELLOW. ANY EXTRA EMPHASIS IS HIGHLIGHTED IN GREEN.

### 1. Pre-School Year:

#### A. Current Planning for Starting School Year during a Pandemic

The decision has been made that Linn-Mar will be using an A/B schedule at the start of the school year. For the high school, this schedule will be used for 1st Quarter. (It will be used for the first two weeks in grades K-8th). Superintendent Bisgard sent out information on Thursday afternoon updating the district Return-To-Learn Plan. The following begins to provide more specifics to the hybrid 'A'/'B' schedule in place for 1st Quarter at LMHS.

#### If we choose online-only learning (Hybrid Option A), what will this look like at LMHS?

We want everyone to feel safe as a student and we want every parent to feel their student will be as safe as possible when they are in the building. The 'A'/'B' hybrid schedule (see attached) has been established to help provide a better opportunity to ensure this even with a large student body.

For parents choosing the online-only option at LMHS, their student(s) will still be taking their current schedule of courses. They will simply be doing so online each day. We want students to be able to take all of the courses on their schedule. The 'A'/'B' hybrid schedule has been set up so that students in Group 'A' will be attending classes 'on-site' on 'A' days, while Group 'B' students will be attending the same classes using the same schedule 'online' on 'A' days. Online-only students will simply be online for classes each day rather than 'on-site' every other day. Students signing up for 'online-only' will stay in this for the 1st Quarter. Should the Hybrid schedule be extended, then a change may be made prior to starting the new term.

#### What will on-site learning look like at LMHS?

On designated 'A' days, students in Group 'A' (Last names A-K) will report to classes at school. On designated 'B' days, students in Group 'B' (Last names L-Z) will report to classes at school. It will be a normal classroom day using our LMHS Hybrid Daily Schedule for 1st Quarter 2020-21. Again, many precautions are taking place to help maintain the safety of everyone in the school building (see below).

One additional precaution we are implementing at this time in an effort to minimize the number of students within the building at any one time is to allow, with parent permission only, all students 9<sup>th</sup>-12<sup>th</sup> to go home during any non-class time (e.g. Learning Center, Lunch, Study Table). The intention of doing this is so students would just be on campus for their classes during the pandemic. The form for granting parental permission for non-class campus release during the LMHS 1st Quarter Hybrid Schedule is attached today. This form must be signed by both parent and student (unless student is 18 years of age) before a student may leave using non-class campus release. Again, this is for all grade levels (9<sup>th</sup>-12<sup>th</sup>) ONLY while the LMHS 1st Quarter Hybrid Schedule is being used. Non-Class Campus Release will no longer exist when we return to the Regular Daily Schedule.

#### How was the LMHS hybrid schedule developed?

The driving forces in the development of the schedule are to minimize the number of students (thus interactions) within the building at any one time, ensure all classes do meet each day, it works to minimize the total amount of time a student must be online for school on any given day, and it allows for no change in the schedule if a building closure occurs and all classes are online for a day or extended period of time.

**What are the precautions and changes that are currently being made for in-class schooling?** We have utilized Linn County Public Health COVID-19 Guidance Return to School (K-12) July 2020 in addressing needed precautions and changes to all learning spaces and common areas within LMHS.

At this time, a few of these precautions include: (this listing continues to grow each day)

- A. **Facemasks will be required** for everyone when in either Linn-Mar High School, LRC, or Aquatic Center buildings. All students will receive a facemask. No one will be allowed to enter LMHS without a facemask, which must also be worn while in the building. This includes any spectator events which may take place on campus during 1st Quarter.

- B. **Potential Daily Schedule Adjustments** that limit the number of students on campus at any one time. Again, the four driving forces in the development of the schedule are to minimize the number of students (thus interactions) within the building at any one time, ensure all classes do meet each day, it works to minimize the total amount of time a student must be online for school, and it allows for no change in schedule if a building closure occurs and all classes are online for a day or extended period of time.
- C. **Restricting building entry and minimizing unstructured time before school** for when students are in the building. This will include restrictions for when students may enter the building prior to the school day. **Doors will open at 8:25 a.m. unless for Zero Period Class (Marching Band) or pre-scheduled meetings/practices/workouts/teacher study sessions. Students will be required to report directly to their 1st Period/1st Block classroom upon arrival in the building** unless for a pre-scheduled meeting/practice/workout/study session with a teacher.
- D. **Minimizing any ‘communal’ spaces within the building**, including the removal of furniture and specific seating designations in all ‘commons’ areas. The phrase we are using during set up of the ‘commons’ areas is ‘one per’. **One student per table, bench, desk, etc. in all ‘commons’ areas.** We have almost completed setting up the ‘commons’ areas in the building. All tables are 6’ apart and all cushioned furniture has been removed as have excess chairs. **During the pandemic, all ‘commons’ area furniture must stay as it is currently arranged.** To give an idea of the change, our total seating capacity for the seven ‘commons’ areas and Food Court is now 275. This is down from approximately 850 spaces during a non-pandemic time. We will also be closing off the circle drive near doors #10 and #13 during the day so that students may sit outside including during lunch.
- E. **Classroom seating** is being changed so that all students will be facing the same way with a 6’ distance from other students. **We have established a 6’ COVID-capacity for each classroom and will move some sections as needed to rooms that can accommodate a higher number of students while maintaining a 6’ distance with all student desks.**
- F. **Passing time protocols** between classes which limits interaction between students by directing movement. Directional arrows and signage **have been** placed on hallway floors and in hallways to help students navigate during pandemic passing time. We will have a few ‘one-way’ areas designated during passing times which include the Four Corners area, Math rooms B003-007 area, stairs near door #16 (down only), stairs near door #14 (up only). **We have attached current building maps today so that students and parents can view the changes.** Again, these changes are temporary during the pandemic. **Short videos of these changes and of the building layout are currently in production and will be sent to students when finished.**
- G. **Breakfast and Lunch procedures** which **do not allow for buffet-style serving** of any food and provide as much **social distance seating** as possible. All seating is 6’ apart. I will say that we are usually working to ensure no student sits alone during lunch, so the pandemic seating arrangement while necessary and in place at this time does not match the everyday lunch experience we want for students.
- H. **Cleaning** of desks, tables, machinery, and **common areas or items** will take place **after each use**. The district is providing wipes and other cleaning solutions to help clean and maintain each piece of furniture after each use, including in the ‘commons’ areas.
- I. Only the bottle-fill portion (we have 9 of these) of water fountains will be available for use. The communal fountains have all been covered at this time.
- J. **Staggering release times at the end of the school day** to alleviate the number of students exiting the building at the same time. With the ‘A’/‘B’ hybrid schedule now being used for 1<sup>st</sup> Quarter and the RTI periods at the end of the school day, the staggering of release times may not need to take place. We will always adjust as needed.

***Can I participate in extra-curricular activities if I am signed up for the ‘online-only’?***

Yes. Students may still participate in extra-curricular activities, including for credit Marching Band, if they are signed up for ‘online-only’ during the LMHS 1<sup>st</sup> Quarter Hybrid Schedule.

***How will social distancing be maintained in classrooms?***

We are assigning each classroom in the building a ‘COVID capacity’ that allows for 6’ between each student desk or table in the room. (e.g. room B004 has a ‘COVID capacity’ of 16, room E137C has a ‘COVID capacity’ of 24, room C114 has a ‘COVID capacity’ of 12). If the number of students in an ‘A’ or ‘B’ section is above the COVID capacity, then we will move the section to an available classroom with a higher ‘COVID capacity’.

***Is there a criteria if we would like to request our student(s) switch groupings (‘A’ or ‘B’)?***

The criteria for moving groupings is: 1. Same household but different last names (change will be approved), 2. Other on a case by case basis (change approval not likely). Please know that we plan to keep the groupings as even as possible to minimize the number of students in the building at any one time. To request a change, please contact Jeff Gustason ([jgustason@linnmar.k12.ia.us](mailto:jgustason@linnmar.k12.ia.us)). Be sure to include your student’s full name as well as the reason for the change request. If this request concerns a COMPASS-only student, please contact Steve Goodall ([steve.goodall@linnmar.k12.ia.us](mailto:steve.goodall@linnmar.k12.ia.us)).

***Can students signed up for 'online only' receive a parking tag?***

Students taking classes during 1<sup>st</sup> Quarter (or for as long as we are not using the LMHS Regular Daily Schedule) will not be issued parking tags until prior to starting the LMHS Regular Daily Schedule.

For 10<sup>th</sup> Grade students, the parking lottery will not be held until just before we return to the LMHS Regular Daily Schedule, so any 10<sup>th</sup> Grade student who is 'online-only' at this time will have the opportunity to enter the parking lottery before it may occur.

We still anticipate all 11<sup>th</sup> and 12<sup>th</sup> Grades students who are driving to school and request a parking tag receiving one when we return to the LMHS Regular Daily Schedule.

***B. E-Registration for the 2020-21 School Year***

The e-Registration portal **opened** on August 5. **Please make sure to enter the portal to register all of your students.**

***C. Student Pictures***

**Student pictures for grades 9th, 10th and 11th have been postponed until the spring of 2021.**

***D. Student Computer Distribution Prior to School Year***

**12<sup>th</sup> Grade** school-issued computers will be distributed on **Monday, August 10, in the Pride Rock Commons.** Students will have to log-on when computers are picked up, so plan on about five minutes of time once you receive your computer. This includes 12<sup>th</sup> Grade students taking 'online-only' for 1<sup>st</sup> Quarter.

Last names A-F from 8:00-10:00 a.m.  
Last names G-K from 10:00-12:00 p.m.  
Last names L-Q from 12:00-2:00 p.m.  
Last names R-Z from 2:00-4:00 p.m.

**11<sup>th</sup> Grade** school-issued computers will be distributed on **Tuesday, August 11, in the Pride Rock Commons.** Students will have to log-on when computers are picked up, so plan on about five minutes of time once you receive your computer. This includes 11<sup>th</sup> Grade students taking 'online-only' for 1<sup>st</sup> Quarter.

Last names A-F from 8:00-10:00 a.m.  
Last names G-K from 10:00-12:00 p.m.  
Last names L-Q from 12:00-2:00 p.m.  
Last names R-Z from 2:00-4:00 p.m.

**10<sup>th</sup> Grade** school-issued computers will be distributed on **Wednesday, August 12, in the Pride Rock Commons.** Students will have to log-on when computers are picked up, so plan on about five minutes of time once you receive your computer. This includes students taking 'online-only' for 1<sup>st</sup> Quarter.

Last names A-F from 8:00-10:00 a.m.  
Last names G-K from 10:00-12:00 p.m.  
Last names L-Q from 12:00-2:00 p.m.  
Last names R-Z from 2:00-4:00 p.m.

Students in 10<sup>th</sup>-12<sup>th</sup> Grades unable to make their assigned times/day, may stop in the **LMHS Library between 1:00-4:00 p.m. from August 13 through August 21** to pick up their school-issued computer.

**9<sup>th</sup> Grade** school-issued computers will be distributed on the 9<sup>th</sup> Grade-Only 1<sup>st</sup> Days with Group 'A' (Last names A-K) on Monday, August 24, and Group 'B' (Last names L-Z) on Tuesday, August 25. This will include any 9<sup>th</sup> Grade student taking classes 'online-only' for 1<sup>st</sup> Quarter. We plan to have school-issued computers available for 9<sup>th</sup> Grade students taking 'online-only' to pick up at LM Stadium on August 24 and August 25. Students will also receive their Student ID and, possibly, pick up any course books. **A specific schedule will be issued in the next week for 9<sup>th</sup> Grade students regarding school-issued computer pick-up.**

## F. Student Medications/Health Office Needs

Students who take prescribed medication at school must have written authorization on file in the Health Office. Non-prescribed medications will be given with parent approval. Students are not allowed to carry any medications unless physician and health office approved. Contact the Health Office (447-3080) for questions.

**REMINDER:** Per Iowa immunization law, all 12th grade students are required to provide proof of having the Meningococcal vaccine *after age 16*, or a Certificate of Exemption, before the first day of school in August.

## G. Teacher/Staff Pre-School Workdays

With the adjustment of moving all Professional Learning Days to prior to the school year, all teachers will now report on Tuesday, August 11. Teachers will be in professional learning sessions/workshops and preparation through Friday, August 21.

## 2. 9th Grade First Day of High School

With the change to 'A' and 'B' hybrid schooling for 1st Quarter, **9th Grade-only first day will actually be two days this year.** 9th Grade students in group 'A' (Last names A-K) will have school on Monday, August 24, beginning at 9:00 a.m. 9th Grade students in group 'B' (Last names L-Z) will have school on Tuesday, August 25, beginning at 9:00 a.m. 9th Grade students will receive their school-issued computers on their first day of high school. Each day will go from 9:00-3:55 p.m.

### 9<sup>th</sup> Grade-only 1<sup>st</sup> Days (August 24 and August 25)

8:25 a.m.	Doors open – Students will report to Homerooms (these will be in multiple rooms)
9:00 a.m.	Homeroom
10:00 a.m.	1 <sup>st</sup> Period/1 <sup>st</sup> Block
10:30 a.m.	2 <sup>nd</sup> Period/1 <sup>st</sup> Block
11:00 a.m.	3 <sup>rd</sup> Period/2 <sup>nd</sup> Block
11:30 a.m.	4 <sup>th</sup> Period/2 <sup>nd</sup> Block
12:00 p.m.	Homeroom/Lunch
2:00 p.m.	5 <sup>th</sup> Period/3 <sup>rd</sup> Block
2:30 p.m.	6 <sup>th</sup> Period/3 <sup>rd</sup> Block
3:00 p.m.	7 <sup>th</sup> Period/4 <sup>th</sup> Block
3:30 p.m.	8 <sup>th</sup> Period/4 <sup>th</sup> Block

The 9<sup>th</sup> Grade-only 1<sup>st</sup> Day Schedule is unique to August 24 and 25 as it includes two Homeroom segments during the day. We will help all 9<sup>th</sup> Grade students find Homeroom when they arrive as well as their classes during the day. We have different activities and topics scheduled to help 9<sup>th</sup> Grade students have a successful start to high school during the Homeroom and class times. **9<sup>th</sup> Grade students on non-class campus release will NOT leave the building during 9<sup>th</sup> Grade-only first day.**

## 3. First Day of High School with 9th-12th Grades

**The first day of high school for 10th, 11th, and 12th Grades will be Wednesday, August 26, beginning at 9:00 a.m.** Group 'A' students (Last names A-K) will be meeting in classes on-site while Group 'B' students (Last names L-Z) will be logging on remotely for classes. The schedule for on-site and remote students is the same and is planned to be released in the next week. As stated earlier, 9th Grade students will be having on-site 1st days on Monday, August 24 (Group 'A'), and Tuesday, August 25 (Group 'B').

## 4. 1<sup>st</sup> Quarter

### A. *Academic Letter Assemblies*

Due to restrictions regarding gathering of large groups at this time, **the Academic Letter Assemblies will not be held this year.** We will publicize the names of all 10th-12th Grades students receiving academic letters for the 2019-20 school year. Academic letters and certificates will also be distributed to receiving students during the first two weeks of the school year. Students with a cumulative grade point average of 3.33 for both semesters in 2019-20 are eligible to receive an Academic Letter. Students with a cumulative grade point average of 3.75-3.99 for both semesters in 2019-20 receive an Academic Letter *with Honors*. Students with a cumulative grade point average of 4.00 and above for both semesters in 2019-20 receive and Academic Letter with Distinction.

**Congratulations to all of our Academic Letter recipients for the 2019-20 school year!**

## 5. Activities

A. **For any spectator allowed event, facemasks will be required for entry and movement and during an event at all times.**

### B. *Athletics:*

Fall athletic practices are scheduled to begin on August 10.

### C. *Fine Arts:*

*At this time, Marching Band is still scheduled.* All Marching Band competitions and the State Marching Festival have been cancelled for the fall. The Marching Lions will not put together a competition set, instead, focusing on a more collegiate style marching show.

*At this time, Show Choir is still taking place.* All competitions (including Supernova) have been cancelled for this year.

### D. *Clubs/Organizations:*

LMHS Clubs and Organizations will continue to meet as is possible, including virtually. The Welcome Back Dance will not be able to be held this year. The Homecoming Parade will not happen this year. We would not be able to get a permit at this time. The Homecoming Dance will not be able to be held at this time, nor will the Powder Puff game. It

## 6. Other Information

The next *LMHS 2020-21 Before School Year Student and Parent Communication* will be sent on **Tuesday, August 11**. This will be sent in the afternoon. Announcements and Updates for LMHS Students and Parents will be sent on Tuesday and Friday of each week through the month of August. It is anticipated that these will continue through September as well.