



1450 W. Countryside Lane Bloomington, IN 47403

P: (812) 330-2011 F: (812) 330-2022

<http://www.mccsc.edu/summit>

**Administration:**

Mr. Nick McGinnis-Principal, [nmcginni@mccsc.edu](mailto:nmcginni@mccsc.edu)

Ms. Missy Douglas-Asst Principal,

[mdouglas@mccsc.edu](mailto:mdouglas@mccsc.edu)

**Parents and Guardians:**

Please let me begin by saying how much we love your children and look forward to seeing them back at Summit. In anticipation of our return to school, a committee of ten staff members worked on developing the following COVID-19 re-entry plan.

Our priority is to make sure students feel safe while guaranteeing sound instruction will be provided for the whole child and to provide academic success for all children. We have built a Social Emotional curriculum into our daily schedule.

**Classroom Lists/Sizes/Social Distancing:**

Classroom sizes will be decreased to accommodate social distancing. Most classes will average 17 students to allow 6 feet between students. At least one additional homeroom will be created at each grade level. Grade level teams will include certified teachers plus an additional instructional staff member working together to provide curriculum instruction, work time, social-emotional learning, and Canvas training. When COVID guidelines allow, students will be returned to fewer homerooms with certified teachers, and other instructional staff members will return to their roles providing support to small groups or Spanish Immersion classes.

Details regarding the schedule and specific instructional methods will be provided by each grade level team of teachers, who will provide all core subject area instruction. All core instruction (ELA, Math, Science, SS) is being given by a certified classroom teacher. Classrooms will hold instruction outside as much as possible.

Classroom teacher assignments will be shared via Skyward Family Access. Summit will send an email out indicating when this will be available and how to access it.

**Arrival and Dismissal:**

**Arrival procedures and times.**

Car Drop Off and Walkers - Families with last names A-M will drop off at 8:30. Families with last names N-Z will drop off at 9:00. Car drop off will follow the same route as before. Please see the attached map showing our drop off route.

Kindergarten, 1st and 2nd grade students will enter through the Primary entrance door #12. 3rd, 4th, 5th, and 6th will enter through the main entrance. Students will enter through their assigned door walking over a sanitizing mat and follow the social distancing markers in the hallway to their rooms. Students will always walk on the right side of the hallway.

Bus Drop Off - Students will be dropped off as assigned by the transportation department. The transportation department is going to stagger large bus pick up locations into multiple routes. All bus riders will enter through the main entrance door #1. One bus at a time will be dismissed and go inside through door #1. Students will enter through their assigned door walking over a sanitizing mat and follow the social distancing markers in the hallway to their rooms. Students will always walk on the right side of the hallway.



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***Dismissal procedures are slightly different this year. Dismissal times will change.***

Car Pick Up, Parent Walk Up, and Walkers will all exit through the same doors as in previous years. Car pick up/Parent Walk Up/Walkers will start at 3:00 for families with last names A-M and 3:30 for families with last names N-Z. If you show up early to pick your child up through the car line, you will need to move to the back of the line and wait until your assigned pick up time. Students will stand with their family members in assigned spots while waiting for a car or parent pick up. Older students will be guided to pick up their younger siblings while going to dismissal. Older students will then help their siblings line up in assigned spots that enforce social distancing between groups. This will assist with social distancing happening.

Bus Pick Up - Bus pick up will start at 3:40 and follow the times assigned by the transportation department. Please refer to your transportation card. To increase social distancing, students will be dismissed from their homerooms one bus at a time. This will assist with social distancing during bus loading.

**Visitors and Meetings:**

To keep our students and staff safe and to decrease spreading of disease, visitors will not be permitted to enter Summit. Visitors will be greeted via the foyer phone system. Questions will be answered via the phone system or directed to the appropriate school personnel to answer remotely.

All meetings with any school personnel will be done via the phone or an electronic video conferencing method.

The Kindergarten team is currently preparing a fun, safe, and supportive way to welcome new Kindergarteners on their first day at Summit Elementary

**Meet the Teacher and Kindergarten First Day:**

Grade levels will be sending out information for virtual Meet the Teacher events and welcome packets. These events will be posted on Canvas, our school website, and Facebook.

Kindergarten teachers are working on a special first day of school welcoming. Details will be coming on this.



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**Spanish Immersion:**

Our Spanish Immersion program will be offered in person and not through Online Learning. Spanish Immersion will only be available through our Spanish Immersion teachers via Summit. If a student enrolls in the Online Learning, we will re-enroll the student in Spanish Immersion upon returning to school from the Online Learning.

**General Safety Assurances:**

- Handwashing during all transitions and throughout the day
- Constant Social distancing
- Transitions will be limited to recess, bathroom breaks, and arrival/dismissal. Lunch/Breakfast will be provided in classroom
- Desks placed 6 feet apart, facing forward
- Assigned "carpet spots" only used for small groups
- Masks are required for all Summit staff and students Pre-Kindergarten through Sixth grade. Teachers will let students know when masks can be lowered if appropriate social distancing is being used
- Health office visits and COVID screenings will be conducted as outlined by the district
- Sanitizing Mats at entrances

**FAQs:**

Does my child need to wear a mask and will it be provided? **Yes.**

Will supplies or books be shared? **No**

Will my student's instructional day look the same as previous years? **In general, yes it will.**

Will my student receive the special education, ENL, and 504 support they received last year. **Yes.**

Will there be social-emotional instruction happening? **Yes.**

**Our Social Worker and Behavioral Specialist started working on a project last year to create "Social-Emotional Toolbox Kits" for every grade level. These lessons are already created, organized, and provided to teachers to teach during a set time in their daily schedule. This remains a priority at Summit including during this COVID pandemic.**



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