

Hoquiam Middle School School Reopening Guide 2020-21



HMS Office Hours
7:45-3:30 pm
Monday-Friday

Main Office Line
360-538-8220
Attendance Line
360-538-8221
Principal
360-538-8225
Counselor's Office
360-538-8224

Hoquiam Middle School Re-opening Guide

Hello HMS Family and Friends,

We are excited to welcome back our students who are choosing to join us in this latest chapter of the “Very Odd School Year.” We truly appreciate all you have had to undergo to get to this point, and we anxiously are preparing for students to once again be walking our halls and in their desks.

Our first priority is to ensure that coming back to school is a safe and healthy experience for students and staff. The preparation has involved consulting with state and local authorities to ensure that our practices and schedules align with guidelines that are set out to ensure safe practices and procedures. We have conducted visits to other schools to see how they have taken on some of these challenges. We feel confident that students and staff, if we work together and follow the guidelines and rules laid out in this manual, will be able to “do school” safely. These procedures will be taught and reinforced throughout the remainder of the school year.

Here are some of the major things that we will need to do, as we come back to school:

- All students and staff are expected to wear masks at all times. This includes classrooms, office, bathrooms, hallways, busses, and anywhere else on the school campus the day may take you.
- Families MUST complete a weekly Health Attestation Agreement, which will be turned into the school on the first day of each week.
- Bus students will enter and exit the building at the front entrance, while students being dropped off by a parent or other person will enter the building via the doorway between Music and the Gym (There will be signage). Walkers will enter the building through the main entrance.
- Students will sanitize their hands upon entering and leaving a classroom. All classrooms and common areas will be equipped with cleaning supplies and sanitizer.
- Students and staff will participate in cleaning their personal workspaces at the end of each class period.
- Students and staff will be encouraged to bring their own refillable water bottle with them to school each day. Drinking fountains will be closed, but the bottle filling station will be open.
- Students and staff will be provided masks if needed.

This guide is designed to guide you and your child through the specific information that will prepare everyone for in-person learning at HMS. Please read all sections of this booklet thoroughly and discuss them with your child. Should you have a question that is not answered within these pages, please feel free to contact us.

Derek Cook
Principal, HMS

HMS HYBRID BELL SCHEDULE 2020-21

8:15- 10:45 AM Cohort	
8:15-8:26	Arrivals (head to 1st period classroom), announcements
8:26-9:06	1st Period (Mon & Wed) / 4th Period (Tues & Thur)
9:06-9:10	Passing
9:10-9:50	2nd Period (Mon & Wed) / 5th Period (Tues & Thur)
9:50-9:54	Passing
9:54-10:34	3rd Period (Mon & Wed) / Homeroom (Tues & Thur)
10:34- 10:45	Dismissal/ lunch distribution
12:15- 2:45 PM Cohort and Virtual	
12:15- 12:26	Arrivals (head to 1st period classroom), announcements
12:26- 1:06	1st Period (Mon & Wed) / 4th Period (Tues & Thur)
1:06- 1:10	Passing
1:10- 1:50	2nd Period (Mon & Wed) / 5th Period (Tues & Thur)
1:50-1:54	Passing
1:54- 2:34	3rd Period (Mon & Wed) / Homeroom (Tues & Thur)
2:34- 2:45	Dismissal/ lunch distribution

- Both In-person and Virtual students will follow the same schedule in the afternoon
- The last few minutes of each period, students and staff will clean their workspace prior to leaving class.
- During passing time, In-Person students will disinfect their hands prior to leaving their classroom and prior to entering their new one.
- This bell schedule could change depending on changes in the bus transportation schedule.
- Changes in the bell schedule will be communicated home to parents in a letter, emails, and on social media.
- The arrival and dismissal times are meant to reflect staggered dismissal. These give you a window. More approximate times are later in this document. Please be on time for your scheduled pickup time if you are driving your student.

2020-21 HYBRID SCHEDULE

Group	Monday	Tuesday	Wednesday	Thursday	Friday
AM Session: 8:15-10:45	AM Group In-Person Periods 1, 2, 3 PM Group Online Work Time Virtual Group Online Work Time	AM Group In-Person Periods 4, 5, Homeroom PM Group Online Work Time Virtual Group Online Work Time	AM Group In-Person Periods 1, 2, 3 PM Group Online Work Time Virtual Group Online Work Time	AM Group In-Person Periods 4, 5, Homeroom PM Group Online Work Time Virtual Group Online Work Time	Independent Work Time
PM Session (Including Virtual Students) 12:15-2:45	PM Group In-Person Periods 1, 2, 3 AM Group Online Work Time Virtual Group Teacher Zooms Periods 1, 2, 3	PM Group In-Person Periods 4, 5, Homeroom AM Group Online Work Time Virtual Group Teacher Zooms Periods 4, 5, Homeroom Google Class.	PM Group In-Person Periods 1, 2, 3 AM Group Online Work Time Virtual Group Teacher Zooms Periods 1, 2, 3	PM Group In-Person Periods 4, 5, Homeroom AM Group Online Work Time Virtual Group Teacher Zooms Periods 4, 5, Homeroom Google Class.	Independent Work Time

VIRTUAL Students

- Students who are continuing with online school in the Hybrid model will have a new schedule.
- Each teacher in the Academic Core classes (ELA, Math, Science, and Social Studies) will have one period of their afternoon where they are teaching via Zoom, with work being in Google Classroom. This has been the system we have been using all year.
- Students will attend those classes in the afternoon (12:15-2:45 pm). Mornings will be independent work time for our virtual students.
- Attendance will be taken in the afternoon Zoom Sessions.
- There will be SOME schedule changes for the in-person classes. We apologize for the inconvenience.
- If your student can't make it for whatever reason, or you are experiencing technical problems, please call the HMS office to excuse their absence. 360-538-8221 is our attendance line.

→ Homeroom will be done in Google Classroom. In Homeroom, the day's announcements will be posted, as well as any updates in SEL, etc. We may do assemblies during this time.

HMS VIRTUAL SCHEDULE

6th Grade	Period 1 (Mon & Wed) 12:26-1:06 pm	Science 6	Mrs. Frye
	Period 2 (Mon & Wed) 1:10-1:50 pm	Math 6	Mrs. Forkum
	Period 3 (Mon & Wed) 1:54-2:34 pm	History 6	Mr. Tim Pelan
	Period 4 (Tues & Thur) 12:26-1:06 pm	ELA 6	Ms. Ramstein/Tracy Pelan
	Period 5 (Tues & Thur) 1:10-1:50 pm	Intervention/Elective --Elective teacher will either have students log into Zoom during Class, or will have students work independently with a Zoom checkin	
	Homeroom (Tues & Thur) 1:54-2:34 pm	Please check Google Classroom daily. Attendance taken on Tuesday and Thursday	

7th Grade	Period 1 (Mon & Wed) 12:26-1:06 pm	Intervention/Elective --Elective teacher will either have students log into Zoom during Class, or will have students work independently with a Zoom checkin	
	Period 2 (Mon & Wed) 1:10-1:50 pm	ELA 7	Mrs. Krohn
	Period 3 (Mon & Wed) 1:54-2:34 pm	Math 7	Ms. Falla
	Period 4 (Tues & Thur) 12:26-1:06	Science 7	Ms. Pumphrey

	Period 5 (Tues & Thur) 1:10-1:50 pm	History 7	Mr. Brewton
	Homeroom (Tues & Thur) 1:54-2:34 pm	Please check Google Classroom daily. Attendance taken on Tuesday and Thursday	

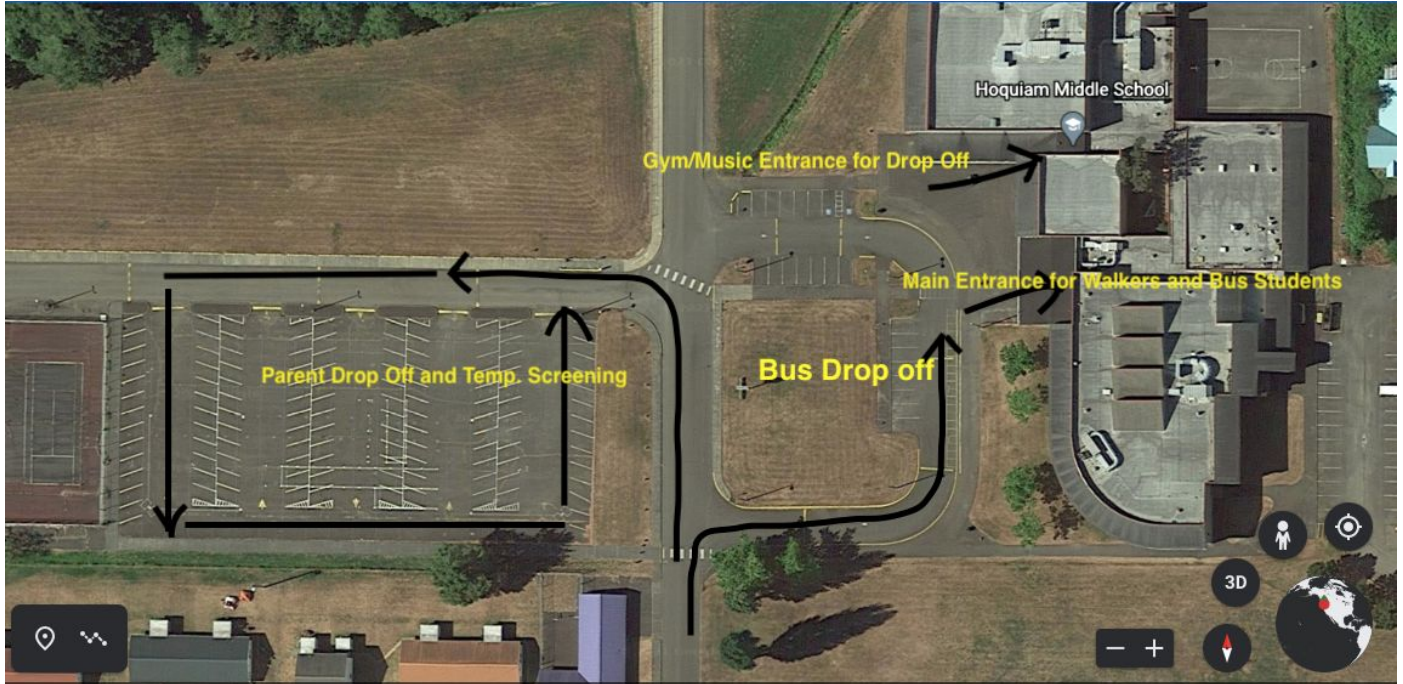
8th Grade	Period 1 (Mon & Wed) 12:26-1:06 pm	History 8	Mrs. Folkers
	Period 2 (Mon & Wed) 1:10-1:50 pm	Intervention/Elective --Elective teacher will either have students log into Zoom during Class, or will have students work independently with a Zoom checkin	
	Period 3 (Mon & Wed) 1:54-2:34 pm	ELA 8	Mr. Pelan, Jr.
	Period 4 (Tues & Thur) 12:26-1:06 pm	Science 8	Mr. Allan
	Period 5 (Tues & Thur) 1:10-1:50 pm	Math 8	Mr. Gwin
	Homeroom (Tues & Thur) 1:54-2:34 pm	Please check Google Classroom daily. Attendance taken on Tuesday and Thursday	

PICK-UP AND DROP-OFF OF STUDENTS

Below is a diagram of where the drop off and pickup areas are located.

- We have to keep the front of the school open for busses, therefore we will have students who are being dropped off at school use the High School parking area across the street from the front of the Middle School (near the tennis courts).
- Students will have their temperature taken while remaining in the car.
- Students will be directed to either of the two front entrances:
 - ◆ Students dropped off by car will enter through the doorway between the Gym and Music Rooms.
 - ◆ Walkers and Bus students will enter through the main entrance.
- Students will drop off their attestations, and disinfect their hands once inside the school
- Students will proceed directly to their first class of the day (1st or 4th period)

→ Students who walk, please do not show up before we open our doors for each session (8:05 am for the AM Session and 12:05 pm for the PM Session).



Drop Off Times/Pick Up Times

AM Session (8:15-10:45)	School Opens	Drop Off Time	Pick up Time
	Building not open until 8:05.	6th-8:05 am	6th-10:30 pm
		7th-8:10 am	7th-10:35 pm
		8th-8:15 am	8th-10:40 pm
PM Session (12:15-12:45)	School Opens	Drop Off Time	Pick up Time
	Building not open until 12:05.	6th-12:05 pm	6th-2:30 pm
		7th-12:10 pm	7th-2:35 pm
		7th 12:15 pm	8th-2:40 pm

Reopening Policies and Information

This guide is intended to provide students and their families with an overview of the new rules and procedures in effect at Hoquiam Middle School, because of the Covid-19 pandemic. This guide does not replace the Student Handbook. That will be issued directly to your student during the first week back.. Any of this information can change as guidance from the state and local health departments is released.

Assemblies -Assemblies will be virtual. Due to Covid restrictions we cannot have large group assemblies. As much as possible we will try to keep assemblies to Fridays.

Attendance HMS teachers will take attendance Monday through Thursday. On in-person days, teachers will take attendance each class period. On distance learning days, participation with distance learning assignments will count as the student's attendance. Virtual students will have attendance taken in their Virtual classes through Zoom attendance.

Bus Transportation Our Transportation folks continue to work very hard to make sure that school transportation is a healthy way to get to and from school. We will need your student's help to keep them that way. Please make sure they observe all bus rules, and keep their masks on during their trip to and from school. Other things to remember:

- School buses are part of school facilities, so all guidelines regarding masks and cleaning will be maintained.
- Buses are thoroughly cleaned before and after each morning and afternoon route.

Please visit <https://wa01001145.schoolwires.net/Page/2602> for updated bus route information.

Computer and Internet Usage All students enrolled in Hoquiam School District have been issued a Chromebook for at home learning, and to do their homework. Chromebooks should stay home unless a teacher instructs them to bring them to school. Families that do not have internet access at home should contact our office to see what options are available to them.

Elevator The elevator is located across from the Office area.. Use of the elevator is limited to students and staff with a physical disability that prevents or makes use of the stairs difficult. One person at a time will be allowed in the elevator. If the students' health is such that an escort is needed, the student and one staff member will be allowed to use the elevator together.

Face Masks Anyone entering school facilities are required to wear masks that cover their mouth and nose. Masks could include a cloth face mask, a disposable procedure mask, a KN95 or an N95. Families are asked to ensure that children have clean face coverings. Students will be provided with a disposable mask if needed.

Food Service HMS students are all eligible for breakfast and lunch each day at no charge. Students who are in-person will “grab & go” a lunch, and breakfast prior to leaving. There will be a meal station at both front entrances. Students that are participating in distance learning will be able to get breakfast and lunch from one of the grab and go sites provided by the district. A list of these locations can be found at <https://www.hoquiam.net/domain/25>

Hall Conduct Hallways are divided with arrows on the floor to indicate which direction students should travel. Students need to keep their hands to themselves, and practice safe and healthy practices in the hallway.

Healthy Practices The following healthy practices are a fact of life now. Students and Staff will be trained on them.

- All students, staff and visitors will receive daily temperature checks.
- Frequent hand washing and sanitizing
- Frequent cleaning of high touch and shared surfaces
- Desks, tables and chairs will be cleaned and disinfected between uses.
- The school will be marked to direct flow of traffic. • Classrooms will be marked, and the desks arranged to assure six feet distancing.

Homework Students who are in-person learners will still need to make sure they have access to Google Classroom. Homework can come in many forms (paper, digital, projects) but Google Classroom will still be a part of each classroom. In-person and Virtual students will have access to instruction for either an AM or PM session. The other half of the school day will be dedicated to the homework based around that instruction. Please use your time well!

Late Arrivals Students who arrive late will enter through the main entrance and check into the office. At that time, they will have their temperature checked before attending class.

Lockers Lockers will not be used this year at HMS. Backpacks, or bookbags are highly encouraged.

Students Who Walk We cannot open our doors until 8:05 a.m. for the morning session, and 12:05 pm for the afternoon session. That is when we begin temperature screenings. Students should not arrive on campus before those times.

HOQUIAM SCHOOL DISTRICT FOOD SERVICE GRAB & GO MEAL
LOCATIONS

 <p>HOQUIAM SCHOOL DISTRICT No. 28 <small>Living Learning to Live</small></p>	<p>HOQUIAM SCHOOL DISTRICT FOOD SERVICE GRAB & GO MEALS <i>MONDAY - FRIDAY</i> <i>FREE SUMMER MEAL SERVICE~ NOW EXTENDED for the ENTIRE 20-21 SCHOOL YEAR</i></p>
<p><u>DISTRIBUTION SITES</u></p> <p>Meals will be distributed at the following sites from <u>11:00 a.m.—12:15 p.m.</u></p> <ul style="list-style-type: none">• <u>Grays Harbor YMCA</u> 2500 Simpson Ave* <u>Old District Office</u> <u>across from Central</u> 305 Simpson Ave<u>Immanuel Baptist Church</u> 1200 Soule Ave.* <u>Hoquiam Middle School</u> <u>Rear Parking Lot</u> 205 W. Eklund <p><small>revised: 02.03.2021</small></p>	<p><u>ADDITIONAL SITES & TIMES</u></p> <p><u>ROSEWOOD MANOR</u> 1900 BROADWAY, 10:45—11:30</p> <p><u>WASHINGTON SCHOOL</u> 3003 CHERRY STREET 11:45—12:30</p> <p>MONDAY-THURSDAY~1 BREAKFAST AND 1 LUNCH WILL BE SERVED. ON FRIDAY~3 BREAKFASTS AND 3 LUNCHES WILL BE SERVED.</p> <p>MEALS ARE AVAILABLE TO ANYONE 18 YEARS OLD AND UNDER :)</p> <p>MEAL DELIVERY WILL BE ON MONDAY (4 DAYS OF MEALS) & FRIDAY (3 DAYS OF MEALS) <u>ONLY AT THE FOLLOWING SITES...</u></p> <p><u>RED ROOSTER</u> 2801 HWY 101 10:45—11:15</p> <p><u>COPALIS CROSSING FIRE STATION</u> 1617 OCEAN BEACH ROAD 11:45—12:15</p>

MEALS ARE AVAILABLE FOR ANYONE 18 YEARS OLD AND UNDER. YOU CAN BE FROM ANYWHERE!! ENROLLMENT IN THE DISTRICT IS NOT REQUIRED TO RECEIVE MEALS!!

