

August 7, 2020

Dear Tiger Parents and Students,

The first day of school is almost here and we are excited to welcome you back to Maggie B. Selman Elementary School where we are BETTER TOGETHER!!! We are looking forward to another fantastic year with your children. The safety and well being of our students and staff is our first priority. Procedures will be in place to address sanitization, social distancing, and attention to state and federal guidelines. We ask that you please hold on to this document as it contains important information and changes about the upcoming school year for you to reference. We are here to help, serve and work with you to ensure high levels of learning for all our students!!

If you chose remote instruction, please know that it will look very different than it did last spring. You will be expected to be in attendance and engaged each day. Teachers will have their own Google Classroom in which you will be responsible for watching instructional videos, connecting with your online teacher, and submitting assignments daily. Uploaded assignments will also require more technology than just a phone. We recommend that each student enrolled in online instruction have his/her own device and ample internet access to upload videos.

We want you to know that we have been planning for our students to return since Spring Break (wow...that was a while ago). There are many things that will look and feel different this school year. We want you to know that every decision made is put through the lens of "what is best for our STUDENTS". There has been careful thought, preparation and some lost sleep to make the reopening of MBS the best it can be. We want to thank you for your support and patience through this situation.

Please be aware that in order to receive your child's homeroom teachers name you must complete online registration (this is for all new AND returning students). You can access online registration at: [https://www.sealyisd.com/parent\\_resources/registration\\_information](https://www.sealyisd.com/parent_resources/registration_information)

Sincerely,

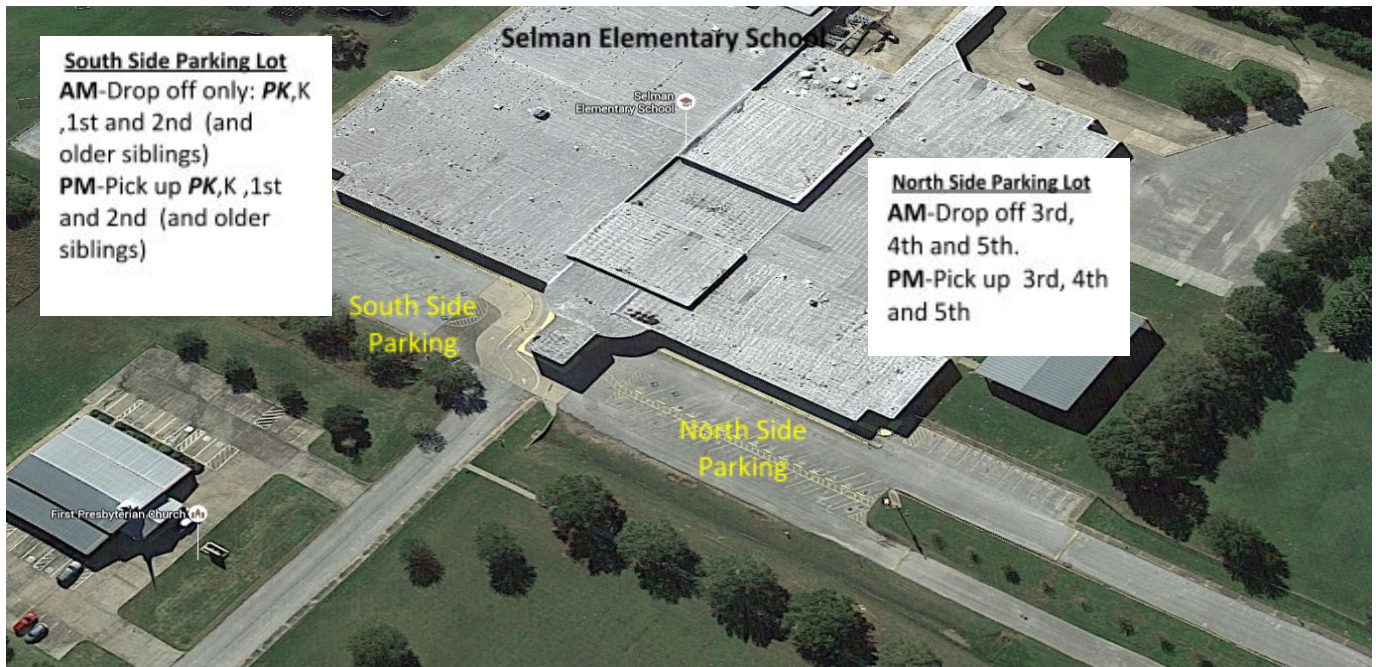
Scott Wagoner, Principal

Nikolle Chaney, Assistant Principal

Lauren Carroll, Counselor

# Maggie B. Selman Elementary 2020-2021 Information

Welcome! We are thrilled to have you as part of our Selman Elementary family. As we begin a new school year, we want to ask that you please read through the following information. We know it is a lot, but we tried to include everything we could think of that a parent would want to know. This list organized alphabetical to make it easy to find and reference topics. **Also...changes in the 2020-2021 school year will be highlighted in yellow for you to make sure and pay extra attention too those topics as they are a change in our procedures.**



## ARRIVAL

- To promote student safety, use extreme caution when moving throughout our parking areas. Children should remain in cars until 7:45 am. Our doors open and breakfast is served beginning at 7:45 am. Please remain patient and courteous of others and leave extra time to avoid children being tardy. Children are considered tardy at 8:15 am.
- You will not be allowed to enter the building in the morning unless you have a scheduled appointment or need to see the nurse. Children in grades PK, Kinder, 1st and 2nd grade (and older siblings) should be dropped off by pulling through on the SOUTH SIDE. Children in grades 3rd, 4th or 5th should be dropped off by pulling through on the NORTH SIDE. To allow us to unload as many children as possible at one time, please pull forward as far as you can in the drop off line. Please see the map for specifics.
- **What is going to be different for arrival this year?**
  - Beginning with the 2020-2021 school year, students who arrive at school will either need to ride the bus, be dropped off by their parent going through the car rider line or they will be a walker. **Parents will no longer be allowed to park in the parking lots and walk their students to the front doors.**
- **What door does my child need to in?**

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# Maggie B. Selman Elementary

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- Car riders in grades PK-2 will be dropped off on the south side of the building and will enter through the main doors like years past.
- Car riders in grades 3-5 will be dropped off on the north side of the building and will enter through the **NORTH main doors** this year.
- Bus riders will enter through either the North or South entrance doors depending on where the bus stops to unload.
- **What does my student do when they arrive at school?**
  - Beginning this year, when students arrive at school they will be reporting directly to their classroom. Students who want to have breakfast will pick up a “grab and go” breakfast and report directly to class.

### **AUTHORIZATION TO PICK UP**

- Only individuals listed on the “Authorization to Pick Up” form will be allowed to pick up children from school. If you need or want someone to be authorized to pick up your child ...please come and make sure you have filled out the form prior to that day.

### **BIRTHDAY TREATS**

- MBS will not be accepting birthday treats for students or for their classroom at this time. If information changes related to district protocols this may be adjusted.

### **CAMPUS EVENTS**

- There will be no in-person assemblies held in the fall. This includes night ones and during the day assemblies. We will try to do them virtually if possible.
- Meet the teacher, open house, parent conferences, etc. will be held virtually.

### **CAR RIDER TAGS**

- MBS will be transitioning to an assigned “car rider tag” system for families.
- Each family will be assigned a alpha-numeric number for car rider pick up. Even if you are traditionally a bus rider, you will have a car rider dismissal number.
- The alpha/numerica dismissal number will be coded to help determine the student’s grade level and teacher.
- Students will have a plastic tag zip tied to their backpack. The number on the plastic tag corresponds to their dismissal number.
- If more than one student is being picked up (siblings), the students will be given a “family number” based on the youngest child’s grade level.
- Teachers will give parents their child’s dismissal number during their orientation phone call. Parents will be asked to write the number on a piece of paper for the first day of pick up.
- Colored hanging car signs will be given to students on the first day of school. The hanging car sign should be used after the first day.

### **CELL PHONE FREE ZONE**

- Please remember that our car rider lines are a CELL PHONE FREE ZONE. We ask that you not be on your cell phones as you come through the parking lots.

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### CHANGE OF TRANSPORTATIONS

- Parents are strongly encouraged to follow a consistent school departure plan. However, if circumstances require a change, parents must complete and submit a school issued "Change of Transportation" form in order to change transportation.
- Changes in afternoon transportation will not be accepted by phone. For children to ride home in a car with a different individual, that individual must have a car rider tag or a valid ID to confirm his/her identity with the school administered "Change of Transportation" form. Yes...our staff checks.
- Phone calls, texts, emails or messages on a teacher's voice mail are not acceptable ways to notify of transportation changes.
- Parents should plan to provide the homeroom teacher with your children's primary mode of transportation home (and rainy day plan) in writing at the beginning of the school year.
- For the safety and security of our students, parents are NOT permitted to pull students out of the car rider line, bus line or off the bus.

### CHECKING STUDENTS OUT OF SCHOOL

- If you need to check your student out of school for the day due to an appointment etc...we are asking that when you arrive at campus that you *contact the front office via phone to let them know you have arrived.*
- Parents will remain in their car while the front office staff gets the student from class.
- *When students arrive in the office, our staff will contact the parent via phone and you can come into the front office to sign out your child and provide appropriate identification.*

### CLEANING/DISINFECTION

- As students enter and/or leave class they will need to use the hand sanitizer dispenser to disinfect hands.
- Teachers will also have a protocol for students to ensure they clean their desk every time they enter the room for the first time.

### COOPERATION WITH STAFF

- Please cooperate as school personnel direct traffic. Staff members have been trained to assist the children and direct you to park in the most appropriate place for the safety of your child.

### DELIVERIES

- MBS will not be accepting any deliveries for students this year.
- This will include, but not limited to:
  - Lunch drop offs (ie...fast food right before lunch), birthday treats etc...
- Exceptions to this campus procedure include eyeglasses and coats. Eyeglasses will be delivered immediately to the classroom. If there are unexpected weather changes, coats will be delivered throughout the day.

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# Maggie B. Selman Elementary

## 2020-2021 Information

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### DISMISSAL PROCEDURES

- All children dismissed from Selman Elementary will be walkers/bikers, car riders and bus riders. Please refer to the map above for pick up locations. Older siblings will always join younger siblings on the appropriate side of the building for the youngest student. Children will not be allowed into a vehicle that does not have a school issued car rider tag. These tags will be sent home on the first day of school in your child's backpack.
- Teachers will be making calls to students in their homeroom to introduce themselves and they will tell you what your child's dismissal number is. We ask that you write that number down on a white piece of paper in very large and legible handwriting for the first day of school. Your child will be matched to their number with your sheet with the tag we have on their backpack.
- MBS has ordered car rider tags for every student. These tags are color coded by grade level and will be sent home on the first day of school in their backpack. The tags should be clearly displayed beginning the second day of school to pick up your child.
- Children will NOT be allowed to be picked up off our front sidewalk by any individual not in a car.
- Dismissal will likely be slower and more controlled as we work on our new systems for the first week or so. We ask that you be patient as we get our students acclimated to new procedures. It will get faster.

### EATING LUNCH WITH MY CHILD

- At this time...parents/guardians will not be allowed on campus to eat lunch with their students or for classroom visits.

### EXTRA CURRICULAR

- Until further notice...all UIL, Safety Patrol, Read/Deed/Run and Tiger Buddies will be postponed.

### FACEBOOK AND/OR TWITTER

- Please follow us on Facebook <https://www.facebook.com/SelmanElementary/> and follow us on Twitter [@SelmanElem](https://twitter.com/SelmanElem) to see pics of the great things happening at our school.

### FIELD TRIPS

- Until further notice, we will not have any student field trips during the instructional day.

### FRONT OFFICE/OFFICE

- Our school offices will be open to the public during normal hours but measures will be implemented to minimize the number of guests entering the school lobby.
- **We will allow a maximum of 2 people at a time in our front office.** When the maximum number of front office guests is reached, other guests will be asked to wait outside maintaining social distance from others until a guest in the front office exits.

### MASK REQUIREMENTS

- As of the last communication from Dr. Hallmark, all 4th and 5th grade students will be required to wear a mask or face covering. We are encouraging all students to wear them.
- **BUS RIDERS:** Students in 4th and 5th grade must wear a mask while riding the bus.

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# Maggie B. Selman Elementary

## 2020-2021 Information

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### MEET THE TEACHER/ORIENTATION

- Meet the Teacher this year will be done virtually. We will be sending out a video from Mr. Wagoner to review what the new school year will look like. In addition, teachers will be making videos to greet and welcome students and let me know a little about them. These videos will be communicated through our social media channels as well as on the website etc...
- **How do I find out who my child's teacher is?**
  - This year our teachers will be making phone calls to all their students to introduce themselves and welcome them to their class. We will also be releasing teacher names on the Parent Portal on the afternoon of Friday, August 14th for parents to view.

### EARLY DROP OFFS

- A student should never be left at school before 7:45 am. There is no staff on duty and no adult supervision until that time. If you choose to bring your child prior to 7:45 a.m., you will need to wait outside with them or have the children remain in your car until 7:45 am and we have staff on duty.

### RAINY DAY DISMISSAL

- In the event of inclement weather, campus administration will make a determination if we will have a rainy day dismissal. If we have a rainy day dismissal, this means that our walkers and bikers will NOT go home their normal way.
- Walkers and Bikers will be sent home based on their rainy day plan (either car pick up or bus). Campus administration will send out a Remind text to alert parents that we have a rainy day dismissal. Please make sure you have used our form and communicated your child's rainy day plan with their teacher.

### RECESS

- Please tell your children that we will be having recess this year. I can hear them cheering right now!!!
- Of course...it will look different this year. We are asking that students NOT bring any equipment, balls etc...from home. We will be putting in sanitizing practices in place as well as staggering schedules to reduce numbers going out at one time.

### REMIND

- Don't forget to join our Remind group to get quick updates and more about Selman Elementary. <https://www.remind.com/join/mbsparents>

### SCHOOL HOURS

- Our instructional school day is 8:15 am to 3:45 pm. The doors will open for students this year at 7:45 am this year for student to go to class or to breakfast.

### SCHOOL SUPPLIES

- So your little ones don't have to carry to big boxes of supplies in on the first day...we are asking that for the first three days to send school supplies in their backpacks in smaller chunks.
- Wednesday: First day bring folders, pencils, crayons, scissors etc, supply box/bag and anything else that will fit in the backpack
- Thursday/Friday: Please send as many supplies as will fit in the backpack on these two days.

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# Maggie B. Selman Elementary

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### TUESDAY FOLDERS

- Every Tuesday we will be sending home papers, flyers, PTA notices, graded work and all kinds of other important stuff in the “Tuesday Folder”. Please be sure to go through your folder with your Tiger on Tuesday and don’t forget to send it back the next day.

### VISITORS ON CAMPUS

- To keep our students and staff safe we will be limiting access to our buildings during the school day. Campus will utilize virtual meeting and electronic communication options to limit campus visitors until further notice.
- Visitors, not essential to school operations, will not be given access to the campus including on the first day of school and/or during scheduled meal times. This will include, but not limited to:
  - No lunch drop offs, birthday treats etc...
  - Parents/Guardians will not be allowed on campus to eat lunch with their students or for classroom visits
  - No volunteers on campus
  - PTA need to meet virtual or off campus
  - Forever Tigers are on hold for now
  - SISD staff only at the building
- All individuals entering the building will be required to wear face coverings.
- Individuals who will need to proceed beyond the reception area will follow specific guidelines for visitors including being subject to screening and will need to sanitize their hands.
- Parents/volunteers required to conduct campus visits by phone, virtual or by pre-scheduled appointment.
- Approved visitors with an appointment will have to be screened and their temperatures checked before gaining access to the campus.
- Anyone on campus must have principal approval.

### WALKING STUDENT TO CLASS ON FIRST 3 DAYS

- Beginning this year, students in grades 1st-5th will be going to class on their own the first day of school. **We will NOT be allowing parents, guardians, etc...in the building to walk them down on the first three days.**
- Our **KINDER/PRE-K STUDENTS** parents will be allowed to walk their students down on the first day of school only. We will have delayed arrival times for them.
  - **Kinder: 8:45 am**
  - **PK: 9:15 am**
  - Please be aware that only parents will be allowed in to walk the students down. Parents and students should enter through the south side doors and can go down the hallway. Students will be dropped off at the door of the teachers class and parents must exit through the end door to the playground area immediately.
  - Masks will be required and this is a drop and go. We cannot allow conferences, lingering etc...to occur.

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# **Maggie B. Selman Elementary**

## **2020-2021 Information**

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### **WHAT DO I NEED TO CHECK MY CHILD OUT FOR AN APPOINTMENT?**

- Valid ID: A valid ID is required when entering the building or checking out a student. No exceptions.

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