SCHOOL PROFILE

<table>
<thead>
<tr>
<th>School Name:</th>
<th>Grade Levels:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morgan Maxwell K-8</td>
<td>PreK-8</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Number of Students:</th>
<th>Number of Classroom Teachers:</th>
</tr>
</thead>
<tbody>
<tr>
<td>452</td>
<td>26</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Additional Classified Staff (TAs, Paraprofessionals, monitors):</th>
<th>Total Number of classroom spaces at your site:</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>26</td>
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<tr>
<th>Additional Certified Staff: 4 (CSP, Counselor, Dean, MTSS)</th>
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RE-ENTRY PLAN SAFETY/OPERATIONAL LOGISTICS

Utilizing the guidance document as an outline, your team will create a re-entry plan that encompasses a student’s day on each school campus to uphold safety guidelines and mitigate virus spread for all students, parents, teachers and the community.

Arrival and Breakfast Procedures

1. Students will be dropped off no earlier than 7:50am and will report directly to classroom (middle school)
2. K-5 will be dropped off by 8:40am and report directly to classroom
3. K-5 Bus riders or siblings of middle school students will report directly to 21st Century Classrooms
4. Pre-School students will be dropped off at the gate behind the cafeteria (pre-school staff will meet student at the gate)
5. During the first quarter, certified staff that are not teacher of record as well as classified staff will be proctoring “Learning Spaces” for students on campus. We will divide students into 10 rooms based on grade level. If class sizes are extremely small, we can combine grade levels (will
stay under 15 total students). If class sizes are too large, we will seek extra support to cover classes. We may also look for teachers to voluntarily return to campus. If coverage is still not possible, we may call teachers in to work with students on site.

Rooms being used (5, 6, 7, 18, 19, 22, 31, 33, 36, 37, 38)

6. All staff and students will be required to wear face coverings throughout the school day when it is not possible to socially distance. Any student that refuses to wear a mask will be moved to online learning. Staff that do not follow the mask requirement will also face disciplinary actions based on TUSD Board policy.

7. All doors are to remain propped open during the school day (including restrooms)

8. Two locations designated for students to enter campus (parent pick up gate and bus gate)

9. Admin team will supervise gates to ensure students are wearing masks (1 per gate minimum)

10. No students will be allowed on field before school starts

11. All Water Fountains will be shut off. Students will have water dispensers in classrooms to fill up water bottles controlled by teacher

12. No parents or visitors have access to campus unless authorized by principal

13. Late students will be signed in by a parent using the QR Code posted outside of the office door.

   Once a student is signed in, he/she will be buzzed in. Student will grab a pass and will proceed to class

14. All students will eat breakfast in classrooms (trash will be placed outside doors and picked up by custodians

**Classroom Environment/Transitions**

1. Rooms are arranged to maximize physical distancing as much as possible (extra furniture will be removed including rugs)

2. Arrange tables and desks for students to be facing in the same direction.

3. No Communal storage

4. Students will be given assigned learning aides/textbooks, and laptops if needed. These items are to be taken home each day.

5. A list of items will be sent out and students will keep all items in back packs (5 masks kept in ziplock bags, hand sanitizer, pencil box, water bottles, etc.)

6. Electives and other services will be push-in when at all possible

7. First week of school will be committed to teaching safety procedures due to Covid 19
8. Transitions are minimized as much as possible. In the middle school level, teachers will rotate classrooms while students stay in the room. Students will be in cohorts as well
9. Hand washing/sanitizing to occur throughout the day (before/after eating, after bathroom or as needed)
10. Restrooms will be checked hourly to ensure they are stocked accordingly by custodians, monitors and admin
11. When walking in line, spread out to ensure safe distance between students
12. Lines with circles will be painted outside each classroom to ensure distancing
13. The health office will be open starting on August 17th

**Recess/Healthy Play Requirements**
1. Schedule separate times for class cohorts for outdoor recess times
2. Keep students in designated zones on the field
3. No use of playground structures (gates surrounding structures will be closed and locked)
4. Any equipment used during recess will be sanitized after each use by teacher
5. Contact sports of any kind will not be permitted
6. Students will walk to and from the field following same guidelines previously stated
7. Short mask breaks will be supervised by the teacher during play

**Lunch Procedures**
1. Teachers will be given full 30-minute lunch during this time. A schedule will be created to allow for proctors to take a lunch break
2. Lunch will take place in the cafeteria with two grade levels at a time
3. There will be hand sanitizing stations set up in the cafeteria
4. Tables will be set up with appropriate spacing and cohorts will be assigned zones
5. Students will enter cafeteria and go directly to assigned zone. Lunch will be brought to each table for distribution
6. Any overflow of students will sit on benches outside of cafeteria supervised by an adult
7. Trash cans will be brought to each student for trash disposal
8. Students will put mask back on after eating lunch
9. All tables will be cleaned before the next scheduled lunch
10. Transition to outside recess by class/monitor or staff will escort students to the field (students will play in designated zones on the field)
11. Staff shall eat lunch in their offices or classrooms. Break rooms should only be used for food storage or heating up food

**Dismissal Process**

1. Students will remain in classrooms at the end of the day. The Car Rider Duty Carpool Log will be used for dismissal. (Students will remain in classroom, when the parent shows up, they will have a tag number. When entered the students name will appear on promethean board which tells the student to head to parent pick-up)
2. Exit locations are the same as arrival locations
3. Busses arrive in time for dismissal
4. No parents, visitors, or volunteers to enter building or congregate outside of gate. Special accommodations may be made for ExEd students if stated in his/her I.E.P.
5. Admin team and monitors will supervise dismissal.

**Parent Communication**

All information will be shared multiple times using a variety of platforms prior to the first day of school:

1. Newsletters
2. Parent Link
3. Facebook
4. Website
5. Parent meetings
6. Teacher Office 365 Teams
7. Meet the Teacher Night