

First Days of School Schedule

4th Grade Peotone Intermediate Center Orientation

In order to maintain the mandate of 50 persons in one space, we ask that one adult accompany each student for the Orientation. Thank you

Date: Tuesday, August 25, 2020 for students in Homerooms:

McAllister – Group 1 -- A to McM 6pm to 6:20pm & **Group 2** -- N to Z 6:40pm to 7pm

Yager – Group 1 -- A to N 6pm to 6:20pm & **Group 2** -- M to Z 6:40pm to 7pm

DATE: Thursday, August 27, 2020 for students in Homerooms:

Flanagan – Group 1 -- A to McC 6pm to 6:20pm & **Group 2** -- McG to Z 6:40pm to 7pm

Ostby – Group 1 -- A to G 6pm to 6:20pm & **Group 2** -- H to Z 6:40pm to 7pm

4th & 5th Grade Peotone Intermediate Center Remote Learning Drive-Thru Materials Pick-up

You are invited to attend PIC's Drive-Thru Material Pick-up

DATE & TIME: Wednesday, August 26, 2020 from 5:30pm – 7:00pm

Hosted by: **Ms. Clayton & Mr. Peppmuller**

- Pick-up necessary Remote Learning Materials.
- Enter the driveway from Manhattan-Monee Road (east entrance on the south side).
- If the driveway is filled, please enter the Green Garden Country Club parking lot until it is clear to enter PIC's driveway.
- Schedule an appointment for an alternate date with Ms. Clayton and/or Mr. Peppmuller if you are unable to attend on August 26.

First Day of School: Wednesday, September 2, 2020

School doors open at 7:30am

School day begins at 7:45am

School Dismissal at 11:30am

Student supervision begins at 7:30am

Important Information to Start the Year

Student Drop Off & Bus Riders

- Students not riding the bus and driven to school, shall be dropped off at Door 5 on the west side of the building. As you arrive in the parking lot, there will be a staff member present at Door 5 to greet your child.
- If you miss the designated 15 minute drop-off time after 7:45am, please park your car in the parking lot and escort your child to office and sign him/her in for the day.
- Students riding the bus get dropped off at the main entrance of our school. For the morning drop-off, the students are greeted by PIC staff.
- **Face masks must be worn before entering the building.**
- A staff member will be located at each door and will take the temperature of each student before entering the building.
 - If a temperature of 100.4 degrees or higher, the student will need to go home.
 - Administration, school nurse, and other school personnel will be available to assist.
- Upon arrival between 7:30am – 7:45am, students will go to their homeroom classrooms. Students will remain in their homeroom classrooms until the 7:55am bell rings for the first hour class.

Office Hours

A voice mail system is in place should you need to contact the school at other times.

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| School Office Hours | 7:15 a.m. - 3:15 p.m. |
| Summer Office Hours | 7:30 a.m. - 3:00 p.m. |
| School Day | 7:45 a.m. – 11:30 a.m. |
| Morning Drop-Off | 7:30 – 7:45a.m. |
| After-School Pickup | 11:35 am |

School Day & Class time

- Every class will meet each day.
- Science, Social Studies, Physical Education, Art, & Music will meet for 30 minutes each day.
- Math & ELA will meet for 60 minutes each day.
- Passing periods will be 3 minutes and will be teacher directed.
- Each classroom will have hand sanitizer for students to use upon entering and exiting the classroom
- Teachers will be instructing the class for the majority of the class time. Therefore, students will have more homework to complete at home outside of the school day.
- The recommendation is for a 5 hour school day. We are in person for 3 hours and 45 minutes. Students will have minimally 1 hour and 15 minutes of homework to complete the 5 hours.
- Teachers will be available for office hours with students/parents between 1:30pm and 2:40pm each day.

School Lunch

- School Lunch will be provided.
- Students may purchase a box lunch from the school cafeteria.
- Students will order a lunch at the start of the day.
- Students will pick up their lunch upon exiting the building at the end of each day.

Lunch and Milk Payment – Refer to Cafeteria Newsletter included with this packet

- You will be able to pay for your child's lunch and milk online or by sending money in to school to be turned in to the school office.
- No money will be accepted in the lunch line for milk.
- If you would like to pay with cash or a check, please put your cash or check in an envelope and clearly write your child's name and teacher on the envelope. Your child's teacher will make sure it is turned in to the office.
- You can check your child's lunch account balance at any time by logging into your child's account in PowerSchool.
- Lunches are ordered on a daily basis when the student enters the classroom. Each teacher has classroom procedures for managing this task. Each student will have an "I.D." that they will take with them through the lunch pick-up line to purchase their lunch. The I.D. stays at school.

Safety & Cleaning

- **Staff and students must wear face masks at all times while at school.**
- Floor signs and wall signs will be posted throughout the building as reminders for social distancing.
- Hallway lockers and cubbies will be used for backpacks, coats and will be used sparingly under teacher supervision.
- Water fountains have been fitted with touchless water bottle filling stations. Water fountain portion will be shut off.
- Custodians will be continuously cleaning and sanitizing high touch areas of the building. For example; bathrooms, doorknobs, water fountains, etc.
- During teacher plan periods, custodians will sanitize classrooms during the school day.

Student Departure

- The school day ends at 11:30am.
- All bus riders are released first.
- When the buses depart the driveway, car riders will enter the driveway.
- We are fortunate to have the Green Garden Country Club parking lot for car riders to park and wait as our buses load and exit our driveway.
- Cars picking up students form a line facing east along the row of trees on the north side of the parking lot insuring that we do not block driveways or take up parking spaces.
- Cars will not be allowed in the school driveway until all buses have completely pulled out of the driveway. Once vehicles enter our school's main driveway, parents will pull up in two rows near our main entrance and the staff supervising this area will release the children to the waiting vehicles.
- When entering our driveway from the street or the Green Garden Country Club parking lot, please be sure not to block Manhattan-Monee Road. We must be cognizant of daily traffic, as well as our buses traveling east on Manhattan-Monee Road. When entering our driveway, please form two lines, be patient and do not get out of your car.
- Please do your best to plan ahead for your child's dismissal. We ask that you contact the office by 10:30am insuring us adequate time to communicate any transportation changes made.

Extra-Curricular Activities (Sports/Clubs – PENDING FURTHER INFORMATION

- If we are able to provide these activities, practices/meetings will be held after the school day at approximately 2:40pm.
- Students have to go home at the end of the school day.
- Families will need to bring students back for extra-curricular at the scheduled time.
- Families will need to pick up student at the end of each scheduled time.

Remote Learning Expectations

- Students who have chosen Remote Learning will have expectations each day just as In-person Learners.
- A Remote Learning Plan is included with this packet both voluntary and mandated Remote Learning.

Parent/Student

A parent/student handbook is available when you visit PIC's website, select the Parents' tab, PES & PIC 2020-2021 Parent/Student Handbook. Please refer to it for Peotone Intermediate Center, as well as district, policies and procedures.

Birthday Party Invitations

If a student wishes to distribute personal invitations for parties at school, he/she may do so only if all or like gender students are included. If only select students are invited, the invitations may not be distributed at school. Student addresses cannot be given out by the school. School offices are not allowed to provide student phone numbers or addresses.

Parent/Teacher Conferences – October 29, 2020

You will be able to schedule a conference with a teacher via a link under the Parents tab on PIC's website beginning the week of September 21. When scheduling a conference with a teacher, please keep in mind that in 4th grade Ms. Yager & Mrs. Ostby teach ELA & Social Studies, while Mrs. Flanagan and Mr. McAllister teach Math & Science. In 5th grade, keep in mind that your child remains with his/her homeroom teacher for Math instruction. Mrs. Kreml & Mr. Snowden teach ELA, Mr. Phillips teaches Social Studies, and Ms. Wilda teaches Science. Mrs. Harmon teaches Music & Art and Mr. Wedic teacher Physical Education.

