November 20, 2020

Dear Parmalee Families,

As yesterday came to an end, I had such mixed feelings about not seeing our kids, families and staff in-person for the next three weeks. Our county has now moved to a Level Red on the COVID dial and I do agree that we all will be “safer at home” for a while, but it is tough knowing we won’t all be together again until 2021. While I know this was a difficult decision for our district leaders to make, I don’t believe that our schools have been a vector of the virus. Unfortunately, over the past month, we have seen the toll the virus has taken on our staff’s ability to provide the education that we so desperately want to provide for our kids. Our staff, students, and families who have had to quarantine have demonstrated a heroic effort in keeping learning as “normal” as possible. The impacts to the non-quarantined staff have been significant. I can’t thank our paras and non-classroom based staff enough for their flexibility and willingness to provide coverage while staff have been out. We have had to request support from our central administrative team to come to Parmalee to help cover classrooms as we didn’t have enough staff to bear the load. There are many “unseen” moving parts to running a school and every person on our staff plays a significant role in ensuring things run smoothly for our kids. With the increase in COVID cases, schools across the district are facing staff shortages which then put everyone at risk. So, while moving to 100% remote learning is difficult for everyone, I am thankful for the district’s decision so that our community can continue to stay healthy. Trust me when I say that we are all keeping our fingers crossed that we will be able to return in January. I know our district leaders will be closely monitoring the trends in our community and will notify our community as soon as possible regarding their decision to return to in-person learning or continue with remote learning in January.

We are Ready:

As you know, our staff has been preparing to transition to remote learning for a few weeks. Your children have been instructed by their teachers on how to access their Google Meets, expectations for turning in assignments, expectations for appropriate technology use during the school day, and appropriate behavior while they are remote learning. Remote Learning Expectations

In order for us to be successful, we need your help to ensure that your children are following these expectations so we can all be successful in this transition. I believe that if you can establish strong boundaries initially at home, students will quickly learn to meet those expectations.

All students will have synchronous instruction M-Th with time to complete work asynchronously. Fridays are intended to be asynchronous, but most teachers will be meeting with students either as a whole group, small group or one-on-one throughout the day. It is crucial that kids join their Google Meets on time for each class, including specials. Students are expected to participate and will be graded in all core content areas including art, music, PE and technology/library. Their attendance is vital in all content areas just as it would be if we were in-person learning. Again, if your child is not able to attend all or part of a day, parents must call the attendance line at 303-982-8020 to excuse the absence.
Teachers are working incredibly hard to ensure our children can thrive in a remote learning environment, we need them engaged in their learning all day. Your partnership is key during this time.

**Remote Learning Tips**

**Materials Drop Off/Pick Up**
Staff have done their best to send learning materials home for the next three weeks with their students this week, however, you may also get a request from your child’s homeroom or math teacher that instructional materials need to be picked up by a certain time. All materials will be clearly marked with your child’s name and placed in the outside bin of the teacher’s classroom. If you need to drop off assignments or pick up materials, please go to the appropriate teacher’s bin. They are the black and yellow bins located outside each classroom door.

**Technology Support:**
Our amazing Digital Teacher Librarian, Anne Stylianou, will have limited time during the school day to help support technology needs that may arise during the day. She will not be available during the afternoons, as she will be teaching her library/technology classes, as she normally does. Please refer to this document if your child is having any issues.

**Parmalee 20-21 Tech Support**

Students must adhere to the Jeffco Technology Guidelines. Please refer to the District’s Code of Conduct expectations for technology use.  

**Remote Meal Service**
As you know Jeffco Public Schools will move to remote meals for all students beginning November 30, 2020. We have identified which schools will serve remote Grab and Go meals during this time (and longer if needed).  

**Sites and Times**
Designated sites have been identified according to need and geographic placement in the district.

1. Alameda Jr/Sr
2. Arvada HS
3. Bear Creek K8
4. Columbine HS
5. Creighton MS
6. Eiber Elem
7. Green Mountain HS  
8. Lumberg Elem  
9. Pomona HS  
10. Rose Stein Elem  
11. Stevens Elem  
12. Summit Ridge MS  
13. Wayne Carle MS  
14. Welchester Elem  
15. West Jefferson Elem

Meal Service and Menu Planning
- Meals are available Tuesday and Thursday 3:30 – 4:30pm
- 3-day and 4-day Meal Packs each day (Breakfast and Lunch)
- Meals available inside of building not curbside pickup
- Students do not need to be present to pick up meals
- All meals will be served cold (sandwiches, yogurt, etc.) or meant for heating at home. Heating and storage instructions will be included with meals.
- Parents may pick up meal packs for younger siblings
- One parent may pick up meal packs for additional students (for example who are remote learning together). Names of students will be recorded for documentation.
- All must wear a mask or face covering and follow social distancing when picking up meals.

Construction:
When you return, you will see construction fencing that will be placed along the back temp building that will extend to the black top. There will be a phase of construction where the fencing will also be extended from the construction site along the east sidewalk (by Fiore’s door and the art room door) to the front driveway. Right now, I am working with the appropriate district departments to establish evacuation routes and access routes to the playground for all classes. Once we have a better idea of when everyone will be returning, I will be emailing the community with this information and the changes to pick up and drop off. The construction will impede access to the school and playground. Stay tuned for more information. We recognize this will be an inconvenience for a short time, but know it will be worth the struggle once the project is completed!

Wishing you Well:
I would like to take this opportunity to wish you all a wonderful Thanksgiving. I know this holiday will look different for so many this year. We are grateful to all of you for your support and well wishes. Remember, our staff is ready to serve and we will do our very best to ensure our Parmalee kids receive the best from us each and every day. None of us have led, educated, parented or been a student during a pandemic. We truly are in this together and we will get through this together. If there is anything you need, please do not hesitate to reach out. Please stay safe, stay engaged, and stay strong.

We love and miss you all,

Ingrid