



Elmer Thienes – Mary Hall Elementary School

25 SCHOOL DRIVE, MARLBOROUGH, CONNECTICUT 06447

TELEPHONE (860) 295-6220 - FAX (860) 295-6223

www.marlborough.k12.ct.us

Dan White Kimberly Kelley
Principal Assistant Principal

March 12, 2020

Happy Thursday – what beautiful weather to start March. Watching the children happily playing outside on a sunny 70 degree day in early March was a present.

A HUGE thank you to the PTO for their funding of the High Touch High Tech presentation to the 5th grade this week. The 5th graders spent their session with Scientist Chris exploring forces and completing experiments that built their knowledge base and scientific vocabulary.

Coronavirus Update

As noted by the cancellation of our 3rd grade field trip to the Old State House & State Capitol yesterday, impacts related to the Coronavirus are continuing to evolve. As we continually review information sent to us from the Center for Disease Control (CDC), Connecticut Department of Health, Chatham Health, State of Connecticut and the Connecticut State Department of Education, our strategies of dealing with this virus are changing based on best practice shared in the updates.

With Governor Lamont declaring a State of Emergency Tuesday and discussion on possible impacts to schools, we have been strategizing and analyzing best practices to implement. Below, please read the steps that have been taken to this point in time:

1. **Marlborough Elementary School Website:**
 - a. If you are visiting our website on your phone, our Coronavirus memo pops up on your screen as an alert. At the bottom of the message should be a clickable '**Ok, got it**' box that will shrink down the letter. If you are having trouble seeing the '**Ok, got it**' box, you can either: rotate your phone 90 degrees and then back or press and hold the red circle with explanation point with your thumb for a few seconds and then use your other hand to scroll down to see the '**Ok, got it**' box.
 - b. We have ensured easy communications to MES staff by making their email links clickable.
 - c. Information on Coronavirus is on our front page. We will use this to share information from outside experts with families.
 - d. The *Students* section of the website: We have prioritized the links for quick access to the programs that we use most frequently in school.
2. **Technology Survey:** We would like to determine how many families would need to borrow a technology device (Chromebook grades 2–6 and iPads in PreK–1). The devices would be borrowed during the duration of the time out of school and would be returned the day school resumes session. Families would be responsible for devices borrowed, ensuring appropriate usage and **NOT** downloading any additional software/apps on the devices. Devices will need to be attached to your home networks. If you would need to borrow a device, in the event school is closed, please complete and return the form.
3. **Staff meeting on Tuesday 3/10/2020:** Our staff discussed the current information available and strategies for building healthy habits, such as washing hands and using hand sanitizer. Classrooms and the cafeteria will have hand sanitizer available for usage by students and staff.

4. **Cleaning:** Custodial staff and administration have met to discuss cleaning protocol in the building. They are focusing on surfaces such as desks and tables, doorknobs, bubblers, handrails in the stairwells, and cafeteria tables.
5. **Hand sanitizer & hand washing:** Classrooms and the cafeteria will have hand sanitizer for the children and staff to use when they enter the classroom in the morning and prior to any eating (breakfast, snack and lunch). Everyone is being reminded about the importance of handwashing. As we know you are doing at home, we are reminding students of best practices when washing hands, as well as how to cover your coughs and sneezes.
6. **Student Questions:** Some of the children are asking questions about the Coronavirus, as the news coverage is very intense. We discussed as a staff what to share with the children – reassuring them and steering the conversation to healthy habits such as handwashing. We also discussed using some resources such as Brain Pop and Mystery Science lessons on healthy habits.
7. **Social Distancing:** Guidance has come from the Center for Disease Control (CDC), Public Health Officials, and our Governor about postponing or canceling activities to limit exposure. Based on their guidance, the following events have been impacted – either postponed or cancelled:
 - a. All afterschool activities will cease at 4:30 pm
 - b. All weekend activities at MES have been temporarily postponed
 - c. 3/20 - Grade 1 Field Trip to Noah Webster House
 - d. 3/20 - Park & Rec sponsored Grade 6 Dance
 - e. 3/20 - Internet Safety & Social Media Presentation
 - f. 3/27 – Kindergarten Special Person Breakfast
 - g. 3/27 - Grade 4, 5 & 6 Field Trip to RHAM High School Spring Concert
 - h. 3/31- Grade 3 Book Club (Harbec/Quigley)
 - i. 3/27 & 3/28 - FPS State Conference
 - j. 4/3 - PTO Movie Night
 - k. 4/7 - Choral & Recorder Concert (both 1:30 & 7:00 performances)
 - l. 4/8 - Multi-Cultural Day assemblies
 - m. Variety Show has been cancelled for this year
 - n. Honors Choir
8. **Reminder on Illness:** As outlined in our Student Handbook, please keep your child home from school if they are sick. Children with fevers (temperature 100 degrees Fahrenheit or greater), vomiting or diarrhea should be symptom free for 24 hours prior to returning to school.
9. **Early Release:** Friday, March 13th is now an Early Release Day for our school (dismissal at 1:00 pm). Staff will be meeting in the afternoon to create a ‘continuity of learning plan’ in the event schools are closed. Below, please find information on borrowing technology should the schools be closed for an extended amount of time.

We will update you as new information on best practices are shared. Integrating current best practices while maintaining a fun, engaging learning environment is our priority. We love your children and want to ensure that their time with us at school is full of learning adventures and time with friends.

Dan & Kim

In the event that there are school closures and you would need to borrow either a Chromebook (grades 2–6) or an iPad (grades PreK–1), please complete the form below:

Marlborough Public Schools

March 12, 2020

My child (*first and last name*) _____ would need to borrow a technology device (iPad grades PreK–1 and Chromebook grades 2–6) from Marlborough Public Schools.

I understand that my child must comply with the Marlborough Public Schools Technology Acceptable Use Policy when using devices at home. Responsibility for any damage or neglect that may result from use of borrowed technology device (Chromebook or iPad) may result in monetary charges.

The technology device (Chromebook or iPad) with power cord, must be returned to school on the first day school is back in session.

_____ *My child would need to borrow a technology device (Chromebook or iPad) in the event school is closed.*

Teacher's Name & Grade: _____

Parent/Guardian Name (printed): _____

Parent Signature: _____

Date: _____

For School Use Only:

Date device distributed to family: _____

Serial Number of Device: _____

Asset Tag of device: _____ *Classroom teacher:* _____

Returned device (date): _____ *Returned charging cable (date):* _____

Signature of MES employee accepting device back: _____