

## MVMS Materials Distribution Procedures

*August 26 - August 28*

### **Overview**

As students will need to gather classroom materials for distance learning, and in order to do this safely (physically distance, minimizing people on campus, etc.), we have created “Classroom Materials Distribution” days on Wednesday, Thursday, and Friday of next week. Each grade level will be assigned a specific day (see dates below). For the grade levels not on campus, they will have two Panter Time sessions to attend, in addition to completing any asynchronous activities assigned by classrooms teachers.

<b>7th Grade</b>	<b><i>Thursday, August 27, report to 7th grade area and follow instructions by staff</i></b>
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On the assigned day (by grade level, see above), students have been issued a time slot. Each grade level is organized by alphabetical order, and last names have been assigned a 30 minute window to come to campus and gather the necessary materials. This is to minimize the amount of students/parents on campus at once. Please review the procedures below, in addition to making note of your child’s time slot, and report to campus during the assigned time. All students (and parents) are to access teachers’ exterior classroom doors. We will have staff on hand to assist students and parents.

### **Classroom Distribution Materials Schedule (students will complete on Monday/Tuesday.**

<b><i>General Procedures</i></b>	<b><i>Safety Measures and Precautions</i></b>
<ul style="list-style-type: none"><li>● Complete “Class Materials” schedule in Google Drive prior to reporting to campus (example below)</li><li>● Park along Sycamore, drop-off line, staff “island” parking lot, or staff parking lot</li><li>● Students (parents may walk with kids) proceed to the classrooms to pick-up materials (exterior door)</li><li>● Bring an empty backpack to carry materials</li></ul>	<ul style="list-style-type: none"><li>● Conduct a health self-assessment prior to coming to school (any symptoms related to COVID)</li><li>● Wash and sanitize hands prior to coming to school</li><li>● Wear a mask at all times (students and parents)</li><li>● Maintain a physical distance of six feet at all times</li><li>● Adhere to all signage and markings</li></ul>

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### 7th Grade Collection and Distribution - Thursday, August 27th

<i>Time Slot</i>	<i>Last Names</i>	<i>7th Grade Specific Procedures</i>
9:30	A-B	<ul style="list-style-type: none"> <li>● Complete “Classroom Materials Distribution” schedule when in classes on Monday and Tuesday</li> <li>● Bring copy of “Classroom Materials Distribution” to school</li> <li>● Report to school during your assigned time slot (by last name)</li> <li>● Park along Sycamore, drop-off/pick-up line, staff lot, or island</li> <li>● Wear a face covering at all times</li> <li>● Adhere to all physical distancing and staff instructions</li> <li>● Proceed (parents may accompany kids) to grade level area Access the exterior classroom door for materials (some teachers may be set up near their classroom outside, be sure to make a note)</li> <li>● Proceed to back of library for school picture</li> <li>● Leave campus promptly when finished</li> </ul>
10:00	C-F	
10:30	G-K	
11:00	L-O	
11:30	P-Sh	
12:00	Si-Z	

### Classroom Distribution Materials Schedule (students will complete on Mon/Tues with teachers, bring copy on Thursday)

<i>Class</i>	<i>Teacher</i>	<i>Location</i>	<i>Materials to be Distributed</i>
English		Room	
Social Studies		Room	
PE		Room	
Art/Music		Room	
Science		Room	
Elective (Spanish)		Room	
Math		Room	

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