
Port Edwards Public Schools

801 Second Street
Port Edwards, WI 54469
Phone: 715-887-9000
www.pesd.k12.wi.us

August 10th, 2020

Dear Middle/High School Parent/Guardians,

We are ready to open the doors on September 1st. We have been very busy planning through the summer and our plan was approved by the school board on August 5th. You should have already received an IC letter from Mr. Cronan about district procedures and learning options. The information is also available and updated on the school website. This letter is to inform you on how the Middle/High School will open and function, which is a little different than usual because of all the safety precautions being put in place.

School will start at 8:00 a.m. Multiple doors will open at 7:45 a.m. and students will be reporting to their first-hour class. Breakfast will still be offered and eaten in the classroom. To avoid congestion the cafeteria will be open for bus students only. The library will open at 7:45 for first-hour students that are scheduled there only. The library will not be open before school.

Middle school students will be cohorted as 5-1,5-2, 6-1, 6-2, 7-1, 7-2, 8-1, 8-2. For core classes, they will have a designated classroom in which they will receive most of their instruction. High School students will be cohorted as much as possible in general classes. (An example of this would be freshman English.) Passing times will be staggered for MS/HS in the halls. Traveling outside between classes will be a possibility when weather permits. Students will be assigned lockers within their cohort group and visits will be kept to a minimum. There will be 4 lunches this year and additional time will be allotted for students to have a break and for handwashing.

The plan is to open school 5 days a week with students physically in the building. Our instruction will be blocked on an every other day schedule. Students will have 4 classes approximately 90 minutes long a day. For example, day one a student will have periods 1,2,7,8. On day two, they will have periods 3,4,5,6. This will minimize the number of people and room contacts. It will also help our custodial staff who will be busy disinfecting the classrooms, bathrooms, and lunchroom.

Our grading scale will remain A-F. Upon returning to school, teachers will be assessing where their students are at from spring. We all realize there might be some gaps in their learning from spring. Teachers will plan to address standards or lessons that need to be revisited. While we encourage open communication between parents and teachers, please attempt to make every effort to do this by email, phone, or a pre-scheduled virtual conference. This will help us minimize the number of people in the building.

If you are planning to enroll your child(ren) in school virtually please reference Mr. Cronan's initial letter which contained a link to the form. (Enrollment due by August 17th) We will make arrangements for your student(s) to obtain their materials so they are ready to sign in to their computer and start school day one at 8:00 am. After we receive your request you will be provided additional instructions.

School will be dismissed in a staggered fashion. All parental pick up will remain on 2nd street. We ask that unless a student has an after school appointment with a teacher, they leave the building at the end of the day. As we fine-tune the specifics about bell times and exit doors, we will provide more details.

As we continue to finalize the opening of the school year everyone is having to learn how to accept change: students, parents, teachers, aides, coaches, custodians, food service, secretaries, and even bus drivers! Sometimes this will be difficult and trying; I hope everyone will be flexible and patient. We are providing you with information to help you so you can start planning. Opening the school year for the 2020-2021 school year will certainly bring us challenges but refilling this building with kids will be exciting!

Sincerely,
Donna Shroda

Improving America's future ... one student at a time.

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