



Capitol Hill Elementary
"A great place to grow!"
8401 SW 17th Avenue
Portland, Oregon 97219
(503) 916-6303

Welcome back!

We are so excited to welcome you and your child back to Capitol Hill this year as we resume full-time instruction, five days per week. As we prepare to return to school, I have quite a few things to share with you.

Please Welcome

We have been very lucky this year to welcome some new teachers and staff into our community. Please help me welcome the following staff to Capitol Hill!

Julie Jensen - Art
David Erickson - Music
Meghan Connelly - 1st Grade
Brittany Dorris- 5th Grade
ESL Teacher - TBD
Jeremy Schlott - Social Worker



Warm Wishes and Goodbyes

While we are really excited about the new additions to our school staff, we also ask that you join us in saying goodbye to some incredible members of Capitol Hill. We wish the brightest future to each of our teachers who have moved on!! Their impact in our school will never be forgotten.

Nancy Helmsworth - Art
Mary Lockett - Kindergarten
Meghan Kramer - Kindergarten
Andrea Pepitone - 2nd Grade
Jocelyn Gary - 5th Grade
Maia Kirkelie - ESL Teacher
Avy Harris - Social Worker

Kindergarten/First Grade Popsicle Party

If you have a child who will be in Kindergarten or First grade this year, please join us in our school playground on Thursday, August 19, 6:00-7:00pm for a Popsicle Party! This event is specifically designed to help our families and children connect and begin developing the lifelong friendships that often begin in the earliest grades. We hope you can join us.



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School Start Up Schedule

This year, the start of the school year will be a little different than it has been in the past. In order to have a gentle start for our youngest students, we will be hosting "Ramp Up" days for our Kindergarten and First Grade students and families. The goal of having ramp up days is to give teachers, students, and families time to get to know each other and become comfortable with the school day. Our second through fifth grade students will start school on September 1. Kindergarten and first grade student schedules are described in more detail below.

Wednesday, Sept. 1	Thursday, Sept. 2	Friday, Sept. 3	Tuesday, Sept. 7	Wednesday, Sept. 8
Kindergarten 1:1 Family Conversations	Kindergarten 1:1 Family Conversations	Kindergarten ½ Class Full-Day "Warm-Up"	Kindergarten ½ Class Full-Day "Warm-Up"	Kindergarten <i>First Full Day of Kindergarten for all</i>
First ½ Class Full-Day "Warm-Up" -	First ½ Class Full-Day "Warm-Up"	First <i>First Full Day of 1st Grade for all</i>		
Second-Fifth <i>First Day of School</i>				

Kindergarten

September 1-2: Your child's teacher will send you a link to sign up for an individual conversation with them. In this conversation, teachers are hoping to learn about your child. Students will not be coming to school during these days.

September 3 and 7: Your child will be invited to attend one of these days for a full day of learning. Only half of the class will be attending each of these two days. The purpose of these days is to allow children to learn school routines, and start developing the close relationships they are bound to create in Kindergarten. We will let you know which day they will be invited to attend soon.

September 8: This will be the first full day of Kindergarten. All Kindergarten students will come to school on this day.

First Graders

September 1 and 2: Your child will be invited to attend one of these days for a full day of learning. Only half of the class will be attending each of these two days. The purpose of these days is to allow children to learn school routines, and start developing the close relationships they are bound to create in first grade. We will let you know which day they will be invited to attend soon.

September 3: This will be the first full day of first grade. All first grade students will come to school on this day.

Second - Fifth Graders

September 1: All second through fifth graders will have a full first day of school!!



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Remind App

Our school district uses Remind as the main method of communication between families, teachers and the school. If you have not signed up for Remind, please go to www.remind.com or download the Remind app using a smart device. When you sign up, please use the school code: 8ege6da

OLA

This year, Portland Public Schools has an online school called Online Learning Academy (OLA). OLA is not operated by individual schools, but is a new online school for the district. If your child is unable to attend school in-person due to a medical condition, please consider applying to OLA. Seats are limited, so [apply](#) as soon as possible.

Back to School Night

Our Back-to-School Night is tentatively scheduled for the evening of September 21. Details will be coming as soon as we have final guidance from the district about safety protocols for public events.

Lunch

This year, we will be limiting the number of students in the cafeteria in order to ensure 6' of distance for students while they are having lunch since they are likely to be unmasked. For this reason, lunches will start and end earlier than in a normal year. For that reason, it is really important for your child to bring a snack with them to school. If you need a snack provided, please reach out to me and I will make arrangements.

Visitors and Volunteers

Creating a warm, safe, and welcoming community for all of our students, families, and community members, is a top priority at Capitol Hill. With the increase in COVID cases due to the Delta Variant, our main focus now is to ensure an environment that is as safe as possible for our students, the majority of whom are unable to be vaccinated at this time. In an effort to protect our children from potentially increased exposure to COVID, visitors and volunteers will not be allowed *in the school building* until further notice. Although the district is allowing limited volunteers, these volunteers must be "essential" and cannot interact with students. Since we do not have volunteer opportunities inside of the school building that would not require student interaction, we are not able to offer building access to our volunteers.

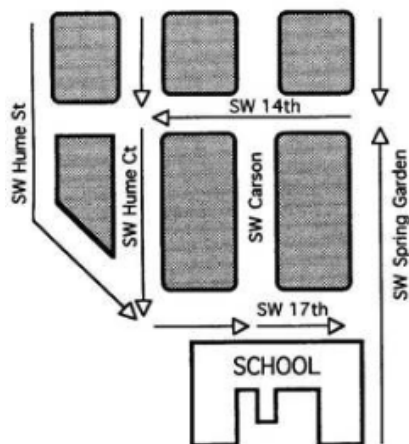
Student Arrival and Dismissal

Our school day is from 8:00-2:15 Monday through Friday. The doors to our school open promptly at 7:53. Please plan to arrive between 7:53 and 8:00 each day. Students should not be dropped off to wait in front of the school unless a parent is with them because we do not have supervision for children until 7:53.



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- **After School Plans:** Every child MUST have an after school plan. Please print and return the after school form on the first day your child attends school. ([Kindergarten After School Plan](#), [1st-5th After School Plan](#)) This plan lets us know what your child is doing after school. Please make sure you send a paper copy of this plan with your child on the first day of school. If you need a paper copy, they are available outside of the main entrance of the school. Please do not send a photo of your child's plan or submit it electronically. We need you to send a paper copy as we cannot print electronic versions of the form.
- **Bus Tags:** Every student in grades K-3 is required to wear a bus tag when riding the bus. If your child is riding the bus, please read these [instructions](#) and send a completed [bus tag](#) with them on their first day of school. You can pick up a blank copy at the main entrance of our school if needed. Kindergarten bus tags must be yellow. Other bus tags are white. If you have a child who is not in Kindergarten and who needs to be met by an adult at the bus stop for pick up, please indicate this in your after school plan.
- **Student Arrival:** If you are dropping your child off, please follow the attached map so that our traffic flow remains steady and students can safely cross the street in front of the school. If you have been by



the school recently, you probably noticed the street construction that is taking place. While we have been assured that the area in front of the school will be finished before students are back, the construction on Carson will be ongoing and the street will be closed to regular traffic.

Parents are not allowed to enter the school building. Please be prepared to say goodbye to your child when you drop them off. Here is an [arrival map](#) to help you. In order to encourage social distancing, we will be using 4 entrances. Bus riders will enter the building through the doors in the playground area. Students who arrive at school by any means other than the bus (bike, walking, car, etc.) will enter through the front of the building.

All Kindergarten - 2nd grade students, enter the building using the front door on the corner of Spring Garden and SW 17th.

All 3rd - 5th grade students, enter the building using the main entrance in the front of the school.

- **Dismissal:** Since parents are not allowed to enter the school, we have arranged dismissal as follows. Please refer to this [dismissal map](#) as you determine where you will pick your child up.

Adults who are picking up a child MUST have identification with them and be on the child's after



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school plan. If you need to make a change to the after school, you must let the classroom teacher know as well as the front office staff.

Most of our Kindergarten through 2nd grade students who are picked up will wait in their classroom for an adult to arrive. Doors used for pick up will have a sign with the teacher's name on it. The adult will go to the exterior door of the classroom for pick up.

There is not an accessible door for Mrs. Standish and Mrs. Vo's classrooms, so parent's who pick up from these classes will do the following:

- Mrs. Standish: use the front door on the corner of Spring Garden and SW 17th Ave.
- Mrs. Vo: use the middle front door on SW 17th Ave.

Third graders who are picked up will be in the raised concrete area in the north parking lot.

Fourth graders who are picked up will be in the coned off area in the back of the north parking lot.

Fifth graders who are picked up will be between the kitchen and north parking lot at the front of the school.

- **Buses:** [Here](#) is information on bus routes. PPS Transportation will release bus information on August 24. Please call the school office after this date if you need further bus transportation support.

Free Lunch and Breakfast for All

This year, free breakfast and lunch will be provided to all students. If you think you qualify for free or reduced lunch, you should still apply because additional benefits are available (such as reduced fees for programs). Please complete the [online application](#) if you feel you might qualify.

Chromebooks

If your child was at Capitol Hill last year, they should bring their school-issued Chromebooks with them until new district devices are distributed to schools in October. If your child is new to Capitol Hill, we will provide a Chromebook if they need one until new district devices are distributed to schools in October. All 3rd through 5th graders will receive new devices. Each Kindergarten through 2nd grade classroom will receive a cart and Chromebooks.



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Health Screening

Before you bring your child to school or child care, please use this [checklist](#) to self-screen for any signs of illness or exposure to COVID. If your child is sick, do not send them to school. This [guide](#) will help you determine when it is safe to return your child to school.

Safety

- ***Face Masks:*** All students and staff are required to wear face masks while in the building. If there is a documented medical condition preventing a student from wearing a mask, the use of alternate personal protective equipment will be required.
- ***Water Bottles:*** Please send a water bottle with your child's name on it to school each day. While the water fountains are operating and are cleaned on a regular schedule, they cannot be cleaned after each use because the neutral cleaner that is used has to sit for a period of time to be effective. In order to reduce the risk of spreading illness, we encourage all students and staff to bring water with them to school.
- ***Snacks:*** Please be sure to send a snack with your child every day. Students need to have 6' of distance at lunch since they will be unmasked and eating. That means that our lunch times start earlier and end later during the day. Snacks are going to be very important this year.
- ***Crosswalk Help Needed:*** We need volunteers to help students at the crosswalks in front of the school and on the corner of Spring Garden and 17th during arrival and dismissal. If you are able to help, please contact [Heidi Reichelt](#) or [Mike Eskew](#).

Community Care Day

PTA will be hosting a Community Care Day on August 28, from 9:00-12:00. If you are interested in helping beautify our school grounds, please show up with gloves, water, and sunscreen. There is lots to do before students are back for their first day of learning this year.

Childcare

Champions, our child care provider, will be operating during hybrid instruction. Champions is not a Capitol Hill program but a partner organization. If you have questions about enrolling your child, safety standards, or anything else, please contact [Gretchen Page](#) or [Aiko Sato](#).

Join the PTA!

To join or learn more about our PTA, please visit <https://capitolhillpta.membershiptoolkit.com/>



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I know there are many questions as we work hard to start the school year. As I gain more guidance and information I will share the information with our families and staff. PPS Communications also continues to send new information regarding Health and Safety through their **Back to School 2021: New FAQs Available for Viewing**. They will be notifying families with new information, including answers to your most common questions about this year's health and safety measures at [PPS.net/BacktoSchool2021](https://www.pps.net/BacktoSchool2021) webpage.

We are all in this together! To make our community the best it can be for everyone we serve, we must think about how our choices impact ourselves as well as our greater community. Please join us in ensuring that our children remain as safe as possible at school this year by reviewing the COVID safety guidelines with your child. I hope this is a memorable and exciting school year for your child and family. As always, please contact us if you have any questions or need support.

In Partnership,
Aimee Alexander-Shea, Principal