

Hello Glencoe Families,

I hope this letter finds you well and not too anxious about the start of this most unusual school year. We have spent the last few days meeting as a staff in preparation for these next two weeks. All schools are starting the year off with a “soft start”. The purpose of the soft start is to support ALL students and families in preparation for digital learning. We want to ensure that all students and families have access to the tools needed, have a brief meeting with the teacher and have a chance to build some relationships in their new classrooms before full days of learning begin.

You can expect future emails/newsletters to come out every Friday with schoolwide information. I do not want to overburden your inbox but you may find a few additional school emails in these first few weeks to ensure everyone is ready to go. This specific email is to provide you with the most pressing information.

What is happening this week?

This coming week, we will begin meeting with students and classes on September 2nd.

- **Kindergarten:** If you are a family of a kindergartner, your child’s teacher will reach out to you to schedule a 30 minute introductory meeting before the class comes together as a community on September 8th.
- **1st - 5th Graders:** If you have a 1st - 5th grader, your students will “jump right in” on September 2nd for a 30 minute class meeting. In addition, teachers will be reaching out to families to schedule a 15 minute introductory meeting that will occur before 9/14. Below you will find more specific details about the upcoming school days.

Why are we having a soft start to the school year?

A soft-start is a slower start to an online school year. Most families are not “choosing” to enroll their child in an online program, but are put in that position due to the pandemic. Therefore, this is a new adventure and one that may have a steep learning curve for all involved. A soft start provides educators, parents, families and students with an opportunity to develop relationships, learn more about distance learning platforms/tools, and build a virtual classroom culture. It helps ensure ALL families, regardless of resources and support systems are able to connect and engage at the same time as a classroom/school community.

The soft start schedule will be from September 2-September 11. Your teacher will be reaching out to you to set up individual 1 on 1 family meetings during this time, if they haven't done so already. In addition to the meeting, students will have 30 minute class meetings and a simple lesson in Seesaw that will familiarize them with the tools and procedures needed. Kinder family meetings begin on September 2nd, but class meetings do not start until September 8th. Attendance is recorded for the class meetings, as it is considered the first day of school.

What should I expect starting the week of September 14th?

Beginning September 14, the regular academic schedule will begin and your **teacher will share the specific details with you.** All schools are required to follow their original bell schedule, meaning Glencoe's student day runs from 8:00am - 2:20. In general:

- ALL students will have time for breakfast (8-8:15), then log on daily at 8:15 for a morning meeting which is followed by a math or language arts lesson.
- There will be additional login times afterwards, and also additional opportunities for small group instruction and non-screen time learning. A more detailed schedule will be communicated to you by September 9th at the latest.
- All students will have 1 live and 1 recorded music class per week, as well as 1 live and 1 recorded PE class per week. There will also be 1 recorded library lesson within the week.
- Students with IEPs or additional academic supports will also be supported by the instructional specialist in that area and meet with them live throughout the week - times to be determined. These specific times will be based on your child's needs and communicated with you directly.

How does my child participate online?

During the soft-start schedule we will be using Google Meets. **In order for students to participate online** they need to use their username and password. Typically, a student's username is their first initial and last name and last four digits of their PPS id. If you do not know your student's username, please email Amanda Shwetter ashwetter@pps.net. The password for every student is 4 digits based on birth month and day (January 27th birthday = 0127).

How so they log in?

PPS issued Chromebook:

1. Connect to wifi

2. Click on “sign in with new account”
3. Use first initial and last name and last 4 digits of Student Identification Number
- a. Example: Lori Clark #123456 has username email of: lclark3456@student.pps.net
4. Password is their birthday month and day. (For example: January 1, 2014 password is “0101”)
5. If you cannot log in, please contact Amanda Shwetzter at ashwetzter@pps.net.

If this is new for you and your child, or you need a refresher from the spring - please watch the videos below before 9/2.

Getting onto your PPS Chromebook: [video](#)

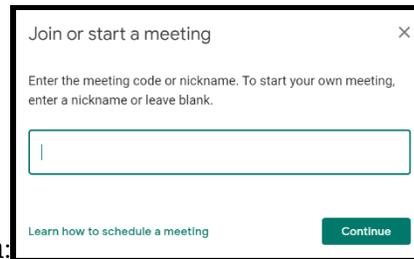
Getting into seesaw: [video](#)

Getting into google meets: [video](#)

Other devices:

1. Make sure you are logged into Google **with your student’s account**
2. Go to meet.google.com

3. Click



4. That takes you to this screen:

5. Type in the class meeting code that goes with your class (see the chart below) and click on Continue

How do they join their class meeting?

Students will use a class code to join their specific classroom. These class codes are for students in the classroom only. Students should not enter another classroom for any reason, unless invited by the teacher. All class meeting codes will be the same for the entirety of the Soft-Start schedule. Teachers may change their class codes for meetings/lessons beginning September 14th and will communicate that with you directly.

- **Grades 1-5** will meet with their class from 9:00-9:30 September 2-4 & September 8-11
- **Kindergarten** will meet with their class from 9:00-9:30 on September 8-11

Grade level	Teacher name	Dates of meetings during soft start	Time of meeting	Class Meeting Code for the class meetings	Intro to Music (not live) Week of 9/8	Intro to PE Activity (not live) Week of 9/8
K	Anna De Ville	Sept. 8-11	9:00 - 9:30	Deville109	TBD	TBD
K	Marlena Maestas	Sept. 8-11	9:00 - 9:30	Maestas111	TBD	TBD
K	Tina Lageson	Sept. 8-11	9:00 - 9:30	Lageson110	TBD	TBD
1st	Aaron Roddis	Sept 2-4 & 8-11	9:00 - 9:30	Roddis106	TBD	TBD
1st	Cameron Oster	Sept 2-4 & 8-11	9:00 - 9:30	Oster107	TBD	TBD
1st	Stephanie Schiada	Sept 2-4 & 8-11	9:00 - 9:30	Schiada108	TBD	TBD
2nd	Karlyn Doht-Barron	Sept 2-4 & 8-11	9:00 - 9:30	DB	TBD	TBD
2nd	Rachel Hanes	Sept 2-4 & 8-11	9:00 - 9:30	HanesClass	TBD	TBD
2nd	Jane Williams	Sept 2-4 & 8-11	9:00 - 9:30	team216	TBD	TBD
3rd	Ann Button	Sept 2-4 & 8-11	9:00 - 9:30	Button211	TBD	TBD
3rd	Ellen Clarke	Sept 2-4 & 8-11	9:00 - 9:30	Clarke214	TBD	TBD
3rd	Wendy Connolly	Sept 2-4 & 8-11	9:00 - 9:30	WConnolly201	TBD	TBD
4th	Michelle Bernt	Sept 2-4 & 8-11	9:00 - 9:30	Bernt212	TBD	TBD

4th	Randy Webster	Sept 2-4 & 8-11	9:00 - 9:30	Webster210	TBD	TBD
5th	Kelly Connolly	Sept 2-4 & 8-11	9:00 - 9:30	KConnolly203	TBD	TBD
5th	Naomi Fisher	Sept 2-4 & 8-11	9:00 - 9:30	Fisher206	TBD	TBD
5th	Paula Jeppesen	Sept 2-4 & 8-11	9:00 - 9:30	Jeppesen204	TBD	TBD

How do I report my child's absence for a day?

If your child is sick or is not able to participate in any of the online learning for the day, please call the office and leave a voicemail on the attendance line, 503-916-6207 option 2. Leave your name, your child's name and the reason for the absence. Or you can email ashwetzner@pps.net with the same information. Our secretaries will be checking school voice mail two times a day and fielding messages to the correct party.

We look forward to "seeing" you and your child real soon!

Best,

Lori Clark
Glencoe Principal