



Conrad Elvehjem Primary School

Grades EC, 4K-2

Principal: Greg Nelson

Associate Principal: Brooke Hauser

McFarland Spartans
www.mcfarland.k12.wi.us

Dear Conrad Elvehjem Primary School Families,

Welcome to the 2020-2021 school year! I hope you are enjoying your summer...whether it be relaxing, enjoying the warm sunshine outside, traveling, or simply spending time with loved ones. As we get closer to September, I look forward to greeting our returning Spartan Star students, reconnecting with the families and community members, and of course getting to know all the students and families new to our Conrad Elvehjem Primary School (CEPS) Early Childhood, 4K, and kindergarten through second grades.

I acknowledge that if you have a student returning in the fall, or your child is starting their education journey for the first time, that you will have lots of questions due to the current health situation. I want to reassure you that your child's safety always has been and will continue to be my top priority. The district's "5 Step Plan" for reopening schools has been developed with your child's well-being at the forefront. As we look to begin day one on September 1st in "Step 2 - McFarland Virtual Plan," I ask that you please read on for some details to keep in mind.

Health and Safety: Let's face it, school is going to look very different this year due to COVID-19, whether it be virtual, hybrid, or in-person teaching and learning. At this moment, school and district staff are developing procedures and protocols to keep our students and staff safe when school opens for "Step 3 - Hybrid," and to keep our school clean. In addition, at the beginning of the school year, we will be prioritizing the social and emotional well-being of our students during virtual instruction, and doing our part to make sure school feels as engaging and exciting for our young learners as possible.

First Day of School: The first day of school for the McFarland School District (including Early Childhood and 4K) is Tuesday, September 1st, 2020. 4K students will begin school in-person, and K-2 students will begin school with live virtual teaching with their teachers. All students are assigned to either an AM or PM cohort, which should already have been communicated to families, to attend instruction in both Steps 2 and 3. Specific times for synchronous (live) teaching will be shared soon, with a general guidance being that instruction will occur between the hours of 8-11:00 AM for the AM session and 12-3:00 PM for the PM session.

K-2 Teacher Assignments: Emails will be sent to families with your child's teacher name on August 24th. Please note that a lot of time and effort goes into the placement process and I cannot honor requests to change teacher assignments except in rare situations.

Student Picture Day: Due to health department restrictions on mass gatherings, and out of an abundance of caution, Empire Photography has postponed our picture day. It will no longer be held on August 26th as previously scheduled. It will likely be rescheduled for a date later in the fall once we are able to enter Step 3 hybrid instruction and have small groups of students get their pictures taken during the school day.

Meet the Teacher: Similar to picture day, we have made the decision to cancel this year's "Meet the Teacher" night, originally scheduled for August 27th. We are brainstorming ideas on how to provide

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virtual opportunities for your child to meet their teachers as we begin the school year in Step 2. More information to come.

Supply Kits: Supply lists are updated on the school website. We are not changing our supply lists that were created last spring, as many families have already bought supply kits from the PTO and our teaching teams are making plans to utilize the supplies already listed in a manner that reduces students sharing supplies once we begin Step 3 hybrid teaching. You may choose to order a PTO box, purchase supplies during “Back to school” shopping, or wait until we are able to return to in-person school during Step 3 hybrid. Similar to meet the teacher planning, there will be more information to come on how supplies will be brought to school once that time comes.

Visitor Information: Once we return to school, during Steps 1-4 of the district’s “5 Step Plan,” we will be temporarily suspending having visitors and volunteers enter our school as a measure to reduce the risk of exposing our students and staff to COVID-19. We thank you in advance for your understanding, and will be sure to let you know when we can begin welcoming guests again. If a family member needs to drop an item off at school, you will remain in the main vestibule where you will be greeted by one of our administrative assistants who will receive the item through our office’s transaction window

Our Mission Statement: *Working together to grow and empower responsible, kind, and curious thinkers, learners, dreamers, and doers.* This mission statement is the reason why our teachers and staff show up every day doing what they love to do. It is our “WHY!”

Our Vision Statement: *Valuing all students so they are empowered to embrace learning, unlock their potential, and strengthen their social, emotional, and physical well-being.* This vision statement is our eye on the prize; it is “WHO we want to BECOME” to best serve our students in partnership with you.

Our staff is committed to your child and cannot wait to partner with you to see how they learn and grow this year. Thank you for taking the time to read the information in this letter, along with the other registration documents (e.g., our Family Handbook, information about Nelson’s Bus Service, student meal accounts, etc.). Take care!

Sincerely,

Greg Nelson

Greg Nelson
Principal

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