

# TOLMAN ELEMENTARY

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*Principal: Vickie Jessen*

*Assistant Principal: Lori James*

Dear Parents:

With increasing numbers of students quarantining, we want to give you an overview of what you can expect with the three types of quarantines. The pages that follow this letter detail the plans and schedules that will be followed. Here are the three types of quarantines. You can click on them to jump right to that section.

1. [Individual Quarantine](#): A student is on quarantine because of possible COVID exposure.
2. [Whole Class Quarantine](#): A class has 3 or more active COVID cases, which requires the entire class to go on a two-week quarantine.
3. [Soft Closure or Whole School Quarantine](#): Either because of a state order to close schools or because the school has 15 or more active COVID cases, the whole school is closed and doing remote learning.

The end of this document also includes an explanation of the expectations for [Special Education](#) resource.

These guidelines are for health-department quarantines or shut-downs, not for self-imposed restrictions. If you are nervous about in-person school attendance, please fill out the [Emergency Enrollment Exception Request](#) to apply for online school through Davis Connect. Teachers do not have time to provide a separate curriculum for those who choose to stay home, although students can always access what is available on teachers' Canvas pages. A student who is absent for 10 consecutive days, not part of a health department quarantine, is dropped for our school.

If you have any questions about this information, please feel free to contact either of us about this information, please feel free to contact either of us.

Sincerely,

Vickie Jessen and Lori James  
Principal and Assistant Principal

## Individual Quarantine

*In the case of individual quarantine, here is the framework TOLMAN will use. Because teachers are teaching in person all day M-Th, they will not be providing daily, separate delivery for students on quarantine.*

Students on quarantine will participate in school through two formats:

**1) Face-to-face, real-time core subject instruction through Teams.** Teachers can record these sessions to be viewed later, but they won't be as dynamic as participating live.

**2) Independent learning in Canvas** (may include iReady Math, Imagine Math, other programs and teacher-directed assignments)

If there are learning components that involve books and/or paper/pencil tasks, families can pick up packets/materials (prepared by the teachers) on the cart outside the front doors of the school during school hours.

Fridays will continue to be independent learning days on Canvas with individual and small group sessions on Teams, as guided by teachers.

## Whole-Class Quarantine

*In the case of a whole-class quarantine, here is the framework TOLMAN will use. The morning time on Teams is required for students—it is where students will get the lessons and learning necessary to continue grade-level progression.*

Fridays will continue to be independent learning days on Canvas with individual and small group sessions on Teams/Zoom, and guided by teachers.

### Grades 1-6 Mon-Thurs

9:00-11:30	Classes on Teams or Zoom for live instruction from teacher (breaks will be given).
11:30-12:30	Lunch Break
12:30-1:00	Independent Learning in Canvas (may include iReady, Imagine Math, other programs and teacher-directed assignments)

### Kindergarten Mon-Thurs

AM 9:00-10:30	Classes on Teams for face-to-face instruction with teachers.
PM 12:30-2:00	Classes on Teams for face-to-face instruction with teachers.

## Soft Closure or Whole-School Quarantine

*In the case of a school-wide closure, here is the framework TOLMAN will use. The morning time on Teams is required for students—it is where students will get the lessons and learning necessary to continue grade-level progression. Independent Learning time in the afternoons are highly recommended to practice skills in core areas and gain new knowledge in other areas.*

Fridays will continue to be independent learning days on Canvas with individual and small group sessions on Teams, as guided by teachers.

### **Grades 1-6 Mon-Thurs**

9:00-11:30	Classes on Teams/Zoom for live instruction from teacher (breaks will be given).
11:30-12:30	Lunch Break
12:30-1:00	Independent Learning in Canvas (may include iReady, Imagine Math, other programs and teacher-directed assignments)

### **Kindergarten Mon-Thurs**

AM 9:00-10:30	Classes on Teams for face-to-face instruction with teachers.
PM 12:30-2:00	Classes on Teams for face-to-face instruction with teachers.

## Special Education Resource Services

Students who have Special Education resource services will receive their services remotely as well. Because the type and time of the services vary by students, resource teachers will communicate to parents with the expected times and assignments.

Families can anticipate that students with SPED services will be excused from the afternoon section (12:00 – 1:45) to work on IEP goals. The time spent on IEP goals may be a combination of face-to-face instruction through Teams/Zoom and independent practice in Canvas. For example, the IReady program that students use in math is excellent at providing students a strong math experience at their individual levels.

In some cases, the resource teachers may want to work with students on Teams during the morning section. They will work closely with the classroom teachers and communicate to families individually to facilitate this as needed.