



# September 2020



## CLAY COMMUNITY SCHOOLS ATTENDANCE POLICY

A STUDENT ENROLLED IN CLAY COMMUNITY SCHOOLS IS EXPECTED TO ATTEND SCHOOL EACH DAY. SCHOOL ATTENDANCE IS COMPULSORY UNDER INDIANA LAW IC 20-33-2. CLAY COMMUNITY SCHOOLS INTENDS TO UPHOLD VIGOROUSLY THE INDIANA STATUTES RELATING TO SCHOOL ATTENDANCE.

After any illness, parents or guardians are required to send a brief note or phone the school stating the reason for the absence. A phone call on the day of the absence is preferable. If a student's absence will exceed two days, parents should contact the school office and request assignments. If the absence exceeds 3 days, a physician's statement will be required.

Please see the student handbook for further attendance information.

**School Phone:**

**812-448-8755**

Information regarding absences may be emailed to the following email:  
[johnsonb@clay.k12.in.us](mailto:johnsonb@clay.k12.in.us)

**Parents,**

**While things are looking a little different inside the school building these days, our East Side students and staff are rocking it!!! Students are doing a great job of wearing masks and social distancing. Teachers are doing some exceptional teaching and students are working hard and learning well. Teachers will be sending out grade level videos soon, so please watch for that information. Communication with your child's teacher is so important in helping your child be successful in school, so sign up for your class Remind or Dojo. Don't forget to join the East Side PTO Facebook page as well!**

## Scholastic Book Fair

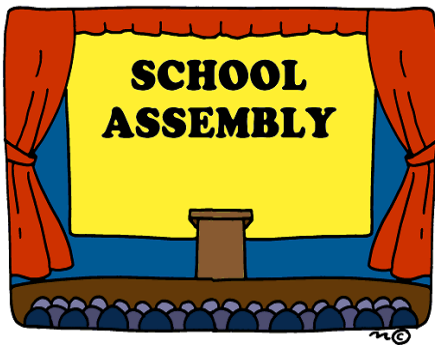
Our students at East Side love our annual Scholastic Book Fair. However, as with most things, this year's Book Fair will be look quite different. We will only have an online Book Fair from September 28-October 9.

More information including a link for our school's specific book fair will be sent home closer to September 28.



## STUDENT AGENDAS

Each student will receive a student agenda. This agenda, along with a red plastic folder, will serve as communication tools for parents and teachers. Listed on the first pages of the agenda, you will find much important information. Please read the information carefully, especially those sections which apply to dress code, attendance and behavior. Additionally, East Side would clarify the dress code by requiring that students wear shirts that are at least 2 inches in width at the shoulder. Spaghetti straps and tank tops are not permitted. Please make sure modesty is considered when choosing shorts. Finger tip length is suggested. Also, hair colors such as bright red, blue, etc. are a distraction and not permitted. Fake or real tattoos are also unacceptable. T-Shirts with positive messages only are expected. Parents are required to read and sign-off on the discipline code for Clay Community Schools.



While we will not be able to host our traditional morning assembly at this time, we are planning a Zoom format assembly time in classrooms. **AT EAST SIDE, WE LOVE ASSEMBLY** so we don't want to miss out on this special time of day. We will continue to say pledges, celebrate birthdays and special accomplishments. We will give away books and of course, **COLD HARD CASH \$\$\$**.

## General East Side Elementary Information 2020-2021

- **Masks are required for all students, staff and visitors at this time.**
- **Currently, we are allowing only one visitor at a time in the office. There are spots in the foyer and on our Davis Street porch to wait until you are able to enter the office. At this time, no visitors will be allowed past the office. Thank you for your cooperation and help in keeping our staff and students healthy!**
- **It is extremely important that you read all the information coming home with your child. We realize, there is much to take in and read, but it is critical that you know procedures for the year. PLEASE COMPLETE AND RETURN ALL FORMS TO SCHOOL AS QUICKLY AS POSSIBLE. IF YOUR PHONE NUMBER CHANGES, IT WILL BE ESPECIALLY IMPORTANT THIS YEAR THAT YOU CALL OUR OFFICE TO LET US KNOW YOUR NEW NUMBER. *There will be ice cream treats for students who bring all their forms back to school!!!***
- **COMING SOON-GRADE LEVEL MEETINGS:** While we were unable to host an open house this year, grade levels will be preparing videos to send out to our families explaining classroom procedures.
- **WATER BOTTLES:** Our water fountains are closed for the time being. Please send in a water bottle for your child each day if you think they will need one.
- **Cell phones are prohibited at school unless they are needed for after school communication. If a student needs to bring their phone for an after school program, they are required to keep the phone in the off position in their backpack throughout the school day. Never are phones permitted to be out of the backpack on East Side busses. Violations of cell phone usage will result in behavioral referrals.**
- **TO KEEP UP TO DATE, PLEASE JOIN OUR EAST SIDE PTO FACEBOOK PAGE.**



## NEW 2020-2021 TRANSPORTATION INFORMATION

Please be aware that students need to bring a note each time there is a change in transportation. If a student plans to go home with another student, both students need to bring a note to school. Transportation changes must be made and communicated to the school office before **1:00 p.m.** each day to insure the information reaches teachers before the end of the school day. Safety is our number one priority at East Side. Several procedures are in place to make sure that your child stays safe in the car line and bus lot. It is of great importance that parents know the expectations and follow them completely for the sake of all students. We thank you in advance for your cooperation!

### CAR LINE INFORMATION

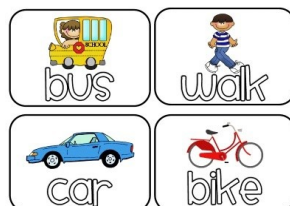
The car line assembles along Davis Avenue. Parents pull along the sidewalk, in single file, to drop off and pick up students. Davis Avenue is a one way street so no U-turns are permitted out of the car line and neither is a turn into the Brazil Nazarene Church parking lot allowed. At no time are you able to pass cars in line in front of you. A right turn onto HWY 40 is the only permissible turn after exiting the car line as we need to keep the line moving. At no time are cars permitted in the bus lot in front of the school during drop off or pick-up. Busses are loaded in the afternoon first and as soon as they have safely departed, the car line begins.

**Morning:** To provide social distancing between students, one car will be unloaded at a time and students will walk down the back sidewalk into the back door of the school, near the playground. There will be some starting and stopping, so caution will be needed as you proceed in the car line. We will keep things moving as quickly as possible with safety being the priority. **DO NOT PROCEED IN THE CAR LINE UNTIL A STAFF MEMBER GIVES YOU THE GO SIGN. PATIENCE WILL BE REQUIRED.**

**Afternoon:** A few students are loaded at a time and then the line is permitted to move on. At no time are students allowed to be on the sidewalk when cars are moving. A stop-go sign at the beginning of the car line will let you know when you may safely proceed. For the 2020-2021 school year, students will be kept in classrooms until their name is called for the car line, so a little patience will be required, and will go a long way in assisting our staff in keeping every child safe! Thank you.

### BUS INFORMATION

If you have questions about bus transportation, please call our transportation office at 812-442-7121.



## Keep Your Masks Clean

**It's important that we wash our masks daily!  
Here's some tips on how to keep them clean.**



### **Washing machine:**

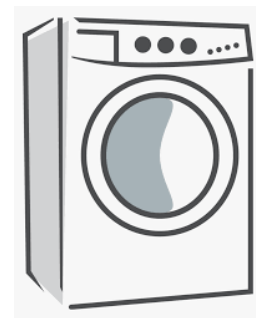
- You can include your mask with your regular laundry.
- Use regular laundry detergent and the warmest appropriate water setting for the cloth used to make the mask.

### **Handwashing:**

Check the label to see if your bleach is intended for disinfection. Some bleach products, such as those designed for safe use on colored clothing, may not be suitable for disinfection.

- Use bleach containing 5.25%–8.25% sodium hypochlorite. Do not use a bleach product if the percentage is not in this range or is not specified.
- Ensure the bleach product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser.
- Ensure adequate ventilation.
- Prepare a bleach solution by mixing:
  - 5 tablespoons (1/3rd cup) of 5.25%–8.25% bleach per gallon of room temperature water
  - or 4 teaspoons of 5.25%–8.25% bleach per quart of room temperature water
- Soak the mask in the bleach solution for 5 minutes.
- Discard the bleach solution down the drain and rinse the mask thoroughly with cool or room temperature water.

**Make sure to completely dry the mask after washing.**





# **SEPTEMBER**

<b>Now-Sept. 18</b>	<b>i-Ready Testing (all grade levels)</b>
<b>Sept. 7</b>	<b>Labor Day– No School!</b>
<b>Sept. 16</b>	<b>Planned eLearning Day*</b>
<b>Sept. 28-Oct. 9</b>	<b>Online Scholastic Book Fair</b>
<b>Oct. 12-16</b>	<b>Fall Break</b>
<b>Nov. 26-27</b>	<b>Thanksgiving Break</b>
<b>Dec. 21-Jan. 1</b>	<b>Christmas Break</b>
<b>Jan. 5</b>	<b>Second Semester Begins</b>

**\*(may be changed to a traditional school day)**

## **20 Minutes of Reading**

**We are now back in the swing of things with our 20 Minutes of Reading Program. Students read 20 minutes per night, Monday-Thursday. They then bring back their reading slips, signed by parents on Friday morning. Grade level participation percentages are calculated and a lucky grade level is congratulated each week. By the way, the winning teachers are queens for the week and get to wear golden crowns!!!**