



MCKINLEY SCHOOL

Demonstrating Excellence in TK-8th Grade Education

Dr. Merian Stewart, Principal
Dr. Charel Bailey, Assistant Principal
Ms. Gabriela Flores, Office Manager

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Mrs. Lilia Franco, Instructional Coach
Mr. Jason Green, Instructional Coach
Ms. Nicole Chan, MS Counselor

OUR MISSION: WE PROVIDE A COLLABORATIVE LEARNING ENVIRONMENT WHERE ALL STUDENTS REACH THEIR ACADEMIC AND ARTISTIC POTENTIAL

March 30, 2021

Dear McKinley Family,

Please read this entire email carefully as it contains important information about the reopening of McKinley school.

We are excited to welcome students to campus for in-person learning!

Starting Tuesday, April 13, we will stagger the return of students who have chosen the hybrid simultaneous plan, starting with PreK-2 grade according to the schedule below.

While on campus, students and staff must wear a face mask that covers the nose and mouth and maintain social distance. Students and staff will be checked for fever and other symptoms before entering the campus.

We're a caring community and keeping everyone safe is McKinley's highest priority. We're grateful that because of all of the choices and actions our community has taken during the pandemic, we can now welcome students back to campus.

That's why, more than ever before, we urge you to keep your children home if they are sick or if they have been in contact with someone who has COVID-19 in the last 14 days.

As space is permitted in configured cohorts, we will admit students that request to switch and/or add to an existing cohort of students for in-person instruction on a first come first serve basis. If space is not available, your student will be placed on a waiting list until space is available. At any time families that have opted-out to resume distance learning. Please be sure to notify us of your decision to allow space for families that may be on the waiting list.

Below is information about the first day of school:

1. COVID-19 Campus Safety Training, Safety Plan, Prevention Program, and School Guidance Checklist

- Students will receive orientation and training about washing hands, maintaining social distance, wearing masks
- Students will stay with their cohorts during recess
- There will be no shared supplies or equipment
- Water fountains are turned off, so please send your child to school with a water bottle

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- Face masks that cover the nose, mouth, and chin are required. We will provide a mask for students who do not have them

Visit the COVID-19 Information section on PUSD's website [Pasadena Unified School District COVID-19 Updates](#) which lists: COVID-19 School Guidance Checklist, COVID-19 Prevention program, and our COVID-19 Safety Plan.

2. Campus Hours and Campus Locations for Grade Level Cohorting

- School hours are 8:00a.m. until 12:55p.m.
- Students may be on campus from 7:40a.m. until 1:15p.m.
 - Elementary - 20 min prior to the start of school and 20 min after school
 - Middle School – 7:55 a.m. until 12:40 p.m.
- Students must check in at designated grade level entry points
- After School program hours: 12:55p.m until 5:00p.m.
- Per safety guidelines, students will have to be in separate areas on campus for students in different grade levels in order to limit gathering and to keep student cohorts separate. Refer to the campus map below with designated areas identified for each grade level [School Map](#)

3. Student Drop Off and Pick Up

- According to safety guidelines, parents may not enter the campus. Please avoid congregating at the school gates.
- **Drop off in the morning:**
 - **By car:** parents should pull into the grade level entrance gates and follow instructions from parking assistants. We ask that you pull all the way forward before your student exits the car. Please follow all traffic rules, and be patient during peak traffic times.
 - Grade Level Entry Gates
 - TK/K/ El Molino entry gates, exit out on to Del Mar
 - 1st grade entry through the Main Campus Door on Oak Knoll
 - 2nd & 3rd entry through the Breezeway on Oak Knoll
 - 4th & 5th entry lower south end of Library on Oak Knoll
 - **Walking:** parents may walk their children to the designated gate. Please maintain physical distance from others.

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- **Pick-up after school:**

- **By car:**

- TK/K/ El Molino exit gates, exit out on to Del Mar
- 1st grade exit through the Main Campus Door on Oak Knoll
- 2nd & 3rd exit through the Breezeway on Oak Knoll
- 4th & 5th exit lower south end of Library on Oak Knoll

- **Walking:** please meet your child at the designated gate.

4. Food and Beverages on Campus

- Water fountains may not be used per Public Health protocols. Students are encouraged to bring bottled water. Refillable water stations are available with staff support.
- Snacks will be provided during recess.
- Students will be offered “Grab & Go” lunch and breakfast for the next day at dismissal, and they can choose to bring their snacks the next day for their one (1) recess time to eat.

5. Restrooms

- Students will use the restrooms abiding by the capacity as listed on each restroom door.

6. Attendance/Tardies

- If a student is tardy, please have them report to the Attendance Clerk, Ms. Natalie Ibarra, ibarra.natalie@pusd.us or 626-396-5630 x73039

7. What students should bring to school

- A 3-layer face mask that covers their nose, mouth, and chin (we'll have one for them if they forget)
- Chromebooks and chargers
- A water bottle

8. Parent/Student Compact [McKinley Compact](#)

Please see below for the McKinley School schedule through April 2021. We look forward to seeing you back on Tuesday, April 13, 2021 and Tuesday April 20th.

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Schedule

First Week Back - Week of April 12

Monday, April 12: All students preschool - 5th grade in distance learning

Tuesday, April 13: PreK-2nd grade Hybrid Cohorts #1-#10 on campus. Grades 3-5 online.

Rest of the week: PreK-2nd grade Hybrid Cohorts #1-#10 on campus. Grades 3-5 online.

Second Week Back - Week of April 20

Monday, April 19: All students PreK - 5th grade in distance learning

Tuesday, April 20 - Friday: On campus:

- Grades 3-5 Hybrid Cohorts #11-20 on campus
- Preschool-2nd grade Hybrid Cohorts on campus #1-#10

Rest of the week:

- Preschool-2nd grade Hybrid Cohorts #1-#10 on campus
- Grades 3-5 Hybrid Cohorts #11-16.

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