

Mayfield Middle School

1123 S.O.M. Center Road
Mayfield Heights, OH 44124



MMS Staff COVID Student/Parent Information September/October Return to School 2020-2021 School Year

Please see the district [Return to Learn 2020](#) document for district-level information

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Hello Mayfield Middle School Students, Parents, and Families,

We hope that all of you are safe and healthy! As indicated in Dr. Kelly's [email](#) last week, we will be returning to in person learning with a remote learning option. Returning to in person school will be a three week phase in, starting on September 21. The phase-in schedule is as follows:

- September 21 - 6th grade students return to in person learning
- September 29 - 7th grade students return to in person learning; 6th grade continues to attend in person
- October 5 - 8th grade students return to in person learning; 6th and 7th grade continue to attend

As of 4pm on September 15th, parents should have taken one of the following actions to let the district know your choice of learning options:

- If you chose in person learning in July and still plan to return in person, **no action was needed**
- If you chose in person learning in July but wanted to change to the remote option, you should have taken a survey updating your choice.
- If you chose remote learning in July, you should have filled out a survey either confirming your choice to continue with remote learning or changing your mind to returning in person

If, based on the above information, you were supposed to fill out a survey but were unable to, please contact the MMS main office at 440-995-7800.

We are excited to start seeing students back at Mayfield Middle School (*Our House!*) starting September 21. In order to facilitate this return and make the transition as smooth as possible, we have updated the Student/Parent Information that was originally sent home in July. This student/parent guide is not intended to be exhaustive and answer every question in every situation, but instead to have enough information to make students and families comfortable returning to in person learning with a remote learning option.

As a continued reminder, daily attendance will be taken during the 8:00am morning meeting (for both in person learning and remote learning). If you/your student is ill and unable to attend school (in person or remote) for all or part of a day, a parent/guardian must call the attendance line (440.995.7800) and report the student's absence to the school. If a parent/guardian does not call their student in, they will be marked absent.

Please note that, due to the return to in person learning, student schedules and times of classes will be updated throughout the week leading into the grade level phase-in. Note that periods and times will change, but teams will not change. General schedules for each grade level (in person and remote) are listed on the next several pages. To check what class your student has each period, please sign into Infinite Campus using this [link](#). If you do not remember your username or password, contact ichelp@mayfieldschools.org.

As always, thank you for your patience, flexibility and trust. If you have any questions or concerns, please feel free to reach out to any of us.

Paul Destino
Principal

Jackie McLaughlin
Assistant Principal

Daniel Sheppard
Assistant Principal

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6th Grade Schedule - IN PERSON LEARNING

Green Day	White Day
Morning Meeting 8:00am-8:30am	
Explo (2nd period on IC schedule) 8:35am-9:15am	
Explo (3rd period on IC schedule) 9:20am-10:00am	
Period 1 10:05am-11:45am	Period 5 10:05am-11:45am
Lunch 11:50am-12:20pm	
Advisory 12:25pm-12:50pm	
Afternoon Meeting/Flex Time 12:55pm-1:20pm	
Period 4 1:25pm-3:05pm	Period 6 1:25pm-3:05pm

6th Grade Schedule - REMOTE LEARNING

Green Day	White Day
Morning Meeting 8:00am-8:30am	
Voluntary Explo coursework - join Schoology groups for self-directed activities 8:35am-10:00am	
Period 1 10:05am-11:45am	Period 5 10:05am-11:45am
Lunch 11:50am-12:20pm	
Advisory 12:25pm-12:50pm	
Afternoon Meeting/Flex Time 12:55pm-1:20pm	
Period 4 1:25pm-3:05pm	Period 6 1:25pm-3:05pm

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7th Grade Schedule - IN PERSON LEARNING

Green Day	White Day
Morning Meeting 8:00am-8:30am	
Period 1 8:35am-10:15am	Period 3 8:35am-10:15am
Explo (4th period on IC schedule) 10:20am-11:00am	
Explo (5th period on IC schedule) 11:05am-11:45am	
Advisory 11:50am-12:15pm	
Lunch 12:20pm-12:50pm	
Afternoon Meeting/Flex Time 12:55pm-1:20pm	
Period 2 1:25pm-3:05pm	Period 6 1:25pm-3:05pm

7th Grade Schedule - REMOTE LEARNING

Green Day	White Day
Morning Meeting 8:00am-8:30am	
Period 1 8:35am-10:15am	Period 3 8:35am-10:15am
Voluntary Explo coursework - join Schoology groups for self-directed activities 10:20 am-11:45pm	
Advisory 11:50am-12:15pm	
Lunch 12:20pm-12:50pm	
Afternoon Meeting/Flex Time 12:55pm-1:20pm	
Period 2 1:25pm-3:05pm	Period 6 1:25pm-3:05pm

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8th Grade Schedule - IN PERSON LEARNING

Green Day	White Day
Morning Meeting 8:00am-8:30am	
Period 2 8:35am-10:15am	Period 4 8:35am-10:15am
Advisory 10:20am-10:45am	
Lunch 10:50am-11:20am	
Afternoon Meeting/Flex Time 11:25am-11:50am	
Period 3 11:55am-1:30pm	Period 5 11:55am-1:30pm
Explo (6th period on IC schedule) 1:35pm-2:17pm	
Explo (7th period on IC schedule) 2:20pm-3:05pm	

8th Grade Schedule - REMOTE LEARNING

Green Day	White Day
Morning Meeting 8:00am-8:30am	
Period 2 8:35am-10:15am	Period 4 8:35am-10:15am
Advisory 10:20am-10:45am	
Lunch 10:50am-11:20am	
Afternoon Meeting/Flex Time 11:25am-11:50am	
Period 3 11:55am-1:30pm	Period 5 11:55am-1:30pm
Voluntary Explo coursework - join Schoology groups for self-directed activities 1:35pm-3:05pm	

* Please note that World Language course will continue for students that choose remote instruction

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General Information

Mayfield Middle School will continue to focus on two core subjects in larger chunks of time. The larger chunks of time will allow teachers to meet with students in small groups, provide feedback and engage students in discussions. It will also allow teams to utilize the various large spaces in the building to help with social distancing and lowering class sizes and minimizes the number of times students will transition between classes.

The schedule for both in person and remote learning will continue to follow a green/white alternating schedule, meaning on green days students will follow one schedule, and on white days another. On green days 6th graders will continue to attend the core classes listed in Infinite Campus for periods 1 and 4, 7th graders will attend the core classes listed in periods 1 and 2, and 8th graders will attend the core classes listed in periods 2 and 3. On white days 6th graders will attend periods 5 and 6, 7th graders will attend periods 3 and 6, and 8th graders will attend periods 4 and 5. Students will attend morning meetings, advisory, and afternoon meetings every day. Please note that the times of the classes have changed from the fully remote start. **If your child is continuing with remote instruction, they will need to make sure they notice the updated times of their core classes.**

Below is further information regarding the in person start with a remote learning option:

Arrival/Dismissal & Transportation *(in person learning)*

The following will be the procedures for arrival and dismissal:

- Visit the district's [Transportation](#) website to find the Morning Bus Schedule/Afternoon Bus Schedule by street on the right hand side of the website. Bus number(s) can be found in Infinite Campus (if you requested remote learning no bus number will be listed).
- Students arriving on buses will be dropped off at the main office entrance. Students dropped off in cars will be dropped off at the south driveway entrance (traditional drop off area).
- Students will not be allowed to enter the building before 7:45am (instructional day begins at 8:00am).
- Students will report directly to their homeroom upon arrival to school.
- The end of the instructional day will remain 3:05pm. Dismissal will be between 3:05pm - 3:15pm.
- Students will be dismissed from classrooms and will be staggered to avoid congestion/congregating.
- All students will need to exit the building by 3:15pm unless they are under the direct supervision of a teacher/staff for an after-school activity (if applicable).

** Note that on buses, students will be assigned seats, sit two students to a seat, and be required to wear a face covering*

Chromebooks *(in person learning)*

For students that are returning to in person learning, having a working school-issued Chromebook and headphones will be required (personal devices cannot connect to the school network and wifi). Please make sure that you/your student's Chromebook is working and they have a set of headphones with them when they return to in person learning. If you/your student's Chromebook is in need of repair, please fill out the

[Chromebook Repair Link](#).

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Explo/Elective courses *(in person and remote learning)*

Students returning to school for the in person option will attend explo/elective courses as listed in their schedule. Students that are continuing with remote learning will have the opportunity to participate in self-directed learning activities posted in Schoology groups during the exploratory/elective times. The codes for the Schoology groups are below:

- Physical Education & Health group (access code: GTS9-M7B8-Z97ND)
- Music groups
 - Instrumental Music group (access code: QWPQ-DDPH-84PJ4)
 - Choir group (access code: 7BQW-XHBM-9KRGG)
- Skills for Adolescence group (access code: W2SK-Z4RW-F9GDZ)
- STEAM group (access code: KCF3-T9ZH-M47K5)

Face Coverings

- All in person learning students will be required to wear a face covering while in the school building.

Lunch *(in person and remote learning)*

- Students will eat lunch in classrooms/learning spaces rather than as a grade level in the cafeteria.
- It is suggested that, if possible, you/your student bring a packed lunch.
- For both in person learning and remote learning, if you/your student is purchasing a lunch it will need to be purchased ahead of time through Infinite Campus (further details will follow from Food Services).
- In person learning students who purchase lunch will have their lunch delivered to their team.
- Remote learning students who order lunch will be required to *pick up lunch at the middle school on designated days*. Lunches will not be delivered to homes. Further information regarding days and pick-up times will follow from Food Services.

Lockers *(in person learning)*

- At this time students will NOT have access to lockers. They will carry their belongings with them throughout the day. Students will be allowed to carry bookbags.
- Once the weather gets cooler and students start to wear jackets, boots, etc. we will reevaluate the use of lockers.
- There will be no use of the PE locker rooms. Students will not change for PE class.

Morning Meeting *(in person and remote learning)*

Every day will continue to begin with students signing in to their homeroom at 8:00am for a morning meeting. The morning meeting will consist of getting set up and prepared for the day, building relationships with the team, learning executive functioning skills as well as time for remediation and intervention if needed.

Attending the morning meeting will be an extremely important part of the day for all students - both in person and remote. Please make sure you are on time to your morning meeting!

Passing Time/Hallways *(in person learning)*

- Students will transition between classrooms as the above schedule indicates. While the number of transitions between classes is reduced due to focusing on two classes per day for longer periods of time, students will be transitioning between classes at times.

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- All efforts will be made to stagger releases from classrooms and keep hallway traffic and congestion to a minimum.

Schoology (*in person and remote learning*)

- Schoology will continue to be the Learning Management System that is used by Mayfield City Schools - for both in person learning and remote learning.
- Courses will continue to be structured the same way in Schoology for both in person learners and remote learners.
- Assignments and grades will continue to be posted in Schoology.

Supplies (*in person learning*)

You can find the school supply lists on the Mayfield City Schools' [Summer Central](#) website, along with a link to the [School Toolbox flyer](#) which allows you to order all school supplies online. Students will not need all school supplies the day they return to in person instruction, but will eventually need these supplies.

Zoom (*remote learning*)

- The Zoom video conferencing app will continue to be used for remote learning.