

Open House/orientation schedules and key announcements

- Grade Level teams will host Virtual Meet the Teacher Events via Microsoft Teams on the designated days and times specified below. Recordings will also be shared via email to respective parents via Blackboard and will be shared on the Bruce ES Facebook Page. The dates are as follow:
  - Kindergarten – Tuesday, August 25<sup>th</sup> at 6:00 pm
  - 5<sup>th</sup> Grade – Tuesday, August 25<sup>th</sup> at 5:00 pm
  - 4<sup>th</sup> Grade – Thursday, August 27<sup>th</sup> at 5:00 pm
  - 3<sup>rd</sup> Grade – Monday, August 24<sup>th</sup> at 5:00 pm
  - 2<sup>nd</sup> Grade – Wednesday, August 26<sup>th</sup> at 5:00 pm
  - 1<sup>st</sup> Grade – Wednesday, August 26<sup>th</sup> at 6:00 pm

The daily/weekly schedule:



2020 – 2021 Self-Contained Schedule  
Kindergarten and First Grade

	KK01 (TSU) KK02 (MTSU) KK03 (TOUGALOO) KK04 (CENTRAL ST)	101 (ALCORN ST) 102 (UT-MARTIN) 103 (MEMPHIS) 104 (OREGON)
8:00 – 8:30	HOMEROOM / MORNING MEETINGS	HOMEROOM / MORNING MEETINGS
8:30 – 9:00	INTERVENTION (8:30 – 9:15)	INTERVENTION (8:30 – 9:15)
9:00 – 9:30	ELA FOUNDATIONAL SKILLS (9:15 – 10:30)	MATHEMATICS (9:15 – 10:15)
9:30 – 10:00		SUPPORT (10:15 – 11:10)
10:00 – 10:30	MATHEMATICS	RECESS (11:10 – 11:30)
10:30 – 11:00		LUNCH
11:00 – 11:30	BREAK (12:00 – 12:10) SUPPORT (12:10 – 1:05)	ELA FOUNDATIONAL SKILLS (12:00 – 1:15)
11:30 – 12:00		BREAK (1:15 – 1:30)
12:00 – 12:30	ELA MEANING BASED (1:05 – 2:05)	ELA MEANING BASED
12:30 – 1:00		RECESS (2:05 – 2:35)
1:00 – 1:30	SCIENCE & SOCIAL STUDIES (2:35 – 3:05)	SCIENCE & SOCIAL STUDIES (2:30 – 3:00)
1:30 – 2:00		DEBRIEF (3:00 – 3:15)
2:00 – 2:30	DISMISSAL	DISMISSAL
2:30 – 3:00		
3:00 – 3:30		


























2020 – 2021 Departmentalized Schedule  
Second - Fifth Grade

	201 (Harvard) 202 (Tuskegee) 203 (FSU) 204 (Auburn)	301 (Yale) 302 (Howard) 303 (Alabama) 304 (Bethune Cookman)	401 (Texas) 402 (Xavier) 403 (Penn St) 404 (UT-Chattanooga)	501 (ASU) 502 (UT-Knoxville) 503 (UCM)
8:00 – 8:30	HOMEROOM / MORNING MEETINGS	HOMEROOM / MORNING MEETINGS	HOMEROOM / MORNING MEETINGS	HOMEROOM / MORNING MEETINGS
8:30 – 9:00	INTERVENTION (8:30 – 9:15)	INTERVENTION (8:30 – 9:15)	INTERVENTION (8:30 – 9:15)	INTERVENTION (8:30 – 9:15)
9:00 – 9:30	BLOCK 1 MATH / SCIENCE OR ELA / SS (9:15 – 11:15)	BLOCK 1 MATH / SCIENCE OR ELA / SS (9:15 – 11:15)	BLOCK 1 MATH / SCIENCE OR ELA / SS (9:15 – 11:15)	SUPPORT (9:15 – 10:10)
9:30 – 10:00				BLOCK 1: MATH, ELA, OR SCI/SS (10:10 – 11:35)
10:00 – 10:30	LUNCH (11:15 – 11:45)	SUPPORT (11:15 – 12:10)	LUNCH (11:15 – 11:45)	LUNCH (11:35 – 12:05)
10:30 – 11:00				BLOCK 2: MATH, ELA, OR SCI/SS (12:05 – 1:30)
11:00 – 11:30	RECESS / BREAK (11:45 – 12:15)	LUNCH (12:10 – 12:40)	BLOCK 2: MATH / SCIENCE OR ELA / SS (11:45 – 1:45)	BLOCK 2: MATH, ELA, OR SCI/SS (12:05 – 1:30)
11:30 – 12:00				BLOCK 2: MATH / SCIENCE OR ELA / SS (1:00 – 3:00)
12:00 – 12:30	BLOCK 2: MATH / SCIENCE OR ELA / SS (2:05 – 3:10)	RECESS (12:40 – 1:00)	RECESS (1:45 – 2:10) SUPPORT (2:10 – 3:05)	BLOCK 2: MATH, ELA, OR SCI/SS (1:45 – 3:10)
12:30 – 1:00				
1:00 – 1:30	SUPPORT (1:10 – 2:05)	BLOCK 2: MATH / SCIENCE OR ELA / SS (1:00 – 3:00)	RECESS (1:45 – 2:10) SUPPORT (2:10 – 3:05)	RECESS (1:30 – 1:45)
1:30 – 2:00				BLOCK 3: MATH, ELA, OR SCI/SS (1:45 – 3:10)
2:00 – 2:30	BLOCK 2: MATH / SCIENCE OR ELA / SS (2:05 – 3:10)	RECESS (12:40 – 1:00)	RECESS (1:45 – 2:10) SUPPORT (2:10 – 3:05)	BLOCK 3: MATH, ELA, OR SCI/SS (1:45 – 3:10)
2:30 – 3:00				
3:00 – 3:30	DEBRIEF (3:10 – 3:15)	DEBRIEF (3:00 – 3:15)	DEBRIEF (3:05 – 3:15)	DEBRIEF (3:10 – 3:15)
	DISMISSAL	DISMISSAL	DISMISSAL	DISMISSAL

Individual homeroom schedules will be provided to parents during Grade Level Pick-Up Parties when families receive textbooks, workbooks, and supplies from Homeroom Teachers during the Week of August 24<sup>th</sup>.

The teacher(s)

- Teachers will contact students listed on their homeroom rosters during the weekend of August 22<sup>nd</sup>. Each teacher will teach all subject areas in grades PreK – First, and their assigned subjects in grades Two - Fifth via Microsoft Teams. Support Teachers will facilitate their lessons via Channels created by teachers.

<b>KK</b>	Mrs. Terry Tennessee State University 	Ms. Kenny Middle Tennessee State University 	Ms. K. Carter Tougaloo College 	Ms. Durgans Central State University 
<b>1<sup>st</sup></b>	Ms. Anderson Alcorn State University 	Ms. Waddell University of Memphis 	Ms. Jeffries University of TN- Martin 	Ms. Deberry University of Oregon 
<b>2<sup>nd</sup></b>	Ms. Holman Harvard University 	Mrs. Lipscomb Tuskegee University 	Ms. Goings Florida State University 	Ms. Powell Auburn University 
<b>3<sup>rd</sup></b>	Ms. Overall Yale University 	Ms. E. Williams Howard University 	Ms. LaBounty University of Alabama 	Mrs. Neal Bethune Cookman University 
<b>4<sup>th</sup></b>	Ms. D. Jones University of Texas 	Mrs. Cox Xavier University 	Ms. Mitchell Penn State 	Ms. Crawford University of TN- Chattanooga 
<b>5<sup>th</sup></b>	Ms. Hughes Arizona State University 	Ms. Johnson University of TN- Knoxville 	Ms. Moemeke University of Central Missouri 	

Homework:

- Homework will be assigned by teacher(s) on Monday-Friday to reinforce skills taught during daily instruction. Additionally, families will receive Sight Word Fry and Dolch word packets to practice with students nightly in preparation for Monthly Sight Word Assessments.

Personal Interaction with the Teacher(s):

- Students will interact with teachers via Microsoft Teams.
- Parents may interact with teachers via individual video conferences via Microsoft Teams during their uninterrupted, designated 55-minute planning time. Teachers will use Calendly to schedule conferences during their daily planning time.
- Parents may additionally interact with teleworking teachers via phone conferences during their uninterrupted, designated 55-minute planning block.
- Teachers will communicate with parents via email, phone conferences, or video conferences.

Teacher feedback to the student and parent:

- Teachers will provide students with consistent verbal feedback and will provide written feedback on assignments.
- Teachers will provide parents with Virtual Progress Reports via email.
- Teachers will provide parents with Participation and Behavioral updates via the LiveSchool App.

Interaction with Peers:

- Students will interact with peers during whole group instruction by unmuting their microphones when requested within classroom Teams, in small groups through the use of teacher assigned channels, by using the raise hand feature, and by inputting comments in the Chat Box. Additionally, students will provide feedback on student work presented via personal white boards or via share screen feature (depending on grade level).

Tutoring and special help:

- Tutoring and special help will be available to students at the discretion of the teacher or other instruction provider by appointment only.

Electives and Exploratory:

- Students will participate in Library, Art, Music, Computers, or PE 5 days per week during their designated Support Block. Students will log into Support classes by entering the designated Channel within their homeroom Team.

How you will receive school news and updates?

- Parents will receive weekly newsletters via email from their child's designated homeroom teachers.
- Parents will receive a bi-weekly Bruce Bulletin with school-wide announcements and updates via email.
- Consistent updates will be provided to families via LiveSchool, Blackboard Messenger (calls, texts, and emails), Bruce Elementary Facebook Page, Bruce Elementary YouTube Channel, and during daily Virtual Morning Meetings/Announcements.

Who you will call for technology support?

- Technology support can be obtained from Bruce Elementary School staff members by calling (901) 416-4495 or (901) 303-8664 on Monday-Friday between 8am-3pm.

Who you will call if you're worried about your child's social and emotional health?

- Parents may call Mrs. Brookins (Professional School Counselor) at (901) 415-5401 or email at [BrookinsAM@scsk12.org](mailto:BrookinsAM@scsk12.org) for scholars in grades 1, 3, or 5.
- Parents may call Mr. Dow (Professional School Counselor) at (901) 416-9025 or email at [DowRL@scsk12.org](mailto:DowRL@scsk12.org) for scholars in grades KK, 2, or 4.
- Parents may also email our assigned School Social Worker Mr. Saja at [MbogeS@scsk12.org](mailto:MbogeS@scsk12.org).

Who you will call if you're concerned about your child's academic progress?

- Parents' first point of contact will be their assigned homeroom teacher.
- Parents' second point of contact will be designated Content Area Lead:
  - For ELA Concerns, parents may email Ms. Stacy Brown at [BrownSL2@scsk12.org](mailto:BrownSL2@scsk12.org)
  - For Mathematics Concerns, parents may contact Ms. Trenecia Travis at [TravisTM@scsk2.org](mailto:TravisTM@scsk2.org)
  - For Science Concerns, parents may contact Mr. Robert Dow at [DowRL@scsk12.org](mailto:DowRL@scsk12.org)
- For Social Studies Concerns, parents may contact Mrs. Angela Brookins at [BrookinsAM@scsk12.org](mailto:BrookinsAM@scsk12.org)

If concerns are not addressed, parents may contact Mrs. White (Assistant Principal) at (901) 416-9021 or via email at [FowlerWhiteJJ@scsk12.org](mailto:FowlerWhiteJJ@scsk12.org) or Dr. Moss (Principal) at (901) 416-9020 or via email at [MossA@scsk12.org](mailto:MossA@scsk12.org)

#### School Supplies:

- Parents should maintain the following supplies in their homes to support students' educational efforts in the virtual environment.
- Homeroom teachers will provide additional grade level/content specific supplies during Grade Level Pick-Up Parties.
- The complete school supply list can be found at: <https://schools.scsk12.org/domain/3075>

#### Learning platforms and how to use them:

- Students will use Microsoft Teams as their primary learning platform. Additionally, students will have access to virtual textbooks as available. Individual homeroom teachers may incorporate additional platforms/programs that will be explained during Virtual Meet the Teacher Events.

### What to Expect from Bruce Elementary School:

Visitor/School parking lot procedures	Visitors to Bruce Elementary School will park off of Carr Avenue. Front Office staff will request the nature of your visit prior to allowing entrance into the building. Visitors to campus will be by appointment only. To schedule an appointment, call (901) 416-4495. <ul style="list-style-type: none"><li>• If an individual has a scheduled appointment, a member of the Bruce COVID Screening Team will perform the following screening upon entrance into the school:<ul style="list-style-type: none"><li>○ Temperature check</li><li>○ COVID Screening Questionnaire</li><li>○ **Visitors will be asked to leave campus if there is a failure to meet any of the above screening standards**</li></ul></li><li>• All visitors must present valid identification to office staff upon entrance into the building</li></ul>
For breakfast and lunch	Drive Through Five Day Breakfast and Lunch Packages will be available for pickup in the Bruce Car Rider Line near our Cafeteria. <ul style="list-style-type: none"><li>• Meals may be picked up on Thursdays at 9am-12pm and 1pm-5pm or on Fridays from 7am-9am.</li><li>• Upon arrival on the parking lot, trunks should be open to provide for a contactless delivery of meals.</li><li>• Online Meal Request Forms will be available onsite or can be obtained online. (More information will be provided.)</li></ul>
For school supply needs	If additional school supplies are needed, families may request supplies for pickup by contacting <a href="mailto:BrownSL2@scsk12.org">BrownSL2@scsk12.org</a>
For tardies	Parents of students who do not log into Microsoft Teams lessons by 8:30 will receive a phone call from a designated Bruce Elementary School staff member no later than 9:00 daily.

For absences	Parents of students who are absent will receive notification via a Blackboard Messenger phone call and/or text message. Parents should email excuse notes to homeroom teacher and <a href="mailto:SaulsberryMJ@scsk12.org">SaulsberryMJ@scsk12.org</a> within 2 days of the absence.
For clubs and student activities	<p>Scholars will be awarded points on the LiveSchool App for high engagement, great participation, and work completion. The points gained in LiveSchool can be used to purchase items in the Bulldog Store at the end of each month. Some of the prizes that scholars can purchase include:</p> <ul style="list-style-type: none"><li>• Virtual E-Party</li><li>• Virtual Movie Day</li><li>• Virtual Game Day</li><li>• Virtual Karaoke</li><li>• Gift Cards</li><li>• Bulldog Gear</li></ul> <p>Parents and Scholars should stay tuned for opportunities to join and participate in our extracurricular activities which include Student Council, The Gentlemen's League, and The Leading Ladies just to name a few.</p>

