



# PU`U KUKUI ELEMENTARY



## REOPENING PHASE 1 - PREPARING FOR FULL VIRTUAL INSTRUCTION

Week of August 17 - August 20

### DISTRIBUTION SCHEDULE

Parents,

We appreciate your patience as we try our best to respond to the rapid changes that are happening in our State. Pu`u Kukui must prioritize the health & safety of our students, staff, and greater community. With this in mind, the goal for Pu`u Kukui Elementary's plan for Phase 1 is:

- ★ For our students to safely meet their teacher while maintaining social distance and with everyone wearing masks. We encourage you to bring your child(ren) on their designated Distribution day. Teachers will be stationed at their distribution table. You will be directed on how to drive up so you and your child can meet his/her teacher briefly, without exiting your vehicle.
- ★ For distribution and collection of items your child will need for full virtual instruction. You will be able to complete technology forms, pick up a tech device (as needed and pending availability), pick up materials from your child's teacher, drop off any items requested by your child's teacher, pick up a packet of other important school paperwork and return it upon completion.
- ★ For our students to be able to safely purchase a breakfast and/or lunch without exiting your vehicle and with everyone wearing masks. You will be able to drive-thru the Cafeteria parking lot with your child(ren) for Pay & Go Breakfast, available from 7:30 - 8:00 and/or Pay & Go Lunch, available from 11:15 - 11:45 daily.

#### DAY 1: TUESDAY, 8/18/20 - NON-DLP STUDENTS DISTRIBUTION

Time Block	Office Side (Top)	Cafe Side
9:00 - 10:00	Grade 1 (Ambrose, Izumigawa, Mira, Nishida, Suzuki)	Grade 3 (Chang, Gaoiran, Hong, Joaquin)
10:00 - 11:00	Grade 2 (Calaro, Dunn, Kahai, Mathias, Sigars)	Grade 4 (Alvarado, Kuwahara, Matsushima, Miyamoto)

1:00 - 2:00	PreSchool (Paulman & Toba)	Grade 5 (Bega, Miranda, Pacheco, Shigeta)
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**What you can expect:**

**Station 1 - You will drive-up to the “Tech Station”**

- We will hand out tech forms and have you park in a stall to complete OR you can be proactive and click this link: [Tech Forms](#) to print out all of the tech paperwork and have it pre-filled out prior to coming.
- If your child is in need of a tech device, one will be distributed to you upon completion of the Device Distribution form, pending availability.

**Station 2 - You will drive up to your child’s Non-DLP Teacher Table**

- You and your child will safely meet your child’s teacher while remaining in your vehicle and wearing masks.
- Your child’s teacher will distribute materials and a packet of important school paperwork. We ask that you complete this packet of paperwork at home and return it to school on 8/20 (please see schedule) OR you can be proactive and click this link: [Important Forms to Complete](#) to print out all of the important school paperwork and have it pre-filled out prior to coming.

## **DAY 2: WEDNESDAY, 8/19/20 - ASU DIGITAL PREP DLP STUDENTS DISTRIBUTION**

Time Block	Office Side	Cafe Side
9:00 - 10:00	Grade K (Decker) Grade 1 (Palmeira & Watson) Grade 2 (Keelan & Schwind)	Grade 3 (Kimura & Ah Sam) Grade 4 (Thielk & Pauole) Grade 5 (DeVries)

**What you can expect:**

**Station 1 - You will drive-up to the “Tech Station”**

- We will hand out tech forms and have you park in a stall to complete OR you can be proactive and click this link: [Tech Forms](#) to print out all of the tech paperwork and have it pre-filled out prior to coming.
- If your child is in need of a tech device, one will be distributed to you upon completion of the Device Distribution form, pending availability.

**Station 2 - You will drive up to your child’s ASU DLP Teacher Table**

- You and your child will safely meet your child’s teacher while remaining in your vehicle and wearing masks.
- Your child’s teacher will distribute materials and a packet of important school paperwork. We ask that you complete this packet of paperwork at

home and return it to school on 8/20 (please see schedule) OR you can be proactive and click this link: [Important Forms to Complete](#) to print out all of the important school paperwork and have it pre-filled out prior to coming.

**DAY 3: THURSDAY, 8/20/20 - ASU DLP & NON-DLP STUDENTS FORM RETURN**

Time Block	Office Side (Top)	Cafe Side
9:00 - 10:00	Grade 1 (Ambrose, Izumigawa, Mira, Nishida, Suzuki)	Grade 3 (Chang, Gaoiran, Hong, Joaquin)
10:00 - 11:00	Grade 2 (Calaro, Dunn, Kahai, Mathias, Sigars)	Grade 4 (Alvarado, Kuwahara, Matsushima, Miyamoto)
1:00 - 2:00	All ASU DLP (Decker, Palmeira, Watson, Keelan, Schwind, Kimura, Ah Sam, Thielk, Pauole, DeVries)	Grade 5 (Bega, Miranda, Pacheco, Shigeta)

**What you can expect:**

- You can return the completed packet of important paperwork that was distributed on 8/17 to ASU DLP students and 8/18 to Non-DLP students.

**\*\*If you are unable to come during your child's assigned Distribution day and time, you will be able to safely come to the school office by maintaining social distance and wearing a mask. You can call our office at 727-3000 and make an appointment after August 20 between 8:00 - 4:00. Unfortunately, you will not be able to meet your child's teacher during this time.**

**We thank you for your understanding and patience during these unprecedented times. Please read the FAQ sheet for other helpful information on Phase 1 and feel free to call our school office at 727-3000 if you still have questions. We will share our plan for Phase 2 - Full Virtual Instruction as the details are finalized. We hope that you and your `ohana stay safe and healthy!**

**Principal Chad Okamoto, VP Grace Romias & VP Kimberly Tanaka**



## **PU`U KUKUI ELEMENTARY**



### **REOPENING PHASE 1 - PREPARING FOR FULL VIRTUAL INSTRUCTION**

**Week of August 17 - August 20**

#### **FREQUENTLY ASKED QUESTIONS SHEET**

**Q: What is the difference between ASU DLP and Non-DLP students?**

**A: ASU DLP students are those whose families completed an Opt-In form for our Arizona State University Digital Prep Distance Learning Program and submitted it before the August 6 at noon deadline. ASU DLP students will receive instruction by their DLP teacher and are committed to the online pilot program using the Canvas learning platform for the entire 1st Semester. Non-DLP students are students who are not in our ASU Distance Learning Program, but will receive virtual instruction by their classroom teacher.**

**Q: Can I opt my child into the ASU Digital Prep DLP?**

**A: No, the deadline for opting in to the ASU Digital Prep DLP was August 6. We are not able to accept any more students into the ASU DLP. However, all students are now 100% virtual. Non-DLP students will receive virtual instruction by their classroom teacher on our Wonders and Stepping Stones curriculum.**

**Q: How long will students receive 100% virtual instruction?**

**A: Beginning the Week of August 24, all Non-DLP students will receive 100% virtual instruction for the duration of the 1st Quarter. All ASU DLP students will receive 100% virtual instruction for the duration of the 1st Semester.**

**Q: How long do you think the distribution process will take?**

**A: We estimate it will take you about 5 minutes to complete the tech forms (if you do not come with the forms already completed), 5-10 minutes to wait patiently for your drive-up turn with your child's teacher, and another 5 minutes to meet your child's teacher from your vehicle and receive his/her materials.**

**Q: What if I have multiple children who attend PKES?**

**A: Please plan to drive to the different teacher stations so that you and your children may safely meet each of their teachers and receive all of the materials they need.**

**Q: What if I have multiple children who attend PKES and only have 1 tech device at home?**

**A: We will try our best to distribute a tech device to every PKES student, pending availability.**

**Q: How will I safely receive the tech device and the materials from my child's teacher?**

**A: We ask that you pop your trunk open and we will put the tech device and all other materials in there to ensure everyone's safety and proper distancing.**

**Q: What if my child and I are unable to come during the day and time designated for my child?**

**A: We highly encourage you to make every effort to come. It will be beneficial for your child to physically see and hear his/her teacher, even if just for a few minutes, and from a distance. We would rather their first interaction be live before seeing each other online. You will need to call the Office to schedule an appointment to pick up tech (if needed and pending availability), materials from your child's teacher, and important school paperwork.**

**Q: I didn't see Non-DLP Kindergarten anywhere on the Distribution schedule. When do I bring my child who is an incoming Kindergartner?**

**A: Our Kindergarten team is coordinating their distribution separately with individual conferences. If you have not heard from your child's Kindergarten teacher yet, please contact our school office.**

**Q: Will Group C students be coming to school beginning the week of August 24?**

**A: With the recent change to 100% virtual instruction, there is no more "Group C" students. Our Special Education students who have active IEPs may or may not be coming to school beginning the week of August 24. We are in the process of using data to inform an individualized plan for each Special Education student. Every family of our Special Education students can expect a call during the Week of August 17 - August 20 from VP Romias or VP Tanaka explaining your child's individualized plan.**

**Q: What about my child who is a NEP English Learner or Homeless student who was supposed to be coming to school daily? Are they still coming to school daily?**

**A: No, our NEP English Learners and Homeless students will be receiving 100% virtual instruction and will not be coming to school for live instruction for the duration of the 1st Quarter.**