

# Palermo Middle School



Dear Palermo Families,

I write this letter with gratitude and thanks. I am thankful for your patience, support, and understanding as we prepare for this unprecedented school year. Your trust in us to create a safe learning environment for our students and staff has allowed us to take monumental leaps in creating instruction that continues to focus on your child's academic excellence and the building of their confidence, while meeting their unique social and emotional needs during their middle school years.

Change takes time and courage. I am grateful to our teachers and staff that have worked tirelessly over the summer to create a learning environment that has had to continuously alter its form due to constantly changing regulations and safety precautions. Our teachers and staff have courageously stepped outside their comfort zones as educators to embark on a new form of instruction. As parents and guardians, you have courageously accepted the challenges of distance learning and continue to be supportive of our intents to keep Palermo a safe place for all.

The ability to reflect on the events of last spring have allowed us to strengthen our understanding of how to best support our students and families during distance learning. One thing is for sure, it is a TEAM effort! All great teams have two things in common: strong communication and relationships. During the times we are needing to create a distance learning environment this year, school and family communication and relationships are of utmost importance! Our teachers eagerly await to connect with you to best support your child's academic and emotional growth this year. They want to celebrate their students' successes, as well as ensure that interventions are in place when they may falter. Please reach out to your child's teacher when you have questions or concerns through the multiple means of email, texts, phone calls, and the Remind app. School will look different this year. There is no doubt about that. However, I am able to find peace in knowing that what is not removed from the core of Palermo is the heart of what makes our school great: our teachers and students. Palermo will continue to beat with great strength through all the trials that we may face, because no pandemic will diminish our love for our students, families, and community.

*Take Care*



Mrs. Solano  
Principal

## **Contact Information**

We are in this TOGETHER! Communication with our families is always an important part of creating a supportive learning environment for each of our students at Palermo Middle School. During distance learning, the need for reliable and consistent communication is essential. Please update your phone number, email, and physical address as they change throughout the school year. The app, Remind, will be used as an additional communication tool between families and school. Please download the app and become a member of your child's class to receive important updates and texts from your child's teacher. Your child's teacher will give you their Remind access code. We want to best support you and your child!

**Palermo Middle School Office:(530) 533-4708**

Please be sure to look for, join, and follow the following communication resources we use to keep you informed:

**Facebook - Palermo Middle School - Palermo Union School District**

**School Website-**<https://palermomiddle.palermoschools.org/>

## **Campus**

During this time of distance learning, we want our campus to continue being a healthy and safe environment for our Palermo teachers and staff members. In order to do so, admittance to campus is limited to through a direct invitation from your child's teacher or the office. You will be required to check in at the office to confirm your appointment and have your temperature taken. If your temperature is above 99 degrees, you will not be able to come onto campus. Masks are required to be worn by all persons on campus while inside a building, or outside and unable to social distance from other members on site.

## **Schedules**

### **Palermo Middle School's Daily Schedule Overview**

9:00 am- Pledge of Allegiance and Morning Announcements

9:15 am- 6th Grade Community Building/7th and 8th Grades complete daily assignments

10:15 am- 7th Grade Community Building/6th and 8th Grades complete daily assignments

11:15 am- 8th Grade Community Building/6th and 7th Grades complete daily assignments

12:15-12:45pm- LUNCH

12:45- 3:00pm- Breakout to small group tutorials and interventions

## **Grade Level Schedules**

Your child's teacher will post their grade level's schedule in their class' Google Classroom.

## **Weekly Work and Zoom Meet Schedule**

Our goal is to best support our families and students in completing the set expectations for each of their assigned courses. One way of creating support is by communicating the upcoming week's goals. On Fridays by 5pm, a schedule will be posted in your child's classroom outlining the coming week's instruction/assignments and Zoom meet times. Please use this schedule to help your child plan to be successful in fully participating in the class activities and utilizing hours of instruction and interventions.

## **Distance Learning Curriculum and Online Tools**

Palermo Union Elementary School District has adopted Acellus as our online learning curriculum. Your child's teacher will enroll them into Math, ELA/Reading, History, and Science courses. A username and password will be created for your child. Parents/guardians will have access to their child's account to support their student's learning and hold their child accountable for completing thorough assignments and assessments.

Students and parents/guardians, will access grades through Illuminate. A password will be created for your child. Please contact Donna in the office if you need information about Illuminate.

Students will be able to interact with their classmates and teacher through Zoom. Your child's teacher will send out an invitation with a date, time, and link to participate in live instruction and discussion.

At the beginning of the year, your child's teacher will walk you through the process of signing in to each of the online learning tools. A copy of usernames and passwords will be given to the parent/guardian and the student. Additional videos and tutorials will be available in your child's Google Classroom and the school's website.

## **Palermo's Online Behavior Expectations**

Creating a safe and respectful environment that fosters learning and kindness is at the heart of Palermo whether we are conducting instruction in-person or online. **The following are expectations that all students at Palermo Middle School will be held accountable for during distance learning.**

## Google Classroom

1. Students will refrain from writing comments in the classroom unless explicitly stated by the teacher.
2. If asked by the teacher to write a comment, students will use appropriate and respectful language.

## Zoom

1. Students will follow the dress code as outlined in the Palermo Handbook as applicable to distance learning:
  - a. No “spaghetti straps” (straps must be at least 1” wide), no low cut tops, tube tops, halter tops, or backless tops.
  - b. The midriff, stomach area or cleavage may not be exposed. Shirts that do not cover your stomach when your hands are raised will not be allowed.
  - c. No sheer or “see through” blouses or shirts.
  - d. Tank tops may not have oversized arm holes and must fit closely under the arms.
  - e. No short shorts. Shorts must be fingertip length. This includes shorts that are worn over leggings.
  - f. Dresses and skirts must be long enough to reach the fingertips when a student is standing with their hand next to their sides. This includes dresses and skirts worn over leggings.
  - g. Undergarments may not be exposed anytime. This includes shorts worn under pants and bra straps (regular or halter).
  - h. Pants must be worn at the waist and may not “sag” or worn low enough to expose any underwear. This includes “low rise” pants.
  - i. Any piece of clothing or accessory may not have any picture, symbols, colors, or words that refer to, or show, drugs, alcohol, tobacco, sex, violence, weapons, gangs, or exposed body parts.
2. Students will use appropriate and respectful language whether spoken or written.
3. Students will only “comment” when directed by the teacher. Off task comments equate to a child talking and/or being off task during in-person instruction.
4. Zoom meetings may be recorded and may be shared on Google Classroom. Students who don't have permission to be recorded will need to turn off their camera and mute until recording is completed.

**Please help your child designate a quiet area of your home that they sit in while interacting with their teacher and peers in a Zoom. Preferably, a wall behind your child works the best, as it prohibits other family members from accidentally interrupting the class discussion.**

Please support your child to have positive interaction with their peers and teacher by encouraging them to “Make Your Mark”!



## Palermo Middle School Virtual Learning Expectations

### Make Your Mark

<b>Be</b> <b>Responsible</b>	<ul style="list-style-type: none"><li>• Follow Instructions</li><li>• Use the raise your hand feature</li><li>• Minimize distractions</li><li>• Utilize chats features appropriately</li><li>• Log in on time</li><li>• Create a schedule to complete assignments</li></ul>
<b>Be</b> <b>Courteous</b>	<ul style="list-style-type: none"><li>• Wait for your turn to speak or contribute</li><li>• Mute microphone when others are speaking</li><li>• Respect others perspectives</li><li>• Use kind words</li><li>• Use proper text etiquette, complete sentences, not all capitals</li><li>• Less distractions: no tv, video games, animals, etc.</li></ul>
<b>Be</b> <b>Safe</b>	<ul style="list-style-type: none"><li>• Resolve conflict peacefully</li><li>• Create a space to complete assignments</li><li>• Make sure your working space is clean and organized</li></ul>
<b>Have</b> <b>Integrity</b>	<ul style="list-style-type: none"><li>• Use kind words</li><li>• Help each other during group assignments</li><li>• Video on to make yourself visible</li><li>• The camera should only be on you and not others in the room</li></ul>

If your child fails to follow these guidelines and other class expectations, disciplinary action will take place.

1. The teacher will politely ask your child to stop their behavior and explain why it is not appropriate.
2. Teacher will contact your child individually and explain how the behavior was not appropriate and help strategize with your child so the behavior does not continue in future meetings.
3. If the behavior continues, the teacher will contact the Administration (Principal or Assistant Principal) and they will contact parents for a behavior meeting.

## **Counselor**

Palermo Middle School is committed to continue supporting your child's emotional and social growth during this time of distance learning. Our counselor, Kari Applegate is available for you to contact if concerns arise regarding your child.

**School Phone #:** 533-4708 Extension 107

**Google Voice (call or text):** 433-9130

**Email address:** [kapplegate@palermok8.org](mailto:kapplegate@palermok8.org)

## **Attendance**

Your child's daily attendance and participation is essential and required for their academic success during this time of distance learning. If your child is unable to attend distance learning due to illness or other reasons, please contact the attendance secretary in the office. If your child is unable to attend distance learning due to illness or other reasons, please contact the attendance secretary in the office. If your child has not checked it with his or her teacher through the means of live interaction or the completion of assignments by 2:30pm, you will be notified by the school at 5:00pm. Your child can still earn attendance credit up to 11:59pm.

**Attendance Secretary- (530) 533-4708**

## **Meals**

Lunch will be distributed on Tuesdays and Thursdays from 11:30am-12:30pm pickup. On Tuesdays, lunches for Tuesday and Wednesday and breakfasts for Wednesday and Thursday will be prepared for pick-up. On Thursdays, lunches for Thursday, Friday, and Monday and breakfast for Friday, Monday, and Tuesday will be available. Buses are scheduled to deliver lunches at specific spots. The schedule and meal route are provided on the following pages.



## Palermo Union Elementary School District Meals for Students - Important Information For the Beginning of the 2020-21 School Year

Welcome back! We are excited to be able to serve meals for our students while they are on distance learning for 2020-21. Per state regulations the following guidelines must be followed:

- Meals will only be served to students enrolled in the Palermo Union Elementary School District.
- All students enrolled in the district will receive a free meal.

Meals will be distributed as “grab and go” meals on Tuesdays and Thursdays from 11:30 – 12:30 at the following schools:

Palermo Middle School

Helen Wilcox

Honcut School serve hours will be 11:55 – 12:10

Meals will also be delivered to various stops. Please check [palermoschools.org](http://palermoschools.org) for locations and times.

Students will receive meals for multiple days on the two serving days, Tuesday and Thursday.

Hot items received on the serving day should be consumed within an hour of receipt. The following items need to be refrigerated as soon as you receive your meals:

Sandwich

Milk

Juice

Cheese

Vegetables and/or Fruit



## **Breakfast / Lunch Program 2020 - 2021**

### **Rt.# 1 (van T-1)** 11:15---Load at Palermo School (kitchen)

11:30---Prince Ln. / Lone Tree Rd. 11:35---213 Lone Tree Rd. 11:40--- Favorite Ct. / Powerhouse Hill Rd. 11:45--- 1483 Lone Tree Rd. 11:50---Ross Ln./Lone Tree Rd. 11:55---607 Cox Ln. 12:00 - 12:10---Golden Oaks Trailer Park 12:15---Oakwood Ln. / Hwy 70 12:20---Grover Ln. / Hwy 70 12:25---Falling Rock RV Park (3454 Hwy. 70) 12:35---Palermo School (kitchen)

### **Rt.# 2 (van T-2)** 11:15---Load at Palermo School (kitchen) 11:30 -

bPleasant Grove Trailer Park (6986 Lincoln) 11:45---Stanley Dr. / Lincoln Blvd. 11:50 - 12:00---Hidden Valley Trailer Park (6355 Lincoln) 12:05---Kusel Rd. / Lincoln Blvd. 12:10---Carmel Ave. / Upper Palermo Rd. 12:15---6590 Upper Palermo Rd. 12:20---Bohemia Ave. / Upper Palermo Rd. 12:25---N.Villa / Upper Palermo Rd. 12:30---Palermo School (kitchen)

### **Rt.# 3 (van T-3)** 11:15---Load at Palermo School (kitchen)

11:30---Craig Ave. / Citrus Ave. 11:35---2639 Craig Ave. 11:40---2398 Louis Ave. 11:45---Louis Ave. / Citrus Ave. 11:50---Montana Ave. / Reservoir Rd. 12:00---Crossacountre Rd. / Grubbs Rd. 12:05---Alta Airosa (at mailboxes) 12:10---Coco Ln./ Grubbs Rd. 12:15---Rabbit Rd. / Grubbs Rd. 12:20---2963 S.Villa Ave. 12:25---S.Villa Ave. / CitrusAve. 12:30---Palermo School (kitchen)

### **Rt.# 4 (van T-4)** 11:10---Load at Helen Wilcox (kitchen) 11:30---1670 Cox Ln.

11:35--- Wayne Charles Rd. / Cox Ln. 11:40---Melody Ln. / Palermo Honcut Hwy. 11:45---8956 Palermo Honcut Hwy. 11:50---Central House Rd. / Palermo Honcut Hwy. 11:55 - 12:10---Honcut School 12:15---Four Junes Wy. / Palermo Honcut Hwy. 12:20---7495 Palermo Honcut Hwy. 12:30---Helen Wilcox (kitchen)

### **Rt.# 5 (mini bus)** 11:15---Load at Helen Wilcox (Kitchen or front)

11:30---3350 Oro Bangor Hwy. 11:35---3435 Oro Bangor Hwy. 11:40---Edgemont Dr. / Oro Bangor Hwy. 11:45---Shadow Oak Ct. / Oro Bangor Hwy. 11:55---Forestview Dr. / Jewel Ct. 12:00 - 12:15---Mooretown Rancheria 12:20---Pinecrest Rd. / Drescher Tract Rd. 12:25---Ma & Pa Ln. / Drescher Tract Rd. 12:30---Helen Wilcox (kitchen or front)

