



Duquesne City School District

300 Kennedy Avenue
Duquesne, PA 15110
Administrative Office: (P) 412-466-5300
(F) 412-466-7599
Elementary Office: (P) 412-466-9600
(F) 412-469-3625

D
U
Q
U
E
S
N
E

October 21, 2020

Attention all Duquesne Parents:

We as a district empathize with all of our students and their families during these troubling times amidst Covid-19. The district will be reopening on October 26th, 2020 for full in-person (5 days a week at school), a blended model (students will remain at home, but will be required to log on for synchronous learning during specific times), or through our cyber program (all asynchronous-no live instruction).

As a parent / guardian you must choose from one of the below three options:

- Full time in person/ 5 days a week
- Full time remote learning using Canvas (this option allows you to continue with your Teacher/teachers, but will be required to log on at specific times for direct instruction from the classroom teacher). **Please communicate with your child's teacher and principals if you choose this option.**
- Full time Cyber Academy (this option provides a different teacher, schedule, and learning platform that will be all new to your child. This option also has NO live instruction. **Please communicate with your child's teacher and principals if you choose this option.**

All students, remote or in person, will be required to attend classes either in person or virtually each day for the duration of the class period. If you have chosen our Cyber Academy, please note that your child will be required to follow a different schedule that will be provided by their Cyber Academy teacher.

Below you will find a list of Duquesne Elementary's daily procedures, protocol and safety measures that are in place for students participating with in person learning.

- **Health and Safety Protocol**
 - The building's common areas will be cleaned thoroughly throughout the day and deep cleansed at night by evening custodial staff.
 - All water fountains will no longer be in use and have been replaced with water bottle filling stations. (We encourage that each student bring their own water bottles.
- **Personal Protective Equipment (PPE)**
 - The district will provide each student with a cotton mask that is washable, if they do not already have one.

Sue Moyer – Superintendent
Eric Harper – Principal / LEA
Celeste Rudge – Director of Literacy & Innovation

Dr. Paul Rach – Receiver
Aaron Hassett – Business Manager
George Little – Assistant Principal / DSAP
Dr. Joseph Merhaut – Special Education Consultant

Dr. William Kerr – Chief Recovery Officer
Jamie Schmidt – Director of Curriculum, et. al
Jim Miller – Network & Technology Specialist
Brian Stowell – Director of Facilities, et. al

Duquesne City School District



300 Kennedy Avenue
Duquesne, PA 15110
Administrative Office: (P) 412-466-5300
(F) 412-466-7599
Elementary Office: (P) 412-466-9600
(F) 412-469-3625

D
U
Q
U
E
S
N
E

- The district will also provide a clear face shield for students to wear as an option if they do not want to wear a cotton mask. (The shield will remain at school so that it can be cleaned every night).
- Students will also be required to have a desk shield in front of them while they are participating in live instruction.
- **Bus stop procedures**
 - Bus stops: Mifflin & Kennedy, Crawford & Wool, Duquesne Place, Commonwealth & Overland will remain the same. (However, it's encouraged that students have another transportation option if available to reduce the amount of students on the bus).
 - Students must wear a mask or face shield at the bus stop and before entering onto the bus. (Please note that the bus company has informed us that if a student is not wearing a mask or shield, they will not be permitted to get on the bus.)
 - Safety is a major concern while students are on the bus. Ultimately the bus company (PA Coach) has the responsibility of keeping everyone safe who rides the bus. They also have the right to refer your child to us for not following the rules and regulations of the school bus. Your child may be removed from the bus if they are not following the safety rules and regulations required of them. Please make sure that you speak with your kids about following the safety rules prior to getting on the bus as well as prior to arriving at school. If students refuse to wear the protective mask and/or shield appropriately there will be consequences such as but not limited to: removal from the bus and/or bus suspension for an indefinite period of time.
- **Arrival - 8:25am - 8:45am**
 - Student's arrival entrances:
 - Elementary Entrance (4th street)
 - Pre K
 - Kindergarten
 - First Grade
 - Second Grade
 - 6th Floor Patio Entrance
 - Third Grade
 - Fourth Grade
 - Fifth Grade
 - Grant Street Entrance
 - Sixth Grade
 - Kennedy Avenue Entrance (Business Office)
 - Headstart
 -

Sue Moyer – *Superintendent*
Eric Harper – *Principal / LEA*
Celeste Rudge – *Director of Literacy & Innovation*

Dr. Paul Rach – *Receiver*
Aaron Hassett – *Business Manager*
George Little – *Assistant Principal / DSAP*
Dr. Joseph Merhaut – *Special Education Consultant*

Dr. William Kerr – *Chief Recovery Officer*
Jamie Schmidt – *Director of Curriculum, et. al*
Jim Miller – *Network & Technology Specialist*
Brian Stowell – *Director of Facilities, et. al.*

Duquesne City School District



300 Kennedy Avenue
Duquesne, PA 15110
Administrative Office: (P) 412-466-5300
(F) 412-466-7599
Elementary Office: (P) 412-466-9600
(F) 412-469-3625

D
U
Q
U
E
S
N
E

- **Temperature Check**
 - All students will be required to have their temperature checked by use of a non-touch electronic thermometer.
 - Students experiencing high temperatures of 100+ or suffering from cold/flu like symptoms are encouraged to stay home until temperature decreases or seen by a physician prior to the students return.
 - COVID -19 symptoms should be addressed immediately by a physician and the school should be notified so that we can begin contact tracing.
- **Breakfast**
 - All breakfast meals will be served in the classroom.
- **Locker Usage**
 - Students will still have lockers available for their use. Lockers will not be shared and will be cleaned out every evening prior to the students return the following day.
- **Transitions**
 - All grade levels are designated to specific stairwells and traveling routes to ensure proper contact tracing when necessary.
- **Lunch/Recess**
 - Lunch will be served in the student's classroom.
 - You are encouraged to send to school a personal water bottle for your child as water fountains have been replaced with water fill stations.
- **Dismissal: 2:00pm - 2:15pm**
 - Bus - 2:00pm
 - Van (daycare) - 2:00pm
 - Walkers - 2:05pm

Sincerely,

Eric M. Harper
Principal
Duquesne Elementary

Sue Moyer – Superintendent
Eric Harper – Principal / LEA
Celeste Rudge – Director of Literacy & Innovation

Dr. Paul Rach – Receiver
Aaron Hassett – Business Manager
George Little – Assistant Principal / DSAP
Dr. Joseph Merhaut – Special Education Consultant

Dr. William Kerr – Chief Recovery Officer
Jamie Schmidt – Director of Curriculum, et. al
Jim Miller – Network & Technology Specialist
Brian Stowell – Director of Facilities, et. al.