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The Manatee Memo

News for Mason Families

March 25, 2020

Dr. Nigel D. Pillay, Principal
Mrs. Jill Hillier, Assistant Principal

Dear Mason Families,

Announcements we've received recently, such as spring break being extended a week, students returning to instruction virtually rather than within the school building, and business closures, have certainly caused each of us to pause and reflect that our everyday routines will now take on a new look and feel. Circumstances are leading us to embrace a temporary "new normal".

We are aware there are many more questions than answers at this point. Know that our Superintendent, St. Johns County School District staff, school leadership teams and staff are working diligently to develop plans for distance learning while ensuring basic needs are met (meals for those in need) and everyone's good health is sustained. An added complexity to our planning is that government and CDC recommendations seem to be changing daily; sometimes multiple times within a day.

Virtual learning is scheduled to begin on Monday, March 30th. You should receive a letter from your child's teacher as well as his/her schedule for virtual teaching/learning before Friday. If you need help with technology, please complete the survey on our school's homepage (<https://www.mes.stjohns.k12.fl.us/>).

Students will not be returning to campus until April 15, 2020. All scheduled field studies and group performances between now and April 14, 2020 will be cancelled. Possible rescheduling of each event will be evaluated on a case by case basis.

The Florida Standards Assessments (FSA) have been canceled for this school year. Schools will not receive a school grade for 2019-2020.

We understand that we are getting ready to embark on uncharted territory. We will all need to be patient, understanding and flexible during this time. We will do everything we can to support our students and families. Our staff is pretty amazing, and we are thankful for their willingness to always go the extra mile and do whatever it takes for our kids and school.

If we can be of any assistance to you, please do not hesitate to reach out.

All the best,

Dr. Nigel D. Pillay & Mrs. Jill Hillier
Principal Assistant Principal

Instructional Materials Pick-Up Schedule

**Not including technology at this time.*

Distribution of instructional materials will begin on Thursday, March 26th. Families with children in different grade-levels will need to come ONE time for pick-up. Please be patient with us as we race around to grab all the materials. We will try to be as efficient as possible.

Please come through our [Parent Pick-Up loop](#) at the following times:

Pre-K/VPK – Thurs., 3/26 from 11:00AM to 12:30PM
Kindergarten – Thurs., 3/26 from 12:30PM to 2:00PM
First Grade – Thurs., 3/26 from 2:00PM to 3:30PM
Second Grade – Fri., 3/27 from 8:30AM to 10:00AM
Third Grade – Fri., 3/27 from 10:00AM to 11:30AM
Fourth Grade – Fri., 3/27 from 11:30AM to 1:00PM
Fifth Grade – Fri., 3/27 from 11:30AM to 1:00PM

If you are unable to come at one of the times listed above, please call Ms. Thomas at the front desk at (904) 547-8440.

Grab and Go Meals

Otis A. Mason Elementary will be serving grab-and-go meals including breakfast and lunch daily.

Pick-up will be in our [bus loop](#) from 11:00AM to 1:00PM.

Students must be present for a meal to be provided.

A special thank you to our cafeteria staff for working hard to make these meals!



Announcements

Technology Distribution –

If you completed the survey online for assistance with technology, please be patient with us as we are awaiting further direction from the school district regarding distribution. We will communicate the plan for getting you what you need as soon as we can.

We are here! –

Although our school campus is closed for students, parents and the community, we still have staff in the building and are operating during our normal business hours (7:55AM to 3:45PM). Please call us if you have questions or need any kind of assistance.

Schoology –

Please visit these sites for more information on Schoology, the online platform we will use for conferencing and virtual instruction. Please use Google Chrome for Schoology.

[Click here for the SJCS D Schoology for Parents site](https://www.stjohns.k12.fl.us/media/edtech/schoology/schoology-for-parents/) or cut and paste this link into your browser:
<https://www.stjohns.k12.fl.us/media/edtech/schoology/schoology-for-parents/>

[Click here for the SJCS D Schoology for Students site](https://www.stjohns.k12.fl.us/media/edtech/schoology/schoology-for-students/) or cut and paste this link into your browser:
<https://www.stjohns.k12.fl.us/media/edtech/schoology/schoology-for-students/>

You will need your student's ID number and unique password to log him/her into Schoology. If you do not have this information, please contact your child's teacher or call the school at (904) 547-8440.

To access a conference in Schoology on a computer or tablet:

1. Log into Schoology
2. Select your course
3. Click "Conference" on the left side
4. Click the name of the Conference. Your teacher must start the conference for students to be able to join.
5. Join the conference with Microphone or Listen Only (Depending on how your teacher directs you)
6. Allow the microphone access and complete the echo test.

You are now in a conference with your teacher.

Note: Even though there is an app for Schoology, the app does not allow students to join a conference. Instead, students using a mobile device such as an iPad, should use the web browser on their device to access Schoology like they do from a computer.

Home Access Center (HAC) –

Home Access Center (HAC) allows students and parents/guardians to view their child's educational information such as grades, test scores, bus route information, etc. via a secure, password protected website. Please visit <https://www.stjohns.k12.fl.us/hac/> to learn more about HAC.

Report cards for the third nine weeks will be available on HAC on March 31st.

SchoolMessenger -

This system allows schools and District staff to quickly and efficiently communicate both general and emergency messages to parents/guardians and staff using email, text and voice mail. Parents and staff who wish to receive text messages from this system must (1) Opt-in from their mobile device and (2) have their mobile number on file with their child's school (for parents/guardians) or on file with Employee Online (for staff/employees). Please visit <https://www.stjohns.k12.fl.us/schoolmessenger/> for more information.

No School –

We will be off of school on Friday, April 10th and Monday, April 13th. There will not be any virtual teaching/learning on these days.

IEP (Individualized Education Plan) & EP (Education Plan) Meetings –

Annual review IEP and EP meetings will continue as scheduled, however, we will do so via **phone conference**. **No face-to-face meetings will be held from now until April 14th**. Please reach out to your student's ESE teacher/service provider as well as Mrs. Hillier if you need to reschedule.

We are not holding eligibility or initial IEP or EP meetings at this time. Once students are back on campus, these meetings will be rescheduled. Thank you!

RtI (Response to Intervention) Meetings –

At this time, all RtI meetings are canceled from now until April 14th. We will be in touch with parents/guardians to reschedule, if necessary.