



# Welcome Back to School

VISION: TO AFFIRM AND INSPIRE EACH AND EVERY STUDENT TO LEARN AND THRIVE AS CREATORS OF THEIR FUTURE WORLD.



# PHamily

- **Melisa Macias, Principal.**

This is my 15h year in education and my 2nd year at PLE. I am a proud parent of two PLE Eagles!

- **Rachel Pearson, Assistant Principal.**

This is my 8th year in education, and first at PLE! I am so excited to be joining the PLE PHamily, and to get to learn from this incredible community.

- **Rhiannon Kreal, PTA President.**

I am a mom to 3 BSD students, and this will be our family's 9th year at Phantom Lake Elementary. Go Eagles!

- **Judy Hunsberger, Family Connection Specialist**

I have been at BSD and PLE for over 20yrs. I am your Family Engagement Specialist and also serve as District Lead Support for our Family Engagement Specialists located around BSD. I look forward to working alongside our fabulous PLE staff and community. I live with my husband Jeff (Teacher at Tillicum) and my awesome Goldens Max and his puppy brother Beau.





Our amazing PLE Staff  
2021-2022



**PreK-** Pauline Loofburrow, Agrima Ahluwalia, Rachael Zilliott and Emmy Park

Note: Kim Mo is covering Pauline's maternity leave from the beginning of the year until the December break.

**Kindergarten-** Kathleen Bramzel, Holly Conner and Banerjee Kakoli

**First Grade-** Ashley Thompson and Darci Niemann

**Second Grade-** Kelsey Voight, Chelle Swim and Michelle Ling/Sarah Pallat

**Third Grade-** Andrea Goss, Lisa McGaffey and Sam Cristy

**Fourth Grade-** Karen McGlocklin, Danielle Liu and Alicia Murowchick

**Fifth Grade-** Carly Fisher and Trang Nguyen

**Paraeducators (K-5)-** Renny Sung, Lauren Thompson, Floura Kamali, Taylor Davis and Iman Sallaman

**General Assistant (K-5)-** Jessie Yap, Christine Morrissey, Janet Castellese and Kaylah Lewis

**Special Education-** Randi Huard and Rebecca O'Connor

**Reading Facilitators/LAP:** Laura Fuji and Krysta French

**Math Interventionist:** Karen Eng

**ITCL:** Annisa Huang

**MLL:** Matt Pennewell



# Schedule

## Bell Times

8:40 am – 3:10 pm

Prek- 8:30-3:00 pm

## Wednesdays

8:40am – 12:55 pm

Prek- 8:30-12:45 pm





## Childcare (Before and After school)

- **Boys and Girls Club**

Their program will operate Monday, September 13, 2021 through Friday, June 10, 2022 from school release time until 6:30pm, even on Wednesdays. Registration is currently open and we will adjust enrollment numbers based on the spaces we are allotted. Here is the link for an overview of our program and registration: <https://www.bgcbellevue.org/Programs/Project-Learn-Afterschool-Program-21-22>

✓ **Stephanie Menka** at [smenka@bgcbellevue.org](mailto:smenka@bgcbellevue.org)- P: 425-456-5624

- **Right at School**

The program will start officially on September 1<sup>st</sup>. The morning program starts at 6:30 am and they end the evening at 6:00 pm. The Program Manager for PLE is Sami Tacher. Register here: <https://www.rightatschool.com/districts/bellevue-wa/>



## GOOD HABITS

- Wear your mask
- Wash your hands
- Maintain 3 ft. physical distance as much as possible
- Appreciate and be kind to yourself and one another





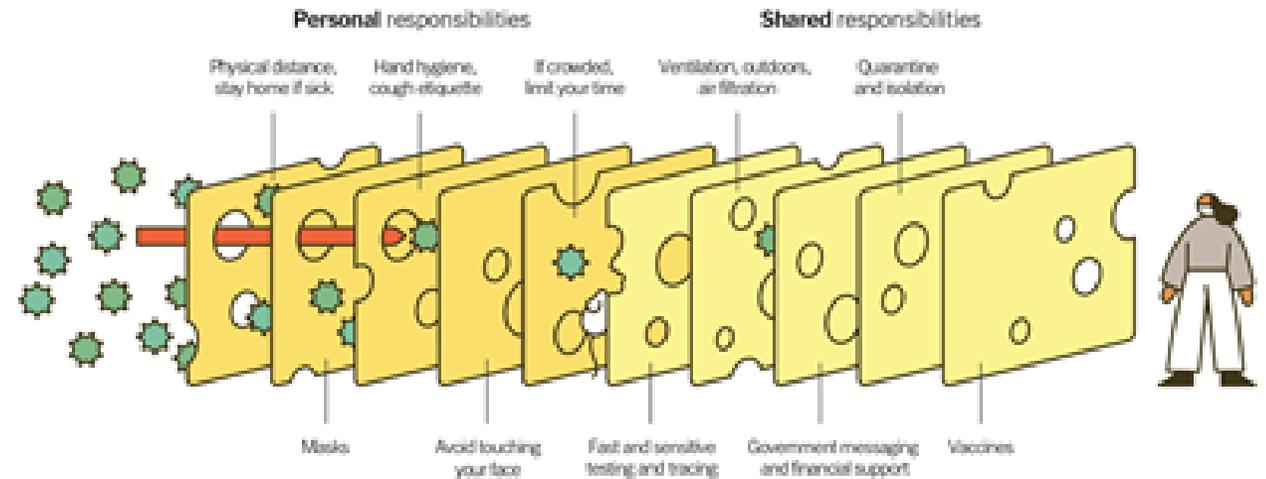
# WA DOH Requirements- Revised August 10, 2021

## 9 Required Mitigating Measures

- Cleaning and Disinfecting
- Face Coverings
- Hand and Respiratory Hygiene
- Physical Distancing
  - Students
  - Staff
- Response to Cases and Suspected Cases
  - Reporting Requirements to public health
- Staying Home When Sick
- Testing
- Vaccination
- Ventilation

### Multiple Layers Improve Success

The Swiss Cheese Respiratory Pandemic Defense recognizes that no single intervention is perfect at preventing the spread of the coronavirus. Each intervention (layer) has holes.



Source: Adapted from Ian M. Mackay (virologydownunder.com) and James T. Reason. Illustration by Rose Wong

## Replaces ALL prior guidance and requirements



# Student Arrival and Dismissal- Transportation

## Plans for arrival and dismissal

- Assigning entrances
- Maximizing physical distance
- Staff coverage plans
- Communication plans



## Bus Riders

- Will implement, with fidelity, the student tracking system for bus riders
- Students will receive a bus card during the first week of school.



# ARRIVAL AND DISMISSAL

- Parent drop-off/pick-up remains in parking lot.
- Designated area for students getting on/off buses
- Directional map will be provided to families
- Release times staggered to reduce crowding





# CLASSROOMS

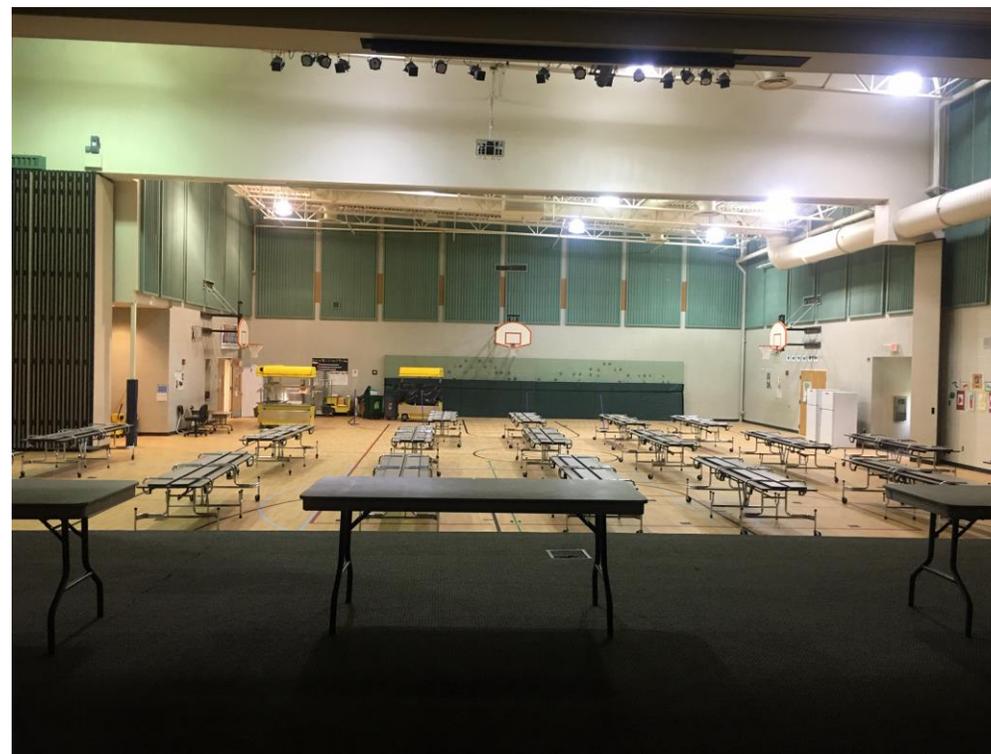
Desks have been spaced six (3) feet apart





## MEALS

- Lunches will be socially distanced. Physical distancing will be maximized to extend possible
- Lunch and breakfast are free to all students
- Mark seats at tables with different colored tape. Students will have an assigned seat





# Lunch and Recess Times

|                 | Lunch<br>Location: Cafeteria | Times          | Recess |
|-----------------|------------------------------|----------------|--------|
| 11:00-11:25 PM  | K/1                          | 11:25-11:50 AM | K/1    |
| 11:30- 11:55 AM | 2/5                          | 11:55-12:20 PM | 2/5    |
| 12:00-12:25 PM  | 3/4                          | 12:25-12:50 PM | 3/4    |





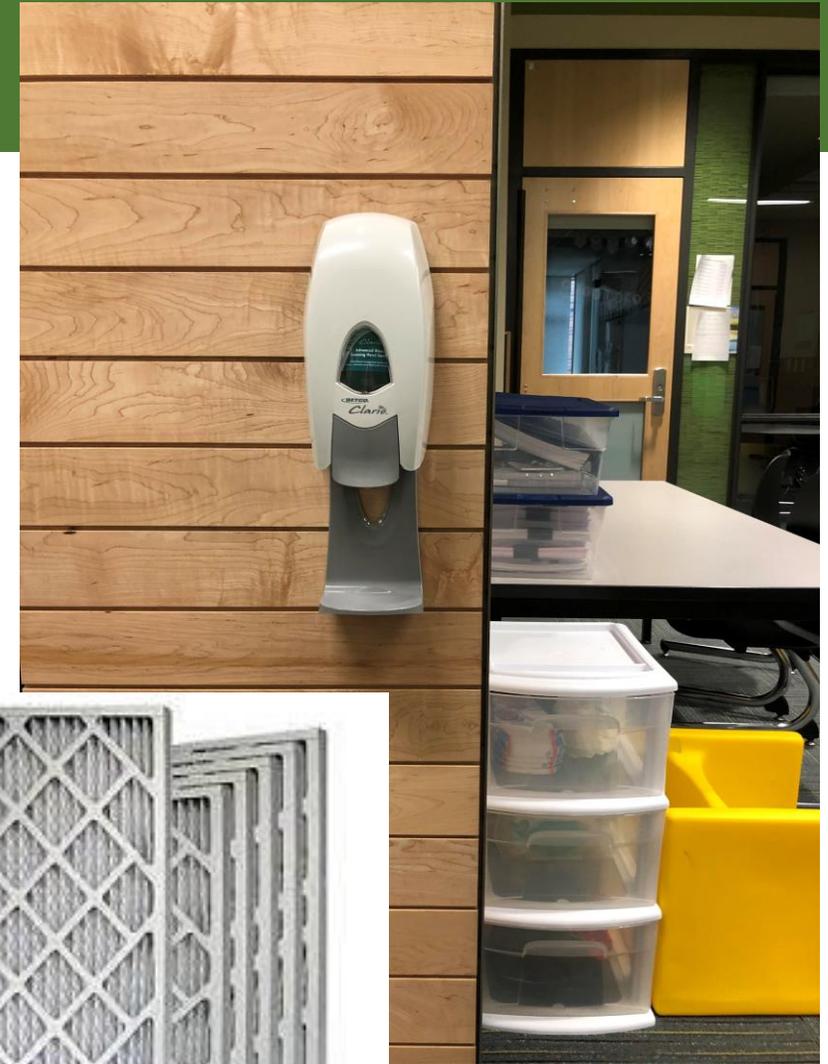
# Recess Time

| Time         | Grade Level |
|--------------|-------------|
| 1:45-2:05 PM | K-2         |
| 2:10-2:30 PM | 3-5         |



# SANITATION AND VENTILATION

- Plentiful hand sanitizer throughout school
- Fresh air flow maximized
- *Change filters as needed*
- *Clean and inspect system as recommended by manufacturer*
- *Bring in outside air from outside 2 hours prior to and following occupancy*





# Cleaning and Disinfecting

- Clean and disinfect high touch surfaces (doorknobs, faucet handles, restrooms, etc.) each night after students leave and when someone is sick.
- Drinking fountains and bottle fillers do not need to be disabled, but buttons should be cleaned regularly.
- Extra focus on high-touch areas (door handles, faucets, railing)





# Face Covering

All school personnel, volunteers, visitors, and students must wear cloth face coverings, or acceptable alternative, at school when indoors.





# Return to School After Travel

Bellevue School District follows the recommendations provided by the closest health agency. For travel, this is Public Health Seattle King County.

## For Domestic Travel:

| Domestic Travel Recommendations and Requirements  | Not Vaccinated | <u>Fully Vaccinated</u> |
|---|----------------|-------------------------|
| Get tested 1-3 days before travel.  | ✓              |                         |
| Get tested 3-5 days after travel and self-quarantine for 7 days. Self-quarantine for 10 days if you don't get tested. | ✓              |                         |
| Self-monitor for symptoms.  | ✓              | ✓                       |
| Wear a mask and take other precautions during travel.   | ✓              | ✓                       |

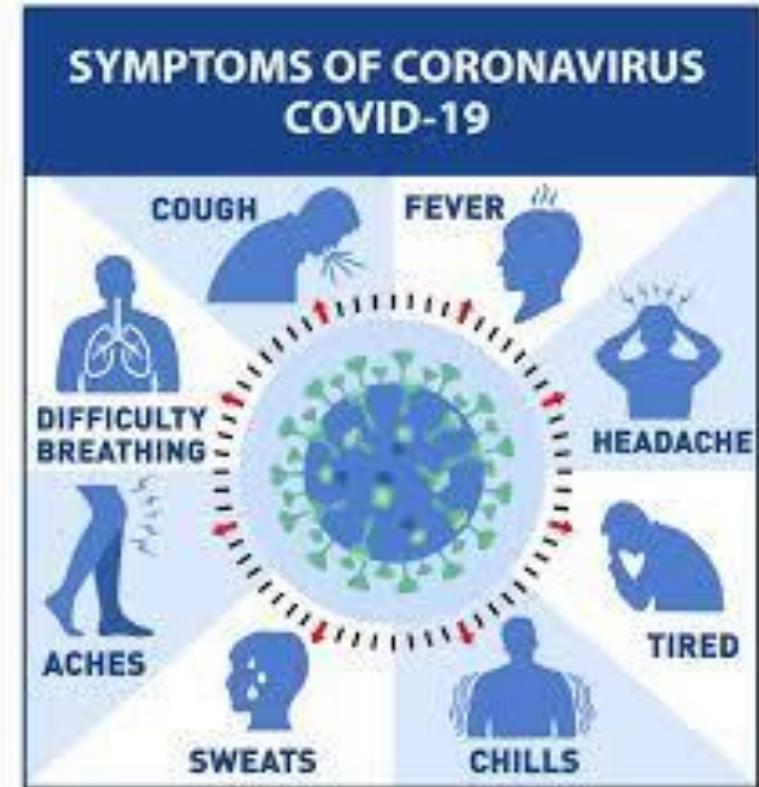
## For International Travel:

| International Travel Recommendations and Requirements                                 | Not Vaccinated | <u>Fully Vaccinated</u> |
|---|----------------|-------------------------|
| Get tested 1-3 days before traveling out of the U.S.                                  | ✓              |                         |
| Mandatory test required before flying to U.S.   | ✓              | ✓                       |
| Get tested 3-5 days after travel.   | ✓              | ✓                       |
| Self-quarantine after travel for 7 days with a negative test or 10 days without test. | ✓              |                         |
| Self-monitor for symptoms.  | ✓              | ✓                       |
| Wear a mask and take other precautions during travel.                                 | ✓              | ✓                       |



## Response to Cases and Suspected Cases

- Any student, teacher, or staff who reports COVID-19 like symptoms must be immediately isolated from others in a designated isolation space and sent home and referred for diagnostic testing as soon as feasible
- Districts must contact trace and report to public health all instances of COVID-19 in the system
- BSD will contact trace centrally rather than school by school





# Response to Cases and Suspected Cases

In a K-12 indoor classroom, the close contact definition excludes students who were at least 3 feet away from an infected students when a) both students were wearing face coverings and b) other prevention strategies (mitigating measures) were in place.

**Isolation** is when someone who has COVID-19 symptoms or has tested positive stays home and away from others.

Regardless of vaccination status individuals in isolation can return to school when:

- 10 days since symptom onset, or since positive test date if no symptoms are present **AND**
- 24 hours after fever resolves without the use of fever reducing medications **AND**
- Symptoms have improved

**Quarantine** is when someone who has been exposed to COVID-19 stays home and away from others in case they were infected and are contagious

- 14 days after the last exposure **OR**
- 10 days after the last exposure **OR**
- 7 days after the last exposure if there are no symptoms and a negative test result no sooner than 48 hours before ending quarantine

Exceptions :

- Close contacts who are fully vaccinated and do not have symptoms. Must wear masks for 14 days and monitor
- Close contacts that had a confirmed case of COVID-19 in the prior three months



## Staying Home When Sick

Students and staff who are sick should not attend school or work in-person.

Parents, caregivers, or guardians should be strongly encouraged to monitor their children for symptoms of illness every day.

The WA DOH and CDC do not currently recommend schools conduct symptom screening on a routine basis.

**If you're sick,  
please stay HOME**



# Curriculum Nights and Other School Events



Curriculum nights will be held virtually, as they were in 2020-21, while transmission rates in our area are substantial or high



PLE Curriculum Night-October 7th at 6:30 PM in TEAMS



Outdoor events can be held following the requirements for outdoor activities

# Visitors and Volunteers

No policies or procedures will be suspended at this time

## Policy 4200- School Visitors

*·Visitors are welcome but **building principals will determine the length and time of visits** based on minimizing the disruptions to the school and school program.*

## Policy 5630- Volunteers

*·The need for volunteers and the retention of volunteers in schools or school programs will be determined by the school principal or designee.*

Visitors and volunteers must follow all WA DOH requirements including the 9 mitigating measures.

*·Require that all visitors and volunteers provide proof of vaccination status starting the first day of school. We are working on a system for tracking this information.*

# What to bring to school every day?

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- \* Individual snacks (optional)
- \* Water bottle (optional)
- \* Laptop or iPad charged every day
- \* Mask



# Family Connection Center

Judy Takahashi-Hunsberger Family Engagement Specialist Family Connections Center Rm 212  
[hunsbergerju@bsd405.org](mailto:hunsbergerju@bsd405.org) 425-456-5679

I am the Family Engagement Specialist for Phantom Lake Elementary School. How can I help you? All conversations/inquiries are confidential, and information will not be shared without your written permission. Please email...

IF YOU ARE NEW to BSD for 2021-2022 school year please complete Welcome Form.

PLEASE DO NOT complete another WELCOME FORM if you have already completed one last year.

To access the Welcome Form in English, [please click here](#). You can change your language preference on top once you have open hyperlink(rt click). I can help give resources out pertaining to:

- Basic Needs (food, clothing, and other needs)
- Immigration
- Legal
- Medical/Social Emotional Resources
- Help navigate school system (PLE and/or ESC)
- Navigate and support academics
- Other:

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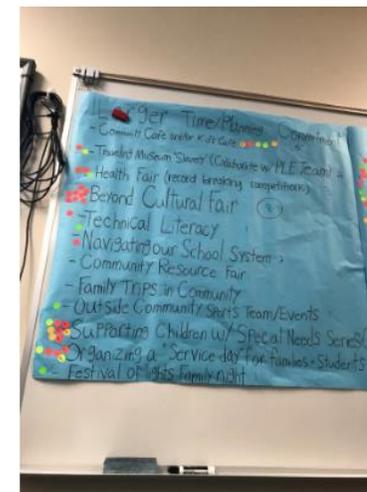


## Action Team for Partnership

The Phantom Lake ATP Team's purpose is to bridge the gap between school and community. To intertwine family and school as one united team of both knowledge and strength. Our goal is to develop equitable plans and activities for all and any family to access, engage, and contribute to, that will promote student academic and social emotional success. We strive to expand our team by inviting and providing space to hear more voices and perspectives from our PLE family and community members.

### How often does the team meet?

The team will meet 1 time a month throughout the school year.





# Bellevue School District Virtual Academy

Bellevue School District Virtual Academy is a fully online K-12 program for families who choose to stay 100% remote at the start of the 2021-22 school year. Enrollment is open to any student enrolled in a BSD school. We recognize that there are families who do not yet feel comfortable sending their students back to in-person learning due to health and safety concerns. Starting in 2021-22, Bellevue School District Virtual Academy will offer a fulltime 100% online program for any interested student in grades K-12. Courses will be taught by Washington State Certificated teachers using Edgenuity Instructional Services. **The deadline for enrollment in the 2021-22 BSD Virtual Academy is midnight August 31, 2021.** After that date only families new to BSD will be enrolled.

- **To enroll:** Send an email requesting enrollment with the name(s) of the student(s) and their BSD ID#(s) to [BSDVirtualAcademy@bsd405.org](mailto:BSDVirtualAcademy@bsd405.org) You will receive an email confirming enrollment and information regarding next steps for the start of school.



PTA

Welcome to another great year of learning at Phantom Lake Elementary from the PTA! The Phantom Lake PTA (Parent Teacher Association) is a non-profit run by family and community members of PLE students working to support students, families, teachers and staff at PLE. The PTA strives to empower our children for success by helping bridge connections between school, family and community.

The PTA supports Phantom Lake Elementary in many ways such as: back to school supplies; classroom resources; teacher and classroom grants; financial assistance for field trips; family & community activities (Ice Cream Social, Trunk or Treat, Multicultural Night, Science Fair, etc); school pictures and yearbook; staff appreciation and so much more!

Our membership costs are low (\$16 for individual; \$22 for family) and nothing else is required for you to join! We welcome parents, guardians, caregivers, grandparents, community members and anyone that wants to be part of the Phantom Lake PTA! Join today at [www.phantomlakepta.org](http://www.phantomlakepta.org)!



PTA

## Connect with PLE!

- Helping hands help us support PLE and our school community! Please contact our Volunteer Coordinator, Courtney Baxtron at [courtneybaxtron@gmail.com](mailto:courtneybaxtron@gmail.com) or fill out our quick and easy form online at [www.phantomlakepta.org](http://www.phantomlakepta.org)!

## Volunteer

- PLE wouldn't be as be the awesome community it is without parent and community volunteers! We are always looking for more parents, caregivers and community volunteers in whatever way you are able and willing to help! Volunteering can be done with a single.



# Konstella

- One of the things many parents love about PLE is our close sense of community and building connections between families and school. The PTA is excited to announce that we now have a Konstella platform where our school community can connect together. Konstella is a free secure website/mobile platform that was created and designed for schools, PTAs and parents/guardians to help build communication and connections. To register online, go to [www.konstella.com](http://www.konstella.com) and click on “Find My School” in the top right corner, then search for Phantom Lake Elementary. To register on your mobile device, download the iOS or android app, then tap on “Register” and type in our private invitation code LQE9BO.



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We are always here for you!

NURSE  
Erynn Udris



COUNSELOR  
Alysia Carey

We are always here for you!

PRINCIPAL  
Melisa Macias

ASSISTANT PRINCIPAL  
Rachel Pearson

PTA PRESIDENT  
Rhiannon Kreal

FAMILY SPECIALIST  
Judy Hunserberger