

THOMAS DAY
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August 14, 2020

Dear Travis Families,

As the 2020-2021 school year approaches, I would like to share a few more updates with you, including dates of upcoming Travis Elementary events.

We will begin the year virtually on **Tuesday, September 8** with school activities scheduled daily from 7:30 a.m. – 3:00 p.m. While your child's teacher(s) will provide daily learning activities that span the full school day, it is very important to remember that **you will have flexibility** in how you manage your child's learning from home. Your child's teacher(s) will partner with you in executing what works best for your family.

For more on how to aid learning at home, technology support, information on the platforms we will be using (The HUB, Microsoft Teams), and logging in to the HISD system and digital resources, click here: [Parent Introduction to Virtual Learning](#).

We have created a campus master schedule that considers parent feedback regarding online learning from last spring as well as input shared before, during, and since our July 30 parent meeting. Our goal is to provide as much uniformity as possible in scheduling of Core Foundation learning across grade levels while also ensuring individualization in learning and live time with teachers, including the Core Enrichment classes (Art, Music, PE, Library, and Creative Movement). The **Travis master schedule for online learning** can be found on Page 3 of this letter. (Please note that we may need to adjust as we continue to navigate the many variables involved and that this schedule is subject to change.)

We will have a soft beginning to the day with time for morning announcements, breakfast, and warmups prior to live time with homeroom teachers on Microsoft Teams beginning at 8:00 a.m. Students will receive **daily live whole group instruction during Core Foundation blocks and during Core Enrichment times**, as well as small group instruction every other day.

During **student asynchronous learning blocks** (Independent Practice time), teachers will provide HUB-based, online learning activities connected to class learning objectives, as well as suggested movement/brain breaks and offline activities for healthy regulation of screen time. Snack and lunch breaks can be taken during these blocks as needed.

The school will host teacher-led **Grade Level Parent Information Sessions** (Sept. 1-3) via Microsoft Teams to provide more information and guidance in managing online learning (see scheduled times below).

We will also host in-person **Meet the Teacher** events (Sept. 2-4) for an outdoor, socially-distant opportunity to see your child's teacher(s) and to pick up materials your child will use during learning at home.

You will receive a **classroom welcome message** from your child's **homeroom teacher** via email on **Monday, Aug. 24 by 3:00 p.m.** The email will also include your family's assigned **30-minute window** for the Meet the Teacher event (see scheduled event times below). If you have a scheduling conflict, just let your child's teacher know and we will make an alternative arrangement. Families can pre-order T-shirts, yard signs, and other Travis Tiger spirit items through the

Travis PTA Spirit Store by clicking here: <http://www.travispta.org/shop-travis?category=Spirit+Store>. **The deadline to order is Sept. 1.** Orders will be available for pick up during Meet the Teacher events.

Virtual instruction for all students will proceed for six weeks through Friday, October 16. On Monday, Oct. 19, face-to-face instruction for all students is scheduled to begin, pending COVID-19 conditions and recommendations from local, state, and federal health officials. Parents will have the option to opt out of face-to-face instruction for the next six-week grading period, or entirely for the fall semester, and/or school year.

Families who have made **technology requests** to the school or through HISD surveys will be contacted regarding a pickup day once supplies have been received and are ready for checkout.

I am excited to introduce the new teachers joining our school family. They are **Janelle Gonzales**, 1st Grade; **Emily DeLeon**, 3rd Grade; **Christi Rodriguez**, 3rd Grade; **Virginia Carroll**, 4th Grade; **Brittani Rideaux**, 5th Grade; **Summer Quiñones**, Art; and **Allison Muñoz**, Special Education Resource. **Anne Goode**, a Travis interventionist the last six years and formerly a Travis teacher, returns to the classroom in 1st Grade.

Upcoming events to place on your calendar:

Grade Level Parent Information Sessions (via Microsoft Teams)			Meet the Teacher (at Travis, outside)		
Tuesday, Sept. 1	2 nd Grade	5:00-6:15	Wednesday, Sept. 2	3 rd Grade	*1:00-3:00
Wednesday, Sept. 2	Kindergarten	5:00-6:15		4 th Grade	
	1 st Grade	6:00-7:15		5 th Grade	
Thursday, Sept. 3	3 rd Grade	4:00-5:15	Thursday, Sept. 3	1 st Grade	*1:00-3:00
	4 th Grade	5:00-6:15		2 nd Grade	
		5 th Grade	6:00-7:15	Friday, Sept. 4	Kindergarten

* -- Families will be assigned a 30-minute time block for visits (see above); all must wear a face mask and follow social distancing guidelines.

An outline of events for the 2020-2021 fall semester will be shared on the first week of school.

As we all continue to navigate uncharted waters, you can rest assured that we will work hard to meet your child’s needs within your family’s unique circumstances ... with continued emphasis on inclusive, individualized, and innovative learning, engagement, and community connection. More to come.

Take deep breaths ... we will get through this together.

See you soon!

Sincerely,

Tom Day, Principal
Travis Elementary



Master Schedule Grades K – 5

	Kinder	1st	2nd	3rd	4th	5th
7:30 – 8:00	Morning Announcements-Community Connection on Tiger TV (via the HUB) Breakfast, Warmup					
8:00 – 8:30	Homeroom Community Building Time (CBT) – Microsoft Teams					
Core Foundation Content – Block 1						
8:30 – 9:00	Teacher Whole Group – Microsoft Teams					
9:00 – 10:00	Teacher Small Group Times – Microsoft Teams Intervention Pullouts – Microsoft Teams *Independent Practice – HUB					
10:00 – 10:30	Core Enrichment	Snack or Lunch	Recess			
10:30 – 11:00	Snack or Lunch	Core Enrichment	Snack or Lunch			
Core Foundation Content – Block 2						
11:00 – 11:30	Teacher Whole Group – Microsoft Teams					
11:30 – 12:30	Teacher Small Group Times – Microsoft Teams Intervention Pullouts – Microsoft Teams *Independent Practice – HUB					
12:30 – 1:00	Recess		Core Enrichment	*Independent Practice – HUB		
1:00 – 1:10	*Independent Practice – HUB			Transition	*Independent Practice – HUB	
1:10 – 1:40				Core Enrichment		
1:40 – 1:50				Transition	*Independent Practice – HUB	
1:50 – 2:20				Core Enrichment		*Independent Practice – HUB
2:20 – 2:30				*Independent Practice – HUB	Transition	
2:30 – 3:00				*Independent Practice – HUB	Core Enrichment	

* -- During student asynchronous learning blocks (Independent Practice time), teachers will provide HUB-based, online learning activities connected to class learning objectives, as well as suggested movement/brain breaks and offline activities for healthy regulation of screen time. Snack and lunch breaks can be taken during these blocks as needed.

Teacher Planning Times/PLC Meeting Times		Teacher Office Hours	
8:00-9:00	Core Enrichment Staff	9:00-9:45	Core Enrichment Staff
10:00-11:00	Core Foundation Staff	12:45-1:30	Core Foundation Staff

(Time embedded for teacher monitoring and responding to asynchronous student engagement in HUB courses, taking daily attendance, uploading recorded lesson videos, IEP/504/IAT/GT documentation, and other administrative duties)