August 10, 2020

Greetings Panola Way Families,

We hope this email finds you safe and well. We want to welcome you to the 2020-2021 school year. Indeed, this is a school year beginning like no other. However, we are going to rise to the challenge during these unchartered times and SOAR through a new world of virtual teaching and learning! We want you to know that although this is new to all of us, the Panola Way Elementary School staff is working very diligently to make this process as seamless as possible. We will need your patience and support as you will need ours. Let’s work together as a community to ensure our students are successful.

We will begin the school year virtually starting August 17, 2020. In preparation for the start of the year, we are providing you with updates below, as well as dates you can expect additional information.

**Registration K-5** - Virtual registration for students entering kindergarten through fifth grade began August 3rd and will continue through August 14th. Please go to our website at [http://www.panolawayes.dekalb.k12.ga.us/](http://www.panolawayes.dekalb.k12.ga.us/), scroll down on our landing page, and follow the guidance under the registration category that applies to your child:

- New Student Registration
- Returning/Transferring Student to Panola Way
- Withdrawing student from Panola Way

Note: The following documentation will be needed for students returning or transferring to Panola Way Elementary School (You will submit these documents through this link [panolawayregistration@dekalbschoolsga.org](mailto:panolawayregistration@dekalbschoolsga.org)):

- A copy or picture of your Photo ID and
- A copy or picture of your Proof of Residency

- Acceptable Proof of residency is as follows:
  - A current utility bill (gas, water OR electric) OR a lease/rental agreement OR a current mortgage statement.
  - The document in #1 above must be in the name of the parent or legal guardian AND at an address in the PANOLA WAY attendance area.
  - Please write the child’s or children’s name on one of the documents or list the names in the email.
  - If the document is for a transfer student, please write the name of the previous DeKalb County School.

Registration contact: Mrs. Amelia Blunt at [amelia_blunt@dekalbschoolsga.org](mailto:amelia_blunt@dekalbschoolsga.org)

School Secretary: [shantera_pounds-young@dekalbschoolsga.org](mailto:shantera_pounds-young@dekalbschoolsga.org)

**Registration PreK** – Please click the link below for Pre-K registration information: [Pre-K Registration FAQ](#)
**Withdrawals** - Please send all withdrawal requests to panolawayregistration@dekalbschoolsga.org. The email should include your child's name and name of the receiving school district. Please allow 48 hours for processing.

**Laptops** – DCSD will provide Chromebooks to students in grades 3 – 5. Panola Way will begin the distribution of laptops starting with grades 5th, 4th and ending with 3rd beginning on Thursday, August 13th and Friday August 14th from 3:00p.m. to 5:30p.m. More information will be posted on our website soon. If you are in need of a device, please click this link to the DCSD Technology Agreement Form: https://dekalb.incidentiq.com/policy/5b8d1b73-892a-4b59-9a0b-d7215e581b5d/lookup

The DCSD Technology Agreement Form must be completed and submitted prior to the school being able to issue your child/children a laptop. The form must be completed for each child needing a laptop. Please complete this form no later than noon Wednesday, August 12th. Your child/children must also be registered through the above mentioned registration process before a laptop is issued. The distribution of laptops will occur at Panola Way on Thursday and Friday, August 13th and 14th. A pick-up schedule and instructions for retrieving your laptop is forthcoming. The district will provide information regarding Internet access. Please note: PK, 1st, and 2nd grades will receive Instructional Packs provided to schools by DCSD, but will still need to be able to access the Google Classroom for instruction. We are awaiting information from the district regarding receipt and distribution of these materials. We will send updates on this as we receive them.

**Instructional Supplies** - Grade level school supply lists can be found on our website.

**Infinite Campus Portal Access** - Previously activated portal accounts remain active. If you are in need of an activation code, email Mrs. Blunt OR Mrs. Pounds. Registration contact: Mrs. Amelia Blunt at amelia_blunt@dekalbschoolsga.org
School Secretary: shantera_pounds-young@dekalbschoolsga.org

**Open House** – We will host Virtual Open House on Wednesday, August 12th at 4:00p.m. A link to the session will be posted on the school website and sent to the email we have on file for you on August 11th. A recording of the session will be available for you to view at your convenience in the event you are unable to participate at the scheduled time.

**Assigned Homeroom Teacher and Contact Information** - Teachers are excited about meeting you and your child this year and will reach out to families on August 11th and/or August 12th by phone and/or email. During these contacts, they will give you information on the best ways for you and them to remain in consistent communication and collaboration with one another. Additionally, teachers are working hard to create creative Meet and Greet videos, which will be posted on our website and in their Google Classrooms by Friday, August 14th. When the teacher calls, please provide your email address so that you can receive messages from them regarding their Google Classroom.
**Uniforms** - Wearing school uniforms during virtual learning is strongly suggested as it may assist students in making the transition from summer vacation to “back to school and work”. The return date to a traditional setting has not been determined, however, I suggest that families begin to secure uniforms in preparation. More information regarding uniforms will be added on our school website.

**Microsoft Teams and Google Classroom**– MS Teams will be the platform for synchronous (live) teaching. Google Classroom will be used as the “classroom”. Each homeroom will have an established Teams account and students can gain access through a link provided by teacher via the Google Classroom or through Microsoft Office 365. Directions for accessing Teams and Google will be available on the school's website by August 12th. Teachers will provide Google Classroom information to you directly. Additionally, our teachers will work with you and your child on successfully utilizing this and other instructional platforms. Panola Way Elementary will hold virtual parent workshop to assist parents in understanding and utilizing the platforms as well. Dates for these workshops, which may likely be after the start of school, will be forthcoming.

**Daily Instructional Schedule** - The daily schedule and virtual learning expectations for success will be posted on our website before August 14th. Daily attendance is expected. If your child is unable to participate in a session, view the recording once it is posted in the Google Classroom. All assignments will be available in the Google Classroom to ensure learning. Please email your student's teacher directly for support.

As a reminder, the building remains closed, and we are working virtually. However, feel free to contact Dr. Stegall, principal, at corey_stegall@dekalbschoolsga.org if after reviewing the updates, you are in need of any clarification or assistance. This is a lot of information, however, we wanted to give you as much as we have at this time. We are working diligently on enhancing our school website so that you will have up to date information in one place. Thank you for your patience and support. We are excited about a new school year, and as we settle into our new normal, remember we are just an email, phone call, or video chat away. Stay safe!