

# **Knoxville CUSD #202 Return to School PLAN**



Knoxville High School  
Knoxville Jr. High School  
Mable Woolsey Elementary

“We Are Knoxville”

This message is to the Knoxville Community School District stakeholders and community members regarding the reopening of school and the impact Covid-19 has had on our policies and procedures. I cannot begin to thank the numerous staff and stakeholders who have assisted in creating this plan for reentry. It has become evident that there is no perfect plan and that we have created a document that will continue to adjust and change as the information and regulations change. I ask for your patience, input and flexibility as we move forward into a learning environment no one has been prepared for in their professional training as educators. Please be prepared for E-Learning to take place during the school year, it is hard to believe that this will not become a reality due to changes in CoVid-19 numbers. We look forward to moving to Phase 5 for our state. It is my hope that with your continued support we will return to a normal school day and year in the future.

*Upon reentry to the school:*

*Executive Order 2020-40, filed on June 4, 2020, allowed schools to reopen for in-person instruction in Phase 3. In-person instruction is strongly encouraged in Phase 4; however, it is critical to note that this does not signify a return to pre-pandemic operations. Appropriate social distancing, face coverings, enhanced sanitation measures, and other accommodations will be necessary to ensure the safety of students, staff, and their families. During Phase 4, IDPH guidelines will:*

- Require use of appropriate personal protective equipment (PPE), including face coverings.*
- Prohibit more than 50 individuals from gathering in one space.*
- Require social distancing be observed, as much as possible.*
- Require that schools conduct symptom screenings and temperature checks or require that individuals self-certify that they are free of symptoms before entering school buildings, and*
- Require an increase in schoolwide cleaning and disinfection.*

### **School Calendar:**

With the opening of school on August 24, 2020 we will be running an Early Dismissal Schedule (1 p.m. for Mable Woolsey, 1:10 p.m. for KJHS and 1:20 p.m. for KHS) that is currently in place for the district. The students will be in attendance each day of the week.

### ***Remote Opt-In Policy***

Parents may have their students opt-in to a full remote learning experience for the first quarter. We will readdress the need for this option 2nd quarter in the fall. **Please click on [this form to respond](#) to indicate whether you will be sending your student to school face-to-face or opting into remote learning:**

- Students who opt into remote learning will be placed in remote learning for the 1st quarter: August 24 - October 16.
- Students will be doing the same amount of work and covering the same material in all book courses. However, PE, lab courses and music will look vastly different in remote learning than they do in face-to-face learning.
- Students will be expected to be present online from any time a teacher asks them to during the scheduled face-to-face time class.
- Students who need to quarantine for an extended period may be in remote learning temporarily until the quarantine is lifted.

### **Building Schedules:**

- Each school will follow up with a more detailed drop-off or daily plan/schedule. We acknowledge that each level of student has different needs in regards to their school day.
  - Mable Woolsey - Morning drop-offs will occur as follows - 4th grade - East entry door by parking lot - 3rd grade - Art/Music door near pavilion (parents you may have to drop off in parking lot as buses may still be dropping students off) - 2nd grade main front doors - 1st grade - West entry doors by playground - Kindergarten - Kindergarten doors - PreK - main front doors - at each of these locations, students temps will be taken, hand sanitizer squirted on their hands and they must be wearing masks - students will then go directly to their classrooms. These doors will not open until 7:45.
  - Students will remain in their classrooms with teacher scheduled breaks for masks, restroom and movement. Classroom teachers will provide more detailed information regarding daily schedules.

- Being prepared for E-Learning to occur at any time. As much as we hope for a return to normal, Covid-19 has impacted us in a variety of ways and being prepared to return to E-Learning is vital.

### **Health and Wellness:**

Several changes in policies have been instituted to stay within the guidelines of the State Board of Education and both state and local Health Departments.

### **Students who cannot follow these guidelines will be enrolled in remote learning**

- Students' temperatures will be screened on a daily basis prior to admittance to the building or school bus.
- Masks are required for both staff and students. The E-Learning option will be available for those unable to comply.
- All school visitors will be required to have a mask and practice appropriate social distancing upon picking up a child. Visitors will need to schedule an appointment to meet with staff.
- We will be using three additional Remote Learning preparation days to provide training on health and hygiene to all staff prior to students reporting to school. Teachers will also receive information on how to share their learning with their students in an age-appropriate manner.
- All students will either self-certify their health (potentially) or be subject to a temperature check before entering district property (including buses)
- All students MUST wear masks for in-person schooling except for the following instances:
  - Students are outside and can social distance
  - Students are eating or drinking and are socially distanced
- Social Distancing will be adhered to whenever possible. It is to be noted that in some classrooms, students will have less than six feet between themselves. Also, social distancing will not be able to be accomplished on a school bus.
- Extra cleaning supplies and sanitizer have been purchased and will be provided to every classroom.
- Students will not share supplies, as possible.
- Lockers will not be used, and students will carry their backpacks from class to class. Backpacks will not be used at Mable Woolsey.
- Locker Rooms will not be available for students during the traditional school day.

- Signage will be posted throughout all buildings to help remind students of appropriate social distancing and hygienic behavior.
- The district will be in continuous contact with the Knox County Health Department for guidance and reporting purposes.
- There will be isolation rooms at each school for symptomatic students.
- The district will repurpose space to attempt to ensure appropriate distancing and not exceed capacity limits.

### **School Cleaning and Disinfecting:**

There will be an increased amount of cleaning and disinfecting on a daily basis. Water fountains will be turned off and we ask that students bring their own water bottles. Refilling stations may be used with guidance from school personnel.

### **Attendance:**

<u>Student/staff test positive for COVID-19</u> <ul style="list-style-type: none"> <li>• This begins the date of onset of symptoms. Knox County Health Department must be contacted for guidance.</li> </ul>	14 days
<u>Student/staff exhibits symptoms of COVID-19</u> <ul style="list-style-type: none"> <li>• Fever</li> <li>• Shortness of breath or difficulty breathing</li> <li>• New loss of taste and/or smell</li> <li>• Nausea</li> <li>• Diarrhea</li> <li>• Headache</li> <li>• Chills</li> <li>• Fatigue</li> <li>• Muscle and body aches</li> <li>• Cough</li> <li>• Sore throat</li> <li>• Congestion or runny nose</li> <li>• None of these symptoms related to Seasonal Allergies - Student /staff must have health provider note as such.</li> <li>• 24 hours since resolution of the fever without fever-reducing medicine.</li> <li>• This is all with the guidance of the KCHD</li> </ul>	10 days
<u>Student/staff had close contact with someone who has tested</u>	14 days

<p><u>positive for COVID-19</u></p> <ul style="list-style-type: none"> <li>• <i>Close Contact</i> means that the student was within 6 feet of a symptomatic person for more than 15 minutes, starting from two days before the illness onset until the time the patient is isolated.</li> <li>• Period of exclusion starts on the most recent date of close contact, KCHD must be contacted for guidance.</li> </ul>	
<p><u>Student/staff had a temperature, but no other symptoms of COVID-19, higher than 100 degrees Fahrenheit.</u></p> <ul style="list-style-type: none"> <li>• At least 24 hours since resolution of the fever without fever-reducing medicine before the student may return to school with a note from the health care provider stating student/staff may return.</li> </ul>	24 hours
<p><u>Student/Staff has returned from a location with sustained widespread transmission, including areas located within the United States</u></p> <ul style="list-style-type: none"> <li>• Airplane of any type any destination - 14 days quarantine per KCHD</li> <li>• In car to Travel Warning Level 3 locations must contact KCHD. (If a student/staff only goes to a family member's home, quarantine will be much less. If goes to a Concert, Amusement parks, etc quarantine will be 14 days)</li> </ul>	14 days
<p>** Reference in <a href="https://www.isbe.net/Documents/Part-3-Transition-Planning-Phase-4.pdf">https://www.isbe.net/Documents/Part-3-Transition-Planning-Phase-4.pdf</a> It is important to note that these requirements are subject to change pursuant to updated public health guidance (IDPH) and changing public health conditions, due to a resurgence of the virus or a second wave. School leaders will remain alert for any updates.</p>	

### Transportation:

- Our transportation service will be available with the limitation of 50 students per pick up and drop off. Social distancing will be impossible on a crowded bus, but we will not exceed 50 total people on any bus to limit close proximity to the best of our ability.
- Temperature screening of students will take place prior to entering the school bus and masks are required while on the bus.
- More frequent sanitization and use of an electrostatic sprayer to disinfect the bus between rides
- Students with a fever of 100 or above will not be permitted to enter the bus.

- If a student is not allowed to enter the bus, immediate phone calls will be placed to the student's parents. If the parent is not readily available the student will be taken to school and the parents will be contacted for pick-up.
- Masks must be worn on the bus.
- Hand sanitizer will be available on the bus.

How can you help regarding Transportation?

- Do not send students to the bus stop if you know they are symptomatic in any way to prevent the bus moving on from a student.
- We encourage you to consider transporting your student(s) if you have the ability to do so, to ease the number of potential students on each route.

### **Face to Face Learning:**

- Follow all rules set forth by the handbook.
- Wear a mask to school and all day unless indicated by the teacher.
- Report any COVID-19 symptoms immediately.
- Do your best to socially distance in transition areas like hallways, restrooms, lines, etc.
- Wash your hands with soap and water, use hand sanitizer if not available, frequently.

### **Grading:**

Grading practices will return to normal at the beginning of the school year. E-Learning students will be responsible for attendance and class assignments in the same manner as students receiving in person instruction in the school.

### **E-Learning Policy:**

E-Learning will be available to students who are:

- unable to attend school in person
- Parental choice
- Medical restrictions

Students will be able to re-enter in-person learning at midterm or the first day of the second quarter. Students may choose e-learning at any time, with advance notification so teachers can prepare material. However, students will be allowed one re-entry or exit only (i.e. a student is in e-learning and parent chooses to send back to in-person, they will not be allowed to go back to e-learning or vice versa). Teachers will be available during regular contract hours (7:45-3 pm). Teachers, students and parents are encouraged to set up communication for student learning.

### **Remote Learning Student Expectations:**

- Check Remote Learning platform multiple times a day (Gmail)
- Check in with teachers daily

Communicate all barriers to learning to teachers (wifi, broken technology, timing issues, illness, etc)

- Follow the live meeting expectations.
- Utilize Google Calendar to keep track of all due dates for assignments.
- Check-in with teachers to get makeup work.
- Communicate all barriers to learning to teachers (wifi, broken technology, timing issues, illness, etc).

### **Parent Expectations**

- Please notify the school by August 7th if you intend to E-Learn
- Call the school office if your student will be absent from remote learning or face-to-face instruction for the day.
- Provide time and space for students to work at home.
  - Please help them to plan their work, sleep, and social schedules accordingly.
- Please provide an updated email address to keep open communication during remote learning.
- Communicate with the administration on all learning barriers and utilize the tutorials on p. 8 to help your student stay organized
- Work with the teachers to address any student needs.
- Be proactive and thorough in your at-home screening and reporting of symptoms to the school.
- Understand the necessity of following the exclusion timelines provided above and support district decisions in regard to this cumbersome guidance.

### **Student Expectations:**

- Follow all rules set forth by the handbook.
- Wear a mask to school and all day unless indicated by the teacher.
- Report any COVID-19 symptoms immediately.
- Do your best to socially distance in transition areas like hallways, restrooms, lines, etc.

- Wash your hands with soap and water and hand sanitizer frequently.

**Teacher Expectations:**

- Teach students in face-to-face learning keeping all protocols in place (no group work, maximize social distancing, enforce the wearing of masks)
- Remote learning will take place between 2-3 pm or during the teacher's scheduled class.
- Communicate with students and parents if a student is not completing remote learning activities or is not attending the virtual classes.
- Provide feedback in a timely manner.
- Ensure that all students are covering the same curriculum, whether face-to-face or remote learning. (This excludes PE, lab courses and music courses, which will look vastly different than they will look in person.)

**IEP and 504 Services:**

- Students will receive all accommodations and modifications in their Individualized Education Plans (IEP) and 504 Plans. If a student decides to opt-in to remote learning, a new IEP or 504 meeting may be held to create a plan to best meet the learning needs of the student remotely.

**Food Service:**

- Lunches will be served. Each school will follow-up with a detailed plan of service to our students. When sending a lunch with a student, we encourage a fully disposable lunch.
- More frequent sanitization
- Social distancing enforced in lunchrooms and lunch lines
- Hand sanitizer stations located near cafeterias
- Staff will wear masks

We realize that this return to school plan can be changed and impacted by The State Board of Education and Community Health Organizations. Please understand that policies and procedures change at a rapid pace and we are using all of our resources to safely return students to Knoxville # 202. Your support and assistance is essential to making the health and safety of our students and staff priority one.

**ESSER Funds:**

To meet the use of funds requirement of the American Rescue Plan (ARP) Act Elementary and Secondary School Emergency Relief (ESSER) III Fund, the Knoxville CUSD #202 has engaged in meaningful consultation with all community stakeholders. The community stakeholders have been provided the opportunity for input in the development of the district plan for the uses of ARP ESSER III funds. Open public forums at monthly meetings of the Board of Education were used to solicit input.

The district will regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its plan for the safe return to in-person instruction and continuity of services.

The district will continue to seek and take public input into account in determining whether and what revisions are necessary.

The use of all ESSER funds have been made available for community inspection, review, and discussion.

The Knoxville CUSD #202 ESSER III funds will be allocated to various programs throughout the district, including (but not limited to):

- Evidence-based Interventions, such a summer learning, extended day
- Comprehensive after school programs, or extended school year programs
- Ensure the interventions respond to students' academic, social, emotional and mental health needs

ESSER III has been developed to address all of these areas, targeting learning loss, professional development, social and emotional support for both students and staff, upgrades in technology, improved air quality, and other health related areas such as: handwashing etiquette, custodial and maintenance for specific cleaning needs, and contact tracing and quarantine.

Knoxville CUSD #202 will continue to work in collaboration with the County Health Department, IDPH, and the CDC.

The total allocation for ESSER III funds comes to \$1,413,154. The allocation has been directed by the ISBE to be allocated as follows: Summer Enrichment Programs = \$19,302; After School Programs = \$19,302; and Learning Loss at \$95,302. The remaining allocation will be used with the primary focus of student learning, as well as enhanced technology and improved air quality systems.

Notes:

A statement about traveling and self-quarantine for staff, students, parents, etc.

Registration Sheet determining student attendance option for the school year

Links to share:

ISBE

IDPH