

# Aline-Cleo Public Schools

## 2021-2022 Safe to Return Plan

### In Response to the COVID-19 Crisis

#### GOAL

To provide the best possible educational services to all students while minimizing the spread of COVID-19 among our students and staff.

#### SOURCES OF INPUT INTO THIS PLAN

- A-C Administration, Faculty and Staff ■ Parents/Caregivers
- Oklahoma Governor Kevin Stitt's Open Up and Recover Safely Plan
- Oklahoma State School Boards Association (OSSBA)
- Oklahoma State Department of Education (OSDE)
- Oklahoma Secondary Schools Activities Association (OSSAA) ■ Center for Disease Control (CDC)

#### DATA-INFORMED PLAN

- Sources to be used for data informed plan include: Major County Health Department, OSSBA Covid-19 data and maps, CDC guidelines and recommendations, State of Oklahoma of Health guidelines, OSSAA guidelines.
- The CDC recommends frequent hand hygiene, practicing social distancing and wearing face masks that cover the nose and mouth when interacting with people in close quarters.

#### FACE MASKS

- The proper wearing of face masks covering the nose and mouth will be encouraged but not required.
- Face masks will be supplied by the district as supplies are available.
- The District reserves the authority to require the wearing of face masks in specific situations as well as in general if the situation worsens. If this occurs, we recognize that some people may have medical reasons for not wearing face coverings. We will follow the written instructions of medical doctors to accommodate these people.

## SANITIZING AND DISINFECTING FACILITIES

- All buses will be properly sanitized after each route and activity by the driver of the bus. The equipment, supplies and training needed to sanitize the buses will be provided by the District.
- All buildings will be properly sanitized each evening after occupation. The equipment, supplies and training needed to sanitize the buildings will be provided by the District.

## STUDENT AND STAFF PERSONAL HYGIENE

- The custodial staff will ensure that proper soap is available at all sinks, including those in the classrooms. The District will ensure that the custodial staff is supplied with soap and soap dispensers.
- The custodial staff will ensure that hand sanitizer is available in all classrooms and office areas. The staff is supplied with hand sanitizer as supplies are available.
- Classroom teachers will teach students how to properly wash their hands, use hand sanitizer, avoid touching their faces and the proper way to cover coughs and sneezes as well as the need to avoid others when they are sick and to avoid those who are sick. Wearing masks is highly recommended but not required.
- For grades K-6, classroom teachers will schedule orderly trips to the restrooms to ensure the best possible social distancing is practiced and that students properly wash their hands.
- Shared water fountains will be disabled and will not be used by students and staff. Students are encouraged to bring water bottles to refill at touchless water stations.

## MINIMIZING SHARED EQUIPMENT AND SUPPLIES

- Student belongings and the supplies each student uses will be kept separate from those of other students and will be used only by the student to whom they belong or to whom they are assigned.
- The storage of student belongings and the supplies they use will be done in a manner that prevents other students from coming in contact with these supplies. The storage of such supplies must be in lockers, cubbies, student desks or backpacks stored in such a manner that students do not come in contact with the backpacks of other students.
- Students will not share desks, tables or other furniture and equipment unless this furniture and equipment is properly and safely disinfected between uses. Seating charts will be used in classrooms.
- Classroom furniture will be spaced apart as much as possible and will be arranged the same direction when possible.
- Classroom teachers are responsible for disinfecting their classrooms during the school day and after school.
- The District will ensure that teachers and coaches are supplied with proper disinfectant supplies.

## STUDENTS RIDING BUSES

- Seating charts will be used on buses. As much as possible, students will sit one to a seat unless they are from the same household.
- Field trips will take place until conditions warrant a change.
- Coaches and sponsors will be strongly encouraged not to attend "extra" extracurricular activities and events held at venues that pose a significant risk to our students in the event cases start to increase across the state.
- Students will be required by their coaches and sponsors to spread out as much as possible on buses when traveling to and from extracurricular events and to practice social distancing as much as possible.

## STUDENT STAFF AND VISITOR TEMPERATURE CHECKS

- Confidentiality will be maintained.
- The temperature of all students, staff and visitors will be taken upon entry into buses, school buildings and athletic facilities at the beginning of each day or the first use of the facility or bus each day.
- The District will be responsible for instructing those who will be taking the temperatures of students and staff on the proper use of the no-touch thermometers provided by the school.
- The bus drivers will be responsible for temperature checks.
- Students, staff and visitors who have a temperature of 100.0 ° F or higher will be sent home until they have not had a fever for 24 hours without the aid of medication. While still at school facilities, those with a fever will be required to wear a face mask that covers their nose and mouth until they are able to return home.

## PRACTICING SOCIAL DISTANCING

- Teachers and coaches will set up facilities in a manner that maximizes distance between students and has furniture and equipment that can be properly disinfected on a daily basis.
- Teachers and coaches will instruct students on best social distancing practices, including avoiding contact with each other and maintaining distance between each other.
- Close group interaction will be encouraged and try to be avoided.
- The use of masks and/or face shields will be encouraged for necessary one-on-one or close group interactions when conditions warrant.
- Breakfast and lunch times will be scheduled in a manner that maximizes social distancing.
  - Parent-teacher conferences, IEP meetings and other conferences will be held virtually or by phone when warranted.
- Social distancing will be practiced at public events. Temperatures will be taken at these events and those with a fever (temperature of 100.0° F or higher) will not be admitted. The wearing of masks will be strongly encouraged but not required at these events.

## POSITIVE TESTS

In the event that a student or staff member should test positive for COVID-19 they will be told not to return to school until they test negative. When school officials are aware that a student has had contact with a person who has tested positive for the virus, parents/caregivers will be informed without disclosing the name of the person who has tested positive. School officials may require the closing of individual classrooms, schools or the entire district when needed to limit the spread of COVID-19. If this becomes necessary, students will continue with their schooling via distance learning (either virtual or non-virtual). The district will work with city, county, state and medical officials in sharing information for contact tracing as well as other data needed to limit the spread of the virus. Proper confidentiality will be maintained.

## MAKING UP FOR LOST LEARNING

In order to make up for the learning lost during the shutdown, each teacher will immediately assess the degree to which students accomplished the core subject crucial learning standards from last school year and assess the degree to which students are accomplishing the current school year's crucial standards. Frequent effective standards-based intervention as well as an increase in the amount of time students are engaged in effective learning activities using age appropriate intervals with the direct guidance of their teachers will help provide students with the high-quality special services they need.

## IMPROVING TEACHER PRACTICE

- The District will rely on both internal and external expertise as our guidance and resources for the professional learning in which our teachers are engaged.
- Teachers may be sent to trainings outside the District and experts from inside or outside the District may be used to provide professional learning. The District recognizes that the best professional learning involves the collaboration of teachers through structure such as professional learning communities (PLCs). The District will organize such a structure and schedule time for teachers to work together in a manner focused on improving their practice. This may be done virtually.
- The focus of professional learning will be on evidence-based strategies such as teaching to objectives, engaging all students, using data to inform planning and instruction, appropriately challenging all students with rigorous curriculum, providing authentic lessons for students, using the formative assessment process, using the lesson line structure, differentiating instruction through techniques such as centers and project based learning and building positive productive relationships with students.

## SEMESTER VIRTUAL/DISTANCE LEARNING OPTION

- Accountability-Students will be required to complete appropriately rigorous graded assignments for which they will earn grades and credits.
- Attendance-Students attending school virtually will be required to spend an equivalent amount of time with their studies as they would if they attended class face-to-face. Attendance will be verified electronically throughout the day.
- Guidance-Students and parents/caregivers will meet with teachers and/or administration to receive guidance and an explanation of the program in detail including the distance learning attendance policy.
- Each teacher will be responsible for scheduling, directing, assisting and monitoring students who have chosen the distance learning option.
- Meals will be provided for students choosing this distance learning option. Students may pick up their grab-and-go meals at determined times.
- Students will be provided the special services they need virtually or in a safe environment face-to-face as needed and required by their IEPs.
- Students will be assessed using tools such as IXL, Freckle and Edgenuity as they progress in math, reading and English Language Arts in order for teachers to adjust in their learning experiences so students stay on track to accomplish all crucial learning standards. Students will also be assessed to determine their course progress and grades.
- Primary-The parent/caregivers of students in grades Pre-K-5 may choose to enroll their child(ren) in our primary distance learning option. Students who choose this option must do so for a full semester at a time. The distance learning option will utilize online learning platforms such as Edgenuity, Freckle, IXL, Star Reading and Star Math. Students will have virtual access to a certified teacher every school day through online tools such as Zoom, Google Classroom and Google docs. Certified teachers will direct the daily learning activities of primary students. If needed, the District will supply students with the technology devices and connectivity needed to take part in distance learning.
- Secondary-The parents/caregivers of students in grades 6-12 may choose to enroll their child(ren) in our secondary distance learning option. The virtual option will utilize the distance learning platform Edgenuity, or live zoom, google classroom, with online platforms such as Freckle, Study Island, Star Math and Star Reading to provide course materials. Each certified teacher will assist and monitor students who enroll in our secondary distance learning option. Students will receive credits only for semester courses completed. If needed, the district will supply students with the technology devices and connectivity to take part in this distance learning option.

## INDIVIDUAL TEMPORARY DISTANCE LEARNING

- Individual students may be required to temporarily attend school via distance learning when they are not able to come to school due to illness. This may be either virtual or non-virtually.
- Each teacher will be responsible for scheduling, assisting and monitoring students who are engaged in distance learning.
- Virtual-This option will work in the same way as the virtual options for primary and secondary students.
- Non-Virtual-Each teacher will develop materials for students to use at home focused on the accomplishment of our crucial learning standards; develop and implement a system for the exchange of materials to be graded and new materials to be picked up; develop and implement a system of intervention when needed; develop and implement a system for providing any needed special services to students participating in distance learning.
- Students will be assessed using tools such as Exact Path, Edgenuity, Zoom, Google Classroom and Google docs as they progress in math, reading and English Language Arts in order for teachers to make adjustments in their learning experiences so students stay on track to accomplish all crucial learning standards. Students will also be assessed to determine their course progress and grades.

## POSSIBLE SCHOOL SHUTDOWNS

In the event of a short-term or long-term shutdown, the District will provide distance learning using the virtual and non-virtual options. Those options will follow the same guidelines, use the same resources, will be monitored and assessed in the same way as those same options for primary and secondary students.

## SCHOOL SITE RESPONSIBILITIES FOR DISTANCE LEARNING

A team at each school will be responsible for choosing the distance learning tools needed for providing both virtual and non-virtual distance learning for students and for providing the necessary training for teachers to use these tools. This team will include Administration, counselor, special education teacher and additional teachers.

## GUIDANCE COUNSELING

The school counselor will maintain contact with all students to provide guidance services, resources and opportunities for mental well-being counseling. Our counselor will be proactive in helping students deal with issues related to COVID-19 as well as other issues.

## SPECIAL SERVICES

Our students with special needs will be afforded the accommodations outlined in their IEPs. Meetings will be held virtually or by phone when warranted. When students are not physically attending classes, therapies and other related services may be provided virtually or at school in a manner that protects the health of all involved.

## FREQUENT COMMUNICATION

Aline-Cleo Schools will abide by all local, state and federal requirements concerning the COVID19 Crisis. If at any time any provision of this plan conflicts with local, state and federal requirements, those requirements will supersede the provisions of this plan. Orders issued by these authorities will supersede this plan. The Administration will inspect our facilities within the first five days of each school quarter and additionally as needed to verify compliance with the facilities requirements of this plan.

## PARENT/CAREGIVER AND STAFF SELF-SCREENING

Parents/caregivers and staff will practice self-screening. By their attendance at school, parents/caregivers and staff certify that they do not have COVID-19 and do not have the symptoms of COVID-19.

- Cough
- Shortness of breath/difficulty breathing
- Chills/shaking
- Sudden loss of taste and/or smell
- Fever (temperature of 100.0° F or higher)
- Known close contact with someone with COVID-19

## PARENT/CAREGIVER AGREEMENT

Parents/caregivers will verify they have reviewed this plan and intend to comply with the provisions of this plan.



Aline-Cleo Public Schools  
Reopening Plan  
Parent/Caregiver Acknowledgement

I \_\_\_\_\_, parent/caregiver of \_\_\_\_\_ affirm that I have reviewed and will comply with the Aline-Cleo Public Schools Reopening Plan.

If my child participates in virtual or blended learning opportunities, I hereby give my permission for my child's image and voice to be accessible to school faculty and other students via the Internet so he or she can actively participate in these distance learning activities.

\_\_\_\_\_  
Parent/Caregiver Signature

\_\_\_\_\_  
Date

**THIS SIGNED FORM IS A REQUIRED PART OF OUR ENROLLMENT**