



# USD 499 GALENA PUBLIC SCHOOLS

## Getting Ready Re-Entry Plan “At a Glance” 2020-2021 School Year

**Please Note:** *The plans within this document are subject to change as local and state governing officials respond to new information and developing conditions.*

### INTRODUCTION

This document is intended to be a flexible, working summary of our procedures that will change as needed based on the latest information available. It is not intended, nor should it be considered, the final, or permanent plan. Information will be updated as needed by the District Leadership Team.

### SCHOOL CALENDAR/SCHOOL HOURS

The district calendar has been amended. **Students' first day of class will begin on Monday, August 17th, 2020** and five minutes have been added to each day of student attendance. At this time, the original ending date will remain the same. If other changes are made, they will be quickly announced to all parents and staff via our typical communication methods (phone, email, school website and social media).

#### **School start times and end times**

- Spring Grove 8:00-3:15
- Liberty 8:00-3:15
- MS 8:00-3:10
- HS 8:00-3:10

### GALENA LEARNING OPTIONS

As USD 499 plans for the 2020-21 school year, we know it is imperative that we offer our students and parents options for a positive learning experience. For the upcoming school year, we plan to offer 2 different options:

1) On-Site Learning, 2) Remote Learning.

#### **On-Site Learning (PK-12)**

- Teachers will provide face-to-face instruction
- Students will attend class in-person five days a week
- Schools will be open during regular instructional hours
- Specific safety measures will be taken to ensure the safest environment possible for students and staff
- All students will use Canvas as the learning platform.
- If individual classrooms, buildings or the entire district is required by COVID-19 related circumstances to close, students will shift to remote learning.
- Individual students impacted by COVID-19 related circumstances will shift to remote learning.

#### **Remote Learning (PK-12)**

- Learning will take place at home
- PK-12 students will use Canvas as the learning platform.
- Students will be working with a certified USD 499 teacher.
- Students choosing full-time Remote Learning are not eligible for participation in extracurricular activities.
- The Kansas Department of Education requires that a daily log of student learning minutes must be kept and signed by the parent/guardian.
- Each student is required to log 405 minutes per day, the same amount of time as if they were physically present in school

## GALENA LEARNING OPTIONS - CONTINUED

### Remote Learning (PK-12) - CONTINUED

- Students are required to meet the same learning standards as a student participating in On-Site Learning.
- Changes to individual remote learning plans will be based on individual circumstances with administrative approval. Students may shift from Remote Learning to On-Site learning the week after Labor Day, the first week of each quarter OR upon receiving administrative approval.
- Full time Remote Learning is a new learning experience for most of our students. Our hope is that every student will be successful. Student learning will be reviewed quarterly and if a student is having difficulty or failing, the school team will meet. If a student is not being successful in Remote Learning, and they do not have overriding health issues, they will be expected to return to On-site Learning.

## GOVERNOR'S EXECUTIVE ORDER (20-59)

Currently, the district will follow the requirements stated in Executive Order No. 20-59.

**Social Distancing:** Individuals shall maintain a 6- foot distance from other individuals with infrequent moments of closer proximity. (This requirement does not apply to in-person instruction in classrooms when masks or other face coverings are worn.)

**Hand Washing & Sanitizing:** Students and faculty shall sanitize their hands at regular intervals throughout the school day.

**Temperature Checks:** Individuals entering all attendance centers shall have their temperatures checked before entering the building for the first time each day.

**Masks:** All students, faculty, staff, vendors and other visitors to public or private PreK-12 school attendance centers to cover their mouth and nose with a mask or other face covering at all times except as described below-

- While eating
- While working-other than to prepare food or meals-in a room or office that is not open to students or visitors and in which all individuals present can maintain 6 ft distance from other individuals with only infrequent or incidental moments of closer proximity;
- While engaged in an activity during which it is unsafe or impossible to wear a mask or other face covering;
- Children who are not students and are 5 years of age or under-children age 2 years and under in particular should not wear a face covering because of the risk of suffocation;
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering- this includes persons with a medical condition for whom a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
- Persons who are deaf or hard of hearing, or communicating with a person who is deaf or hard of hearing, where the ability to see the mouth is essential for communication
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines; and
- Persons engaged in any lawful activity during which wearing a mask or other face covering is prohibited by law

## PARENTS AND VISITORS

Visitors will have limited access to the building beyond the main office. All visitors, including parents, will be required to wear a face covering while in the building. First-day procedures at all school sites will be adjusted, including the limitation on parents walking elementary children to the classroom.

## INTERRUPTIONS OF SCHOOL

In the event of a large outbreak of COVID-19 or a high risk of community spread at one or more schools, USD 499 will activate Remote Learning for all students, including those who have chosen “On-Site Learning”. The duration of this interruption will be determined by local and state officials. Staff, students and parents will be notified using regular communication methods such as Canvas, social media, email, and phone. The District will work with the Cherokee County Health Department and other health officials in determining the level of risk.

Also, there may be a need to make changes to procedures as circumstances change. Our policies and procedures are designed to mitigate the risk of COVID-19. However, there is no way to completely eliminate the potential risk of spread. The district will work closely with local health officials and seek their advice to address issues that arise.

## SUMMARY

This will be a unique beginning of school and USD 499 has worked to plan a year that will address the health and safety of students and create flexible learning opportunities to address student needs. The school year may offer new challenges. It is our belief, however, that partnering with parents and families, we will meet those challenges and continue to support the current and future success of our students.



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## Reopen Check List - "At a Glance" 2020-2021 School Year

### HEALTH AND HYGIENE

- Training for staff and students
- Additional hand sanitation stations
- Handwashing will be required
- Staff and students strive for 6-foot distancing

### FACILITIES AND ROUTINES

- No large group assemblies
- No fountain use (students bring water bottles)
- Frequent cleaning of high touch areas
- Students will be assigned seats

### ARRIVAL AND DISMISSAL

- Parents stay in vehicle for arrival and dismissal
- Follow established individual school protocols
- The school nurse/teachers/designee will check the temperature of each student upon arrival.

### BUS TRANSPORTATION

- Recommending parent transportation
- Additional cleaning and sanitation procedures
- Drivers and monitors will wear masks while students are loading and unloading
- Students strongly encouraged to utilize face covering at all times
- Students will have assigned seating
- Bus will load from back to front and unload from front to back

### CAFETERIA PROCEDURES

- Students will wash hands prior to eating
- Disposable packaging and utensils will be utilized.
- Students will select pre-assembled meals from the cafeteria.
- Touchless check-out system for students
- Students will not have access to a microwave or refrigerator.
- Meals will be consumed in the cafeteria, commons and gym areas

### ISOLATION PROTOCOL IF SYMPTOMS PRESENT AT SCHOOL

- Student isolated (Masks may be used if needed in efforts to isolate)
- Parent pick up (no transportation provided)

### NO VISITORS

- No parents or visitors in the school building unless necessary for school business

### RECESS

- Students wash their hands or sanitize before and after recess
- Additional supervision to assist in encouraging social distance guidelines
- Playground equipment and structures will be cleaned after use

### SPECIALTY COURSES

- At elementary schools, specials may take place in the classroom
- Equipment will be sanitized regularly

### STAY HOME WITH THESE SYMPTOMS

- Persistent Cough
- Shortness of breath or difficulty breathing
- Fever of 100 degrees or higher
- Chills, repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Runny nose or congestion
- Other flu-like symptoms, such as nausea, vomiting, or diarrhea.

### MASKS

- Per Executive Order 20-59, masks are required when in school buildings.
- Individuals are asked to provide their own masks.

### EDUCATIONAL OPTIONS

- Onsite
- Remote