



Valley R-VI School District
Reopening Plan for Fall 2020

A Letter from the Superintendent

Greetings,

Throughout our years of educating students, one of our top priorities at Valley R-VI School District has always been the safety of our students, staff and community. Since the beginning of this pandemic, Valley R-VI has been monitoring the situation and taking all possible precautions to keep our students and employees as safe as possible. We have been continuously working with the Washington County Health Department and the Department of Elementary and Secondary Education (DESE) while making decisions during this unprecedented time. We have also continued to monitor information and press releases from the Centers for Disease Control and Prevention (CDC) and the Missouri Department of Health and Senior Services (DHSS).

Through many hours of researching, collaborating, and gaining input from members of our staff in various roles, we have moved forward with a plan to reopen school on the scheduled start date of Wednesday, August 26, 2020. The Valley R-VI School District's plan consists of giving families two options for the education for their child(ren). The choices are either a Traditional Option (with the student on campus), or the Valley R-VI School District Distance Learning Option. We are asking each family to decide for each of their children (for the fall semester) before the start of school. We will be giving a grace period of up to Friday, September 11, to allow families a one-time change of option. After that, students will need to stay with the chosen option for the remainder of first semester. You can expect a phone call in the days ahead from the school, asking for your decision for each child. Also know the school is issuing a device to each student, K-12, to use as a tool in their education, no matter which option is chosen.

The details in the following plan could change at any time, even between now and the start of school, based on things such as community spread and recommendations by state and local health officials. Student and staff safety is of the utmost importance to us, and I hope this plan reflects that. We will continue to coordinate with federal, state, and local officials as we make critical decisions regarding student, staff, and community safety, while also providing quality instruction to all students.

We realize some of these changes may be a challenge for staff, students, parents, and the community. We appreciate your support, understanding, and patience as we attempted to make the best decisions possible through this trying time in our lives and the lives of our students.

Sincerely,

Dr. Michael Silvy

Michael Silvy, Ed.D.

Superintendent of Schools

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Two Options for Education for First Semester of the 2020-21 School Year

The Valley R-VI School District's plan consists of two options of education. These choices include a **Traditional Option** with students on campus or the **Distance Learning Option**. We are asking each family to make known the choice for each child before the start of school. Parents will then be asked to complete a registration form for their chosen option for each child. This plan of options could change at any time, before school starts, or after the start of school, based on community spread and recommendations by state and local health officials.

Deadline for Changing Options: Students will start school on Wednesday, August 26, in their chosen option. Parents have a deadline of Friday, September 11, to change options one time. If they do not feel the option they chose is working or is best for their child, they can change one time to the other option. After the end of the school day on Friday, September 11, the student is locked in to their chosen option for the remainder of the first semester of the 2020-21 school year. Any exceptions would be at the discretion of the administration.

Traditional Option

If the family chooses the traditional option of education for a student, the District will implement the following preventative protocols upon the start of school, August 26, based on recommendations from the Washington County Health Department.

GENERAL HEALTH GUIDELINES AND PROTOCOLS

Healthy Behaviors to mitigate health risks: To help mitigate health risks, Valley R-VI wants to emphasize the following behaviors for our students while they are at school, and for our families at home:

1. **WASH YOUR HANDS-** Regularly and vigorously wash your hands with soap and water for at least 20 seconds. Between hand washing, use hand sanitizer with at least 60% alcohol.
2. **COVER YOUR MOUTH & NOSE-** This can be done by wearing a face covering or mask to prevent the spread of germs, especially when you must be within six feet of other people. This also includes covering your cough or sneeze when you are without a face covering.
3. **DO NOT TOUCH YOUR FACE-** Life seems to cause us to touch many surfaces that others have touched before us. Try not to touch your eyes, nose, mouth and face throughout the day to cut down on the spread of germs.
4. **SOCIAL DISTANCING-** Keep six feet of distance between you and others whenever possible. The COVID-19 virus is generally spread through droplets caused when people sneeze, cough, or even when they talk. Remaining six feet apart helps prevent the spread of those germs. If you are unable to keep six feet apart, space as much as possible. Also, wearing a face covering can help.
5. **STAY HOME IF YOU ARE ILL-** If you are sick, showing symptoms listed on the following page of this document, or have had known close contact with a person who is lab-confirmed to have Covid-19, we are asking that you stay home.

Face masks worn on campus: The school is not mandating the wearing of face coverings at this time; however, we are strongly encouraging both staff and students to wear face masks to help prevent the spread of the virus. Valley R-VI plans to provide each student and staff member with one face mask. Staff may use face shields or masks during some instructional delivery situations. Also note that we will continue to monitor guidance concerning face coverings based on city, county, state, and national guidelines, and changes could occur.

Student and Staff Screening Protocols: To help prevent the spread of Covid-19 and reduce potential risk of exposure to other people, staff are required to complete a self-screening, and parents must agree to have students do a self-screening before attending school each day. Answering “yes” to questions about the following symptoms and/or running a temperature should cause a person to stay home for the day. A self-screening includes a temperature reading and answering a set of questions related to the following Covid-19 symptoms:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Vomiting
- Feeling feverish or measured temperature greater than or equal to 100.4 degrees Fahrenheit
- Known close contact with a person who is lab-confirmed to have Covid-19.

Health Protocol:

If a staff member or student becomes ill, or if someone is exhibiting symptoms of Covid-19, they will be asked to leave school or be picked up by a parent. They should go to their medical provider or the nearest health center upon leaving school. Upon returning to school, a student or staff member may be asked to submit a healthcare provider’s note or a note from the health department before returning.

Diagnosed with COVID-19:

If a student or staff member is diagnosed with Covid-19, they may return to school when all four criteria are met:

1. At least 3 days (72 hours) have passed since recovery (no fever without the use of fever reducing medications); and
2. You have improved symptoms (cough, shortness of breath, etc); and
3. At least 10 days have passed since symptoms first occurred; and
4. **A release from the Health Department of the county they reside in to return to school.** (You can contact the health department to receive a letter of release to return to school.)

Social Distancing: Social distancing is an effective way to prevent potential infection. School employees, students, parents, and visitors should practice staying six feet or more away from others when possible. There will be times during our school day where six feet separation is just not possible. In these instances, we will work to create three to six feet spacing, or as much as possible, and recommend wearing a face covering during these times.

Visitors on campus: The safety of our staff and students remains the district's primary concern. No visitors will be allowed on campus without administrative approval until further notice. If allowed in by administration, visitors will be screened by checking temperature and answering questions about signs of symptoms.

Travel Restrictions: Staff travel to conferences will continue to be pre-authorized by administration. Decisions on this will be current and situational. We ask that staff report personal travel plans prior to trips to central office so that safety of others can be considered.

Facilities / Custodial / Maintenance Protocols:

- Staff will be asked to disinfect all frequently touched surfaces multiple times during the day. These may include door handles, light switches, and any equipment that may be used by multiple students.
- Water fountains will be closed for student use until further notice. We are installing water bottle fillers, and students are encouraged to bring bottles for water to school. Please discuss the importance of not sharing water at school with your child(ren).
- Restrooms will be disinfected multiple times during the day. We are installing touchless faucets and hand dryers. Schedules will be posted and employees will sign off the time when the work was completed.
- Custodians will work to ensure there is adequate soap and paper products in restrooms.
- The school plans to have hand sanitizer available in classrooms and high traffic areas.

Personal Workspace/Classroom: The district plans to supply sanitizer wipes for employees to disinfect their own personal workspace throughout the day, giving special attention to commonly touched surfaces. Custodial staff have gone through training on proper cleaning techniques, will establish cleaning routines, and use proper cleaning supplies for the current situation.

Cafeteria and Meal Periods: Social distancing will be in place to the best of our ability, both while standing in line and when seated to eat meals. Extra tables and chairs may be placed to help provide more space for people. However, we will not be able to guarantee six feet between all people. A seating chart with consistent day to day positioning will occur in case of the need for contact tracing.

Restroom & Locker Room Usage: Restrooms and locker rooms will have a maximum capacity that helps with social distancing. However, it may not be six feet apart at all times; students and staff should stay three to six feet from each other as a normal practice. Please practice thorough hand washing after use of facilities.

Recess and Outdoor Activities: Recess, outdoor activities and outdoor play are recommended within assigned cohorts to the greatest extent possible. Social distancing will be used when possible during these recreational activities.

Bus Drivers/Bus Protocols: Parents who can bring their child(ren) to school and pick them up from school are encouraged to do so. This will help us with social distancing on our buses for families that need students to ride the bus. Here is a list of things to know about our bus transportation:

- Buses will be disinfected after trips and bus routes.
- There will be seating charts for buses to help with contact tracing if needed.
- We may ask family units to sit together on buses.
- We will space students out as much as we can, but as stated before in other situations, we will not be able to guarantee six feet between all people at all times.

Classroom Protocols: Valley R-VI will be implementing the following procedures to maximize the safety of all students. Please keep in mind that our intent for all students is to keep them in a stable group as much as possible while at school.

- We are going one-to-one, providing each student K-12 with a device. This should cut down on sharing of devices, mouse and keyboard, etc.
- The junior high and high school students will switch classes each hour. The elementary students will remain in their cohorts as much as possible throughout the day.
- All classrooms will be set up to encourage social distancing as best we can within our limited spaces; however, we cannot guarantee six feet between all people at all times.
- Assigned seating will take place in all classrooms. This will reduce the number of students sharing a space and help with contact tracing if needed.
- Classroom teachers will help educate and remind students of practicing healthy behaviors such as hand washing to mitigate health risks.
- We plan to have sanitizer in classrooms and areas for students and staff to use.
- Every effort will be made to eliminate the sharing of school supplies, unless the supplies have been disinfected after each use.
- Music and band classes will be arranged to allow for maximum social distancing. Students will be seated as to not be face-to-face whenever possible. At no time should mouth pieces be shared.
- Art classes will make attempts to not share supplies when possible. If supplies must be shared, we will make every attempt to clean supplies in between uses.
- Physical Education classes will be held outside as much as possible. If an activity requires partners, we will ask students to remain with the same partner throughout class and throughout the unit when possible. If it requires groups, we will keep the number within a group to a minimum. P.E. equipment will be cleaned regularly.

Hallway Protocols:

- Elementary, when the students arrive at school in the mornings, they should first report to their classrooms to put away their backpacks and such. Then they will be able to grab a breakfast tray from the cafeteria and go back to their classroom to eat.
- Junior/senior high, students arriving to school should report to their advisory class. If eating breakfast, do that first in the cafeteria and then report to advisory.
- Movement through the hallways should be one-way when possible. Appropriate social distancing when lining up or walking down the halls will be taught and monitored to the greatest degree possible.
- Students may use a locker if necessary for the 2020-2021 school year, but students will be encouraged not to use one if one is not needed.

Athletic / Extracurricular Event Protocols:

- Because complete social distancing is not possible during athletic practices and extracurricular events, parents need to realize that participation in these activities are voluntary. If for any reason you do not feel comfortable, you should not allow your child to participate.
- Spectator capacity MAY be reduced or eliminated, depending on current area situations and recommendations from health officials.
- Concession stands will need to follow current health officials' recommendations.
- All social events and assemblies may be temporarily modified or eliminated, depending on current circumstances. When social distancing guidelines are lifted, this could potentially change.

Protocol for Students or Staff Sick at School: If an employee or student becomes ill on campus/district, he/she will immediately report to the district's isolation room (there is one located in each building) and a case form will be completed.

Once the employee or student arrives at the isolation room, they will be provided with a mask and gloves to wear to help protect other employees and students and prevent the spread of the potential virus.

- The nurse must complete the Suspected COVID-19 Case Form and call the local health authorities, seeking advice regarding transportation and location.
- The nurse and others attending to the suspected infected person should wear a protective mask and gloves while working with the suspected infected person.
- The nurse will direct an ill employee to leave work or call the parent of an ill student to be picked up from school immediately.
- Parents or emergency contacts that may come to pick up a sick student will not be allowed admittance into the building. They may wait outside the door of the building and the student will be allowed out.
- A district supervisor will identify persons who may have come in contact with the suspected infected person.
- Employees may be advised that they may have been in contact with a suspected employee and to carry out self-screening every morning. Based on the results, employees may need to contact their supervisor.
- The isolation area and suspected employee's or student's work area/classroom must be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.

Procedures for a Positive Case of COVID-19: In the event of a positive case of COVID-19 at school, the following procedure will be followed:

- 1. Someone on Campus Tests Positive-** The Washington County Health Department (WCHD) receives information that an individual who has been on campus at school has tested positive for COVID-19.
- 2. Individual Notified-** The Washington County Health Department, best practice, will notify the individual who tested positive within 24 hours of positive test and has him/her quarantine. WCHD then initiates a risk assessment through contact tracing.
- 3. Health Department Notifies School-** The school gathers any information it has (i.e. seating charts, class rosters, etc.) and gives to the WCHD to aide them in contact tracing and risk assessment.
- 4. Close Contacts Notified-** The Washington County Health Department, best practice, will notify all close contacts within 48 hours, informing them to quarantine.
- 5. Individuals Released-** The Washington County Health Department, or their residing county, will provide a release for the individual(s) to the school for the student or staff to return to campus. The individual will not be allowed back on campus without the release from the County Health Department.
- 6. Community Notification-** Valley R-VI School District will NOT notify the public every time there is a positive case. The WCHD will notify those directly impacted. The school will only notify patrons if the situation calls for the closure of school for a time period.

School Closures: The Valley R-VI School District will work closely with the Washington County Health Department in making decisions for school closures. If school closes due to COVID-19, all students K-12 will move to our distance learning plan for the time of the closure, and Valley R-VI will continue educating students. No preschool at that time.

Valley R-VI Distance learning Option

The Valley R-VI School District will allow parents to enroll their K-12 child(ren) in full-time distance learning classes for the fall of 2020. These classes are the same classes that your child is scheduled to take in the fall. This program is being offered for parents who have concerns about their child attending in-person school as a result of our current situation with COVID-19. A full-time distance learning student is still a student of the Valley R-VI School District.

Distance Learning Courses: The distance learning class is the same as the on-campus class. They will have the same instructor. These courses are provided by Valley R-VI School District and are taught by our on-campus teachers. Courses will consist of various elements, depending on the course and the instructor. Courses may consist of videos, live-streams, digital textbooks and resources, online resources, Facebook, Zoom, digital work, assigned activities and labs, communications through on-line services, e-mail, phone calls, and possibly other means to instruct your child(ren) through distance learning. Work is expected to be submitted to the teacher during the defined times of assignments. Grading scale is the same as the regular grading scale. Valley R-VI School District will provide any printed materials needed for the online programs.

Attendance for Distance Learning Courses: Attendance will be taken daily for students choosing the distance learning option. Attendance will be based on participation and completion of assignments within the deadlines given.

Sign-up for Distance Learning Courses: Valley R-VI School will be calling each family to have parents verbally commit to the Traditional Option or the Distance Learning Option for each student in their care. Parents will then need to fill out the appropriate registration form for their choice in the days ahead.

Deadline for Changing Options: Students will start school on Wednesday, August 26, in their chosen option. Parents have a deadline of Friday, September 11, to change options one time. If they do not feel the option they chose is working or is best for their child, they can change one time to the other option. After the end of the school day on Friday, September 11, the student is locked in to their chosen option for the remainder of the first semester of the 2020-21 school year. Any exceptions would be at the discretion of the administration.

Athletics, Activities, and Extracurricular Clubs: A student who chooses the full-time distance learning option will NOT be eligible to participate in MSHSAA related athletics, activities, and extracurricular clubs.

Home Internet: If a family does not have adequate internet to complete online elements of our distance learning options, the school is working towards having internet capabilities for our student-provided devices on our parking lots. Families will be able to drive their child(ren) and the device to the school, and the student can upload finished work to the teacher and download new content to complete at home offline while staying in the vehicle. Teachers may also make adjustments to instruction delivery when needed.

Preschool: There will be no distance learning option for preschool. If the school has to close or a child cannot physically attend school, there will not be an online alternative offered at that time.

School Closure Due to COVID-19 Related Situations

If the district is notified by local and state health officials with news of high community positive case numbers, high spread potential, or circumstances will not allow the school district to function properly, then the district will close our buildings and transition all students to our Distance Learning Option for the period of time of the closure.

- Virtual and distance learning instruction will be delivered to all K-12th grade students.
- Teachers will assign curriculum related lessons and activities via Google Classroom, Zoom, iReady, Edmentum, or any other online program and procedures used within the district.
- Teachers will track completion of assignments on a weekly basis and provide feedback to students.
- Virtual instruction and assignments will contain the same content as in-person instruction/assignments. Completion will be required and graded by the teachers.
- Assessments will be administered virtually.
- The grading scale for virtual instruction will follow the same guidelines as in-person instruction.
- We plan to offer internet accessibility on the school parking lots as soon as possible for students who do not have internet access at home.
- Teachers will spend the first days and weeks of school training students on how to access all assignments and virtual instruction.
- Students will be provided a device to use for their education, whether they choose the traditional option or the distance learning option.
- Students that have chosen one option or the other cannot change options if school must close down for a time period. They must finish the semester with the option chosen. (Example: A student selects Traditional Option. During the semester, the school must close for two weeks and must move all students to virtual learning for that time period. When the school reopens, the student on the traditional method must come back to school. They cannot continue to stay home and receive education virtually.)

Open House, Meet the Teachers, and Orientation Meetings

We are still working through the details of our Open House, Meet the Teachers, and Orientation Meetings. Our current plan is to NOT have a traditional Open House and Meet the Teachers night. We are looking into posting videos of the teachers discussing each class so that students can hear about the classes they plan to take before attending the first day of school. We are also planning to schedule some evenings of a drive-thru scenario, weather permitting, for families to drive-thru and pick up schedules, packets, submit information to the school, etc.

You will hear more details about these events in the coming days. This is going to be a challenging year. Plans we have in place could change in a moment's notice. We will do our best to keep lines of communication open and keep our families informed of procedures and changes as we work through this coming school year. Be sure that you are signed up to receive our "Blackboard" mass-communication messages. Also, we will use Valley R-VI School District's Facebook page and valleyschooldistrict.org website to give announcements to our families. (You do not need to have a Facebook account to view the school's Facebook page.)