



CARLISLE LOCAL SCHOOLS

20-21 REOPENING FRAMEWORK PARENT GUIDE

AS OF JULY 17, 2020

Our framework is based on the following guiding principles:

- 1) Protect the health and safety of students and staff
- 2) Follow the guidance set out by the Ohio & Warren County health authorities and the Ohio Department of Education
- 3) Provide students with familiarity of school routines to foster academics and social/emotional learning
- 4) Provide clear expectations to students, teachers, and parents for the return to school
- 5) Respond with flexibility to changing circumstances and operate with various instructional models as needed

Within the framework, families will choose one of the following two instructional models - Families selecting Model 2 must contact the Office of Curriculum & Instruction via email at Shane.Estep@carlisleindians.org (at this time, phone lines are down due to construction) by 3:00 pm on August 14. Those not contacting the office will be enrolled in Model 1.

MODEL 1



IN-PERSON & IN-CLASSROOM LEARNING MODEL

STUDENT LEARNING TAKES PLACE IN SCHOOL
WITH FACE TO FACE INSTRUCTION

DISTRICT SAFETY PROTOCOLS IN PLACE

IN PARTNERSHIP WITH
THE WARREN COUNTY
DEPARTMENT OF
HEALTH, CLSD HAS
DETERMINED THE
PROTOCOLS LISTED
BELOW ARE NECESSARY
TO PROMOTE A SAFE
RETURN TO SCHOOL

MODEL 2



REMOTE LEARNING MODEL USING VIRTUAL
LEARNING ACADEMY (VLA)

STUDENTS LEARN FROM HOME IN ONLINE ENVIRONMENT

CLSD TEACHERS FACILITATE, MONITOR, AND SUPPORT

VLA IS THE SAME
PLATFORM THAT
GREATER OHIO
VIRTUAL SCHOOLS
(GOVS) UTILIZES

This plan was developed in collaboration with the Warren County Health Department and other Warren County school districts

STUDENTS ON INDIVIDUAL EDUCATION PLANS/504's

Parents of students with disabilities will be provided with the choice of in-person attendance in the school building to receive all of their services as documented on the IEP. The learning environment may not be the same as prior to the impact of COVID-19, and teams, including parents/guardians, will meet to determine the least restrictive environment for each individual student. All agreed upon modifications will be documented on a Prior Written Notice and or on an amended IEP as the team agrees.

- **IN-PERSON MODEL**

All meetings with team members and parents will be completed through remote platforms or via phone conference calls whenever possible. *If an in-person meeting is necessary, all appropriate physical distancing protocols must be followed. If deemed necessary to meet in person, face coverings/masks are required when entering, exiting, and moving around the building.* These details will be documented in a Prior Written Notice and on the Documentation of Events.

- **REMOTE MODEL**

Should parents/guardians elect to have their child receive all educational and special education services via remote learning, teams, including parents/guardians, will devise an agreed upon plan for learning, including specific remote learning platforms and teletherapy. These agreed upon plans will be documented for instruction and services on a Prior Written Notice and/or an amendment to the IEP, as the team agrees.

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General Expectations

Parent/Guardian Expectations

- Conduct a child wellness screening, including temperature check, prior to sending your child to school. Children with a temperature over 100°F should stay home
- Provide face covering/mask for your child (district will initially provide face coverings/masks to children who cannot secure them)
- Provide your child with a water bottle daily as water fountains will not be available for use
- Limit visits to school
- Adults should conduct their own personal wellness screening, including temperature check, prior to coming to school and should not visit with a temperature over 100°F
- Follow posted guidelines whenever entering the building
- Wearing a face covering/mask is required for visitors when entering the school
- Ensure contact information is up to date in the event the nurse needs to contact home
- Ensure there are multiple, pre-arranged methods of getting your child home from school should they become ill or exhibit symptoms

Student Expectations

- Students are generally expected to maintain physical distancing of at least six feet (when possible), minimize contact with large groups, and avoid common areas
- Follow face coverings/masks policy (outlined in the Appendix); students are required to wear face coverings/masks when using school transportation, where social distancing is difficult (including during arrival & dismissal), in hallways during class change, while visiting lockers, during small group work, and while waiting in the lunch line
- Wash hands/ use hand sanitizer regularly
- Follow coughing and sneezing etiquette
- Assist in assuring areas within their direct control remain clean and sanitized
- Follow specific health and safety protocols communicated by district staff and administration

Staff Expectations

- CLSD staff members are generally expected to maintain physical distance of at least six feet (when possible), minimize contact with large groups, and avoid common areas
- **Staff are required to wear face coverings/masks when within six feet of staff and students for extended periods of time**
- Wash hands/ use hand sanitizer regularly
- Follow coughing and sneezing etiquette
- Assist in assuring surfaces within classrooms and common areas are cleaned and sanitized frequently (especially high-touch areas)
- Follow specific health and safety protocols communicated by district
- Custodial staff will follow all cleaning protocols daily in accordance with the recommendations of the Warren County Health Department

Classrooms

General Information

- Classrooms reconfigured to maximize distancing, with an intent to maintain social distancing (when feasible)
- Students will have assigned seats within classrooms
- All classrooms will have hand sanitizers
- Six foot perimeter will be established around teacher desk
- Students and staff are **required** to wear face coverings/masks if within six feet of peers/staff
- Reduce or eliminate shared supplies
- Reduce or eliminate small group work
- Multiple breaks will be provided throughout the day to allow students to remove face coverings/masks

Student Expectations

- Wearing a face covering/ mask is required when entering, exiting, or moving around the classroom
- Wearing a face covering/ mask is required when working directly with staff (i.e. one-on-one, small group instruction, etc.) when distancing cannot be maintained
- Wearing a face covering/ mask is required when working closely with other students in small groups or lab settings
- Always maintain maximum physical distance from peers
- Follow cleaning protocols as communicated by staff members

Hallways, Lockers, and Common Areas

General Information

- Face coverings/masks are required when in the hallways, lockers, and/or common areas
- Water fountains will not be available for use
- Lockers cannot be shared and should be kept clean/sanitized

Student Expectations

- Report immediately to classroom or assigned area upon arrival to school
- Bring a water bottle daily as water fountains will not be available for use
- Follow all posted signs and staff directions in the hallways and common areas
- Stay to the right when traveling through hallways and/or using stairwells
- Follow locker use procedures as provided by staff

Dropoff, Pick Up, and Visitors

General Information

- Outside visitors are generally discouraged from entering the building and anyone entering the building is required to wear a face covering/ mask at all times
- Safety protocols such as taking temperatures will be implemented for all visitors entering the building
- Waiting areas will be eliminated
- Visitors are required to call the school office upon arrival (example, if picking up a student early)

Student Expectations

- Wearing a face covering/ mask is required when entering, exiting, or moving around the building
- Students will report directly to classroom or assigned area upon arrival to school
- Students will maintain physical distancing from peers whenever possible

Transportation

General Information

- Students will have assigned seats
- Face coverings/masks are required for drivers and students. Drivers will not be required to wear a mask/face coverings while the bus is in motion
- Students can be denied transportation if not wearing a mask/face covering. In the event this situation occurs and results in a student being marked tardy or absent, the tardy and/or absence will not be excused
- Limit transportation changes; only make changes to transportation schedule in cases of emergency

Student Expectations

- Maintain maximum physical distancing while at the bus stop and while entering the school building
- Sit in assigned seat
- Wear a face covering/mask while riding the bus

Lunches and Cafeteria

General Information

- Breakfast and lunch will be offered daily
- Lunch tables will be cleaned throughout scheduled lunch periods
- Logistics will be established in compliance with the WC Health Department based on requirements:
 - Reduced capacity/occupancy within school cafeterias
 - Additional locations may be utilized for seating
 - No self-service of food items permitted
 - Face coverings/masks will be required for all cafeteria staff on the serving line
 - Individual condiments will be used and provided by staff

Student Expectations

- Wearing a face covering/ mask is required when in line or moving around the cafeteria
- Students will have individually assigned seats and must stay in designated seating areas
- Students must follow guidelines for restroom use during lunch periods
- Students must follow all directions and protocols communicated by school staff

Meetings/Conferences

General Information

- No assemblies or large student meetings will be held
- No field trips will be held during the first semester (this will be re-evaluated for second semester)
- Meetings will be held virtually (when possible) and when agreeable to all team members

Parent/Guardian Expectations

- If an in person meeting is necessary, all appropriate physical distancing protocols must be followed. If deemed necessary to meet in person, face coverings/masks are required when entering, exiting, and moving around the building
- Conduct a child wellness screening, including temperature check, prior to sending your child to school. Children with a temperature over 100°F should stay home

Student Expectations

- Participate in meetings as requested by parents/guardians or school staff
- Follow physical distancing protocols
- Wearing a face covering/mask is required when entering and exiting a meeting, or when moving around the building to attend a meeting

District Health Protocols

Parents/Guardians

- Conduct a child wellness screening, including temperature check, prior to sending your child to school
Children with a temperature over 100°F should stay home
- Provide a face covering/mask for your child to wear
- Ensure contact information is up to date in the event the nurse needs to contact home
- Ensure there are multiple, pre-arranged methods of getting your child home from school should they become ill or exhibit symptoms

Nurse

- The clinic will have separated areas for well visits and sick visits. Students who exhibit symptoms of COVID-19 will be seen as sick visits. Students who will be seen as well visits include:
 - those with chronic medical conditions (diabetics, epileptics, etc.)
 - those requiring medical treatments (suctioning, tube feeding, etc.)
 - those injured during the school day

Symptoms

- Both students and staff presenting symptoms will be seen as sick visits
- Face coverings/masks are required for anyone exhibiting symptoms
- Individuals sent home will follow protocols established by the Warren County Health Department

Student Illness

- Any student with a fever over 100°F must stay home
- Any student who has the following symptoms of COVID-19 should stay home from school and should see their primary care provider to be assessed for COVID-19:

Cough, shortness of breath, or difficulty breathing

OR

Two of the following symptoms: fever (measured or subjective), chills, rigors, myalgia, headache, sore throat, new loss of taste or smell, GI Issues (nausea and vomiting or diarrhea)

OR

Any of the following symptoms: cough, shortness of breath, or difficulty breathing, fever (measured or subjective), chills, rigors, myalgia, headache, sore throat, new loss of taste or smell, GI issues (nausea and vomiting or diarrhea) **AND** an epidemiological link to a case of COVID-19

Confirmed Cases

- Families & staff must notify the school if they have been exposed or diagnosed with COVID-19 and quarantine for 14 days:
- Individual (staff/student) stays home
 - Distance learning occurs (if student is capable)
 - Return to school dictated by ODH and Warren County health department requirements (as defined on the next page)
- Communications when a student/staff member has been diagnosed with COVID-19:
- Communication will come from the Health Department, not the school district
 - The school district will cooperate with the Health Department's work in contact tracing
 - A 14 day quarantine will be required of any student who tests positive with COVID-19 and anyone who is determined to have "exposure" as determined by the Health Department
 - The school district will utilize communication from the Warren County Health Department explaining/defining "exposure" to COVID-19 that would necessitate quarantine. Exposure is defined as contact (with or without a mask) with an infected person within six feet for 15 minutes or longer

Returning to School After Illness

- If a student is diagnosed as having COVID-19, they must meet **ALL** of the following criteria to return to school:
 - o Ten (10) days since symptoms first appeared

AND

- o Other symptoms that have improved

AND

- o Twenty four (24) hours with no fever (without fever reducing medication)
- Students only presenting a fever with no other symptoms and have not had any contact with an individual confirmed to have COVID-19 may return to school after they are fever free for 24 hours (without fever reducing medication)
- Any other illness will be handled in a routine manner according to district policy
- To return to school, the child must be transported by the parent and will be screened by the school nurse before being admitted into the building

MODEL 2



REMOTE LEARNING MODEL USING VIRTUAL LEARNING ACADEMY (VLA)

STUDENTS LEARN FROM HOME IN ONLINE ENVIRONMENT

CLSD TEACHERS FACILITATE, MONITOR, AND SUPPORT

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GENERAL INFORMATION

- Families choosing this model must commit to participate for an entire semester at a minimum
- Students will not be permitted to transition between Model #1 & Model #2 within a semester
- The remote learning model will follow a rigorous district approved online-based curriculum and instructional platform. While this curriculum will align with state standards, it may not mirror the same pacing, sequence, or activities as the districts in person instruction. Students will earn letter grades in each course based on submitted coursework
- CLSD teachers will facilitate, monitor, and support student progress through this virtual curriculum and communicate regularly with students and parents/guardians
- Teachers will not deliver live instruction within this instructional model, however, teachers will hold check-in meetings with students and families to facilitate progress
- Parents/guardians must be able to assume responsibility for equipment required for this instructional model including access to the internet and a device
- **Families selecting this model must contact the Office of Curriculum & Instruction via email at Shane.Estep@carlisleindians.org (at this time, phone lines are down due to construction) by 300 pm on August 14**

Parent/Guardian Expectations

- Attend a district remote learning orientation session
- Monitor your child's daily progress on assignments
- Develop a set schedule with established routines
- Stay in regular contact with your assigned teacher; relay questions and concerns immediately
- Provide needed infrastructure for remote learning (access to the internet and a device)

Student Expectations

- Students will work with an assigned teacher
- Students will need to complete lessons, assignments, and assessments daily
- Students will enroll in courses in all core areas and have limited access to elective courses
- Students will communicate questions and concerns immediately to their assigned teacher
- Students will participate in virtual check-in meetings at least once per week with their assigned teacher
- Students will earn letter grades for course work
- Students that choose this model may participate in after-school and extra-curricular activities

Staff Expectations

- Support teachers will assist students with the use of the online platform, pacing, and providing feedback on assignments and assessments
- Students and teachers will participate in virtual check-in meetings designed to support student course progress at a minimum of once per week
- Teachers will be available for office hours during typical school hours. One session will be available in the morning and one in the afternoon
- Teachers will grade work and provide feedback in a timely manner

Depending on specifics of the Governor’s orders, it may become necessary for other education models to be instituted. If the Governor declares Warren County **RED, Level 3** (please see below), a Hybrid model (combination of In-person and Remote model) may be put in place. This model has been developed (A/B days; half of the student body will be designated **A** and will attend in-person on Mondays and Thursdays. The other half of the student body will be designated **B** and will attend in-person on Tuesdays and Fridays) and details will be shared when/if this becomes necessary. If the Governor declares Warren County **PURPLE, Level 4** (please see below), we may move to a full remote model. This model has been developed and details will be shared when/if this becomes necessary.

OHIO PUBLIC HEALTH ADVISORY SYSTEM

The Public Health Advisory Alert System is a color-coded system designed to supplement existing statewide orders through a data-driven framework to assess the degree of the virus’ spread and to engage and empower individuals, businesses, communities, local governments, and others in their response and actions

<p>YELLOW</p> <p>ORANGE</p> <p>RED</p> <p>PURPLE</p>	<p>LEVEL 1 - Active exposure and spread</p> <p>LEVEL 2 - Increased exposure and spread. Exercise high degree of caution</p> <p>LEVEL 3 - Very high exposure and spread. Limit activities as much as possible</p> <p>LEVEL 4 - Severe exposure and spread. Only leave home for supplies/services</p>
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