



# JASPER CITY SCHOOLS ROAD MAP TO RECOVERY

REVISED 6-3-2021

The Jasper City Schools' Road to Recovery was created in the fall of 2020 as a plan that focused on making safety our number one priority due to the Covid-19 pandemic. Our plan has been revised to meet the new guidelines as they are today. COVID-19 is new to everyone and information changes daily. We have relied on the guidance from the Alabama State Department of Education and the Department of Public Health. We don't pretend to have all of the answers and will rely on those knowledgeable of pandemic diseases.

We support widespread vaccinations as a means of protecting our staff and students.

### **I. GENERAL:**

Five principles will be used to guide planning, decision making, and execution of plans during the 2021-2022 school year.

1. JCS will be transparent and will adhere to all State, Federal, and local rules and regulations. JCS will acknowledge what is known and not known, as well as what is within and without control.
2. JCS will be equitable. JCS will focus on what is best for all students, families, and employees.
3. JCS will listen to stakeholders.
4. JCS will leverage scientific information and data in the decision making process.
5. JCS will be decisive, deliberate, and intentional. JCS will make mistakes, immediately acknowledge mistakes, and adjust accordingly.

Local schools may exceed the following guidance but may not divert from any decisions made by the Superintendent.

### **School System Status**

The Alabama State Department of Education has recommended the use of the Alabama Department of Public Health's map to determine the status of schools.

### **Alert Levels**

LEVEL I	LEVEL II	LEVEL III	LEVEL IV
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Level I—Cases are rare and contact tracing can be used to control the virus.

Level II—A moderate number of cases exists with most cases from a known source.

Level III—Many cases exist including community spread, with undetected cases likely.

Level IV-- Widespread outbreak is growing with many undetected cases.

### **Socioemotional Needs**

JCS will establish a crisis response team that includes the Superintendent, Central Office personnel, school principals, lead nurse, school nurses, mental health specialists, and parents, to focus on student and staff mental health and wellness using trauma informed models.

Discuss staff mental health readiness and consider utilizing questionnaires, surveys, and direct outreach. If any screening does occur, it should comply with privacy and HIPAA/FERPA requirements.

Provide professional learning for school leaders and teachers to integrate Social Emotional Learning routines and activities into both the traditional classroom environment and the virtual environment. Example: Screeners are provided in the Alabama Assessment Framework.

## **II. PERSONS WITH COVID-19:**

All JCS persons (employees, students, and persons who have had contact with JCS' persons) who are diagnosed with COVID-19 should immediately notify the Office of the Superintendent.

JCS will not be responsible for contact tracing. Contact tracing will be performed by the Department of Public Health.

Students who are ill at school will be placed in a designated area of quarantine with a facial covering in place. Nurses will wear N-95 masks when caring for these students. A parent will be called to transport the child home.

Students sent home from school should be kept home until they have completely recovered according to ADPH guidelines.

Current CDC guidelines and recommendations will be followed regarding when students or employees may return to school.

### **Close Contact**

Current CDC guidelines and recommendations will be followed.

### **COVID-19 in the Household**

If a member of the household has contracted Covid-19 during the previous 3 months (90 days) that person will not be required to quarantine. Current CDC guidelines and recommendations will be followed.

### **Notification of Infection**

Upon determining an employee or student has tested positive, all persons within the class/organization will be notified.

No personal information of the infected persons will be released (HIPAA/FERPA rules apply.)

### **Home Screening**

Home is the first point on the screening continuum. JCS will educate and support families on identifying the symptoms that indicate students and staff must stay at home. Families should self-report symptoms of illness, which could include fever, onset cough, etc. Self-reports are confidential to each school's nurse.

**Nurse contact:**

T. R. Simmons Elementary---Jennifer Willingham 205-387-2535 [jwillingham@jasper.k12.al.us](mailto:jwillingham@jasper.k12.al.us)

Memorial Park Elementary—Amanda Sherer 205-384-6461 [asherer@jasper.k12.al.us](mailto:asherer@jasper.k12.al.us)

Maddox Intermediate—Hollie Walker 205-384-3235 [hwalker@jasper.k12.al.us](mailto:hwalker@jasper.k12.al.us)

Jasper Jr. High—Misti Lee 205-221-9277 [mlee@jasper.k12.al.us](mailto:mlee@jasper.k12.al.us)

Jasper High –Amanda Barnett 205-221-9277 [abarnett@jasper.k12.al.us](mailto:abarnett@jasper.k12.al.us)

Penne Mott –JCS Lead Nurse 205-221-9277 ex 64038 [pmott@jasper.k12.al.us](mailto:pmott@jasper.k12.al.us)

**III. DAILY ON-SITE GENERAL PROCEDURES:**

**Arrival Procedures**

Temperatures will be checked upon arrival.

If the child has a fever (100.4 F or greater), the student will report immediately to the nurse's office and the parent will be called for immediate pick-up.

Mask usage may vary daily. CDC and the Department of Public Health guidelines and recommendations will be followed.

Depending on the threat level of Covid-19 cases, all students and faculty may wear face covering if they choose to do so. Masks will be optional for all faculty, staff, and students during times of Levels I-II and may be required during Level III alerts, and will be required during Level IV alerts. Based on Guidance from the Health Department, all food servers will continue to wear masks while serving food if the Health Department requires them to do so.

Some Level III Alerts may require all students and employees to wear masks.

With regards to wearing masks, JCS will continue to follow guidelines and recommendations from the CDC and Department of Public Health.

**Temperature Checks**

All persons entering JCS properties will have their temperature checked daily. No person with a temperature of 100.4 or greater will remain on JCS property.

**Daily Questions**

Visitors entering JCS properties will answer the following questions and will have to attest NO to the following questions:

- Have you been in contact with anyone who has COVID-19 in the last two weeks?
- After the person's first day of reporting, the question will be: Have you been in contact with anyone who has COVID-19 since the last time on campus or in the last two weeks?
- Are you experiencing any cold or flu like symptoms?

Students will not be asked the above questions upon entering the building.

### **Face Coverings/Masks**

Recommendations regarding face coverings differ based on the level of community spread and can be found throughout this document. Information should be provided to staff, students, and families on proper use, removal, and washing cloth face coverings. Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable.

During a Level III alert all teachers and paraprofessionals and students may be required to wear masks. During Level IV alerts, all employees and students will be required to wear masks.

### **Water Fountains**

Water fountains will be turned off.

It is recommended that parents purchase each child a clear personal water bottle. The water bottle should be filled daily from home and maintained on the child's proximity during the school day. There will be no sharing of water bottles.

JCS is in the process of converting current water fountains to hands-free bottle fill stations. Once this is in place, water will be available for students to fill their personal water bottles as needed.

### **Restroom Use**

There will be scheduled restroom breaks. Teachers will monitor a few students at a time, thus managing restroom activity.

Students should use the assigned restroom nearest their classroom. In order to socially track students, it is highly advised students only use their assigned restroom.

In grades 8-12, restrooms will be closed during class change. Individual classes will be given time frames for usage and will allow students in need to use during those times.

### **Lockers**

Lockers will be issued, at principal discretion, for the 2021-2022 school year.

### **Transition Procedures (Movement)**

Alert Level II or Greater - All students will either transition on one side or the other of the hallway or in one direction.

Social distancing is required.

Students will be instructed to walk along the walls without touching the wall.

### **Code of Conduct**

The Jasper City Board of Education's Code of Conduct is in effect.

Physical altercations are not an allowable behavior. Given the current situation, such poses an even greater danger to others and the discipline thereof will be reflective of the severity.

### **Health of Employees**

Employees who have been identified as high risk may be transferred or reassigned based on student and/or system needs. Classroom teachers with high risk health reasons, may ask students to wear masks in their classrooms.

### **Guests**

Jasper City Schools welcomes guests. Given any status, guests are encouraged to remotely connect with students and employees.

Level I- Guests will follow Board Policy and proceed as normal.

Level II- Events and attendance will be limited.

Level III and IV- Guests may not be allowed on campus. All conferences and required meetings may be conducted virtually. Events and attendance may be limited or cancelled.

## **IV. BUILDING/FACILITY PROCEDURES:**

### **Hand Sanitizer**

Hand sanitizers should contain at least 60% alcohol and only used with staff and other children who can safely use hand sanitizer (CDC Hand Hygiene).

Hand sanitizing stations will be available at each school.

Parents should notify the school if their child is allergic to any form or common ingredients of hand sanitizer.

### **Clean and Disinfect**

Ensure safe and correct application of disinfectants and keep out of reach of children.

Sanitizing machines have been purchased for every site.

Hand sprayers will be provided for each classroom.

### **Quarantine Area**

Schools will create a quarantine area for symptomatic students.

This will be located in proximity to the nurse's office when possible.

### **Large Gatherings**

Alert Level I- All events will take place as normal.

Alert Level II- Events and attendance may be limited.

Alert Level III or IV--Events and attendance may be limited or cancelled.

Events that can be conducted safely may be limited (i.e. awards, parent nights, etc.).

### **Signage**

Picture signs indicating the following will be strategically placed on JCS properties:

- Handwashing
- One-way signs
- Social distancing techniques
- Parent entry signs
- Face masks, fever, cough, etc.
- Feeling ill— COVID-19 signs

### **Tables and Desks**

Student desks should be spaced to allow for social distancing (to the greatest extent possible).

Levels I and II—Desks may be configured for group work and/or tables utilized.

Level III--Desks may be in rows and columns. Tables will not be utilized without dividers.

Level IV—Desks will be in rows and columns. Tables will not be utilized without dividers.

### **Facilities**

In cases in which the classroom space is not sufficient for social distancing, the classroom may be moved to one of the following locations:

- Cafeteria
- Gymnasium
- Auditorium stage
- Library
- Vacant classroom on campus
- Vacant room nearby campus
- Labs

- Data Rooms
- Classrooms that are utilized by small groups (i.e. instructional coaches' room)

## **V. STUDENT REGISTRATION:**

### **All Grade Levels (K-12) –SCHOOLS PLP REMOTE LEARNING (ON-LINE)**

**JASPER CITY SCHOOLS WILL NOT BE PARTICIPATING IN A REMOTE LEARNING PROGRAM FOR THE 2021-2022 SCHOOL YEAR.**

### **Grades K-7 - TRADITIONAL LEARNING**

All new students living in the Jasper City limits and returning students in grades K-7 will register on-site during orientation dates and times OR download and complete the online registration forms and return them to the appropriate school. Forms can be located on the JCS school websites. Forms are also available at each school or central office.

### **Grades 8-12 – TRADITIONAL LEARNING**

All new and returning students in grades 8-12 will register on-line. Registration forms can be located on the Jasper Jr. High and Jasper High School website. Forms are also available at each school or central office. As always, some on-line classes are available from the State ACCESS program.

### **Required Documents for New Students and Incoming Kindergarten Students**

New students, including kindergarten, will submit items below on the orientation date or by appointment with the school principal. Registration is not completed until all items have been submitted. The following items are needed:

- Two proof of residency documents
- Birth Certificate
- Social Security Card
- Withdrawal form from previous school with the last report card indicating grade level placement for the 2021-2022 school year
- Shot/immunization record
- Guardians photo ID
- Special education records if applicable

**ALL STUDENTS must provide documentation of proof of residency every year.**

**OUT OF DISTRICT STUDENTS MUST BE APPROVED PRIOR TO ENROLLING**

## **Student Orientation**

The dates can be found for each school's orientation on the JCS website. You may turn in your completed registration forms on this date. Some schools may opt to provide orientation through a video. Schools will notify student and parents if that is an option via social media and school websites.

Schools will develop an orientation schedule for students new to the school in which they are attending. Students returning to the same campus as the 2021-2022 school year should not attend face-to-face orientations.

- Only parents and the student may attend.
- It is recommended that no more than 2 parents and 1 student attend.
- Social distancing will be observed.
- Spaces utilized will be sanitized between group meetings.
- Orientations for all other returning students will be virtual.

**SCHOOLS PLP WILL NOT BE AVAILABLE.**

## **First Day of School**

Students will return to school on August 11<sup>th</sup>, 2021.

Parents are strongly encouraged to bring students to school and not ride the bus, if possible.

Parents may not enter the building, except for bringing prescription medication.

## **Digital Devices**

Jasper City Schools is a 1:1 school system K-12, meaning every child has access to a learning device. Students are not permitted to use another student's device. Devices will be assigned to individual students. It is the intention of the Jasper City School System that technology resources be used in accordance with any and all school system policies (JCS Internet Safety and JCS Technology Usage Agreement) and procedures as well as local, state, and federal laws and/or guidelines governing the usage of technology and its component parts.

- Lost or \*Stolen device replacement: \$200.00
- Device repairs/broken screen \$40.00
- Accessory replacements:
  - iPad cord, charger, or case \$20.00
  - Laptop cord or case \$30.00

\*An electronic device that is considered stolen, must have a police report on file.

## **VI. ATTENDANCE:**

### **Excuses for Absence(s)**

Refer to the student handbook regarding excused absences.

### **Check-Ins**

Students will use buzzer/intercom features to gain access. Parents may accompany students to the school's entrance. Parents are discouraged to come into the office with Level II and III Alerts. Parents and visitors will not be allowed to enter the building during times of Level IV alerts. Parents should not leave premises until the student has entered the building. Check-in procedures will be determined by building level administrators.

Emergencies may negate the aforementioned process.

### **Check-Outs**

Requests for check-outs must be made 30 minutes in advance per the Check-Out site.

Students should be checked out on the hour and half-hour, ie., If your child has a dental appointment at 10:30 AM and you want to check them out at 10:00 AM, you must notify the office no later than 9:30 AM. All students checking out at 10:00 AM will be walked to a predetermined location at 10:00 AM.

Check-outs may not occur during the last hour of the school day.

Emergencies may negate the aforementioned process

### **Dismissal Procedures**

Each school will determine school dismissal procedures.

All will strictly adhere to the guidance.

### **Targeted Closure**

Isolate and disinfect areas of contamination. Areas should be closed for a 24-hour period. During this time distant learning will take place.

In the event of a positive test among staff or a student, the classroom or areas exposed will be closed until cleaning and disinfection can be performed.

You will be notified by the school administration should a targeted closure occur.

### **Extended Closure**

Schools or system closed, distance learning will take place.

Parents/guardians will be notified by the school administration should distance learning be implemented at your school.

## **VII. INSTRUCTION:**

### **Instructional Delivery**

**While JCS plans for students to return to school, there are some terms you need to know:**

**Traditional Instruction**—The use of face-to-face instruction between a certified teacher and a student. We will instruct with social distancing. Plans are being developed now to safely distance children based on the level of risk issued by the Walker County Department of Public Health. Some classes may look different, but students will be taught the content standards.

- Traditional rules of instruction, grading, discipline, and attendance apply.
- The program could be interrupted by intermittent disruption in routines which require the brick and mortar schools to close. However, instruction will continue.

**Virtual/e-Day Instruction**—In the event school closes, instruction will continue by JCS instructors via virtual, online instruction, should the need to have a targeted closure occur. This could be fluid, in that schools will be open on the days they are allowed and closed when advised by health professionals. Traditional rules of instruction, grading, discipline and attendance apply. Students could be remote one day and traditional the next.

- Health professionals will help in deciding when and if schools will close.
- Health professionals may also reduce the number of students allowed in our buildings on a daily basis. In this event, students will be assigned a day or two per week for traditional instruction. The remainder will be virtually, monitored and instructed by our JCS educators.
- Sanitation precautions may be taken to close a school for deep cleaning to reduce the spread of COVID-19. In this case, virtual, online instruction will take place.

### **Enrichment**

LEVEL I—Normal scheduling.

LEVEL II--Offerings may be made in the classroom, if possible, until further notice.

LEVEL III – Offerings may be in the classroom setting or cancelled.

LEVEL IV—Offerings will be in the classroom setting or cancelled.

### **Elementary Art and Music**

LEVEL I—Normal scheduling.

LEVEL II-- Offerings may be made in the classroom, if possible, until further notice.

LEVEL III -- Offerings may be in the classroom setting or cancelled.

LEVEL IV—Offerings will be in the classroom setting or cancelled.

### **Instructional Coaches**

Level I- Proceed as normal

Alert Level II Status or Greater- Instructional coaches may be reassigned to core areas.

Typical duties may be implemented later in the school year.

Office space may become instructional space.

### **Library Media Specialist**

Level 1 -Proceed as normal. Digital books are recommended.

Alert Level II or Greater- Library media specialist may be reassigned to core areas. Classes will take place in the classroom or cancelled for Level III and IV alerts.

- Initially and perhaps thereafter, a concerted effort will be given to K-1 integration of technology.
- Library media specialists will provide services as required by the principal.
- Typical duties may be implemented later in the school year.
- Libraries may become instructional space.

### **Library Books**

Level I—Normal check out.

Level II and III – Check out may be suspended. Digital books are recommended.

Level IV—Check out will be suspended.

### **If all students return home for education purposes:**

Live video instruction will be required for the delivery of English Language Arts and Math instruction.

Live video instruction is preferred for all other subjects, through prerecorded lessons are acceptable.

### **Floor, Wall, SMART Board Activities**

During an outbreak (Level II or greater), there will be no student activities at learning stations, floor/rugs, walls, or SMART Boards.

### **Sharing of Materials**

There will no sharing of classroom materials.

### **Small Group and Pull-Outs or Push-Ins**

Alert Level I and II—Students may participate in small group instruction, maintain social distancing. Pull-outs may be acceptable though minimized.

Alert Level III or Greater—Students may continue to participate in small groups, maintaining social distancing. Pull-outs or push-ins may not be allowed. Students may be served within their base room.

### **Physical Education**

Level I- Proceed as normal.

Level II—Students will participate in non-contact, social distanced physical activities. Students will not dress out. There will be no free-play. Playground equipment will not be used.

Level III—Students may not participate in physical activity. Direction will be sought from the medical community or Department of Public Health. Physical education teachers may provide services as required by the principal.

Level IV-- Students will not participate in physical activity. Direction will be sought from the medical community or Department of Public Health. Physical education teachers may provide services as required by the principal.

### **Special Education: IDEA, Gifted, and 504 Students**

Consider the revision of the student's IEP in coordination with the general and special education teachers to reflect the child's evolving needs based on assessment data and parent feedback, and design accommodations and match services according.

JCS will support schools to incorporate accommodations for students with IEPs based on assessment and responsive interventions.

JCS will ensure general and special education teachers collaborate to share students' results from screeners and diagnostics to inform IEP revisions and accommodation design.

JCS will consider students' specific needs around accessibility and provide assistive technologies when possible.

JCS students with IEPs may utilize various means of instructional delivery.

All students who have been identified as having a reading deficiency, communication with family will occur within 15 days after the students is identified as stated by State law (Alabama Literacy Act).

### **Formative and State Required Assessments**

All students will participate in all formative and State assessments.

### **Tier 3 Intervention, Special Education, Speech, and EL Students**

Levels I and II--Teachers may pick up students from classrooms and have a small group in their classroom. Social distancing rules apply.

After each group, the teacher will disinfect the area before getting the next group of students.

Teachers will encourage hand washing often.

Teachers will disinfect classrooms at the end of each day.

Teachers will be given a supply of disinfectants, supplies, hand towels, and wipes.

### **VIII. MEALS:**

Level 1--All meals will be served in areas designated by principals.

Level II and III-- Meals may be served in a grab and go fashion, according to the school site. Meal seating could vary, utilizing classrooms, 50% cafeteria occupancy, or other less confined areas. This decision will be made by the principal at each site. Lunchroom usage and occupancy will be determined by the building level administrator.

LEVEL IV—The cafeteria will not be utilized.

- Parents may not bring food to the school building.
- Students who bring meals from home will need to pack items that do not require heating or reheating. All food items and beverages should be sent with the student. (see handbook).
- Snacks and food items are limited to your child.
- No items may be brought from home for a class or group of students.

### **IX. TRANSPORTATION:**

In order to ensure bus transportation, students must be registered by August 3, 2021. Students registering after August 3rd MAY not have transportation provided until August 31, 2021.

Given the current conditions, parents, should consider transporting students by private vehicle.

Students residing outside the Jasper City limits may not ride buses.

School busing operations proceed normally unless otherwise indicated.

**It is required that students who ride a bus wear a face covering. This is a Federal Department of Transportation requirement, not a State or Local decision. Should this requirement be lifted, we will follow the updated requirement.**

Visible signage to communicate COVID-19 symptoms and students who should not be riding the bus will be displayed.

Students will be required to face forward and not lean across the seats. If students do not adhere to this mandate, they will not be allowed to continue riding the bus and parents will have to provide transportation.

Eating is prohibited on State school buses by federal and state laws. Because of the pandemic, this rule will be strictly enforced.

All students will have an assigned seat. Students within the same household will be given priority to sit together.

Students participating in extra and co-curricular activities (band, football) will have assigned seats.

Bus drivers will spray common touch points inside the bus with a disinfectant prior to the start of a route, between runs, and immediately following the completion of a run.

This task will be performed for morning and afternoon routes and will include the transportation of students for extra and co-curricular activities.

Areas of attention are seats, aisle, floor between seats, handrails, front leading edge of entrance doors, and driver controls.

### **Student Transportation Forms**

Transportation request forms may be picked up at the JCS Central Office or can be downloaded from the JCS website. The transportation form must be submitted to the JCS Central Office by August 3<sup>rd</sup>. If the form is not submitted, transportation may not be provided until August 31, 2021 for new students. Transportation request forms are available for new students or students who have had a change of address over the summer. If a student rode the bus at the end of the previous school year and and not moved, a bus form should not be submitted.

## **X. OUTSIDE THE CLASSROOM:**

### **Field Trips**

JCS recognizes the educational and cultural values of field trips. Each field trip request may be approved or denied based on a variety of factors. Virtual field trips should always be considered. COVID-19 hotspots will be avoided.

Field trips may be approved per consideration of destination, number of students attending, and availability of buses/drivers. Highly contagious areas/events will be avoided.

Alert Level III – Field trips may be suspended or cancelled.

LEVEL IV—Field trips will be cancelled.

### **Athletics/Extracurricular Activities**

JCS will adhere to guidance as disseminated by governing and organizational entities (i.e. Alabama High School Athletic Association, State and National Beta Club.)

When traveling to other locales, JCS will adhere to municipal and state directives (i.e. JCS is participating in an event in “X” city and “X” city requires all persons to wear a mask; JCS persons will wear a mask.)

Consideration will be given to the practicability of various organizations participating in traditional “away” events.

All concession stands will adhere to the Alabama Department of Public Health guidance (i.e. local city/restaurant rules apply).

### **After School Programs**

Level II or Greater – All schools will adhere to school guidance.

Level III--After school programs may close pending severity.

## **FAQ Document for Reopening JCS Schools**

### **A Message from the Jasper City Schools’ Superintendent**

With the beginning of the 2021-2022 school year drawing closer, it is my desire to provide some guidance and information for the upcoming year. The past year has been difficult, but successful. In spite of our challenges, our teachers worked hard to provide a quality education for our students. We hope to return to a somewhat “normal” school year for 2021-2022. We will do as much as we can to safely provide traditional school.

This will be the beginning of an evolving document that will grow and change as new questions and guidance are made available to us locally. This plan is subject to change again, multiple times even, before we start the school year, and certainly throughout the year.

We know that your children are the most valuable resources of Jasper City Schools. With a joint parent/student/school effort, we will achieve a great and successful school year.

This guidance is not comprehensive or completed, but rather is meant to serve as a tool to support our work in making the 2021-2022 school year successful. – Dr. Ann Jackson

**Q: Will staff be trained in safety and wellness measures?**

A: Yes. Staff members will be presented Standard Precaution Training as a preventative measure to support student knowledge on how to prevent the spreading of virus and other airborne illness.

Staff will encourage hand washing and basic respiratory hygiene, such as covering the mouth when coughing.

Each school nurse will be a resource person for student educational activities, such as age-appropriate educational videos on hand-washing, covering one's mouth when coughing or sneezing, and how to wear a mask if needed.

Posters will also be made available for classrooms and school hallways.  
Health tips regarding hygiene will be shared on social media and website.

### **Q: What are the 3 steps in the Covid-19 screening process?**

#### **A: Parents (First Screening)**

If a child has a pre-existing condition, parents are advised to speak with their child's primary care physician about returning to school.

Parents will be encouraged to take students' temperatures and assess students before sending to school. Students who have an elevated temperature greater than 100.4°F and/or are exhibiting symptoms should stay at home.

Parents will be encouraged to give appropriate contact information and make plans to ensure someone could check student out if needed.

Parents should discourage students from taking non-essential items to school. Items taken to school should be sanitized as feasibly as possible.

#### **Transportation (Second Screening)**

Transportation is the second point on the screening continuum. Bus drivers, upon entrance to the bus, will visibly check for any symptoms or signs of COVID-19 or other visible illnesses. School systems will use clearly visible signage that students should not have fever or COVID-19 symptoms if traveling on a school bus. The signage will also outline COVID-19 symptoms as an educational tool. School Buses fall under the direction of the Federal Department of Transportation and currently require all persons to wear masks. JCS will update requirement and guidelines as they become available. **Please be mindful that this is a Federal requirement, not a State or Local decision.**

#### **School (Third Screening)**

School is the final point on the screening continuum. School system staff will visually check for symptoms (which may include temperature checks and/or confirmation with families that the students are COVID-19 symptom free.)

Faculty will limit the items sent home with students that need returned. Items sent home will be sanitized as feasibly as possible.

**Q: What are the expectations for student attendance during the 2021-2022 school year?**

A: Students who attend traditional school will be expected to attend on a regular basis in accordance with the board-approved attendance policy. The local school administration will consider extenuating circumstances related to COVID-19.

If traditional school transitions to a blended e-learning environment, attendance will be taken through participation in the assigned virtual learning activities.

Should a school temporarily close, students will utilize activity and participation through the virtual learning curriculum as attendance.

Students who are absent should timely submit a note for their absence to the school administrator in accordance with board policy.

In the case of COVID-related absence, the student is strongly encouraged to notify the school administrator and submit a physician's note in a timely manner to the school.

**Q. How will our school calendar and master schedules be impacted by CDC suggestions?**

A: The only anticipated change to our calendar is the first Wednesdays of most months (please refer to the system calendar). Students will participate in e-day assignments, while teachers participate in professional development. Please refer to the system calendar for scheduled e-days. Their assignments will be given digitally. Teachers will report to the school during this time for planning and professional development.

**Q: Will visitors be allowed on campus for events, eat lunch with students, walk students to class, etc...?**

A: Visitors should have minimal access to the campus during the COVID-19 pandemic. This means that visitors will not be allowed to eat lunch with their children in the cafeteria or visit for other non-essential activities during Levels II, III or IV. While we strongly desire parent and community engagement, we will work to collaborate and engage our community and family partners in new and innovative ways.

**Q: Which ALSDE requirements will we be held responsible for during the 2021-2022 school year?**

A: All expectations of the *Alabama Literacy Act* should be met. Currently, all state testing, including ACAP and ACT, are planned for the 2021-2022 school year. The RTI process will be more vital than ever as students return to school after months of school closure. Other yearly processes such as teacher evaluation are expected to continue as normal.

**Q: If a student or teacher test positive for COVID-19, will the entire class be asked to quarantine?**

**A:** In the event that a student or employee tests positive, and potential close contacts will be notified to the greatest extent possible without revealing any confidential student information. Student information will remain confidential as required by law.

In the event a faculty member tests positive for COVID-19, he or she will notify a supervisor and follow the directions of a medical provider. We will follow the guidelines and recommendations of the DPH and CDC guidelines.

The local school administration will work closely with parents and students to be flexible and work with parents as it relates to individual exposure and school absences.

**Q: Will temperatures be checked at school?**

**A:** Temperatures will be checked when students come in to the building. Bus riders will have their temperatures taken as they get off of the bus. Students that have a fever will be isolated and parents will be expected to check them out.

**Q: When will students be able to return to school if they are sick?**

**A:** Not all students that are sick will be diagnosed with COVID-19. Students that are diagnosed with COVID-19 may return to school with a negative test result, ore written permission from their medical doctor and **after meeting with the school nurse the day prior to returning**. As with any typically sick student, they are not to return to school until they are asymptomatic.

**SCHOOLS WILL FOLLOW UPDATED CDC AND PUBLIC HEALTH DEPARTMENT RECOMMENDATIONS WITH REGARDS TO RETURNING TO SCHOOL.**

**Q: Who will make decisions whether school will be opened or closed:**

**A:** The decision to close a school (s) will be made in conjunction with the Public Health Department, Alabama Department of Education, and the local school district. The Superintendent may close a school temporarily if needed.

**Q: Will students and teachers be required to wear masks?**

**A:** Depending on the alert levels, students and employees may be required to wear masks. In classrooms where the teacher or a student is in a high risk category, masks may be worn. Should we reach a Level III or IV alert, masks will be worn by both student and employees. Some teachers may be at a high risk for Covid-may require students to wear masks when in their classroom.

**Q: Will students/teachers practice social distancing?**

**A:** Teachers will maximize the distance between desks as much as possible. Unnecessary furniture should be removed from rooms in an effort to create more space between desks. Classrooms that utilize tables for student and group seating will need to evaluate their ability to distance students with the tables and discuss, in collaboration with their school administrator, about the feasibility and availability of desks, dividers, etc... and/or their ability to use tables. Desks will be in rows and columns facing the front of the room. Primary grade *may* participate in small groups depending on the Alert Level.

Students will have assigned seats. At the secondary level, where students change classes, desks will be cleaned and sanitized at the end of each block. When possible, and depending on the Alert Level, teachers will change rooms instead of students.

**Q: Will classes be allowed to take field trips?**

A: Level I—Field trips may be approved.  
Level II—Field trips may be limited.  
Level III—Field trips may be cancelled  
Level IV --all field trips will be cancelled.

**Q: Will I be notified if a classmate of my child has tested positive for Covid-19?**

A: It is the responsibility and duty of the Alabama Department of Public Health to notify individuals of possible exposure to COVID-19. However, in the event that a student or employee tests positive, persons within that class setting will be notified to the greatest extent possible without revealing any confidential student information. Student information will remain confidential as required by law.

**Q: Will students eat in the lunchroom?**

A: Level I—students may eat in the lunchroom. This is a building level administrative decision.  
Level II--eating in the lunchroom may be limited. This is a building level administrative decision.  
Level III and IV—Eating in the lunchroom will be prohibited.

**Q: Will visitors be allowed on campus for events, eat lunch with students, walk students to class, etc...?**

A: Visitors should have minimal access to the campus during the COVID-19 pandemic, at Level II. For Level III, visitors will not be allowed to eat lunch with their children in the cafeteria or visit for other non-essential activities. While we strongly desire parent and community engagement, we will work to collaborate and engage our community and family partners in new and innovative ways.

**Q: What is the State's Remote Learning Plan?**

A: The state is not providing a remote learning plan for the 2021-2022 school year.

**Q: What does virtual or e-days mean?**

A: Virtual classes or e-days will take place when a school or district is closed for an extended period of time. Classroom teachers will deliver instruction digitally/virtually. We used to refer to this as e-days. We will be utilizing e-days the first Wednesday of each month except for November, December, and January.

**FAQs FOR TEACHERS**

**Q: If the school closes and teachers transition to virtual/e-days can teachers still come to the school to work?**

A: Virtual/e-days will occur should the school be closed for two or more weeks, or the first Wednesday professional development days for most months. Teachers are expected to report to their classrooms unless it is not feasible to do so.

**Q: Will teachers be responsible for cleaning or sanitizing classrooms?**

A: Custodial staff will clean classrooms daily. Teachers should support the cleanliness of the school for the safety and health of all staff and students. Follow principal's directions for specific instructions. Cleaning supplies will be provided.

Refer to page 12 and 13.

**Q: Do employees have to wear a mask?**

A: Please refer to the Roadmap document regarding masks.

**Q: Do Students have to wear a mask?**

A: Please refer to the Roadmap document regarding masks.

**Q: How will I be expected to identify and address learning gaps created by the March 2020-May 2021 pandemic?**

A: Teachers are expected to provide formative assessments during the first week of school to all students. Teachers will collaborate with fellow teachers, instructional coaches, and administrators to plan for addressing the gaps in learning.

**Q: Will I be expected to rearrange the desks in my room to maintain social distancing between all students?**

A: Teachers should maximize the distance between desks as much as possible. Unnecessary furniture should be removed from rooms in an effort to create more space between desks. Classrooms that utilize tables for student and group seating will need to evaluate their ability to distance students with the tables and discuss, in collaboration with their school administrator, about the feasibility and availability of desks, dividers, etc... and/or their ability to use tables. Administrators should work with teachers to remove flexible seating options that do not allow for social distancing. Please refer to the Roadmap document for further clarification.

**Q: Will visitors be allowed on campus for events, eat lunch with students, walk students to class, etc...?**

A: A: Visitors should have minimal access to the campus during the COVID-19 pandemic, at Level II. For Level III visitors may not be allowed to eat lunch with their children in the cafeteria or visit for other non-essential activities. During times of Level IV alerts, visitors will not be allowed to eat lunch in the lunchroom. Outside visitors and trips will be suspended. While we strongly desire parent and community engagement, we will work to collaborate and engage our community and family partners in new and innovative ways.

**Q. What will happen if we have to close a school during the 2021-2022 school year?**

A: Under current guidance we do not expect a school closure. In the event of widespread COVID-19 cases within our local communities or county, we will transition to our e-days for students.

**Q. What will determine if a transition to remote learning is necessary?**

A. Currently, decisions will be made regarding the transition from traditional learning to virtual learning as a local decision based on consultation and guidance from ADPH, ALSDE, and CDC.

**Q: Will classes be allowed to take field trips?**

A: A: Level I—Field trips may be approved.

Level II—Field trips may be limited.

Level III—All field trips may be cancelled.

Level IV—All field trips will be cancelled.

**Q. My classroom uses mostly hands-on materials and equipment. How should I adjust my activities to ensure proper learning takes place while ensuring student safety?**

A: We have always, and will continue to, encourage students to actively participate in their learning. However, in the current pandemic climate, due diligence must be made to ensure items are sanitized before used or passed among and between students.

**Q: How can I utilize small group instruction while maintaining social distancing and ensuring student safety?**

A: As educators, we know and understand best practices and the value that small group instruction brings to our students. We encourage the use of small group learning, but in a way that socially distances students to the best of our ability in a safe manner. We encourage faculty to work with their school administrators and instructional coaches to consider how they can conduct small group instruction in a safe manner.

**Q: Can I have classroom visitors such as medical professionals, local leaders, policemen, firemen, etc. visit my classroom?**

A: We certainly welcome the expertise and knowledge these professionals possess and the value they bring to our community and classroom. We encourage our faculty and staff to include them in classroom and lessons through innovative digital ways while in Level III and IV alerts.

**Q. With the minimization of library book checkouts and the support of online literary options through a virtual online library, how will librarian's/media specialist support the classroom teachers?**

A: Each school's media specialist/librarian will work closely with the school administrator to develop a schedule whereby he or she can support the literary engagement of students and classroom teachers while providing and incorporating engaging literature into the classrooms. The library media specialist will also support teachers and students by ensuring students/teachers have the proper login credentials. Please refer to the Roadmap Library section.