



Allen Village School

Safe Return to In-Person Instruction and Continuity of Services Plan (SRCSP)



North Campus
706 W 42nd St.
Kansas City, Missouri 64111



South Campus
4251 Bridger Road
Kansas City, Missouri 64111

Main Phone Number: (816) 931-0177

Main Fax Number: (816) 561-4640

Table of Contents

Introduction & Current Phase – p. 3

Timeline of SRCSP – p. 4

Calendar of Allen Village Reopening Phases - p. 5

Phases of Operation at Allen Village School – pp. 6-8

Mitigation Strategy Policies– pp. 9-13

Continuity of Services – pp. 14-16

Academic Plans During Reopening Phases – pp. 17 - 20

Communication with Parents – pp. 21-23

Communication with Staff – p. 24

Additional CDC and Health Guidance Documents – pp. 25 -30

Reopening Plan Introduction

Based on the current recommendations of the Kansas City Health Department, Allen Village School intends to begin the 2021-2022 school year at Phase 2 of its Reopening Plan. All students will attend school In-Person M-F with continued safety precautions in place for prevention of the spread of COVID-19. This is based on the readily availability of the COVID-19 vaccine for staff and students (ages 12+) and/or diminished cases of COVID-19 in the Kansas City metro area as documented by the local health department and CDC lifting restrictions. The only exceptions to the 5 Days In-Person would be in the cases of quarantined students or students who choose to do MOCAP virtual classes.

When COVID-19 pandemic conditions allow and the CDC and local health officials make the recommendation, Allen Village School will then enter Phase 3. At this phase the pandemic will no longer be a threat and normal school activities and procedures can resume.

Allen Village School will continue to monitor the COVID-19 infection and vaccination rates. The plan allows for the school to return to Phases 0 or 1 if necessary.

Due to the ever-changing COVID-19 environment and restrictions, our plans and procedures will be adjusted enter and go through the new school year. Our goal is that by making appropriate plans now we will be ready to adapt quickly, if needed, based on recommendations from the CDC along with state, county and local health officials. Allen Village School will continue to communicate any updates of our plans to our parents and staff.

Current Phase Level of Allen Village School

Phase 2 :

**Phase 2 – Students attend school In-Person 5 Days a Week (M-F)
with continued safety precautions in place for prevention of the spread of COVID-19**

Timeline of SRCSP

- **June 2020 – 1st Edition of the Reopening Plan was created**
- **June 30, 2020 – Reopening Plan Presentation and Open Discussion at Board Meeting**
- **July 2020 – Reopening Plan placed on school website**
- **July 27, 2020 – Reopening Plan Presentation/Discussion at July Town Hall Webinar Meeting for Parents and Staff**
- **August 2020 to May 2021 – Plan Information and Updates Presented and Discussed at monthly Principal Webinar Chats with Parents**
- **October 1, 2020 – Reopening Plan Information and Updates Presented and Discussed at Board Meeting**
- **June 2021 – Reopening Plan Updated for the 2021-2022 School Year and placed on school website**
- **June 8, 2021 - Reopening Plan Presentation and Open Discussion at Board Meeting**

The SRCSP will be reviewed and revised, if necessary, every 6 months or less. The revision process will include consultation with:

- **School and LEA Administrators / Leadership Team**
- **School Board Members**
- **Special Education Administrator and Teachers**
- **Title I Coordinator and Teachers**
- **English Language Learner Coordinator and Teachers**
- **504 Coordinator**
- **School Counselors**
- **K-12 Teachers & Staff**
- **Students**
- **Families**
- **Homeless/Foster Liaison**
- **Title IX Coordinator**

Calendar of Allen Village School Reopening Phases

In the Summer of 2020, after surveying our parents and staff and researching the advice of the CDC, DESE, and local health department and government officials, Allen Village School developed a phased reopening plan.

March 18, 2020	Phase 0 Begins	Allen Village School is Closed – Distance Learning Begins	
June 2020		Initial Reopening Plan is created	
September 8, 2020	Phase 0	Allen Village School (K-12) School Year 2020-2021 Begins	PreK Students are In-Person at Early Childhood Center
November 17, 2020		Allen Village School opens Learning Centers for At-Risk Students 2 Days a Week	
February 1, 2021	Phase 1 Begins for K-5 Students	K-5 Students Begin Fixed Blended 2 Days In-Person / 3 Days Distanced	Families were given the choice to have their students remain 100% Virtual for the Semester / School Year.
February 16, 2021	Phase 1 Begins for 6-8 Students	6-8 Students Begin Fixed Blended 2 Days In-Person / 3 Days Distanced	Families were given the choice to have their students remain 100% Virtual for the Semester / School Year.
March 8, 2021	Phase 1 Begins for 9-12 Students	6-8 Students Begin Fixed Blended 2 Days In-Person / 3 Days Distanced	Families were given the choice to have their students remain 100% Virtual for the Semester / School Year.
April 19, 2021		Fixed Blended Changes to 3 Days In-Person / 2 Days Distanced	
May 28, 2021	Phase 1 Ends	Last Day of the 2020-2021 School Year	
June 1, 2021	Phase 2 Begins	Summer School Begins for K-12 All Students In-Person 5 Days a Week	No Virtual Classes

Phase	Phases of Operation at Allen Village School during COVID-19 Pandemic
Phase 0	<p>All Students 100% Distanced Instruction</p> <ul style="list-style-type: none"> • School buildings are closed based on recommendation from any or all of the following agencies: CDC, DESE, KC government offices (Mayor or Health Dept.) Students Stay at Home and participate in Distanced Instruction from the safety of their home. M – F • Students will have their iPad devices to engage in online learning • Technology devices to be distributed prior to school starting • School Day 7:50 – 3:05 combination of zoom meetings and learning activities • Student protocol for zoom meetings is on time, sitting up, front and center, showing their face and engaged in the meeting • Failure to follow zoom meeting protocol results in nonattendance of the class.
Phase 1	<p>Phase 1 – Fixed Blended Instruction (AMI-X) : In-Person (2-3 Days per week) with Distance Instruction on the other days. Families had the choice to be 100% Virtual (Year or Semester)</p> <p>Family Choice : Families are surveyed for plan that worked best for the safety of their children. Any change in setting from choice or at risk status will be managed through conferencing with the child’s Principal. Students may need to adjust learning program based on individual need and/or health circumstances of their family which may require quarantine.</p> <p>A. Fixed Blended Instruction In Person Learning (2-3 Days Per Week) 7:50 – 3:05, and Buses operating (Step 1: Tuesday & Thursday, and Step 2: Monday, Tuesday, Thursday) Distanced Instruction from home 7:50 – 3:05, while buildings and buses have deep cleaning.</p> <ul style="list-style-type: none"> • Students grade K - 5 housed at AVN, Students grades 6 – 12 housed at AVS to utilize all spaces to manage social distancing • Students remain in class cohorts to minimize the fewest # of people moving throughout the building (teachers move to classrooms) Easier to contact trace if a positive case of the virus were detected • Scale back use of physical textbooks, workbooks and shift to online resources for learning activities to minimize spread of germs • Health room will be available at both buildings to address any on campus COVID 19 concerns on a daily basis • Quick COVID Testing by school nurse is available for students and staff displaying symptoms of COVID-19 . Students must have parent permission prior to testing. Results of testing is documented and reported to the state health department. • Documentation of any positive COVID cases or exposure to other people with COVID-19. Mandatory quarantines based on CDC and local health department guidelines. Reporting to the health department for contract tracing of any known exposure at the school. • 6-12 Students will have all classes including electives at the HS. • Students will practice social distancing and minimize shared materials in these classes • K – 5 will continue to have recess with a staggered schedule and minimizing shared surfaces • Social distancing of student’s desks • All Students facing the same direction in classroom to minimize spreading of air droplets • Sneeze guards (plastic shield on student’s desk) • Meals delivered to the classrooms • Face masks required for students in the school and on the bus. (Masks are available for students who do not have one.) • Face masks required for staff to allow for added protection to move through class and assist students • Hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can, • Practice good hygiene with proper hand washing several times throughout the day • No water fountains, students will be provided individual bottled water daily

	<ul style="list-style-type: none"> • Bus routines: assigned seating w/siblings, face masks, space out students on bus to manage social distancing (bus ridership will be reduced based on less students riding the bus due to families choosing Distanced Instruction during phase 1 • Thermal kiosk and contactless thermometers to check all student’s, staff’s and any visitor’s temperatures entering the school. • Signs advising all people entering the building as to COVID-19 symptoms, exposure and travel before being allowed to enter the building. Anyone that has any of the symptoms, been exposed, or recently traveled to hot spots is asked not to enter the building. • Sanitizing humidifier system in each class to help sanitize air and objects run daily • School Classrooms, Restrooms, Offices, and other shared areas are cleaned and sanitized after each in-person school day. • High Traffic Areas or any exposed areas are cleaned during the school day as necessary • UV wands are available if needed to clean devices and common surfaces • Staff and Students follow Distanced Instruction Protocols of AMI-X on days of distanced learning. • Students will have their iPad devices to engage in online learning • No afterschool activities • Limiting and screening any visitors to the building Use of phone system and door entry to minimize visitors inside the building, Parents will be asked not to visit during this unprecedented time and if picking up a student from school will remain outside, your child will be escorted outside. <p>B. 100% Distanced Instruction Mon – Fri. from the safety of their home.</p> <ul style="list-style-type: none"> • Students will have their iPad devices to engage in online learning • Technology devices to be distributed prior to school starting • School Day 7:50 – 3:05 combination of zoom meetings and activities • Student protocol for zoom meetings is on time, sitting up, front and center, showing their face and engaged in the meeting • Failure to follow zoom meeting protocol results in nonattendance of the class.
<p>Phase 2</p>	<p>Phase 2 – All students attend school In-Person M-F with continued safety precautions in place for prevention of the spread of COVID-19 (available when COVID-19 vaccine is readily available for staff and students and/or diminished cases of COVID-19 in the Kansas City metro area and documented by the local health department and CDC lifting restrictions).</p> <ul style="list-style-type: none"> • Students grade K - 5 housed at AVN, Students grades 6 – 12 housed at AVS to utilize all spaces to manage social distancing • Students continue to rotate classes and follow social distancing in the hallways and classrooms • 6-12 Students will have all classes at AVS including electives. Students will practice social distancing and minimize shared materials in these classes. Activities will be modified to minimize risk of transmitting droplet spray. i.e. music may minimize singing to minimize droplet spread, art students will not share supplies, physical education students will incorporate social distancing in movement activities • K – 5 will have all classes at the AVN and continue to have recess with a staggered schedule and minimizing shared surfaces • Social distancing of student’s desks • Sneeze guards (plastic shield on student’s desk) • Face masks required for students in the school and on the bus based on CDC and local health official recommendations. (Masks are available for students who do not have one.) • Face masks required for staff based on CDC and local health official recommendations. • Hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can • Continue to practice good hygiene with proper hand washing several times throughout the day, covering mouth and nose while coughing or sneezing • No water fountains, students will be provided individual bottled water daily • Bus routines: assigned seating w/siblings, face masks worn by all (students, aide & driver), bus aide on each bus to take temperature, enforce assigned seating to maintain social distancing and assist in contact tracing if necessary • Thermal kiosk and contactless thermometers to check all student’s, staff’s and any visitor’s temperatures entering the school. • Signs advising all people entering the building as to COVID-19 symptoms, exposure and travel before being allowed to enter the building. Anyone that has any of the symptoms, been exposed, or recently traveled to hot spots is asked not to enter the building.

	<ul style="list-style-type: none"> • Sanitizing humidifier system in each class to help sanitize air and objects run daily • School Classrooms, Restrooms, Offices, and other shared areas are cleaned and sanitized after each in-person school day. • High Traffic Areas or any exposed areas are cleaned during the school day as necessary • UV wands are available if needed to clean devices and common surfaces • Afterschool activities may resume upon necessity and individual evaluation of activities and social distancing
Phase 3	<p>Phase 3 - All students attend school In-Person M-F with buses operating – We will return to this level when the virus is no longer a pandemic threat.</p> <ul style="list-style-type: none"> • School will resume using policies and procedures following the school handbook • Students will be resuming all regular schedules including afterschool activities • Continue to practice good hygiene with proper hand washing several times throughout the day, covering mouth and nose while coughing or sneezing • Water fountains will be open but cleaned numerous times daily • Face masks and face shields will become optional • Maintain hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can

Mitigation Strategy Policies

Allen Village uses the mitigation strategies recommended by the Center for Disease Control and Prevention (CDC). Here are the most current CDC mitigation strategies. <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html>

Mask Mandate

- The health of our students and staff is a priority at Allen Village School. The CDC and local health departments still recommend that students and staff wear masks in schools and on school buses. Allen Village School will be following these recommendations and still requiring masks in school and on the buses.
- Consistent with CDC and local health department recommendations
- Universal and correct wearing of masks is required

Physical Distancing

- Consistent with CDC and local health department recommendations
- Social Distancing signs and floor stickers
- Phase 1 – Cohorts
- Phase 2 - Staggered period bells to limit the number of students transitioning between classes
- Limited number of students in the restroom at one time (no whole class outings to the bathroom)
- Desks and tables are spaced apart based on current CDC guidelines.
- Student and teacher desks have plexiglass sneeze guards
- All classes have hygiene stations and sanitizing humidifiers.
- Hand sanitizer, wipes, cleaners are readily available in the classrooms
- Hallway signs and floor markers will be used to encourage students to keep their social distance
- Extra furniture is removed to open up space.
- North Building
 - K-5 student classrooms are located at the north campus building. This allows for additional space for social distancing between students at their desks, learning centers, hallways, and restrooms.
 - Larger rooms are used for classes with larger enrollments
 - Smaller rooms are used for EL, IEP, and other smaller enrollment group instruction.
 - Town Halls will take place through Zoom during Phases 0 & 1

- **South Building**
 - Main gym divided into 4 quadrants using rolling room dividers
 - During Phase 1, students would remain in grade level cohorts and not rotate classes - teachers would rotate on carts. This would eliminate chances of cross-contamination on desk tops
 - During Phase 2, students would begin to rotate to classes with a staggered bell schedule to allow for social distancing
 - If students leave the classroom for SPED / ELL services or restroom privileges, they will get hand sanitizer upon their return. SPED & ELL meeting times for students will be staggered during Phase 1 to lessen the movement of students.
 - Students will go to the restroom independently to remain clear of congestion. (no groups)
 - Town Halls will take place through Zoom during Phases 0& 1
- **Busing**
 - Students and staff must wear a mask while riding on a school bus based on current CDC and local health guidelines.
 - Students will be social distanced based on current guidelines
 - Family members may sit together.
- **Field Trips**
 - All Field Trips are canceled during Phases 0 and 1. Field Trips will be evaluated on an individual trip during phase 2. Field Trips will be available during Phase 3.
- **Meal Service**
 - During Phases 1-2, in-person breakfast and lunch meals will be served in the classrooms. All meals (breakfast and lunch) are to be preordered each week.
 - During Phases 0-1, Grab N Go student meals for the week would be available for parents to pick up on the first day of the school week
- **Front Office Guidelines/Building Entrance**
 - During Phases 0-2, restrict entrance to only staff and students; prohibit unauthorized visitors from hallways/classrooms, contact only occurs at front desk area
 - Post reminders to not enter the school if you are experiencing illness (signs)
 - Post phone number to front desk if they need assistance

Handwashing and Respiratory Etiquette

- Consistent with CDC and local health department recommendations
- Taught and reinforced
- Sanitizer and tissue provided
- Students are encouraged to use sanitizer or wash hands throughout the day
- Each classroom has a humidifier that dispenses sanitizer
- Water fountains are covered/locked, students receive bottles of water each day
- **Breakfast and Lunch Meals**
 - Delivered to classrooms
 - Students must sanitize hands prior to picking up their breakfast/lunch
 - No salad bar
 - No sharing food with one another
 - Desks/surfaces will be disinfected prior to eating and during clean up

Cleaning and maintaining healthy facilities including improving ventilation

- Consistent with CDC and local health department recommendations
- Teachers will sanitize commonly used items in the classroom for the next teacher, such as: projector remotes, document camera, desk top, etc.
- School ventilation systems are cleaned and maintained
- Each classroom has a **humidifier that dispenses a sanitizer**
- Custodial staff will sanitize commonly touched areas throughout the school especially restroom areas for students and staff (door knobs, rails, hand sanitizer dispenser, etc.)
- Staff will sanitize the teachers' desks throughout the day
- Students wipe down their desktops before leaving each day and wash their hands 3 times per/day
- Custodians will also clean classroom desks and chairs, front desk, and offices thoroughly after the school day
- Hygiene Station for Each Classroom
 - Tissues

- No touch trash cans
- Liquid hand soap - no touch dispensers (bathrooms only)
- Hand sanitizer
- Disinfectant wipes

Contact Tracing

- In combination with isolation and quarantine
- In collaboration with State and local health departments
- Consistent with CDC and local health department recommendations
- Contact tracing by LEA and Local Health Department if necessary due to positive case at school

Diagnostic and Screening Testing

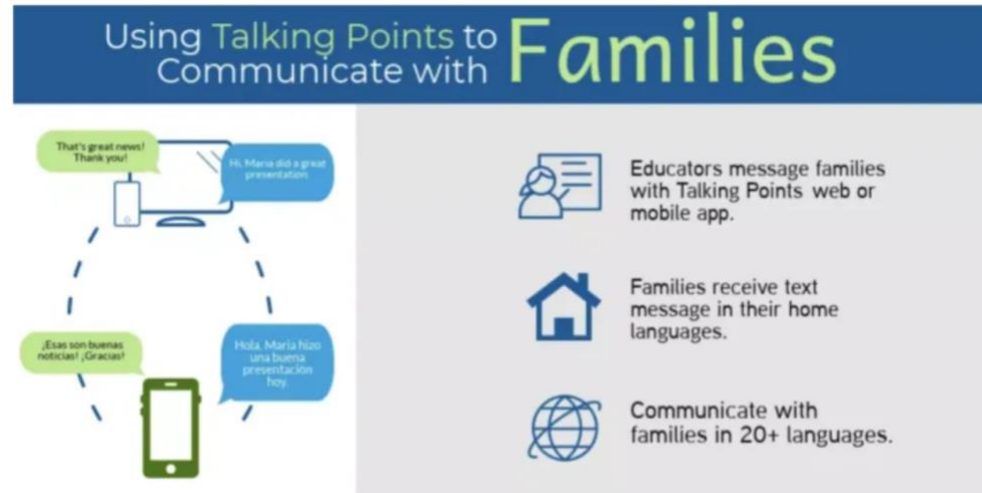
- Daily temperature checks are given to all students and adults entering the school buildings each day
- Procedures for Student/Staff Illness During Phased Reopening
 - Staff will be sent home if they express concerns regarding illness or if the school nurse or administration is concerned they may be ill; may return to work with documentation from their doctor or negative COVID test results.
 - Staff will notify an administrator of a student displaying symptoms of an illness. Principals will then notify the school nurse.
 - Contact tracing and quarantines will be based on CDC and local health guideline following any positive cases at the school from onsite testing or reported to the school.
 - Designated office for student(s) to sit in if waiting for a parent to pick them up
 - Illnesses that are not COVID-19 related will be treated by the school nurse following standard health guidelines.
- The school nurse will evaluate students or staff who may have symptoms of COVID-19 using CDC health guidelines
- The school nurse is trained and can give staff (with their permission) a rapid COVID-19 test.
- The school nurse is trained and can give a student (with their parent's permission) a rapid COVID-19 test.
- Documentation of testing and results will be reported to the state health department.

Efforts to Provide Vaccinations to Educators, other Staff, and Students, if eligible

- HR provided vaccination clinic information to educators and school staff as soon as it became available in early 2021.
- Majority of educators and school staff are fully vaccinated.
- Families were surveyed on their interest in having a vaccination clinic at Allen Village
- School nurse provides local vaccination clinic information to families by email and shout out (phone, text, parent portal) for students (12+) and adults.
- Vaccination Clinic information is also available on the school website and updated frequently.
- School has filled out a request from the local health department to have a vaccination clinic at the school.

Continuity of Services

- **All Grades PreK-12 classes are expected to resume In-Person (5 day a Week) for the 2021-2022 school year.**
- In cases of emergency school closures due to COVID-19, Allen Village School's phased reopening plan provides for continuity of learning for all students (PreK – 12) as well as services for disadvantaged (Title I, EL, Homeless, Foster, Migratory) and disabled students (IEP, 504).
- Allen Village School provides equal educational opportunities and services to all students regardless of race, color, creed, national origin, gender, citizenship, religion, disability, age, veteran status, sexual orientation, or any other status protected by law.
- **Appropriate accommodations for children with disabilities with respect to the health and safety policies**
 - Accommodations as necessary or as mandated by Individual Education Plan
- **Special Education Support/Minutes**
 - During all phases, Special Education Support Services / Minutes continue through distanced/virtual learning and/or in-person based on the students IEP and the current phased learning plan.
 - Families encouraged to have students attend in-person Learning Centers during Phase 1(2 days a week)
 - Form G for distanced services are added to IEP plans as necessary
 - SPED services continue on the same schedule distance as in person
- **EL Support Services**
 - During all phases, EL Support Services / Minutes continue through distanced/virtual learning and/or in-person based on the students EL plan and the current phased learning plan.
 - EL services continue on the same schedule distanced as in person
 - WIDA Screener will take place during the summer with EL staff using social distancing methods
 - ELL staff will communicate with parents through the Talking Point app, which communicates in English and is translated to the home language of the family. It will allow parents to text an SMS message back in-home language, which gets translated to English.



Source: Empowering ELLS, <https://www.empoweringells.com/talking-points/>

- **Title I, Homeless, Foster, Migratory**

- During all phases of reopening, the Title I, Homeless, Foster, Migratory supports and services for students and families will continue through distanced and/or in-person methods.

- **Social, Emotional and Mental Health Needs**

- Guidance for students from school counselors and therapists continues through Zoom and In-Person Sessions
- Information on resources provided for families through phone calls, Zoom, newsletters, Parent Portal, Shout Outs, School Website
- Professional Development for school staff on both needs for students and staff
- EAP for staff available for their needs

- **Nutrition Services**

- During SY 2019-2020, and 2020-2021 Phases 0 & 1, free weekly meals for students that were distance/virtual learning were available for Grab & Go pickup through an extended Seamless Summer Program
- Breakfast and lunches were also available for students on their in-person days

- **Health Services**

- Full time nurse is available to provide virtual and in-person health services for students
- Information on vaccinations and free clinics is provided for staff and families
- On-site COVID-19 tests are available for students (with parent permission) and staff that are experiencing symptoms on in-person school days.

Academics

- **Assessments of Academic Progress to find Gaps in or Loss of Learning**
 - Allen Village School used MOLEAP and STAR assessments during the 2020-2021 as diagnostic and screening for gaps in or loss of learning.
 - During SY 2021-2022, state and local assessments will be used to evaluate loss of learning
 - MAP assessments in Grades 3-8
 - EOC assessments in Grades 9-12
 - STAR Early Literacy in Grades K-2
 - STAR Reading in Grades 2-12
 - STAR Math in Grades K-12

- **Inclement Weather & School Closings**
 - If inclement weather is forecasted or if we need to follow AMI procedures, students will use their iPads at home to engage in AMI Distanced Instruction on the day(s) school is closed.

- **Student Absences Due to COVID-19**
 - Student absences will be automatically excused if affected by COVID-19 (positive test, quarantine). Documentation may be required for these absences from a medical professional.
 - During Phases 0 & 1 distance learners may attend online classes during quarantine
 - Make up work will be given for the extension of the time frame student was absent.

- **All Grades PreK-12 classes are expected to resume In-Person (5 day a Week) for the 2021-2022**

- **Manual Career and Technical Center Students**
 - For SY 2021-2022, 11th and 12th grade students that apply and are accepted will be offered the opportunity to attend MCTC in person only.

- **Dual Credit Classes Through Rockhurst or UMKC**

- For SY 2021-2022, high school students that apply and are accepted for Dual Credit classes through Rockhurst or UMKC will attend in-person only
- **MOCAP Virtual Instruction**
 - Families that do not want to return to in-person may apply for virtual MOCAP for the 2021-2022 SY
- **Academic Plan during Distanced/Fixed Blended Learning Phases 2020-2021**
 - Approved AMI-X plan was implemented during phases with distanced or fixed
 - See AMI-X plan on next page.

AMI-X Plan for 2020-2021



AMI EXTENSION

MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF QUALITY SCHOOLS – SCHOOL IMPROVEMENT

Alternate Methods of Instruction (AMI) Extension Application

- 1 Instructions
 2 Intermittent Blended Learning Plan Profile
 3 Assurances

Intermittent Blended Learning Plan Profile

1. When intermittent blended learning is implemented, the LEA will use the following types of materials and assignments to effectively facilitate teaching and support learning that is grade appropriate, aligned to the Missouri Learning Standards (MLS) and includes review and stretch goals (check all that apply):

- Electronic/Web based
- Text books
- Library/classroom library books
- Packets/worksheets
- Manipulatives
- Learning games
- Teacher created materials
- Other (please specify)

2. How will teachers and other certified personnel interact with students to provide instruction, developmentally appropriate feedback (including feedback to parents) and check for understanding during distanced learning (mark all that apply):

A) ELEMENTARY:

	Daily	2-3 times week	Weekly	After lesson	N/A
Email	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Messaging/chat through learning management system	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Phone call	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Messaging through other electronic means (Remind, etc.)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teleconference (Webex, Zoom, etc.)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

B) MIDDLE SCHOOL:

	Daily	2-3 times week	Weekly	After lesson	N/A
Email	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Messaging/chat through learning management system	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Phone call	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Messaging through other electronic means (Remind, etc.)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teleconference (Webex, Zoom, etc.)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

C) HIGH SCHOOL:

	Daily	2-3 times week	Weekly	After lesson	N/A
Email	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Messaging/chat through learning management system	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Phone call	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Messaging through other electronic means (Remind, etc.)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teleconference (Webex, Zoom, etc.)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. The LEA will utilize the following methods of instruction (check all that apply)

- Teleconference
- Independent practice and application of previously taught concepts
- App or web-based software to teach/reinforce concepts
- Virtual Instruction
- "Flipped classroom"
- Other (Please specify)

4. If electronic methods will be used, please describe how students who do not have access to internet or computers will access instruction:

4A) How are you identifying students without access to the internet?

Families have already been surveyed on their access to the internet, and staff (teachers, administrators, and tech team) will continue to monitor their access for changes. Allen Village School will provide hotspots for students whose families do not have access to the internet.

4B) How are you identifying and providing access to students without devices?

Allen Village School is a 1:1 School. All students have access to a school provided iPad. iPads were turned in for the summer, but will be distributed to the families in August before school begins.

4C) If students without access are provided packets, how is the LEA ensuring that the content of the packet(s) is at the same level of rigor as the material being covered electronically?

Communication with Parents

- **Communication with Parents During Phased Reopening**
 - Parent Meetings (by Zoom Webinars/Meeting or In-Person in later phases)
 - Shout Out Messages and Announcements through Phone, Text, Email and Parent Portal messages
 - Letters and Notes emailed, mailed, or sent home with in-person students
 - Online and Phone Surveys
 - Class Dojo for all K-2
 - Google Classroom/connect with parent
 - Parent portal in IC
 - School Website Announcements and Information

- **Back to School Registration Process During Phased Reopening**
 - Moved to online forms for all student re-enrollment documents (applications as well) that can be accessed through our website or parent portal
 - Families will be notified of back to school event days. These days will have a drive through process to pick up planners, schedules, school supplies, i-pads, uniforms and/or other items. The days are organized so it is in specific areas/social distanced.

Recent Parent Surveys

At the end of the 2020-2021 school year, parents were surveyed on their preference for the type of phased instruction that they were wanting for their child for the next school year.

Grade	Total	In-Person	Virtual
PreK	13	13	0
K	18	18	0
1	28	28	0
2	27	26	1
3	35	30	5
4	29	29	0
5	32	28	4
6	39	37	2
7	36	33	3
8	46	42	4
9	46	41	5
10	39	33	6
11	38	35	3
12	37	30	7
Total	463	423	40
		91%	9%

Parents also completed a Title I survey this Spring that included questions related to distance learning and the COVID pandemic.

- As a parent, I have felt supported by the school during the COVID-19 pandemic.

Strongly Agree or Agree **99%**

Disagree or Strongly Disagree **1%**

- The school has provided an iPad device for students to use at home for distanced learning. *
 - Strongly Agree or Agree 100%
 - Disagree or Strongly Disagree 0%
- The school allowed parents to choose an In-Person or Virtual Learning Plan for their child during this school year (2020-2021).
 - Strongly Agree or Agree 100%
 - Disagree or Strongly Disagree 0%
- I am aware of and understand my child's academic progress. *
 - Strongly Agree or Agree 100%
 - Disagree or Strongly Disagree 0%
- My child's school provides a clean, safe environment for teaching and learning. *
 - Strongly Agree or Agree 99%
 - Disagree or Strongly Disagree 1%
- Good health and wellness is emphasized at my child's school. *
 - Strongly Agree or Agree 98%
 - Disagree or Strongly Disagree 2%

Communication with Staff

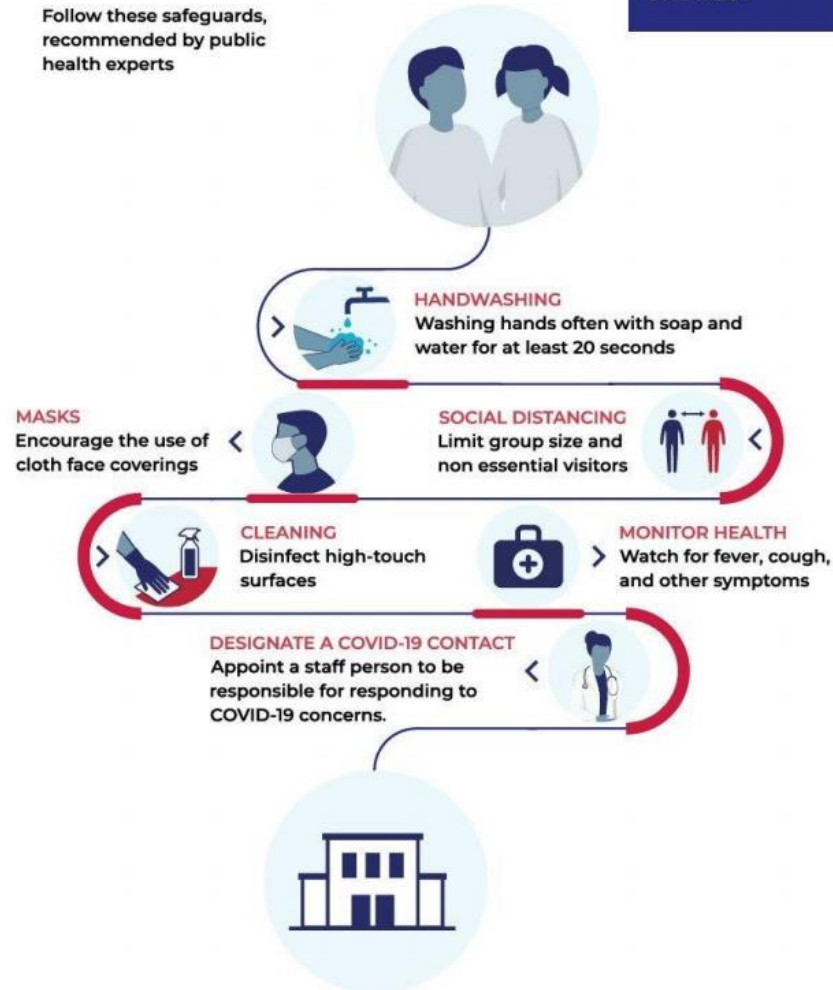
- Surveys and Check-Ins with staff on returning to work in-person
- Professional Development Trainings
- Weekly online staff meetings
- Daily Bulletins with Announcements
- Policies and guidelines regarding wearing masks, face shields, other precautions.
- HR guidance around returning to work and EAP

Staff Professional Development Plan During Phased Reopening Includes:

- Technology: focus on platforms and applications used for Distanced and In-Person Instruction, incorporate the school website and parent portal more intricately into our communication with families
- Social distancing in the classroom, cleaning procedures and schedules, classroom routines and expectations related to social distancing/masks
- Social and emotional learning/support for staff, students and families
- Recognizing signs of illness/virus and screening students for illness; procedures for documenting and contacting parents related to illness (healthcare professional)
- Instructional recovery
- Assessments and plans for Distanced Instruction academic loss; re-engagement of students
- PD session on signs of COVID-19 based on the CDC recommendations

How to Protect Students and Staff

Follow these safeguards, recommended by public health experts



SOURCE: U.S. Centers for Disease Control and Prevention, Education Week reporting

Source: U.S. Centers for Disease Control and Prevention, cdc.gov/coronavirus



Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.



Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.



Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.



Rinse hands well under clean, running water.



Dry hands using a clean towel or air dry them.

Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.

LIFE IS BETTER WITH

CLEAN HANDS



www.cdc.gov/handwashing

This material was developed by CDC. The Life is Better with Clean Hands Campaign is made possible by a partnership between the CDC Foundation, GOJO, and Staples. HHS/CDC does not endorse commercial products, services, or companies.



CS310027-A

THE SAFE SCHOOL SIX

Preparing School Buildings for Reopening After COVID-19

As the current COVID-19 outbreak subsides and schools are reopened, several safety measures will need to be put into place to keep students and staff safe. The following protocols are a helpful start for achieving this goal. A local health professional should be consulted to ensure compliance with local regulations.



PREPARE THE SCHOOL FACILITY

- Follow guidelines and best practices for cleaning and sanitizing the building.
- Update facility cleaning schedule.
- Create floor markings to direct foot-traffic flow.
- Re-engage facility vendors.
- Complete inspections and repairs of all building systems.
- Display COVID-19 informational signs.
- Reconfigure shared spaces to encourage social distancing practices.
- Install protective panels for frontline office and food service team members.



CREATE AND COMMUNICATE A SOCIAL DISTANCING PLAN

- Develop schoolwide social distancing strategies.
- Restrict the use of spaces that don't allow for social distancing.
- Prohibit large groups from gathering in shared spaces.
- Develop social distancing guidelines and protocols for school guests and visitors.
- Communicate social distancing strategies.
- Survey families for their willingness to return to the school building and address their concerns.
- Survey staff for their safety concerns and needs and create the opportunity for distance-teaching, if required.



PROMOTE STAFF AND STUDENT SANITATION AND HYGIENE

- Provide cleaning and disinfecting supplies.
- Provide personal hygiene equipment.
- Educate students and their families on proper personal hygiene and sanitation practices.
- Limit the number of shared items in the classroom.
- Clean personal workspace and tools.
- Have students wash their hands throughout the day.
- Develop a plan for ensuring that lunch room spaces are properly sanitized and students are protected.



MONITOR STAFF AND STUDENT HEALTH

- Track staff and student absenteeism.
- Develop flexible attendance and sick leave policies.
- Train staff to recognize signs that a student is ill and on how to properly care for them.
- Hire or contract for school nursing services.
- Notify families when a student or staff member has tested positive for COVID-19.
- Educate families on when they should make the decision to keep their child home due to illness.
- Consider temperature screening.
- Designate a room and protocol to isolate any person with COVID-19 symptoms.
- Utilize contact tracing.
- Review and revise human resource policies related to illness and support for caregivers.



PROVIDE ENHANCED LEARNING SUPPORTS

- Develop an assessment plan.
- Provide enhanced learning supports.
- Give teachers time to collaboratively plan and realign curriculum to account for lost learning time.
- Provide access to counseling services.



CREATE AN EMERGENCY PLAN FOR FUTURE OUTBREAKS

- Carefully monitor national, state and local COVID-19 virus spreading indicators.
- Develop protocol for isolating any individual exhibiting COVID-19 symptoms.
- Develop a communication plan notifying staff, parents and community officials in the event that a student or staff member tests positive for COVID-19.
- Develop guidelines for when the school should close due to an outbreak and move to an online learning environment.
- Develop and continue to make improvements to a robust digital and remote learning plan.
- Develop a plan to provide food for students eligible for free and reduced-priced meals.
- Determine how financial impacts from COVID-19 will impact your school's budget.

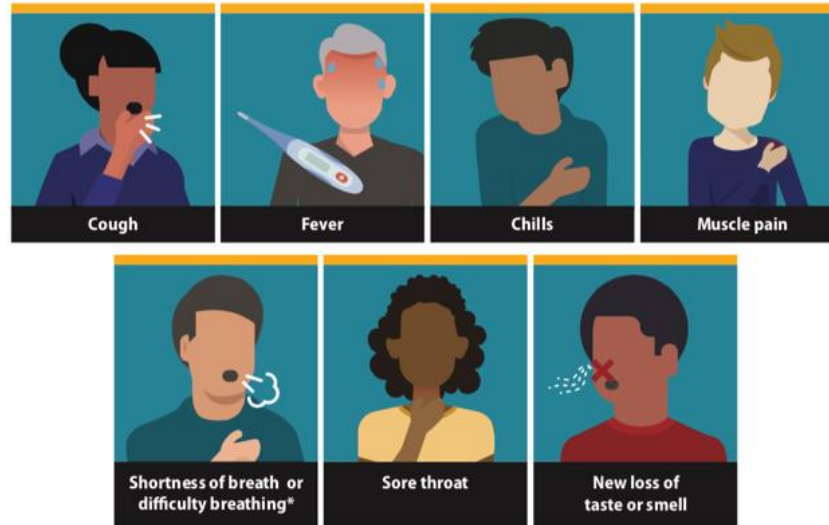
MOST IMPORTANTLY

Constantly reinforce hand washing, social distancing and staying home when ill

The Institute would like to thank Cushman & Wakefield for their thought leadership on the subject of safety and reopening buildings post COVID-19. Many of their ideas are included in the Institute's version of a school reopening checklist.

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

***Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.



cdc.gov/coronavirus

117142-A May 20, 2020 10:44 AM

Source: U.S. Centers for Disease Control and Prevention, cdc.gov/coronavirus

Prevent the Spread of COVID 19 If you are sick

Prevent the spread of COVID-19 if you are sick

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to care for yourself and to help protect other people in your home and community.

Stay home except to get medical care.

- **Stay home.** Most people with COVID-19 have mild illness and are able to recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- **Take care of yourself.** Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.
- **Stay in touch with your doctor.** Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other emergency warning signs, or if you think it is an emergency.
- **Avoid public transportation, ride-sharing, or taxis.**



Separate yourself from other people and pets in your home.

- **As much as possible, stay in a specific room and away from other people and pets in your home.** Also, you should use a separate bathroom, if available. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
 - See **COVID-19 and Animals if you have questions about pets:** <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID19animals>
 - Additional guidance is available for those **living in close quarters.** (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/living-in-close-quarters.html>) and **shared housing** (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/shared-housing/index.html>).



Monitor your symptoms.

- **Symptoms of COVID-19 include fever, cough, and shortness of breath but other symptoms may be present as well.**
- **Follow care instructions from your healthcare provider and local health department.** Your local health authorities will give instructions on checking your symptoms and reporting information.



When to Seek Emergency Medical Attention

Look for **emergency warning signs*** for COVID-19. If someone is showing any of these signs, **seek emergency medical care immediately:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Bluish lips or face
- Inability to wake or stay awake

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

Call ahead before visiting your doctor.

- **Call ahead.** Many medical visits for routine care are being postponed or done by phone or telemedicine.
- **If you have a medical appointment that cannot be postponed, call your doctor's office, and tell them you have or may have COVID-19.**



If you are sick, wear a cloth covering over your nose and mouth.

- **You should wear a cloth face covering over your nose and mouth** if you must be around other people or animals, including pets (even at home).
- You don't need to wear the cloth face covering if you are alone. If you can't put on a cloth face covering (because of trouble breathing for example), cover your coughs and sneezes in some other way. Try to stay at least 6 feet away from other people. This will help protect the people around you.
- Cloth face coverings should not be placed on young children under age 2 years, anyone who has trouble breathing, or anyone who is not able to remove the covering without help.



Note: During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.

Cover your coughs and sneezes.

- **Cover your mouth and nose** with a tissue when you cough or sneeze.
- **Throw used tissues** in a lined trash can.
- **Immediately wash your hands** with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



Clean your hands often.

- **Wash your hands often** with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- **Use hand sanitizer** if soap and water are not available. Use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- **Soap and water are the best option,** especially if your hands are visibly dirty.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.



Avoid sharing personal household items.

- **Do not share** dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home.
- **Wash these items thoroughly after using them** with soap and water or put them in the dishwasher.



Clean all "high-touch" surfaces everyday.

- **Clean and disinfect** high-touch surfaces in your "sick room" and bathroom. Let someone else clean and disinfect surfaces in common areas, but not your bedroom and bathroom.
- **If a caregiver or other person needs to clean and disinfect** a sick person's bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a cloth face covering and wait as long as possible after the sick person has used the bathroom.



High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets, and bedside tables.

- **Clean and disinfect areas that may have blood, stool, or body fluids on them.**

- **Use household cleaners and disinfectants.** Clean the area or item with soap and water or another detergent if it is dirty. Then use a household disinfectant.

- Be sure to follow the instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product.

- Most EPA-registered household disinfectants should be effective.

When you can be around others after you had or likely had COVID-19

When you can be around others (end home isolation) depends on different factors for different situations.



- **I think or know I had COVID-19, and I had symptoms**

- You can be with others after
 - 3 days with no fever
 - AND**
 - symptoms improved
 - AND**
 - 10 days since symptoms first appeared
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others when you have no fever, symptoms have improved, and you receive two negative test results in a row, at least 24 hours apart.

- **I tested positive for COVID-19 but had no symptoms**

- If you continue to have no symptoms, you can be with others after:
 - 10 days have passed since test
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others after you receive two negative test results in a row, at least 24 hours apart.
- If you develop symptoms after testing positive, follow the guidance above for "I think or know I had COVID, and I had symptoms."



CS170204-4 04/11/2020

cdc.gov/coronavirus

cdc.gov/coronavirus

Source: U.S. Centers for Disease Control and Prevention, cdc.gov/coronavirus

10 things you can do to manage your COVID-19 symptoms at home

10 things you can do to manage your COVID-19 symptoms at home

Accessible Version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you have possible or confirmed COVID-19:

- Stay home** from work and school. And stay away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.
- Monitor your symptoms** carefully. If your symptoms get worse, call your healthcare provider immediately.
- Get rest and stay hydrated.**
- If you have a medical appointment, **call the healthcare provider** ahead of time and tell them that you have or may have COVID-19.
- For medical emergencies, call 911 and **notify the dispatch personnel** that you have or may have COVID-19.
- Cover your cough and sneezes.**
- Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.
- As much as possible, **stay in a specific room and away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a facemask.
- Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding.
- Clean all surfaces** that are touched often, like counters, tables, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.



cdc.gov/coronavirus

English

10 maneras de manejar los síntomas respiratorios en casa

Si tiene fiebre, tos o dificultad para respirar, llame a su proveedor de atención médica. Es posible que le recomienden manejar el cuidado de su salud en casa. Siga estos consejos:

- Quédese en casa**, no vaya al trabajo ni a la escuela, y evite visitar otros lugares públicos. Si debe salir, evite usar transporte público, vehículos compartidos o taxis.
- Monitoree sus síntomas** con mucha atención. Si sus síntomas empeoran, llame de inmediato a su proveedor de atención médica.
- Descanse y manténgase hidratado.**
- Si tiene una cita médica, **llame al proveedor de atención médica** antes de ir, e informe que tiene o podría tener COVID-19.
- Si tiene una emergencia médica, llame al 911 y **avísele a la operadora** que tiene o podría tener COVID-19.
- Cúbrase la nariz y la boca al toser o estornudar.**
- Lávese las manos frecuentemente** con agua y jabón por al menos 20 segundos o límpieselas con un desinfectante de manos que contenga al menos un 60 % de alcohol.
- En la medida de lo posible, **quédese en una habitación específica y alejado de las demás personas** que viven en su casa. Además, de ser posible, debería utilizar un baño separado. Si debe estar en contacto con otras personas dentro o fuera de su casa, use una mascarilla.
- Evite compartir artículos personales** con las demás personas en su casa, como platos, vasos, cubiertos, toallas y ropa de cama.
- Limpie todas las superficies** que se tocan frecuentemente, como los mesones, las mesas y las manijas de las puertas. Utilice limpiadores de uso doméstico, ya sea en rociador o toallitas, según las instrucciones de la etiqueta.



Para obtener más información: www.cdc.gov/COVID19-es

Spanish

10 cách để kiểm soát các triệu chứng hô hấp tại nhà

Nếu quý vị bị sốt, ho hoặc hụt hơi, hãy gọi điện cho nhà cung cấp dịch vụ chăm sóc sức khỏe của quý vị. Họ có thể giúp quý vị kiểm soát việc chăm sóc cho mình tại nhà. Làm theo các lời khuyên sau:

- Ở nhà** không đi làm, đến trường và tránh xa những nơi công cộng khác. Nếu quý vị phải ra ngoài, hãy tránh sử dụng bất kỳ loại phương tiện giao thông công cộng nào, tránh đi xe chung hoặc taxi.
- Theo dõi các triệu chứng** một cách cẩn thận. Nếu các triệu chứng của quý vị trở nên xấu đi, hãy gọi ngay cho nhà cung cấp dịch vụ chăm sóc sức khỏe của quý vị.
- Hãy nghỉ ngơi và uống đủ nước.**
- Nếu quý vị có một cuộc hẹn khám bệnh, **hãy gọi điện cho nhà cung cấp dịch vụ chăm sóc sức khỏe** và nói với họ rằng quý vị đã bị hoặc có thể bị nhiễm COVID-19.
- Đối với các trường hợp cấp cứu y tế, hãy gọi 911 và **thông báo cho nhân viên điều phối** rằng quý vị đã bị hoặc có thể bị nhiễm COVID-19.
- Che miệng khi ho và hắt hơi.**
- Rửa tay thường xuyên** bằng xà phòng và nước trong ít nhất 20 giây hoặc làm sạch tay bằng dung dịch sát trùng tay có chứa ít nhất 60% cồn.
- Ở mức nhiều nhất có thể, quý vị nên ở trong một phòng riêng và **tránh xa những người khác** trong nhà quý vị. Ngoài ra, quý vị nên sử dụng phòng vệ sinh riêng, nếu có. Nếu quý vị phải ở gần người khác trong hoặc ngoài nhà, hãy đeo khẩu trang.
- Tránh dùng chung vật dụng cá nhân** với người khác trong gia đình của quý vị, như bát đĩa, khăn tắm và ga trải giường.
- Lau sạch tất cả các bề mặt** thường xuyên chạm vào, như kệ bếp, mặt bàn và tay nắm cửa. Sử dụng khăn lau hoặc bình xịt làm sạch gia dụng, theo hướng dẫn trên nhãn.



Để tìm hiểu thêm thông tin: www.cdc.gov/COVID19

Vietnamese

Source: U.S. Centers for Disease Control and Prevention, cdc.gov/coronavirus