



**ROANE COUNTY SCHOOLS
2020-21 RE-ENTRY PLAN**

AUGUST 13, 2020

Unless otherwise defined here, all terms and guidelines related to face coverings, symptoms, and COVID-19 related activities should be referenced to the most recent guidelines published by the Centers for Disease Control and Prevention.

Options for Student Learning

While we are planning for the re-opening of schools for in-person learning on September 8, students will be provided with other options to engage in learning if their families do not feel safe sending them to school.

All options provide learning opportunities for students while allowing them to stay connected and engaged as Roane County Schools students. As they remain enrolled full-time in Roane County Schools, all options are free-of-charge to families.

In-Person Learning

Students who wish to engage in a traditional school experience can attend in-person. Safety measures will be in place to make school as safe as it can be for students, teachers, and support staff.

Distance Learning

Students in K - 12 who do not wish to physically attend school can still receive instruction and learning opportunities from Roane County teachers through Distance Learning. In this option, students use the Schoology platform to view materials, submit work, and receive feedback and contact from their teachers. An option will also be available to provide these same materials to students who do not have home Internet access.

West Virginia Virtual School (WVVS)

Students in grades 6 - 12 can enroll full-time in the West Virginia Virtual School, which provides online courses in all required subjects and even many electives not usually available in our schools. Students enrolled in the WVVS will be assigned a Roane County teacher to serve as a mentor and advisor to ensure they are able to get help or direction when needed. Because it is an entirely online platform, enrollment in the WVVS requires a home Internet connection.

Due to WVDE guidance, PK students are not permitted to engage in full-time distance learning, and virtual school instruction is not offered in PK. Thus, it may be necessary for social distancing to split PK students into two groups and engage each group with in-person learning two days per week.

	In-Person Learning	Distance Learning	West Virginia Virtual School (WVVS)	Homeschooling
<i>Grades</i>	PK – 12	K – 12	6 – 12	PK – 12
<i>Teacher</i>	Certified Roane County teacher	Certified Roane County teacher	Certified teacher	As chosen by parent(s) / guardian(s)
<i>Lessons</i>	In-Person, Online, and Offline	Online and Offline	Online only	
<i>Enrolled in Roane County Schools</i>	✓	✓	✓	✗
<i>Computer Provided</i>	✓	✓	✓	✗
<i>Meals Provided</i>	✓	✓	✓	✗
<i>Eligible for Athletics</i>	✓	✓	✓	If enrolled in at least 1 WVVS course
<i>Free of Charge</i>	✓	✓	✓	Sometimes ✓ Sometimes ✗

Special Education

Students with Individualized Education Plans (IEPs) will continue to receive services per these legal documents.

	In-Person	Distance Learning	West Virginia Virtual School
Special Education Services	Delivered per the IEP	Delivered virtually following a distance learning plan	No specific Special Education courses offered
Related Services	Delivered per the IEP	Delivered virtually following a distance learning plan	Delivered virtually following a distance learning plan or provided one-on-one at an off-site location
Accommodations	Provided per the IEP by the teacher within the classroom	Provided by the teacher virtually and on assignments	Provided by WVVS

Staff should minimize combining groups and limit the number of times students are removed from the general education classroom where possible.

Rooms shall be sanitized after each group of students departs.

Manipulatives, head sets, etc., should be assigned to individual students and cleaned after each use.

Situational Operations

As local data regarding the COVID-19 pandemic dictates, schools and facilities will operate on the following system of alert levels:

	ALERT LEVEL			
	CONDITION GREEN	CONDITION YELLOW	CONDITION RED	CONDITION BLACK
Teaching and Learning	No restrictions	Prepared. - Distance learning available to students. - Teachers' instructional plans must be flexible with parallel classroom and distance instruction options.	Prepared. - Distance learning available to students. - Teachers' instructional plans must be flexible with parallel classroom and distance instruction options.	Distanced. - No in-person instruction available.
Screening	None	Cautionary. - Entry into all schools will be monitored by thermal imaging. - Individuals with higher than 99 F body temperature will be further screened by school nurse - Symptomatic individuals will be isolated and given referral information.	Pro-active - Entry into all schools will be monitored by thermal imaging. - All individuals with screening questions. - Symptomatic individuals will be isolated and given referral information.	(Schools and facilities closed to all uses.)
Extracurricular Activities	No restrictions	Limited. - No extracurricular activities permitted. - Athletic activities must follow guidelines. - No events may occur.	Cancelled. - No extracurricular activities permitted, including athletics.	(Schools and facilities closed to all uses.)
Visitors	No restrictions	Permitted in office and conference room areas. - Must be screened prior to entry - Must leave campus upon conclusion of business	Restricted - Only essential visitors permitted (food vendors, postal and package delivery personnel, emergency maintenance personnel)	(Schools and facilities closed to all uses.)
Facilities	No restrictions	Limited - Public facilities use permitted under applicable state guidance. - Social distancing measures required and limited capacity in effect for indoor and outdoor use.	Restricted - Only essential school activities permitted. - No public facilities use permitted.	(Schools and facilities closed to all uses.)

MAY BE REPLACED BY STATE-PROVIDED COLOR-CODED DATA SYSTEM

Calendar / Schedule

All schools will open for students and all learning options begin on September 8, 2020.

In-person Students

In-person attendance will be "phased in" so that students can return school and become familiar with safety measures in smaller groups before all in-person students come to school at once.

Student Groups

- Blue**
- Red**
- Green**
- Purple**

First Letter of Last Name

- A - D
- E - K
- L - R
- S - Z

If a family finds that students have been assigned to different groups, the parent(s)/guardian(s) should contact their school principal to have the students' assignments changed to the same group.

For the week of September 8, groups will attend school in-person on the specified days:

	Monday, September 7	Tuesday, September 8	Wednesday, September 9	Thursday, September 10	Friday, September 11
Blue	Labor Day (Holiday)	In-Person	Distance Learning	Distance Learning	Distance Learning
Red		Distance Learning	In-Person	Distance Learning	Distance Learning
Green		Distance Learning	Distance Learning	In-Person	Distance Learning
Purple		Distance Learning	Distance Learning	Distance Learning	In-Person

For the week(s) of September 14, groups will attend school in-person on the specified days:

	Monday, September 14	Tuesday, September 15	Wednesday, September 16	Thursday, September 17	Friday, September 18
Blue	In-Person	In-Person	Distance Learning	Distance Learning	Distance Learning
Red	In-Person	In-Person	Distance Learning	Distance Learning	Distance Learning
Green	Distance Learning	Distance Learning	Distance Learning	In-Person	In-Person
Purple	Distance Learning	Distance Learning	Distance Learning	In-Person	In-Person

Beginning Monday, September 21, all in-person learners will attend school on a regular, five-day-per-week schedule.

Remote Learning

Should data indicate that it is no longer safe to offer any in-person learning, all in-person students and teachers will be required to transition to "Remote Learning." Remote Learning is the term for County-wide "Distance Learning." In-person students and teachers may return to in-person learning when data indicates it is safe to do so.

Distance Learning and West Virginia Virtual School

Students choosing Distance Learning or the West Virginia Virtual School (WVVS) will begin learning on Tuesday, September 8, and will follow the school calendar.

Minimizing Exposure: A Critical Component for Re-entry

Safety measures will be in place throughout schools, buses, and other BOE facilities. In particular, in the following areas:

Transportation

All occupants, including the bus operator, will wear a face covering at all times while on the bus.

Windows will be kept at first opening to encourage fresh air flow while occupied.

Hand sanitizer will be made available and mandatory for all occupants upon boarding.

Students will sit one-to-a-seat if capacity allows or two-to-a-seat if necessary. Three-to-a-seat may be allowed if capacity absolutely requires. Siblings and students who board / depart at the same bus stop will be sat together to minimize cross-family contact.

Students will only be permitted to carry a single bag containing their necessary school materials, which must remain under the seat in front of them upon boarding until disembarking.

Students will remain seated with hands to self at all times between boarding and disembarking.

Students will disembark one at a time in an orderly fashion and in seating order from front to back.

Bus operator will sanitize seats and any surface touched by occupants on boarding / disembarking after every run. Sanitization may be accomplished by approved disinfectant wipe, liquid, or mist.

School Buildings

All occupants, including students, staff, and visitors (if any), will wear a face covering / mask at all times while in the school building. The only exceptions may be made while eating at breakfast, lunch, snack, and/or supper and (for staff only) when alone in one's own office.

All students, staff, and visitors will enter / exit only through a designated entry and a designated exit.

Hand sanitizer will be provided upon entry.

Visitors will be restricted to front office areas only. In schools with vestibule areas (SES and RCHS), visitors will be restricted to only these areas unless necessary to enter a conference room nearby. No visitors will be permitted in commons areas, cafeterias, classrooms, etc. Deliveries will be held to designated loading areas, which are outside the reach of student traffic.

All schools will be outfitted with air purification systems, either in central air handlers or, where central air handlers are not available, through in-room units. The central units require no filters or regular maintenance while the in-room units will receive filter changes per manufacturer's recommendation.

Students will proceed directly to assigned classrooms upon entry. Staff will proceed directly to assigned work location upon entry.

All hallway traffic will be distanced, with lanes marked and directions indicated. Touching walls, lockers, etc., will be strongly discouraged.

Elementary Schools

Students will remain in classroom throughout the day, including during meal times.

Class visits to the restroom will be scheduled so that only one class is at the restroom at any particular time. After each class visit, a custodian will sanitize the restroom before another class is permitted to visit.

Middle and High School

Schedules will be modified to minimize class changes, including the use of block scheduling, cohort scheduling, and traveling teachers.

Restroom visits by individual students will be permitted only as needed. Only one student may use a particular restroom at a time. Restrooms will not be open during class change periods as students will instead go directly to their next class.

Students will be issued and / or bring from home all supplies and will not share any supplies with other students. Any equipment required to be used by multiple students will be used by one student at a time and sanitized after each use.

Water fountains will be covered and/or turned off. Students will be encouraged to bring a single, reusable water bottle from home and use bottle-filler stations to refill.

Recess and physical activity periods will be granted to specific classrooms on a schedule, keeping students within a particular classroom in a group during these times (i.e., no mixing of classroom groups). Activities will be designed to maximize distance and eliminate contact.

Face Coverings

All individuals in RCBOE facilities and buses and while attending RCBOE-sponsored events must wear a face covering at all times while indoors or in outdoor settings where social distancing is not possible.

Individuals making use of cloth face masks should regularly clean their masks using warm water and proper detergent or soap. If a student, staff member, or visitor cannot display proper use and care for a cloth face mask, he/she shall be required to make use of a disposable mask.

Disposable masks will be provided on all buses and at the entrance to all RCBOE facilities for any individual who presents without a face covering.

Teachers will provide education to students on proper care and use of face coverings include communication with parent(s) / guardian(s) about the same.

Health and Wellness

All school buildings will be outfitted with thermal sensing equipment to provide accurate, rapid temperature screening. Visitors will be screened using provided screening questions and contactless thermometer. Calibration of these devices will be regularly checked and adjusted if needed. Handheld contact-less and oral thermometers will be available to verify accuracy of thermal sensing equipment.

Roane General Hospital will stand up and operate rural health clinics in each school, with sufficient staff and protocols as deemed necessary by the Medical Director. These clinics shall assist school staff in the education and screening of students and staff and facilitate isolation, evaluation, testing, and treatment of individuals suspected of possible exposure to and/or symptoms of COVID-19. These clinics shall not stand-in for nor replace the school nursing staff nor shall they be used to address issues beyond their stated purpose except in the case of an emergency medical situation in which any medical professional may be obligated to offer aid.

Any individual found to have body temperature 100 degrees or above will be further screened by school nurse to verify. If temperature is confirmed, the individual will not be permitted to proceed into school. Additionally, any individual with COVID-19 related symptoms as defined by the Centers for Disease Control and Prevention (CDC) will not be permitted to proceed into school.

- If a student, the individual will be quarantined in supervised isolation until parent / guardian retrieval. Schools will have designated isolation rooms to hold suspected symptomatic students while awaiting pickup. School will also have transportation plans to transport such students home who cannot otherwise be picked up.
- If a staff member, the individual will be relieved of duties immediately and dismissed from the property. Information on testing will be provided courtesy of a local healthcare partner(s).
- In any case, such an individual will not be permitted back at school until:
 - 14 calendar days have past since the date of exclusion and no further COVID-19 related symptoms have occurred, OR
 - A confirmed negative test result for COVID-19 taken after the date of exclusion is presented to the school administrator, OR
 - 10 calendar days have past since the last COVID-19 related symptoms have occurred, including at least three consecutive days without fever and without the aid of fever-reducing medication

Should a student or staff member who has attended school in-person be suspected of contracting the virus that causes COVID-19, precautionary quarantine protocols will be enacted pursuant to the recommendations of public health officials overseeing the case.

WVDE-provided signage will be posted in all schools and classrooms. Additional signage will be posted as necessary (entry / exit directions, etc.).

Cleaning and Hygiene

Day-shift custodian (1 per school; 2 at RCHS) will sanitize each restroom facility every two hours (or after classroom visit in elementary schools) and common surfaces (door knobs, railings, etc.) at other times.

Night-shift custodians (2 per school; 3 at RCHS) will sanitize hard surfaces in classrooms, computer labs, etc., every night.

Teachers will ensure that student desks, equipment, and door knobs in their classrooms are wiped down during any class change period.

Hand sanitizer will be provided upon entry to buses, schools, and other facilities.

Checklists will be utilized to ensure complete and consistent cleaning of relevant facilities, including but not limited to buses, restrooms, cafeterias, gymnasiums, and classrooms.

Custodial staff will be properly trained on the use of sanitizing equipment.

A "run rate sheet" will be maintained by the Operations department to monitor and inform all members of the County Leadership Team of the daily inventory of warehoused materials, including disposable masks, sanitizing spray, hand sanitizer, soap, cleaning wipes and associated disinfectant, and sanitizing equipment and supplies.

Child Nutrition

Cooks will prepare meals in the kitchen for delivery to classrooms.

Distance Learning and WVVS students will be provided access to meals through drive-through pick-up options as permitted by USDA guidelines. Delivery to community sites or homes may not be available unless the County transitions to Remote Learning.

In the event of a transition to Remote Learning, cooks will prepare meals for delivery on school buses each day to the 25 sites previously used during the 2019-20 school year and summer of 2020. Should a "stay at home" order be issued and cooks unable to report as a result, a vendor will be identified to provide pre-packaged meals for delivery.

Delivered meals will be sealed by the food preparer to minimize contact by delivery personnel.

Staffing

Work-from-home options may be provided to staff who can show good cause for why they should not be required to work in their usual work location and have such cause verified by a public health agency or provider identified by the RCBOE.

Separately, guidelines will be developed for staff engagement during distance or remote learning situations, including expectations for reporting and responsibilities that may or may not be satisfied from home.

Staff who are at high risk for complications related to COVID-19 should report this to their supervisor and provide written documentation from a medical professional certifying this.

Similarly, those who are the primary caregiver under the definition provided in the Family Medical Leave Act for an individual who is at high risk for complications related to COVID-19 should report this in the same fashion.

Under the Families First Coronavirus Relief Act:

- Staff who are required to quarantine due to possible exposure to a confirmed positive individual or are experiencing symptoms related to but not yet diagnosed with COVID-19 are eligible for two weeks (10 working days) of paid leave at full salary separate from usual paid leave provisions (i.e., sick days).
- Staff who are caring for an individual subject to quarantine are eligible for two weeks (10 working days) of paid leave at 2/3 regular salary separate from usual paid leave provisions (i.e., sick days).
- Staff who are caring for a child whose child care facility or school has been closed due to COVID-19 related reasons are eligible for twelve weeks (60 working days) of paid leave at 2/3 regular salary separate from usual paid leave provisions (i.e., sick days).

Substitutes

Substitutes shall report to assignments and comply with the same check-in procedures as regular staff.

Once a substitute has worked in a particular school building / work location, he/she may only accept assignments in that particular school building / work location for the remainder of the school year unless one of the following conditions are met:

- He/she submits evidence of a negative COVID-19 test performed after working in one building / work location and before reporting to another
- He/she does not report to any assignment in any building / work location for at least 14 calendar days immediately prior to any particular assignment.

Service personnel substitutes are not exempted from these guidelines and may be excluded from assignments offered on their turn in the seniority rotation for public health reasons.

Substitute bus operators are exempted from these guidelines provided they meet the following conditions:

- Strictly adhere to the above guidelines on transportation, particularly wearing of a face covering, ensuring that all riders wear a face covering, and lowering of windows throughout the route.
- Remain seated in the operator's seat at all times while students are on board and until all students have deboarded. Any substitute operator who is required to leave the operator's seat during the route to address any issue, including but not limited to student behavior, must comply with the above guidelines for all substitutes.
- Be assigned and operate the same bus each time he/she is assigned to work, regardless of the route. The only exception shall be for routes requiring a different style of bus than the one assigned to the substitute operator.