

# PICKENS COUNTY SCHOOLS



## The Roadmap to Reopening

**NOTE:** This is the Pickens County Schools' plan for reopening schools as of July 17, 2020. This plan is not extensive and does not cover every scenario that may take place. This year will be a year like no other that we have ever faced.

***This plan may change again, multiple times, before we begin school and once school starts.***

## Pickens County Schools Roadmap to Reopening

Pickens County Schools (PCS), based on guidance from the Alabama State Department of Education (ALSDE) and the Alabama Department of Public Health (ADPH), has developed the following plan to reopen schools in August of 2020. PCS Roadmap for Reopening for K-12 schools provides clear, actionable steps that are advisable before students and employees return to school, along with directions that are applicable throughout the 2020-2021 school year.

This roadmap includes guidance from local and state health officials and is closely aligned with the guidelines released from state and national leaders. It is designed to help school prioritize the health and safety of our students and staff as school buildings are reopened in August.

PCS Roadmap to Reopening focuses on the health and physical requirements necessary for reopening our buildings to our students. We will continue to provide guidance and recommendations to schools on navigating the academic, social and emotional effects of the COVID-19 (In COVID-19, 'CO' stands for 'corona,' 'VI' for 'virus,' and 'D' for disease) pandemic on our students and staff.

**There are 5 Guiding Principles, based on guidance from the ALSDE, which we will use to make all planning, decisions, and execution of plans to return to school in the 2020-2021 school year.**

- 1. We will be transparent.** We will share what we know and what we do not know and be clear about what we can control and what is outside of our control.
- 2. We will be equitable.** We will center all decisions on what is best for students, families, and educators.
- 3. We will listen to all stakeholders.**
- 4. We will put safety first.** We will leverage science, data, and public health leadership to inform the choices that we make.
- 5. We will be decisive.** Given the size and scope of the challenge, we must move deliberately and make tough choices. We may need to adapt and if so, we will adapt quickly.

Student success is contingent on communication and execution of the plan.

1. **We will communicate and over communicate.** Check our website for frequent updates.
2. Parents must be honest and forthright in communicating with the schools ( i.e. COVID-19 symptoms, positive test results)
3. PCS will establish processes that will prioritize safety.
4. Parents will adhere to the processes (i.e. checkouts, deliveries, etc.)
5. Before implementation of any processes, all parties should acknowledge that matters are different and there are very few processes, if any, that are the same as last year (i.e. restrooms, check-outs, meals, break, guests).

For additional guidance on addressing community spread, see the Center for Disease Control (CDC) Consideration for Schools.

For the latest information, all parents should refer to the PCS Webpage using the following link: [www.pickenscountyschools.net](http://www.pickenscountyschools.net).

### **Disclaimer**

The information in the document does not, and is not intended to, constitute legal advice. Instead, all information, content, and materials available in this document are for general informational purposes only. Information in this document may not constitute to most recent legal regulations. All liability with respect to action taken or not taken based on the contents of this document are hereby expressly disclaimed. The content in this document is provided “as is.” No representations are made that the content is error-free. The document is not an exhaustive list of every action that PCS will need to return to school or remain at school. This plan is produced by PCS and is based on guidance from the ALSDE. PCS has the authority and flexibility to meet their students’ individual needs and be responsive to the community.

## General Guidance

### Pickens County Status

|                    |                          |                       |                           |
|--------------------|--------------------------|-----------------------|---------------------------|
| Tier I<br>Low Risk | Tier II<br>Moderate Risk | Tier III<br>High Risk | Tier IV<br>Very High Risk |
|--------------------|--------------------------|-----------------------|---------------------------|

- **Tier I** – If a county is in a downward trajectory of 14 or more days (or has a rate of 10 or less over the previous 2 weeks), they will begin in the Low Risk (green) category. Cases are rare to moderate and contact tracing can be used to control the virus.
- **Tier II** – If a county is in a downward trajectory of 7-13 days, they will begin in the Moderate (yellow) category. Several cases exist, including a community spread, with undetected cases likely.
- **Tier III** - If a county has decreasing case counts for 1 to 6 days, they will begin in the High Risk (orange) category.
- **Tier IV** – If the number of cases is staying the same or is increasing, the category will be Very High Risk (Red). Widespread outbreak is growing with many undetected cases.
- **These tiers will be determined by the positive percentages in our county as determined by the ADPH and our local health officials.**
- **Data received from the ADPH and area healthcare professionals will be used to determine the changes in Tier-status.**

## **PCS Persons with COVID-19**

- Any PCS employee or student who has had contact with a person diagnosed with COVID-19 should immediately notify their local school administrator or supervisor who will then notify the Office of the Superintendent.
- Contact tracing on PCS properties will be conducted by ADPH staff.
- Students who are ill at school will be placed in an isolation area with a facial covering in place. Nurses will wear N95 masks when caring for these students. A parent will be called to immediately transport the student to their physician or home. Students sent home from school should be kept home until they have completely recovered according to ADPH guidelines.
- Staff and students who test positive should be quarantined for **10** days AND be asymptomatic (fever free without medication) for **3** days before returning to school. They must agree to wear a mask for **30** days if it hasn't been **30** days since their initial diagnosis.
- The classroom and all common areas will be cleaned and disinfected before any student or teacher returns to these areas.
- Without using names, parents of other students in the class will receive notification as soon as possible. Student information will be kept confidential. It is the responsibility of the ADPH to notify anyone who has been exposed.

## **Close Contact (6/15 Rule) with Symptoms**

- Close contact is defined as contact within **6** feet of the diagnosed individual for a total time of **15** minutes or more.

## **Confirm COVID-19 With Symptoms or A POSITIVE Test**

- Staff and students who test positive should be quarantined for **10** days AND be asymptomatic (fever free without medication) for **3** days before returning to school. They must agree to wear a mask for **30** days if it hasn't been **30** days since their initial diagnosis.

**COVID-19 in the Household With or Without Symptoms Who Test  
NEGATIVE or is NOT TESTED**

- If students and employees live in a household in which someone has been exposed to a positive case of COVID-19, this person should quarantine for 14 days.
- NOTE: A negative test does not necessarily mean the person is negative or will remain negative.

**Notification of Infection**

- Upon determining an employee or student tested positive, all persons within the class will be notified.
- No personal information of the infected person will be released. (HIPAA rules apply.)

**Home Screening**

- Home is the first point in the screening continuum. PCS will educate and support families on identifying the symptoms that indicate when students and staff must stay at home. Families should self-report symptoms of illness, (which could include fever, new onset cough, fatigue, runny nose, etc.)
- Please contact your local school if symptoms are identified at home.

**Temperature Checks**

All persons entering PCS properties **may** have their temperatures checked daily. Any person (student or faculty member) with a temperature of 100.4° or higher will be sent home. We have purchased no-contact infrared thermometers for each extracurricular activity, each school office, each nurse and each grade level K-12 to use as needed.

**Guests**

Campuses are closed to the public. If you have questions or concerns, please communicate with the school secretary, principal, counselor or nurse via phone or email.

### **Targeted Closure**

This will occur in the event of a positive test among staff or a student, the classroom or area exposed will be closed until deep cleaning and disinfection can be performed. Area should remain unoccupied for a 24 hour period.

### **Face Coverings**

Recommendations regarding face coverings differ based on the level of community spread. Information should be provided to staff, students and families on proper use, removal, and washing of 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. (CDC Face Coverings). It is recommended that parents purchase their child a face covering in case we have to change our current recommended face covering status to mandatory face covering for all staff and students. **NOTE:** ALSDE has purchased three washable face masks for each student, however, we are unsure of when they will arrive. Based on Governor Ivey's current recommendation for our state, all students and faculty, ages 7 and above, will wear face coverings while they are in the buildings. Masks may be taken off during lunch and when inside the classroom, **if** proper social distancing rules apply. Teachers should wear face coverings, with the exception of when they are teaching in the front of the classroom and are at least 6 feet from any student.

### **Hand Sanitizer**

PCS will make hand sanitizer and cleaning supplies as readily available to employees as possible.

### **Clean and Disinfect**

PCS will use cleaning and disinfect products from the list recommended by the FDA and CDC and will follow all CDC guidelines. PCS will provide a central area for pickup and return of these supplies in each building.

### **Water Fountains**

PCS will provide cups for drinking from the water fountain. No one will be allowed to use the water fountain without a cup.

- It is recommended that parents purchase each child a personal water bottle. The water bottle should be labeled with your child's name and filled daily from home and remain in the child's possession during the school day. **There will be no sharing of water bottles.**

### **Restroom Use**

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

### **Quarantine Room**

- Schools will create a quarantine room for symptomatic students.
- This will be located in close proximity to the nurse's office or student health clinics.

### **Signage**

- Picture signs indicating the following will be strategically placed in PCS and buses.
  - Hand Washing
  - One-way signs
  - Social distancing techniques
  - Entry, exit signs
  - Feeling ill – COVID-19 signs

### **Library Media Specialist**

- Library media specialist may be reassigned to core areas.
- Libraries may become instructional space.
- Check out of books will be suspended until further notice.
- Students will use virtual platforms available on our school website for reading material.



### **Remote Learning Preparation**

- Students will have access to a virtual school platform and content provided by the ALSDE with the possible addition of material provided by teachers.
- Each registered student will be provided a Chromebook (See Board Policy Regarding Chromebooks)
- Students must have access to high speed internet to participate in virtual learning.

### **Parent Professional Learning**

PCS will provide parents with the following resources:

- Directions on how to submit assignments, whether via email, text.
- Explanation of “what is expected” as far as platforms and avenues of communication.
- For elementary students, professional learning will include accessing and interacting with digital textbooks.

### **Physical Education**

- All efforts will be made to socially distance during P.E. Students will participate in non-contact, social distanced Aerobic physical activities.
- Students will not dress out.

### **First Days of School**

- Parents will notify their home school by July 31<sup>st</sup> if they intend for child(ren) to participate in the virtual school only option.
- Fulltime virtual school students will pick up Chromebooks the week of August 10<sup>th</sup> -13<sup>th</sup>. The local school will contact you to schedule your pickup time. During your pickup time you will sign up for your onsite virtual school training which will be held on August 17<sup>th</sup> or August 18<sup>th</sup>.
- Students who choose the traditional/blended remote option will return to school either August 19<sup>th</sup> or August 20<sup>th</sup>, depending on a schedule to be determined by your school. Your students will be divided into two groups (Schedule A and Schedule B) based on classroom roles and families that live in the same household. Schedule A students will return to school on Wednesday, August 19<sup>th</sup>, 2020, and Schedule B students will return to

school on August 20<sup>th</sup>, 2020. Your child's school will notify you as to which schedule your child is on. Schedule A students will attend school on Monday's and Wednesday's, and Schedule B students will attend school on Tuesday's and Thursday's. Friday's will be virtual learning days. This rotation will continue through Friday, September 25<sup>th</sup>, 2020.

- If your child was a bus rider the previous year and will be delivered to school by a different method this year, please notify your child's administrator or counselor.
- **Parents may enter the building by appointment only.**

### Daily Activities

#### **Instructional Delivery**

The ALSDE has worked closely with the ADPH to determine guidelines, percentages, and thresholds for traditional and virtual teaching and delivery frameworks. PCS defines the aforementioned as follows:

- Traditional/Blended
  - In-person instruction and some virtual instruction through September 25<sup>th</sup>, 2020.
  - Physical attendance at school required after the first six weeks.
- Virtual (Remote) Instruction
  - Instruction will be delivered virtually.
  - Some physical attendance may be required (i.e. testing, etc.)
  - Students may select to participate in remote instruction for six weeks.
  - The curriculum will be the same rigorous instruction that is given to the traditional class.
  - Timelines will be strictly adhered to.
  - Internet connection will be necessary.

## Daily Instructional Time

| <b>Grade</b> | <b>Minimum</b>                                  | <b>Maximum</b>                                  | <b>Recommended Length to Sustain Attention</b> |
|--------------|---|---|--|
| PreK         | 20 minutes/day                                  | 60 minutes/day                                  | 3-5 minutes                                    |
| K            | 30 minutes/day                                  | 90 minutes/day                                  | 3-5 minutes                                    |
| 1-2          | 45 minutes/day                                  | 90 minutes/day                                  | 5-10minutes                                    |
| 3-5          | 60 minutes/day                                  | 120 minutes/day                                 | 10-15 minute                                   |
| 6-8          | Class: 15 minutes/day<br>Total: 90 minutes/day  | Class: 30 minutes/day<br>Total: 180 minutes/day | 1 subject area or class                        |
| 9-12         | Class: 20 minutes/day<br>Total: 120 minutes/day | Class: 45 minutes/day<br>Total: 270 minutes/day | 1 subject area or class                        |

## In-Person Instruction

Students must sit in their assigned seats.

For the 2020-2021 school year, the following grade spans will participate in the following schedule types:

- Grades 9-12 will be on a normal schedule with intermittent class dismissal times to decrease the amount of traffic in halls. All students will remain in their classes when the bell rings until they are dismissed.
- Grades 4-8 are departmentalized. All efforts will be made for core teachers to rotate classes.
- Grades PK-3 are self-contained. Students will transition to P.E. and other electives as deemed necessary.
- Social distancing will be observed at all times in the halls, lunchroom, during break, and when transitioning to classes.

## Virtual Instruction

- Grades 9-12
  - Students will receive instruction through Schoology with content from Schools PLP.
  - Students will be able to participate in dual enrollment classes and career tech classes offered at the Pickens County College and Career Center.
  - Students with an IEP may utilize various means of instructional delivery.

- Grades K-8
  - Students will receive instruction through Schoology with content from Schools PLP.
  - Students with an IEP may utilize various means of instructional delivery.
  - Students choosing remote instruction will maintain the same pace, rigor, and grading policies as those who are meeting in-person.
  - Students choosing remote instruction will remain remote for six weeks at a time.

### **Formative and State Required Assessment**

All Students will participate in all formative assessments (i.e. Virtual K-3 students will participate in fall literacy assessment as required by State law). Students will be required to come on-campus for these assessments, but may be isolated from other students during these assessment.

### **Transportation**

- Bus drivers will be required to wear face coverings.
- School busing operations will proceed normally unless otherwise indicated.
- Students must wear face coverings on the bus.
- Hand sanitizer will be available on all buses.
- Visible signage to communicate COVID-19 symptoms and instructions for those who should not be riding the bus will be displayed.
- Students should face forward and not lean across seats.
- Eating on the bus is prohibited by state and federal regulations. Because of this pandemic, this rule will be more strictly enforced.
- All students will have an assigned seat. Consideration to students in the same household will be given priority.
- Students participating in extra- and co-curricular activities will have an assigned seat. Consideration will be given to households and specialized groups who have worked in close proximity for a period of time (i.e. positions, groups, sections).
- Roof hatches or windows will be open when possible to allow fresh air to circulate.
- Each bus will have an isolation seat.

- Buses will load back to front and unload front to back.
- Buses will be sanitized daily.
  - Areas of attention are:
    - Seats
    - Isle and floor between seats
    - Handrails
    - Front leading edge of entrance doors
    - Driver controls

### Arrival Procedures

- Arrival can be no earlier than 30 minutes prior to the start of class.
- Students will report to their assigned area when they arrive.
- Students should sanitize their hands after they enter the building. Sanitizing stations will be placed at student entrances and inside their classrooms.
- Parents should notify the school if their child is allergic to any form or common ingredients of hand sanitizer.

### Meals

- Parents may not bring food to the school for any child.
- All food items and beverages should be sent with the student in the morning.
- Snacks and food items are limited to your child. No items may be brought from home for a class or group of students.
- Students will not self-serve meals. CNP employees will plate a student's meal to prevent them from touching utensils.
- Cashiers will key in each student's number so that **students are not touching keypads**. Further options are being developed.
- Breakfast: Should not exceed 50% occupancy in the cafeteria. Grab n Go breakfast options will be provided daily.
- Lunch: Should not exceed 50% occupancy in the cafeteria with rotation of students dining in the cafeteria, in classrooms, or other designated areas.
- Outside visitors and/or family guests will not be allowed to enter school cafeteria.
- Students who choose the fulltime virtual option will be able to pick up breakfast lunches Fridays.

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

- All students will transition to classes in one direction.
  - Social distancing will be enforced.
  - Students will walk along the walls without touching the wall.
  - There will be scheduled restroom breaks. Teachers will monitor a few students at a time, thus managing restroom activity.
- Tier 3 intervention, special education, speech, and EL Students
  - Teachers may pick up students from classroom and have a small group in a designated location. Social distancing rules will apply.
  - After each group, the teacher will disinfect the area before getting the next group of students.
  - Teachers will encourage frequent handwashing or sanitization.
  - Teachers will disinfect classroom at the end of each day.
  - Teachers will be given a supply of disinfectants, sprayers, hand towels and wipes.

### **Dismissal Procedures**

- Each school will determine dismissal procedures and notify parents before school begins.
- All parents and students will strictly adhere to the guidance.

### **Field Trips**

PCS understands the educational and cultural values of field trips. However, at this time, no field trips will be planned until further notice.

### **Co- and Extracurricular Activities**

- PCS will adhere to guidance as disseminated by governing and national entities (i.e. Alabama High School Athletic Association, etc.).
- All tickets for home sporting events may be purchased on-line at GoFan.com or another electronic online program. These tickets will be digital and will not require the handling of cash.
- When traveling to away locations, PCS will adhere to municipal and state directives for that community. (i.e. PCS is playing in Tuscaloosa and Tuscaloosa requires everyone in public to wear a mask; PCS students and personnel will wear a mask while in attendance).

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

### **Concessions**

All concession stands will adhere to the ADPH guidance (i.e. local city/restaurant rules apply).

### **After School Activities**

All after school activities will follow social distancing guidelines and sanitize areas before and after use. After school programs may close pending the rate of infection of COVID-19 in the area.

This plan is not extensive and does not cover every scenario that may take place. This will be a year like no other that we have ever faced. **THIS PLAN MAY CHANGE AGAIN, MULTIPLE TIMES, BEFORE WE BEGIN SCHOOL.** We ask for your patience and understanding as we make it through this year together. We will do our best to provide a clean, safe environment for your child. There will be challenges that we will face, but we will always have the students’ and staffs’ best interest in mind as we make decisions. We are excited as we plan to see our students on August 19<sup>th</sup> or August 20<sup>th</sup>.