

**Coffee County School System  
Reopening Plan  
2021-2022**



**Kelly Cobb, Superintendent  
400 Reddoch Hill Road  
Elba, Alabama 36323**

Dear Parents, Guardians, and Stakeholders,

Let me begin by saying we are thankful for the hard work and dedication demonstrated during this past school year. Everyone from parents, teachers, support staff, administrators, and community members worked collaboratively together to have face-to-face instruction in a school setting during a worldwide pandemic. Even though the circumstances were extreme, we still had a successful school year and are proud of how everyone worked together for each school, and more importantly, for each student. The goal of the Coffee County School System continues to be to create learning opportunities by educating students to become well-rounded and productive citizens. The district is committed to recognizing and developing the utmost best for all students and schools. We are certainly proud of the accomplishment of students and staff, and we believe that with the support of our communities, our schools will continue to thrive and be successful.

The district realizes we still have a few challenges ahead, but we are prepared to deal with the issues that may arise. We have purchased additional supplies and resources to combat and prevent the spread of COVID-19. We have also invested in additional personnel and curriculum to assist students with any learning gaps that have occurred due to the pandemic. We are certainly prepared to return all students to each campus for the 2021-2022 school year. We ask for your continued patience, support, and understanding as we work together to provide an excellent education for all students.

We are looking forward to seeing everyone and having a great school year!

Respectfully,

Kelly Cobb  
Superintendent  
Coffee County Schools

The Coffee County Schools reopening plan highlights programs and protocols for returning to school for the 2021-2022 school year safely and organized. This plan is intended to meet students' individual learning needs while giving priority to the health and well-being of our students, employees, and their families. Our primary goal will remain to provide all students with a safe and secure learning environment by implementing these programs and protocols based on the priorities outlined in our mission, vision, and motto.

## Mission

The mission of the Coffee County School System is to provide its students with the skills necessary to become well-rounded, productive citizens. To ensure this, the system provides a challenging curriculum presented by a dedicated staff in a safe, clean, and stimulating environment. Therefore, we feel the responsibility for educating young minds must be shared among parents, educators, and students. The students will benefit when there is a clear understanding of each participant's role in the education process. However, the student will suffer if any person fails to take that responsibility seriously.

## Vision

Coffee County Schools strives to provide an excellent education so that all students are empowered to reach their maximum potential.

## Motto

Educating Productive Citizens

## Highlights of Plan

- Curriculum Options
- Screening Protocols
- Health Protocols
- Extra-Curricular Activities
- Transportation
- Child Nutrition Program

## School Calendar and Schedules

Schools will start for students on Friday, August 6, 2021. The Coffee County School's 2021-2022 calendar is available on the district's website.

## Curriculum Options

### Traditional Learning- PreK-12

Coffee County Schools will offer a traditional learning model. Students will receive in-person instruction five days per week.

### Virtual Online Learning through ACCESS (9-12)

**Online Learning Grades 9-12** - Students in grades 9-12 will be offered virtual opportunities in accordance with the Code of Alabama Section 16-46A-1.

\*Approval of Virtual School Application is required for this option.

\*\*Students who select virtual options should have reliable access to the Internet and a reliable device.

## Plans for Digital and/or Remote Learning in the Event of Closure or Quarantine

1. Schools will continue standards-based, high-quality instruction for students if classes are required for the transition to remote learning due to school closure or quarantine. The lessons will be a continuance of traditional instruction and will be planned with the same rigor as all other lessons.
2. Grades will be taken for assignments given during remote learning.
3. Students with Internet access and devices will transition to Google Classroom.
4. Students without Internet access and/or devices will be provided paper resources, decodable text, leveled readers, and packets that build student mastery, including math activities. Teachers will plan each week, giving consideration to how the content can be transitioned to remote learning.

## Exceptional Student Services

Coffee County Schools will provide appropriate accommodations for children with disabilities with respect to health and safety policies. All services and accommodations will be provided as outlined in each student's individualized education plan. Related services (occupational therapy, physical therapy, speech therapy, etc.) will typically be provided face-to-face or as indicated in the current IEP. Students in self-contained classrooms and/or resource rooms will be offered the same learning opportunities outlined in the reopening plan for all students. Students receiving services as directed by a 504 plan will also receive the same learning opportunities as all other students. All special education teachers will be expected to organize and plan effectively in order to adhere to all guidelines outlined in the reopening plan.

## Screening Protocols

- A) Home** - is the first point of contact on the screening continuum. Students and staff who exhibit symptoms of COVID-19 should stay at home. Families are encouraged to self-monitor symptoms of illness, which could include fever, dry cough, loss of taste and/or smell, sore throat, etc.
- B) Transportation** - is the second point of contact on the screening continuum. Bus drivers will communicate with the school administration if a student displays symptoms while traveling on a school bus. Bus drivers will place symptomatic students away from other students.
- C) School** - is the final point of contact on the screening continuum. School staff will visually check for symptoms during the school day and/or confirm with families that students are COVID-19 symptom-free. In the event of a positive COVID-19 test of a student or staff member, school officials will use best practices in protecting others at school.

**\*\*\*Confidentiality is a priority, and all screening information will be kept confidential.**

## Health Protocols

- A) Facial coverings** - Teachers and students may wear masks at their general discretion for their safety during the school day.

- B) Maintaining physical distancing** - Social distancing is an effective method to prevent potential infection. However, physical distancing may not always be practical in a school setting. Coffee County Schools will implement best practices when possible and practical.
- C) Sanitizing and disinfecting** - Sanitizing and disinfecting are part of a broad approach to preventing infectious diseases in schools. Coffee County Schools will follow general guidelines and recommendations for the operation of school buildings. Because elementary, middle, and high schools function differently and because each building is unique, administrators at each school will develop guidelines specific to their site. The procedures and protocols are in place for cleaning.

Faculty and staff are trained in an array of health and safety practices by healthcare professionals with guidance from the Alabama State Department of Education and the Alabama Department of Public Health. All teachers and staff will be provided ample cleaning supplies to utilize during the school day and throughout the 2021-2022 school year. Sanitizing and disinfecting common areas and classrooms will occur daily at all schools and will uphold high standards in preventative measures against the spread of COVID-19 and other illnesses.

Safeguards are in place for students and staff with chemical sensitivities or allergies.

Product management, distribution, and inventory control plans are established for each building.

Coffee County Schools has replaced all standard heating and air filters with MERV pleated filters that are specifically designed to capture airborne contaminants and reduce the spread of COVID-19. All new heating and air systems will include built-in air purification systems that will enhance our efforts to combat the spread of COVID-19 and other harmful pollutants.

Faculty and staff are trained in an array of health and safety practices by healthcare professionals with guidance from the Alabama State Department of Education and the Alabama Department of Public Health.

- D) Physical Health and Well-Being** - Training- All staff will be required to complete the annual COVID Standard Precaution Training. Staff will be role models and encourage handwashing and basic respiratory hygiene, such as covering the mouth when coughing. Each school nurse will be a resource person for student educational activities, such as age-appropriate educational resources on hand-washing, covering one's mouth when coughing or sneezing, and how to wear a mask if needed. Posters will also be made available for classrooms and school hallways. Health tips regarding hygiene will be shared on social media and websites.

Personal Protective Equipment (PPE)- All staff will be provided with PPE and guidelines as necessary.

PPE can be requested by other personnel and provided based on availability.

- E) Personal Responsibility** - All students and staff are expected to exercise responsible decision-making in order to minimize exposure. Personal responsibility may include: staying home if you are sick, washing hands regularly, avoiding the touching of your face, maintaining an appropriate distance from non-household members, wearing facial coverings if you are showing symptoms of COVID-19, sneezing, and coughing into a tissue or elbow and monitoring members of your immediate family for signs and symptoms of exposure.
- F) Symptomatic Student or Staff Member** - All students and staff members who exhibit symptoms of COVID-19, specifically the loss of taste or smell, will be sent directly to the school nurse. The nurse will then place these individuals in isolation and complete a medical assessment. Parents will be notified of their child's symptoms and will be encouraged to pick them up from school within one hour. Parents will also be encouraged to follow up with their family doctor for additional care. Staff members will be sent home and encouraged to follow up with their family doctor. In the event of a confirmed case of COVID-19, minimizing exposure will be the highest priority in

order to protect others at school. Coffee County Schools will adhere to all protocols provided by the Alabama Department of Public Health related to contact tracing.

- G) Social and Emotional Well-Being of Students** - Coffee County Schools, in conjunction with school counselors and community mental health organizations, will provide resources for parents and teachers to address specific needs related to COVID-19. School counselors and therapists will provide individual and small group services to continuously care for the health and well-being of all students and staff.
- H) Child Nutrition Program** -Local school CNP employees will adhere to all current school nutrition guidelines and practices and will wear gloves, face masks, and/or face shields at their general discretion. Families are encouraged to prepay using the My Payments Plus (<https://www2.mypaymentsplus.com/welcome>) online system to reduce the handling of money.
- I) Daily Schedule for Students and Teachers**
- a) Students benefit from in-person learning, and safely returning to in-person instruction in August 2021 is a priority.
  - b) Coffee County School System strongly encourages the use of facial covering in our schools and facilities. Employees, students, and guests will take personal responsibility in making the decision on whether to utilize facial coverings on Coffee County School campuses.
  - c) School buses will unload as directed by school administration to prevent long-term exposure; all persons entering school facilities should sanitize their hands by hand sanitizer or by traditional washing of hands with soap and water.
  - d) Students will report to their homeroom assignment upon arrival at school.
  - e) Teachers will prepare to create a classroom that distances students 3 feet apart, maintain seating charts, and organize students in cohort groups within the classroom if applicable for grouping purposes.
  - f) Breakfast and lunch will be delivered to the classroom or served “grab-n-go” style in the hallway/cafeteria.
  - g) School librarians will conduct classes in the regular classroom for now.
  - h) Students/employees will be allowed to bring and have bottled water for use during the school day.
  - i) Student meals will be free for the 2021-2022 school year due to the extension of the USDA waiver. Parents are encouraged to pay for additional meals and/or a la carte items using our online payment system, “MyPaymentsPlus.” This system allows you to make payments using a credit card, debit card, or e-check 24/7 at [www.mypaymentsplus.com](http://www.mypaymentsplus.com); check account balances online or via the MyPaymentsPlus app for iOS and Android; monitor cafeteria purchase history and receive low balance alerts.
  - j) Parents are encouraged to apply for free/reduced meals. Applications will be distributed and collected as usual.
  - k) Physical Education, Career Tech, and other close contact classes will promote physical distance as much as possible without disrupting the integrity of the lesson/activity.
  - l) Playgrounds, lunchrooms, weight rooms, and other common areas will be sanitized often and to the best extent possible using best practices.
  - m) Hand sanitizer will be readily available in classrooms, common areas, and hallways.
  - n) When checking students out of school – only one person should enter the school and report directly to the office; the visitor should respect physical distance and conduct the check-out process as quickly as possible; the parent and child need to leave campus immediately.

**J. Special Events and Extracurricular Activities**

- o Athletic events will be scheduled and regulated in accordance with guidance provided by the Alabama High School Athletic Association.
- o Field trips, pep rallies, assemblies, and award ceremonies are allowed. These decisions may be re-evaluated as the school year progresses.

- Club activities are allowed and encouraged but may be limited according to guidance from the Alabama Department of Public Health (ADPH). Students are encouraged to self-report to administrators, sponsors, or coaches if they have been exposed to someone who has tested positive for COVID-19. The student will then need to abide by applicable protocols. All athletic teams, band, cheer, and academic clubs will follow the guidance as applicable during meetings, practices, transportation, competition, and other organized activities provided by the AHSAA, ADPH, ALSDE, and the Coffee County Board of Education.

**K. Attendance**

- Coffee County Schools will continue to record/take attendance and enforce compulsory attendance laws.
- Special absence codes associated with COVID-19 have been created and will be considered excused absences for students diagnosed or in self-isolation.

**L. Health Services**

- Each school nurse will provide updates from the local health department, ADPH, ALSDE, and CDC as new and evolving guidelines are issued to the Superintendent.
- The Lead Nurse will regularly report and communicate changes or modifications to procedures and/or guidelines to the Superintendent and report information concerning symptomatic students/employees or positive COVID-19 cases.
- School nurses will train all faculty and staff members on sanitizing, disinfection protocols, and best practices to combat the spread of infectious diseases and COVID-19.

**M. Buses/Transportation**

- The Center for Disease Control (CDC) does mandate that students and drivers wear masks while on school buses. Masks will be available to students and bus drivers.
- Coffee County Schools aims to safely and timely transport students to school in a safe manner. Parents should not place students on the bus if they are exhibiting signs or symptoms of COVID-19. All buses will be disinfected before and after each route. All bus drivers will be provided with sanitizer for spot cleaning and sanitizing, as necessary. All buses will have at least one seat designated for isolation of any students showing symptoms associated with COVID-19.

**N. Contact Tracing and Quarantine Requirements**

- Masks are highly recommended but not required and are an individual choice.
- A school employee or staff member will notify close contacts directly and provide instructions related to quarantine or isolation.
- School nurses will be responsible for contact tracing due to COVID-19 exposure.
  - Individuals who test positive for or are diagnosed with COVID-19 must stay home for 10 days following the onset of symptoms or the positive test result, be 24 hours without fever or fever reducing medications, and experience symptom improvement before returning from isolation.
  - Students, faculty, and staff considered to be close contacts will be quarantined for 10 days. A close contact is defined as being within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24 hour period with the following exceptions:
    - Faculty, staff, and students (age 12 or older) who are considered close contacts and vaccinated do not have to quarantine.
    - If both the infected individual and close contact who's 3 feet or more from the infected person and both are wearing a mask, the person does not have to quarantine.
    - If a close contact has tested positive for and recovered from COVID-19 in the prior 3 months, they do not have to quarantine unless they develop symptoms.

**O. Additional Information**

- The Coffee County School System will make decisions concerning physical distancing, mask-wearing, and contact tracing as data and information become available about COVID-19 cases from local public

health officials, school nurses, and the ADPH. The school district will implement other protocols if it becomes necessary. The Superintendent and each school administrator will communicate any changes in the plan or protocols to teachers, staff, and families.

- Coffee County Schools may modify this guidance based on changes to the ADHP and CDC guidance recommendations or as conditions may warrant. The plan is fluid and is subject to change.

## **Disclaimer**

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