



# Arbor Park

*School District 145*



## ***TRANSITION PLAN FOR 2020-21 SCHOOL YEAR***



## District 145 Return to School Plan

The District will return to in person instruction this fall. Monday and Tuesday, August 17 and 18, 2020 are designated Institute Days with only Arbor Park staff in attendance. Wednesday, August 19, 2020 will be the first student attendance day. The first day of student attendance will be a full-school day. The following are school hours for the 2020-21 school year:

### Arbor Park Middle School (Grades 5-8)

7:45a.m. – 2:31p.m.

### Scarlet Oak School (Grades 3-4)

8:55a.m. – 3:10p.m.

### Morton Gingerwood School (Grades 1-2)

9:15a.m. – 3:30p.m.

### Kimberly Heights School (Grades Pre-K and K)

8:30a.m. – 1:30p.m.

The Transition Plan for District 145 is as follows:

All students in grades Pre-K-8 are invited back to school for in-person instruction starting on August 19, 2020. Parents/guardians have the option to choose remote learning for their child(ren). Remote learning will look different for every grade level. More details regarding remote learning will come from our Teaching & Learning department and each Building Principal before the first day of student attendance.

**Any student with a verified medical need prohibiting participation in in-person instruction should contact their Building Principal for further information/assistance.**

The District will re-evaluate the in-person learning plan on an ongoing basis. Any changes to in-person instruction will be based upon the current COVID-19 situation, the effectiveness of the current model, and recommendations/mandates from local and state authorities. The District will communicate changes to parents and staff as often as necessary.

## **Social Distancing**

Arbor Park school students and staff are encouraged and expected to maintain social distancing (6-foot separation) throughout the school day as much as possible. Each building will work to ensure social distancing. This will include social distancing in the hallways and classrooms. Each classroom will remove all non-essential furniture to help accommodate with social distancing. Signage reminding staff, visitors, and students to maintain social distancing will be placed at all entrances, in classrooms and throughout other common areas. Building staff will review their student pick up and drop off procedures to maintain social distancing. Students should bring to and from school only the necessary items that support student learning (1:1 device, school issued books, paper, pens, pencils, etc.).

## **Face Coverings and P.P.E.**

Staff and students will be required to properly wear a nose and mouth covering (face covering) in all areas. Face coverings will be worn at all times in all locations. This requirement is subject to change as these guidelines evolve. Gloves or other PPE must be used as needed when assisting students requires close contact. Arbor Park School District will provide a clear face shield and a face covering to all employees. Employees may also use (and are encouraged to use) their own approved face covering. Students who do not bring their own face coverings will be provided with one, but are encouraged to provide their own personal face covering.

## **Health Screening**

Only students and staff who are healthy should report for in-person learning.

## **Transportation / Bus Riders**

If taking an Arbor Park 145 School Bus, students will be temperature and health screened prior to boarding the bus. If a student has a measured temperature at or above 100.4 degrees Fahrenheit, they will not be allowed to ride the bus. If a student is unable to board a bus and returns home, they will participate in remote learning until they are medically eligible to return to school.

## **Walkers/Drop-Offs**

Students and Staff will enter each day through designated doors at each of our schools. Each school facility entrance will be equipped with a walk up touchless temperature scanner (Students who were screened at bus stops will not be required to follow this process - they will enter in a separate entrance). All entrances will be overseen by District 145 employees and no students or staff will be allowed into a school facility if their temperature is at or above 100.4 degrees Fahrenheit. Students and staff showing one or more of the following symptoms of COVID-19 and/or should remain home and seek additional medical assistance:

- Fever or chills
- Cough or sore throat
- Shortness of breath or difficulty breathing
- A measured temperature of 100.4 degrees Fahrenheit or greater
- Headache, nausea or vomiting

- New loss of taste or smell
- Known close contact with a person who has been diagnosed with COVID-19

Any student or staff member who begins to exhibit a high fever and COVID-19 like symptoms must report to the designated area, following the building procedure. Students will wear a face covering and will remain in the quarantine area until a parent or guardian picks the student up or alternative transportation home is arranged. Staff will remain in the quarantine area until they are able to leave. These individuals must self-monitor and return to school according to the IDPH guidelines. A doctor's note may be required for staff returning to work.

Staff who has had contact with someone who is positive for COVID-19 must notify their building principal or supervisor immediately and follow IDPH guidelines for self-monitoring and self-quarantine. Students/families who have had contact with someone who is positive for COVID-19 must notify their building principal immediately and follow the IDPH guidelines for self-monitoring and self-quarantine.

Walking Students / Student Drop-Offs - Students may NOT be on school grounds more than 10 minutes before the start of the school day. Students are expected to social distance prior to entering school facilities and must wear a face covering while on school grounds.

## Facilities

All custodial/maintenance staff play a critical role in adhering to school guidelines. The sanitation procedures will include extra sanitation efforts using certified EPA products in both low/high contact areas including:

- Desktops
- Door handles
- Countertops
- Handrails
- Fountains
- Light switches
- Restrooms

Building custodians, maintenance and cleaning personnel will conduct daily cleaning and disinfection. An EPA approved cleaner will be used for disinfection along with our standard cleaning protocols. All frequently touched surfaces (e.g., door handles/knobs, desktops/tabletops, countertops, light switches, pencil sharpeners, computer keyboards, phones, toys, sinks and faucets) will be cleaned on a regular basis. Restrooms, hallways, cafeterias, and common areas will be cleaned throughout the day. Soft surfaces such as carpets and rugs will be disinfected daily. Items such as cloth toys or other cloth material items that cannot be disinfected will not be used.

## Training

Each staff member will be required to complete safety training related to our social distancing, face covering and hand hygiene procedures. Each building will provide training to staff that is specific to their unique circumstances. Hand hygiene, wearing face coverings, and social distancing will be included in our curriculum to help educate our students on the importance of proper hand hygiene and personal safety.

Staff will also be provided with training focused on remote learning specifically tied to district curricular platforms. Students will be provided with training focused on remote learning while they are participating in face to face learning.

## Classrooms

### **Pre-Kindergarten (PK) classrooms**

- All parents will be required to wait outside Door 2 for drop off and pick up
- Classroom areas must be clearly marked to show where to sit, stand or line-up with social distancing as much as possible
- Students will remain with the same classroom/academic group throughout the day, services will take place in the classroom when feasible or remotely.
- Common areas must be clearly marked to show where to stand or line-up for 6 foot spacing.
- Windows must remain open for increased ventilation as much as possible.
- Hand sanitizing must occur whenever anyone enters the classroom.
- Classrooms will be cleaned after each use or at least daily.
- Do not share school supplies between students or staff.

### **Kindergarten to 8<sup>th</sup> grade classrooms**

- Seating must socially distance as feasible
- Clearly mark common areas and tables to show where to sit, stand or line-up for 6 foot spacing
- Students are expected to remain in the same classroom/academic space throughout the day, services will take place in the classroom when feasible or remotely.
- Scheduled restroom and hand washing breaks to be coordinated throughout the day.
- Schedule and coordinate non-core academic classes (PE, Art, Music and Industrial Technology) to minimize student movement.
- Hand sanitizing must occur whenever anyone enters the classroom.
- Sharing of school supplies between students or staff is not permitted.
- Daily cleaning/disinfecting of classrooms.

### **Hallways, Main Office, and Common Areas**

- Six feet social distancing when possible.
- Face coverings for staff and students are required.
- Clearly visible signage reminding everyone of social distancing and face coverings usage at entryways, hallways, classrooms, and common areas.
- Access to school buildings will be provided to authorized personnel only. Visitors will be minimized and authorized for entry as needed only. All visitors will be restricted to the main office and specifically designated areas of each school.
- Restrict students to specific areas as identified by each Principal.
  - Clean high touch areas throughout the day

## **Return to Learning**

Arbor Park School District 145 is committed to the health and safety of its students and staff; it is equally committed to providing high-quality continuous learning to its students despite the current pandemic situation. Arbor families have two options for instruction during the 2020-2021 school year:

### **Option 1**

#### Traditional Learning Plan

- In the traditional learning plan, students and staff will attend full days of school five days a week.
- Transportation to school will be available to students; enhanced safety guidelines will be enacted.
- Each school will implement necessary safety protocols required by the Illinois Department of Public Health.

\*In the event of changing public health conditions that increase COVID-19 risks, Arbor Park School District 145 will transition its traditional learning plan into a fully remote model.

### **Option 2**

#### Remote Learning Plan

- Students who choose to remain at home will participate in virtual class sessions and complete assignments as outlined by their teachers.
- Students learning at home will have a minimum of five hours of instruction or assigned work per day and attendance will be tracked.
- Individual planning will be conducted to determine schedules for specially designed instruction, accommodations, and services for students with disabilities. Individual planning will also be necessary for Emerging Bilingual students.

- Supplemental electronic resources and tools may be utilized to provide students a comprehensive approach to learning.

Athletics:

Arbor Park School District 145 will suspend all sports for the 2020-2021 school year.

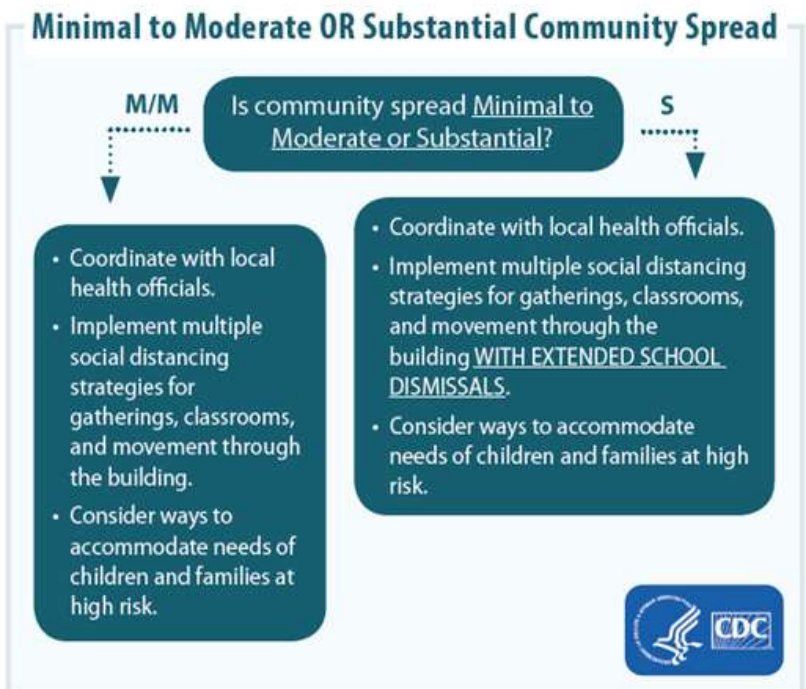
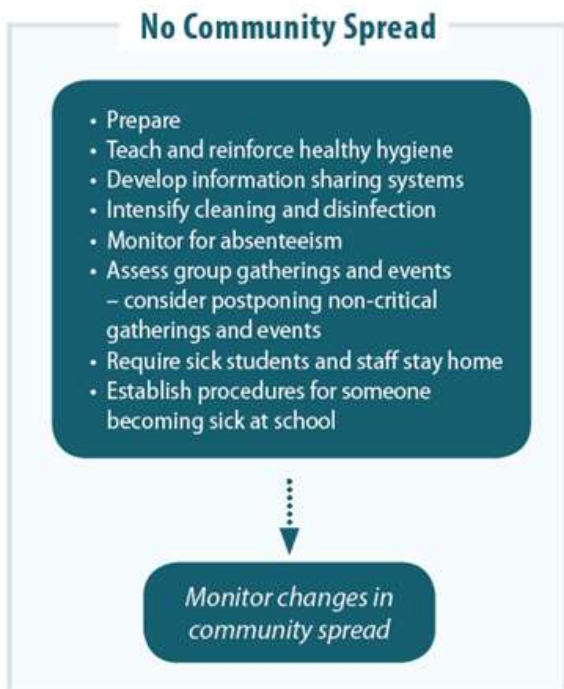
Field Trips:

All field trips will be canceled until further notice.

**School Closure Plan**

Arbor Park School District 145 must be prepared for short-term disruptions and/or closures, regardless of the community spread if an infected person has been in a school building. If this happens, the CDC recommends the following procedures regardless of the level of community spread.

**School Decision Tree**



## Coordinate with Local Health Officials

Once learning of a COVID-19 case in someone who has been in a school, Arbor Park School District 145 will immediately notify local health officials. These officials will help administrators determine a course of action for the classroom, school and programs.

- The Superintendent of Schools will notify the Oak Forest, Tinley Park and Cook County Health departments if a positive case of COVID-19 is discovered.
- The proper entities will collaborate to confirm the positive COVID-19 case and to what degree the Arbor Park School District 145 Positive Case Plan will be implemented.

## School Dismissal for a Suspected or Positive COVID Case

The school, grade level or classroom will be dismissed for 3-14 days depending on specifics of exposure. The initial short-term dismissal allows time for the school and the local health officials to gain a better understanding of the COVID19 situation impacting the school. Local health officials will help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19. Schools are not expected to make decisions about dismissal or canceling events on their own.

- Arbor Park School District 145 will work along with the Cook County Health Departments recommendations for the scope (e.g., a single classroom, a single school, multiple schools, or the full district) and duration of school dismissals will be made on a case-by-case basis using the most up-to-date information about COVID-19 and the specific cases in the community.
- During any school dismissal, all extracurricular group activities, school-based after school programs, and large events (e.g., assemblies, music events, and sporting events) will be cancelled.
- During any COVID-19 school closure staff, students, and their families are discouraged from gathering or socializing anywhere. This includes group childcare arrangements.

If a particular school building or the entire district is closed due to COVID-19, the District will then move into structured full remote learning.

## Cleaning and Disinfection (COVID Positive)

District custodial staff will follow the established cleaning procedures for building cleaning and disinfection.

- Close off areas used by the individuals with COVID-19 and wait as long as possible before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.
- Cleaning staff will clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by



the ill persons, focusing especially on frequently touched surfaces.

- If surfaces are dirty, they must be cleaned using a detergent or soap and water prior to disinfection.
- Use of disinfectant machine to increase coverage and minimize disinfecting time.

## School Calendar

The District is allowed five remote learning planning days which count as student attendance days. Remote learning planning days are currently being discussed at the administrative level. Information about remote learning planning days will be shared with the community when final decisions have been made. As a reminder, in-person instruction begins for all students on Wednesday, August 19, 2020 UNLESS it is deemed necessary to delay the start for training purposes. This announcement will be made as soon as possible.

**\*Please be aware that this plan is subject to change should we receive new guidelines from ISBE, the CDC, IDPH or if Illinois moves into a different phase.**