



Harvey Public Schools District 152 2021- 2022 Reopening Plan

Updated: September 24, 2021



On March 9, 2021, the Illinois Department of Public Health and Illinois State Board of Education (ISBE) revised the [Public Health Guidance for Schools](#). This updated guidance reinforces the importance of in-person instruction and provides strategies that facilitate a safe return back to school. We have remained abreast of these important updates and implemented all essential mitigation strategies to safely reopen the school buildings in Harvey 152. With the help of several planning committees consisting of district leadership, school administrators, teachers, support staff, and parents, we are excited to offer students an option to return to their classrooms for in-person instruction.



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HISTORICAL PERSPECTIVE

Executive Order 2020-05, filed March 15, 2020, ordered all schools public and non- public to close effective March 17, 2020, due to a global pandemic.

Executive Order 2020-74, filed in November and Executive Order 2020-40, filed on June 4, 2020, allowed schools to reopen for in-person instruction in Phase 3 of restore Illinois. In-person instruction was strongly encouraged in Phase 4, we elected to remain remote.

Executive Order 2020-47, filed July 24, 2020, allowed schools to reopen for in-person instruction for all public and nonpublic schools in Illinois serving pre-kindergarten through 12th grade students.

The Illinois State Board of Education (ISBE) and Illinois Department of Public Health (IDPH) provided guidance that all public and nonpublic schools in Illinois serving pre-kindergarten through 12th grade must follow established guidelines.

On July 9, 2021, the State of Illinois adopted the CDC's updated guidance regarding COVID-19 prevention in K-12 schools for all public and nonpublic schools in Illinois. The updated federal guidance is currently in effect. The CDC's guidance is meant to help K-12 school administrators and local health officials select appropriate, layered prevention strategies in order to keep in-person learning environments safe for students and staff during times of fluctuating transmission.

On August 5, 2021, The State of Illinois adopted the Centers for Disease Control and Prevention's (CDC's) updated Guidance for COVID-19 Prevention in K-12 schools. This guidance applies to all public and nonpublic schools that serve students in prekindergarten through grade 12 (P-12). In alignment with the CDC's guidance, K-12 schools should implement universal indoor masking, the State of Illinois has also issued an updated Executive Order 2021-18 that supports safe in-person learning and requires that masks be worn indoors by all teachers, staff, students, and visitors to P-12 schools, regardless of vaccination status. This updated guidance is currently in effect.

On September 21, 2021, The Illinois Department of Public Health provided a guidance document for local health departments and prek - 12 schools on COVID-19 exclusion protocols. This guidance document provides additional guidance for schools and Local Health Departments (LHDs) for when students, faculty or staff must be excluded from school consistent with Executive Order 2021-24 and the Communicable Disease Code, 77 Ill. Admin. Cod 690.361 and 690.30(c). **Click on link for full document:**

<https://www.isbe.net/Documents/P-12-COVID-19-Exclusion-Protocols.pdf>



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EDUCATIONAL SERVICES FOR QUARANTINED AND MEDICALLY FRAGILE STUDENTS

WHAT IS MEDICALLY FRAGILE STUDENTS?

Section 1.520 of 23 Illinois Administrative Code requires that “the amount of instructional or related service time provided through Home/Hospital Instruction(HHI) shall be determined in relation to the child’s education needs and physical and mental health needs.” It is recommended that a student without an IEP receive at least one hour of instruction each school day or five hours in each school week unless the student’s medical statement indicates that the child should not receive that many hours in a week or day. Submit an application to the Office of Special Education.

Students who are Medically Fragile may display the following characteristics in addition to one of the defined Medically Fragile conditions below:

- ***Are frequently absent from school, and their absences are directly related to their severe or life-threatening physical condition.***
- ***Qualify for special education in one of the existing categories of disability or are considered disabled under Section 504.***
- ***A licensed physician/advanced practice registered nurse has provided documentation that an associated or accompanying chronic illness is so severe as to affect the student’s school attendance.***

A medically fragile student is one whose illness and treatment frequently places him/her in extreme, precarious or life-threatening circumstances.



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COVID QUARANTINE PROCEDURES FOR AN INDIVIDUAL, CLASSROOM(S) AND SCHOOL(S)

Individual Quarantine

If a student has a positive COVID test result, the student must quarantine for 10 days. All students in the household must quarantine as well. All students in the household must return to school with proof of a negative PCR (not rapid) test result.

- *The parent will contact the school and send testing documentation of positive results.*
- *Students will default to remote learning. Teacher will post assignments.*
- *Parents will send negative results on the day the student is to return to school.*

Classroom Quarantine

Whole classroom quarantine will occur if a positive Covid case has been confirmed and reviewed by the COVID Team and several points of cross-contamination of the exposure to COVID have been identified. Communication will be sent home by the building principal / designee.

- *Students that test positive for COVID must be quarantined for 10 days, and return with a negative test result.*
- *Students (within 3-6 feet of someone for a cumulative total of 15 minutes or more) must isolate/quarantine for 10 days & monitor symptoms.*
- *People who are fully vaccinated do not need to quarantine unless they have symptoms but (should) get tested 3-5 days after exposure.*
- *Contact tracing will be done in combination with the local health department.*
- *Parents will send negative results on the day the students return to school.*

Teachers will be advised by building Principal to default to Remote Learning.



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School Quarantine

Whole school closure will occur if a positive Covid case has been determined by the COVID Team with several cross-contamination points across grade levels. Communication will be sent home by the building principal / designee.

- ***School quarantine will occur if fifteen or more students test positive for COVID. The quarantine will last for 10 days. Any further communication will come from the COVID team.***
- ***Students (within 3-6 feet of someone for a cumulative total of 15 minutes or more) must isolate/quarantine for 10 days & monitor symptoms.***
- ***People who are fully vaccinated do not need to quarantine unless they have symptoms but (should) get tested 3-5 days after exposure.***
- ***Contact tracing will be done in combination with the local health department.***
- ***Parents will send negative test results on the day the student's return to school.***

Teachers will be advised by building Principal to default to Remote Learning.



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INSTRUCTIONAL GUIDELINES FOR QUARANTINE OR ISOLATED STUDENTS

Individual Quarantine

- *All students have been issued a district Chromebook*
- *Teacher will post daily assignments on Google Classroom (within 24 hours).*
- *Student(s) will check Google Classroom to complete and submit daily assignments.*

Default to [Remote Learning Plan](#)

Classroom Quarantine

- *All students have been issued a district Chromebook.*
- *Teacher will post daily assignments on Google Classroom.*
- *All students will receive live online instruction from their teacher via Google Classroom and submit daily assignments.*

Default to [Remote Learning Plan](#)

School Quarantine

- *All students have been issued a district Chromebook.*
- *All teachers will post daily assignments on Google Classroom (within 24 hours).*
- *All students will receive live online instruction from their teacher via Google Classroom and submit daily assignments.*

Default to [Remote Learning Plan](#)



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Procedures for Transitioning to Remote Learning

Managing an individual, classroom, or school quarantine

Overview

When a classroom is quarantined, they will transition to the remote learning model. During remote learning days, all students must be provided instruction and learning opportunities in all content areas that equate to five (5) instructional hours. Students will receive grades and attendance based upon submission of this work. The procedures for how to implement remote learning in the event of a class or individual quarantine are as follows:

Distributing Chromebooks

- a. All teachers have a spreadsheet with a list of the devices in their classroom cart and the individual student that each device has been assigned to. If you know of the quarantine in advance, students will take their Chromebooks home with them on their last day of in-person learning, prior to quarantining.
- b. If the students are not in the building at the time that they are informed of the quarantine, parents will need to come to the school building to pick up their child's Chromebook & charger.
- c. Each building will receive 20 Chromebook chargers to distribute for individual quarantines. If you have an entire class being quarantined, please inform Kevin Micks so he can bring additional chargers.
- d. Teachers should make a note of devices & chargers that are sent home in column "F" of their Chromebook Assignment spreadsheet.
- e. All Chromebooks & chargers must be returned upon the class's return to in-person learning and the note in column "F" can then be removed.
- f. Parents will sign the [Chromebook Sign-Out Agreement](#)



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Procedures for Remote Learning Days

PreK-1st

Seesaw is the learning management system for grades Pre-K through 1st grade. Students will use Seesaw as a hub for all online instructional activities, including lessons, instructions for completing assignments, daily communications from teachers, and grades/feedback on assignments. The following are the steps to be taken by students with access to a computer and a home WiFi network in the event of a remote learning day:

PreK-1st

Seesaw is the learning management system for grades Pre-K through 1st grade. Students will use Seesaw as a hub for all online instructional activities, including lessons, instructions for completing assignments, daily communications from teachers, and grades/feedback on assignments. The following are the steps to be taken by students with access to a computer and a home WiFi network in the event of a remote learning day:

- a. Students will be required to login to their class Seesaw portal and attend their scheduled Google Meet session each morning of a remote learning day. Housekeeping and announcements for the day's assignments and activities will be provided during this morning meeting.**
- b. Teachers have a list of their students' login information. If a student has forgotten their login info, they will need to contact their teacher to retrieve this information. Forgotten login information will not be accepted as an excuse for non-attendance.**
- c. Students will complete all assignments posted in Seesaw on remote learning days. This work is to be completed on the date it is assigned to receive credit and attendance for the remote learning day.**
- d. Students can communicate with their teachers via Seesaw and/or video conference on remote learning days.**



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Grades 2-8

Google Classroom is the district's official learning management system for grades 2-8. Students will use Google Classroom as a hub for all online instructional activities, including lessons, instructions for completing assignments, daily communications from teachers, and grades/feedback on assignments. The following are the steps to be taken by students with access to a computer and a home WiFi network in the event of a remote learning day:

- a. Students will be required to login to their homeroom Google Classroom and attend their scheduled Google Meet session on the morning of a remote learning day. Housekeeping and announcements for the day assignments and activities will be provided during this morning meeting.***

- b. All students have received instruction on how to access [Google Classroom](#), and [Clever](#) from home. Teachers have a list of their students' login information. If a student has misplaced their login card, they will need to contact their teacher to retrieve this information. Forgotten login information will not be accepted as an excuse for non-attendance.***

- c. Students will complete all assignments posted in Google Classroom on remote learning days. This work is to be completed on the date it is assigned to receive credit and attendance for the remote learning day.***



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Daily Schedule during Remote Learning

9:00-9:30	<i>Eat breakfast and get dressed before the morning meeting</i>
9:30	<i>Students are logged into their Google Classroom account</i>
9:30-12:00	<i>Attend the AM Google Meet Session as scheduled. Work on assigned tasks and contacting teacher(s) with questions and assistance.</i>
12:00-12:30	<i>Lunch</i>
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12:30-3:00	<i>Attend the PM Google Meet Session as scheduled. Work on assigned tasks and contacting teacher(s) with questions and assistance.</i>

Attendance

- a. *When a remote learning day is declared, students will receive credit for attendance based upon their attendance in their teacher's Google Meet*
- b. *The teacher will enter their classroom attendance into PowerSchool using the following code: "RM"*
- c. *Attendance will be recorded as one of the following:*
 - i. *RM (this is equivalent to "Present")*
 - ii. *Unexcused Absence*
 - iii. *Excused Absence**
- d. *Teachers may edit student attendance for the day based upon a student's engagement during the remote learning day at their discretion.*
- e. **Excused absences may only be recorded if the parent contacts the teacher in advance to inform them of their child's absence.*



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Grading

- a. Teachers will provide students with regular feedback on their digital assignments.*
- b. Teachers are required to enter a minimum of two grades per week in PowerTeacher Pro.*
- c. Traditional grades (A-F) will be assigned for all students during remote learning.*
- d. Students earning a grade of 'D' or 'F' will be required to participate in additional learning activities.*

Behavior Expectations

- a. Students are expected to be signed into all scheduled video meetings at the designated time.*
- b. Students must have their camera activated & microphones muted during class, unless instructed to do otherwise.*
- c. To the extent that it is possible, students are expected to work from an at-home location that is conducive to learning.*
- d. All devices logged in under a district account are monitored using the district's device monitoring software*
- e. Students are expected to be engaged in the activity designated by the teacher. No other tabs should be active.*
- f. Students should not eat during any virtual class meetings. Students are expected to eat breakfast before their AM virtual meeting and lunch before their PM virtual meeting.*



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Managing an Individual Student in Quarantine

- a. Teachers are to provide students with 10 days of work that covers the same standards as students are being taught in the classroom.***
- b. Students will take their assigned Chromebook home. Please ensure it is clearly labelled with the student's name. If the student is not present in school, a parent will need to pick it up at their school along with a charger, any hard-copy packets, books, and other materials required to participate in remote learning.***
- c. Contact Kevin Micks for chargers. Please do not remove any chargers from your carts.***
- d. Students are expected to log into Google Classroom or Seesaw each day to retrieve their assignments and view any announcements from their teacher.***
- e. Students can communicate with their teacher via email, Google Classroom, Seesaw, Class Dojo, or Remind.***
- f. Chromebooks and chargers must be returned to their homeroom teacher's cart upon their return to the classroom.***

Remote Instruction for Individual Students

- a. The district plans to provide after-school instruction for students who are excluded from in-person learning due to COVID protocols. This section will be updated to include the details of this plan, pending the results of a teacher survey that is being conducted.***



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HEALTH & SAFETY PROTOCOLS

The health and safety of students and staff is our top priority. The district will implement a variety of measures to keep everyone safe. Prior to returning to the buildings, all staff members will receive training on health and safety protocols to help mitigate the prevention and transmission of COVID-19. All schools will be required to implement the following guidelines in accordance with ISBE and the Illinois Department of Public Health.

- ***Require universal and correct use of appropriate personal protective equipment (PPE), including face masks;***
- ***Require social distancing be observed, as much as possible;***
- ***Require contact tracing in combination with isolation of those with suspected or confirmed COVID-19 and quarantine of close contacts, in collaboration with the local health department;***
- ***Require an increase in schoolwide cleaning and disinfection and maintenance of healthy environments; and***
- ***Require promotion and adherence to handwashing and respiratory etiquette.***

SYMPTOM SCREENINGS & SELF-CERTIFICATION

All individuals are required to conduct daily symptom screenings prior to entering the buildings. Parents/guardians will be required to complete an online questionnaire certifying that their child is not experiencing any COVID-19 symptoms. If students report to school without completing the screener, they will be screened once they arrive at school.

Additionally, temperature screenings will be conducted for all individuals upon entering the building. Individuals with temperatures greater than 100.4 and/or symptoms of COVID-19 will be isolated immediately and sent home as soon as possible. All schools will have a designated care room for students displaying COVID-19 symptoms. Per CDC guidance, individuals should not return until they are fever free for 72 hours without medication and 10 days since COVID-19 symptoms appeared.



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PERSONAL PROTECTIVE EQUIPMENT

All staff and students must wear face masks while inside the school buildings and on buses. Parents are encouraged to provide their children with masks prior to entering the buildings and boarding buses. Masks with exhalation valves or vents are not recommended per IDHP guidelines. Appropriate face masks will be made available at all schools as needed. Masks should be worn properly, covering both the nose and mouth. Face shields will also be available for staff; however, they must be used in conjunction with a face mask.

SOCIAL DISTANCING

Staff members will be encouraged to remain in their designated classrooms/work area throughout the day. A minimum distance of 3 feet should be maintained between all individuals during in-person learning activities. Capacity limits in classrooms, lunchrooms and other common areas will be based upon the space's ability to accommodate this social distancing requirement.

CLEANING & SANITATION

All buildings will be cleaned and sanitized daily. A routine cleaning schedule has been established and will be closely monitored by the building Principal and Director of Buildings and Grounds. Cleaning shall be performed at minimum, before buildings open, every hour in common spaces, and after buildings are closed for the day. Daily cleaning regimens will include sanitization of:

- *Restrooms and wash basins per CDC guidelines.*
- *Touch point surfaces (door knobs/handles, rails, lights, etc.)*
- *Water fountains, lockers and handles*
- *Hard surfaces and high traffic areas*

SCHOOL CLOSURE

The district will contact the Cook County Health Department upon learning of a positive COVID-19 case in the schools. Decisions on school closure will be made in consultation with the Cook County Health Department as part of contact tracing and case investigation. This could warrant closure of a single classroom, grade level or the entire school. In the event of any closure, students will return to remote learning.



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SCHOOL LOGISTICS

STUDENT TRANSPORTATION

Transportation will be provided to eligible students only. Parents will be notified of their child's bus route and time via email by August 19, 2021. All individuals boarding the bus will be required to wear a mask at all times. No more than 50 individuals will be assigned to one bus. Students from the same household will be assigned to sit together to allow for as much social distancing as possible. Each bus will be staffed with a monitor to ensure these safety guidelines are followed. All buses will be cleaned before and after each route according to CDC guidelines.

ARRIVALS/DISMISSAL

Whenever possible, parents of children should remain in their vehicles during all pick-up and drop-off times. Staggered arrivals and dismissal procedures will be implemented by school. Designated entry and exit doors will be used at all times, except in case of emergency, when the closest exit should be used.

The following procedures will be implemented upon arrival to school:

- *Verification of masks*
- *Temperature screenings*
- *Hand sanitation*

COMMON AREAS

Masks must be worn at all times. In classrooms with shared cubbies, dividers will be used so student belongings do not come in contact with others. Staggered schedules will be implemented for locker and cafeteria use to allow for social distancing.

CLASSROOM & OFFICE SPACE SAFETY

Classrooms will be equipped with as little furniture as possible to allow for maximum social distancing. Teachers will be provided with face shields, masks, gloves and cleaning supplies as needed. Students will be assigned individual devices, manipulatives, and supplies. Shared supplies will not be permitted.



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FOOD SERVICES

Students will be provided with breakfast and lunch options daily. We will make every effort to utilize the cafeteria for students to eat lunch. However, please be advised that some students may need to eat lunch in their classrooms in an effort to adhere to social distancing guidelines.

COMMUNICATION

The standard methods of communication will include postings on the district's website and social media, robocalls, emails, phone calls, messages via the Remind App, Class Dojo and Seesaw. It is imperative that parents provide their child's school with a valid email address and current telephone number.

If parents have questions regarding the contents of this plan, or need additional information before selecting a program model, please contact your child's principal.