

Safe Return | Continuity of Services | Distance Learning Plan
for 2023-2024

Ardmore City Schools



Amendment #4 – June 15, 2023

ONE TEAM. ONE MISSION.

Office of the Superintendent

Safe Return | Continuity of Services | Distance Learning Plan for 2023-2024

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Ardmore City Schools

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Ardmore City Schools will continue to follow the safety protocols outlined for our level of risk and by local and state health officials.

Ardmore City Schools' students will continue face-to-face learning at all campuses on August 16, 2023. Students will have an option to apply for virtual learning, but criteria will be set on the application and approval process. This is fully outlined in the revised 2023-2024 Distance Learning Plan.

The district must continue to plan for disruption as not everyone is fully vaccinated and the coronavirus continues across the country and in our community. We will continue with protocols to offer stability for students, staff, and families. However, as this public health crisis continues, circumstances and advice from health professionals continue to develop and our guidelines could change.

Addressing Student Needs

We plan to address our students' academic needs by:

- Providing summer school at the conclusion of the school year, to include enrichment opportunities.
- Delivering on grade-level content through challenging and engaging lessons.
- Providing interventions for students who fall below grade level.
- Offering enrichment for students who are learning at a faster pace.
- Responding to parent questions or concerns about their student's progress.
- Providing options for students as they "return to learn."

Addressing a Students' Social, Emotional & Mental Health Needs

The Oklahoma State Department of Education awarded grants to 181 school districts across the state to hire school counselors and school-based mental health professionals. Funding for this grant comes from the federal relief grant program called the Oklahoma School Counselor Corps. Ardmore City Schools is in the third year of the three year grant funding cycle. The District will be using the funds to retain an additional school counselor at Ardmore High School and continue to partner with Lighthouse Behavioral Wellness Center of Ardmore for school-based mental health professionals to provide district-wide services.

- A new high school counselor will assist with transitioning freshmen students, address scheduling issues, meeting with students to help plan their goals for high school and assist them with credit recovery from 20-21 virtual classes. This new position will work with the freshman and half of the sophomore classes and students at Take Two Academy, as well. The other two high school counselors will focus on credit recovery and academic loss of 10-12th grade students due to virtual learning, ensuring all students get back on track to graduate. All school counselors will provide direct and indirect services to students at all school sites.
- Partnering with Lighthouse Behavioral Wellness Center for district-wide trauma-based counselors will provide support to already over-tasked school counselors. These school-based mental health professionals will be on-call to all sites for crisis response and intervention, trauma triage, mental health services, social/emotional skills, behavioral health support, referral for wrap-around services, including substance abuse programs. They will also visit school sites on a regular basis to provide staff training & support. These counselors will collaborate to meet students' mental health, social skills and behavior needs ensuring academic success.

- Students receiving services will be monitored for improved academic and behavioral outcomes. The program will be shared with stakeholders through the district's multiple communication platforms, including the school website, call out service or social media pages. The program will also collaborate with other federal programs to address the needs of students including those underserved, such as homeless, English language learners and foster youth.

Academic Instruction Options

- **Option 1: On-Campus Face to Face**
Students report to school and attend classes in a traditional setting with access to online instruction through Google Classroom. Teachers will be present with students in the classroom to guide instruction daily.
- **Option 2 - At Home Full Time Virtual for those that Qualify**
We have taken the information from last year on the success or non-success of students who attended school virtually by choice and have created a full-time virtual option for those that qualify. See the Distance Learning Plan at the end of this document for specifics.
- **Option 3 – School Closure due to Illness or Weather**
Students learn from home for an extended period through Google Classroom as was done during the 2020-2021 school year.

Students without a Device or Internet Access

The school district will continue to issue a device to students who need it with established requirements under district device protocols. The district is working to expand wireless capabilities around our schools. The district has no hotspot options for parents at this time. Devices can be provided but not internet service. If/when a student is quarantined due to COVID-19, remote learning will be addressed on a case-by-case basis.

If your student has been identified as McKinney Vento, Foster, Neglected or IDEA, contact the District Grants Coordinator at 580.221.3001 Ext 1544 for assistance.

All parents issued a school district device will be required to sign an ACS Virtual Learning Agreement outlining expectations and responsibilities for use of the district's equipment.

Attendance

Students receiving onsite instruction will have attendance taken daily per district policy. Students receiving virtual learning will have attendance based on connection with their teacher each day. In the event of school closures due to COVID-19, attendance policies will include flexibility. Be sure to contact your school regarding any attendance questions.

Parent/Teacher Conferences & Curriculum Nights

Back by popular demand, these events will be conducted virtually using Google Meet or phone, per school procedures. Parents may request to meet in-person by contacting the appropriate teacher and/or school principal.

Health & Safety Protocols

Masks

Senate Bill 658, effective July 1, 2021, prohibits school districts across Oklahoma from implementing a mask mandate for students who have not been vaccinated against COVID-19. Any staff member or student who would like to wear a mask is encouraged to do so. We will continue to work through our school nurses to educate our students and staff on the proper wearing of masks, which is over the mouth and nose for those that choose to wear a mask.

If the Governor of the State of Oklahoma again declares a state of emergency due to health concerns, the District will follow the guidelines that will be required from the State.

Daily Screening before Coming to School

We would again like to ask for parents to conduct a home self-assessment prior to coming to school each day. The daily self-assessment checklist includes answering questions about:

- Temperature and other symptoms [[Attachment #1 – CDC: Symptoms of COVID-19](#)]

- Don't Feel Well? Stay home [[Attachment #1A](#)]
- Exposure to others diagnosed with COVID-19 [[Attachment #2 – How to talk to close contacts](#)]
- Self-assessment checklist [[Attachment 3](#)]

Parents are not required to turn in the checklist to school but it is available as a tool to keep their child safe. Students who remain home due to symptoms will be able to access class assignments through Google Classroom. Teachers will assist students with questions while students are away from campus.

Students who become ill at school will be sent to the designated isolation room. The school nurse will follow an established protocol for assessing symptoms and notifying parents.

Diagnostic and Screening

Any individual with a temperature above 100.4 should be assessed by the school nurse. [[See Attachment #4 –Assessing Persons for COVID-19](#)]

Each school will have designated isolation areas for students who exhibit symptoms during the day or are running a temperature above 100.4. They will remain in this area until a guardian or parent can pick them up from school.

Any student sent home due to a fever will not be allowed back into school until one of the following occurs:

1. Receives a negative COVID-19 test and is fever-free for 24 hours without medication;
2. Must be fever-free for 24 hours without medication, have no other symptoms and have no known exposure to COVID-19; or
3. If exposed to COVID-19, must be fever-free for 5 days with no use of medication and have no other symptoms.

During the School Day

We will be checking temperatures as indicated for students displaying signs of a cold or coughing.

What if someone tests positive?

The district could again experience a disruption in the school year due to a positive diagnosis of COVID-19. If a student or staff member tests positive, we will follow the CDC guidelines for school site or district closure and be in contact with the Carter County Health Department.

Note: A positive diagnosis does not necessarily mean shutting down a school site or the entire district. Working with health officials will mean completing contact tracing and possibly suggesting students and/or staff be tested for the virus. Because of changing and uncertain conditions, students, parents, and staff should be prepared for a transition to virtual learning at any time.

Protocol for students or staff who become ill during the day:

The Oklahoma Schools COVID-19 Assessing Persons for COVID-19 [[Attachment #4-Assessing Persons for COVID-19](#)] will be utilized to determine risk and next steps.

The school will immediately separate staff and children with COVID-19 symptoms, such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are.

Staff or children will be placed in the designated isolation area and the school nurse will be contacted.

Parents will be contacted to pick up their children and staff members will be sent home.

As a reminder, any student or staff member sent home due to a fever will not be allowed back into school until one of the following occurs:

1. Receives a negative COVID-19 test and is fever-free for 24 hours without medication;
2. Must be fever-free for 24 hours without medication, have no other symptoms and have no known exposure to COVID-19; or
3. If exposed to COVID-19, must be fever-free for 5 days with no use of medication and have no other symptoms.

Contact Tracing in Combination with Isolation and Quarantine

The District will continue to work side-by-side with our local and state health officials on students and staff who test positive for the virus. We have cameras in most of our classrooms. So it is a fairly simple process to provide our liaison at the Carter County Health Department with video so she can determine who needs to be quarantined. Working together, our health department and our school nurses maintain a record for contact tracing. [\[See Attachment #6 – Isolation & Quarantine Guidance\]](#)

Efforts to Provide Vaccinations to School Communities

The Carter County Health Department continues to work with our school district to provide vaccination opportunities for students and staff. They will offer the COVID vaccine or boosters during this year's athletic physicals for students in grades 7-12 with parent permission. It is also anticipated they will bring the mobile immunization trailer to our campus leading up to the start of the new school year for school immunizations, authorized COVID student vaccinations and for any parents or staff who would like to get the COVID vaccine or boosters.

The Carter County Health Department has been a wonderful resource and will continue to provide opportunities for our staff, students and parents to receive the vaccine and boosters. The community frequently and quickly coordinates with District leadership to mitigate the spread of the virus.

Parents in the Building

Parents and family members with pick up rights who need to sign their children out early will need to report to the school office. We would prefer parents call the school prior to coming to check out their children. Special arrangements will be made for in-building performances and events.

Visitors

For the safety and health of our students, [visitors will be restricted](#). Only pre-approved visitors will be allowed access to the hallways or the school building.

Maintaining Healthy Facilities

Cleaning and maintaining healthy facilities, including improving ventilation

Ardmore Schools uses EPA recommended cleaning products and CDC recommended disinfection procedures. Increased cleaning and disinfecting measures have been implemented for all areas of the school to include restrooms, classrooms, buses and cafeterias. The district plans to use federal funds to replace some air conditioners in the district and provide new units to circulate clean air into the buildings.

Handwashing & Respiratory Etiquette

Elementary students are taken to the washing stations on a regular basis through the school day by teachers to properly sanitize their hands and their face. The teachers observe each student as they go through the washing process. Secondary schools have a different approach, their nurses and teachers emphasize the use of hand washing as one strategy to limit the spread of all diseases. Hand sanitizers are also placed throughout the

secondary facilities for staff and students to utilize. Secondly, they are also educated and urged to cover up when they sneeze or cough. They are told to never use the bare hands for cover.

Modifying Facilities to Allow for Physical Distancing

Our facilities have been modified to allow students and teachers to enjoy distancing when appropriate in the classroom.

Other Services & Departments

Athletics & Extracurricular Programs at the Secondary Level

Ardmore Schools will follow the guidance of the OSSAA along with local and state health officials while supporting our students in their athletic and activity programs. These programs will be available as allowed by our current status with COVID-19. These programs will also be available for our virtual learners.

Child Nutrition

We will continue to provide child nutrition services for our onsite students. Social distancing has been implemented in all site cafeterias when and where possible. Each site will determine protocols for:

1. Limiting the number of students in the cafeteria as schedules allow
2. Students eating in classrooms, large classrooms or gyms or in open air areas.

Should the district have to close due COVID-19, the district will provide grab and go meals.

Students with Special Needs

Individualized Education Plans (IEPs) 504 Plans, and English Language Academic Plans will be followed with the assistance of site principals. District-related service providers for speech, occupational therapy and physical therapy will be in contact with students and parents to arrange for continued services within the constraints of this public health crisis. Protective aprons and gloves will be provided to all teachers who teach in self-contained classrooms.

IEP and 504 meetings will be held in person unless a request is made for a phone or video conference. All IEP/504 team members are required to participate. For information about an IEP or 504 plan, contact the Director of Special Services, Lisa Moore at 580.221.3001 Ext 1552.

School Personnel

School personnel will be expected to observe social distancing rules to the extent possible. When/if the district or school site must close due to COVID-19, teachers will report to their buildings to implement the continuation of learning through our distance plan, unless health or state agency guidance is to the contrary.

Transportation Services

Due to the inability of the district to decrease the number of students riding the bus each day or offer extra routes, parents must ultimately decide whether they wish to take the risk of exposure to ride the bus.

To protect drivers and students while riding the bus, we will:

- Increase ventilation on buses by lowering windows when the weather allows
- Clean and disinfect buses between routes and at the conclusion of each school day

Conclusion

As we prepare for our third full school year under restrictions, we ask for your continued support as we make decisions for our staff and students. When you have concerns about anything at your child's school, please contact your principal and give them the opportunity to assist you.

All communication with parents and the community will be delivered through the district's all call system, Facebook or the district's website [www.ardmoreschools.org.] Direct communication with site principals and teachers through the school's email system will be used on a regular basis. Phone numbers and email addresses of all school staff are located on each school site's page on the website.

Attachments

- 1. Symptoms Checklist, Centers for Disease Control (CDC)**
- 1A. Don't Feel Well? Stay Home When Sick, CDC**
- 2. How to Talk to Close Contacts, CDC**
- 3. Daily Health Self-Assessment**
- 4. Assessing Persons for COVID-19, Oklahoma State Dept of Health (OSDH)**
- 5. Recommendations for COVID-19 Close Contact, CDC**
- 6. Isolation & Quarantine Guidance, OSDH & CDC**

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2–14 days after you are exposed to the virus that causes COVID-19.

Seek medical care immediately if someone has Emergency Warning Signs of COVID-19

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone

This list is not all possible symptoms. Please call your healthcare provider for any other symptoms that are severe or concerning to you.



Centers for Disease
Control and Prevention
National Center for Emerging and
Zoonotic Infectious Diseases

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

DON'T FEEL WELL? STAY HOME WHEN YOU ARE SICK

*Tell your mom, dad, or caregiver before
you come to school. Tell your teacher or
an adult if you become sick at school*



cough



Shortness of breath
or problem breathing



chills



sore throat



loss of taste
or smell



muscle pain

OTHER SYMPTOMS INCLUDE:

*fever, runny nose, diarrhea, feeling nauseous
or vomiting, feeling tired, headache,
and poor appetite*



cdc.gov/coronavirus

How To Talk To Your Close Contacts

What To Do If You Have COVID-19

Slow The Spread Of COVID-19

People diagnosed with COVID-19 can still spread the virus even if they don't have any [symptoms](#).

If You Have COVID-19



Stay Home. [Don't leave your home](#) except to get medical care if needed. Avoid being around others for at least 10 days since symptoms first appeared. This includes 24 hours with no fever, without use of fever-reducing medication, and without [other symptoms](#) of COVID-19. For those without symptoms, stay home for at least 10 days after your positive specimen collection date.



Protect Those In Your Household by wearing a [mask](#), staying at least 6 feet away from others in your household, washing your hands often with soap and water for at least 20 seconds, not sharing personal household items (for example, cups, plates), cleaning and disinfecting high-touch surfaces in shared spaces, and [improving ventilation](#) in your home. See suggestions for those living in [close quarters](#) and [shared housing](#).



Notify Close Contacts and let them know you have COVID-19 so that they can [quarantine](#) at home and get [tested](#). You are still considered a close contact even if you were [wearing a mask](#) while you were around someone with COVID-19.

For COVID-19, a [close contact](#) is anyone who you were within 6 feet for a combined total of 15 minutes or more over a 24-hour period.

An infected person can [transmit](#) SARS-CoV-2, the virus that causes COVID-19, starting 48 hours (2 days) before they have symptoms or their positive specimen collection date. Please note people who are infected but do not show symptoms (asymptomatic) and those who do not yet have symptoms (pre-symptomatic) can spread the virus to others. People who have been in close contact with someone who has COVID-19 should [quarantine](#). People with recent exposure to COVID-19 who have been [fully vaccinated](#) may not be required to [quarantine](#). People who were [previously diagnosed with COVID-19](#) within the last three months may not be required to [quarantine](#).



cdc.gov/coronavirus

Who Are Your Close Contacts?

People you have been around during the two-day period prior to the start of your symptoms (or if you are asymptomatic, two days before your positive COVID-19 specimen collection date), through to the time you start isolation, are at greatest risk of infection and should be prioritized for notification.

Make A List Of Close Contacts To Notify. Think About:

- Who lives with you?
- Have you gone to work or school?
- Have you gotten together with others (eaten out at a restaurant, gone out for drinks, exercised with others or gone to a gym, had friends or family over to your house, volunteered, gone to a party, pool, or park)?
- Have you gone to a store in person (for example, the grocery store, mall)?
- Have you gone to in-person appointments (for example, the salon, barber, doctor's or dentist's office)?
- Have you ridden in a car with others (for example, Uber or Lyft) or taken public transportation?
- Have you been inside a church, synagogue, mosque or other places of worship?



Notify People You Have Been Around That They May Have Been Exposed To COVID-19

By letting your [close contacts](#) know they may have been exposed to COVID-19, you are helping to protect them and others within your community. You can call, text, or email your contacts. If you would like to stay anonymous, there is also an online tool that allows you to tell your contacts by sending out emails or text notifications anonymously (www.tellyourcontacts.org).

An Example Of What To Say To Your Contacts:

"Hi. I need to talk to you about something important. Do you have a few minutes to talk privately? I was diagnosed with COVID-19 (or tested positive) on xxx date. We spent time together on xxx date, and I wanted to let you know, so that you can get tested, protect your family and others within and outside your household. CDC recommends that you [stay home](#), separate yourself from others for 14 days except to get medical care, get tested for COVID-19, and continue to monitor your health for [symptoms of COVID-19](#)."



Daily Health Self-Assessment Ardmore City Schools

Due to the highly infectious nature of COVID-19, Ardmore Schools' students and employees should complete a daily health self-assessment before arriving on campus for class or work. This self-assessment should not take the place of talking with your healthcare provider to diagnose or treat conditions. This assessment is based on guidance provided by the Centers for Disease Control and Prevention [CDC].

Exposure

Have you been within six feet or had direct contact with a lab-confirmed or suspected case of COVID-19 in the past 14 days:

- ☐ Yes
- ☐ No

If you answered "YES, DO NOT COME TO CAMPUS. Employees should call your supervisor.

Symptoms

Do you have any of these symptoms?

- ☐ Fever [Please check your temperature daily before coming to campus. Temp should be less than 100 degrees F/38 degrees C.
- ☐ New cough
- ☐ New shortness of breath or difficulty breathing
- ☐ New chills
- ☐ New muscle aches
- ☐ Sore throat
- ☐ Headache
- ☐ Diarrhea
- ☐ New loss of taste or smell

If you have any of these symptoms, speak to your health care professional and employees must call their supervisor. Stay at home and DO NOT COME TO CAMPUS until at least 72 hours after you are free of fever and symptoms of respiratory infection (not allergies or asthma), without the use of fever-reducing medications. This applies regardless of whether you have been tested for COVID-19.

Severe Symptoms

If you have any of the severe symptoms, **CALL 911 & DO NOT COME TO CAMPUS.** Are you struggling to breath or fighting for breath even while inactive or when resting?

- ☐ Yes
- ☐ No

Do you feel as though you might collapse every time you stand or sit up?

- ☐ Yes
- ☐ No

Please Note: If you are in an emergency medical situation, call 911 or your local emergency number. Employees should not discuss personal medical history with supervisors. Calls to supervisors are to notify them that the employee will be out sick.



Assessing Symptomatic Persons for COVID-19

Checking students and staff for COVID-19 symptoms can pose challenges given the similarities between certain COVID-19 symptoms and seasonal allergies; challenges with younger persons recognizing when they are sick due to mild symptoms; and the fact that some persons may have COVID-19 and not have any symptoms at all.

OSDH has developed a symptom assessment tool to help determine when someone should be kept home or sent home from school and/or tested for COVID-19:

"A" Symptoms	"B" Symptoms
Fever ≥ 100.4 F	Nasal Congestion/Stuffy Nose
Sore Throat	Runny Nose
Cough	Muscle/Body Aches
Difficulty Breathing	Fatigue
Diarrhea or Vomiting	Chills
New Loss of Taste or Smell	Nausea
	Loss of Appetite
	Elevated Temperature < 100.4 F
	New Onset of Severe Headache
Recommend testing when:	
Person has 1 "A" Symptom OR	
Person has 3 "B" Symptoms	

Source: CDC's Operational Strategy for K-12 Schools through Phased Prevention
[Guidance for K-12 Schools \[CDC.gov\]](https://www.cdc.gov/schools/media/2020/s022020-001.html)

Recommendations for COVID-19 Close Contacts

Have you been in close contact with someone who has COVID-19? You were a close contact if you were less than 6 feet away from someone with COVID-19 for a total of 15 minutes or more over a 24-hour period ([excluding K-12 settings](#)).

Here's What To Do:



Protect Others

Take these steps to keep others safe.



To calculate the recommended time frames, **day 0** is the date you last had close contact to someone with COVID-19.



If you can't wear a mask, **stay home** (quarantine) and away from other people, and do not travel for **10 days**.



Quarantine if you are not up to date with COVID-19 vaccines or didn't have COVID-19 in the past 90 days. Stay home and away from other people for at least **5 days**. If you are up to date or had COVID-19 in the past 90 days you do not have to quarantine.



Avoid travel through **day 10**.



Wear a mask around other people for **10 days**.



Watch for symptoms of COVID-19 for **10 days**.

Up to date means a person has received all recommended COVID-19 vaccines, including any booster dose(s) when eligible.



Get Tested

Get a COVID-19 test on or after **day 5** or if you have **symptoms**.

People who had COVID-19 in the past 90 days should only get tested if they develop symptoms.



You tested **negative**. You can leave your home.



Keep **wearing a mask** in public and when traveling through **day 10**.



You tested **positive** or have **symptoms**.



Isolate away from other people. Stay home for at least **5 days** and follow steps for [isolation](#).



Do not travel for **10 days**.

If you are unable to get tested, you can leave your home after **day 5** if you have not had symptoms. Keep wearing a mask in public and avoid travel through **day 10**.



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Please refer to [COVID-19 Quarantine and Isolation](#) for guidance on quarantine in healthcare settings and high risk congregate settings (such as correctional and detention facilities, homeless shelters, or cruise ships).

COVID-19 Isolation & Quarantine Guidance for General Public



OKLAHOMA
State Department
of Health

This guidance is subject to change as more information becomes available.

Refer to [CDC Recommendations](#)

Find an isolation and quarantine calculator [here](#).

If you test positive for COVID-19, regardless of vaccination status - Isolate

If you have COVID-19 symptoms, stay home until:

- 5 days have passed since symptoms first appeared, **AND**
- Symptoms are improving, **AND**
- If fever is present, continue to stay home until 24 hours have passed since fever has resolved without the use of fever-reducing medications.

If you never have COVID-19 symptoms, stay home until:

- 5 days have passed since the date your COVID-19 test was collected, **AND**
- No COVID-19 symptoms have developed since you were tested.

If symptoms develop, it is recommended you follow the criteria for someone with COVID-19 symptoms.

Once you have met the above criteria, you are considered released from isolation and can resume normal activities, but it is recommended you wear a **well-fitting mask** for an additional 5 days when around other people.

Wearing a mask is very important for this updated isolation guidance to prevent spread in the community. We recommend individuals who are unable to wear a mask to isolate for 10 days or avoid situations that make it a challenge to wear a mask (e.g., gym, restaurants, lunch with co-workers, etc.).

Travel Recommendations

Do not travel during your 5-day isolation period. After you end isolation, avoid travel for an additional 5 days. If you must travel during the 5 days after ending isolation, wear a well-fitting mask when you are around others for the entire duration of travel. If you are unable to wear a mask during the 5 days after ending isolation, you should not travel.

K – 12 School Settings and Institutes of Higher Education

These recommendations do apply to K-12 school settings and institutes of higher education. The ability to wear a well-fitting mask for the 5 days after ending isolation is a very important part of these recommendations and preventing spread of COVID-19 in the setting. We recommend for individuals who are unable to wear a mask to isolate for 10 days or be exempt from the situations that prevent mask wearing (e.g., sports, choir, band, etc.). We recognize there are situations in which masks may not be worn: sports, choir, band, special needs classrooms, lunch time, and snack/break time. During these times it would be recommended to use other mitigation measures such as social distancing.

Severe COVID-19 and Weakened Immune Systems

These recommendations **do not** apply to people who are severely ill with COVID-19 or those with weakened immune systems. Isolation of at least 10 and up to 20 days is still recommended for these individuals. Consult with your healthcare provider about when it's safe to resume normal activities.

High-risk Congregate Settings

These recommendations also do not apply to certain high-risk congregate settings. See full recommendations for high-risk congregate settings [here](#).

Child Care Settings

Recommendations for child care settings can be found [here](#).

If you were exposed to someone with COVID-19 - Quarantine

If you have been in close contact with someone diagnosed with COVID-19 and are not having any symptoms, it is recommended you choose one of the following actions based on your vaccination or previous infection status.

If you:

Are 18 years of age or older and received all recommended primary vaccine doses and a booster shot

OR

Are 18 years of age or older and received all recommended primary vaccine doses but are **not eligible** for a booster shot

OR

Are ages 5 to 17 and received all recommended primary vaccine doses

OR

Were lab positive for COVID-19 within the last 90 days

It is recommended you:

- Wear a well-fitting mask around others for 10 days from your last date of exposure.
- Test on day 5 from your exposure, if possible.

If you develop symptoms, get tested and stay home.

OR

If you:

Are 18 years of age or older and received the recommended primary vaccine doses but have **not received** a recommended booster shot when eligible

OR

Have **not completed** all recommended primary vaccine doses

OR

Are unvaccinated

It is recommended you:

- Stay home for 5 days from your last date of exposure. After that, wear a well-fitting mask around others for 5 additional days.
- If you can't quarantine, it is recommended you wear a well-fitting mask, around others for 10 days from your last date of exposure.
- Test on day 5 from your exposure, if possible.

If you develop symptoms, get tested and stay home.

Calculating your Isolation or Quarantine start and end date:

- Isolation: Day your symptoms started, if ever symptomatic (day zero)
- Isolation: Day you tested, if never symptomatic (day zero)
- Quarantine: Last day of exposure (day zero)

[OSDH Isolation & Quarantine Calculator](#)

Recommendations for People with COVID-19

- Have you tested positive for COVID-19 or have mild symptoms and are waiting for test results?

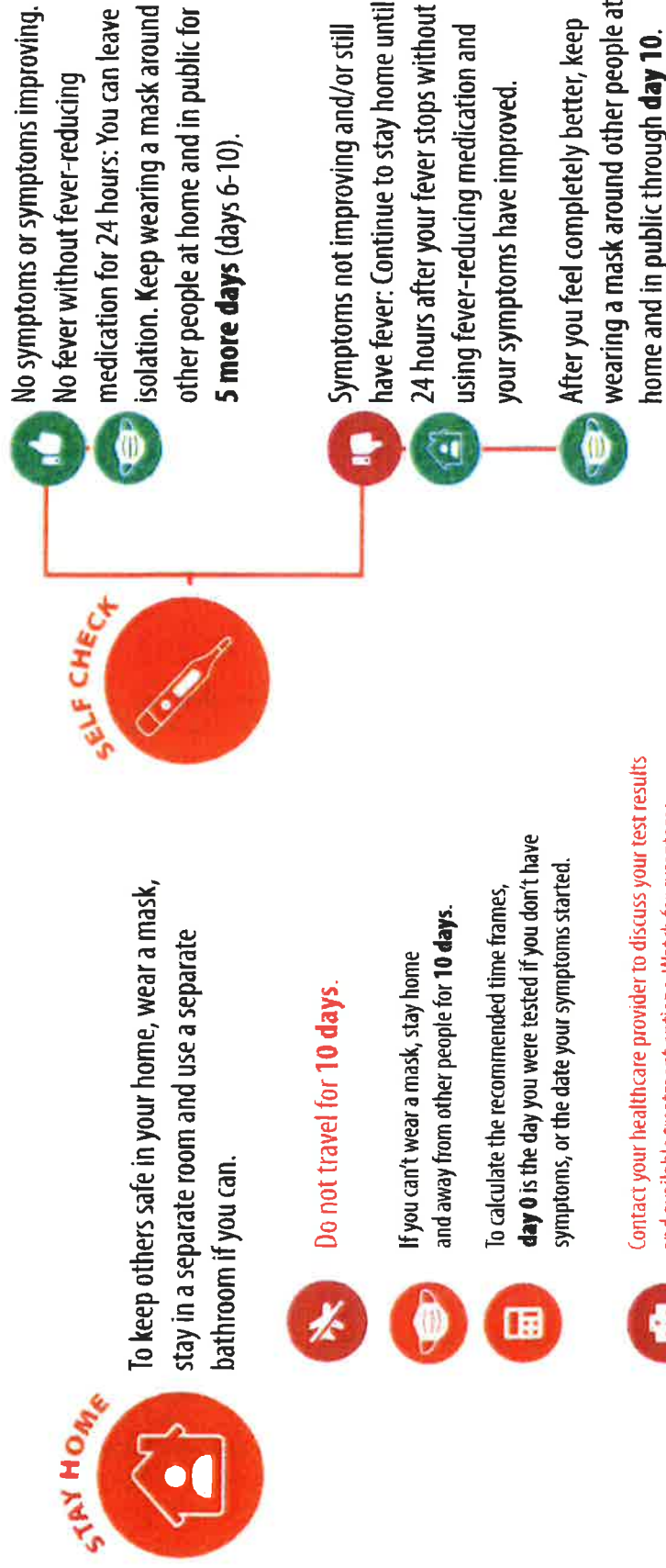
Here's What To Do:

Isolate. Stay at home for at least 5 days.*



Day 6: Do a self-check. How are you feeling?

You could have loss of taste or smell for weeks or months after you feel better. These symptoms should not delay the end of isolation.



Do not travel for 10 days.

If you can't wear a mask, stay home and away from other people for **10 days**.

To calculate the recommended time frames, **day 0** is the day you were tested if you don't have symptoms, or the date your symptoms started.

Contact your healthcare provider to discuss your test results and available treatment options. Watch for symptoms, especially fever. If you have an **emergency warning sign**, such as trouble breathing or persistent chest pain or pressure, seek emergency medical care immediately.



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Control and Prevention

*If you are **moderately or severely ill** (including being hospitalized or requiring intensive care or ventilation support) or **immunocompromised**, please talk to your healthcare provider about when you can **end isolation**. Please refer to **COVID-19 Quarantine and Isolation** for guidance on isolation in healthcare settings and high risk congregate settings (such as correctional and detention facilities, homeless shelters, or cruise ships).

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Ardmore City Schools

Distance Learning Plan for the 2023-2024 School Year

The following information constitutes the Ardmore City Schools' [ACS] Distance Learning Plan for the 2023-2024 school year. The academic school year begins on August 16, 2023 and concludes on May 22, 2024.

Full-Time Virtual School Guidelines

Admission requirements

Students who were in good academic standing at the end of the 2022-2023 school year may apply for acceptance into the ACS Virtual program. The following criteria defines good academic standing:

For high school students

- At the end of the 2022-2023 school year, they must have had no credit deficiencies, having passed all classes during the regular school year.
- At the end of 2022-2023 school year, they must have turned in all borrowed school devices and fulfilled any outstanding obligations.

For middle school students

- At the end of the 2022-2023 school year, they must have passed all classes during the regular school year.
- At the end of 2022-2023 school year, they must have turned in all borrowed school devices and fulfilled any outstanding obligations.

For elementary school students (1st thru 5th grades)

- At the end of the 2022-2023 school year, they must have passed all classes during the regular school year.
- At the end of the 2022-2023 school year, they must have turned in all borrowed school devices and fulfilled any outstanding obligations.

All applications must have a current and active parent email account for virtual notifications.

Applications that are submitted by 4pm on August 4 will be reviewed before Aug 11th and notification to the parent will be made by August 11th using the parent email account. All official notifications will be sent to both the students' school account and the parents email account.

Academic Specifics

Elementary School |Grades 1-5|

Virtual students must maintain good academic standing to remain in the virtual program. This means that the virtual student must maintain minimum attendance and progress requirements as determined by the virtual principal. Attendance requirements include daily participation in the SeeSaw and Google Classroom activities as directed by your teacher and attending the Weekly face to face session. Minimum progress includes completing assignments by the expected deadline date. Parents will be expected to support their student in meeting these minimum requirements.

Ardmore Elementary virtual school for 1st and 2nd grades will be delivered using the platform SeeSaw and Google Classroom. The lessons will be taped-delayed and posted in the classroom stream. At the teacher's request, the student will be expected to join the class virtually on occasion for live instruction and support. The posted assignments must be completed by the deadline dates. Students may request support during school hours or as assigned by the

instructor. The student will be expected to come to the Virtual School location weekly for hands-on activities and assessments.

Ardmore elementary virtual school for 3rd through 5th grades will be delivered using the platform Google Classroom. The lessons will be taped-delayed and posted in the classroom stream. At the teacher's request, the student will be expected to join the class virtually on occasion for live instruction and support. The posted assignments must be completed by the deadline dates. Students may request support during school hours or as assigned by the instructor. The student will be expected to come to the Virtual School location weekly for hands-on activities and assessments.

Ardmore High School & Ardmore Middle School

Virtual students must maintain good academic standing to remain in the virtual program. This means that the virtual student must maintain passing grades in **every class** they are assigned.

Ardmore secondary virtual school will be delivered using two primary platforms Google Classroom and Edmentum. Classes that are offered using Google classroom will be on pace with an actual face to face class. The lessons will be taped-delayed and posted in the classroom stream. At the teacher's request, the student will be expected to join the class virtually on occasion for live instruction and support. The posted assignments must be completed by the deadline dates. Students may request support during school hours or as assigned by the instructor.

Virtual students will be expected to come to the main campus for testing on specific dates throughout the semester.

Classes that are offered using Edmentum will be paced by the student with a minimum weekly progress determined by the virtual principal. The lessons will consist of a video presentation and/or reading content and followed by exercises and an assessment. In order for the student to remain in good academic standing, they must maintain a passing "current" grade and progress through the course at the minimum level set by the virtual principal.

Performing Fine Arts and Athletics will be available to virtual students, however, they must physically participate in class. There will be no virtual instruction for these classes. All other elective classes will be offered through Edmentum and students will be expected to maintain good academic standing as explained above.

Advanced Placement classes will not be offered through our virtual school. Students who require advanced placement classes will need to attend the traditional school.

Students, who do not maintain good academic standing in **all classes**, will be dropped from the virtual program.

Application for Full-Time Virtual Learning
Ardmore City Schools

Student Name	Grade for 2023-24	School

Parent/Guardian Contact Name: _____

Phone: _____

Email: _____

I understand & agree to the following guidelines which are required to attend school for the 2023-2024 school year in the district's full-time virtual academy:

- If your student failed any class during the 2022-2023 school year, they are not eligible to participate in the full-time virtual academy for 2023-2024.
- Your student must have good attendance and has to show academic progress each week to remain eligible to attend the virtual academy.
- Your student must meet and maintain all virtual requirements or they will be dropped from the program and must return to in person learning.
- MS and HS virtual students will be expected to come to the main campus for testing on specific dates. Elementary virtual students will be required to come to the campus weekly.
- MS and HS Performing Fine Arts and Athletics will be available to virtual students; however, they must physically participate in class. There will be no virtual instruction for these classes. All other elective classes will be offered through Edmentum. Advanced Placement classes will not be offered through the virtual academy.
- Parents and students must understand and agree that the placement at the virtual academy is a full semester commitment, unless the district receives a note from a medical doctor stating why your student cannot continue with virtual school.
- Students will be required to use a school device and purchase the protection plan (\$20). All prior year fees or charges assessed due to mishandling of school devices must be cleared before the application will be approved.
- Parent/student must understand that this application does not guarantee acceptance into the virtual academy.

Parent/Guardian Name: _____ Signature: _____

Date of Application: _____ Student Signature: _____

SUBMIT APPLICATION TO MR. KELLY CARRELL AT ARDMORE HIGH SCHOOL

For Office Use Only

_____ Approved for Full-Time Virtual

_____ Denied for Full-Time Virtual

Approval Authority

_____ Has Parent Completed the ACS Virtual Learning Agreement?

_____ Has Parent Been Given Protection Plan Information?

Ardmore City Schools (Grades 1-12)
Student Technology Protection Plan

As part of the Ardmore City Schools Technology Plan for 2023-2024, students will be assigned a technology device(s) for school use which may include:

- PK – Grade 2: iPads, charger, and protective carrying case.
- Grades 3 – 12: Chromebook and charger

The Ardmore City Schools District Student Technology Plan has been established to give parents the option to purchase protection covering the repair or replacement cost of the technology device. The cost of the protection plan for the 2023-2024 school year is \$20.00 per technology device. **Families are encouraged but not required to participate in this voluntary plan. If you plan to participate in the plan you must complete this form and return to your school site with payment by Friday, September 5, 2023.**

Protection Plan Coverage is as follows:

- The first claim of accidental damage: 100% coverage
- The second claim of accidental damage: \$30 charge for repair.
- The third claim of accidental damage: \$60 charge for repair.
- For a machine that is stolen there will be a \$100 charge for a replacement. The student's parent will be required to file a police report to process the claim.

All Claims will be filed with site building administration.

If not participating in the protection plan, the cost to replace lost or stolen equipment is found below.

- | | |
|--------------------------|-------|
| ● Chromebook | \$225 |
| ● Computer Bags | \$ 25 |
| ● Power Cords | \$ 20 |
| ● IPADS | \$400 |
| ● Hotspot [if available] | \$ 80 |

According to the Technology Responsible Use Agreement, parents/guardians who do not participate in the Student Technology Plan are responsible for the full cost of any damage or loss (including theft).

_____ I am choosing NOT to purchase the Student Technology Protection Plan. I understand that I will be unable to purchase the protection plan after the designated date in September and I am responsible for full cost of replacement and/or repairs.

_____ Yes, I would like to purchase the Student Technology Protection Plan for \$20.00.

Student Name: _____

Date: _____

School of Record: _____

Print Parent/Guardian Name: _____

Signature of Parent/Guardian: _____

Ardmore City Schools (K-12) Device Checkout Contract

As a parent of Ardmore City Schools (ACS) and a user of their local and shared computer system, I understand and agree to abide by the terms of the following Information Technology Acceptable Use Agreement. These terms govern my access to and use of technology devices provided by ACS. I will have access to systems which will allow me to perform student responsibilities as an Ardmore City Schools parent through distance learning. I will not knowingly permit use of my logon identification, password, workstation identification, user identification, file protection keys or production read/write keys, digital certificates, or 2-factor authentication mechanisms for any purpose other than what is required to perform authorized district use functions. I will not allow others to use or misuse the technology device as it was loaned out to my child and me as a parent. Computer software, databases, and electronic documents are protected by copyright law. I agree the use of ACS technology device will be to:

- Access student programs for student use.
- Monitor use of device by my child
- Communicate with teachers and staff as necessary through the device
- Adhere to district policies of accessing appropriate programs
- Care for the loaned device

The ACS technology device does not have any damage or condition impairing its function. I am responsible for the following ACS technology device:

- Chromebook Name: _____ Serial #: _____
- iPad Serial #: _____

I understand it is my responsibility, and a condition as a parent of ACS to sign and abide by this agreement.

Parent Name [printed]

Parent Signature

Site

Date checked out

Principal/Director Signature

RETURNING EQUIPMENT

_____, I, _____, verify the ACS technology device is being returned with no damage or changed condition which would hinder its continued use.

_____, I, _____, am returning ACS technology device with damage or conditions in which need repairing. I will be held accountable for those repairs or replacement.

Parent Name [signature]

Date Returned

Principal/Director Signature