



Every Student Matters, Every Moment Counts

Morton School District #214
Home of the Timberwolves!
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Morton Jr/Sr High School
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Public Service Announcement
Re-Opening of MSD

This is the re-opening for Morton School District facilities and operation plans. The four phases coincide with the four phases as defined by the Governor’s office in relation to the COVID-19 pandemic. This document is a ‘living’ document and is subject to frequent changes as more information becomes available, availability of resources, and several other factors that may arise.

	Phase 1	Phase 2	Phase 3	Phase 4
Facilities Access	<ul style="list-style-type: none"> <input type="checkbox"/> Modified business hours <input type="checkbox"/> Facilities closed to the public <input type="checkbox"/> Essential employees only <input type="checkbox"/> Access for food pick-up, childcare, and student work pick-up 	<ul style="list-style-type: none"> <input type="checkbox"/> Modified business hours <input type="checkbox"/> Facilities closed to the public for walk-ins <input type="checkbox"/> Essential employees only <input type="checkbox"/> Access for food pick-up, childcare, and student work pick-up <input type="checkbox"/> Scheduled appointments allowed that follow the group size of this phase 	<ul style="list-style-type: none"> <input type="checkbox"/> Regular business hours <input type="checkbox"/> Facilities closed to the public for walk-ins <input type="checkbox"/> Essential employees only <input type="checkbox"/> Access for food pick-up, childcare, and student work pick-up <input type="checkbox"/> Scheduled appointments allowed that follow the group size of this phase 	<ul style="list-style-type: none"> <input type="checkbox"/> Regular business hours <input type="checkbox"/> Essential employees only <input type="checkbox"/> Access for food pick-up, childcare, and student work pick-up <input type="checkbox"/> Scheduled appointments allowed that follow the group size of this phase
Group Sizes	<ul style="list-style-type: none"> <input type="checkbox"/> No group or in-person meetings allowed 	<ul style="list-style-type: none"> <input type="checkbox"/> Meetings limited to 5 people or less <input type="checkbox"/> Must maintain social distancing of six (6) feet apart 	<ul style="list-style-type: none"> <input type="checkbox"/> Meetings limited to the lesser of 50 people <input type="checkbox"/> Must maintain social distancing of six (6) feet apart 	<ul style="list-style-type: none"> <input type="checkbox"/> In-person meetings allowed to full room capacity <input type="checkbox"/> Must maintain social distancing of six (6) feet apart

The Morton School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: Title IX Coordinator/ADA Coordinator/Civil Rights Compliance Coordinator and Superintendent John Hannah, 152 Westlake Avenue, Morton, WA, 98356, 360-496-5300, jhannah@morton.k12.wa.us, or Section 504 Coordinator Becky Brooks, 152 Westlake Avenue, Morton, WA, 98356, 360-496-5137, bbrooks@morton.k12.wa.us.

	Phase 1	Phase 2	Phase 3	Phase 4
Common Spaces	<ul style="list-style-type: none"> <input type="checkbox"/> Reception - Closed <input type="checkbox"/> Workrooms - Limited to one essential staff member at a time <input type="checkbox"/> Breakrooms - Limited to one essential staff member at a time <input type="checkbox"/> Restrooms - Maintain group size of this phase 	<ul style="list-style-type: none"> <input type="checkbox"/> Reception - Closed <input type="checkbox"/> Workrooms - Maintain group size of this phase <input type="checkbox"/> Breakrooms - Maintain group size of this phase <input type="checkbox"/> Restrooms - Maintain group size of this phase 	<ul style="list-style-type: none"> <input type="checkbox"/> Reception - By appointment and maintain social distancing <input type="checkbox"/> Workrooms - Maintain group size of this phase <input type="checkbox"/> Breakrooms - Maintain group size of this phase <input type="checkbox"/> Restrooms - Maintain group size of this phase 	<ul style="list-style-type: none"> <input type="checkbox"/> Reception - Open and maintain social distancing <input type="checkbox"/> Workrooms - Maintain group size of this phase <input type="checkbox"/> Breakrooms - Maintain group size of this phase <input type="checkbox"/> Restrooms - Maintain group size of this phase
Personal Work Spaces	<ul style="list-style-type: none"> <input type="checkbox"/> Daily sanitize after use by each employee <input type="checkbox"/> Single-use workspaces only <input type="checkbox"/> Social distancing to be maintained 	<ul style="list-style-type: none"> <input type="checkbox"/> Daily sanitize after use by each employee <input type="checkbox"/> Single-use workspaces only <input type="checkbox"/> Social distancing to be maintained 	<ul style="list-style-type: none"> <input type="checkbox"/> Daily sanitize after use by each employee <input type="checkbox"/> Shared workspaces allowed <input type="checkbox"/> Social distancing to be maintained 	<ul style="list-style-type: none"> <input type="checkbox"/> Sanitization is done by the custodial crew <input type="checkbox"/> Shared workspaces allowed <input type="checkbox"/> Social distancing to be maintained
Work Assignments	<ul style="list-style-type: none"> <input type="checkbox"/> Telework expected of all staff <input type="checkbox"/> Exception, staff working in food service, childcare, student work service, and transportation <input type="checkbox"/> Building administrators and secretaries work rotating schedule <input type="checkbox"/> Maintenance and custodial staff work on-site 	<ul style="list-style-type: none"> <input type="checkbox"/> Telework expected of all staff <input type="checkbox"/> Exception, staff working in food service, childcare, student work service, and transportation <input type="checkbox"/> Building administrators and secretaries work rotating schedule <input type="checkbox"/> Maintenance and custodial staff work on-site 	<ul style="list-style-type: none"> <input type="checkbox"/> Telework is allowed and encouraged for staff with administrator approval <input type="checkbox"/> Exception, staff working in food service, childcare, student work service, and transportation <input type="checkbox"/> Building administrators and secretaries work rotating schedule <input type="checkbox"/> Maintenance and custodial staff work on-site 	<ul style="list-style-type: none"> <input type="checkbox"/> Staff work on-site

	Phase 1	Phase 2	Phase 3	Phase 4
General Health Guidance	<ul style="list-style-type: none"> <input type="checkbox"/> Social distancing while on-site <input type="checkbox"/> Follow sanitization schedule for this phase in personal workspace description <input type="checkbox"/> Regular handwashing <input type="checkbox"/> Screening protocol of staff upon arrival (DOH) <input type="checkbox"/> No staff admittance with any symptoms present 	<ul style="list-style-type: none"> <input type="checkbox"/> Social distancing while on-site <input type="checkbox"/> Follow sanitization schedule for this phase in personal workspace description <input type="checkbox"/> Regular handwashing <input type="checkbox"/> Screening protocol of staff upon arrival (DOH) <input type="checkbox"/> No staff admittance with any symptoms present 	<ul style="list-style-type: none"> <input type="checkbox"/> Social distancing while on-site <input type="checkbox"/> Follow sanitization schedule for this phase in personal workspace description <input type="checkbox"/> Regular handwashing <input type="checkbox"/> Screening protocol of staff upon arrival (DOH) <input type="checkbox"/> No staff admittance with any symptoms present 	<ul style="list-style-type: none"> <input type="checkbox"/> Social distancing while on-site <input type="checkbox"/> Regular handwashing <input type="checkbox"/> Follow sanitization schedule for this phase in personal workspace description <input type="checkbox"/> Screening protocol of staff upon arrival (DOH) <input type="checkbox"/> No staff admittance with any symptoms
PPE	<ul style="list-style-type: none"> <input type="checkbox"/> Must follow OSPI, DOH, L&I and Lewis County Public Health Officer guidance and regulations <input type="checkbox"/> Masks required for instances where social distancing cannot be maintained <input type="checkbox"/> Masks required in common areas <input type="checkbox"/> Gloves are optional <input type="checkbox"/> Eye protection is optional 	<ul style="list-style-type: none"> <input type="checkbox"/> Must follow OSPI, DOH, L&I and Lewis County Public Health Officer guidance and regulations <input type="checkbox"/> Masks required for instances where social distancing cannot be maintained <input type="checkbox"/> Masks required in common areas <input type="checkbox"/> Gloves are optional <input type="checkbox"/> Eye protection is optional 	<ul style="list-style-type: none"> <input type="checkbox"/> Must follow OSPI, DOH, L&I and Lewis County Public Health Officer guidance and regulations <input type="checkbox"/> Masks required for instances where social distancing cannot be maintained <input type="checkbox"/> Masks required in common areas <input type="checkbox"/> Gloves are optional <input type="checkbox"/> Eye protection is optional 	<ul style="list-style-type: none"> <input type="checkbox"/> Must follow OSPI, DOH, L&I and Lewis County Public Health Officer guidance and regulations <input type="checkbox"/> Masks required for instances where social distancing cannot be maintained <input type="checkbox"/> Masks required in common areas <input type="checkbox"/> Gloves are optional <input type="checkbox"/> Eye protection is optional
Staff Screening	<ul style="list-style-type: none"> <input type="checkbox"/> Supervisors and district office staff will self-screen <input type="checkbox"/> On-site and assigned staff will report to identified screening locations <input type="checkbox"/> Essential employees working alone in personal workspaces will self-screen <input type="checkbox"/> 	<ul style="list-style-type: none"> <input type="checkbox"/> Supervisors and district office staff will self-screen <input type="checkbox"/> On-site and assigned staff will report to identified screening locations <input type="checkbox"/> Essential employees working alone in personal workspaces will self-screen 	<ul style="list-style-type: none"> <input type="checkbox"/> Supervisors and district office staff will self-screen <input type="checkbox"/> All other staff will report to identified screening locations 	<ul style="list-style-type: none"> <input type="checkbox"/> Supervisors and district office staff will self-screen <input type="checkbox"/> All other staff will report to identified screening locations

	Phase 1	Phase 2	Phase 3	Phase 4
Use of Leave	<ul style="list-style-type: none"> <input type="checkbox"/> All leave as normal, or as provided by Washington State 	<ul style="list-style-type: none"> <input type="checkbox"/> All leave as normal, or as provided by Washington State 	<ul style="list-style-type: none"> <input type="checkbox"/> All leave as normal, or as provided by Washington State 	<ul style="list-style-type: none"> <input type="checkbox"/> All leave as normal, or as provided by Washington State
High-Risk Individuals, and those Caring for High-Risk Individuals	<ul style="list-style-type: none"> <input type="checkbox"/> Staff may be assigned to remote duties from home to accommodate health risks <input type="checkbox"/> Custodial, maintenance, and transportation staff may be required to wear PPE in order to perform their duties 	<ul style="list-style-type: none"> <input type="checkbox"/> Staff may be assigned to remote duties from home to accommodate health risks <input type="checkbox"/> Custodial, maintenance, and transportation staff may be required to wear PPE in order to perform their duties 	<ul style="list-style-type: none"> <input type="checkbox"/> Return to work with mask required <input type="checkbox"/> Additional PPE is optional <input type="checkbox"/> Maintain social distancing <input type="checkbox"/> Reassignment of duties if necessary 	<ul style="list-style-type: none"> <input type="checkbox"/> Return to work with all PPE optional <input type="checkbox"/> Additional PPE is optional <input type="checkbox"/> Maintain social distancing <input type="checkbox"/> Reassignment of duties if necessary
Travel	<ul style="list-style-type: none"> <input type="checkbox"/> No travel for business purposes without district approval <input type="checkbox"/> Regional travel only <input type="checkbox"/> No overnight stay allowed 	<ul style="list-style-type: none"> <input type="checkbox"/> No travel for business purposes without district approval <input type="checkbox"/> Regional travel only <input type="checkbox"/> No overnight stay allowed 	<ul style="list-style-type: none"> <input type="checkbox"/> Travel allowed for up to two employees traveling together <input type="checkbox"/> Regional travel only <input type="checkbox"/> No overnight stay allowed 	<ul style="list-style-type: none"> <input type="checkbox"/> Resume regular travel <input type="checkbox"/> No overnight stay
Professional Development	<ul style="list-style-type: none"> <input type="checkbox"/> Online only 	<ul style="list-style-type: none"> <input type="checkbox"/> Online only unless district approval provided <input type="checkbox"/> Must follow travel category guidance 	<ul style="list-style-type: none"> <input type="checkbox"/> Must follow travel category guidance 	<ul style="list-style-type: none"> <input type="checkbox"/> Must follow travel category guidance

	Phase 1	Phase 2	Phase 3	Phase 4
Student Transportation	<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> Student transportation allowed <input type="checkbox"/> Windows are to be open and/or cracked as feasible <input type="checkbox"/> Masks are required for students <input type="checkbox"/> Screening of students prior to boarding done	<input type="checkbox"/> Student transportation allowed <input type="checkbox"/> Windows are to be open and/or cracked as feasible <input type="checkbox"/> Masks are required for students <input type="checkbox"/> Screening of students prior to boarding done
Facility Use (Non-Instructional or Operational)	<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> Follow group size guidance <input type="checkbox"/> Must follow travel, transportation, PPE, Work Assignments, and General Health Guidelines of this phase <input type="checkbox"/> All groups must provide their own PPE and have it on hand during the use of facilities <input type="checkbox"/> Each group is to sanitize all high-touch areas upon exit after each use	<input type="checkbox"/> Follow group size guidance <input type="checkbox"/> Must follow travel, transportation, PPE, Work Assignments, and General Health Guidelines of this phase <input type="checkbox"/> All groups must provide their own PPE and have it on hand during the use of facilities <input type="checkbox"/> Each group is to sanitize all high-touch areas upon exit after each use
Face-to-Face Instruction	<input type="checkbox"/> This section will be updated as necessary according to guidance from OSPI <input type="checkbox"/> No face-to-face instruction for all students due to room size and 6' social distancing at Jr/Sr HS			
Campus/Modality	<input type="checkbox"/> Online learning following district online learning plan	<input type="checkbox"/> Online learning following district online learning plan	<input type="checkbox"/> Face-to-face instruction <input type="checkbox"/> ES Only	<input type="checkbox"/> Face-to-face instruction <input type="checkbox"/> ES Only

	Phase 1	Phase 2	Phase 3	Phase 4
Screening	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Students will be screened prior to boarding of bus <input type="checkbox"/> Walking, driving, or drop-off students will go through screening station at their respective campus <input type="checkbox"/> Will follow DOH protocol <input type="checkbox"/> Take temperature <input type="checkbox"/> Obtain answers to questions in the protocol	<input type="checkbox"/> Students will be screened prior to boarding of bus <input type="checkbox"/> Walking, driving, or drop-off students will go through screening station at their respective campus <input type="checkbox"/> Will follow DOH protocol <input type="checkbox"/> Take temperature <input type="checkbox"/> Obtain answers to questions in the protocol
Hand Hygiene	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Every room has hand sanitizer dispensers installed <input type="checkbox"/> Every exit door has hand sanitizer dispensers installed <input type="checkbox"/> Students, staff, and visitors will wash their hands upon entry to the building and each classroom	<input type="checkbox"/> Every room has hand sanitizer dispensers installed <input type="checkbox"/> Every exit door has hand sanitizer dispensers installed <input type="checkbox"/> Students, staff, and visitors will wash their hands upon entry to the building and each classroom

	Phase 1	Phase 2	Phase 3	Phase 4
Cleaning	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> K-3: Tables and chairs will be disinfected prior to lunch departure each day <input type="checkbox"/> 4-6: Tables and chairs will be disinfected between class rotations and prior to lunch each day <input type="checkbox"/> District: Materials that are commonly shared among students will be disinfected before other students may use them and prior to storage <input type="checkbox"/> Staff: Teachers will disinfect high-touch areas on the exit of the classroom each day	<input type="checkbox"/> K-3: Tables and chairs will be disinfected prior to lunch departure each day <input type="checkbox"/> 4-6: Tables and chairs will be disinfected between class rotations and prior to lunch each day <input type="checkbox"/> District: Materials that are commonly shared among students will be disinfected before other students may use them and prior to storage <input type="checkbox"/> Staff: Teachers will disinfect high-touch areas on the exit of the classroom each day
Physical Distancing	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Assigned seats are 6' from all other assigned seats	<input type="checkbox"/> Assigned seats are 6' from all other assigned seats
Face Covering	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Masks are to be worn at all times <input type="checkbox"/> Face shields are made available for students who have or exhibit needs for them, including all primary grades when requested	<input type="checkbox"/> Masks are to be worn at all times <input type="checkbox"/> Face shields are made available for students who have or exhibit needs for them, including all primary grades when requested
Cohort Grouping	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Elementary students will only eat lunch with only their classmates	<input type="checkbox"/> Elementary students will only eat lunch with only their classmates

	Phase 1	Phase 2	Phase 3	Phase 4
Hybrid Instruction	<input type="checkbox"/> Hybrid instruction will only occur, as needed in either Phase 3 or Phase 4.			
Campus/Modality	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Hybrid instruction <input type="checkbox"/> Jr/Sr HS only	<input type="checkbox"/> Hybrid instruction <input type="checkbox"/> Jr/Sr HS only
Jr/Sr HS Schedule	<input type="checkbox"/> Online Learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Schedule to be determined by early August	<input type="checkbox"/> Schedule to be determined by early August
Screening	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Students will be screened prior to boarding of bus <input type="checkbox"/> Walking, driving, or drop-off students will go through screening station at their respective campus <input type="checkbox"/> Will follow DOH protocol <input type="checkbox"/> Take temperature <input type="checkbox"/> Obtain answers to questions in the protocol	<input type="checkbox"/> Students will be screened prior to boarding of bus <input type="checkbox"/> Walking, driving, or drop-off students will go through screening station at their respective campus <input type="checkbox"/> Will follow DOH protocol <input type="checkbox"/> Take temperature <input type="checkbox"/> Obtain answers to questions in the protocol

	Phase 1	Phase 2	Phase 3	Phase 4
Hand Hygiene	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Every room has hand sanitizer dispensers installed <input type="checkbox"/> Every exit door has hand sanitizer dispensers installed <input type="checkbox"/> Students, staff, and visitors will wash their hands upon entry to the building and each classroom	<input type="checkbox"/> Every room has hand sanitizer dispensers installed <input type="checkbox"/> Every exit door has hand sanitizer dispensers installed <input type="checkbox"/> Students, staff, and visitors will wash their hands upon entry to the building and each classroom
Cleaning	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Jr/Sr High School: Tables and chairs will be disinfected at the end of each period each day <input type="checkbox"/> District: Materials that are commonly shared among students will be disinfected before other students may use them and prior to storage <input type="checkbox"/> Staff: Teachers will disinfect high-touch areas on the exit of the classroom each day	<input type="checkbox"/> Jr/Sr High School: Tables and chairs will be disinfected at the end of each period each day <input type="checkbox"/> District: Materials that are commonly shared among students will be disinfected before other students may use them and prior to storage <input type="checkbox"/> Staff: Teachers will disinfect high-touch areas on the exit of the classroom each day
Physical Distancing	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Assigned seats are 6' from all other assigned seats	<input type="checkbox"/> Assigned seats are 6' from all other assigned seats

	Phase 1	Phase 2	Phase 3	Phase 4
Face Covering	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Masks are to be worn at all times <input type="checkbox"/> Face shields are made available for students who have or exhibit needs for them, including all primary grades when requested	<input type="checkbox"/> Masks are to be worn at all times <input type="checkbox"/> Face shields are made available for students who have or exhibit needs for them, including all primary grades when requested
Cohort Grouping	<input type="checkbox"/> Online learning only	<input type="checkbox"/> Online learning only	<input type="checkbox"/> 7-8 will eat lunch with only their classmates <input type="checkbox"/> 9-12 will have off-campus privileges	<input type="checkbox"/> 7-8 will eat lunch with only their classmates <input type="checkbox"/> 9-12 will have off-campus privileges

	Phase 1	Phase 2	Phase 3	Phase 4
Online Instruction	<input type="checkbox"/> The online instruction will be utilized for Phase 1 and Phase 2. <input type="checkbox"/> Online instruction will also be utilized during times when the district must move to online instruction, which could occur during Phase 3 or Phase 4.			
Schools	<i>Elementary School (All Phases)</i>		<i>Jr/Sr High School (All Phases)</i>	
Daily Schedule	<input type="checkbox"/> A schedule for each grade is developed and will be shared with families and students at a date to be determined. <input type="checkbox"/> Core subjects, listed below, will have daily login times for 30 minutes each. <ul style="list-style-type: none"> <input type="checkbox"/> Reading <input type="checkbox"/> Writing <input type="checkbox"/> Math <input type="checkbox"/> Science <input type="checkbox"/> Four blocks of time, 1-hour in length, are set aside for staff to conduct various activities, such as: <ul style="list-style-type: none"> <input type="checkbox"/> Small-groups <input type="checkbox"/> RTI <input type="checkbox"/> Office hours <input type="checkbox"/> Staff meetings 		<input type="checkbox"/> Period 1 - 8:00 AM to 8:30 AM <input type="checkbox"/> Period 2 - 8:45 AM to 9:15 AM <input type="checkbox"/> Period 3 - Wednesdays Only - Building will publish a Wednesday schedule at date to be determined <input type="checkbox"/> Period 4 - 9:30 AM to 10:00 AM <input type="checkbox"/> Period 5 - 10:15 AM to 10:45 AM <input type="checkbox"/> Period 6 - 11:30 AM to 12:00 PM <input type="checkbox"/> Period 7 - 12:15 PM to 12:45 PM <input type="checkbox"/> Period 8 - 1:00 PM to 1:30 PM <input type="checkbox"/> 1:30 PM to 3:05 PM is reserved for small group online meetings, staff meetings, and other needs as they arise.	
Student Work Time	<input type="checkbox"/> Students at the elementary will be expected to complete work outside of their online class times. <input type="checkbox"/> The amount of time will be age-appropriate and communicated to both students and families during the beginning of online learning.		<input type="checkbox"/> The schedule above has students in online meetings for 30-minutes each day per period. <input type="checkbox"/> Students are expected to have about 30-minutes of additional time, independent work, outside of class for each class period.	

	Phase 1	Phase 2	Phase 3	Phase 4
Attendance	<ul style="list-style-type: none"> <input type="checkbox"/> Staff will take attendance daily, counting students in attendance when they login and participate in the four core content sessions. <input type="checkbox"/> Students who miss logging in will be counted as absent for a full or half-day. <input type="checkbox"/> Teachers will communicate the expectation at the beginning of online learning. 		<ul style="list-style-type: none"> <input type="checkbox"/> Attendance will be taken by teachers daily for each period using the Skyward system. <input type="checkbox"/> Students are considered present when they login on time to their period and participate in the online learning. 	
Assignments/Grading	<ul style="list-style-type: none"> <input type="checkbox"/> The expectation is that every class has at minimum, 2-3 grades entered into the grade book each week. <input type="checkbox"/> Grades should include life skills, but not only life skills. 		<ul style="list-style-type: none"> <input type="checkbox"/> The expectation is that every class has at minimum, 2-3 grades entered into the grade book each week. <input type="checkbox"/> Grades should include life skills, but not only life skills. <input type="checkbox"/> All courses, all assignments, will use the building-wide rubric. 	
Grades	<ul style="list-style-type: none"> <input type="checkbox"/> Grades will use our traditional grades for elementary school of 1 through 4. 		<ul style="list-style-type: none"> <input type="checkbox"/> Grades will use our traditional grades for secondary schools of A through F and I. 	
Canvas (LMS)	<ul style="list-style-type: none"> <input type="checkbox"/> All staff and courses will use Canvas as their Learning Management System. <input type="checkbox"/> This is a district-wide directive. <input type="checkbox"/> Students will be engaging their work through Canvas, as grade-appropriate. 		<ul style="list-style-type: none"> <input type="checkbox"/> All staff and courses will use Canvas as their Learning Management System. <input type="checkbox"/> This is a district-wide directive. <input type="checkbox"/> Students will be engaging their work through Canvas. 	

	Phase 1	Phase 2	Phase 3	Phase 4
Parent/Home Contact	<ul style="list-style-type: none"> <input type="checkbox"/> During online learning there will be an increased focus on parent/home contact. Below is the building’s current plan for parent/home contact: <ul style="list-style-type: none"> <input type="checkbox"/> For all students: <ul style="list-style-type: none"> <input type="checkbox"/> The building will send out a mid-quarter progress report to all families. <input type="checkbox"/> Students who are periodic with their attendance: <ul style="list-style-type: none"> <input type="checkbox"/> First: Parents will be emailed with teacher concern about attendance. <input type="checkbox"/> Second: With no improvement, parents will be contacted via phone by teacher. <input type="checkbox"/> Third: With no improvement, the matter will be handed over to building administration. <input type="checkbox"/> Students who are often absent from online learning: <ul style="list-style-type: none"> <input type="checkbox"/> First: Teachers will call home and send a letter home via mail; and, <input type="checkbox"/> The matter will be handed over to building administration. 		<ul style="list-style-type: none"> <input type="checkbox"/> During online learning there will be an increased focus on parent/home contact. Below is the building’s current plan for parent/home contact: <ul style="list-style-type: none"> <input type="checkbox"/> For all students: <ul style="list-style-type: none"> <input type="checkbox"/> The building will send out a mid-quarter progress report to all families. <input type="checkbox"/> Students who are periodic with their attendance: <ul style="list-style-type: none"> <input type="checkbox"/> First: Parents will be emailed with teacher concern about attendance. <input type="checkbox"/> Second: With no improvement, parents will be contacted via phone by teacher. <input type="checkbox"/> Third: With no improvement, the matter will be handed over to building administration. <input type="checkbox"/> Students who are often absent from online learning: <ul style="list-style-type: none"> <input type="checkbox"/> First: Teachers will call home and send a letter home via mail; and, <input type="checkbox"/> The matter will be handed over to building administration. 	

	Phase 1	Phase 2	Phase 3	Phase 4
Athletics	<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> Must follow all group size restrictions for this phase, both inside and outside of the building <input type="checkbox"/> Must follow PPE restrictions for this phase <input type="checkbox"/> All athletic activities must be scheduled through the Athletic Director to ensure group size is maintained <input type="checkbox"/> Must follow student transportation restrictions for this phase <input type="checkbox"/> Must sanitize all high touch areas while exiting the building <input type="checkbox"/> Must sanitize all equipment according to the personal workspace restrictions of this phase <input type="checkbox"/> All objects (ie. equipment, gear, balls, etc.) to be sanitized often prior to changes in groups or individual use	<input type="checkbox"/> Must follow all group size restrictions for this phase, both inside and outside of the building <input type="checkbox"/> Must follow PPE restrictions for this phase <input type="checkbox"/> All athletic activities must be scheduled through the Athletic Director to ensure group size is maintained <input type="checkbox"/> Must follow student transportation restrictions for this phase

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