

# Westville Public Schools

## Return to Learn

**Please Note:** *The details in this document are subject to change as directives from governing authorities and health officials respond to new information and developing environmental conditions. After receiving the data from our surveys of parents and teachers the administrative team has put this plan together with the utmost concern for the safety of our staff and students.*

### **General Reopening Guidelines for families.**

We will be returning to school in a modified traditional manner for K-12 beginning on August 20, and August 24, for Pre-K. We will incorporate multiple distance learning days to prepare students and staff in the event we have another long term shut down due to COVID infections in the state or the community. Safely meeting our goal and returning to a normal school environment will require everyone to work together.

We also recognize that some families will prefer to enroll their students in at home/virtual learning. The Westville virtual school will allow any student to remain a Yellowjacket and receive instruction through learning management software supervised by a certified teacher. Students choosing to attend the Westville virtual school can still opt to participate in some on-campus athletics and performing arts.

All employees, all students, and visitors will be required to wear a face covering. This can be a cloth mask, a disposable mask, buff, or a face shield. The face covering must effectively cover the nose and mouth at the same time. We are asking that our parents prepare their students for wearing masks when coming back to school. If we can work with our young children to acclimate them to wearing a mask it will make the first few days of school much better for the students and teachers. The early grades including PK-2, we plan to work with a child size face shield. Each student will have a preference so preparation will help the student be prepared for school this year.

We are requesting that parents check their children's temperature daily. If they have a temperature, parents should keep them home and notify the school. Sick students will be allowed to complete work from home and avoid absences if they complete the required time and assignments. We will also be checking temperatures once students arrive at school and any student with a temperature will need to be picked up by a parent. We must have a good contact number for you and any number changes need to be reported to your school site immediately.

## **Challenges... COVID-19 will happen!**

As we start the 2020-21 school year, we have a level of uncertainty that none of us have seen before. We have never opened a school year under these conditions. We ask for your patience and understanding as we work through the best practices. Our policies and procedures will remain flexible as we adjust to new information.

We want to present as much information as we can, so you can decide which learning environment is best for your child to help our students succeed in either environment. We will be providing a device (Chromebook **or** iPad) to every student, depending on their grade level. Any student that qualifies for free and reduced lunch and does not have internet access will also be provided an internet hot-spot. If your child does not qualify for free and reduced lunch, and you don't have internet, a hot-spot will be provided at a reduced cost. Westville Schools will work with you if you cannot afford the reduced rate, we want everyone to have access to curriculum, and be able to choose the best plan for their family. *Please note, this hot-spot cannot replace existing service as it will provide only enough access to complete school work.*

## **Westville's learning options:**

### **Option 1- Traditional in-person learning. PK-12**

- Teachers will provide face to face instructions.
- Students will attend class in person, Monday – Thursday with Thursday being an in school distant learning day. Friday, students will remain at home with distance learning taking place by arrangement with their teacher(s). We realize this will be a burden for some parents with small children, however we will be continually evaluating this schedule in hopes to increase days at school as soon as we feel comfortable.
- In the event school is cancelled due to COVID-19, students will be provided instruction through our distance learning plan.
- Social distancing, limited groups, enhanced cleaning will be practiced at each site.

- Special Education/504 accommodations will be provided per plan, however this may look different this school year. If you have questions about your child's services, please contact the Special Education Director at 918-723-3181, option 2.

**Clarification:** The distance learning days are going to be days to practice and implement a distance learning curriculum in case we have to go to a total, or partial shutdown. We truly hope that Covid-19 cases improve and we can eliminate the distance learning curriculum. However, we feel a smooth transition to distance learning is imperative for a student or students having to quarantine. We want students to continue to learn and not have an abrupt interruption to their learning process.

**Note – Distance learning is NOT the same as virtual learning. Virtual learning option will take place at home for a full semester. Distance learning will be put in place for students who are enrolled in the traditional model, (option 1) if we need to close the school building, or a student or students are quarantined.**

## **Option 2 – Virtual Learning**

**Note: If you choose this option, please contact the building site office, or central office by or before July 31. This will help in planning our onsite educational process, and contact tracing plan.**

- 100% at home virtual school.
- A certified teacher will supervise remotely and provide support utilizing various educational software and/or Google Classroom. The software and curriculum will align with the Oklahoma Academic Standards.
- Virtual learning is a minimum of one semester commitment. Once a student begins virtual learning, he/she will remain in virtual learning for the semester.
- We will provide a device for every PK-12 student and a hot-spot for any family who does not have the internet.
- In-Person, participation in extracurricular activities, such as fine arts, and athletics, may be available by request. Transportation will not be provided. Please contact your school site principal for questions or concerns.
- Each student will be required to log on to their virtual learning plan every school day. This will look much different than last springs' distant learning. Rigor and requirements will be monitored much closer and expectations for students will be higher.

### **Option 3 – Blended Learning**

- This option is offered to 7<sup>th</sup> -12<sup>th</sup> grade students. This would be a blend of option 1 and option 2. This option should be discussed with the counselor, and principal and will need to be approved. This will be a by arrangement format and would look different for every student choosing this option.

*Lunch will be provided for all options. However, option 2 and 3 will be by arrangement. Details for when and where lunches will be picked up will be determined at a later date.*

### **Anticipated Questions:**

#### **What if a positive COVID-19 case or cases surface at school?**

Depending on how many cases and what sites are affected, shut down and response will vary. When we are made aware of a positive case, we will publish by site and number confirmed cases and steps we will take in response. We will honor FERPA and HIPAA while still notifying families in a timely manner.

#### **Will busses run the regular routes?**

Busses will run the regular route, with the exception of the town route. We will only pick students up in the city limits that live east of the railroad tracks. Face coverings will be required for any age student riding the bus. Students will be required to adhere to a seating chart provided by the bus driver. If a student fails to have a face covering multiple times he/she may be refused transportation. Many attempts to contact the parent and student will be made before this decision is made. There is a possibility the district may have to cancel bus routes with little notice, if we face driver shortages due to COVID-19 infections or quarantine policies.

#### **Will the cafeteria be open?**

Our cafeteria will remain open and we will take different measures at each site to promote social distancing. We will incorporate meals in classrooms, outdoor seating, staggering seating and other measures as we see fit.

**Who provides face coverings?**

We will provide a cloth face covering, and a face shield for each student. These face coverings will remain at school and the cleaning/sanitizing will be done by the school. We will have disposable face coverings for children that ride the bus.

**Will parents be able to attend meetings and meet the teacher?**

Unfortunately, we will not be having an open house this school year. We are encouraging teachers to reach out to their students, by mail, Facebook videos' etc... To avoid contact we are not allowing parents to walk their students into the classroom. We will have staff supporting students and helping them find their way. We feel it's important for Pre-K and Kindergarten parents to be a support for their students the first day of school, so we will make arrangements for them. Details to be posted for the Kindergarten and Pre-K students/parents at a later date.

*Exceptions for parent visits will be made by the principal or director, and may include IEP meetings, limited conferences, etc. All visitors must wear a face covering while in the building.*

**What kind of precautions is the school taking to clean and disinfect?**

The following actions will be taken to help reduce the chance of COVID-19 spread.

- Hand sanitizer, encourage hand washing and disinfectant spray in each room.
- Restriction of non-essential visitors.
- Masks or face shields are required.
- Plastic barriers when possible

Again, we want to thank you in advance for your patience and understanding. This is new territory for all of us. Our main concern is the safety and health of our students, staff, and community. We welcome any suggestions you might have, it's important we work as a team to get through this challenging time.