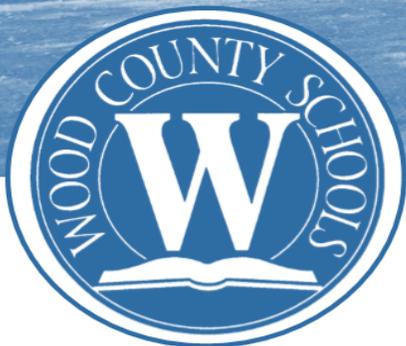


# Wood County Schools

2020-2021

Re-Entry Plan



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Wood County Schools prepared the following plans with the understanding that the plans may need to be altered to comply with new directives, restrictions, and guidance provided by local and state health care officials, the West Virginia Department of Education, and the West Virginia Secondary Schools Athletic Commission. Changes to guidelines and on-campus status will be communicated via Wood County Schools’ website, app, telephone calls, and local media sources.

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## MESSAGE FROM THE SUPERINTENDENT



Research strongly suggests that there is no substitute for in-person participation in a school building. Students need their teachers, students need to be in school buildings, and teachers need to interact with their students. Being at school is often the only environment where many of our students are fed, taught, nurtured, and protected.

While returning to school campuses is extremely important, the health and wellness of all Wood County students and employees is our top priority. The uncertainties of COVID-19 have made planning for the 2020-2021 school year very difficult, but not impossible.

Guidelines from the WV Department of Education, WV Department of Health & Human Resources, WV Secondary Schools Athletic Commission, and local health care officials were used when creating our reentry plan. I would like to thank the one hundred plus LSIC parent task force members, our employees, and central office personnel for their dedication and fortitude in helping to derive the plan.

Please be assured we are working diligently to take necessary steps to guard everyone's health while providing excellent academic instruction for our students. Your support has been very appreciated, and I look forward to seeing the great outcomes during the 2020-2021 school year.

Sincerely,

A handwritten signature in blue ink, appearing to read 'William P. Holtz'.

## SCHOOL RE-ENTRY SCENARIOS

Data and guidance provided by the WV Department of Health and Human Resources, Mid-Ohio Valley Health Department, local and state health officials, and the WV Department of Education, is reviewed daily.

**Full In-person** Students attend school on campus, five (5) day per week.

**Blended** Students attend school on campus two (2) days per week and receive off campus instruction three (3) days per week. Students attend school on campus, using an alternating schedule, by last name. If students live at same address but have different last names, parent/guardian should contact principal to request that all children from the same household attend school on the same day(s).

Group A Last names A-K  
On campus Monday and Wednesday  
Off campus learning Tuesday, Thursday, and Friday

Group B Last names L-Z  
On campus Tuesday and Thursday  
Off campus learning Monday, Wednesday, and Friday

Group	Monday	Tuesday	Wednesday	Thursday	Friday
A	OC	RL	OC	RL	RL
B	RL	OC	RL	OC	RL

OC=On campus RL=Remote learning/Off campus

**Remote** All students remote learning Monday, Tuesday, Wednesday, Thursday, and Friday

Group	Monday	Tuesday	Wednesday	Thursday	Friday
A	RL	RL	RL	RL	RL
B	RL	RL	RL	RL	RL

RL=Remote learning/Off campus

## VIRTUAL SCHOOL

West Virginia Virtual School (WVVS) begins September 8, 2020. Students enrolled in WVVS have **two-weeks after all courses have been entered** to determine if WVVS is a good method of instruction for them. If not, students may withdraw from WVVS. At the conclusion of the semester, WVVS students may return to traditional student enrollment with Wood County Schools.

## COMMUNICATION

Website [www.woodcountyschoolswv.com](http://www.woodcountyschoolswv.com)

App Download the Wood County Schools app for up-to-date information about the district and individual schools.



LMS Schoology® is Wood County Schools' Learning Management System (LMS) and is utilized as the communication tool between students and teachers. Schoology® is used for assignments, grades, and attendance.

## TECHNOLOGY

Acceptable technology/communication platforms

Schoology® Wood County Schools' Learning Management System (LMS).

Microsoft Teams® Used for virtual meetings and communication with students and is part of the Office 365 application package provided by the WV Department of Education.

Email Acceptable email addresses for communication between employees, parents, and students:  
@k12.wv.us  
@stu.12.wv.us  
@woodcountyschoolswv.net

iPad Students grades Kindergarten – grade 12 are assigned an iPad. Students are permitted to take iPads home, after parent/guardian signs an Acceptable Use Policy (AU) agreement.

Internet All school campuses have a guest internet network available 8:00 am–7:00 pm, daily. Username: student Password: woodcountylearn

## ATTENDANCE & HOME SERVICES

Wood County Schools provides support to administrators, teachers, parents, and students utilizing collaborative strategies. We understand the importance of contact, connectivity, engagement, and participation to ensure students have opportunities to learn on campus and off campus.

Student attendance is recorded based on the educational plan determined by the school in which the student is enrolled.

Wood County Schools provides a multi-faceted collaborative approach incorporating age-appropriate strategies to improve daily school attendance, increase academic achievement, and connect students to their school.

Grading	<p>New instructional material and new learning occur in all three (3) attendance scenarios: <b>Full In-Person, Blended, and Remote</b>. Grades are recorded in Schoology® and report cards are issued each nine-week grading period.</p>
Blended learning	<p>Students attend school on campus two (2) days per week as well as engage in learning off campus three (3) days per week. Learning/instruction occurs five (5) days per week. During off campus days, students learn remotely and utilize Schoology® for assignments in all classes.</p> <p>Students receiving special education and related services have the option of attending school on campus when buildings/campuses are open Monday-Thursday for students.</p> <p>Gifted services, grades 1-5, are provided to students during off campus learning days via Microsoft Teams®. Students do not travel to Franklin Elementary.</p> <p><b>Examples of activities/instruction during Blended Learning:</b>  <b>i-Ready</b> reading and mathematics diagnostics K-8 are completed while students are on campus. Completing diagnostics while on campus is critical to ensure i-Ready lesson pathways are set for off campus days. i-Ready reading and mathematics lessons should be completed on off campus days. Teachers monitor student progress on i-Ready lessons to ensure instruction occurs.</p> <p><b>Title I, Reading Resource, and Interventionists</b> will work with students from the same classroom and not mix students from different classrooms.</p> <p><b>Itinerant employees</b> must complete self-assessment before entering each building. Work locations must be recorded daily.</p> <p><b>Grades PreK-5:</b> During on campus days, students attend noncore classes (music, library, physical education, etc). If classes are departmentalized, teachers move from classroom to classroom while students remain in their homeroom.</p> <p><b>Grades 6-12:</b> During on campus days, students attend classes on his or her regular schedule.</p> <p><b>Music, choral, and/or band</b> classes adhere to six (6) feet of distance between students while students are singing and/or playing instruments. Weather permitting, classes can be held outside. When the weather is poor, alternative space, with appropriate distance, will be used.</p> <p><b>Career Technical Education (CTE)</b> students follow <b>Blended Learning</b> procedures.</p>

Remote learning Students engage in learning off campus, five (5) days per week, and do not attend classes on campus. Learning/instruction occurs five (5) days per week. **Students receiving special education and related services have the option of attending school on campus when buildings/campuses are open Monday-Thursday for students.**

**Examples of activities/instruction during Remote Learning:**

Schoology® is utilized as the communication tool between students and teachers. Schoology® is used for assignments, grades, and attendance.

**Grades PreK–5:** Teachers schedule virtual lesson times and communicate the schedule with parents. Lessons are recorded for students who are not able to view the instruction during a live Microsoft Teams® meeting. Screen time is considered when creating the schedule. Math, English Language Arts, science, and social studies are instructed daily. New learning is expected during **Remote Learning**.

**Grades 6–12:** Microsoft Teams® is utilized by teachers to virtually conduct classes. Students continue using the same schedule as issued to the student during on campus instruction. New learning is expected during **Remote Learning**.

## VISITORS

Non-essential visitors to any Wood County School building are limited.

Signs concerning visitors must be displayed at all entrances to school buildings.

All essential visitors must be assessed by a designated employee (trained by the school nurse) before entering school building.

All visitors are restricted to the designated visitor area, **or another area determined by the principal.**

Meeting spaces are cleaned after each meeting.

Visitors must properly wear mask/face covering/shield.

Visitors are not permitted in commons areas, cafeterias, or classrooms.

Hand sanitizer is provided at the entrance of all Wood County Schools' facilities.

Communication and meetings should be virtually conducted as much as possible.

Deliveries can be made at designated doors/areas as marked at each school building.

Emergency Service Personnel responding to emergencies are not considered visitors.



## HEALTH & WELLNESS

### **Preventing Infections**

Daily self-assessment is required for employees and students prior to leaving home.

COVID-19 health screening form provided in appendix.

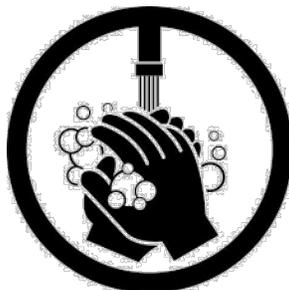
Age appropriate assessment charts are in the appendix and are displayed in each school building.

Persons who are symptomatic with fever and/or cough are not to enter school buildings.

Limit shared items between students.

Items shared among students are sanitized.

Handwashing and hand sanitizing is frequently encouraged.



### **Hand Washing**

Students and employees are taught proper hand washing.

Frequent hand washing and sanitizing is reinforced.

Hand washing and sanitizing is expected upon entry/transitions to classrooms and other locations.

### **Hand Sanitizing**

Hand sanitizer is located throughout Wood County Schools' facilities and on school buses.

Hand sanitizer is placed by entrances and exits, and in classrooms and in cafeterias.

Students and employees are to sanitize hands upon entry/transitions to classrooms and various locations within the school buildings.

### **Isolation Room/Area**

Each school building has a dedicated space for person(s) exhibiting COVID-19 symptoms.

The isolation space is either a designated room or a portable area.

The isolation room/area is separated from the main health care office.

Supervision of isolated person(s) is maintained at all times via web cam or an assigned personnel/nurse.

If the designated isolation room/area does not have a restroom, the restroom used by person(s) exhibiting COVID-19 symptoms is closed to all other persons, until the restroom is properly disinfected.

Person placed in isolation room/area remains in the area until discharged by the school nurse/health official.

### **Referrals to the School Nurse/Health Office**

School nurse/health office is immediately notified when person(s) in school building exhibits the following symptoms

- Fever > 100 F
- Chills/Body Aches
- Cough
- Dyspnea, difficulty breathing
- Diarrhea
- Nausea and Vomiting
- Severe headache
- Severe sore throat
- Loss of taste and smell

The person exhibiting symptoms takes all personal belongings with him or her to the designated location.

Mask/face covering/shield is removed from person exhibiting respiratory distress or loss of consciousness.

If person exhibits respiratory distress loss of consciousness, 911 is immediately contacted.

Parents/guardians/visitors are not permitted in the school nurse's office or the health office located in the school building.

When parent or guardian arrives at the school, the nurse or designated person signs-out student. The nurse or designated person escorts the student to the designated exit.

Parents/guardians of students exhibiting COVID-19 symptoms are not permitted in school buildings.

### **Student/Employees Returning to School After Testing Positive COVID-19**

If person tests NEGATIVE for COVID-19, person may return to school after the student/employee is fever free without taking fever-reducing medication, and is feeling well, for 24 hours.

If person tests POSITIVE for COVID-19, person shall stay home until every question is answered with YES:

1. have you been fever free without taking fever-reducing medication and feeling well for 24 hours?
2. has it been at least 10 days since having first symptoms?
3. has it been at least **24 hours** since symptoms have improved?

Wood County Schools requires a release from the Mid-Ohio Valley Health Department before person returns to work/school.

If person tests POSITIVE for COVID-19 but has no symptoms, person shall stay home for 10 days after test. Wood County Schools requires a release from the Mid-Ohio Valley Health Department before person returns to work/school.

If person is EXPOSED to COVID-19, person shall quarantine for 14 days. Wood County Schools requires a release from the Mid-Ohio Valley Health Department before person returns to work/school.

## Mental Health and Social Emotional Learning

Emotional support services are provided, as needed, during the loss of an employee, student, or family member of an employee/student.

Counselors or designated person checks with at-risk students. Student is designated as at-risk, if student has had previous mental health concerns, a trauma history, and/or most impacted by COVID-19.

Counselors or designated person provides information to employees and families regarding typical behavioral responses to crises, and best practice about taking through trauma with children.

Wood County Schools maintains a Mental Health Services referral system to school and community mental health services (counselor, school psychologist, etc.) during all attendance scenarios (**Full In-Person, Blended Learning, and Remote**).

Wood County Schools follows its current Acute Crisis and Student Threat standard operating procedure for situations involving suicide risk or behavior threat assessments. Protocol remains the same and participants communicate virtually.



## FACE COVERINGS/MASKS

Face covering/mask/shield is required to be properly worn by all employees, and by students in grades PreK-12 when a six (6) feet physical distance is not possible in congregant areas.

Face covering/mask/shield is required during instructional time when instruction cannot be provided with a six (6) feet physically distanced manner in grades PreK-12.

Students and employees are provided two (2) face coverings. Face covering/mask/shield from home is also permitted to be worn.

Face covering/mask/shield should be washed and/or sanitized daily.

Students and employees are provided opportunities throughout the day to safely remove and take a break from wearing his or her face covering/mask/shield.

All students wear face covering/mask while riding school buses.

Accommodations are made for employees and students who cannot wear a face covering/mask/shield as determined by a licensed physician and written documentation is provided to an administrator.

## PHYSICAL DISTANCING

Persons in school buildings, and on school campuses, shall maintain a six (6) feet distance at all times. If a six (6) feet distance cannot be maintained, face covering/mask/shield is worn **by all building occupants**.

Field trips, assemblies, and performances, are conducted virtually **unless approved by the Superintendent**.

Hallways have directional and spacing reminders throughout school buildings.

Building entrances and exits are designated to reduce face-to-face interactions.

Student desks face the same direction.

Students face the same direction while sitting at tables unless physical barriers, such as sneeze guards and partitions, are installed.

Individual schools will communicate campus specific arrival and dismissal procedures.

Administrators will notify parents/guardians procedures for dropping off and picking up students including, but not limited to, traffic flow, timeframes, entry/exit locations, and bus schedules.

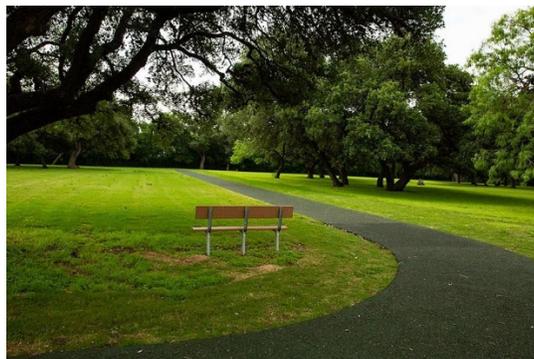
## PHYSICAL ACTIVITIES

**WVSSAC** Wood County Schools follow the guidelines established by the West Virginia Secondary School Athletic Commission (WVSSAC). During **Remote Learning**, all activities are immediately cancelled until further notice.

**Playground** Playground equipment is not utilized when operating under **Blended Learning**.

**Recess** Per WVBOE Policy 2510,  
Students PreK-grade 5 have 30 minutes of recess daily.  
Students grades 6-8 are provided opportunities for 30 minutes of physical activities daily.

Walking tracks, fields, and open spaces are excellent areas to exercise while observing physical distance guidelines.



## TRANSPORTATION

### Seating assignments on buses

- Strongly recommend one (1) student per seat, but no more than two (2) students per seat.
- Students from the same family can sit up to three (3) students per seat.
- Students from the same bus stop sit in same section of the bus.
- Students sit in every other seat, if possible, and remain facing forward.

All students wear a face covering/mask while riding school buses.

Mask/face covering is provided to students who do not have a covering when entering the bus.

Bus drivers/aides are required to wear mask/face covering/shield while students are entering or exiting the bus. Wood County Schools recommends bus drivers wear face coverings while students are present on the bus. **Bus aides wear mask/face covering/shield, at all times, while on the bus.**

Weather permitting, windows on the bus are opened to increase air circulation.

Cleaning and sanitizing buses continue after each bus route.

Bus route information will be posted at [www.woodcountyschoolswv.com](http://www.woodcountyschoolswv.com).



## BREAKFAST/LUNCH

### Full In-Person and Blended Learning Schedule

Grab & Go breakfast is offered to all students and is picked-up in designated areas.

Lunch schedules and procedures provide six (6) feet of physical distance **unless students are in their core group per WVDE/WVDHHR guidelines.**

Signs are displayed in all cafeterias to reinforce physical distance.

Disposable food service items are used.

Cups of water are available for students during meal periods.

Self-service food bars, salad bars, and condiment areas have been discontinued.

Vending machines are not in use.

Sharing of food among students is not permitted.

Classroom celebrations involving food have been discontinued.

### Buddy Bags

Buddy Bags include food for off campus learning days.

Buddy Bags are available for pick-up by students, on campus, at the end of the school day.

Buddy Bags are pre-ordered to ensure adequate supplies are available for all students.

**Blended Learning Meal Schedule**

Group	Monday	Tuesday	Wednesday	Thursday	Friday
A	Pick-up Buddy Bag for Tuesday		Pick-up Buddy Bag for Thursday		Preordered meal pick-up
B		Pick-up Buddy Bag for Wednesday		Pick-up Buddy Bag for Friday	Preordered meal pick-up

### West Virginia Virtual School Student Meals

Students are required to pre-order Buddy Bags by Friday prior to the week of pickup **and are retrieved from Parkersburg High, Parkersburg South High, Williamstown High Schools.**

### Remote Learning

During **Remote Learning**, the breakfast/lunch distribution schedule is communicated with all students' families.

## APPENDIX



# BEST HEALTH PRACTICES IN YOUR SCHOOL



6 ft.



**Maintain six feet  
of social distance**

**Strongly suggest  
a face mask  
or face covering**



**Clean hands with  
soap and water  
or hand sanitizer**

**Avoid touching  
your face**



**Do not share pens/  
writing utensils**



**Cough/sneeze into  
your elbow or a tissue**

**Do not come to school  
if you're feeling sick**



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# BEST HEALTH PRACTICES IN YOUR SCHOOL



**Maintain six feet  
of social distance**



**Strongly suggest a  
face mask or face covering**



**Clean hands with soap and water  
or hand sanitizer**



**Do not share pens/writing utensils**



**Avoid touching your face**



**Cough/sneeze into  
your elbow or a tissue**



**Do not come to school if  
you're feeling sick**

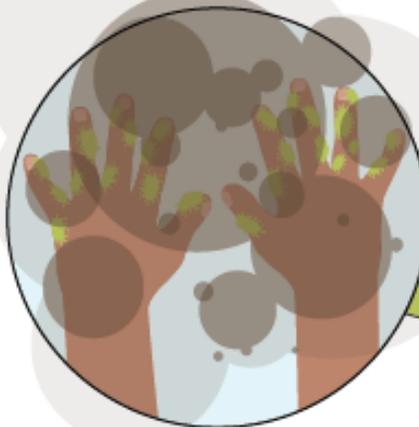


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# Wash Your Hands!



Dirty!



Wet



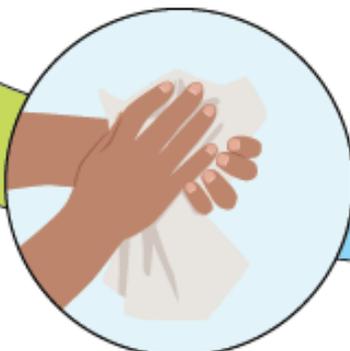
Get Soap



Scrub



Rinse



Dry



Clean!



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

[www.cdc.gov/handwashing](http://www.cdc.gov/handwashing)



# COVID-19 SHOULD I COME TO SCHOOL?



## HOW TO SCREEN FOR COVID-19

### IF I HAVE:

### THEN:

<b>1 NO SYMPTOMS</b>	 <b>Proceed to school</b>
<b>2 EXPOSURE, NO SYMPTOMS</b>	 <b>Cannot go to school</b> Home for 14 days since exposure
<b>3 DIAGNOSIS, NO SYMPTOMS</b>	 <b>Cannot go to school</b> Home for 10 days since first positive COVID-19 test
<b>4 SYMPTOMS INCLUDE</b> ..... <b>One of these:</b> <ul style="list-style-type: none"> <li>• New onset cough</li> <li>• Shortness of breath</li> </ul> <b>Or two of the following:</b> <ul style="list-style-type: none"> <li>• Fever of 100.4 or higher</li> <li>• Chills</li> <li>• Muscle Pain</li> <li>• Sore throat</li> <li>• Fatigue</li> <li>• Congestion</li> <li>• Loss of smell or taste</li> <li>• Diarrhea, vomiting, or nausea</li> </ul>	 <b>Cannot go to school</b> Home until: <ul style="list-style-type: none"> <li>• 10 days since first symptoms</li> <li>• No fever for 24 hours (without fever medicine)</li> <li>• 24 hours of symptom improvement, including coughing and shortness of breath</li> </ul>



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