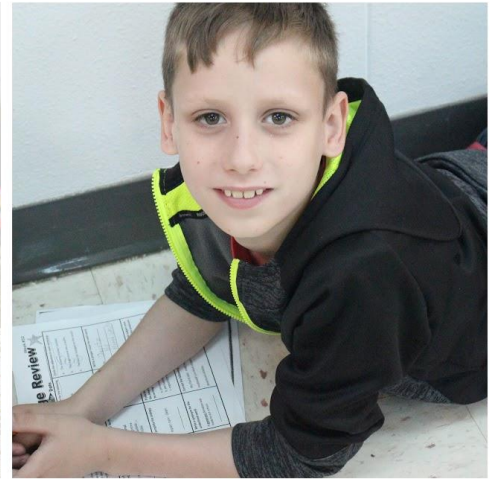


# De Soto #73

## Re-Entry Plan

### 2020-2021



Reunite



Refocus

Soar



# De Soto #73

## Re-Entry Task Force



Thank you to all of the re-entry task force members for working diligently for our De Soto students, staff, and community. Special thank you to all of the students, parents, and staff who provided survey feedback to assist in the creation of our re-entry plan.

Josh Isaacson, Superintendent

Doréan Dow, Assistant Superintendent

Debbie Killingsworth, Director of Spec. Ed.

Kelly Norrid, Director of Human Resources

Josh Phipps, DJHS Principal

Josh Krisher, DJHS Asst. Principal

Alex Mahn, VES Principal

Ann Hammond, VES Asst. Principal

Ron Farrow, AES Principal

Whittney Carter, AES Asst. Principal

Nancy Schmitz, Director of ECC

John Daniels, DHS Principal

Matt Deaton, Assist. Prin.

Deana Pope, Technology/PR

Bob Haynes, Director of Technology

Sue Hornbeck, Bus Driver

Sara Brinkman, Director of Food Service

Michelle Lebel, Director of Transportation

Aleen Davis, PAT Director

Gary Grzeskowiak, Director of Maint./Cust.

Christina Trent, VES Teacher

Maria Williams, Process Coordinator

Lindsay Webb, AES Teacher

MaryAnn Vaughn, AES Teacher

Zeb Hammond, DJHS Teacher

Matt Buechting, DJHS Teacher

Keeley Stearns, DHS Teacher

Darrell Boyer, DHS Teacher

Charli Herrell, DHS Counselor

Kim Graham, ECC Teacher

Dawn Brown, Nurse

Missy Dunnegan, VES Dean of Students

Lisa Queen, DHS Counselor

Sam Rauls, DHS Teacher

Ginger Schutte, DHS Counselor

Kami Johnson, VES Counselor

James Maupin, De Soto City Fire

Angelina Rowden, Sunrise Principal

Betsy Weber, VES Teacher

Jesse Barton, Valle Ambulance

Kelley Vollmar, Jefferson County Health Department

Jaclyn Brown, Jefferson County Health Department

Jon Roop, Activities/Athletic Director/AP

# D#73 Re-Entry Plan

The De Soto #73 School District is committed to educating **ALL** students and supporting all staff. The coronavirus pandemic has created unique challenges to public education along with creating a heightened level of risk to the health of students and staff. We must be attentive that this public health crisis has not ended. Schools are designed to educate our students in a face-to-face environment, in small and large groups, and often in close proximity to one another. The plan also relies on everyone doing their part to ensure they are assessing individual health and wellbeing daily for the safety of all.

The inherent risks of COVID-19 make it impossible for the District to guarantee an individual may not become exposed to the virus. The **D#73 Re-Entry Plan** includes preparations and guidance in our shared effort to reduce infection during the school day and provide a protocol to respond to a case of infection. The plan includes strategies to adjust to remote learning when needed to ensure a continuous, robust educational experience in the event of a school closure.

Over the course of the past several months, experts have been telling us that children are less vulnerable to infection and are unlikely to become seriously ill with COVID-19. We must be aware that our students can still become carriers of the novel coronavirus and thus infect a family member or others who are more vulnerable to serious illness. Research also shows us that there is a negative impact to a child's education and overall well-being when they cannot be taught in-person.

Over the past several weeks, approximately 40 community and De Soto #73 staff members have been working collaboratively to determine specific best practices for us to reunite, refocus, and soar during 2020-2021 school year. Part of that work involved gathering input from our parents and staff to gauge their comfort level regarding a return to school.

One common theme that resonated across both surveys was that an overwhelming majority of our parents and staff want to see a return to school while practicing increased hygiene protocols, proper social distancing protocols to the extent possible, and following the viable recommendations of the Jefferson County Health Department.

On the following pages is a comprehensive **Re-Entry Plan** that includes protocols for returning to school on August 26, 2020. **These recommendations are in place as of July 20, 2020, and are subject to change at any time as new information is made available or new guidelines or restrictions are imposed, so please keep in mind that this Re-Entry Plan will remain fluid.** Thank you to everyone for their time and input for our students.

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# Safely Rejoining

## Introduction

Pages 7-19 provide an overview of many of the safety protocols planned for the reopening of school on August 26 in order to give students and parents an idea of what might be different from the spring. Each building principal, along with staff, will develop protocols for practicing social distancing for various activities before, during, and after the school day. Building administrators will develop specific protocols and procedures for high traffic areas, hallways, cafeteria, assemblies, restrooms, playgrounds, etc.



One visible change students are sure to notice upon their return to school is the various signage throughout the building as a reminder to maintain a safe and healthy environment. Included is an example of a sign that will be posted on the interior and exterior of buildings throughout the district.

Students will be allowed to carry water bottles and fill them from water bottle fillers at each school. Water fountains will be shut off; however, students will be able to access disposable cups to fill up at a bottle filling station if they do not have a water bottle.

Students will have access to PE, Art, Music, Band, Media, Special Education, and intervention groups; however, adjustments will be made to minimize large groups.

All individuals will be required to wash their hands or the use of hand sanitizer upon entering the building, before eating, after eating, before any group activities, and before boarding buses. Hand washing/sanitizing any time the face/mouth are touched is also recommended.

Students mental health and social/emotional well-being will be assessed and addressed by counselors and administration working closely with our community partners along with the Jefferson County Health Department.

There will be no field trips allowed in the first semester. Teachers will consider field days, park visits, etc. that can have the feel of a field trip. Class parties will also be postponed and any classroom treats **MUST** be store bought & individually wrapped in manufacturers' sealed packages. Anything not individually wrapped will not be distributed and will either be sent home with the student or rejected in the office.

# Safely Rejoining

## General Classrooms Guidelines

- ★ Teachers and administrators will work together to strive for 3ft of space for each person and 6ft distance between others when space allows, while also removing flexible seating, including couches and bean bags. All unnecessary furniture-tables, chairs, lighting, shelving will be removed as determined by the classroom teacher and building administrator.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ Each district classroom will have a hand sanitizer dispenser on the inside of the door, so students can utilize it when entering, during class, and when exiting the classroom as recommended by the Missouri Department of Health and Senior Services (MDHSS) and the Department of Elementary and Secondary Education (DESE).
- ★ Disinfectant wipes will be available in each classroom.
- ★ Desks will face the same direction as recommended by MDHSS & DESE when feasible.
- ★ Protective barriers will be installed as needed.
- ★ Student lunches will stay with students and not be mixed in a shared lunch bucket.
- ★ There should be limited sharing of school supplies. Teachers will eliminate community/shared supplies on tables/desks. In classrooms where sharing must occur, students will be given the opportunity to wash hands/sanitize when entering & leaving the class. *(It is understood that many teachers have a supply of pencils available for students. Those supplies will be individually sanitized before being placed for students to use.)*
- ★ Line markings on floor will be in place for lining up and encouraging social distancing.
- ★ It is highly recommended that classroom doors remain open when possible to reduce the number of people touching door knobs/handles.



## **General Hallways Guidelines**

- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ One way arrows and social distancing signage will be placed on floors.
- ★ Groups of students will not be allowed to congregate in hallways between classes.
- ★ Only refillable touchless water fountains used for bottle/cup filling will be available
- ★ Hand sanitizer dispensers will be available in hallways and classrooms.
- ★ Secondary students will not utilizing lockers and will be allowed to carry all essentials items in their backpack.

# Safely Rejoining

## Daily Screening Guidance for Students

We have a culture of working or going to school when one is sick. We must work towards changing that culture and encourage everyone to stay home when they are feeling ill. Attendance related to COVID-19 will not be counted against any student. Additionally, attendance awards and incentives will be suspended for this year.

The Department of Health and Senior Services and the Department of Elementary and Secondary Education advise districts not to implement screen procedures that would force bottlenecks at building entry points, thus “creating unnecessary situations where students cannot maintain adequate physical distance from one another.”

Therefore, all families are required to self-assess their daily health situation prior to getting on the bus, attending school, or other extracurricular event to determine if they are ill or are at risk of exposing others to COVID-19. To assist families with this daily health screening, a magnet with the daily checklist, as shown in the box to the right, will be provided to each district family.

If students answer yes to any of the following questions to the right, they should NOT come to school that day. Absences should be reported by calling your building attendance number.

Individuals are advised to contact a healthcare provider if they exhibit symptoms or answered YES to any screening question(s), as well as contact the Jefferson County Health Department.

District staff will also be watching for signs and symptoms of illness as students enter the building and classrooms.

### DE SOTO #73 SCHOOLS



## Help Keep De Soto Dragons Safe

*Before sending your child to school or an extracurricular activity, please assess your child using the questions below each day:*

- a. Does your student have a temperature higher than 100.0 Fahrenheit?
- b. Do you have a household member, or have you been in close contact with someone who has been diagnosed with COVID-19 in the past two weeks?
- c. Do you have symptoms of lower respiratory illness, such as a new or worsening cough, shortness of breath, or difficulty breathing?
- d. Have you experienced any chills or repeated shaking with chills?
- e. Have you experienced any muscle pain or headache (different than normal exercise-induced pain, your seasonal allergies, or other diagnosed condition)?
- f. Have you experienced any sore throat (different than your seasonal allergies or other diagnosed condition)?
- g. Have you experienced any recent loss of taste or smell?
- h. Have you experienced any recent diarrhea or vomiting?

If the answer is “YES” to any question, you must stay home and contact your doctor (if needed).

### To Report A Student Absent From School:

Athena Elementary: 636-586-1027  
Vineland Elementary: 636-586-1012  
De Soto Junior High: 636-586-5467  
De Soto High School: 636-243-2570  
Early Childhood Office: 636-243-2609  
De Soto Annex: 636-586-3939



# Safely Rejoining

## Mask/Face Coverings General Guidance for Students

Mask/Face covering usage for students had the most varied responses from our second parent feedback survey. We understand there are many varying opinions on the use of masks and no decision will please everyone. The Jefferson County Health Department (JCHD) is strongly encouraging individuals to wear masks when social distancing is not attainable. Mask/face coverings are optional but recommended at this time. However, masks/face coverings will be used as directed by school personnel as the situation continues to be fluid.

In accordance with guidance from the Missouri Department of Health and Senior Services, “Young children may have difficulty complying with the proper use of face coverings and may have increased face touching, mask chewing, mask trading, and other behavior that could increase risk of infection. For this reason, continuous usage of face coverings is not recommended for young children.” The Missouri Department of Health and Senior Services also states, “Face coverings are an important strategy to reduce transmission of the novel coronavirus, primarily by reducing the spread of infection from the wearer to those around.”

### Tips for Mask Use

**Do**



Wash your hands with soap and water or use alcohol-based hand sanitizer before you put on, touch, or take off your mask.



Put the color side of the mask on the outside.



Use the ties or loops to put your mask on and take it off.



Cover your mouth, nose bridge, and chin.



Be sure the mask fits snug against your face.



Keep your hands away from your face and head while wearing the mask.




Take off the mask while you are at least 6 feet away from other people.

**Don't**



Touch your mask or face without first using soap and water for 20 seconds, or alcohol-based hand sanitizer until hands are dry.



Pull the front of the mask up or down to talk, breathe, or eat—assume the front is contaminated.



Touch the front of the mask.



Touch the front of the mask when you take it off.

The JCHD is planning to provide one cloth mask to be given to each student in the district to use at their discretion, when social distancing is not attainable, or to have readily available if guidance changes from the JCHD or as directed by administration. In conjunction with the JCHD, the district will be supplying one cloth mask to each district student. This will ensure students have an extra mask while masks are being cleaned at home. The district plans to have disposable masks on hand, as well, for as-needed purposes.

If a student becomes ill during the school day, they will be placed in an isolation area within the nurses office and provided a face mask until a parent can pick them up. Students who are in a high risk group (previous health concerns, immune deficiency, etc.) are encouraged to wear a face mask at all times. Efforts will be made to destigmatize the wearing of face masks to protect those students who need to wear one.

# Safely Rejoining

## General Restroom Guidance

- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ Capacity numbers will be posting on the outside of restrooms providing.
- ★ Inspection signs will be posted with date and time last cleaned, disinfected, and stocked with supplies.



## General Information on Pick-up/Drop-Off and Entering and Exiting the Building

In an effort to social distance, each building administrator, along with staff, will determine the best methods for parent-up and drop-off at each building. Determinations will also be made and communicated at the building level for the best method for students to enter and exit the buildings each day.

- ★ Parent pick-up and drop-up may be more congested due to the number of families electing to transport their child(ren) instead of riding the bus. Please be patient with us and others and plan accordingly.
- ★ Doors will be propped open or opened and closed by staff to limit student contact with high-touch hot spots during arrival and dismissal.

# Safely Rejoining

## **Bus Transportation Guidance and Protocols**

Parents will be encouraged to transport their child(ren) to and from school in order to reduce the number of students on any bus. We know not providing bus transportation would put a strain on many of our families, so we are planning to offer bus transportation with the following modifications:

- ★ Parents will be able to register their child(ren) for bus service prior to the start of school.
- ★ Families will only be allowed to select one permanent pick-up/drop-off address (these can be different).
- ★ Require any permanent change to a schedule to be done at least one day in advance and in writing to your child's school.
- ★ Temporary bus changes will not be allowed and bus passes will not be issued.
- ★ Assigned seats will be given to each student to reduce transmission and assist with contact tracing if necessary.
- ★ Bus drivers will take attendance on every route to assist with contact tracing if necessary.
- ★ Hand sanitizer will be available on every bus to encourage hand hygiene upon boarding and exiting the bus.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ No open food or drink will be allowed on the bus.
- ★ Students are encouraged to wear masks while being transported on the bus, due to guidance from the Jefferson County Health Department (JCHD), if students are sitting in close proximity to others.
- ★ To minimize social contact, loading of the bus will begin from the rear of the bus. Similarly, buses will unload starting with the front of the bus to minimize social contact. This method might not always be able to be employed with young students, who benefit from sitting near the bus driver.
- ★ All transportation district personnel will be trained on proper cleaning and sanitizing procedures prior to the start of the school.
- ★ Cleaning protocols for sanitizing each bus will include:
  - Utilizing pump sprayer to apply Non-Acid RR/Disinfected entire bus (roof, floor, windows, dash, seats, handrails) each morning, between secondary and elementary routes, and at the end of the day, as well before and after any activity and athletic route.
  - Each bus will be wiped down once a week in order to remove any cleaning residue built up over the week and then disinfected with Non-Acid RR/Disinfected.
  - Regularly clean/replace bus HVAC air filters.
- ★ Bus drivers will be provided face masks and face shields for use in accordance with guidance from the JCHD.

# Safely Rejoining

## General Guidance for Food Service and Cafeteria Areas

Each building principal, along with staff, will develop protocols for their specific building in terms of breakfast and lunch in conjunction with the food service director. Each building in the district is different in the number of students in attendance, layout of the cafeteria, and availability of alternative eating areas. In an effort to achieve social distancing seating, other areas of the building may be designated for eating aside from each building's cafeteria including gyms, classrooms, or other area. A school may consider reducing the number of students in the classroom by rotating classes with some eating in their classrooms and others in the cafeteria.

- ★ Teachers will allow extra time for hand washing/sanitizing before AND after breakfast & lunch.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ Arrows will be in place for one-way lines to form 6ft markings for waiting in line.
- ★ Hand sanitizer dispenser will be placed and available for student use in the cafeteria.
- ★ Card scanner used by students to eliminate use of keypad or cashier will enter in number for the student.
- ★ Food bars will not be used as portions will be distributed upon request by food service employees and individual condiments will be given out upon request.
- ★ Disposable silverware will be used in all cafeterias.
- ★ Drinks will be handed out to students along with food distribution to classrooms if necessary
- ★ Doors open to outside for recess
- ★ No uneaten food donations will be available to other students and no students or outside group will provide assist with cleaning lunch tables in cafeteria..
- ★ Food service will consider face shields, masks, & plexiglass shields for the cashier area.
- ★ PPE for food service workers-daily masks, gloves for serving
- ★ Lunchroom tables will be assigned to specific classes with social distancing practices in place.
- ★ Lunch schedules will be developed to limit the mixing of groups
- ★ Lunchroom monitors will strongly enforce the “no touching” rule of other students and other students' food.
- ★ Salad bars will be closed. Salads will be premade by food service employees.





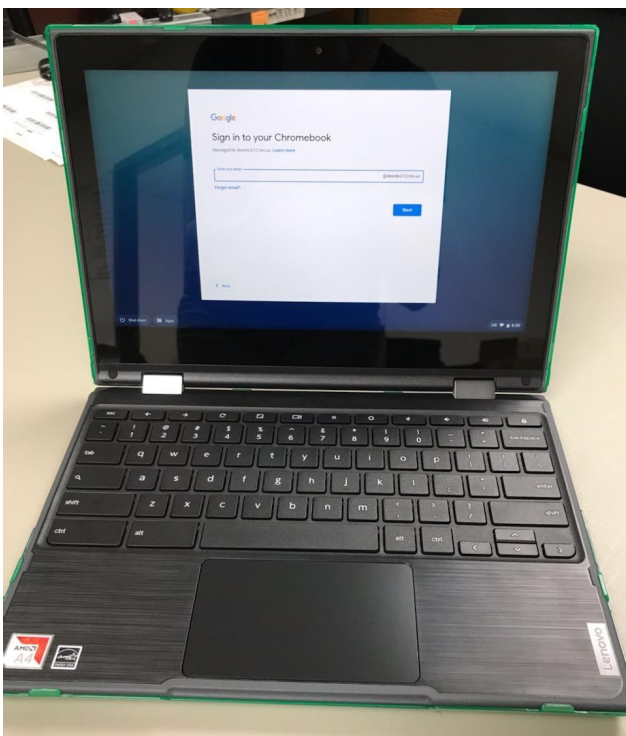
# Safely Rejoining

## Student Chromebooks

The District will provide Chromebooks to all students in grades K-12. Students in grades K-6 will leave their chromebooks at school, unless directed to take their device home by their classroom teacher. Students in grades 7-12 will continue to take them home daily, along with their other supplies, as lockers will not be used in an effort to social distance in the hallways.

In the event of an extended closure, students in grades K-6 will be allowed to take their devices home to participate in required remote education. The district is also prepared to purchase hotspots for any district family who might need them to ensure equitable access to learning for all.

- ★ If students in grades K-6 change classrooms during the school day, they will take their Chromebooks with them to minimize the touching of the device by other individuals.
- ★ The District will develop and offer training for parents to familiarize themselves with classroom learning platforms/applications.
- ★ The District has enabled device features, such as cameras and student email, to facilitate remote learning.
- ★ Shared devices in a lab setting should be cleaned frequently, ie, between classes
- ★ Students will wash their hands/sanitize before using shared devices in a lab setting.
- ★ Purchase of amplification devices may be needed to help with understanding of teachers using face coverings.
- ★ The District may consider purchasing webcams/document projectors for every classroom.
- ★ The District is working on establish a Help Desk that individuals can call into during any closure to assist with any technical issues.



# Safely Rejoining

## **General Guidance for School Libraries**

- ★ Buildings will ensure work spaces allow for social distancing-3ft work space and 6ft between others.
- ★ Sanitizing wipes will be provided at each computer workstation.
- ★ Each library will establish a book return area and hold books for 72 hours before being disinfected and shelved.
- ★ Check out will be done using social distancing protocols with markings on floor in check out area.
- ★ Couches and other comfortable seating areas will not be used.
- ★ One way traffic markings through book shelves to promote social distancing.
- ★ Entrance and Exit marked to assist in traffic flow and social distancing.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ Hand sanitizer will be available for students in the library.

## **General Guidance for Outside Play Areas**

- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ In accordance with the Department of Health and Senior Services and the Department of Elementary and Secondary Education, “multiple cohorts could have recess at the same time, as long as they are playing in separate areas of the playground.” Therefore, classroom cohort play is encouraged using social distancing protocols.
- ★ Line-up areas will be marked off at 6ft spacing to encourage social distancing.
- ★ All small playground equipment (i.e. jump ropes, pedal cars) will be sanitized after each individual student use before the next student can use.
- ★ Blacktop game markings may be placed on playgrounds to allow for other student play options.
- ★ Hand sanitizer stations will be available for student use.

## **General Guidance for Gymnasiums and Common Areas**

- ★ Entrance and Exit marked to assist in traffic flow and social distancing.
- ★ One way traffic markings to promote social distancing will be used.
- ★ Hand sanitizer stations will be available for student use.
- ★ Markings for individual exercise area in order to promote social distancing.
- ★ Procedures for disinfection of equipment will be in place along with a cleaning schedule log.
- ★ Room capacity will be posted to promote and maintain social distancing.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.

# Safely Rejoining

## **General Guidance for School Visitors**

- ★ Only essential visitors (*vendors, repair, parents invited to an IEP meeting, etc.*) will be allowed into school buildings. Each building principal will decide what constitutes an essential visitor; however, it should be noted that the goal is to reduce the number of people accessing our buildings daily.
- ★ Vendors and outside contractors will be required to complete temperature check, health screening question, and wear a mask when in any school building.
- ★ Accurate records of anyone who has been inside a building will be kept at each school and department in case an outbreak occurs to assist with contact tracing efforts. The time the visitor entered and exited the building will be recorded.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.

## **General Guidance for Building Entrances**

- ★ Sign for visitor restrictions will be posted along with a health screening check poster
  - Individuals should NOT enter a school building if they answer YES to any of the screening questions.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.
- ★ Hand sanitizer dispenser upon entry, as well as extra disposable mask

## **General Guidance for Building Offices**

- ★ Each office will have a visitor window to communicate with visitors in an effort to limit visitors to the interior office.
- ★ Health screening documentation will be collected, if required for reentry.
- ★ Hand sanitizer dispensers will be available for visitors to use along with disinfectant wipes.
- ★ Tape or visual on floor limiting one person/family at desk along with tape or visual on floor 6 ft. apart to form line.
- ★ Building offices will remove furniture to ensure social distance seating inside the office.
- ★ Two buckets for pens will be utilizing, one for disinfected pens and one for dirty pens.
- ★ Signage pertaining to handwashing, social distancing, coughing, hygiene, face cloth covering recommendations will be posted.

# Safely Rejoining

## Athletics and Activities

Participating in athletics and activities carries with it the risk to have contact with individuals who have been exposed to and/or have been diagnosed with an infectious disease. While it is impossible to eliminate the risk that a student could be exposed to and/or become infected, the De Soto School District will attempt to mitigate those risks when possible. Students and parents are reminded that participation in athletics and activities is voluntary. Therefore, it is understood that each family will decide for itself whether or not their student will participate in athletics and activities.

Should families decide that their student will participate athletics and activities the following guidelines have been put in place:

### ★ General Safety Guidance for Students

- Athletes should utilize good general hygiene, including frequent, effective hand washing, no spitting, covering the mouth when coughing or sneezing, no sunflower seeds, and avoiding touching of the face.
- Athletes should bring their own water bottle, clearly marked with their name, and it should not be shared with others. Shared drinking sources (water fountains) will not be used.
- Athletes should refrain from pre-practice gatherings of players or celebratory contact (hugs, handshakes, high fives, fist bumps, etc.).
- Athletes should arrive as close as possible to when the activity begins and leave as soon as the activity ends.
- There will be no shared athletic equipment (towels, clothing, shoes, gloves, helmets, etc.).
- Individual drills requiring the use of athletic equipment are permissible, but the equipment will be cleaned prior to use by the next individual or group.
- Athletes should avoid touching gates, fences, benches, etc. when possible.
- Athletes should arrive dressed and ready for practice, take all gear home, and clean gear daily. Locker rooms will not be available.
- Athletes should observe social distancing as much as possible.
- Athletes should notify their coach of any signs or symptoms of COVID-19 they detect during practice. The athlete will be isolated until they can be sent home and the family should contact their healthcare provider.
- Athletes are allowed to wear Personal Protective Equipment (PPE) items if they choose, as long as the items do not compromise the safety of participants in the game or violate the rules of the game.

### ★ Waiver

- Parents will be required to sign COVID-19 Waiver forms before their child can attend and/or participate in athletics or activities. Your child must bring a signed copy of this waiver to their first activity to be able to attend and participate:



# Safely Rejoining

## Athletics and Activities

### ★ Screening

- Parents must agree to screen their children daily for indicative symptoms of COVID-19 and agree they will not allow their child to participate any day that they are symptomatic. This is a crucial step in mitigating the spread of the virus.
  - Do you have a temperature higher than 100.4 Fahrenheit?
  - Do you have a household or close contact with someone who has been diagnosed with COVID-19 in the past two weeks?
  - Do you have symptoms of lower respiratory illness such as a new or worsening cough, shortness of breath, or difficulty breathing?
  - Have you experienced any chills or repeated shaking with chills?
  - Have you experienced any muscle pain or headache (different than normal exercise-induced pain or your seasonal allergies or other diagnosed condition)?
  - Have you experienced any sore throat (different than your seasonal allergies or other diagnosed condition)?
  - Have you experienced any recent loss of taste or smell?
  - Have you experienced any recent diarrhea or vomiting?
- If a student answers yes to any of these questions on a daily screening, they cannot attend any activity that day. Students will not be allowed back until a subsequent day when they do have a negative screen, have documentation demonstrating the SARS-CoV-2 test was negative, or a note from their healthcare provider indicating they do not need to be tested and their symptoms are not due to COVID-19.
- Students may also be screened periodically by a trainer, coaches, or other school personnel. If the screening indicates COVID-19 symptoms the student will be isolated from other students and sent home as soon as possible. Parents must remember, however, that it is solely the parent/guardian's responsibility to screen their children daily for indicative symptoms of COVID-19 and keep them home if they are not well.

### ★ Contest Attendance

- Attendance at contests and performances will be determined based on the available data closer to the start of school. In the event of limited contest attendance, the district is researching options to live stream contests and performances through different social media avenues.

# Safely Rejoining

## Athletics and Activities

### ★ Waiver Form

#### PARENT PERMISSION AND WAIVER OF LIABILITY FOR STUDENT PARTICIPATION AT DE SOTO 73 SCHOOL DISTRICT

By signing below, I give permission for my child, \_\_\_\_\_, to participate in activities starting on 07/1/2020- 08/24/2020 at the De Soto School District

\_\_\_\_\_  
(initials) I acknowledge that federal and state government officials have declared that there currently exists a public health crisis in our country related to the Coronavirus Disease 2019 ("COVID-19").

\_\_\_\_\_  
(initials) I confirm that I will not permit my child to participate in the program or activity if, at any time during the program or activity, my child is showing any symptoms of COVID-19 (including but not limited to fever, dry cough, fatigue, shortness of breath, chills, muscle pains). Additionally, I confirm that I will not permit my child to participate in the program or activity if, at any time during the program or activity, my child has been in contact with any individual diagnosed with COVID-19 or any individual currently waiting for test results confirming the possibility of a COVID-19 diagnosis. I agree that in such situations, my child will be unable to participate in the program or activity until: (i) 14 calendar days after the symptoms first appeared and my child is no longer showing any symptoms; or (ii) a healthcare provider has confirmed in writing that my child has tested negative for COVID-19 or that my child's symptoms were not due to COVID-19.

\_\_\_\_\_  
(initials) I understand that the De Soto School District cannot prevent the possible transmission or contraction of COVID-19 for my child.

The undersigned agrees to release, discharge, hold harmless and indemnify the De Soto School District, its agents, employees, officers, Board of Education members, insurers and others acting on the District's behalf (the "Releasees"), of and from any and all claims, demands, causes of action and/or legal liabilities for injuries to or death of my child occurring during, or resulting from, or participation in the above-mentioned program or activity and related in any way to COVID-19, even if the cause, damages or injuries are alleged to be the fault of or alleged to be caused by the negligence or carelessness of the Releasees.

Parent or Legal Guardian Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### ★ MSHSAA

- [2020-2021 MSHSAA Guidelines and Recommendations for Opening Sports/Activities](#)

# Safely Rejoining

## Enhanced Hygiene, Cleaning, and Disinfection Plan

We plan to make hygiene highly accessible in all areas of the school building and throughout the school day. We will also be encouraging and enforcing hygiene etiquette. We also plan to execute an enhanced cleaning and disinfection plan. The plan includes enhanced disinfection of restrooms and other high-touch surfaces, such as door handles/push plates, light switches, faucets, elevator buttons, tables, countertops, desks, chairs, benches, and computers.

The district will utilize general cleaning chemicals and solutions in addition Non-Acid RR/Dis. (Primary EPA Reg. No. 1839-169), Evaclean/Earthsafe Purtabs (Primary EPA Reg. No. 71847-6), and Q.T. Plus (Primary EPA Reg. No. 6836-77), known to kill the coronavirus.



## Protocols for When the District is Made Aware of a Positive COVID-19 Test

In the event of a positive COVID-19 test, the De Soto #73 School District will work in tandem with the Jefferson County Health Department (JCHD) to determine a course of action.

The District will assist the JCHD in contact tracing and communications. According to the Department of Health and Senior Services, “a person is considered a close contact of a case of COVID-19 if they are within 6ft of the case for more than 15 minutes. Close contact of cases require quarantine for 14 days from the last exposure.”

The JCHD will advise the individual on the return-to-school protocol. Return to school is permissible once clearance is given by the JCHD.

A building or the district may close for a short time, as recommended by the JCHD, due to a possible exposure risk, high levels of absenteeism, or for additional sanitation. In the event of a temporary closure, students will be expected to migrate to remote instruction. During this closure, students will continue to receive high-quality learning opportunities. In the event of a school closure all athletics and activities will be cancelled for the same period of time.

# Refocus

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# Refocus

## Refocusing on School and Academics

### **Reconnecting with Students, Families, and Staff**

The first weeks of school will be a welcome return for students, staff, administrators, and families. Our staff is preparing to celebrate the return of our students and families. Our students will be in classrooms again or possibly learning from home. Students, staff, and families will be bringing with them different experiences from our time away. It will be critical to begin forming and nurturing relationships early and actively developing effective ongoing communication methods to respond quickly to student need.

### **Providing Ongoing Supports**

#### **Ongoing Special Education Supports**

The District Special Education Department is developing plans to not only comply with the quickly changing face of remote special education, but also to ensure our students have all of the learning supports they need to be successful. Families of students with IEPs will be contacted at the beginning of the school year to complete Form G of the IEP, addressing remote learning planning. Speaking with the learner can be very beneficial in identifying needed accommodations and modifications.

#### **Counseling and Social-Emotional Supports**

The De Soto #73 School has an extensive mental health support system. This spring has been and this fall will be stressful for many students and families. Our district is prepared to continue supportive services through virtual meetings and telehealth options. Please reach out to your building counselor for more information about these available resources.

### **Learning New Procedures and Processes for Learning**

As described on pages 7-19 in the Safely Rejoining section, several changes will be made to building and classroom set ups and procedures. It will be important for everyone to be up-to-date and fully understand the changes being implemented. These changes are made to reduce possible exposure and transmission, so we do not have to close our buildings due to spread.

The details of these processes will be determined at the building level through partnerships with leadership teams, Professional Learning Communities (PLCs), student, and families. Each building has unique students, daily schedules, facilities, and current procedures to be adjusted. Staff should begin thinking through their own working responsibilities in light of the guidelines for safety and effectiveness provided in this document. Each location will communicate their unique plans frequently using multiple communication methods.

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## Success Through Partnership

We recognize everyone involved in the education and preparation of our young people for successful lives (students included!) will need to work even harder to come together to support one another through this adjustment to our daily routines. Accurate information and ongoing, transparent communication are essential to increasing success and reducing stress.

### Staying Connected to Information

We communicate using a variety of methods, and students, staff, and families will need to monitor these communication methods regularly to be aware of possible changes to the school day.

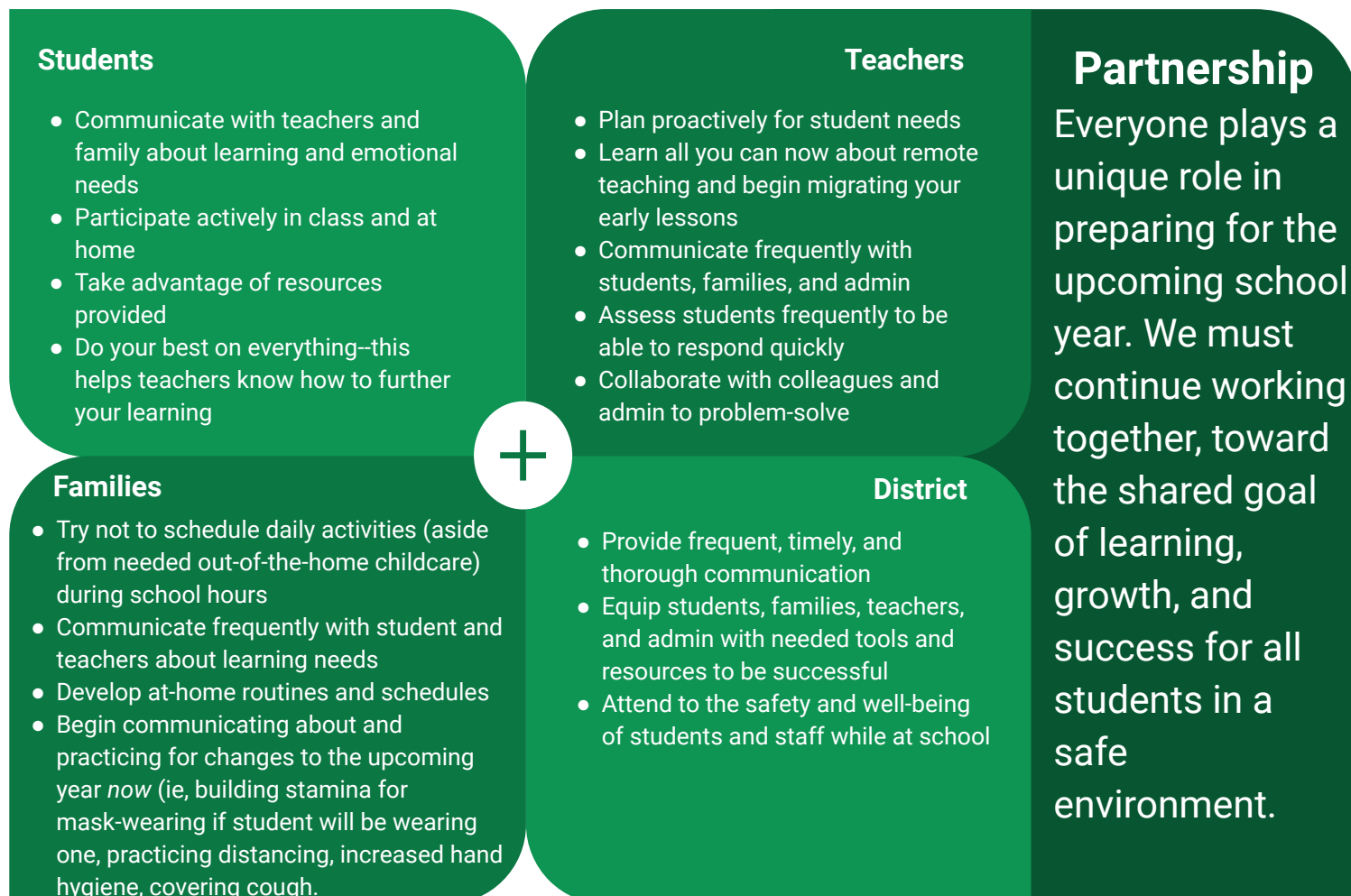
Phone and Email - We utilize both internal emailing to communicate with staff, as well as SchoolMessenger phone calls and emails to communicate with all patrons. It will be essential to check email daily to ensure everyone is up-to-date with the day's plan.

Twitter - [DeSoto73](#)

Facebook - [DeSoto73Schools](#)

Website - [www.desoto.k12.mo.us](http://www.desoto.k12.mo.us)

### Parent-Student-Teacher-District Learning Partnership



## Redefining Learning Options

### Virtual Options

Flexibility will be key for continuing learning for all students either in the event of a temporary closure or for families in need of an at-home option. District teams will work hard to provide as many flexible options to the extent possible. The De Soto #73 School District recognizes many parents are ready and comfortable with resuming class in-person on August 26, 2020; however, there are still some parents and students who may be nervous about attending school in-person. We respect the unique situation each family faces, so for the 2020-2021 school year, the De Soto #73 School District will offer students the choice to either attend class in-person or opt for online classes.

#### K-5

- Enrolled in virtual courses taught by De Soto teachers
- Required to stay in these virtual courses for at least one quarter at a time, at which point we will work with the family to either continue this virtual instruction or make plans to come back to campus

#### 6-12

- Enrolled in virtual courses taught by De Soto #73 teachers
- Limited catalog of virtual courses
- Required to stay in these courses for at least one semester at a time, at which point we will work with the family to either continue this virtual instruction or make plans to come back to campus.

We will provide a Chromebook for all virtual students. Students wishing to participate in online classes should indicate their need for a device when requesting a remote instruction option.

This temporary virtual option is different from traditional MOCAP virtual course options. This open selection of virtual will be discontinued once we no longer have concerns about COVID-19, and we will return to the enrollment process outlined in our MOCAP Enrollment Guidelines.

The key moving into this year is going to be continuity of learning. While these methods are not ideal, we are committed to maintaining connections with our students and families to keep learning going and keep our kids safe and healthy. It might be a tough year, but we'll learn a lot, and our kids will be better for it.

### Personalized Learning

Another flexible option many teachers will utilize in the event of short-term closures is personalized learning. Personalized learning is when students guide the direction of their own learning of grade-level content. This method lends itself very well to temporary remote instruction because it is not reliant on teacher-created activities or classroom materials, it encourages family participation, and engages students in their learning design. Personalized learning could come in the form of passion projects or choice boards/menus/calendars which allow students to select from options provided by the teacher.



## Accelerating Learning

### **Research-based Approach to Addressing Lost Learning Time**

Due to loss learning time from the spring closure and the lack of consolidation of learning at the end of last school year, teachers will need to monitor student progress closely to *accelerate* for learning loss. In the case of lost learning, *acceleration* involves pre-assessing for gaps in prerequisite skills needed to be able to approach and learn new grade-level priority standards and providing focused and guided instruction, scaffolds, and ongoing assessment to remove barriers that might get in the way of this new learning. This means students might have different assignments from each other or might be excused from an assignment they do not need to do because they already know the materials needed. This means there might be more formative grades in the gradebook. Read more about how to effectively address background gaps in the “[Acceleration of Learning: Responding Quickly to Gaps in Readiness](#)” document.

## Migrating and Innovating

If we have to close again due to spread of the novel coronavirus, teachers will migrate to remote instruction for students who have been in attendance on site. They will utilize Google Classroom to deliver this alternative method of instruction (AMI). We have enough Chromebooks to send a device home with all students in grades K-12 and for our full-day pre-K classrooms. We are working to get hotspots for any students who might not have adequate internet connection.

### **Remote Learning Plan**

All teachers will provide a Remote Learning Plan for their classroom/courses. A sample of this is provided. This will go home on the first day of school and will show families and students how to access learning opportunities, provide logins for online programming, and provide a schedule of office hours for assistance while remote learning is taking place. Teachers will work to analyze the ease with which a course’s content can be migrated to remote delivery or how developmentally-appropriate it is for their students. They will also weigh the at-home complexities of their class families to design effective remote instruction.

### **Migration Maps**

The AMI workgroup of the D#73 Re-entry Task Force has gathered many helpful tools and resources to support educators in making this possible switch. One tool is a set of [Migration Maps](#). These maps will help teachers consider what they would have tried to accomplish during onsite instruction in the light of remote migration, either virtual (online) or unplugged (on paper). It will be important for students, educators, and families to remember that some activities/strategies used previously might not work in distanced or remote learning settings and will need to problem-solve to find alternatives.

### **Expectations**

Also included for students, families, and staff are guidelines for videoconferencing. We have opened up videoconferencing for the fall for all students in order to maintain continuity of learning and social connections. Also, included are expectations for *teachers* and for *students*.

# REMOTE LEARNING PLAN FOR FAMILIES

**In the event we need to close for a period of time, below are our classroom's plans for keeping learning going! On days we are implementing remote learning, your "attendance" is participation in and completion of the assignments at home.**

If we have to close  
for 1 day:

- I will be available via \_\_\_\_\_ [phone/G.Meet/email] \_\_\_\_\_ at \_\_\_\_\_ on day 1 of our closure to answer any questions and help you get started.
- If we are meeting online, I will send the link and meeting time via \_\_\_\_\_ (Dojo/ Remind/email/ G.Classroom) at the end of the last day before closure.
- If you are doing work on your own at home (not online), this work will be sent home on the last day before the closure and turned in when we return.

If we have to close  
for 3 days:

- I will be available via \_\_\_\_\_[phone/G.Meet/email]\_\_\_\_\_ at \_\_\_\_\_ on day 1 of our closure to answer any questions and help you get started. Further instructions will be given at that time.
- If we are meeting online, I will send the link and meeting time via \_\_\_\_\_(Dojo/ Remind/email/ G.Classroom) at the end of the last day before closure.
- If you are doing work on your own at home (not online), this work will be sent home on the last day before the closure and turned in when we \_\_\_\_\_

If we have to close  
for 14 days:

- I will be available via \_\_\_\_\_[phone/G.Meet/email]\_\_\_\_\_ at \_\_\_\_\_ on day 1 of our closure to answer any questions and help you get started. Further instructions will be given at that time.
- If we are meeting online, I will send the link and meeting time via \_\_\_\_\_(Dojo/ Remind/email/ G.Classroom) at the end of the last day before closure.
- If you are doing work on your own at home (not online), this work will be sent home on the last day before the closure and turned in when we

If we have to close  
for several weeks:

- I will be available via \_\_\_\_\_ (phone/G.Meet/email) at \_\_\_\_\_ on day 1 of our closure to answer any questions and help you get started. Further instructions will be given at that time.
- If we are meeting online, I will send the link and meeting time via \_\_\_\_\_ (Dojo/ Remind/email/ G.Classroom) at the end of the last day before closure.
- If you are doing work on your own at home (not online), this work will be sent home on the last day before the closure and turned in when we return.


## REMOTE LEARNING PLAN FOR FAMILIES

Teacher: \_\_\_\_\_

Course: \_\_\_\_\_

Below, are the logins we will be using during this time:

Program and URL	Username	Password



**REMOTE L**

**Teacher:** \_\_\_\_\_

Below is our building's off times:

Teacher/Grade-level

## REMOTE LEARNING PLAN FOR FAMILIES

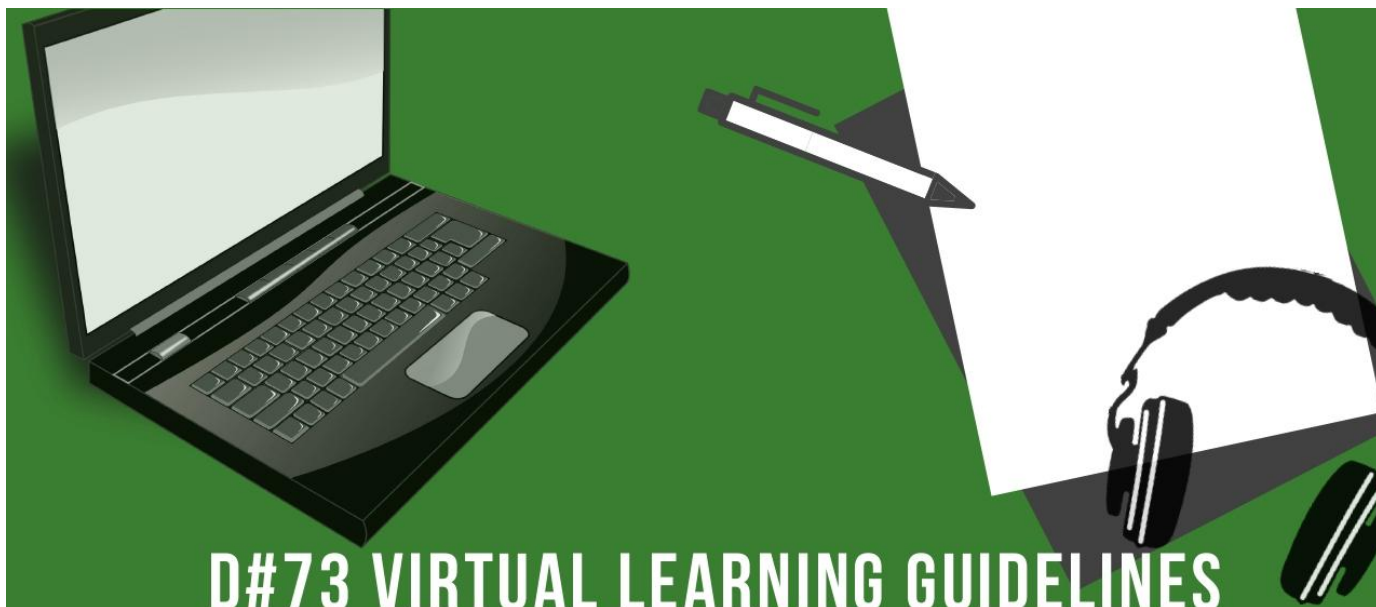
Teacher: \_\_\_\_\_

Course: \_\_\_\_\_

Below is our building's office hours schedule. You can get help from these teachers at these times:

[illegible]

# Soar



## D#73 VIRTUAL LEARNING GUIDELINES FOR STUDENTS AND FAMILIES

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- I will speak to my peers and teachers using kind words.
- I will raise my hand if I want to speak next and/or use the chat feature respectfully. I know I will be held accountable for what I say in video conferences and in chat.
- I will take turns speaking and listen to others as they speak. I will mute my mic until it is my turn to speak.
- I will be on-time for our class meetings.
- I will follow school dress code.
- I understand if I am unable to follow these guidelines, as well as rules outlined in our Technology User Agreement, I will be required to complete alternative assignments and not be allowed to participate in classroom Meets.
- I will join the Google Meet with my district account, in a public space in my home, with a wall behind me to protect my family's privacy. I understand G.Meets are just for students who have been invited by the teacher.





## D#73 VIRTUAL INSTRUCTION GUIDELINES FOR TEACHERS

The guidelines below are to protect you, our students, and our district, as well as ensure our virtual instruction is effective and supportive of our students' growth.

- All videoconferencing should take place on Google Meet and should be educational purposes only.
- Videoconferencing should NOT be used for one-on-one communication between teachers and students. If necessary to provide instruction appropriate to FERPA guidelines, a parent or a third party staff member must be included in the conference.
- Do not record conferences that involve students. You can record direct instruction involving you, the teacher, and post to G.Classroom or YouTube for students to view later.
- Do not post links on public websites/social media or create recurring events on your G.Calendar (leaving links out can allow students to re-enter).
- Don't forget to set up expectations, routines, and procedures just like you would in a seated class.
- Have a plan for students who are not present. How will they make up the learning activity?
- Students from outside our district are not allowed to join the videoconference. Do not admit anyone from outside of the De Soto domain.
- If you witness something inappropriate in the background, end the conference and immediately call the parent. Report as necessary.
- The teacher must always be the last one to leave the conference and end the call.
- Hold your videoconference in a private place in your home with nothing inappropriate visible. Meet in this space each time.

# Soar

## Supporting

### **Family Remote Learning Support - C&I Website**

We recognize families didn't plan to have to shift instruction to home, and we are grateful to have you as partners in this endeavor. We have since had several months to better equip our teachers and families with tools to prepare for continuing learning no matter the scenario with which we are presented.

The Curriculum & Instruction (C&I) website has a collection of [Technology Tutorials and Parent Training Opportunities](#) for students, families, and teachers. We encourage families to take advantage of these tools not only for possible shifts to remote learning, but also because technology is infused into regular classroom instruction. Also available on this page is a [Glossary of Acceleration and Remote Learning Terminology](#).

We will continue to update these resources as new tools are found and developed.



## Family Technology Tutorials

### Syncing Google Docs, Sheets, and Slides Offline

Students can use Google apps while offline and not lose their IF they set up offline sync first. When they get back to online access, Google will sync their offline work. Here is how to set up that offline syncing:

<https://support.google.com/drive/answer/2375012>

### Navigating Google Classroom

If you haven't used Google Classroom much, or still feel like you are struggling with getting around efficiently, this short tutorial is just for students!

<https://youtu.be/G5P7nVbQWJc>

### All Things Google

Google offers quick, concise tutorials on many of their products here.

<https://support.google.com/a/answer/1631886>

### Changing Google Accessibility Features

Reading on a screen isn't for everyone, and many of our students require assistive settings. This short video shows how to change these settings.

<https://www.youtube.com/watch?v=G8aztCnvv7U>

### For Students: How to Write a Good Email to Teachers

Some students will be using email to communicate with teachers for the first or at least more frequently. Here are some good tips for communicating using email.

<https://www.noclosedroads.com/post/how-to-write-a-good-email-to-a-teacher>

### Type With Your Voice

This is a helpful tool for students who have a lot to say but struggle with typing. Just speak and let Docs help.

<https://support.google.com/docs/answer/4492226>