



**COLBERT COUNTY**  
**S C H O O L S**

**2020-2021**

**ROADMAP TO REOPENING**

## **INTRODUCTION**

Based on guidance from the Alabama State Department of Education and the Alabama Department of Public Health, Colbert County Schools has developed a comprehensive Roadmap to Reopening for the 2020-2021 School Year. Through guidance from local and state health officials, this Roadmap is closely aligned with the guidelines released from state and national leaders. This plan has been designed to provide actionable steps towards a safe and healthy return to school as buildings are reopened throughout the Fall.

Colbert County Schools' Roadmap focuses on the health and physical requirements necessary for reopening our buildings to our students. We will continue to provide guidance and recommendations to schools, navigating the academic, social and emotional effects of the COVID-19 pandemic on our students and staff.

There are 5 Guiding Principles, based on guidance from the ALSDE, which we will use to make all planning, decisions, and execution of plans to return to school in the 2020-21 school year.

1. We will be transparent. We will share what we know and what we do not know and be clear about what we can control and what is outside of our control.
2. We will be equitable. We will center all decisions on what is best for students, families, and educators.
3. We will put safety first. We will leverage science, data, and public health leadership to inform the choices that we make.
4. We will listen to all stakeholders.
5. We will be decisive.

Given the size and scope of the challenge, we must move deliberately and make tough choices. We may need to adapt and if so, we will adapt quickly. Student success is contingent on communication and execution of the plan.

- Before implementation of any processes, all parties should acknowledge that matters are different and there are very few processes, if any, that are the same as last year (i.e. restrooms, check-outs, meals, break, guests)
- We will communicate and over-communicate. Check our website for frequent updates. Download the Colbert County Schools App on your device and follow us on Twitter, Instagram, and Facebook.
- Parents must be honest and forthright in communicating with schools ( i.e. Covid symptoms, positive test results, etc.).
- Parents will adhere to the processes (i.e. checkouts, deliveries, etc.).
- CCS will establish processes that will prioritize safety.

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- Any CCS employee or students having direct contact with a person diagnosed with Covid-19 should immediately notify the Office of the Superintendent.
- Tracing on Colbert County Schools Board of Education properties will be conducted by ADPH staff.
- Students who are ill at school will be placed in a designated area of quarantine with a facial covering in place. Nurses will wear protective eyewear and facial coverings when caring for these students. A parent will be called to immediately transport the student to their physician or home.
- Students sent home from school should be kept home until they have completely recovered according to ADPH guidelines.
- In order to return to school, any COVID-19 diagnosed employee or student MUST provide:
  - Negative COVID-19 Test Result
  - ADPH-issued 14-Day Quarantine
  - Release to Return to Work or School from a Medical Professional

For additional guidance on addressing community spread, see the CDC's Consideration for Schools. ADPH Guidelines are constantly changing. For the most recent guidelines and recommendations, visit [Alabama Department of Public Health's COVID-19 Resource Center](#).

Also, the *Isolation and Quarantine Timeframes for COVID-19* has been published by ADPH and will be followed in response to the category that a student or employee falls into. This document is available at the end of this plan. See **Appendix A** for more information.

## **NOTIFICATION OF INFECTION**

Upon determining an employee or student tested positive, all persons within the class will be notified with no personal information of the infected person being released (per HIPAA guidelines).

## **RETURN TO SCHOOL & STAGGERED REOPENING**

In order to best prepare our teachers, staff, and students, the following schedule will be followed as we return to school this Fall.

- **August 10th** - Teachers Report to school.
- **August 10th - 20th** - Teacher Professional Development & Training

The entire school atmosphere will look much different this school year. Most of the processes and procedures on all of our campuses will require some type of modification. From bus arrival to hallway transitions, to loading buses for afternoon dismissal, every moment of the day will be very different. In order to relieve much of the anxiety related to so many changes, and to slowly immerse our teachers and students into the new normal, Colbert County Schools will implement a staggered reopening schedule as follows:

### **TRADITIONAL LEARNING PRE-K & KINDERGARTEN STAGGERED REOPENING SCHEDULE**

- **August 24th** ONLY students with last names beginning with letters **A-H** report to school.
- **August 25th** ONLY students with last names beginning with letters **I-P** report to school.
- **August 26th** ONLY students with last names beginning with letters **Q-Z** report to school.
- **August 27th** ONLY all **Male Students** report to school.
- **August 28th** ONLY all **Female Students** report to school.

### **TRADITIONAL LEARNING GRADES 1-12 STAGGERED REOPENING SCHEDULE**

- **August 24th** ONLY students with last names beginning with letters **A-H** report to school.
- **August 25th** ONLY students with last names beginning with letters **I-P** report to school.
- **August 26th** ONLY students with last names beginning with letters **Q-Z** report to school.
- **August 27th** ALL students return to school.

### **REMOTE LEARNING ALL GRADES REOPENING SCHEDULE**

- **August 24th** ONLY students with last names beginning with letters **A-H** login to platform.
- **August 25th** ONLY students with last names beginning with letters **I-P** login to platform.
- **August 26th** ONLY students with last names beginning with letters **Q-Z** login to platform.
- **August 27th** ALL students login to remote learning platform.

## **POTENTIAL EXPOSURE**

A student or staff member will be considered exposed to COVID-19 if the individual has had close contact (less than 6 feet) for an extended time (greater than or equal to 15 minutes). This is the 6/15 rule that is used as an operational definition of COVID-19 exposure by the Center for Disease Control.

For general and practical purposes, CCS will not consider an entire class "exposed" if a student or staff member in that class tests positive for COVID-19. Exposures will be determined through

public health contact tracing protocols. An individual with an exposure by CDC definition will quarantine according to the following protocols:

- Exposed persons who exhibit symptoms (exposed in the household or by close contact) follow the same protocols as a person positive for COVID-19 with symptoms.
- Exposed person with or without symptoms who tests negative or does not test at all (exposed in the household or by close contact) must be quarantined; may discontinue isolation 14 days after last exposure to a positive case. It is important to note that a negative test does not necessarily mean the person is negative or will remain negative. The individual must finish out the full 14-day quarantine period. If the individual tests positive during the 14-day quarantine period, refer to Laboratory-Confirmed Case guidance above.

## **SCHOOL RESPONSE**

Students who are identified as having a fever and/or symptoms of COVID-19 will be placed in an isolation area to be reviewed by a nurse or another trained staff member. The school nurse will provide an assessment to check for COVID-19 symptoms. If symptoms are present, the parent will be called for student pick up and recommended to report to their personal health care provider, urgent care facility, or the Colbert County Health Department for further instructions.

The parent/guardian of a student who tests positive should notify their school nurse and/or school administrators upon their knowledge of this positive result (student/staff identification will remain confidential as required by law). The Lead Nurse is required to report and verify all positive COVID-19 results with the Alabama Department of Public Health.

## **HOME SCREENING**

Home is the first point in the screening continuum. Colbert County Schools will educate and support families on identifying symptoms indicating students and staff must stay at home. Families should self-report symptoms of illness, which could include fever, new onset cough, fatigue, runny nose, etc. Please contact your school nurse if symptoms are identified at home.

Cherokee Elementary.....	256.359.6422
Cherokee High School.....	256.359.4434
New Bethel Elementary.....	256.383.6471
Colbert Heights Elementary.....	256.381.6132
Colbert Heights High School.....	256.383.7875
Leighton Elementary.....	256.446.8351
Hatton Elementary.....	256.446.5679
Colbert County High School.....	256.446.8214
Colbert Connect.....	256.483.5129
Board of Education.....	256.386.8565

## **TEMPERATURE CHECKS**

All persons entering any Colbert County Schools property is subject to temperature check. No person with a temperature of greater than 100.4 will remain on school property.

## **CONFERENCES & MEETINGS**

Conferences and meetings related to student services (IEP, 504, Disciplinary, etc.) may occur in-person or virtually depending on the current protocol at each school.

## **ON-CAMPUS CLOSURE OF SPECIFIC AREAS**

In the event of a positive test among staff or students, the classroom or area exposed will be closed until deep cleaning and disinfection can be performed. Area should remain unoccupied for a 24 hour period.

## **FACE COVERINGS**

Recommendations regarding face coverings differ based on the level of community spread. Information should be provided to staff, students and families on proper use, removal, and washing of cloth face coverings. Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. It is recommended that parents purchase their child a face covering in case the status of recommended face coverings is changed to mandatory.

In the event face coverings become mandatory, the state of Alabama will provide each employee and each student 3 washable, reusable masks (by mid-August). **We ask that every individual (student and employee) keep a mask in their possession at all times and utilize it when in a close, crowded, or congested situation.**

## **SOCIAL DISTANCING**

The ideal distance to prevent/slow the spread of viruses is 6 feet. There is evidence to suggest that, in the absence of a 6 foot space barrier, distances as little as 3 feet provide a level of protection, particularly for children.

From the ALSDE Roadmap to Reopening: "Maintaining physical distance between persons is another method that may be employed to reduce the risk of spreading coronavirus according to both CDC and ADPH...Maintaining physical distance will not always be practical inside school settings and there is no expectation to do so. However, local school systems can refer to guidance from the CDC and ADPH to help craft best practices. For instance, space may not allow placing six feet between student desks, but it might be practical to place a little more space between desks and to face them all in one direction." (Explanation: this language from the Alabama Roadmap to Reopening states the obvious that maintaining the ideal physical distance between persons "at all times" is an unreasonable expectation in a school environment.)

## **HAND SANITIZER**

Hand sanitizer should contain at least 60% alcohol and only be used with staff and older children who can safely use hand sanitizer (CDC Hand Hygiene).

- Hand sanitizing stations will be placed at each school entrance & hand-held devices, disinfecting wipes, etc. will be utilized in buildings, as appropriate.
- Hand sanitizer will be provided in each classroom, bathroom, and lunchroom for students to use when necessary.
- Parents should notify the school if their child is allergic to any form or common ingredients of hand sanitizer.

## **SCHOOL SYSTEM EXPECTATIONS**

- Provide guidance for cleaning and disinfecting all core assets, including buildings.
- Actionable guidance to custodial and staff regarding cleaning and disinfection.
- Maintain facilities for normal school operations.
- Change air filters regularly.
- Train Staff identifying the signs and symptoms of COVID-19.
- Signage regarding frequent handwashing, cough etiquette, and nose-blowing.
- Inventory necessary materials and supply chains for cleaning and disinfection supplies.
- Keep restrooms and handwashing stations supplied with soap and hand sanitizer.
- Clean frequently touched surfaces including doors, benches, bathrooms, etc. with appropriate solutions, at minimum, twice daily.
- Develop procedures to minimize times and areas where large groups typically congregate or transition during the school day.

## **WATER FOUNTAINS**

- Staff and students should bring their own water to minimize use and touching of water fountains.
- It is recommended that parents purchase each child a personal water bottle. The water bottle should be filled daily from home and maintained on the child's proximity during the school day. There will be no sharing of water bottles.

## **RESTROOM USE**

- Students should use the assigned restroom nearest their classroom. In order to socially track students, it is advised that students only use their assigned restroom.
- Grades 7-12, restrooms will be closed during class changes. Individual classrooms will have specific time frames and allow students in need to use restrooms accordingly.

## QUARANTINE AREA

At minimum, each school will maintain an area of quarantine (located in close proximity to the nurse's office) for any symptomatic student or staff member.

## SIGNAGE

Signage indicating the following will be strategically placed in buildings throughout the Colbert County School District.

- Hand-Washing
- One-way Signs
- Social Distancing Techniques
- Entry, Exit Signs
- Feeling Ill – COVID-19 Signs

# EDUCATIONAL OPTIONS & ACADEMICS

Mastery of Alabama course standards are required regardless of the learning platform chosen by the student. Traditional students and remote students are accountable for the same academic expectations. Assignments and assessments will be delivered and graded based on the satisfactory completion of the submitted work at all grade levels. A remote course may or may not have the same teacher as an on-campus course at school. The number of courses, on-campus or remote, will vary depending on the needs and circumstances at each school.

## TRADITIONAL INSTRUCTION

Students physically attend class on-campus at their zoned school. Face-to-face, in-person learning option. The traditional classroom at elementary schools and high schools will look very different beginning with the 2020-2021 school year. Guidelines for traditional classrooms:

- **Grades PK-3** are self-contained with students transitioning to P.E. and other electives as necessary.
- **Grades 4-6** may be self-contained or departmentalized with core teachers rotating between classrooms and students transitioning to elective classes.
- **Grades 7-12** will be on a modified daily class schedule with intermittent dismissal times to decrease the amount of traffic in halls.

Additional guidelines for all grade levels at all school campuses:

- Social distancing/safety measures will be observed at all times
- Students assigned specific desks/seats
- Space seating/desks at least 6 feet apart **when feasible**
- Teachers may modify student seating arrangements as necessary

- Desks turned to face in the same direction (rather than facing each other), or students sitting on only one side of tables, spaced apart. CDC guidance acknowledges that ideal spacing may not always be possible in school environments.
- Masks will be encouraged for students and staff. In certain close situations, staff will be required to mask. It is strongly recommended that all students and staff have a mask on their person throughout the day in situations where distancing may be difficult to achieve.
- Students will change classes where applicable, but school administration will formulate plans to control movement to limit exposure when possible. Students are encouraged to wear a face covering when changing classes.
- Until further notice, class field trips and daytime assemblies/gatherings where distancing cannot be achieved are suspended (this does not include athletics, band, or other after school travel that may occur in conjunction with a contest or performance. We are continuing to digest the state's guidance on bus transportation and consider what other changes, if any, we need to make).

## **REMOTE INSTRUCTION**

Off-campus, online, virtual learning during normal school hours. Teacher-facilitated virtual learning platform with online attendance recorded daily based on students logging in to virtual platforms. Reliable, daily Internet access is essential to Remote Instruction. Students may participate in a Colbert County School

- Colbert County Schools will utilize an accredited online curricular program, SchoolsPLP (provided by the Alabama State Department of Education), for remote learning.
- Other learning platforms may be utilized at the discretion of the teacher or administrator. (i.e. Google Classroom, Schoology, SeeSaw, etc.)
- Certain courses may require occasional in-person meetings, instruction, or assessments.
- It is very doubtful that all electives that are available via in-person can be afforded to students who opt out of in-person instruction.
- Students with an IEP may utilize various means of instructional delivery.
- Students will not physically attend school but will participate in school-based remote learning from home.
- Students will be expected to log-in to the virtual learning platform daily.
- Virtual students will not have access to in-person small group, individualized instruction.
- Instruction times will follow the student's school schedule, and students must be logged in virtually in order to be counted present.
- Remote Instruction- Virtual instruction with daily attendance required Some physical attendance may be required (i.e. testing, etc.).
- It is recommended that remote learners have strong reading and computer navigation skills, as remote learning will be even more challenging without these skills.
- Remote learning will require enhanced assistance from parents/guardians at home.
- Daily Internet accessibility (day and night) will be essential.
- There will be expectations of live instruction, so students will be required to log-on at specific times as part of a remote course.

## **BLENDED INSTRUCTION**

Blended Instruction will only occur when the traditional learning environment is interrupted due to COVID-19, significant weather event, or as ordered by local or state officials.

- Quarantined students will be allowed to participate remotely, in class activities to the extent possible.
- A student who is quarantined will be permitted to return to traditional learning when safe to do so according to district health protocols.
- Students will not be able to pick and choose which classes they take in-person and which classes they take virtually.

## **LIBRARY**

Library services will be virtual for all students throughout the year. Physically borrowing books will be suspended, but students will have access to virtual books and reading materials on a variety of websites and virtual platforms.

## **ACCESS TO INSTRUCTIONAL TECHNOLOGY**

Colbert County Schools will provide guidance, education, and informational resources on how to use the technology utilized by our teachers in the classroom.

- All students grades K-12 are assigned an school email address with the format of FIRSTNAME.LASTNAME@CCSS.EMAIL
- Every Colbert County Schools student has access to an electronic learning device.
- Learning devices may be assigned upon request according to the student/parent Colbert County Schools device agreement.
- Live-streamed instruction and prerecorded lessons may be utilized

## **PHYSICAL EDUCATION**

Students will participate in non-contact, socially-distanced physical activities. Students will not dress out. There will be no free-play and playground equipment will not be used. Alabama has released specific guidelines regarding P.E. and can be found online at [www.colbert.k12.al.us](http://www.colbert.k12.al.us).

## **ASSEMBLIES & SPECIAL EVENTS**

The more limited interaction with others, the better the spread of the virus can be mitigated. Until further notice, class field trips and daytime assemblies/gatherings where distancing cannot be achieved are suspended.

Each school will communicate more specifically about assemblies and special events at each campus. An assembly or special event can only occur if state and local health guidelines can be achieved. These events may include open house, student/parent orientation, meet the teacher, mass gatherings, parent/teacher conferences, parties, celebrations, pep rallies, field trips, and other assemblies of this nature. These events may be held virtually.

## **VISITORS ON CAMPUS**

Per state health guidelines, schools will limit non-school personnel from entering our buildings and interacting with our students. Parents and guardians are encouraged to conduct school business via phone or email as much as possible. For the time being, we will restrict parents/grandparents and others from coming to eat lunch with their children and/or family members attending class parties. Our hope is that these restrictions are short-lived, but they are necessary for the health and safety of our children.

## **EMERGENCY LEARNING PLAN**

Traditional instruction will have virtual components to ease the transition if Colbert County Schools is ordered to Remote learning for a period of time. In this scenario, all students will shift to the expectations of remote learning as outlined above. If an Emergency Learning Plan is instituted, all employees will continue to report to work at the school buildings unless otherwise directed by the Superintendent. Decisions regarding a return to Traditional learning will be made in consultation with administrators, nursing staff, the local health department, and in consideration of COVID-19 cases/exposures and daily attendance rates.

## **FORMATIVE & STATE-MANDATED ASSESSMENTS**

All students will participate in all formative assessments on-campus as mandated by Alabama state law. (i.e. Remote K-3 students will participate in fall literacy assessment as required by State law) Students will be required to come on-campus for these assessments, but may be isolated from other students.

## **TRANSPORTATION**

- Bus drivers will be required to wear face coverings while on their bus routes.
- Transportation operations will proceed normally unless otherwise indicated.
- Face coverings for Bus-riders is strongly recommended
- Students will apply hand sanitizer upon boarding the bus
- Visible signage to communicate COVID-19 symptoms and students who should not be riding the bus will be displayed.
- Leave the first two seats behind the driver open, when possible
- Skip seats between riders, when possible
- School Buses will be loaded back to front
- School Buses will be unloaded front to back with social distancing encouraged
- Bus stops should be at the same household as much as possible
- Students should face forward, not leaning across seats.
- Eating on the bus is prohibited by state and federal regulations. Because of this pandemic, this rule will be more strictly enforced.
- Students may bring their own water bottles to utilize throughout the day, but glass bottles are not permitted on any school bus. Only plastic bottles are allowed.
- All students will have an assigned seat. Consideration to students in the same household will be given priority.
- Students participating in extra- and co-curricular activities will have an assigned seat. Consideration will be given to households and specialized groups who have worked in close proximity for a period of time (i.e. positions, groups, sections).
- Bus drivers will spray common touch points with hand-held mist sprayers inside the bus prior to the start of a route, between runs, and immediately following the completion of a run.
- Students may not arrive earlier than 30 minutes prior to the start of class.
- Teachers arrive @ 7:20 a.m. No buses arrive on campus before 7:30.

- Dual Enrollment, School-to-School CTE Bus schedule will be amended as needed.
- Students will report to their assigned area as soon as they arrive.
- Students should sanitize their hands after entering a building. Sanitizing stations will be placed at student entrances and pump bottles will be inside their classroom.

## **SCHOOL MEALS & CAFETERIA PROCEDURES**

All meals will be served in the classroom for breakfast and lunch.

- Breakfast will be no charge this year.
- Parents may not bring food to the school for any child.
- All food items and beverages should be sent with the student in the morning.
- Snacks and food items are limited to your child. No items may be brought from home for a class or group of students.
- If cafeterias are used during the lunch time, then cleaning will be done before and after a group enters and leaves the lunch room.
- If needed the lunch room may be used at scheduled times for a classroom to ensure proper social distancing to the extent of space available
- All meal payments can be made by going to [www.myschoolbucks.com](http://www.myschoolbucks.com)

## **IN-SCHOOL TRANSITION PROCEDURES**

- Transition to classes in one direction
- Social distancing will be enforced.
- Students will walk along the walls without touching the wall.
- All lunches may be delivered to the classrooms.
- There will be scheduled restroom breaks. Teachers will monitor a few students at a time, thus managing restroom activity. Exploratory classes may be cancelled.
- These instructors (art, music, library, guidance, etc.) may travel between classrooms instead of groups of students transitioning room to room.

## **SPECIAL POPULATIONS**

- Teachers may pick up students from the classroom and have a small group in a designated location. Social distancing rules will apply.
- After each group, the teacher will disinfect the area before getting the next group of students.
- Teachers will encourage hand washing often.
- Teachers will disinfect the classroom at the end of each day.
- Teachers will be given a supply of disinfectants, sprayer, hand towels and wipes.

## **SPECIAL EDUCATION SERVICES**

Students that receive special education services will receive the services documented in their IEP. These services will be offered both traditionally and virtually. Services **will not** be allowed to be opted out. Students will be required to complete class work along with activities on the individual goals outlined in their IEP.

Special education teachers will work on their normal scheduled times at each school and the arranged times during the normal school hours of operations for students that have chosen the remote learning path.

During instruction the special education teacher will be required to wear a mask when working in close proximity of the student(s). In group sessions social distancing will be practiced according to the space provided. Each student will have individual materials and materials will not be shared at this time. Work samples and assignments will be submitted by email or virtual platform each week. The special education teacher will also use live meets to determine skill mastery when appropriate.

Special education teachers will also work with parents on an as needed basis in order to demonstrate, assist, and guide them in the instruction for their student. This is necessary in order for the student to continue progressing especially for students on the remote pathway due to the limited accessibility the service provider will have with the student.

If a special education teacher and/or student(s) for any reason cannot meet traditional services then services will be moved to virtual format either for all students or for individual students.

For students on the remote pathway or for any student that is moved to remote due to school closure or sickness and does not have internet access then the parent of that student must contact the service provider in order to have materials, lesson, etc. picked up at a scheduled time during the normal school hours of operation, mailed to a accurate address, or delivered to a parent or guardian at the accurate address. This is the same process for returning work.

At a time deemed by Colbert County Schools Traditional services will be continued in a in person format. At that time Remote students will continue virtually.

## **EVALUATIONS**

Evaluations will continue. At this time all evaluations will be conducted in an in person format. Students on the traditional pathway will be assessed at the school he/she attends. Students on the remote pathway will have two options. The student maybe evaluated at the school in which the student is enrolled or at the Colbert County Board of Education. These evaluations will be at a scheduled time during the normal school hours of operation.

## **OT / SPEECH / PT SERVICES TRADITIONAL AND VIRTUAL**

Students that receive related services will receive the services documented in their IEP. These services will be offered both traditionally and virtually. Services **will not** be allowed to be opted out.

Service providers will work on their normal scheduled times at each school and the arranged times during the normal school hours of operations for students that have chosen the remote learning path.

During instruction the service provider will be required to wear a mask when working in close proximity of the student(s). In group sessions social distancing will be practiced according to the space provided. Each student will have individual materials and materials will not be shared at this time. Work samples will be submitted by email or virtual platform each week. The service provider will also use live meets to determine skill mastery when appropriate.

Service providers will also work with parents on an as needed basis in order to demonstrate, assist, and guide them in the instruction for their student. This is necessary in order for the student to continue progressing especially for students on the remote pathway due to the limited accessibility the service provider will have with the student.

If a service provider and/or student(s) for any reason cannot meet traditional services then services will be moved to virtual format either for all students or for individual students.

For students on the remote pathway or for any student that is moved to remote due to school closure or sickness and does not have internet access then the parent of that student must contact the service provider in order to have materials, lesson, etc. picked up at a scheduled time during the normal school hours of operation, mailed to an accurate address, or delivered to a parent or guardian at the accurate address. This is the same process for returning work.

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## **GIFTED SERVICES**

Gifted students that choose Traditional or Remote services will receive all gifted education services virtually.

Gifted specialists will provide services in grades 3-5 directly in a virtual format and grade 6 will continue to be consultative. Each grade will have a scheduled time on a selected day to have a virtual class. In case a student is not able to attend each lesson will be recorded and posted.

Each week:

- Gifted students will be required to attend a 1-hour virtual Meet session (with a gifted specialist) (during the normal school hours of operations) and spend the other 2 hours each week completing their assignments/activities provided by the gifted specialists.
- Students will receive a document with 5-10 activities. The document will have activities that will help students meet Alabama Department of Education Gifted Standards and will be thematic in nature.
- Activities will be required to complete. The gifted specialist will be available for guidance and assistance during the week. The primary communication will be with email either from the student, teacher, or parent of students that have chosen the Remote learning path. Questions will be emailed and the gifted specialist will respond either by email or they will schedule a virtual meeting to assist with assignments. Materials will be provided for any student that needs them no matter the learning path (Traditional or Remote) a student is attending. There is no sharing of supplies at this time. Assignments will be submitted by email or virtual platform each week.

For students on the remote pathway or for any student that is moved to remote due to school closure or sickness and does not have internet access then the parent of that student must contact the service provider in order to have materials, lesson, etc. picked up at a scheduled time during the normal school hours of operation, mailed to a accurate address, or delivered to a parent or guardian at the accurate address. This is the same process for returning work.

At a time deemed by Colbert County Schools Traditional services will be continued in an in-person format. At that time Remote students will continue virtually.

## **EVALUATIONS**

Evaluations will continue. At this time all evaluations will be conducted in an in person format. Students on the traditional pathway will be assessed at the school he/she attends. Students on the remote pathway will have two options. The student maybe evaluated at the school in which the student is enrolled or at the Colbert County Board of Education. These evaluations will be at a scheduled time during the normal school hours of operation.

## **504 SERVICES**

504 services will continue whether the student has chosen a traditional or remote learning pathway. The teacher will be provided a copy of the 504 plan to follow in order for the student to continue to have accessibility to the curriculum.

For students on the remote pathway or for any student that is moved to remote due to school closure or sickness and does not have internet access then the parent of that student must contact the counselor at the students school of enrollment in order to have materials, lesson, etc. picked up at a scheduled time during the normal school hours of operation, mailed to a accurate address, or delivered to a parent or guardian at the accurate address. This is the same process for returning work.

## **EVALUATIONS**

Evaluations will continue. At this time all evaluations will be conducted in an in person format. Students on the traditional pathway will be assessed at the school he/she attends. Students on the remote pathway will have two options. The student maybe evaluated at the school in which the student is enrolled or at the Colbert County Board of Education. These evaluations will be at a scheduled time during the normal school hours of operation.

## **DISMISSAL**

- Each school will determine dismissal procedures and notify parents
- All will strictly adhere to the guidance.

## **FIELD TRIPS**

Colbert County Schools understand the educational and cultural values of field trips. Each field trip request may be approved or denied based on a variety of factors. Virtual field trips should always be considered. COVID-19 hotspots will be avoided.

- Field trips may be approved per consideration of destination, number of students attending, and availability of buses/drivers. Hot spots will be avoided.

## **ATHLETICS**

- CCS will adhere to guidance as disseminated by governing and national entities (i.e. Alabama High School Athletic Association, etc.).
- When traveling to away locations, CCS will adhere to municipal and state directives for that community.
- Consideration will be given to the practicability of various organizations participating in traditional “away” events. Concessions All concession stands will adhere to the Alabama Department of Public Health guidance (i.e. local city/restaurant rules apply).

## **AFTER-SCHOOL ACTIVITIES**

- All after school activities will follow social distancing guidelines and sanitize areas before and after use.
- After school programs may close pending severity.

## **EMERGENCY 50% PLAN**

In the event that CCS is forced to operate at 50% capacity, a blended approach with an A-day/B-day schedule will be instituted. Students will be divided into two groups, likely alphabetically. Students will alternate between in-person and remote learning with A-day students attending in-person on Mondays and Wednesday and B-day students attending in-person on Tuesday and Thursdays. Fridays will remain reserved for specialized instruction while most students work remotely. If an Emergency 50% Plan is instituted, all employees will

continue to report to work at the school buildings unless otherwise directed by the superintendent. Decisions on this will be made in consultation with the administrative team, nursing staff, the local health department, and in consideration of COVID-19 cases/exposures and daily attendance rates. Alternate scheduling plans may impact the entire district or individual schools/classrooms.

## **FACULTY & STAFF**

Faculty and staff should communicate any high risk issues to school administration prior to the beginning of the school year in order for the district to develop a plan.

The district will schedule professional development for faculty on the use of virtual platforms.

Faculty and staff will be offered personal protective equipment to include facial masks (or shields), gloves (upon request), and room sanitation materials.

Faculty and staff may wear masks, gloves, and other protective clothing at their own discretion except in situations where distancing cannot be achieved.

In cases where a faculty or staff member is sick due to COVID-19, the Families First Coronavirus Response Act (FFCRA) will be followed. This Act can be found at <https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave>

Teachers will create and maintain a minimum of 15 days of lesson materials that may be used in an emergency situation where the teacher is sick or quarantined and unable to teach remotely.

In cases where the school system initiates a school-wide blended platform, faculty and staff may be expected to report to their classrooms and work areas to facilitate learning with their students on the approved virtual platform.

Professional development will be provided to custodians on COVID-19 sanitation techniques and equipment.

Temperatures of all CNP employees will be taken and recorded before they sign in each morning by the school's lunchroom supervisor. If a temperature is more than 100.4, they will be sent home. In the presence of a positive COVID-19 test, CNP employees may not return to work for 2 weeks and must be symptom free or present a negative COVID-19 test. Masks and facial shields will be available for CNP employees. However, they will not be required to wear them unless they will be in direct contact with students or food preparation.

This plan is not extensive and does not cover every scenario that may take place. This year will be a year like no other that we have ever faced. We ask for your patience and understanding as we make it through this year together. We will do our best to provide a clean, safe environment for your child. There will be challenges that we will face, but we'll always have the students' and

staff's best interest in mind as we make decisions. We are excited as we plan to see our students on August 24.

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