



Marion Community School District No. 2
Snapshot of Return to Learning Plan
July 24, 2020

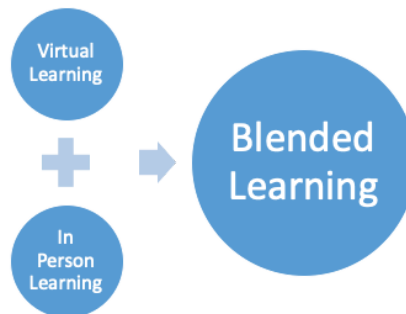
Dear Unit #2 Family,

Thank you for your continued patience as the Return to Learning Plan is being developed. The purpose of this letter is to provide you with a “snapshot” of the district’s plan while other details of the plan are being developed and will be released on or before July 31, 2020.

The plan’s impact is extremely important to students, families, and our community. New information and guidance continue to be released impacting the plan. Gathering information from parents via the recent survey, teachers, Board of Education members, and other key stakeholders was vital towards the development of the best plan none of us thought we would ever have to develop.

During the many planning meetings, guidelines from the Illinois State Board of Education, Center for Disease Control (CDC), the Illinois Department of Public Health, Bi-County Health Department, and the local Emergency Management Agency have been taken into consideration. The following is the basic framework for the plan.

The district plans to follow a “blended learning” plan. Blended learning includes both in-person and virtual learning. The recommendation is for in-person instruction for all students Monday-Thursday from 8:00 a.m. - 12:00 p.m. with 60 minutes of virtual (remote) learning in the afternoon. On Fridays, a full day of remote learning will be available. As per ISBE guidelines, 300 minutes of instruction must occur. The “blended learning” plan complies with the 300-minute guideline.



2020-2021 School Year Starting Schedule

The start of the school year looks different from previous years. Please note the following “basic” schedule, and additional events and details are still under review. (e.g. Parent Orientation Night)

Monday, August 17, 2020 - Institute Day #1 - Teachers report to work. Preparations for the school year occurs.

Tuesday, August 18, 2020 - Institute Day #2 - Teachers & staff continue preparations for the start of the school year.

Wednesday, August 19, 2020 - Remote Learning Planning Day #1- During the three Remote Learning Planning days, all staff will complete mandated safety training & participate in professional development focused upon effective remote learning tools and delivery

Thursday, August 20, 2020 - Remote Learning Planning Day #2

Friday, August 21, 2020 - Remote Learning Planning Day #3

Monday, August 24, 2020 - First day of attendance for Family Learning Group A (approx. ½ of the student body) All students attending from 8:00 a.m. - 12:00 p.m. Junior High School Dismissal Time is 12:07 p.m. & High School Dismissal Times Start at 12:15 p.m.

Tuesday, August 25, 2020 - First day of attendance for Family Learning Group B (approx. ½ of the student body) All students attending from 8:00 a.m. - 12:00 p.m. Junior High School Dismissal Time is 12:07 p.m. & High School Dismissal Times Start at 12:15 p.m.



Marion CUSD #2 Return to Learning Plan

Teacher Work Day: 8:00 a.m. - 3:40 p.m.
Following Adopted 2020-2021 School Calendar

Teacher Office Hours: Monday - Thursday from 2:00-3:40 p.m.
Friday from 8:00 a.m. - Noon & 2:00 -3:40 p.m.

A Teacher Communication Directory will be available on the district's homepage including specific contact information.

Monday & Wednesday

FAMILY LEARNING GROUP A

- ★ ½ of Student Body as Determined by Building Level Team
- ★ Attends Monday & Wednesday
- ★ Arrival Time - 8:00 a.m. to begin temperature checks & health screenings
- ★ Dismissal Time - Noon
- ★ "Grab & Go" Breakfast & Lunch Served
- ★ Elementary-CORE Curriculum Subjects Taught In Person
- ★ Junior High - Class Periods 1-3 on Monday & Class Periods 4-6 on Wednesday In Person
- ★ High School - Class Periods 1-4a on Monday & Class Periods 4b-7 on Wednesday In Person
- ★ IEP/504 Students in Attendance as per individual plan
- ★ Noon-3:00 p.m. AfterCats care for limited number of students

Tuesday & Thursday

FAMILY LEARNING GROUP B

- ★ ½ of Student Body as Determined by Building Level Team
- ★ Attends Tuesday & Thursday
- ★ Arrival Time - 8:00 a.m. to begin temperature checks & health screenings
- ★ Dismissal Time - Noon
- ★ "Grab & Go" Breakfast & Lunch Served
- ★ Elementary-CORE Curriculum Subjects Taught In Person
- ★ Junior High - Class Periods 1-3 on Tuesday & Class Periods 4-6 on Thursday In Person
- ★ High School - Class Periods 1-4a on Tuesday & Class Periods 4b-7 on Thursday In Person
- ★ IEP/504 Students in Attendance as per individual plan
- ★ Noon-3:00 p.m. AfterCats care for limited number of students

Friday

DISTRICT-WIDE REMOTE LEARNING DAY

Purpose: For academic instruction, deeper learning, reduced contact, professional development & teacher preparation

Students participate in assigned remote learning tasks from home.

Teachers are available from 8:00 a.m. - Noon & 2:00-3:40 p.m. for academic instruction, student assistance &/or participation in meetings & professional development.

Elementary students participate in CORE curriculum instruction & remote Specialty Classwork provided to BOTH Family Learning Groups:

- ★ Language Arts & Math
- ★ Music
- ★ P.E.
- ★ Digital Literacy
- ★ Guidance

Junior High & High School Students complete remote classwork

AfterCats not available on Fridays.

"Grab & Go" meals available at designated locations.

REMOTE LEARNING

In-Person & Full Remote Students

Every afternoon all students participate in Remote Learning Monday - Thursday

Full/Complete Remote Learning Option

A full/complete remote learning is an option for a single semester at a time. Students must be registered before remote learning can be arranged. Registration is currently underway for returning students. Kindergarten registration is July 27 & July 28 from 3:00-7:00 p.m. in the Junior High School Cafeteria. [LINK](#) here for requirements and additional information.

New Students To CUSD #2 should register on August 6 from 8:00 a.m. - 4:00 p.m. Grades 1-8 at Marion Junior High School Cafeteria & Grades 9-12 at High School Auditorium Entrance *Proof of Residency (2 items) is required before registering.* Visit www.marionunit2.org for requirements and additional information.

Parents choosing the Remote Learning Option for Semester 1 (August 24-December 18, 2020) are asked to notify their child's school(s) during the week of August 17 - August 21, 2020, and complete a Remote Learning Notification form. A digital version of the form will be available. Remote learning will be made available each school day for students. Remote learning may not include the same learning opportunities as in-person learning.

School Supplies

To minimize risk, students should have the following "non-traditional" school supplies:

1. Mask/Face Covering – Please ensure comfort and breathability. We encourage practice at home before the first day of school.
2. Hand sanitizer for personal use throughout the day
3. Water Bottle filled with fresh water each day. Water fountains will not be in use.
4. Backpack – Junior & Senior High School student backpacks should be clear or made of mesh

NOTE: Students will not be able to share items. Please label items with the student's name.

Device Distribution Plan

Marion CUSD #2 plans to provide each child with a Chromebook device. Distribution will take place at each students' school. Chromebooks are inventoried and remain the property of the school district. They must be returned to the school district at the announced designated time. Chromebooks are a valuable learning tool and proper care should be taken.

If a family leaves the district, all district property should be returned to the home school. Technical support will be provided by the home school. Parents can contact their home school with any questions regarding their device or contact support@marionunit2.org

Safety

Marion CUSD #2 is committed to the health and safety of our students, staff, and their families. The following plan was developed with that in mind. While our plan specifies guidelines for our staff, students, and buildings to follow, everyone's health and safety are dependent on each individual. Each staff member should ensure their own health and safety by adhering to these guidelines and reporting any issues or safety concerns to their building principal or supervisor. Each of us will play a role in our collective safety. Additionally, all staff will be required to participate in COVID-19 safety training titled *How to Protect Yourself and Others*.

Each building principal or administrator will be responsible for developing their individual plans for review and approval. Every effort should be made to ensure the health and safety of staff and students, including quarantine and a nurse's space within each building as feasible.

Social Distancing

Marion CUSD #2 Schools students and staff are encouraged to maintain social distancing to the greatest extent possible throughout the school day. Signage reminding staff, visitors, and students to maintain social distancing will be placed at all entrances, in classrooms, and throughout other common areas. Social distancing applies to all areas including the classroom, common areas, and the main office. Student mixing should be reduced to a minimum.

Elementary students should remain with their grade level cohorts to reduce mixing grade levels within the building as much as possible. Students should use one classroom, one entrance to the building, one restroom, and one hallway. Every effort must be taken to create "bubbles" within each building for each classroom and grade level. This bubbling within the schools will allow for more precise contact tracing should a case of COVID-19 be confirmed at a location. Building staff should review their student pick up and drop off procedures in an attempt to maintain social distancing.

Junior High & Senior High School students should limit the number of entrances, hallways, classrooms, and other areas as much as their schedule allows. This will also help to control the spread of COVID-19 to a limited number of areas. Building staff should restrict student movement patterns within and outside their classroom/building.

Face Coverings and Personal Protective Equipment

Marion CUSD #2 understands that social distancing will not be possible for all circumstances. Staff will be required to properly wear a nose and mouth covering in all areas. Some exceptions allowed will be while teaching (must keep a distance of ten (10) feet or greater), at your desk when you are able to maintain social distancing or any other reason which must be cleared with your supervisor. If you are not wearing a face covering and someone approaches you, you are encouraged to put yours on. When walking to the restroom, in hallways, on a school bus, in common areas or outside of your classroom or work area you must wear your face covering. Signage will be placed in areas requiring the use of face coverings. Gloves or other PPE should be used as needed when assisting students requires close contact. ISBE & Marion CUSD #2 Schools will provide masks. You may use your own face covering. All students must wear a face covering.

Hand Hygiene

Frequent hand washing and hand sanitizing are key to help prevent the spread of COVID-19. Staff members must clean their hands as often as possible with soap and water for at least 20 seconds. If soap and water are not available, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. Staff should avoid touching their mouth, eyes, or nose as much as possible. Staff and students should hand sanitizer upon entering the classroom each and every time. Each building will place signage reminding everyone of the need for proper hand hygiene in the appropriate areas. If assisting a student requires close contact, hand washing or sanitizing should be done before and after contact with students.

Training

All staff will be required to participate in a COVID-19 safety training titled *How to Protect Yourself and Others*. Each staff member will be required to complete the safety training related to social distancing, proper use face coverings, and hand hygiene procedures. Additionally, employees will be trained on the proper way to disinfect their individual workstations. Each school will provide additional training to staff that is specific to their unique circumstances. Hand hygiene and social distancing will be included in our curriculum to help educate our students on the importance of proper hand hygiene and personal safety. Proper hand hygiene and social distancing skills/practices must be instructed within the first 5 student attendance days. Trained specialists will also be available to staff for consultation and support.

Health Screenings

Daily temperature and symptom checks will be conducted upon arrival of all students and staff. Additional checks may be conducted throughout the school day.

Only students and staff who are healthy should report for in-person learning. Students and staff with any of the following symptoms of COVID-19 should remain home.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- A measured temperature of 100.4 degrees Fahrenheit or greater
- Headache
- New loss of taste or smell
- Sore throat
- Nausea or vomiting
- Known close contact with a person who has been diagnosed with COVID-19

Any student or staff member who begins to exhibit a high fever associated with COVID-19 like symptoms should report to the designated area, following the building procedure. Students will be provided a face covering and will remain in the quarantine area until a parent or guardian picks the student up or alternative transportation home is arranged. Staff will remain in the quarantine area until they are able to leave. These individuals should self-monitor and return to school according to the IDPH guidelines. A doctor's note may be required for staff returning to work.

Staff who has had contact with someone who is positive for COVID-19 should notify their building principal or supervisor immediately.

Students who have had contact with someone who is positive for COVID-19 should follow the IDPH guidelines for self-monitoring and self-quarantine. Students may be required to provide a doctor's note verifying clearance of their return to school.

Facilities

All custodial/maintenance staff will be trained on the return to school guidelines, where applicable. These procedures will include extra sanitation efforts using certified EPA products in both low/high contact areas including:

- Desktops
- Door handles
- Countertops
- Handrails
- Light switches
- Drinking fountains (if left on)
- Restroom fixtures

Building custodians and cleaning personnel will conduct daily cleaning and disinfection. An EPA approved cleaner will be used for disinfection along with our standard cleaning protocols. All frequently touched surfaces (e.g., door handles/knobs, desktops/tabletops, countertops, light switches, pencil sharpeners, computer keyboards, hands-on learning items, phones, toys, cubbies/coat and backpack areas, sinks, and faucets) will be cleaned on a regular basis. Restrooms, hallways, cafeterias, and common areas will be cleaned throughout the day. Soft surfaces such as carpets and rugs will be disinfected daily. Items such as cloth toys or other cloth material items that cannot be disinfected should not be used.

Building and Grounds may be adjusting personnel schedules to meet the return to school needs. Cleaning schedules will be created and implemented for all facilities and equipment. Extra sanitation efforts will occur during in-class learning which will address high traffic/common areas.

High Traffic Areas

- Hallways
- Stairwells
- Foyers
- Entryways
- Restrooms
- Main offices

Low Traffic Areas

- Gym
- Locker Rooms
- Weight Rooms
- Cafeteria
- Auditorium
- Playground equipment

Sanitation, hygiene, and PPE supplies will be ordered and stockpiled for employee access. All supply requests will use the requisition procedure to order masks, sanitizers, gloves, and thermometers.

Signage for handwashing, social distancing, and face coverings is made available through ISBE.net. or upon request from the school's office. Social distancing markings within classrooms will be done by designated building personnel.

School Bus Sanitation & Ridership Plan

The transportation sanitation plan will include multiple daily disinfection of the school bus fleet. Busses will be cleaned daily with an emphasis on high touch surfaces. School buses will be disinfected daily at the end of routes. A social distancing and PPE plan have been developed for staff when they are at the bus garage. All riders must wear masks/face coverings and sit in an assigned seat. Family members may be seated together.

Social Distancing During Transport

Following the CDC guidelines, school buses are allowed to have no more than 50 students on board. As a result of these guidelines designed to protect students and staff from the spread of COVID-19, the capacity on our school buses may be reduced. We will be prioritizing students who have transportation written into their IEP and students classified under the McKinney-Vento law. These students will be routed first, and all other students will be routed on a first come first serve basis until the capacity of the vehicle has been reached. With the blended model, the number of students attending school each day will be reduced. Therefore, we should be able to accommodate most all student transportation requests.

AfterCats After School Care

AfterCats supervision will be available for elementary, junior high & senior high school students. Care will be available from 12:00 p.m. to 3:00 p.m. and based upon the school's ability to provide supervisory personnel. Previous attendees will be given priority status. Maximum capacity limits will be followed. Fees will be collected on an hourly rate.

Students will be dismissed from their classroom and allowed to gather in a central location. Time will be provided for eating lunch and completing homework while following ISBE guidelines. Junior & Senior High School students will have access to a supervised study area until 3:00 p.m.