Arthur CUSD 305 Return to Learn Plan
Fall 2020

Intro:

On Thursday, July 30th, 2020 the Arthur CUSD #305 Board of Education approved the return to school in person learning plan listed below. Details of the plan are included as well as additional plans that may need to be utilized depending on what phase the Governor of Illinois and the Illinois State Board of Education deems necessary. In addition, at the end of this document is the school amended calendar that was also approved by the BOE.

This return to learn draft was created over the course of the Summer by the Remote Learning Team that consists of 21 teachers representing a wide range of grade levels as well as the entire administrative team. Throughout the process of creating the plan, the committee:

- Reviewed the ISBE/IDPH Transition Joint Guidance
- Surveyed parents and staff
- Consulted with legal counsel and Bushue HR
- Reviewed numerous plans that have been drafted

Definitions:

Asynchronous learning: teachers and students are not interacting at the same time, nor in the same place (Students are given tasks to complete on their own time.) For example: Reading articles and responding to different questions when it is convenient for them. Students complete different tasks like working on projects, completing online discussion board questions, or performing virtual experiments that do not require students to be performing the tasks at the same time.

Synchronous learning: Teachers and students are interacting at the same time, but not necessarily in the same place. For example: All students present in the classroom or virtually or a Google Meet with all students and the teacher.

<table>
<thead>
<tr>
<th>Return to School In-Person Learning</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-6</td>
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<tr>
<td>7-8</td>
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<tr>
<td>9-12</td>
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<tr>
<td>Mon-Fri</td>
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<tr>
<td>-----------------</td>
</tr>
<tr>
<td>Additional learning will take place at home in a variety of methods including but not limited to work assigned for extra practice/virtual meets/check in with group and or teacher for support</td>
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</tbody>
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### Remote Learning

<table>
<thead>
<tr>
<th></th>
<th>K-6</th>
<th>7-8</th>
<th>9-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon-Fri</td>
<td>5 hours of learning: combination of synchronous and asynchronous</td>
<td>5 hours of learning: combination of synchronous and asynchronous</td>
<td>5 hours of learning: a combination of synchronous and asynchronous</td>
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<tr>
<td>Daily synchronous meetings with classroom teachers prioritizing ELA and math standards (attendance taken)</td>
<td>Set office hours</td>
<td>Set office hours</td>
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<tr>
<td>Set office hours</td>
<td>Student and parent contact</td>
<td>Student and parent contact</td>
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<tr>
<td>Student and parent contact</td>
<td>Teachers assess work and provide feedback</td>
<td>Teachers assess work and provide feedback</td>
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<tr>
<td>Teachers assess work and provide feedback</td>
<td>Students receiving special education and related services may receive supports in a variety of ways-online, small groups in person</td>
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</tr>
</tbody>
</table>
**Blended Learning**

Students assigned to one of two groups - Group A, Group B. These groups were created based on families and coordinated K-12 across all 4 buildings.

School Hours:

Group A: Monday - In-person instruction 8:00 A.M. - 1:17 / 1:30 P.M.
  - Tuesday - At-home remote learning
  - Wednesday - In-person instruction 8:00 A.M. - 1:17 / 1:30 P.M.
  - Thursday - At-home remote learning
  - Friday - At-home remote learning

Group B: Monday - At-home remote learning
  - Tuesday - In-person instruction 8:00 A.M. - 1:17 / 1:30 P.M.
  - Wednesday - At-home remote learning
  - Thursday - In-person instruction 8:00 A.M. - 1:17 / 1:30 P.M.
  - Friday - At-home remote learning

Students receiving special services may be invited to attend on-campus Monday-Thursday

<table>
<thead>
<tr>
<th>K-6</th>
<th>7-8</th>
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<tbody>
<tr>
<td>Mon-Thurs</td>
<td>Schedule for days when students are at school:  Welcome - 7:50-8:00 (attendance, lunch count, etc.)  1st - 8:00-8:39  2nd - 8:42-9:21  3rd - 9:24-10:03  4th - 10:06-10:45  5th - 10:48-11:27  6th - 11:30-12:09</td>
<td>On Mondays &amp; Wednesdays, Group A will attend school in person. Group B will be participating in remote learning &amp; may vary by teacher.  On Tuesdays &amp; Thursdays, Group B will attend school in person. Group A will...</td>
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<tr>
<td>Time</td>
<td>Activity</td>
<td>Additional Information</td>
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<tr>
<td>8:00</td>
<td>1st period</td>
<td>8:00-8:38</td>
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<tr>
<td>8:41</td>
<td>2nd period</td>
<td>8:41-9:19</td>
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<tr>
<td>9:22</td>
<td>3rd period</td>
<td>9:22-10:00</td>
</tr>
<tr>
<td>10:03</td>
<td>4th period</td>
<td>10:03-10:41</td>
</tr>
<tr>
<td>10:44</td>
<td>5A lunch</td>
<td>10:44-11:22</td>
</tr>
<tr>
<td>11:17</td>
<td>5B lunch</td>
<td>11:17-11:55</td>
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<tr>
<td>11:25</td>
<td>B Lunch</td>
<td>11:25-11:55</td>
</tr>
<tr>
<td>11:58</td>
<td>6th period</td>
<td>11:58-12:36</td>
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<tr>
<td>12:39</td>
<td>7th period</td>
<td>12:39-1:17</td>
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<tr>
<td>1:24</td>
<td>RTI/Study Hall</td>
<td>1:24:1:30</td>
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<tr>
<td>1:17</td>
<td>Lunch</td>
<td>12:12-12:42</td>
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<tr>
<td>12:45</td>
<td>Lunch</td>
<td>12:45-1:24</td>
</tr>
<tr>
<td>1:24</td>
<td>Lunch</td>
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</tbody>
</table>

When at home, students will participate in remote learning that may vary by teacher. Proposed schedule:

- 1st: 8:00-8:38
- 2nd: 8:41-9:19
- 3rd: 9:22-10:00
- 4th: 10:03-10:41
- 5A: 10:44-11:22
- 5B: 11:17-11:55
- 6th: 11:58-12:36
- 7th: 12:39-1:17

Education and related services may receive supports in a variety of ways—online, small groups in person, or in remote learning.

Office hours for students not learning on-campus that day:
- Additional instruction for teachers
- Instructional planning for teachers
- Professional development for teachers as needed to address issues.

After 1:17 / 1:30 Dismissals on Monday-Thursday:
- Set office hours from 1:30-3:30 for student and parent contact.
- Teachers assess work and provide feedback.
- Office hours for students not learning on-campus that day.
- Office hours for students not learning on-campus that day.

Dismissals on Monday-Thursday:

- Set office hours from 1:30-3:30 for student and parent contact.
- Teachers assess work and provide feedback.
- Office hours for students not learning on-campus that day.
- Office hours for students not learning on-campus that day.

Professional development for teachers as needed to address issues.
**Beginning of the school year**

Teachers will be starting the year by building relationships with our students. The beginning of the school year will bring with it a myriad of emotions with staff, students and our communities and transitioning the students back into new routines will be an integral part of transitioning back. We will also be utilizing the first few weeks of school to establish a baseline of where our students are academically and developing a plan to focus on critical skills and concepts.

**Grading**

Grading will resume to traditional grading practices before the dismissal of schools in March. Grading will be required regardless of the format (in-person/blended/remote) that is implemented. This will differ from what was implemented at the end of last school year, where students were given a pass or incomplete for the level of work completed.

**Arthur CUSD #305 Covid-19 Return to School Health Plan for Families**

The purpose of this policy is to outline health guidelines as they pertain to the re-opening of Arthur CUSD #305 after the Covid-19 school closures. These guidelines are designed to ensure and promote the safety, health, and welfare of our community, in accordance with the Illinois Department of Public Health (IDPH) and Illinois State Board of Education (ISBE)
recommendations. Some of these components of this document may be altered to reflect current
data and recommendations as new guidelines are posted.

Students, faculty and staff will be required to stay home if they are sick. If an individual comes
to school with the following symptoms, they will be sent home until return to school criteria (See
#2 below) is met.

1. **Symptoms Requiring Absence**
   a. COVID-19 like symptoms (fever, cough, shortness of breath) or exposure to
      COVID-19, the individual will be sent home. Other symptoms may include sore
      throat, loss of taste/smell, headache and fatigue.
      i. Directly affected staff member or parent/guardian of affected student to
         call the IDPH COVID-19 hotline at 1-800-889-3931, or the Douglas
         County Public Health Department 217-253-4137 for guidance regarding
         symptoms to determine if testing for COVID-19 is warranted.
   b. Exposure to COVID-19
      i. Individuals must let the District nurse know if they have been in close
         contact with someone who tested positive for COVID-19.
   c. Fever/chills/generalized by body aches
      i. Fever typically constitutes 100.4 or higher.
   d. Sore Throat with fever over 100.4 or visibly swollen glands.
   e. Consistent coughing with pain or fever.
   f. The first 24 hours of antibiotic treatment for contagious illness (strep throat, pink
      eye, etc.).
   g. Active vomiting or diarrhea.

2. **When to Return**
   a. COVID-19 like symptoms: (Per IDPH and Centers for Disease Control (CDC)
      guidelines).
      i. **Untested with COVID-19 symptoms:**
         1. At least 3 days (72 hours) have passed with no fever, without use
            of fever reducing medications, and improvement of symptoms.
            AND
         2. At least 10 days have passed since symptoms first appeared.
      ii. **Tested positive with symptoms**
         1. At least 10 days have passed since first symptoms
         2. At least 3 days (72 hours) have passed with no fever, without use
            of fever reducing medications, and improvement of symptoms
            AND
3. Two (2) negative COVID tests in a row, at least 24 hours apart or a doctor’s note authorizing a safe to return to school, or school related activities.

iii. Tested positive without symptoms
1. At least 10 days have passed since the date of the first positive test, and no symptoms have developed.
2. Two (2) negative COVID tests in a row, at least 24 hours apart or a doctor’s note authorizing safe return to school, or school related activities.

iv. Exposure to COVID-19
1. 14 days have passed since the date of exposure, with no onset of symptoms (length of time during which symptoms will appear). If the exposure was from a member of your household, an additional 14 days have passed since the positive person was released from quarantine.

b. Other symptoms/non-COVID illness:
   i. At least 24 hours have passed with no fever, without the use of fever reducing medications.
   ii. After 24 hours on antibiotics.
   iii. After 24 hours since the last episode of vomiting or diarrhea.
   iv. With doctor’s note of clearance

What protective measures is the school district going to take?

- **Symptom Checks** - Arthur CUSD #305 will require self-certification of all staff and students before entering the school buildings.
- **Face Coverings** - Students and staff will be required to wear face masks in the school buildings. The school will provide one reusable face mask for all students and staff. Parents should consider purchasing additional facemask(s) for their student(s).
- **Social Distancing** - ISBE recognizes that school facilities will not allow for all students to be six feet apart at all times, however Arthur CUSD #305 will make every effort to maintain the six foot recommendation throughout the school day.
- **School-Wide Cleaning and Disinfecting** - Additional cleaning procedures will be implemented and followed per CDC and IDPH guidelines.
- **Water Fountains** - Additional bottle fillers are being installed to decrease the amount of surface contamination for students that are needing to get water.

How will this impact group settings?
Bussing - Bussing will still be provided to students. Students will be required to wear a facemask on the bus. If parents have the ability to transport their students to school that is recommended.

Playgrounds - Playgrounds will be opened to the students and regularly disinfected. Students will use hand sanitizer before and after use of playgrounds, and they will be encouraged to keep six feet of distance.

Cafeterias - Students will have assigned areas in which to eat their lunch. The assigned areas will maintain social distancing requirements and will contain 50 or less students at one time in one area.

Field Trips - All field trips will be suspended until it is deemed safe to resume.

Extracurricular Activities - Extracurricular activities will follow the association guidelines.

What are my options for schooling for the upcoming school year?

Options - Parents may elect to send children back to school full-time or choose to have their son(s)/daughter(s) participate in a remote learning option. Remote learning will be a learning experience that the student participates in outside of the school building (online). The remote experience will be online and may include a third party online lesson and or a requirement to tune into the Arthur CUSD #305 teachers classes remotely during a specified time period during the school day.

What will remote learning look like?

5 hours - ISBE requires remote learning for the 2020-2021 school year to be 5 clock hours of instruction per day. Parents that commit to this plan should expect to keep their child on remote learning for 5 hours each school day.

Online learning - Students will be engaged in online learning either through an online learning program or through periodic meetings with their teachers. Students will receive a letter grade for their performance.

Educational experience - Those families that choose the remote learning option for their students will need to recognize that this type of learning will vary from in-person learning and will require a high level of support in order to be successful.

Commitment to remote option - Families that choose the remote learning option for their student(s) must commit to that option for the entirety of the semester.
What will in-person learning look like?

- **Schedule** - The grade school schedule will be from 8am - 1:30pm and the high school from 8am - 1:17pm. Procedures for drop off and instructions for entering the buildings will be provided by each individual school. Follow the schedule until October 1st, whereas a review and decision on schedule will be determined.

- **Classroom** - Classrooms will be regularly disinfected. Students will social distance to the fullest extent possible. At the elementary level a focus on the qcore subjects will be emphasized and strategies to maximize learning during the shortened schedule will be implemented.

- **Grading** - Traditional grading practices will resume as compared to providing students with a completion or incomplete “grade” for assignments/projects.

- **Moving from classroom to classroom** - Plans will be designed to minimize the amount of movement from students, however, eliminating the movement of all students between classrooms entirely will be challenging/impossible. We will utilize sanitation procedures to minimize the spread of the virus when students are expected to move between classes.

Arthur Community Unit School District #305
2020-2021 School Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 13</td>
<td>Thursday</td>
<td>Institute Day - <strong>No Student Attendance</strong></td>
</tr>
<tr>
<td>August 14</td>
<td>Friday</td>
<td>Remote Learning Planning Day - <strong>No Student Attendance</strong></td>
</tr>
<tr>
<td>August 17</td>
<td>Monday</td>
<td>Remote Learning Planning Day - <strong>No Student Attendance</strong></td>
</tr>
<tr>
<td>August 18</td>
<td>Tuesday</td>
<td>Remote Learning Planning Day - <strong>No Student Attendance</strong></td>
</tr>
<tr>
<td>August 19</td>
<td>Wednesday</td>
<td>First Day for Students - <strong>Full Day Attendance</strong></td>
</tr>
<tr>
<td>September 4</td>
<td>Friday</td>
<td>Remote Learning Planning Day - <strong>No Student Attendance</strong></td>
</tr>
<tr>
<td>September 7</td>
<td>Monday</td>
<td>Labor Day - <strong>No School</strong></td>
</tr>
<tr>
<td>October 5</td>
<td>Monday</td>
<td>Remote Learning Planning Day - <strong>No Student Attendance</strong></td>
</tr>
<tr>
<td>October 12</td>
<td>Monday</td>
<td><strong>No School</strong> - Columbus Day</td>
</tr>
<tr>
<td>October 21</td>
<td>Wednesday</td>
<td>2:00/2:15 Dismissal - P/T Conferences 4pm-8pm</td>
</tr>
<tr>
<td>October 22</td>
<td>Thursday</td>
<td>2:00/2:15 Dismissal - P/T Conferences 4pm-8pm</td>
</tr>
<tr>
<td>October 23</td>
<td>Friday</td>
<td>No School</td>
</tr>
<tr>
<td>November 3</td>
<td>Tuesday</td>
<td>Election Day - No School</td>
</tr>
<tr>
<td>November 12</td>
<td>Thursday</td>
<td>Half Day SIP - 1:00pm/1:15pm Dismissal</td>
</tr>
<tr>
<td>November 25-27</td>
<td>Wed.-Fri.</td>
<td>Thanksgiving Break</td>
</tr>
<tr>
<td>December 10</td>
<td>Thursday</td>
<td>Half Day SIP - 1:00pm/1:15pm Dismissal</td>
</tr>
<tr>
<td>December 17-18</td>
<td>Thurs.- Fri.</td>
<td>Final Exams 2:00pm/2:15pm Dismissal</td>
</tr>
<tr>
<td>December 21</td>
<td>Monday</td>
<td>First Day of Winter Break</td>
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<tr>
<td>Date</td>
<td>Day</td>
<td>Event</td>
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<tr>
<td>January 4</td>
<td>Monday</td>
<td>Institute Day - No Student Attendance</td>
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<tr>
<td>January 5</td>
<td>Tuesday</td>
<td>Classes Resume</td>
</tr>
<tr>
<td>January 14</td>
<td>Thursday</td>
<td>Half Day SIP - 1:00pm/1:15pm Dismissal</td>
</tr>
<tr>
<td>January 18</td>
<td>Monday</td>
<td>M.L. King Birthday Observance - No School</td>
</tr>
<tr>
<td>February 11</td>
<td>Thursday</td>
<td>Half Day SIP 1:00pm/1:15pm Dismissal</td>
</tr>
<tr>
<td>February 15</td>
<td>Monday</td>
<td>President’s Day - No School</td>
</tr>
<tr>
<td>March 11</td>
<td>Thursday</td>
<td>Half Day SIP 1:00pm/1:15pm Dismissal</td>
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<tr>
<td>March 29-April 2</td>
<td>Mon.-Fri.</td>
<td>Spring Break</td>
</tr>
<tr>
<td>April 5</td>
<td>Monday</td>
<td>Classes Resume</td>
</tr>
<tr>
<td>April 8</td>
<td>Thursday</td>
<td>Half Day SIP - 1:00pm/1:15pm</td>
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<tr>
<td>April 30</td>
<td>Friday</td>
<td>1st Emergency Day*</td>
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<tr>
<td>May 7</td>
<td>Friday</td>
<td>2nd Emergency Day*</td>
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<tr>
<td>May 14</td>
<td>Friday</td>
<td>3rd Emergency Day*</td>
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<tr>
<td>May 21</td>
<td>Friday</td>
<td>4th Emergency Day*</td>
</tr>
<tr>
<td>May 25-26</td>
<td>Tues.-Wed.</td>
<td>Final Exams 2:00pm/2:15pm Dismissal</td>
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<tr>
<td>May 26</td>
<td>Wednesday</td>
<td>Last Day of Student Attendance</td>
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<tr>
<td>May 27</td>
<td>Thursday</td>
<td>Institute Day - No Student Attendance</td>
</tr>
<tr>
<td>May 28</td>
<td>Friday</td>
<td>5th Emergency Day*</td>
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</tbody>
</table>

*Emergency days will be non-attendance days as scheduled above if our 5 built-in snow days are not used. If snow days are used emergency days will be removed from the earliest dates first. If all 5 snow days are used, final exams will be moved to May 26-27 and Teachers Institute will be May 28.