

GLENPOOL INDEPENDENT SCHOOL DISTRICT

RETURN-TO-SCHOOL PLAN

IN RESPONSE TO COVID-19



Due to the ongoing COVID-19 pandemic, the 2020-21 school year at Glenpool Public Schools will look different. The plan listed is subject to change as new information on the coronavirus becomes available or as positive cases become more prevalent in the community or within our district.

ONLINE REGISTRATION FOR VIRTUAL ENROLLMENT IS NOW AVAILABLE ON THE GPS WEBSITE. VIRTUAL APPLICATIONS ARE DUE AUGUST 2, 2020

INTRODUCTION

This plan has been created to aid in navigating the reestablishment of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to school. Safety has been and will continue to be our first priority in all decision making. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC) and the Oklahoma and Tulsa County Health Departments. Regular updates will be made to this plan based on information provided by the CDC, state and local agencies.

GUIDING PRINCIPLES

In order to ensure the continued well-being of our students and employees, the following guiding principles have been put in place:

1. STUDENT and EMPLOYEE SAFETY MEASURES
2. HEALTH GUIDELINES
3. LEARNING OPTIONS

EMPLOYEE AND STUDENT SAFETY

All bus riders K-12th grade will be required to wear a face covering due to inability to socially distance on every bus.

Students in grades 3-12 will wear face coverings throughout the school day with the exception of lunch, recess, and designated mask free zones. Grades PK through 4th will remain in cohorts throughout the school day (classroom groups).

The district has ordered one washable neck gaiter for students PK through 12th grade for personal use. At this time it is unlikely the gaiters will arrive in time for the start of school but they will be distributed as soon as they are received.

Exceptions may be allowed for students whose medical issues would conflict with the use of face coverings. These students will need to have a doctor's note or principal recommendation.

All staff members will be required to wear face coverings while at school unless a staff member is alone in a classroom or another workspace.

The goal has been to create carefully layered, flexible, and developmentally appropriate practices that will support the strongest advice given by the American Academy of Pediatrics. That recommendation recommends that traditional in-school attendance is beneficial for students and should require age appropriate face coverings.

<https://tinyurl.com/yc4stuh8>

Students are reminded that by wearing a face covering at school, they are protecting both themselves and those around them. When a student wears a face covering at school the

covering provides another layer of safety and demonstrates a sign of respect for both classmates and teachers.

All students will wear a **student ID** for no-contact lunch account scanning, as well as personal identification. Lanyards will be provided for each student's ID.

All GPS staff members will wear face coverings and will practice social distancing to the greatest extent possible. Two cloth masks will be provided to each staff member at the beginning of the school year. Consistent handwashing throughout the day is expected of all employees and students. Hand sanitizers will be available in hallways, classrooms, and other common areas. Wipes will be available in classrooms and offices for keeping student and teacher areas clean. Teachers will have the discretion of providing a mask free zone outside if students are socially distanced.

HEALTH MONITORING of YOUR STUDENT

It is important that all families partner with the district in monitoring the health of students and families. **Students with a fever or other prominent COVID-19 symptoms (dry cough, shortness of breath, congestion, runny nose, nausea/vomiting, sore throat, body aches, chills, etc.) should not be sent to school until they are fever-free(without medication) for 24 hours.** As school resumes, temperature checks will not be conducted by school personnel on students or staff prior to entry on buses or school buildings. Parents or Guardians will need to notify the school if their child is symptomatic, has a fever, or has had possible exposure to COVID-19. Do not send your student to school exhibiting any of the above symptoms.

VISITOR RESTRICTIONS

GPS will not have normal visitation to our campuses until guidance is received from the state and county health departments supporting that decision. Only GPS staff is allowed on campus during preparation for reopening. No visitors, including parents, will be allowed past the receptionist office while the threat of community spread exists. An emergency exception must be granted by the principal or director. Parents/Guardians will have the opportunity to meet virtually for the foreseeable future. One exception to this rule will be made the first day of school for PreK and KG parents only. This exception is being made to aid in transition for our youngest students.

SOCIAL DISTANCING

Social distancing is an effective way to reduce potential infections. GPS employees, students, and parents should practice social distancing by staying approximately 6 feet away from others and eliminating contact with others. Strategies to help maintain social distancing include:

- Elementary students will be kept in cohorts for lunch, specials, recess and buses
- Additional lunch periods added to decrease student group numbers

- Students will report to classrooms upon arrival to school or after breakfast
- Signage indicating traffic flow, restroom occupancy, and hand washing protocols will be posted throughout the buildings.
- Limited student locker use.
- Increased spacing of tables, chairs and desks throughout the district

SCHOOL CALENDAR/SCHOOL HOURS

The first day of school will be August 13. No changes have been made to the start/end times at each site. There will be one amendment to the calendar in September. September 8th will be a distance learning day instead of a professional day. Students will be learning from home and teachers will be at school instructing. This will provide an opportunity to practice distance learning. Students were previously scheduled to be off that day. By using this “practice distance day” we will shorten the school year by one day. This virtual day will count as a day of attendance with normal academic instruction and academic expectation. Teachers will provide instruction from the classroom setting.

TRANSPORTATION

Glenpool Schools plan to resume traditional transportation. Until the threat of COVID-19 is considered minimal according to the CDC, students will be required to wear a face covering while boarding, riding, and exiting the bus. Only exceptions approved by the principal will be allowed. The first two rows of the bus may be left open for adequate social distancing from the driver. All drivers will wear face coverings. Windows will be opened as conditions allow. Please know there may be times when the district is unable to provide bus service for all students due to driver shortages, etc., so routes may be cancelled with little advance notice. In the event routes need to be cancelled, students will need to obtain transportation to or from school. In the event that a student cannot obtain transportation to or from school they may have to wait until other routes are finished to be taken to school or home.

ATHLETICS, FINE ARTS, and OTHER EXTRACURRICULAR ACTIVITIES

Depending on the level of community spread, all athletics, electives, and fine arts classes will continue as planned with extra measures taken to ensure the safety of students and staff. Measures that may be put in place could include limiting the number of events, limited access to games, matches and performances, limiting the number of people allowed to attend events, delaying the start of a season, or other safety measures as needed. These measures will follow guidance from the OSSAA.

While in locker rooms, students are to practice social distancing, wear facial coverings and eliminate contact with others, such as handshakes. Students should refrain from touching

surfaces touched by others to the extent feasible and avoid anyone who is coughing, sneezing or appears to be sick.

BREAKFAST and LUNCH

All Cafeterias will remain open and provide healthy meals to Glenpool students; menus will be located on the District's Child Nutrition page. Students in grades 3 through 12th will be required to wear a face covering on their way to the cafeteria, through the serving lines, and from the cafeteria. Child Nutrition staff will be preparing trays for the students. Serving lines and the cashier areas have been redesigned for a touchless experience. Every effort has been made to allow enough space for social distancing while students eat their lunch.

District Cleaning Protocol

The safety of our employees and students are our first priority. Upon reopening, our schools have been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. The following actions will be taken to reduce the chance of COVID spread:

- Adequate provision of hand sanitizing stations, disinfectant wipes and PPE
- Restriction of visitors
- Requirement of face coverings grades 3-12
- District purchase of ionizing machines and handheld disinfectant machines for more thorough disinfecting as well as other cleaning equipment and materials.
- Increased communication with students and staff promoting behaviors that reduce the spread, such as social distancing, frequent hand washing, and the use of facial coverings
- Each bus will have a disinfecting kit for use after each route.
- Buses will be disinfected after each route.
- Common areas and buildings will be sanitized on a regular schedule
- Restrooms, water fountains, and commonly touched surfaces and common areas will be cleaned regularly throughout the day. Students are asked to bring a water bottle to refill.

Deep cleaning is triggered when an employee or student is identified as positive for COVID 19 based on testing.

***SITE SPECIFIC PROCEDURES AND PROTOCOLS WILL BE EMAILED TO ALL PARENTS/GUARDIANS, ie., drop off, pick up, lunch, specials. If you have questions, please contact your site principal.**

EXTENDED DAY

Extended day will continue to be offered with all safety protocols in place.

LEARNING OPTIONS

As a district, we learned from our parent surveys that approximately 85% of our families wanted to return to the traditional classroom setting. Fortunately, the district has a traditional pathway and a virtual option for students K-12th grade. We feel confident as a district that each student's learning needs will be met, either through traditional or online instruction. This is possible by the district's purchase of software and student devices. Every student will be provided a device for virtual and in school learning.

OPTION 1: IN-PERSON LEARNING

Learning at school grades PK-12

- **Remain enrolled in Glenpool Public School.**
- **Every student will be provided a device for in school learning and virtual learning.**
- Glenpool Certified teachers will provide face- to- face instruction.
- Students will attend class in-person five days a week.
- Schools will be open during regular instructional hours.
- In the event school is closed for any period of time, students will be provided instruction through our distance learning plan.

OPTION 2: VIRTUAL LEARNING

Virtual learning will be K-12th grade

- **Remain enrolled in Glenpool Public Schools.**
- **Progress will be monitored by certified Glenpool Public School teachers.**
- **Every student will be provided a device for virtual learning and in school learning.**
- Access learning at home full time via an online platform. KG - 4th Grades will utilize **Infinite Campus** as the hub to locate virtual learning. **SeeSaw** (KG-2nd) and **Google Classroom** (3rd-4th), as well as additional online components including **Moby Max, Exact Path, and Prodigy** will be used as the main online components to help deliver weekly live and recorded instruction from the classroom teacher. Glenpool teachers will present lessons and then follow-up with tutorials in the same week. Grades 5-8 will utilize **IXL Learning** with certified Glenpool teachers providing support and supplemental resources. The **Edgenuity** online platform will be used for grades 9-12.
- Receive supplemental instructional support for coursework from a certified Glenpool Public Schools teacher.
- Require at-home parental guidance and support.
- Have access to guidance and counseling services and other student programs as needed.
- Virtual learning is a minimum of a one-trimester commitment. Once a student begins virtual learning, he/she will remain in virtual learning for the trimester.
- Time expectations for virtual students will mirror time spent in the traditional classroom.
- Attendance and participation shall be monitored and recorded.

OPTION 3: BLENDED LEARNING

Blended Learning will be 7th through 12th grades

- **Remain enrolled in Glenpool Public Schools**
- **Progress will be monitored and supported by certified Glenpool Public Schools teachers.**
- **Every student will be provided a device for virtual learning and in school learning.**
- Attend school daily for a portion of the school day while completing remaining courses via the online platform (Grades 7-8 enrolled in all four core sections of the virtual curriculum **IXL** (math, ELA, Social Studies, Science) **with** Glenpool teacher support. Grades 9-12 utilizing **Edgenuity**.
- Interact directly with teachers and peers
- 7-12 students may participate in fine arts and/or athletics while enrolled in the virtual program.
- Eligibility and participation rules will be in effect for these students.
- Require at-home parental guidance and support
- Have access to guidance and counseling services and other student programs as needed

DISTANCE LEARNING

- Distance learning replaces the traditional in-person classroom during a time of school closure.
- Virtual students will continue with their virtual program during a time of school closure.
- Blended learners (7-12 grades) will continue with their on-line courses through Edgenuity or iXL and will have Distance learning for in person, traditional classes through Google Meets.

Instructions for selecting In-Person or Virtual Learning

- **In-person learning – your student is automatically enrolled**
- **Virtual Learning - you will need to enroll online through the school website by August 2nd, 2020.**
- **Forms for Virtual enrollment and device checkout can be found on the home page of the Glenpool School's website.**

Glenpool Public Schools Student Daily COVID-19 School Attendance Questionnaire

In an effort to prevent possible exposure of staff and students to COVID-19, you are requested to review the following questions each morning and PRIOR to your child riding a school bus or entering school.

1. Does your child have a fever of 100 degrees or more? **(Temperature is set per the OSDE Return to Learn Oklahoma, June 2020)**
2. Is your child experiencing (a) a new loss of taste or smell, (b) nausea or vomiting, OR (c) diarrhea?
3. Is your child experiencing two or more of the following symptoms of COVID-19?
 - Chills
 - Cough
 - Fatigue

- Muscle or body aches
- Headache
- Sore throat
- Congestion or runny nose

4. Is your child experiencing **ANY** of the **Emergency Warning Symptoms** of COVID-19?
 - Shortness of breath or difficulty breathing
 - Persistent pain or pressure in the chest
 - New confusion
 - Inability to wake or stay awake
 - Bluish lips or face
5. Has your child had, or do you think your child has, COVID-19?
6. Has your child tested positive for COVID-19 for this health event?
7. Has your child been around a person with COVID-19?

If the answer to any of these questions is “YES,” **YOUR CHILD SHOULD REMAIN AT HOME** and you should contact the attendance clerk at your child’s school by phone or email. Students remaining home as a result of COVID-19 concerns will not be penalized regarding absences, assignments, or tests.

If your child is showing any of the **Emergency Warning Signs** listed in Question 4, **seek emergency medical care immediately.**

If your answer to Question 5, 6, OR 7 is “YES,” please contact your physician and the Tulsa County Health Department (**918-582-9355**) for specific guidance on the criteria to be met before your child returns to school.

By sending your child to school, you are representing to the School District that the answer to each of these questions is “NO.”

**Glenpool Public Schools Employee
Daily COVID-19 Questionnaire**

In an effort to prevent possible exposure of staff and students to COVID-19, you are requested to review the following questions each morning.

1. Do you have a fever of 100 degrees or more?
2. Are you experiencing (a) a new loss of taste or smell, (b) nausea or vomiting, OR (c) diarrhea?
3. Are you experiencing two or more of the following symptoms of COVID-19?
 - Chills
 - Cough
 - Fatigue
 - Muscle or body aches
 - Headache

- Sore throat
 - Congestion or runny nose
4. Are you experiencing **ANY** of the **Emergency Warning Symptoms** of COVID-19?
 - Shortness of breath or difficulty breathing
 - Persistent pain or pressure in the chest
 - New confusion
 - Inability to wake or stay awake
 - Bluish lips or face
 5. Do you think that you have COVID-19?
 6. Have you tested positive for COVID-19 for this health event?
 7. Have you been around a person with COVID-19?

If the answer to any of these questions is “YES,” **You SHOULD REMAIN AT HOME** and you should contact your principal or director by phone or email.

If you are showing any of the **Emergency Warning Signs** listed in Question 4, **seek emergency medical care immediately.**

If your answer to Question 5, 6, OR 7 is “YES,” please contact your physician and the Tulsa County Health Department (**918-582-9355**) for specific guidance on the criteria to be met before your child returns to school.

By coming to school, you are representing to the School District that the answer to each of these questions is “NO.”

PERSONAL WORKSPACE/CLASSROOM

Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc.) throughout the day, giving special attention to commonly touched surfaces.

SHARED WORKSPACE

Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. GPS has alcohol-based hand sanitizers throughout the workplace and in common areas. Cleaning wipes are also available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The GPS Custodial Team will clean all workspaces at their designated cleaning time.

There will be limited access to certain workspaces to reduce exposure to risks and ensure employee safety. Workspace usage is as follows:

Capacity– GPS will be monitoring the number of employees in the offices while the risk of infection exists and begins to diminish.

Conference Rooms– Certain conference rooms will be closed until further notice. Signage indicating closure/capacity limits will be placed on conference room doors.

Breakrooms or Teacher Lounge/Multipurpose Room–These spaces could be closed. This includes the use of shared appliances such as coffee machines, refrigerators, and microwaves.

Copy Room – There will be limited access to the copy room.

*** TRAVEL RESTRICTIONS

GPS will discontinue staff travel to conferences and workshops until further notice unless pre-approved by the Human Resource Department and the office of the Superintendent.

BUS DRIVERS/BUS PROTOCOLS

Bus drivers or custodial staff must disinfect the bus after completing routes.

Bus drivers must not report to work if they suspect they are sick or if they have symptoms such as fever or difficulty breathing, or have been in contact with other people who have any confirmed respiratory illness or disease the last 7 days.

GUIDANCE IF EXPOSED

While we all hope to avoid exposure to illness from COVID19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers should have the most up-to-date information from the CDC.

Please do the following:

1. Quarantine yourself in a specific room away from others in your home
2. Contact the following (in order of priority), let them know you have been exposed to COVID19, then follow their instructions.
 - a. Your healthcare provider
 - b. GPS's HR department
 - c. Your supervisor
3. Your supervisor will work with HR to determine appropriate next steps.
4. In case of an emergency, call 911 and let them know you have been exposed to COVID19, then follow their instructions.

In addition to wearing facial coverings, please remember to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

COVID-19 HEALTH PROTOCOLS

*** Protocols may be updated per CDC guidance**

I tested positive for COVID-19 (or think I had COVID-19) and had symptoms

I may return to work or school when the following criteria are met:

1. At least 24 hours with no fever without fever-reducing medications; and
2. Respiratory symptoms have improved; and
3. At least 10 days have passed since symptoms first occurred

*** Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If so:**

I may return to work or school when the following criteria are met

1. Received two (2) negative test results in a row, at least 24 hours apart **OR**
2. Provide a note from your doctor stating you are ok to return to work or school

I tested positive for COVID-19 but had no symptoms

I may return to work or school when the following criteria are met:

1. No COVID-19 symptoms are evident; and
2. 10 days have passed since the test

*** Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If so:**

I may return to work or school when the following criteria are met

1. Received two (2) negative test results in a row, at least 24 hours apart **OR**
2. Provide a note from your doctor stating you are ok to return to work or school

If I develop symptoms after testing positive, follow the guidance above for "I tested positive for COVID-19 (or think I had COVID-19) and had symptoms"

***** *If you have a weakened immune system due to a health condition or medication, you may need to stay home longer than 10 days. Please consult your doctor for guidance.***

I have had close contact (15 consecutive minutes at less than 6 feet with or without a mask) with someone who tested positive for COVID-19

I may return to work or school when the following criteria are met:

1. At least 14 days at home after exposure based on the time it takes to develop the illness