

PANHANDLE CUSD 2

2020-2021 Learning Plan

Since March 13, 2020, COVID-19 has required our world and our district to change how we operate and function. Education and the services we can provide will continue to evolve as we approach and are able to begin the 2020-2021 school year.

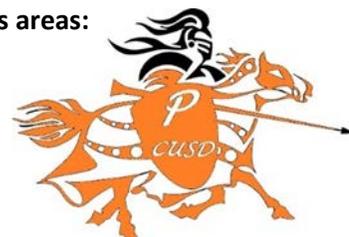
The goals of the plan will align with district goals and are as follows:

- Student and staff health and safety is vital to our school district.
- Students will be provided with both strong educational opportunities and social-emotional support.
- Families and staff will be provided information regarding our plan and continued district updates through district email.

District Goals

The district will strive to improve in the following focus areas:

Collaboration
Curriculum Alignment
Celebration of Learning
Social Emotional Learning Opportunities



This plan is a guiding document that will continue to be updated and the district will communicate additional information as updates are available.

To safely open schools including extracurricular activities for the 2020-2021 school year and respond accordingly during the year.

- We believe that teachers are essential to increase student's educational outcomes and in person instruction is our goal if at all possible.
- All efforts shall be made to adhere to the IL Department of Public Health and Montgomery County Health Department guidelines to avoid cancelations or mandated closures.
- Health guidelines will be crucial in making decisions to establish a safe learning environment for students, staff, and families.

Under Phase 4 School Reopening Requirements, schools in Illinois must:

- *Require use of appropriate personal protective equipment (PPE), including face coverings;*
- *Prohibit more than 50 individuals from gathering in one space;*
- *Require social distancing be observed, as much as possible;*
- *Require that schools conduct symptom screenings and temperature checks or require that individuals self-certify that they are free of symptoms before entering school buildings; and*
- *Require an increase in schoolwide cleaning and disinfection.*



The Panhandle School District has developed a model that allows us to have three required delivery options available depending on the status of the COVID-19 situation as the school year begins:

2020-2021 PANHANDLE LEARNING DELIVERY OPTIONS



Any of the plans may be implemented throughout the school year based on the current context of Montgomery County health data, including COVID confirmed positive cases, presumptive positive cases, and our COVID positivity rate, and any statewide mandates to which the District may be subject, including but not limited to any Executive Orders of the Governor and/or the IDPH/ISBE requirements which may be in place at the time.

PANHANDLE SCHOOL CALENDAR: AUGUST

Tentative School Day: 8:00-2:00

August 19th – First Day of School (In-Person and Full Online Students)

August 20th – School Day (In-Person and Full Online Students)

August 21st – District-wide E-learning Day (All District Students: In-Person and Online)

August 24-August 31st – School Day (In-Person and Full Online Students)



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IN-PERSON LEARNING

The power of strong personal relationships is critical to providing an outstanding educational experience to be delivered to students. We know that we will never be able to replicate the educational experience delivered through in-person learning. That is why our first and foremost preference for returning to school is to do so with students and teachers together in classrooms.

In this model all students and staff will run on a normal schedule five days a week with PPE being required (as mandated by the current Executive Order of the Governor and/or the IDPH/ISBE requirements) as social distancing will be adhered to as much as possible, but given the size of our classrooms, desks are not guaranteed to be spaced 6 ft. apart.

Accommodations will be made for our students who are immunocompromised. The Panhandle School District will provide a remote learning option for parents to opt-in for the 2020-2021 school year. This will provide students with the opportunity to receive online instruction from their teacher via remote learning tools.

Parents will be able to opt-in to in-person learning for a time period determined by the school district and will have the option change to e-learning during the transition periods which will be established by the school district. Families should reach out to the building principal to discuss a need to transition from in-person learning to e-learning.

The delivery of instruction and grading for in-person learning will be conducted similar to how it has been in the past, with the addition of many safety and prevention measures in place to provide the safest possible learning experience for students and staff.

HEALTH AND SAFETY PROTOCOLS

- Health and safety of students is at the forefront of our work, and the Panhandle Community School District continues to utilize the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC), the Illinois Department of Public Health (IDPH), the American Academy of Pediatrics (AAP), and local officials.
- Recommendations for safety protocols are expected to be continuously evolving and the protocols below will be modified as needed based on current guidance, research and best practices.
- Our maximum capacity in any one space is 50 total individuals (as mandated by the current Executive Order of the Governor and/or the IDPH/ISBE requirements).
- Face coverings are required within the school buildings, on school buses, and when social distancing is not possible.
 - Face coverings are not required to be worn outside and our green spaces will be utilized to allow for non-mask time outside when the weather permits.
- Outside Groups. No outside groups will be allowed to use indoor school facilities until further notice.
- Water Fountains. Drinking directly from water fountains will not be allowed. It is recommended that students bring water bottles to have during the school day. Water fountain fill stations can be used to fill water bottles.
- No offsite campus field-trips will be allowed until further notice.



- Traffic Flow within the building and use of hallways
 - Face coverings must be worn at all times. The following hallway procedures adhere to social distancing requirements and IDPH limitations on gathering sizes, and will be used when possible:
 - Limit the number of persons within hallways at any given time to the greatest extent possible;
 - Provide hallway and bathroom supervision;
 - Hallways will have marked one-way paths as possible;
 - Place floor markings to delineate 6-foot distance between students in locations where they line up, as possible;
 - Remove some furniture or designate other items “do not use” if they may encourage congregation in certain areas;
 - The schools will avoid large gatherings before and after school. Principals will communicate specifics to parents when applicable.
- Restrooms
 - We will encourage social distancing, as possible. Schools may consider scheduling restroom breaks and escorting individual classrooms to the restroom area to monitor social distancing, as appropriate. Appropriate sanitation of restrooms will be completed as scheduled. Signs will be posted to encourage hand hygiene procedures in the bathrooms, hallways, classrooms, and other areas, as appropriate. We will ensure the availability of supplies, such as soap and paper towels.

DAILY PROTOCOLS

The school district will implement changes for the 2020-2021 school year to comply with guidance from IDPH and other governing bodies. The daily protocols are as follows:

Farmersville Grade School:

- Doors will open at 7:30am and will close to students 15 minutes following the end of the school day.
- All staff and students will complete temperature screening upon entry into the school building.
- Students will be directed to their classrooms after temperature screening.
- Signage will be posted regarding proper use and practices within the school.
- No water fountains – bottle fills stations will be available.
- Each student will have an assigned set of manipulatives when needed.
- Follow social distancing as much as possible during passing in hallways – floors will have visual cues and reminders.
- Green space and outdoor areas will be used for scheduled non-mask breaks during the school day.
- No food/snack/drink brought in from outside the school for birthdays or snacks (except for students who bring their lunch).
- No parents/visitors can enter the building. Arrangements will be made to meet with parents and visitors through other means besides in person meetings.
- No perfect attendance awards will be awarded quarterly or for the 2020-2021 school year.
- Our maximum capacity in any one space is 50 total individuals (as mandated by the current Executive Order of the Governor and/or the IDPH/ISBE requirements).



Raymond Grade School:

- Students and staff will use the entrance by the RGS office only.
- Doors will open at 7:30am and will close to students 15 minutes following the end of the school day.
- No parents/visitors can enter the building. Arrangements will be made to meet with parents and visitors through other means besides in person meetings.
- All staff and students will complete temperature screening upon entry into the school building.
- Students will be directed to their classrooms after temperature screening.
- Signage will be posted regarding proper use and practices within the school.
- No water fountains – bottle fills stations will be available.
- Each student will have an assigned set of manipulatives when needed.
- No food/snack/drink brought in from outside the school for birthdays or snacks (except for students who bring their lunch).
- Follow social distancing as much as possible during passing in hallways – floors will have visual cues and reminders.
- No perfect attendance awards will be awarded quarterly or for the 2020-2021 school year.
- Green space an outdoor areas will be used for scheduled non-mask breaks during the school day.
- Our maximum capacity in any one space is 50 total individuals (as mandated by the current Executive Order of the Governor and/or the IDPH/ISBE requirements).

Lincolnwood:

- Doors will open at 7:30am and will close to students 15 minutes following the end of the school day.
- Students and staff will use the main entrance to enter the building.
- All staff and students will complete temperature screening upon entry into the school building.
- Students will be directed to their first hour classroom.
- Lockers will not be used. – all students must have a backpack.
- No water fountains – bottle fills stations will be available.
- No food/snack/drink brought in from outside the school (except for students who bring their lunch).
- No parents/visitors can enter the building. Arrangements will be made to meet with parents and visitors through other means besides in person meetings.
- Follow social distancing as much as possible during passing in hallways – floors will have visual cues and reminders.
- Signage will be posted regarding proper use and practices within the school.
- Locker rooms are closed.
- No perfect attendance awards will be awarded quarterly or for the 2020-2021 school year.
- Green space an outdoor areas will be used for scheduled non-mask breaks during the school day.
- Our maximum capacity in any one space is 50 total individuals (as mandated by the current Executive Order of the Governor and/or the IDPH/ISBE requirements).



EDUCATION PROTOCOLS

ISBE urges schools and districts to plan for and implement the transition to in-person instruction through the lens of equity. As described in ISBE’s equity statement, “Illinois has an urgent and collective responsibility to achieve educational equity by ensuring that all policies, programs, and practices affirm the strengths that each and every child brings within their diverse backgrounds and life experiences, and by delivering the comprehensive supports, programs, and educational opportunities they need to succeed.” The Panhandle School District will strive to provide education opportunities to student to strengthen students’ skills and accelerate their learning.

- Benchmark assessments will be used to assess student learning and learning needs.
- Response to Intervention (RTI) will be utilized to accelerate student learning
- Educators will focus lesson development and instruction around the Illinois Learning Standards and gaps in student skills.
- Technology will be used during in person learning to assess student skills and to provide instruction which meets the students needs.
- Technology will be used in classrooms to accelerate instruction.
- Special education services will be individualized and based upon each student’s IEP goals and Accommodations.
- Grading and educator feedback will occur throughout the school year.
- Social-Emotional Learning opportunities will be provided throughout the school year.

Farmersville:

- Students will be assigned an iPad for use within the school setting.
- iPads will not be shared among students and will be used to create a seamless learning environment no matter the learning delivery option.
- Music will be offered to our students via synchronous (live) and asynchronous (on demand) learning.
- Physical Education will be outside weather permitting and inside learning activities will be utilized on other days.
- Art will be offered with via synchronous (live/in person) and asynchronous (on demand) learning.
- The tentative schedule is as follows: (this will change based on if we do 1 lunch in the classrooms or 2 sections in the cafeteria) Whatever we decide I can send you the correct one.

2020-2021		
Farmersville Grade School Schedule		
Time	Activity	Grade/Class
8:15-8:45	Art/Music	First Grade-Allen
8:45-9:15	Art/Music	First Grade-Hamby
9:15-9:45	Art/Music	Kindergarten-Pope
9:45-10:15	Art/Music	Kindergarten-Bethard
10:30-10:45	Recess	Kindergarten
11:00-11:15	Recess	First Grade
11:15-11:45	Lunch	Kindergarten and First Grade
11:45-12:15	PE	First Grade-Allen
12:15-12:45	PE	First Grade-Hamby
12:45-1:15	PE	Kindergarten-Pope
1:15-1:45	PE	Kindergarten-Bethard



Raymond Grade School:

- Students will be assigned a laptop, passwords, and an email for use during the school day.
- Technology will not be shared among students.
- Technology, music, and title services will be pushed-into the classroom. Physical education will be outside weather permitting.
- The tentative schedule is as follows:

**RAYMOND GRADE SCHOOL
2020-2021 - SCHEDULES**

A Day					B Day				
Time	Music	Tech	Title Push-In	PE	Time	Music	Tech	Title Push-In	PE
8:15-8:45	3-E		4-A		8:15-8:45		3-M	4-H	
8:45-9:15	3-M	2-J			8:45-9:15				2-J
9:15-9:45	2-B		5-G	3-M	9:15-9:45		3-E	5-H	2-B
9:45-10:15	2-J	2-B		3-E	9:45-10:15				
10:15-10:45	4-A			4-H	10:15-10:45	4-H			4-A
10:45-11:15	5H			Duty	10:45-11:15	5-G			Duty
11:45-12:15		4-H	3-M	Duty	11:45-12:15		4-A	2-B	Duty
12:15-12:45					12:15-12:45				
12:45-1:15		5-H	3-E		1:45-2:15		5-G	2-J	
1:15-1:45					2:15-2:45				5-H

Everyday Schedule

Lunch/Recess		
Time	Activity	Class
10:45-11:15	Lunch	2-4
11:15-11:40	Recess	2-4
11:20-11:50	Lunch	5-8
11:50-12:15	Recess	5

Lincolnwood:

- Students will be assigned a laptop, passwords, and an email for use during the school day.
- Technology will not be shared among students.
- Students will have a modified block schedule.
- Class transitions will be staggered to accommodate social distancing.

**LINCOLNWOOD JR.SR HIGH SCHOOL SCHEDULE
2020-2021**

A Day			
HR	Times	Mins.	
1 st	8:05 – 9:23	78	1 st hr.
passing	9:23 – 9:28	5	5
3 rd	9:28 – 10:46	78	3 rd hr.
passing	10:46 – 10:51	5	5
5 th	10:51 – 12:09 noon	78	11:25 – 11:55 5A Jr. High Lunch 12:05 – 12:39 5B 12:05-12:39 High School Lunch
LUNCH	12:09 – 12:39	30	
passing	12:39 – 12:44	5	5
7 th	12:44 – 2:00	76	7 th hr.

B Day			
HR	Times	Mins.	
2 nd	8:05 – 9:23	78	2 nd hr.
passing	9:23 – 9:28	5	5
4 th	9:28 – 10:46	78	4 th
Passing	10:46 – 10:51	5	5
6 th	10:51 – 12:09 noon	78	11:25 – 11:55 5A Jr. High Lunch 12:05 – 12:39 5B 12:05-12:39 High School Lunch
LUNCH	12:09 – 12:39	30	
passing	12:39 – 12:44	5	5
8 th	12:44 – 2:00	76	8 th



PREVENTION PRACTICES

In alignment with guidelines from the CDC and the IDPH:

- Students and staff who are ill or exhibiting any symptoms of illness should not come to school or work.
- Staff and students who have been exposed to a person with confirmed diagnosis of COVID-19 should follow current CDC recommendations to stay home and monitor their health. (Per CDC guidance, exposure is considered to be within six feet of the diagnosed individual for 15 minutes or greater).
- Students and staff will be educated on and reminded of proper prevention techniques, including:
 - handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff. (If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.)
 - covering coughs and sneezes with a tissue, throwing used tissues in the trash and washing hands immediately with soap and water for at least 20 seconds.
 - Signage will be posted throughout school which promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a face covering).
 - Students will be discouraged from sharing items that are difficult to clean or disinfect (including electronic devices, toys, books, and other games or learning aids) and classroom practices will be modified to minimize sharing.

SCHOOL SAFETY PRACTICES

- Students and staff are expected to conduct a daily self-certification at home prior to arriving at schools, and students/staff are not allowed to attend school if their temperature is 100.4 or above. (NOTE: At this time, the district's plan to have students self-screen temperatures each day is a local decision based on consultation with local public health officials and legal counsel. THIS IS AN AREA OF CURRENTLY EVOLVING GUIDANCE. Plans for temperature screening will continue to be reviewed and modified based on current guidance, data and best practices as the school year approaches.)
- Per guidelines from the Illinois Department of Public Health, the district will require that face coverings be worn at all times except during meals and outdoor activities when social distancing is possible. Failure to wear face coverings will result in removal from the educational setting and school campus. Students and adults not wearing face coverings will not be admitted to the building and/or district busses.
- School health office protocols will create a separate space for the care of students who are ill, while having another space to serve the general health and medication needs of students.
- Depending on student attendance rates, classroom setup will be modified to the extent possible to create as much physical distancing among students and staff as possible.
- Alternate indoor spaces and outdoor areas will be used to the extent possible in order to enhance physical distancing.
- Classes will minimize movement through the building, only moving when necessary to do so. Common areas will be reconfigured by spacing out or eliminating furniture to minimize crowding.



- Buildings are not accepting visitors or volunteers. Visitors will be met at the door and will not be admitted into the building.
- Passing times will be staggered when possible in order to reduce the number of students in hallways.
- While many steps will be taken to provide physical distancing, there is no way to guarantee it in all instances.
- Signage will be displayed throughout the district's buildings promoting

CUSTODIAL SERVICES

- Custodial hours will be adjusted to accommodate the needs of the school district.
- Custodians will sanitize each school following the school day.
- Custodians will increase the frequency of daytime cleaning of common touch surfaces including handrails, door handles, etc.
- Custodians will increase the frequency of restroom checks to ensure hand soap and paper towels remain available.
- Buildings and grounds staff will work to maintain adequate inventory of building cleaning supplies and personal protective equipment.
- Regular inspections of ventilation and air handling systems will be conducted to ensure normal operation.

TRANSPORTATION

- All buses will be thoroughly disinfected.
- Hand sanitizer will be available at the door to each school bus.
- Students and staff on school buses will wear face coverings while on the bus.
- Parents must pre-certify student temperatures prior to student entering the bus. Students will place the precertification form in the assigned box on the bus upon entry.
- Pre-certification forms will be available for families prior to the start of school.
- Seating on school buses will be assigned.
- Bus stops will be limited.
- Students will have one pick up and one drop off location only.
- Parents must certify that students are symptom free including no temperature over 100.4 degrees prior to students entering a school bus. The student will show the bus driver the certification upon entry. We are limited to 50 people on a bus at any one time. All individuals on the bus must wear masks. Siblings should sit together when possible. Seats will be assigned.

FOOD SERVICE

- All food service staff members will continue to meet personal protective and food safety guidelines required for food service operations.
- No sharing of food.
- Menus will be adjusted to accommodate student needs and health and safety protocols within district cafeterias.
- Breakfast will be Grab and Go and will be provided within the classroom.
- Sack lunches from home will be permitted, but parents will not be allowed to drop off food during the school day.
- No food or other gift exchanges will be allowed for birthdays, etc. in order to limit the use of shared items.



Farmersville Campus:

- Lunch menus will be modified to serve student needs.
- Students will wash hands prior to eating lunch.
- Students will eat in their classroom.
- Students will stay in assigned seats and their meal will be provided to them at their seat each lunch period. When finished students will dispose of any trash in the trash can.

Raymond Campus:

- Lunch menus will be modified to serve student needs.
- Lunch spaces have been modified to allow for social distanced lunches.
- Lunch spaces will be sanitized between lunch periods.
- Food service lines will not be utilized as they have been in previous school years. Student will be provided with disposable food containers.
- 2-4th grades will eat in the cafeteria and Lincolnwood gym between 10:45-11:15 each school day.
- 5-8th grades will eat in the cafeteria, gym, and auditorium between 11:20-11:50 each school day. 5th, 6th, and 8th grades will eat in the cafeteria and gym while the 7th grade will utilize the auditorium for their lunch area.
- Students in grade 2nd-5th grades will have recess outside only following lunch (weather permitting).
- 9th-12th grades will eat in the cafeteria, gym, and auditorium between 12:10-12:40 each school day. 9th-11th grades will utilize the cafeteria and gym while the seniors will utilize the auditorium for their lunch area.
- No a la carte options will be provided at the start of the school year.
- Students will have assigned social distanced seating within the lunch area and their meal will be provided to them at their seat each lunch period. When finished, students will exit their lunch area and dispose of any trash as they leave.

STAFF TRAINING

- District staff will participate in the COVID-19 safety training, which includes information on use of PPE, prevention measures and safety measures, and maintaining a healthy and safe classroom environment.

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BLENDING LEARNING

The second learning option within the Panhandle School District is to move into a blended learning model in which students attend school in person for some time during the week and participate in online learning on the days they are not in school in person. This would allow for a reduced number of students to be in buildings while providing a combination of onsite and online learning.

In a blended model, each household in the district would be assigned an A day or B day on which they would attend school in person. On opposite days, students would participate in online instruction.



Accommodations will be made for our students who are immunocompromised. The Panhandle School District will provide a remote learning option for parents to opt-in for the 2020-2021 school year. This will provide students with the opportunity to receive online instruction from their teacher via remote learning tools. Parents will be able to opt-in for a time period determined by the school district and will have the option to change during the transition periods which will be established by the school district.

This model will operate in a rotation during which each student in the same household would attend two days of the week in person and complete three days online. Every Friday is a required remote learning day for each student. The schedule would look like this:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
A	A	B	B	REMOTE

NOTE: student attends in person on either A or B, depending on what they are assigned, and participates online on opposite day.

INSTRUCTIONAL DELIVERY

In the blended model, instruction will be delivered using a combination of traditional in-person teaching methods and those described in the online continuous learning section of this plan. Technology tools used will also be consistent with those used in the other two instructional scenarios. On a student's online day, they will work on asynchronous (on-demand) learning. Teaching practices will be modified to maximize a student's in-classroom experience while focusing the at-home day on supporting instruction that occurs in the classroom.

ATTENDANCE

In-person days will follow the normal in-person attendance policy, while the online days will follow the same attendance policy as the in-person continuous learning model.



FULL ONLINE LEARNING

Should the COVID-19 situation force another disruption to in-person learning in the future, the district will move to deliver education to students via an online continuous learning model. The district has developed a high-quality plan for delivering online continuous learning should it be needed.

If the online continuous learning model is implemented, there will be some noticeable differences from the online learning that occurred in spring 2020:

- Online continuous learning will now be required
- Attendance will be taken
- Coursework will be graded, and credits will be granted
- Grading policies and procedures will follow in-person instruction
- Full online daily schedule will follow in-person schedule.
- Teachers and staff will work cooperatively to provide educational opportunities to all students

Online learning will consist of both synchronous (live) and asynchronous (on demand) learning.



STUDENT RESPONSIBILITIES

- Commit to and engage in this reimagined educational environment,
- Maintain the quality of work that is expected and produced in traditional classroom settings,
- Complete assignments and assessments in a timely fashion. Complete assignments with integrity and academic honesty,
- Be on time and mentally present for live remote sessions. Do not leave class early or engage in non-academic activities while in class,
- Interact with instructors and peers appropriately, as if you are in school. Continue taking safety measures to protect the health of fellow students and staff,
- Be flexible and understanding as instructors navigate this new territory.
- Understand that your voice is valuable in this process and that you should share your feedback.
- Reach out to instructors with questions or concerns.

PARENT/CAREGIVER RESPONSIBILITIES

- Keep open communication with instructors and students,
- Encourage or expect your student to engage with instructors and the school daily,
- Check in with your student daily for school updates,
- Develop a routine and expectations for your student regarding sleep habits, work space, and work time,
- Encourage your student to advocate for himself/herself.
- Stay aware of your student's workload, participation, and academic responsibilities.
- Be mindful of your student's mental, physical, and emotional wellness, and share concerns with the school/instructor.
- Monitor your student's job/work hours and encourage healthy working habits and balance.

TECHNOLOGY RESOURCES

- Realizing that adequate technology resources are needed to effectively provide required remote learning, the district has procured the technology necessary to ensure that each student has access to a high-quality digital device that meets the needs of today's learners.
- The district has moved to a 1:1 model for grades 2-12.
- At the primary school level, students in grades K- 1 will receive an iPad.
- All devices will come with a protective case.
- The district will utilize common technologies, common platforms for learning and virtual meetings within the district.

INTERNET CONNECTIVITY

Access to the internet is critical to students – and yet many in our community are without adequate access needed in today's world. While this equity issue cannot be addressed by the district alone, we have taken significant steps to reduce this barrier for students and families:

The district has outdoor wireless access points at all school buildings in the district. These access points provide community members with free internet access from Wi-Fi zones located in school parking lots. Those utilizing a Wi-Fi zone are able to do so from their vehicle in order to reinforce appropriate physical distancing efforts.

Any student that have difficulty accessing the Wi-Fi should contact their building administrator.



The framework that follows outlines the current plan for delivering fully online continuous learning, broken down by elementary, junior high and high school levels. These plans will continue to evolve and be modified, and therefore are subject to change.

PRESCHOOL PROGRAMMING

Preschool classrooms will modify the elementary online continuous learning framework to accommodate the age and developmental stage of preschoolers.

ELEMENTARY SCHOOL DELIVERY

For our youngest learners, we understand that guidance may be needed from home to support student learning in this model, and we are thankful for the support and flexibility that has been exhibited by families across the district.

The following framework will be used to guide elementary school learning in a fully online continuous learning model, utilizing a combination of synchronous (live) and asynchronous (on demand) learning. The goal is to ensure flexibility for students and families.

Note that this framework may include modifications or variations depending on grade levels.

Primary Technology Tools

- **Clever:** The online hub that provides access to district-supported electronic curriculum tools as well as resources provided by classroom teachers.
- **Building Selected App:** The learning management tool that houses student lessons and assignments from teachers, while also supporting communication between elementary students and their teachers, as well as communication between teachers and parents/guardians.
- **Webex Video Conferencing:** The video conferencing tool used to support synchronous (live) class interactions and lessons.

Attendance

- Attendance will be counted each day. The school day will begin at 8:05am for Lincolnwood and 8:10 for the elementary schools.
- If a student will be absent for the day, the parent should send a message to the teacher via the building selected app or email to inform them of the absence.
- Teachers will contact parents/guardians if the student have not logged in to Clever for two consecutive days.

Literacy Instruction

- Teachers will provide reading and English language arts instruction at scheduled times.
- Students will participate in scheduled small-group activities each day aligned with daily building app activities.
- Classroom level apps



Grading

As they are in an in-person learning setting, students will be assessed by teachers in a variety of ways to determine the student's progress toward meeting the standards. These assessments will include:

- Tasks completed through the building selected app
- Individual observations through Microsoft Teams, Webex, or in small groups if possible as students are ready, based on formative assessments
- NOTE: Teachers will provide feedback on assignments in a timely manner

Math

Students will participate in whole group math instruction each day, aligned to standards-based learning targets and assigned daily the building selected app activities.

Math online resources may include:

- My Math online
- Khan Academy
- IXL Math
- Teacher selected apps

Science/Social Studies/Health

These areas will be covered through the student's individual classroom instruction.

Weekly Check-in Meeting

Each elementary school student will participate in a weekly 15-25 minute check-in meeting with an assigned staff member.

Specialists

Students will receive learning in specialist areas.

The following framework will be used to guide middle and high school learning in a fully online continuous learning model.

JUNIOR HIGH SCHOOL ONLINE DELIVERY

Primary Technology Tools

- Clever: The online hub that provides access to district-supported electronic curriculum tools as well as resources provided by classroom teachers.
- Microsoft Teams: The learning management system used at the secondary level to facilitate coursework, assignments, and teacher interactions.
- Webex Video Conferencing: The video conferencing tool used to support synchronous (live) class interactions and lessons.
- Khan Academy as needed
- IXL
- Classroom based programs

Attendance



- Attendance will be counted each day. The school day will begin at 8:05am for Lincolnwood and 8:10 for the elementary schools.
- If a student will be absent for the day, the parent should send a message to the teacher via the building selected app or email to inform them of the absence.
- Teachers will contact parents/guardians if the student have not logged in to Clever for two consecutive days.

Grading

- As they would be in a classroom setting, students will be assessed in a variety of ways to determine a student’s level of progress toward mastering standards. Teachers will provide feedback on assessments in a timely manner.

Tentative Class Schedule

- On A, students will complete lessons for periods 1, 3, 5, 7.
- On B days, students will complete lessons periods 2, 4, 6, 8.
- Students will have daily work to complete.

HIGH SCHOOL ONLINE DELIVERY

Primary Technology Tools

- Microsoft Teams: The learning management system used at the secondary level to facilitate coursework, assignments and teacher interactions.
- Webex and Microsoft Teams: The video conferencing tool used to support synchronous (live) class interactions and lessons.
- Khan Academy as needed

Attendance

- Attendance will be counted each day. The school day will begin at 8:05am for Lincolnwood.
- If a student will be absent for the day, the parent should send a message to the teacher via the building selected app or email to inform them of the absence.
- Teachers will contact parents/guardians if the student have not logged in to Clever for two consecutive days.

Grading

- As they would be in a classroom setting, students will be assessed in a variety of ways to determine a student’s level of progress toward mastering standards. Teachers will provide feedback on assessments in a timely manner.

Tentative Class Schedule

- On A, students will complete lessons for periods 1, 3, 5, 7.
- On B days, students will complete lessons periods 2, 4, 6, 8.
- Students will have daily work to complete.





MEETING THE NEEDS OF ALL STUDENTS

In all learning scenarios, the district remains committed to meeting the needs of each and every student we serve. Even in an online learning setting, we will continue to provide services that meet the unique needs of our learners. In doing so, we will work to remove barriers, to foster success and to recognize the extra support needed to support online learners.

The services will include, but are not limited to:

- Special Education: Special education teachers and teams will continue to provide specialized instruction and support in accordance with a student’s individualized education plan (IEP). IEP teams will determine the appropriate supports needed and have protocols in place to support delivery of services in virtual ways if needed.
- Counselor Services: Counselors will continue to be available to support students and families as needed.
- Parents are reminded to pay close attention to student behaviors and stressors during these difficult times and communicate with teachers, counselors, or administration as needed to ensure the best possible outcome for student success.

SOCIAL-EMOTIONAL LEARNING

The district intends to provide culturally responsive social-emotional resources in the following areas:

- Food insecurity, clothing, and or homelessness/shelter assistance
- Mental health services in the community for families
- Managing stress and loss, coping and building resiliency
- Health and safety needs to positively impact learning

FAMILY ASSISTANCE

We recognize that this is a complex and difficult time for many of our families. If your family requires extra assistance in relation to any basic need such as food, clothing, school supplies, etc., please contact the building principal or one of our guidance counselors and they will work with you to locate assistance.



General Information Regarding the Panhandle Plans

RESTORE ILLINOIS PHASES:

Phase 1 Overview

Due to strict stay at home guidelines, teachers will be providing remote learning from home. The district will provide the best educational experience we can, even though we are in this most threatening phase of the pandemic.



Phase 2 - 3 Overview

In phases 2 and 3 teachers are providing the recorded relevant core instruction for students while all students remain at home. Teachers will also utilize live video conferencing (example: google meets) for instruction and interaction with students at least once a week. Teachers will be working from their classrooms, so the district can provide the best educational opportunities through a remote learning environment. Gatherings of 10 or less prohibit us from having students at school.

Phase 4 Overview

In-person instruction will be implemented as regions transition to Phase 4. Districts must follow IDPH guidelines, which provide the following:

- Use of appropriate personal protective equipment (PPE), including face coverings;
- Gatherings in one space (area of 30 feet) be limited to no more than 50 individuals;
- Social distancing be observed, as much as possible;
- Schools will conduct symptom screenings and temperature checks or individuals self-certify that they are free of symptoms; and
- Increased schoolwide cleaning and disinfection.

All public and nonpublic schools in Illinois serving Pre-K through 12th-grade students must follow these guidelines. It is important to note that these requirements are subject to changes by the administration pursuant to updated public health guidance and changing public health conditions.

In-person education will be canceled for at least 24 hours if any positive cases are confirmed in our schools. Remote planning and/or remote learning days will be used so the days will not need to be made up at the end of the year.

Phase 5 Overview

Phase 5 requires that a vaccine be developed to prevent additional spread of COVID-19, a treatment option readily available that ensures health care capacity is no longer a concern, or no new cases reported over a sustained period.

Public Acts guiding district plans and operation:

PA 101-0643 requires that school districts adopt a plan approved by the district superintendent.

PA 101-0643 requires our plan to address the following:

- Accessibility of the remote instruction to all students enrolled in the district;
- When applicable, a requirement that the educational activities reflect the Illinois Learning Standards;
- Means for students to confer with an educator, as necessary;
- The unique needs of students in special populations, including, but not limited to, students eligible for special education under Article 14; students who are English Learners, as defined in Section 14C-2; students experiencing homelessness under the Education for Homeless Children Act [105 ILCS 45]; or vulnerable student populations;
- How the district will take attendance and monitor and verify each student's remote participation; and



- Transitions from remote learning to on-site learning upon the State Superintendent's declaration that Remote Learning Days and Blended Remote Learning Days are no longer deemed necessary.

Ensuring all students have access to remote instruction, as required above, includes ensuring all students have the necessary technology, training, support, and internet connectivity to engage in the instruction the school is providing and to meet the school's expectations regarding grades. Accessibility also includes regular communication with teachers, such as via text, email, phone call, or an online learning platform.

PA 101-0643 requires that "The district superintendent shall periodically review and amend its Remote and Blended Remote Learning Day Plan, as needed, to ensure the plan meets the needs of all students." Dated versions of this document will be updated on our website and shared with parents as needed with highlighted changes made during the previous month.

The State Superintendent has determined that days of instruction during a public health emergency must include at least 5 clock hours. Remote and Blended Remote Learning Plans must ensure that at least 5 clock hours of a combination of instruction and school work for each student participating in Remote or Blended Remote Learning Days occurs. Schools and districts should include as much face-to-face or synchronous instruction as possible. Districts can be flexible in determining how to best meet the requirement in their own context by counting all learning activities toward the 5 clock hour expectation. Learning activities may include, but are not limited to: in-person instruction, the teacher delivering instruction via recorded video or synchronous platform, remote small group work via breakout room or conference call, independent/flexible student work time, and virtual/telephone teacher-student check-ins. If using non-interactive platforms, students must have a means to confer with an educator and receive feedback before assignments are graded or assessments are administered.

COMMUNICATION WITH FAMILIES

The district understands it is imperative that communication with students and families becomes even more consistent and frequent during this school year. We will provide families with ample opportunities to ask questions. Parents should ensure that Frontline/Teacherease contact information is correct so communications are received as email will be the main form of communication from the school district to families.

SIGNAGE AND PUBLIC POSTINGS

The Centers for Disease Control and Prevention (CDC) recommends posting signs and messages in highly visible locations that reinforce safety precautions and promote everyday protective measures (e.g., proper handwashing and appropriate face coverings). We will place signage outside of main entryways noting:

- That persons may not enter the building if they have any currently known symptoms of COVID-19, such as fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea;
- 6- foot distance from others must be maintained as much as possible;
- Use of appropriate personal protective equipment (PPE), including face coverings;
- Shaking hands or engaging in any other physical contact should be avoided when possible.



DISTRICT SURVEYS

The district conducted surveys throughout the summer to help make decisions about the educational Environment and the operational plan for the district. The information gathered from families helped the school district to develop and implement plans which will provide the appropriate levels of support for students and families within the district.

TECHNOLOGY

The district has made every effort to provide students and families with the technology devices necessary to successfully participate in in-person and remote learning this school year. We are prepared for a return to full remote instruction in the event of a resurgence of the virus. Students and families will receive information about the district's technology and the acceptable use of district technology during district registration.

Some students and families may still lack internet access at home. Please communicate with the school district your families individual needs and we will work to provide alternatives to meet the individual needs.

During in-person instruction, teachers will incorporate activities that help familiarize students with the technology devices and programs they will utilize during in-person instruction and during remote learning. Individual technology devices will be useful in the classroom, given the restrictions in Phase 4 on sharing items such as pencils. The teachers will utilize the meaningful integration of technology tools during daily instruction to facilitate learning and provide students with opportunities to become familiar with the features of online programs and technology devices.

Information will be provided to students on how to maintain their devices, guidelines for basic device function, internet safety, as well as problem-solving techniques which can be utilized if the student has technology difficulties during remote learning. These skills will be taught and reinforced during face-to-face instruction. Students will also receive instruction in computer safety and digital citizenship.

EXTRA-CURRICULAR ACTIVITIES:

The school district will follow the guidelines set forth by the Illinois State Board of Education, IPDH, IESA, and IHSA. More information about the All Sports Policy can be found at:

<https://www.isbe.net/Documents/Sports-Guidance.pdf>.

ADMINISTRATIVE OFFICES AND STAFF WORKSPACES

The district will limit any nonessential visitors, volunteers, and activities involving external groups and will restrict any visitors to office areas within the district. Hand hygiene facilities or hand sanitizers should be readily available for visitors to use upon entry.

Anyone entering the school building will be subject to temperature screening and will need to complete a symptoms checklist questionnaire before entering the building. Keep accurate records of visitors, including the individual's reason for visit, contact information, and all locations visited, in case contact tracing is needed.

The district encourages electronic submission of documents and electronic payment of any fees. Any discipline meetings, IEP and 504 meetings, and other meetings between staff and



visitors/families will be held remotely, to the greatest extent possible. However, if parents/guardians are unable to engage in a required meeting remotely, socially distanced in-person meetings may be held.

Employee workstations will be properly distanced so that employees may maintain a 6-foot distance from one another, when possible. The schools are installing physical barriers within the main offices, as needed.

The school offices will provide readily accessible cleaning and disinfecting supplies, access to handwashing facilities or hand sanitizer, and gloves for employees, as appropriate. Office staff may assist custodial staff with cleaning frequently touched items in the office, which may include phones, desktops, copiers, door handles, etc.

Employees are provided a supply of office supplies, such as staplers, tape dispensers, pens, and pencils, to eliminate transmission through shared items. Staff in workrooms must adhere to 6-foot distancing. The district will make cleaning supplies available and will establish protocols for cleaning frequently touched items, such as copy machines, table surfaces, refrigerator door handles, microwaves, coffee makers, etc.

PLANS REVISIONS

The district plans will be reviewed and updated to meet the changing needs of the pandemic, the communities, and the school district. Once the original plan is email to families through Frontline/Teacherease the district will post updates to the district plan on the district website, www.panahandleschools.com. Families should check the district website for current information regarding the district's plans and current operating procedures.

Resources:

- <https://www.isbe.net/Pages/covid19.aspx>
- <https://www.isbe.net/Documents/Part-3-Transition-Planning-Phase-4.pdf>
- <https://www.dph.illinois.gov/regionmetrics?regionID=1>
- <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
- <https://docs.google.com/viewerng/viewer?url=https://www.hillsboroschools.net//cms/lib/IL01904713/Centricity/Domain/4/District+Reopening+Plan+July+22+2020.pdf>
- https://www.scribd.com/document/470305530/Mt-Zion-School-District-Safety-Plan-for-COVID-19#fullscreen&from_embed
- https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/807215/Litchfield_Reopening_Plan_7-7-2020.pdf
- <https://www.vandals203.org/o/vandalia/page/covid-information--4>

