



Chicago Heights School District 170

Return to School Plan

March 2021



Chicago Heights School District 170 Transition Plan

Introduction

Chicago Heights School District 170, in coordination with the Illinois State Board of Education, has developed guidance to support students, families, and staff in transitioning back to in-school instruction. This approach is applicable for the 2020-2021 school year.

This plan was created based on CDC's guidance which was released on February 12, 2021. It is strongly aligned to the guidelines set forth by ISBE. This plan also prioritizes the health and safety of students and staff as we open school buildings to deliver instruction for the 2020-2021 school year. To a great degree, this plan focuses on the health and physical requirements necessary for reopening schools. As ISBE updates its recommendations, so too will School District 170. **PLEASE BE AWARE THAT THIS IS A "LIVING" DOCUMENT AND CHANGES MAY HAPPEN RATHER QUICKLY.**

As stated in the "Operational Strategy for K-12 Schools through Phased Mitigation" (2/12/21), "all schools should use and layer mitigation strategies. The document recommends five key mitigation strategies to safely reopen schools:

- Universal and correct use of masks
- Physical Distancing
- Handwashing and respiratory etiquette
- Cleaning and maintaining healthy facilities
- Contact Tracing

Schools providing in-person instruction should prioritize two mitigation strategies:

1. Universal and correct use of masks

The Illinois State Board of Education will provide two cloth face coverings for each student and staff member. It is recommended that the students wash the used face-covering daily. Disposable face coverings will be available in the event a student forgets his/her cloth covering at home. As per the guidance, face shields are not recommended but may be considered as a reasonable accommodation for a student or staff member with a medical condition. Students and staff with medical issues regarding face coverings should submit a doctor's note indicating that wearing a face-covering can pose a health risk.

2. Physical distancing (at least 6 feet) should be maximized to the greatest extent possible. Additionally, Hand sanitizers will be provided for every classroom, office areas, and eating areas. Hand washing will be encouraged multiple times each day especially prior to breakfast or lunch.

Further, ISBE recommends (in its original guidance released June 2020) that districts provide “completely in-person instruction for all students in Phase 4, provided that the school is able to comply with capacity limits and implement social distancing measures” (p. 9). ISBE also recommends that districts provide for three different scenarios: Full in-person instruction, a hybrid approach where students may alternate attending schools on different days, and remote learning.

This transition plan was developed with collaboration from administrators, teachers, nurses, social workers, and union leadership members and is a culmination of the teams’ work. The committee identified three areas of need: Academic, Health and Well-Being, and Operations and Facilities. Committee members for each area met weekly during July of 2020 to create a plan for each of the areas identified. This plan has been updated to reflect the newest guidance from the CDC that was released in February 2021. The plan will be updated on a continual basis.

On March 8, 2021, students will return to school in a concurrent setting. **A concurrent classroom has students online and in-person in the same class at the same time.**

This document provides information concerning prevention, transportation, entering and exiting buildings, meal distribution, instruction, and other safety measures.

Concurrent Instruction

For more detailed information, please consult your individual school’s plan.

<p>Practicing Prevention</p>	<ul style="list-style-type: none"> -Teach and reinforce good hygiene measures such as hand-washing, covering coughs, and the use of face coverings -Provide hand soap in bathrooms. -Provide hand sanitizer in classrooms and frequently trafficked areas -Post signage in classrooms, hallways, and entrances to communicate how to stop the spread, Covid19 symptoms, preventative measures (including staying home when sick), and good hygiene -Clean/disinfect frequently touched surfaces daily -Conduct deep cleaning of schools daily -Provide masks and other appropriate PPE -Students are allowed to bring water bottles from home.
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	<ul style="list-style-type: none"> -Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible. -Conduct deep cleaning of schools prior to staff/students returning -Signage is posted to indicate traffic flow and social distancing guidance in hallways, staff lounges, office areas, & classrooms. -Isolation rooms will be designated at each building for students who are presenting symptoms. -Restroom and handwashing breaks must be scheduled and coordinated throughout the day. -Bathroom cleaning will be conducted throughout the day. -Recess must be scheduled and coordinated to minimize the mixing of students. Playground equipment must not be used. -Windows should remain open for increased ventilation when possible. -Student supplies must not be shared by students/staff. -If a classroom or school needs to be closed due to rising cases, parents will be notified via the SD170 website (www.sd170.com), email, and robocall. The classroom or school will be closed the day following reported cases of Covid19.
Transporting Students	<ul style="list-style-type: none"> -Parents must complete the emergency information section and contacts on the registration form before being permitted to ride the bus. -All students must wear a mask to ride the bus. -Students will enter/load the bus from back to front. Students will exit the bus from front to back.
Entering School Buildings	<ul style="list-style-type: none"> - The parent/guardian is required to complete and sign a one-time self-certification form before their student enters the building. This form must be submitted to the school prior to a child attending school. -Parents/Guardians of students are required to conduct health screenings of their students each day prior to sending them to school.

	<p>-By sending their child to school, parents/guardians acknowledge their student is not displaying any COVID-19 symptoms. Parents are required to keep their child home when symptoms are present.</p> <p>-Students will be temperature checked when entering the building.</p> <p>-SD170 staff are required to complete the same self-certification procedures.</p> <p>-Each school will designate multiple entrance points for grade spans of students to enter.</p> <p>-Staff members may be assigned to perform symptom and temperature screenings at the various entrance points.</p>
<p>Serving Meals</p>	<p style="text-align: center;">Breakfast</p> <p>-Early Childhood a snack will be served in the classrooms upon arrival.</p> <p>-Kindergarten-5th Grade Buildings serve breakfast in the classrooms from 7:50 - 8:05.</p> <p>-Middle School will serve breakfast in the school's cafetorium from 7:00 - 7:30.</p> <p style="text-align: center;">Lunch</p> <p>-Kindergarten-5th Grade Buildings will serve lunch to scheduled groups of students each day in the gymnasium.</p> <p>-Middle School will serve lunch to scheduled groups of students each day in the Cafetorium.</p>
<p>Supporting Teaching and Learning</p>	<p>Kindergarten-5th Grade Buildings</p> <p>-Students will be assigned to a grade-level teacher. Social distancing measures will be enacted if possible.</p> <p>Chicago Heights Middle School:</p> <p>-Students will be grouped into A and B schedules. Group A will attend school three days per week during the first week, and two days per week during the second week. Group B will attend school two days per week during the first week and three days per week the second week. This cycle will continue throughout the Hybrid process.</p> <p>-The Chicago Heights Middle School will post a schedule monthly indicating the days of the week and which cohort will attend on which days. This schedule will be sent to parents and posted on the school's website.</p>

	<p>-Limit physical interaction through partner or group work.</p> <p>-Establish distance between the teacher's desk/board and students' desks.</p> <p>-Seating charts will be required.</p> <p>-All students are required to bring their Chromebooks, chargers, and headphones to school every day.</p> <p>-In the event, a school or classroom is shut down due to illness, all teachers in that classroom or school will revert to Enhanced Remote Learning.</p> <p>Student Attendance</p> <p>-Student Attendance will be recorded daily in Teacher Ease. Teachers and staff will contact parents/guardians of students who are absent. Students who are working remotely on a regular basis will receive attendance credit as follows:</p> <p>-Attendance recorded as:</p> <ul style="list-style-type: none">*Full day=attending three Zoom lessons per day.*Half Day- attending one to two Zoom lesson per day.* Absent=attending zero Zoom lessons per day. <p>-Middle School attendance is marked every period.</p> <p>Grading</p> <p>-Students will earn grades for assignments/practice and assessments.</p> <p>-The Grading Policy of SD 170 will be followed. Assessment and assignments/practice will be recorded in Teacher Ease.</p> <p>-Students will be allowed one week to make up missing work or assessments.</p> <p>-Progress Report and Report Card grades will be provided during Concurrent Learning.</p> <p>Student Schedules</p> <p>-Student schedules will be created by teachers and principals. Contact your child's teacher for the specific student schedules.</p> <p>Special Needs</p>
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	<p>-Video recordings should be utilized in cases where students need to see the teacher's mouth for articulation purposes.</p>
Transitioning	<p>-If a classroom or school needs to be closed due to rising cases, parents will be notified via the SD170 website (www.sd170.com), email, and robocall. The classroom or school will be closed the following day if increased reported Covid19 cases.</p> <p>Transitioning from Enhanced Remote Learning to Concurrent: -We will survey parents in April to determine if the numbers allow us to bring back additional students if parents would like to participate in Concurrent Learning.</p>
Professional Development Opportunities for Families	<p>-Parents can access recorded resources on the SD170 website. Many recorded videos are available to help parents with online instruction.</p> <ul style="list-style-type: none"> *Go to sd170.com * Click Resources in the blue banner at the top. *In the left-hand column, click Parent Resources.
When a Child, Staff Member, or Visitor Becomes Sick at School District 170	<p>-Isolation Rooms will be designated at each building.</p> <p>-Isolation Rooms will practice social distancing measures by placing seats at least six feet apart.</p> <p>-Any student presenting symptoms will be sent to the Isolation Room. Parents will be notified and required to pick up the student immediately.</p> <p>-A tracking system will be implemented to document Covid19 symptoms and positive test results. .sd170</p> <p>-All Isolation Rooms will be cleaned by custodial staff throughout the day.</p> <p>-Should a staff member or student become ill, District 170 will follow IDPH, CDC, and HIPPA guidelines.</p>
Communication	<p>-Messages from the Superintendent will be posted on the website and sent to parents/guardians via Teacher Ease and Google Email.</p> <p>-District 170 Transition Plan will be posted on the district's website.</p>

Mental Health and Social-Emotional Well-being	<p>Early Childhood will utilize the Second Step program for social and emotional learning.</p> <p>K-5th will utilize Mindful Practices.</p> <p>2nd-5th will also utilize Classroom Catalyst.</p> <p>-Students will have a daily check-in (Classroom Catalyst) with Mindful Practices. The Classroom Catalyst provides feedback and lessons to teachers based on students' responses.</p> <p>-CHMS will utilize Mawi for social and emotional learning.</p>
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Student Attendance Hours

Early Childhood	Morning Session: 8:30-11:00 AM Afternoon Session: 12:00-2:30 PM
Kindergarten-5th Grade Buildings	7:50-2:40
Middle School	7:30-2:30