



# RETURN TO LEARN PLAN

**2020-2021**



**REVISED September 24 , 2020**

Our plan to reopen school based on guidance from the CDC, IDPH, ISBE & MCDH.



# Table of Contents

<b>Summary .....</b>	<b>1</b>
<b>Safety Precautions .....</b>	<b>2</b>
Health & Wellness: Entering the Building Safely	
Building Operations & Logistics	
<b>Option #1: Hybrid Instruction .....</b>	<b>4</b>
<b>Hybrid Instruction Model Schedule .....</b>	<b>5</b>
<b>Option #2: Full-Time Remote Learning .....</b>	<b>6</b>
<b>Hybrid Learning Expectations: .....</b>	<b>7</b>
Students & Parents	
Teachers, Staff & Administrators	
<b>Verifying Your Student's Plan .....</b>	<b>9</b>
<b>Technology .....</b>	<b>10</b>
<b>Athletics &amp; Extracurriculars .....</b>	<b>11</b>
<b>Transportation &amp; Food Service .....</b>	<b>12</b>
<b>Communication During COVID-19 .....</b>	<b>13</b>
<b>COVID-19 Communication Protocol: Positive Case .....</b>	<b>14</b>
<b>IDPH COVID-19 Exclusion Guidance: Symptomatic Individuals .....</b>	<b>15</b>
<b>Resources .....</b>	<b>16</b>

# Summary

## GUIDING PRINCIPLES & PRIORITIES

The instruction model has been developed based on these seven guiding principles.

- 1. Student & Staff Safety**  
Follow all ISBE, IDPH and CDC guidelines.
- 2. Maximize in-person daily instruction when possible** (Zoom used if rotating).
- 3. Maintain a 9 period day** to ensure students get the electives they chose during scheduling.
- 4. Create a model that allows for the flexibility to move between delivery models quickly** (1-day notice).
- 5. Provide daily social emotional, technology and academic support** for staff and students.
- 6. Prioritize daily in-person instruction** for special student populations.
- 7. Attendance and engagement is critical.** Teachers will be required to engage with students on a daily basis.

## ISBE GUIDANCE

ISBE strongly recommends that districts should strive to provide all their students with at least 2.5 hours of synchronous learning with real-time instruction and interaction between students and their teachers. In-person instruction may resume as regions transition to Phase 4. Districts must follow IDPH guidelines, which provide the following:

- 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 school wide cleaning and disinfection.

All public and nonpublic schools in Illinois serving prekindergarten through 12th grade students must follow these guidelines. It is important that educators use in-person learning time to build relationships with students and develop classroom norms and routines under the assumption that a transition into blended or remote learning may become necessary during the school year. All efforts should be made to provide students with digital and non-digital options so that internet access and connectivity are not barriers in accessing learning.

## HYBRID LEARNING IN DISTRICT 155

- District 155 will start October 13 in an A/B structure with 2-3 days per week of in-person learning with synchronous/asynchronous expectations for students on their at-home days, pending board approval on September 29.
- D155 will evaluate the success and safety of the students and staff throughout this A/B Learning Schedule. The goal is to have all students back on campus full-time for the 2nd semester. We must also be prepared to go fully remote on short notice in the case of a district or state shutdown.
- Teachers will be at school with students every day.
- Students will be expected to follow their current schedule and be engaged when they are at home.
- The Red Group (A-K) will be in-person on Tuesday/Thursday and every other Monday. The Blue Group (L-Z) will be in-person on Wednesday/Friday and every other Monday. **Full Remote students may be put into one of the two groups.**

# Safety Precautions: Health & Wellness

## ENTERING THE BUILDING SAFELY:

### FACE MASKS



**As required by IDPH, masks must be worn at all times in school buildings, even when social distance is maintained, except while eating and during band.** All individuals in a school building must wear a mask unless they have a medical contraindication. Face coverings are not required outside if social distance is maintained (if individuals remain 6 feet apart from each other). All students and staff will be supplied with a cloth mask from D155.



### SYMPTOM SCREENING

Students and staff are required to self-screen for symptoms prior to boarding the bus and entering each building. Thermal scanners are placed at the entrances of all buildings to monitor student and staff temperatures upon entry. If a student is experiencing a fever of 100.4°F or higher before entering the building, they should stay home. Students experiencing a fever or symptoms during the day will be sent to the school nurse.



### HAND HYGIENE

Frequent and proper hand hygiene should be performed multiple times throughout the day, including before and after food consumption, after contact with a high-touch surface and after restroom use. Hands should be washed for 20 seconds with soap and water. If hand washing is not feasible, hand sanitizer with 60% alcohol should be used.



### HAND SANITIZERS

A hand sanitizing dispenser will be located in each classroom. Additionally, over 20 hand sanitizing dispensers have been mounted strategically throughout each building near restrooms, drinking fountains, gymnasiums, entrances and exits. Supplies for hand hygiene will be readily available in all buildings.



### CLASSROOM CLEANING

Each classroom will be equipped with a sanitizing kit, including reusable gloves, paper towels and a spray bottle filled with an EPA approved sanitizer. Additionally, each school will have 10 battery powered sanitizing sprayers which will help our custodians cover more ground. Custodial staff will sanitize high contact surfaces between classes.



### CUSTODIAL STAFF

Two additional custodians will be added to the staff for each building during the day to satisfy cleaning needs. Deep cleaning and disinfecting will take place every day. Second shift custodians will perform increased cleaning and sanitizing daily when students and staff have left the building. During the school day, custodians will clean & sanitize high contact surfaces and areas of high traffic.



### SOCIAL DISTANCING

Social distancing must be observed as much as possible while in the buildings. Seating charts will be utilized to ensure social distancing in the classrooms. Students are also encouraged to follow posted signage throughout the buildings and keep 6 feet of distance in common spaces to the extent it is possible.

# Safety Precautions:

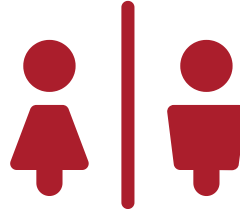
## Building Operations & Logistics

### TRAFFIC FLOW



Areas of high traffic flow in each building will be marked with appropriate signage to encourage new traffic patterns and restrict movement before school, after school, and during passing periods.

### RESTROOMS



Restroom facilities will be sanitized with EPA approved disinfectants multiple times each day in accordance with the movement of students from class to class.

### SHARED ITEMS



Sanitizing kits will be available in each classroom to clean shared items with EPA approved sanitizer.

### POINTS OF SERVICE



Plexiglass barriers are installed at point of service locations between students and staff or visitors. This includes main offices, administrative offices, student services, media centers, cafeterias, technology support centers, and security touchpoints.

### DRINKING FOUNTAINS



Students and staff are encouraged to bring reusable water bottles to refill at the available touch-less bottle filling stations. Drinking fountains will be disabled in all buildings.

### VENTILATION



HVAC units and the opening of windows when possible will be utilized throughout buildings to introduce as much fresh air as possible. Our maintenance team will regularly check building systems for optimal performance.



### LUNCH HOURS

Meals will be distributed in a grab-and-go style. All lunches will be bagged and students will line up 6 feet apart to collect their meals. Students will eat in designated areas of 50 or fewer students. Meals will also be available to pick up daily for students during remote learning days or for students who have selected Full-Time Remote Learning at the main office of their building. Lunches can also be brought from home. 10-12th grade students will have open campus lunch hours.



### STUDY HALLS

Study halls will be limited to 50 or fewer students and staff per location. Media centers, math & literacy centers, open classrooms, and other designated locations will be open for 1st and 9th hour study hall. Attendance during 1st and 9th hour study hall is not required for 9-12th grade students. Students will be asked to use only personal items to limit the use of shared items, textbooks, loaned Chromebooks, etc.

# Option #1: Hybrid Instruction

## I N - P E R S O N

Your student(s) will spend 2-3 days per week learning in-person



In-person classroom instruction, including lectures, lessons and assessments



Real-time learning, such as class discussions, exams, presentations and in-class activities



Science labs, demonstrations by teachers, and data collection take place in the classroom



Canvas is a common platform for students and staff to connect online, share discussions, post and submit assignments, access feedback and see daily schedules at school and at home.

## A T H O M E

Your student(s) will spend 2-3 days per week learning at home



1:1 Chromebooks give all students the ability to view online lessons, practice key concepts and demonstrate understanding at home



Asynchronous options, such as practice problems, lab reports, online discussion forums and at-home projects



Students can utilize streaming services to participate in classroom instruction in real time, access screencasts and ask questions



Canvas is a common platform for students and staff to connect online, share discussions, post and submit assignments, access feedback and see daily schedules at school and at home.

## HYBRID INSTRUCTION MODEL

- The school day will follow a reduced time schedule: **7:25 a.m. to 2:05 p.m.** with teacher office hours from 2:10 p.m. to 2:55 p.m.
- Teachers will be at school with students every day.
- Students will be expected to follow their current schedule and be engaged when they are at home. This can happen synchronously by streaming into the classroom instruction (all students involved in-person or at home). Teachers may set up a flipped classroom experience or have an assignment that can be done on their "at-home" day.
- Attendance will be taken **every day** for all students in Skyward and traditional grading will apply to in-person and remote instruction.



### NEW CLASS SCHEDULE:

1st Hour:	7:25 a.m. - 8:05 a.m.
2nd Hour:	8:10 a.m. - 8:50 a.m.
3rd Hour:	8:55 a.m. - 9:35 a.m.
4th Hour:	9:40 a.m. - 10:20 a.m.
5th Hour:	10:25 a.m. - 11:05 a.m.
6th Hour:	11:10 a.m. - 11:50 a.m.
7th Hour:	11:55 a.m. - 12:35 p.m.
8th Hour:	12:40 p.m. - 1:20 p.m.
9th Hour:	1:25 p.m. - 2:05 p.m.
<b>Teacher Office Hours:</b>	<b>2:10 p.m. - 2:55 p.m.</b>

# Hybrid Instruction Schedule

OCTOBER						
M	T	W	Th	F	S	S
			1	2		
5	6	7	8	9		
12	13*	14*	15	16		
19	20	21	22	23		
26	27	28	29	30		

NOVEMBER						
M	T	W	Th	F	S	S
2	3	4	5	6		
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30						

DECEMBER						
M	T	W	Th	F	S	S
	1	2	3	4		
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30				

Students with last name **A - K** will be in the **Red Group** and will have in-person instruction on Tuesdays, Thursdays, and every other Monday. The first day of school for the Red Group will be **Tuesday, October 13\***.

Students with last name **L - Z** will be in the **Blue Group** and will have in-person instruction on Wednesdays, Fridays, and every other Monday. The first day of school for the Blue Group will be **Wednesday, October 14\***.

- Some **Special Populations** will be in attendance 5 days per week, including FLS, FCS, Life Skills and Strive.
- Students that cannot attend (health reasons) or refuse to attend (aren't comfortable with our expectations or won't wear a mask) will be expected to engage daily and participate in all class activities during the normal scheduled class time.
- All students will log in daily to Canvas and engage with each class.

- 13\*** Red Group (A - K) in person
- 14\*** Blue Group (L - Z) in person
- 9** Hybrid/Remote Learning Planning Day

## HYBRID LEARNING EXPECTATIONS



### INSTITUTE DAYS

- October 9 will be used to support teachers and prepare classrooms for students.



### OPEN CAMPUS

- Available for students meeting discipline and grade requirements with a signed release from parents.
- All students (9-12) are not required to attend 1st or 9th hour Study Hall
- 11-12th grade students have open campus for all study halls and lunch periods
- 10th grade students can purchase parking permits and have open campus for lunch
- Blended students (grades 11-12) can leave campus on flex periods (all periods)



### OFFICE HOURS

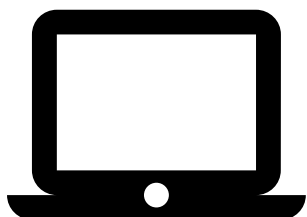
- Teachers will be expected to have office hours during their plan periods and may engage students online during the class period.
- Teachers are NOT expected to engage with students after 4:00 p.m. daily.
- It is suggested that teachers limit contact with students before 7:00 a.m. after 4:00 p.m. in order to take care of themselves and disengage from the technology for a period of time each day.



# Option #2: Full-Time Remote Learning

Full-time Remote Learning is an option for **ALL STUDENTS**. Full-time Remote Learning means your student will receive his/her education at home Monday - Friday following their assigned in-person schedule. **Please know, we caution that the Full-Time Remote Learning selection may not offer the same classroom experience that your student would receive during in-person attendance. Additionally, courses that are geared towards hands-on experiences may prove difficult.**

## NEW CLASS SCHEDULE:



1st Hour:	7:25 a.m. - 8:05 a.m.
2nd Hour:	8:10 a.m. - 8:50 a.m.
3rd Hour:	8:55 a.m. - 9:35 a.m.
4th Hour:	9:40 a.m. - 10:20 a.m.
5th Hour:	10:25 a.m. - 11:05 a.m.
6th Hour:	11:10 a.m. - 11:50 a.m.
7th Hour:	11:55 a.m. - 12:35 p.m.
8th Hour:	12:40 p.m. - 1:20 p.m.
9th Hour:	1:25 p.m. - 2:05 p.m.
<b>Teacher Office Hours:</b>	<b>2:10 p.m. - 2:55 p.m.</b>

## REMOTE LEARNING EXPECTATIONS



### ATTENDANCE

Student attendance will be mandatory and recorded in Skyward.



### GRADING

Traditional grading of assignments, projects and assessments.



### SCHEDULE

Students participating in Remote Learning will follow the same 9 period schedule and access synchronous and/or asynchronous activities during their scheduled periods.



### ASSESSMENTS

Both formative and summative assessments will be administered to gauge, support and identify learning. These tests will be part of the semester grade.



### LEARNING MANAGEMENT SYSTEM

One Learning Management System (Canvas)



### CURRICULUM & INSTRUCTION

Synchronous and asynchronous activities will occur each week with synchronous activities required for each class.

## SPECIALIZED EDUCATIONAL SERVICES



Accommodations, modifications, and services for students serviced through a Section 504 or IEP plan may require adjustment to vacillate through hybrid, remote, and in-person instructional models. Assignment of related services is dependent on individual student evaluations. Services are delivered via group, individual, or in a blended structure as determined by the student's educational team. Related service delivery may be presented in a remote, hybrid, or live in-person modality during this time.



# Hybrid Learning Expectations: Students & Parents

## STUDENT EXPECTATIONS

### Students will...

- Be required to attend all live events scheduled during their assigned class time.
  - Students must keep their cameras ON throughout the lesson or until the teacher releases the class. Audio can be muted unless the student is interacting with teachers or students.
- Log onto Canvas daily and will be responsible to complete all assignments posted.
- Abide by all school policies in the student handbook, including the acceptable use policy for technology.
- Receive asynchronous instruction (videos, reading, etc) outside of assigned class times to engage in during their off day from the class.
- Need to communicate with teacher(s) any needs related to engaging in Hybrid/Remote Learning.
- Follow all safety guidelines (including wearing a mask) while attending school in person.
- Need a signed parent permission form to leave campus during the allowed times.

## PARENT EXPECTATIONS

### Parents should...

- Complete the Health Self-Check form on any day their child is in attendance (including in-person sport contact days and activity meetings).
- Only send their students to school on assigned attendance days when they meet the health attendance guidelines.
- Encourage their child to complete assigned work.
- If your student is absent due to sickness, college visits, family vacation, etc. parents need to call the attendance line and report your student's absence.
  - If your student is sick, but still able to participate in remote learning, we ask that you contact the nurses office to report the student's illness.
- Communicate concerns with teachers, related service staff, and/or support staff.
- Consider appropriate working conditions for your child(ren) to find success throughout the entire hybrid/remote learning period.
- Support your child(ren)'s participation and engagement in Hybrid/Remote Learning each day.

# Hybrid Learning Expectations: Teachers, Staff & Administrators

## TEACHER & STAFF EXPECTATIONS

### Teachers will...

- Take “daily” attendance and enter into Skyward.
- Post all assignments to Canvas and update the weekly overviews and calendar. Assignments will be posted by the start of class on the assigned day.
- Post all grades to Canvas which will then transfer to Skyward.
- Only require live instruction/class meetings during their scheduled class times.
- Provide an element of synchronous (live) instruction during their assigned class time each day. This should minimally include taking attendance and daily expectations/instructions. Teachers may expect students to zoom for the entire period..
- Will consider how to structure instruction to engage in-person and remote students. This will likely include combinations of fully synchronous (live) instruction and asynchronous activities..
- Be available for student/parent questions or concerns. Staff will respond to email or messages within a reasonable timeframe. Emails or messages received after 2:30 p.m. may not be responded to until the subsequent day.
- Monitor and enforce IDPH safety guidelines for in-person attendees.

## ADMINISTRATOR EXPECTATIONS

### Administrators will...

- Provide support and assist with problem-solving with staff and families.
- Manage systems and procedures to ensure student access to instructional resources/materials (i.e. Chromebooks, etc.).
- Provide continuous communication and support for Remote Learning.
- Keep a focus on student social-emotional well-being.
- Contact parents/guardians and/or related service or support staff (counselor, dean, case manager) if there are concerns about student engagement and/or work completion.
- Establish and/or support collaborative structures to best support teacher innovation and practice.
- Review and respond to teacher, student, and parent feedback.
- Communicate daily with teachers and counselors to address questions or support needs.
- Monitor and enforce IDPH safety guidelines for in-person attendees.

# Verifying Your Selection

A Return to School selection form will be available in Skyward for *each* student. Please log into your Skyward account and complete the following steps, **even if your student(s)' choice has not changed since July 29, 2020**:

The screenshot shows the Skyward 'Online Forms' page. On the left sidebar, 'Online Forms' is highlighted. The main content area shows a list of students: WILLIAM and MARY. For each student, there is a link to 'Fill Out Form'. A red box highlights the 'Fill Out Form' link for WILLIAM, and another red box highlights the 'Fill Out Form' link for MARY. A red arrow points from the text 'STEP 1' to the 'Fill Out Form' link for MARY. A message at the top says 'Missing Email Address! You currently do not have an email address entered. Either go to your Account to enter it or do not provide an email address at this time.'

## STEP 1

1. Click "Online Forms" and "Fill Out Form" (Must be completed for each student)

The screenshot shows the 'Step 1. Custom Form (Required)' page. The title is '2020-21 Fall Instruction Plan Selection'. It contains instructions for parents/guardians to select Hybrid Instruction or Remote Learning. A red box highlights the 'Full-time Remote Learning Hybrid (In-Person & At-Home)' option under 'Please select your instruction model for the 2020 Fall Semester'. A red arrow points from the text 'STEP 2' to this option. At the bottom, a red box highlights the 'Complete Step 1 Only' button.

## STEP 2

2. Select an Instruction Method and press "Complete Step 1 Only" Button

The screenshot shows the 'Step 3. Complete Instruction Option' page. It displays a progress bar with '1. Custom Form' and '2. Complete Instruction Option' both marked as 'Completed 07/23/2020 4:28pm'. A red box highlights the 'Next Step' button. A red arrow points from the text 'STEP 3' to this button.

## STEP 3

3. Press the "Next Step" button

The screenshot shows the 'Step 4. Submit Instruction Option' page. It displays a progress bar with 'Step 1) Custom Form' marked as 'Completed 07/23/2020 4:28pm'. A red box highlights the 'Submit Instruction Option' button. A red arrow points from the text 'STEP 4' to this button.

## STEP 4

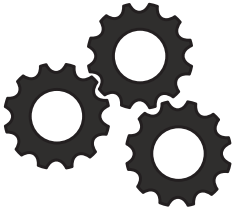
4. Press the "Submit Instruction Option" button

*\*If you are unable to log into your Skyward account, please contact your student(s)' building registrar. This contact information can be found on the building websites on the Student Services page.*

## DEADLINES :

- Your new selection is due by: **11:59 PM MONDAY, SEPTEMBER 28**. Please be aware you must submit a selection form for **each individual student**.
- If you do not select a plan by September 28, your student(s) will be placed in Option #1, the Hybrid Instruction plan.

Technology has become an integral part of the education process. The District 155 Technology Department provides support for the operational and educational needs of the district and our schools.



## TECHNOLOGY SUPPORT

In order to provide better technology support to staff, students and the community during remote learning and hybrid environments, the District 155 Technology team has implemented a new helpdesk solution by **IncidentIQ**. You can now access tech support with the click of a button.

From your chrome device, simply click the Tech Support icon in the lower system tray or bookmark **chsd155.incidentiq.com** and login using your District 155 Google account. There are also Tech Support links available from the district and school websites under **STUDENTS**, **STAFF**, and **PARENTS** at the top right corner. If your device is damaged and you are unable to use it to submit a technology help request, you can search for and install the **Incident IQ** app on your smartphone. When prompted for district URL enter **chsd155**, then log in with your D155 Google account.



## DEVICES

District 155 offers its students a 1:1 technology program. This program provides a Google Chromebook device to each student so that it is available to him/her every period of the school day and at home.

Incoming freshman (Class of 2024) will receive their assigned Google Chromebook device during their scheduled Distribution Day in August.



## HOTSPOTS

Hotspots for increased connectivity from home will be available for families who demonstrate financial need.

Students should contact the principal's secretary to request a hotspot.

# Athletics & Extracurriculars

District 155 will continue to follow IHSA guidelines to determine fall athletic programs. We will continue to follow ISBE guidelines regarding all other extracurricular activities. Students who select Full-Time Remote Learning will be eligible to participate in athletics and extracurriculars.

## ATHLETICS

With health and safety precautions in place, the district will work to provide athletics and extracurriculars for students.

Our athletic directors are working on a schedule and our hope is to have an enriched season with a focus in the Fox Valley Conference to minimize travel.

### Fall: August 10 to October 24

Boys/Girls Golf	Girls Tennis
Boys/Girls Cross Country	Girls Swimming

### Spring: February 15 to May 1

Football	Volleyball
Boys Soccer	Boys Gymnastics

### Fall Contact Days (20) September 7 - October 31

For Winter/Spring/ Summer Sports.  
D155 Athletic Directors will share schedules once finalized.

### Summer: April 19 to June 26

Baseball	Softball
Boys/Girls Track	Girls Soccer
Boys/Girls Lacrosse	Boys Tennis

### Winter: November 16 to February 13

Boys/Girls Basketball	Wrestling
Cheerleading	Dance
Girls Gymnastics	Boys Swimming

## EXTRACURRICULARS

With health and safety precautions in place, the district will work to provide extracurricular activities for students.

Performances like the fall play will be determined at a later date. In many cases, student clubs will continue via Zoom.

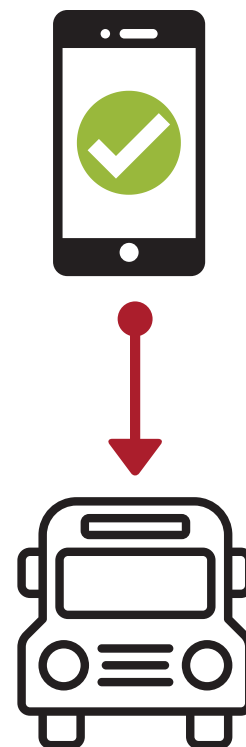
# Transportation & Food Service

## RIDING THE BUS

District 155 will comply with ISBE and IDPH guidelines to ensure the safety of students and staff who ride the bus.

Prior to boarding the bus, parents will need to complete a symptom self-certification for their student(s). This includes symptom and temperature checks. Parents will use an app to verify their student(s) is free of symptoms. The student will show the app prior to boarding the bus.

- All individuals on a bus must wear a face covering, unless they meet a face covering exception. No more than 50 individuals may be on a bus at one time.
- Allow as much space as possible between each individual on a bus and maintain social distancing as much as possible.
- It is recommended that students from the same household sit together on a bus.
- Students will be assigned a seat on the bus. Once students arrive at school they will need to complete a temperature screening before entering the building.



Drivers and monitors must wear approved and appropriate PPE, perform regular hand hygiene and must undergo symptom and temperature checks.

Buses will be disinfected with a spray disinfectant between each route. Each night the bus will be sprayed with an electrostatic sprayer.

## MEAL DISTRIBUTION

The U.S. Department of Agriculture (USDA) and the Illinois State Board of Education recently announced the extension of the free summer food service program for children ages 18 and under through December 31, 2020. District 155 will now provide free grab-and-go breakfast and lunch meals for children who live in District 155 boundaries, regardless of free/reduced lunch status. Grab-and-go meals will be provided for students on in-person days in the cafeteria during their lunch hour. Groups of 50 or fewer students will be asked to line up 6 feet apart to pick up their meals.

Students will be arranged in groups of 50 or fewer and assigned to eat in designated areas throughout the building, including cafeterias, gymnasiums, classrooms, and alternate locations for meal consumption. Students may also bring their own lunch from home to eat during their lunch hour.

10-12th grade students will have the option of an open campus lunch hour and will be permitted to leave the building during this time with a signed parent release form. Free meals will also be available for students to pick up as they exit the building.



Grab-and-go meals will also be available to pick up daily for students during remote learning days or for students who select Full-Time Remote Learning at the main office of their building.



# Communication During COVID-19

## COVID Updates



Due to the fluidity of the situation, the district will continue to provide timely updates via email to staff, parents and students regarding health considerations, academics, and extracurriculars.



The most up to date information will be available on the district website. Visit our website here: [d155.org](https://d155.org).

## COVID Concerns



Questions and concerns about District 155's Return to Learn Plan can be directed to [distmail@d155.org](mailto:distmail@d155.org). Our staff works consistently with the McHenry County Department of Health to answer questions relating to COVID-19.

## Notification of School Closure/Remote Learning Days



The district will continue to work closely with the McHenry County Department of Health (MCDH) to prioritize the health of our students and staff. If the district transitions to Remote Learning, the district will utilize its mass notification system. An automated phone message, text message, and/or email will be delivered to parents and staff. Please be sure that you have included the correct phone numbers in Skyward. For more information about the district's mass notification system, please visit: <https://d155org.finalsite.com/departments/communications/massnotificationsystem>.

## IMPORTANT TERMINOLOGY

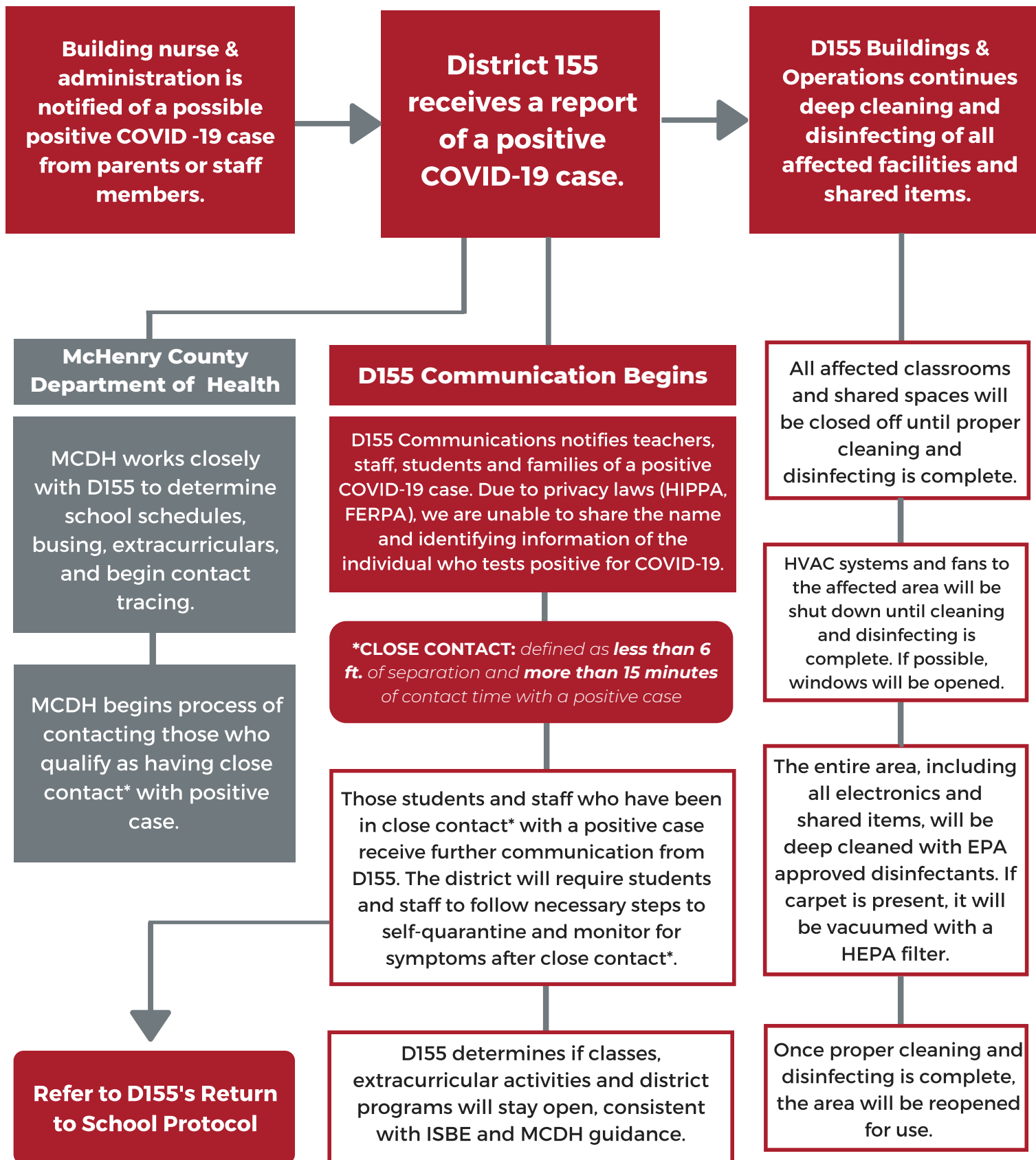
**\*Isolation** is used to separate people infected with the virus (those who are sick with COVID-19 and those with no symptoms) from people who are not infected. People who are in isolation should stay home until it's safe for them to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific "sick room" or area and using a separate bathroom (if available).

**\*Quarantine** is used to keep someone who might have been exposed to COVID-19 away from others. Quarantine helps prevent spread of disease that can occur before a person knows they are sick or if they are infected with the virus without feeling symptoms. People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their state or local health department.



# COVID-19 Communication Protocol:

## Positive Case



*\*This document is subject to change based on CDC, IDPH, ISBE & MCDH guidance*

# COVID-19 INTERIM EXCLUSION GUIDANCE<sup>1</sup>

## Decision Tree for Symptomatic Individuals in Pre-K, K-12 Schools and Day Care Programs



Send home or deny entry (and provide remote instruction) if ANY of the following symptoms<sup>2</sup> are present: Fever (100.4°F or higher), new onset of moderate to severe headache, shortness of breath, new cough, sore throat, vomiting, diarrhea, abdominal pain from unknown cause, new congestion/runny nose, new loss of sense of taste or smell, nausea, fatigue from unknown cause, muscle or body aches.

**Medical Evaluation and Testing are Strongly Recommended for ALL Persons with COVID-Like Symptoms.**

Status	A. COVID-19 diagnostic test Positive (confirmed case) OR COVID-like symptoms without COVID-19 testing and exposed to confirmed case (probable case)	B. Symptomatic individual with a negative COVID-19 diagnostic test <i>(Negative COVID-19 diagnostic tests must be from a specimen collected up to 48 hours prior to symptom onset or after and is valid for only the date the specimen was collected.)</i>	C. Symptomatic individual with an alternative diagnosis without negative COVID-19 diagnostic test	D. Symptomatic individual without diagnostic testing or clinical evaluation <i>Individuals may move to Columns A, B, or C based on results of diagnostic testing and/or clinical evaluation.</i>	E. Asymptomatic individual who is a close contact <sup>6</sup> to a confirmed or probable COVID-19 case
Evaluated by Healthcare Provider	YES / NO	YES / NO	YES	NO	NA
Return to School Guidance	Stay home at least ten <sup>3</sup> calendar days from onset of symptoms AND for 24 hours with no fever (without fever-reducing medication) AND improvement of symptoms.	Stay home until symptoms have improved/resolved per return-to-school criteria for diagnosed condition <sup>4</sup> . Follow provider directions, recommended treatment & return to school guidance as per school policies and <a href="#">IDPH Communicable Diseases in Schools</a> .	Stay home until symptoms have improved/resolved per return-to-school criteria for diagnosed condition <sup>4</sup> . Follow provider directions, recommended treatment & return to school guidance as per school policies and <a href="#">IDPH Communicable Diseases in Schools</a> .	Stay home at least ten <sup>3</sup> calendar days from onset of symptoms AND for 24 hours with no fever (without fever-reducing medication) AND improvement of symptoms.	Stay home for 14 calendar days after last exposure to the COVID-19 case.  <i>If COVID-19 illness develops, use the ten-day isolation period<sup>3</sup> guidance for a COVID-19 case from the onset date. Testing is recommended.</i>
Quarantine for Close Contacts?	YES	NO	NO	Household Member (e.g., Siblings, Parent) <sup>5</sup>	NA
Documentation Required to Return to School	Release from Isolation letter (if received from their LHD) provided by the parent/guardian or staff person, notification via phone, secure email or fax from the LHD to the school, OR other process implemented by your LHD	Negative COVID-19 test result OR healthcare provider's note indicating the negative test result	Healthcare provider's note with alternative diagnosis	After the ten-day exclusion, a note from parent/guardian documenting that the ill student and/or household contacts are afebrile without fever-reducing medication and symptoms have improved	Release from Quarantine letter (if received from their LHD) provided by the parent/guardian or staff member, LHD notification via phone, secure email or fax to the school OR other process implemented by your LHD

<sup>1</sup> Based on available data and science, schools must make local decisions informed by local context in consultation with their local public health department. This chart should be used in conjunction with the [Public Health Interim Guidance for Pre-K-12 Schools and Day Care Programs<sup>1</sup> for Addressing COVID-19](#).

<sup>2</sup> New onset of a symptom not attributed to allergies or a pre-existing condition.

<sup>3</sup> Severely immunocompromised or severely ill: may need to isolate for 20 days as per guidance from the individual's infectious disease physician.

<sup>4</sup> If the individual has been identified by public health for quarantine or knows they are a close contact to a case, the 14-calendar-day quarantine must be completed.

<sup>5</sup> Consider quarantine for other close contacts if there was poor adherence to social distancing or use of face coverings.

<sup>6</sup> Contacts to close contacts of a case do not need to be excluded unless the close contact becomes a confirmed or probable case.

## WATCH HOW TO ENTER THE BUILDING SAFELY:

- Appropriate use of a face masks
- How to use thermal scanners for temperature screening
- Safe hand hygiene
- Other safety measures in our buildings



### Come Back With Care 2020

Entering the Building Safely

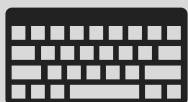


## District 155 Resources



Visit our website to view more videos in our *Come Back with Care 2020* series.

- [Safe Entrance to Our Buildings](#)
- [D155 Safety Precautions](#)



District 155 has compiled all COVID-19 related communications, resources and updates on our website. Visit [d155.org](https://d155.org) for the latest information and for more D155 news. Visit [Skyward](#) to make your student(s)' selection for the Fall 2020 semester.

## CDC Guidance & Recommendations



Visit the Centers for Disease Control & Prevention COVID-19 website [here](#) and/or access these CDC video resources below:

- [How to Wear a Cloth Face Covering](#)
- [Key Times to Wash Your Hands](#)
- [Social Distancing](#)
- [Symptoms of COVID-19](#)

## MCDH, ISBE, IHSA Guidance & Community Resources



- Visit the [McHenry County COVID-19 Dashboard](#) for the latest COVID-19 data for McHenry County.
- Access ISBE's [Starting the 2020-21 School Year - Transition Joint Guidance](#) and latest [Fall 2020 Learning Recommendations](#).
- Access the IHSA's [Phase 4 Return to Play Guidelines](#) regarding workout protocols, cleaning facilities, personal protective equipment and more.
- 24/7 Crisis Line: If you need someone to talk to immediately or would like help to work through a crisis, please call **800-892-8900**.
- Get quick access to critical and vital McHenry County support by downloading the MCHelp app via Google Play, Apple's iTunes, or App Store.