

**Norton City Schools**  
**Emergency Response Plan (COVID- 19)**  
**April 15, 2020**

Changes to this plan will continue to be updated as they become evident and necessary for the operation of Norton City Schools. When information is made available that impacts the procedures below, new guidance will be provided on the division website under *COVID-19 Updates* and on our social media outlets. NCS appreciates your support and patience during this time.

**Food Distribution**

Breakfast and lunch continue to be delivered by bus routes and available for pick up at John I. Burton parking lot Monday through Friday. Our cafeteria workers and bus drivers are providing this service as *essential workers* within our Division. Additionally, non-perishable food will be available in the same manner on Fridays through the *Backpack Unite* program- United Way and Wells Fargo.

**Schedule for Employees**

Altered schedules for employees are being implemented to comply with the Governor's Stay at Home Order. Teachers will engage with students remotely as appropriate with Continuity of Learning for the remainder of the academic school year. Principals and Central Office Staff will have limited *on-site* availability but can be reached by email or phone. Please visit the webpage for email and phone information of staff members.

**Athletics**

All Spring Sports and activities have been cancelled for the remainder of the school year.

**Grading and Learning Modules with *essential skills* instruction**

April 15, 2020 is the first "official" day of *Continuity for Learning-Learning Modules* with *essential skills* instruction. If you have not heard from the classroom teacher or have not responded to the teacher, please do so as soon as possible. We strongly encourage all students to complete the *Learning Modules* and stay in touch with your teachers. If you have technology needs, please reach out to your school principal or teacher.

Many of our high school students are enrolled in Dual Enrollment courses with Mountain Empire Community College (MECC), and we have been working with the Virginia Community College System (VCCS) about how they will award grades. For purposes of Class Rank and GPA calculation, it was important to find ways to be consistent with MECC at the High School level.

Here is a summary of how grades will be awarded for 2nd Semester of 2020:

- Final grades will be assigned based upon the student's grade at the end of the third nine weeks (except for students in Dual Enrollment courses\* and Odysseyware).
- If a student wants to improve the grade which he/she has earned as of March 13, 2020, they may work with the teacher to make up missing assignments, etc. Grades will not be reported for the *essential skills* that are being covered from March 13, 2020 until the end of the school year.
- \*Based on guidance from the Virginia Community College System, students enrolled in Dual Enrollment and Governor School classes have the option of earning a letter grade, a "Pass" or "Withdrawal."
- A Pass or Withdraw will not impact the student's high school grade point average but could have an impact on Class Rank. Norton City Schools is encouraging all students to **finish strong** and earn a letter grade. A "Withdraw" could impact *eligibility for VHSL participation* for underclassmen. Students must notify MECC indicating their preference by the end of the term in compliance with the guidance from VCCS.
- \*\*Students working in Odysseyware courses will work with teachers and administrators to complete the necessary coursework to satisfy requirements.
- **As of April 15**, teachers will provide instruction as *Continuity for Learning* by developing learning modules which will deliver the remaining *essential skills* by a variety of means: virtual learning, on-line instruction, google classroom, audio, video, TV classroom, packets, and other means as teachers deem beneficial.

- This instruction is required to receive a Verified Credit for high school students. NCS will seek all waivers available with the Virginia Department of Education in relation to SOLs and other academic requirements.
- The option for summer school instruction and remedial programs will be considered at a later date for students who may not have successfully mastered the remaining *essential skills*.

### **Students with Disabilities/Special Education**

With the plan to move to *Learning Modules*, effective April 15, special education services will also be provided. Just as general education instruction is reduced to teaching the remaining *essential skills* during this time, special education services will be reduced in the same way and will continue to be provided to the students. In addition, all IEPs are being amended as necessary and with federal guidance. Special education teachers are working diligently to make those changes, and to also reach out to the families in a timely manner. Special education services will be provided in a variety of ways to include online resources, virtual platforms, packets sent home, etc. The important piece of special education services is that there must be equity of access, which means that we will do what is appropriate for the needs of each individual student. For students who receive services in the general education setting, the special education teacher will be collaborating with general education teachers to provide accommodations/modifications for the learning modules being prepared for students. Students who receive services in more restrictive environments will receive services through their teachers. Related services will continue during the *Continuation for Learning*. Our Special Education Supervisor is collaborating with our speech pathologist, occupational therapists and physical therapy to arrange for means of services. If your child needs assistance within their Individualized Education Program, please contact our Coordinator of Special Education, Sundy Adams at: [sundy.adams@nortoncityschools.org](mailto:sundy.adams@nortoncityschools.org).

### **Milestone Events**

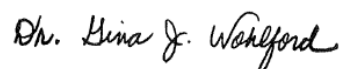
The Governor's extended Stay at Home order, with limits on gatherings of no more than 10 people and social distancing guidelines, has prevented Norton City Schools from scheduling events such as Prom and Graduation prior to June 10, 2020. These events, as well as award ceremonies at schools, are being temporarily postponed. The Leadership within our Division and the School Board Members agree that every effort will be made to hold these *Milestone Events* in the future. Our Leadership Team is working on developing unique and creative ways to hold these events, while still hoping to offer them in a traditional manner. If you have ideas you would like to share, please reach out to Brad Hart, principal at John I. Burton High School. [bhart@nortoncityschools.org](mailto:bhart@nortoncityschools.org). Currently, we are honoring our Seniors by providing them the opportunity to participate in "Raider Reflections." Seniors may contact School Counselor, Melissa Cook, [mcook@nortoncityschools.org](mailto:mcook@nortoncityschools.org), to participate.

### **COVID-19 Hygiene Guidance**

Please continue to wash your hands often, cover your mouth when you sneeze or cough, avoid physical contact and close proximity with other people, and follow the Governor's Stay at Home Order.

### **As of April 15, 2020:**

This situation continues to see changes that happen rapidly and drastically. This plan is continually evolving as new information and issues are brought to the attention of Norton City Schools Leaders and Administration. We are dedicated to addressing them in an effective and timely manner. Your support, patience, and understanding are greatly appreciated as we continue to face uncertain days ahead. **Remain Raider Strong** and please let us know if we can be of assistance.



Dr. Gina Wohlford  
Superintendent, Norton City Schools