

To: Dr. Charles Johns
Board of Education

From: Dr. R.J. Gravel
Mr. Jason Markey
Mr. Brad Swanson
Dr. Rosanne Williamson

Date: Monday, August 9, 2021

Re: Plan to Resume In-Person Learning for the 2021-22 School Year

Recommendation

It is recommended that the Board of Education approve the plan to resume all-day, in-person learning for the 2021-22 school year, as scheduled to begin on Wednesday, August 18, 2021.

Background

The school and district leadership teams have continued to meet throughout the summer months to prepare for the 2021-22 school year. At the core of the school district's plan are the following four goals:

- Reopen for all-day, in-person learning, as scheduled on Wednesday, August 18, 2021.
- Remote instruction will only be made available for students who are under a quarantine order by the Cook County Department of Public Health or the Illinois Department of Public Health, in accordance with guidance from the [Illinois State Board of Education](#).
- Minimize disruptions to our student's in-person learning experiences as much as possible by implementing mitigation strategies.
- Resume normalcy for our students and staff in a safe manner, as much as possible.
 - Normalcy includes making all services that were available to students before the pandemic available for this school year, meeting our students where they are, and offering additional social-emotional and academic support to those who need them.
- Implement COVID-19 mitigation measures as necessary and in response to local data and state/county mandates.

At the Monday, July 26, 2021 Board of Education meeting, Dr. Johns and the administration provided an overview of the plan to resume in-person learning this school year. Before the meeting, a slide presentation was made available to the community and posted to the portion of the school district's web presence that includes all Board meeting materials.

During this evening's meeting, the community will have an opportunity to offer feedback to the Board regarding the plan during a public hearing. The scheduling of this public hearing is in partial fulfillment of the US Department of Education's requirements for a school to be eligible to receive funding under the American Rescue Plan. Specifically,

“An LEA that receives ARP ESSER funds must, within 30 days of receiving the funds, make publicly available on its website a plan for the safe return to in-person instruction and continuity of services. Before making the plan publicly available, the LEA must seek public comment on the plan” ([US DOE, 2021, p. 3](#)).

After the public hearing, the administration will provide an update regarding the proposed plan to resume in-person learning this school year. The Board of Education will then have an opportunity to discuss the plan and take action to approve it in its current form or make additional revisions.

The following represents a summary of the plan to resume in-person learning for the 2021-22 school year.

All-Day, In-Person Learning

Schools will resume their pre-COVID-19, block schedules that were in place at the beginning of the 2019-20 school year. Student schedules will alternate between Blue/Green and Gold days, with the first day of school being a Blue/Green day.

The school buildings will open for students at 7:00 AM. All students are expected to be in attendance throughout the entire school day (8:00 AM - 3:15 PM) unless approved for a late arrival/early release schedule by the student’s Dean. Below is the regular bell schedule for Glenbrook North and Glenbrook South:

Table 1
Regular Bell Schedule for Glenbrook North and Glenbrook South

Early Bird 7:05 - 7:50 AM 45 minutes, meets daily		
Block 1 8:00 - 9:33 AM 93 minutes		
Passing Period 9 minutes		
Block 2 9:42 - 11:12 AM 90 minutes		
Passing Period 9 minutes		
Lunch A 11:21 AM - 12:06 PM 45 minutes	Block 3A 11:21 AM - 12:06 PM 45 minutes	Lunch 3A/3B 11:21 AM - 12:51 PM 90 minutes
Block 3B/3C 12:06 - 1:36 PM 90 minutes	Lunch B 12:06 - 12:51 PM 45 minutes	
		Block 3C 12:51 - 1:36 PM 45 minutes
Passing Period 9 minutes		
Block 4 1:45 - 3:15 PM 90 minutes		

On designated late arrival days, students will begin school at 10:00 AM. The first late arrival day for the school year will be on Friday, September 3, 2021. A complete list of late arrival days is available on each school's website, using the Calendar feature.

The school district will follow the [2021-22 school year calendar](#) approved by the Board of Education on May 18, 2020. This calendar includes 178 student attendance days, with other calendar days designated as a school holiday, Glenbrook/institute day, and non-student attendance days.

If schools are closed due to inclement weather or another emergency, the district will implement the [e-learning plan](#) approved by the Board of Education on November 9, 2020. (Reminder: e-learning plans provide the ability for schools to continue to deliver instruction to students when they would otherwise be closed. The most common example is a snow day.) The plan allows students to participate in learning activities for a minimum of five clock hours to fulfill a full day of student attendance. Should the e-learning plan be activated, the school will communicate to all parents and students regarding the expectations for the school day.

Daily Student Check-In

Students will continue to present their digital or physical student ID upon arrival at the school building. Scanning student IDs will enable the safety and security team to identify students that may not be eligible to attend on a given day, due to a quarantine order. All students, including freshmen and transfer students, have the ability to download a current [digital student ID](#) to their smartphone or may request a physical ID from the bookstore.

Staff Absences

Should a staff member become ill, they will utilize sick days following Board Policy and any respective collective bargaining agreements. Work-from-home accommodations will not be authorized for staff. Teachers and other instructional staff who cannot come to school will have a substitute teacher assigned to teach the class per the school district's standard operating procedures.

Plan for Students on a Public Health Department-Ordered Quarantine

If the Cook County Department of Public Health or the Illinois Department of Public Health issues a quarantine order for a student, the student will not be permitted to attend in-person learning or participate in extracurricular activities until the order expires. If a quarantine order will encompass more than (5) student attendance days, the Assistant Principal for Student Services or designee will work with the student's family to schedule homebound instructional services.

The goal of homebound instruction is to provide the students educational experiences that are afforded to their peers. These sessions are designed to enable the student to return to the classroom without having fallen behind. Thus, the substance or content of the instruction is to enable the student to remain on pace with other students in his or her class ([ISBE, 2019, p. 1](#)).

All services will be provided by a licensed teacher and facilitated virtually. Depending on availability, the student may be able to participate in sessions during the school day. Otherwise, sessions will be held in the evening.


Contact Tracing

We are required to work with the Cook County Department of Public Health to contact trace virus-related cases involving staff and students. The role of the school district is to identify individuals that qualify as close contacts, based on current criteria defined by the Cook County Department of Public Health.

The decision for how close contacts will be directed is not made by the school district. All decisions will be made by the Cook County Department of Public Health but may be communicated to the student and family by the school. To provide adequate personnel to support contact tracing activities, the school district has contracted with a nursing service agency. The agency will be responsible for providing (2) full-time registered nurses that will provide contact tracing and COVID-19 testing services for symptomatic patients.

In accordance with the latest guidance from the Illinois State Board of Education, the Illinois Department of Public Health, and the Cook County Department of Public Health, the school district has created a close contact flowchart. Please note that this flowchart is subject to change based on new guidance from the prior stated agencies.

Close Contact Flowchart



Vaccinated Individual		Unvaccinated Individual	
Asymptomatic	Symptomatic	Asymptomatic	Symptomatic
<ul style="list-style-type: none"> No Quarantine 	<ul style="list-style-type: none"> Quarantine for at least 10 days from onset of symptoms Can return after receiving a negative PCR, or medical note documenting no clinical suspicion of COVID-19 and indicating an alternative diagnosis from a medical physician 	<p>Classroom Exposure</p> <ul style="list-style-type: none"> Less than 3-feet is considered close contact with a mask Less than 6-feet is considered a close contact without a mask <p>Indoor Exposure (Non Classroom)</p> <ul style="list-style-type: none"> Less than 6-feet is considered a close contact. <p>Outdoor Exposure</p> <ul style="list-style-type: none"> With or without masks may not be considered close contacts (based on activities) <p>Quarantine</p> <ul style="list-style-type: none"> Quarantine for up to 7-14* Calendar Days from Exposure or Test to Stay (1,3,5,7 Days) 	<ul style="list-style-type: none"> Quarantine for at least 10 calendar days from onset of symptoms and for 24 hours with no fever and improvement of symptoms Can return after receiving a negative PCR, or medical note documenting no clinical suspicion of COVID-19

* Quarantine period can be reduced from 10 to 7 days if (1) the individual has received a negative PCR test collected within 48 hours of the 6th day of quarantine and (2) that masking and social distancing of 3-6' is strictly adhered to.

The school district will begin to offer the opportunity for students to submit evidence of COVID-19 vaccination to the school nurse's office prior to the first day of school. Evidence will be collected electronically through PowerSchool or can be dropped off at the school nurse's office. Vaccination status will be treated in the same manner as all other student health information. Only aggregate information regarding vaccination rates will ever be shared.

Students with SRTs

Students with a scheduled SRT will be required to check in for attendance at the designated location for each school. Students will then be able to utilize common areas, cafeterias, libraries, and other designated

locations to meet with other students or work independently. When the weather is appropriate, students will also be able to access outside gathering areas where they are able to remove their face masks. Students are asked to continue to implement 3' social distancing at all times.

Breakfast, Lunch, and Food Service

Providing time and space for school breakfast and lunch is an educational necessity to allow for all day, in-person learning. Quest Food Management Services will resume breakfast and lunch services at all schools. Students will continue to have access to a variety of nutritious meal options and snacks. Similar to other fast-casual restaurants and grocery stores, meals will be prepared and packaged for students by Quest staff. Students will have the ability to access pre-packaged, grab-and-go items from the serving lines and coolers. Additionally, vending machines will be made available to students, and a limited number of mid-day food service options will be made available.

Similar to our learning spaces, hand sanitizer, and disinfecting wipes will be made available throughout the cafeteria for students to use.

In general, cafeteria seating will return to pre-COVID capacity, and seating charts may be implemented. When the weather is appropriate, students will also be able to access outside gathering areas where they can remove their face masks. Students are asked to continue to implement 3' social distancing at all times. The school district is working with local vendors to rent open-side tents for outside courtyard areas during the fall months. Should tents be available for long-term rentals, additional seating would be available under the tents for all students.

Juniors and seniors are also eligible to participate in the school district's open lunch option, enabling them to leave campus during the lunch period. Parents are required to authorize students to participate in the open lunch program during the online student enrollment verification process. Therefore, students that are not approved by their parents will not be able to leave campus.

Additionally, should an event be scheduled where food will be served, organizers are responsible for implementing the most recent [CDC guidance](#) for food service and school meals.

Athletics and Activities

The school district will continue to offer all athletic and extracurricular activities. The athletics and student activities departments will follow guidance from the Illinois High School Association, the Illinois State Board of Education, the Illinois Department of Public Health, and the Cook County Department of Public Health.

As of the writing of this document, there are no capacity restrictions currently in place for indoor or outside activities, and thus events will be accessible to spectators as they have been in the past.

Student Travel

For the first semester, students will not participate in any travel experiences that require an overnight stay. The only exception to this protocol is for a student that qualifies for IHSA-sponsored state competition. The administration will evaluate overnight student travel requests for the second semester on a case-by-case basis.

Students may still participate in instructional and extracurricular activity field trips. Each trip will be evaluated through the regular approval process. When traveling in bus transportation, students and staff

must wear a face mask at all times. Additionally, please note that there are no current social distancing requirements for school buses (e.g., one student per row).

Face Masks

On August 4, 2021, Governor Pritzker issued [Executive Order 18 \(COVID-19 Executive Order No. 85\)](#) requiring face masks must be worn indoors by all teachers, staff, students, and visitors to pre-kindergarten through grade 12 schools, regardless of vaccination status. The only exceptions to this requirement are when an individual:

- Is eating lunch;
- Utilizing the swimming pool;
- Has a disability that precludes them from wearing a face mask; or
- Has been approved for an accommodation.

This mandate also applies to indoor recreational sports. However, outdoor activities, where transmission risks and rates are lower, will not require masking by athletes and coaches.

State Superintendent of Education Ayala stated that,

“The Centers for Disease Control and Prevention strengthened its guidance last week for universal indoor masking in schools, and Illinois will continue to follow the science, data, and public health experts to keep students in school and keep communities safe. We know that consistent and correct mask use is the simplest, most effective way to keep students safely in school, where they can learn and grow to their fullest potential” (ISBE, 2021).

The school district will continue to keep the community and Board of Education informed as to the current requirements related to face masks.

While face masks are required, it is the responsibility of all students and staff to ensure that our schools are safe places for all, by following the procedures that have been instituted and notifying a staff member of any issue that might need to be addressed (See Something, Say Something).

Should a student not wear their face covering, they will be reminded of the requirement and asked to put on a face covering. If a student refuses or repeatedly does not wear their face covering, they will be referred to the dean. Any student that refuses to wear a face covering, and is insubordinate to one or more school officials¹, may be required to transition to a full-time, e-learning mode of instruction for a period of time as deemed appropriate.

Should a staff member not wear their face covering, they will be reminded of the requirement and asked to put on a face covering. If a staff member refuses, they will be referred to the Human Resources department for potential disciplinary action.

Should a visitor not wear their face covering, they will be reminded of the requirement and asked to put on a face covering. If a visitor refuses, they will be asked to leave the school building.

¹ Board Policy 8400 - Student Behavior, Misconduct, Rights and Responsibilities

COVID-19 Testing Program

As stated previously, one of the school district's goals for the 2021-22 school year is to minimize disruptions to our student's in-person learning experiences as much as possible. To this end, students and staff will likely be identified as close contacts to an individual that tested positive for COVID-19. Recognizing the importance of in-person learning, current guidance from the Illinois Department of Public Health offers multiple pathways for students to remain in school, even if they are identified as close contact.

The different pathways are based on the following factors:

- The vaccination status of the close contact;
- Whether the close contact and the positive individual were wearing face masks at all times when they were in contact;
- Whether the close contact and the positive individual were socially distant (minimum of 3') at all times when they were in contact; and
- If the school has implemented a COVID-19 surveillance testing program.

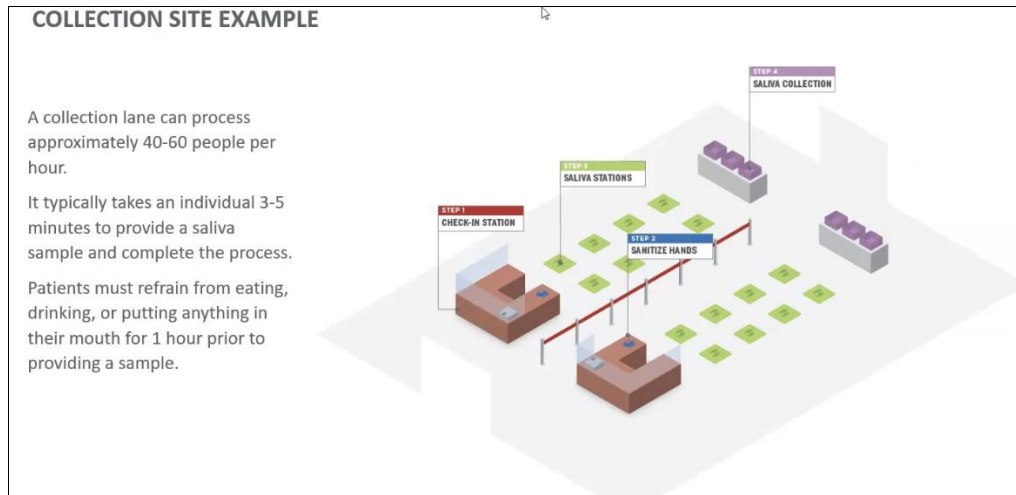
Recognizing the benefits of a COVID-19 surveillance testing program to keep more students in school, regardless of vaccination status, the school district has partnered with the University of Illinois to offer the SHIELD Illinois PCR covidSHIELD saliva test to our students and staff. The SHIELD test is very similar to the saliva RT-PCR test used by the school district this past year. A copy of the SHIELD Illinois overview document has been provided as a supplement to this memo.

Through a partnership with the Illinois State Board of Education and the Illinois Department of Public Health, the SHIELD test is being provided to all schools at no charge. Additionally, as long as the school district meets minimum test counts (100 per day), SHIELD will provide all of the staffing necessary to administer the test, reducing the burden to the school district.

The testing process works as follows:

- All students and staff (patients) are eligible to participate in testing 1-2 times per week (student athletes are eligible to participate two times per week);
 - Parents and staff have the right to opt-out of the testing program through a separate, paper opt-out form;
- On testing day, the patient visits the testing room and presents their student/staff ID;
- The patient deposits a small amount of saliva in a vial, then screws on the vial's cap;
- The patient places the vial in a rack and leaves the collection site;
- Samples are taken to the nearest available lab for testing;
- Results are delivered to the school district within 24 hours of samples reaching lab; and
- The school district notifies the patient of any positive results.

Below is an illustration of the site collection format:



A large number of school districts in our area will be implementing the SHIELD test in various formats.

At this time, the administration recommends:

- That participation in the SHIELD test be required for all students participating in athletics and other higher-risk activities as determined by the principal at least once a week, regardless of vaccination status; and
- That all other students and staff have access to the SHIELD test at least once a week voluntarily.

This recommendation serves as a starting point for the beginning of the school year. The design of the testing program may be increased or decreased based on other factors (e.g., community spread rates).

The administration has been actively working with the SHIELD Illinois team and anticipates being able to start testing within the first three weeks of school. The actual starting date is based on the receipt of testing supplies, which currently has a 2-3 week lead timeline.

This recommendation may be will be further discussed during the Board meeting.

Additional Mitigation Strategies

In addition to the strategies previously mentioned, the school district may implement the following:

- The cleaning protocol from the 2020-21 school year including:
 - Routine Cleaning: Cleaning is normally completed during normal operations;
 - Enhanced Cleaning: Cleaning designed to disinfect commonly touched surfaces to prevent the spread of disease; and
 - Deep Cleaning: Cleaning after a suspected or confirmed case of a disease.
- Increased air circulation schedules (5:00 AM - 10:00 PM), with maximum outside airflow.

Additionally:

- Staff with private offices where students frequently meet (e.g., counselor office), have been offered small air purifiers; and
- Classroom doors may be propped open to offer additional increased airflow based on the teacher's discretion.

- Access to PPE in classrooms and common areas, including:
 - Hand sanitizing stations;
 - Face masks; and
 - Disinfecting wipes.
- Students and staff are able to utilize disinfecting wipes when entering a learning space to disinfect their table/seat, and shared supplies (when in use).
- Implementation of social distancing throughout the schools:
 - 3' in classrooms and learning spaces where practicable;
 - Additional lunch locations; and
 - Implementation of plexiglass in different high-traffic areas.
- When social distancing cannot be implemented, large indoor gatherings of students and staff will be facilitated in a virtual format (e.g., Zoom).
- Access to on-site testing for symptomatic students and staff.