Griffith Public Schools'

Return to Learn Plan for 2020-21

Purpose of Plan

- To ensure and maintain a safe and healthy school environment not only for our students but our staff
- To ensure that our students receive the best education from us so that learning gaps would be held at a minimal as we continue with this pandemic
- To continue to work with Lake Co. Superintendents, Lake Co. Board of Health, and other public entities to prevent the introduction and speed of COVID-19

Purpose of Plan

- To reopen schools under a variety of possible conditions and scenarios
- To create equitable learning environments for all students

Gov. Holcomb's Address on July 1, 2020

- IN is not entering Stage 5 at this time.
- He clarified that schools should plan to attend school in the fall and provide in-person instruction.
- He also feels strongly that children can go back to school on schedule and not endanger other groups.
- He requests that everyone wears face masks when out in public and has organized a campaign entitled "Mask Up Hoosiers" to inform the public on the importance of wearing masks.

Dr. Box, Indiana State Health Commissioner

“I firmly believe that the best thing for our students is to get them back into the classroom, even if that is in a modified form. We need to do this, not just for their educational development, but also for their physical, their social, and their mental well-being.”

Appreciation for Guidance, Consideration and Feedback

Griffith Public Schools would like to thank various internal and external stakeholder groups for their guidance, considerations, and feedback:

- Griffith Public Schools School Board of Trustees
- Parents of Griffith Public Schools students
- Griffith Public Schools Administrators/Directors, Teachers, and Staff
- Governor Holcomb
- Dr. Jennifer McCormick, Indiana State Superintendent of Public Instruction
- Dr. Kristina Box, Indiana State Health Commissioner
- Lake County Health Department Physician
- Lake County Superintendents
- NWI Superintendents Study Council

First Day of School for 2020/21 School Year

- First Day of School will be on **August 12, 2020** instead of August 11, 2020.
- This change allows one extra day of PD for our staff to ensure he/she receives what is needed in regards to Schoology, cleaning and sanitizing, etc.

Health Protocol for Students and Staff

- Immunization requirements will remain in place for 2020-21 school year. All requirements must be met for your student to attend school in the fall.
- Students and employees will be trained to recognize the symptoms of COVID-19.
- Students and staff will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance.

Health Protocol for Students and Staff

- Students and staff will self-screen at home.
- Students will be provided a Wellness Kit from GPS. Parents, if able to do so financially, will be asked to replenish the kit throughout the school year.
- A clinical area will be set aside for students and staff who exhibit COVID-19 symptoms until they are able to go home. This area is separate from the room which will house patients who don't exhibit COVID-19 symptoms.

Health Protocol for Students and Staff

- There will be guidelines in place for persons who return to school/work after having COVID-19.
- Daily hygiene will be practiced by all. Signage will be posted as reminders.
- GPS will work with Lake Co. Board of Health when there is a positive case of COVID-19.
- Cleaning and disinfection will occur in all areas and daily.

Health Protocol for Students and Staff

- A face shield may be used by the student in lieu of a mask if approved by the student's health care provider for those students who have a medical condition that precludes them for wearing a mask or by any students whose 504 plan or IEP indicates the need for a face shield.
- We ask that staff and students bring his/her own water to drink throughout the day. Water may be available for purchase at the beginning of the school day.

Transportation

- All students will wear a mask/face shield to and from school while riding a bus.
- Hand sanitizer will be provided.
- All bus drivers will be required to wear a mask/face shield.
- Cleaning and disinfection will occur daily.

Transportation

- Social distancing of 6-feet will not be possible.
- Drop off/pick up times are staggered amongst the buildings.
- Students will be assigned seats. Families will be placed together as much as possible.

Food Service

- Students will be required to wear masks/face shields when not eating.
- Staff will be required to wear masks/face shields.
- Assigned seating will occur to ensure we are able to contact trace for when there is a positive case of COVID-19.
- Will attempt to ensure 6ft of social distancing.

Food Service

- Meals will be boxed.
- Cleaning and disinfection will occur daily.
- Sharing of food will not be permitted.
- We ask that parents pay online for food or any other item purchased at the school building, such as textbook fees or supplies. If a parent is unable to do pay online, we ask that parents place the money in a sealed envelope or baggie with information with child's name and teacher/grade level and what the money is to be used for. We will not be issuing change.

Transitioning

- Students and staff will be required to wear masks/face shields while transitioning from one area/classroom to another area/classroom.
- Will control number of students in transitions during passing periods, restroom breaks, going to and from specials, lunch and recess, etc.
- Staff will be visible and assisting in implementing the protocols when students are in transition.

Transitioning

- Cleaning of hallways and high-touch surfaces will occur throughout the day.
- Will designate areas of hallway to walk to assist in keeping students separated.

Teaching and Learning

- Students and staff will be required to wear masks/face shields when talking or unable to be socially distanced in a classroom where seating is not facing in the same direction.
- Cleaning of classrooms and high-touch surfaces will occur throughout the day.
- Assigned seating will occur to ensure we are able to contact trace for when there is a positive case of COVID-19.

Teaching and Learning

- NWEA assessments will be given within the first 30 days of school to establish an academic baseline.
- Fieldtrips will be suspended until further notice.
- Survey to parents, students, and staff after tonight's board approval
- GPS will provide extra supports and intervention not only to address learning loss but the social and emotional issues of students and staff.

Teaching and Learning

- Professional Development and training will occur not only for staff but also our parents. Training example is for our student management system so that parents are able to view student learning, grades, and attendance, as well as communicate with parents.
- Recess and specials schedules will be alternated to allow for social distancing and cleaning/disinfection.
- Classrooms will increase space between students.
- Classrooms will face desks in the same direction if possible.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

- Mr. Dimos is here to share information on this topic.
- GPS will eliminate assemblies, field trips, on-site whole group registration, orientations, round-ups and other large gatherings to allow for social distancing.
- Extra-curriculars and clubs/organizations will operate within the guidelines set forth by athletics.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

GRIFFITH WILL HAVE A 3 PHASE PLAN FOR RE-OPENING EXTRA CURRICULLAR ACTIVITIES

The following document was created by the Griffith School Athletic Department utilizing the following resources:

- Indiana Department of Education (IDOE) "Consideration for Learning and Safe-Schools Re-Entry" guidance document
- National Federation of High School Sports (NFHS) "Guidance for Opening Up Athletics Activities" guidance document
- Indiana High School Athletic Association (IHSAA) guidance.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

CONSISTENT GUIDELINES FOR ALL 3 PHASES

- All State and Griffith Public Schools guidelines for group size limitations must be followed, including every effort to social distance.
- Any student who prefers to wear a face covering for activities while participating will be allowed, if doing so does not appear to cause a health risk.
- Students, when not engaging in vigorous activity and when practical, (i.e., social distancing is difficult) should wear face coverings.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

- Non-students, including coaches, medical-related staff, directors, security staff, supervisors, etc. **will wear face coverings at all times**, unless under rigorous activity or poses a health risk.
- Only essential student athletes, student participants, coaches, medical staff, related supervisors, directors, and security should will be in attendance at scheduled practices or meetings.
- An alternate command structure for coaching staff will be established in case of illness.
- Prior to participation, all first-time student athletes are required to have an IHSAA pre-participation physical for the upcoming school year. Returning student athletes are not required to obtain a new IHSAA pre-participation physical but should complete a 2020-21 IHSAA Health History Update Questionnaire and Consent & Release Certificate prior to participation.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

- All students will be trained by Coaches to identify signs and symptoms of the Covid-19 virus along with the coaching staff prior to participating in workouts, rehearsals, or practices.
- All students and staff will be pre-screened for signs/symptoms of Covid-19 prior to participating in workouts, rehearsals, or practices by answering questions and temperatures will be checked by athletic trainer or school personnel prior to starting practice
- Any person with Covid-19-related symptoms will not be allowed to take part in workouts, rehearsals, or practices. Guardians will be contacted immediately.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

- Individuals will wash their hands consistently and for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating. Hand sanitizer will be plentiful and available to individuals as they transfer from place to place.
- Group sizes will be reduced as much as possible to reduce risk. Workouts will be conducted in defined, smaller groups of students with the intention that the same students are always together.
- The goal of social distancing is defined by the CDC. If it is not possible to follow these guidelines indoors or outdoors, supervisors will work to create as much distance as possible.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

- Cleaning and disinfecting will be scheduled prior to and after usage following CDC, EPA, and OSHA guidelines. A schedule will be created and implemented for all facilities and equipment to mitigate any communicable diseases. A plan will be clear on who cleans and appropriate training provided.
- No sharing of clothing, shoes, towels, or water bottles.
- Sports equipment and balls should be cleaned with CDC-approved anti-viral cleaner at the end of each practice/workout session.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

- Sports equipment can be used by multiple individuals. If equipment is shared, including sports balls, weight room facilities, non-wind instruments, etc., this equipment will be cleaned prior to use and immediately following usage. Responsibility for cleaning will be clearly outlined and appropriate training provided.
- Equipment such as weight benches, athletic pads, etc. having holes with exposed foam will be covered or discarded.
- Hand sanitizer should be readily available to student athletes and coaches during practice.
- Students will be expected to shower at home and wash workout clothing immediately upon returning to their home.

Athletics, Extra-Curriculars, Clubs/Organizations, etc.

- Celebratory contact will be discouraged (high five, fist bump, elbow bump, etc.) between athlete-athlete, athlete-coach, or athlete-medical staff.

Phase 1 (July 13-19)

- Student athletes will be limited to 15 hours per week on campus. The IHSAA no Contact Sunday Rule will be enforced.
- Prior to participation student athletes and parents/guardians must complete final forms profile, including background information.
- Prior to participation student athletes will complete all mandatory participation forms, including liability waiver.
- School contact activity will include conditioning and sport-specific activities.

Phase 1

- No contact is allowed for contact sports and no physical contact between student athletes should occur with any conditioning activities or drills.
- No competition with other schools is allowed.
- Groups for sport-specific work outs will be limited to no more than 20 athletes at a time in one location/facility for outdoor and indoor activities based on available space to allow appropriate social distancing principles.
- Workouts should be individually focused initially and move to small group focused. Athletes should maintain 6-foot distance between individuals whenever possible. Focus should be on conditioning and allowing student athletes to become comfortable in current sports environment.

Phase 1

- No sport may have more than two activity days per calendar week. A schedule will be provided to Athletic Department. Schedules must be provided prior to activity.
- Sport-specific activity days are limited to three hours per day. (Six hours per calendar week.)
- Conditioning is limited to four days per week. Conditioning sessions may be held multiple times each day, each session limited to two hours. Student athletes may attend only one conditioning session per day.
- Conditioning must be to improve strength and cardiovascular well-being.

Phase 1

Phase 1 example week

Students arrive ready to go. Students leave directly after session. Students provide own form of hydration. Coaches will need to have one-time use hydration (water bottles) available incase athletes forget form of hydration.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Conditioning 8-10 am	Activity 8-11 am	Conditioning 8-10am	Conditioning 8-10am	Activity 3-6pm	Conditioning 3-5 pm	No Contact

Phase 1

- Locker rooms will not be utilized in Phase 1. Students should report to their activity in proper gear and immediately return home to shower at the conclusion. Restrooms will remain available for student athletes and athletic staff; however social distancing will be encouraged.
- Free weight exercises requiring a spotter will not be conducted. Safety measures in all forms will be strictly enforced in the weight room.
- School will not provide any transportation to and from activities.
- Restroom facilities will be available, but only a single athlete at a time.
- Pool usage is acceptable without locker rooms

Phase 1

- All head coaches must at all times while on campus have their athletic department issued radio on their person, on all-call, and active
- Any student with underlying condition which deem the student higher risk or in needing medical preventative situation must have medically prescribed equipment available (I.E asthma-rescue inhaler).

Phase 2 (July 20 –Aug 14)

- Contact is allowed as defined by Indiana High School Athletic Association (IHSAA).
- Locker rooms will not be used prior to August 3rd. See Locker Room Guidelines below.
- School activities using off-site, non-school owned facilities and equipment for related activities should work with the off-site facility provider to ensure the associated and relevant safety measures are in place.
- Free weight exercises requiring a spotter can be conducted. Safety measures in all forms must be strictly enforced in the weight room. See Weight Room Guidelines below.
- Sports may advance activities to include intra-squad scrimmages.

Phase 2

- No competition with other schools is allowed, with the exception of Girl's golf. Any summer non-competitions may only have essential staff present.
- Indoor groups may be restricted to a smaller group size due to limited space available.
- Workouts should be based on small groups within each team. Teams may use position and grade to help determine smaller groups. Small group activities within team should still be used as much as possible.
- School will not provide any transportation to and from activities until after August 3. All trips must be approved by Griffith administration.

Phase 3 (Aug. 15 - …)

- Teams can return to full team practices. Small group activities within team should still be used as much as possible.
- IHSAA contest competition may begin for remaining Fall Sports.
- Dressing or traveling only necessary athletes and personnel for and to events.
- Cleaning processes regarding transportation must be followed.
- Contact should be limited to only contact necessary to compete as defined by IHSAA.
- Spectators, media, and vendors can be present but should implement social distancing and follow established mass gathering guidelines.

Locker Rooms

- It is acknowledged that social distancing principles will be a challenge for locker room use.
- Locker rooms should not be used for summer (up to August 3rd) except for restroom purposes, exception being football for equipment purposes. Locker room will only at 50% capacity.
- During the summer (Phase 1 and part of Phase 2), athletes will be expected to come to practice in appropriate practice attire and return home following practice. During the summer (up to August 3rd), all practice clothing will be washed at home.
- When possible, flow patterns should be developed for locker rooms creating separate entrance and exit doors.
- Locker selection should spread student athletes among available lockers with as much distance as possible.
- Student athletes and coaches will use face masks whenever in locker rooms.

Locker Rooms

- Different teams should not share locker rooms if possible. If teams do share a locker room, a schedule will be developed by the athletic department, so members of different teams are not in locker room at same time.
- During all entry phases and the school year, athletes will be required to take home all practice clothes and shoes each night for cleaning. Only sport specific equipment will be allowed in lockers overnight.
- All competition uniforms will be washed by school and distributed on game day.
- Athletes will shower at home after all practices and competition.
- All locker room and shower floors will be cleaned with CDC-approved anti-viral cleaner by school custodian.
- All lockers should be completely emptied and cleaned periodically throughout the season.

Competition

- Any student who prefers to wear a face covering while sitting on the bench or sideline for indoor or outside competition and not participating in competition or warm up will be allowed, if doing so does not appear to cause any health risks.
- Non-students, including coaches, medical-related staff, directors, security staff, supervisors, etc. will wear face coverings at all times unless under rigorous activity or poses a health risk.
- All school officials working all competitions such as score keepers, timers, event managers will wear face coverings at all times unless under rigorous activity or poses a health risk.
- IHSAA officials will be given the option to wear face coverings during competition.
- Hospitality rooms for officials should not include shared food service and will allow space for social distancing.
- Concessions may be sold when food handlers and cashiers use appropriate PPE and only prepared, prepackaged food is available.

Exceptional Learners

- Students receiving special education will continue to receive uninterrupted services and supports as outlined in their IEP.
- High Ability students will receive instruction in their prospective HA Classrooms and attend specials, recess and lunch with their general education peers.
- Eligible students will continue to receive Title 1 support via the inclusion model for Mathematics and Reading.
- English Learner students will receive uninterrupted support as indicated in their English Learning Plan.

Visitors

- We are limiting access to our buildings and ensuring we are able to keep everyone safe and healthy.
- We ask that visitors have an appointment.
- No one will be permitted past the office without approval by building administrator.

Indoor Facilities

- At this time, we are not accepting any outside agencies, organizations, persons, etc. to have the ability to rent or utilize any of our indoor facilities until further notice.

Parent Choice

- Griffith Public Schools is requiring all students be in attendance this fall, unless (1) the student has a legitimate COVID related health issue, (2) the student has a 504/IEP plan that calls for something other than in person attendance.
- If parent chooses for his/her child to stay at home and not fulfill this requirement, parent/s have made the choice for his/her child to learn utilizing a software program entitled Edgenuity. Instruction will not be offered by a classroom teacher but a certified person will oversee the programming of curriculum and grades for your child. The fee for this program is at the expense of the parent/s.
- No changes to option chosen during online registration unless approved by superintendent or child/family has tested positive for COVID-19.

Addressing Community Spread

Low to No Spread	Minimal or Moderate Spread	Substantial Spread
• Establish and maintain communication with Local Health Department Officials • Low to no known active exposure cases at school buildings	• Establish and maintain communication with Local Health Department Officials • Minimal or moderate active exposure cases at school buildings • This model will only be enacted in coordination with recommendations from the Local Health Department Officials	• COVID spread is such that rolling closures are needed (could be short term or long term) • Substantial active exposure cases or absences impacting school building attendance and staffing • This model will only be enacted in coordination with recommendations from the Local Health Department Officials

Minimal or Moderate Spread

- Continue with plan as shared
- A hybrid plan of learning for students and staff may be utilized if needed.
- Continue to maintain communication with Lake Co. Health Department and Lake Co. Superintendents.

Substantial Spread

- School Facilities will be closed.
- eLearning will be occurring for students and staff.
- Continue to maintain communication with Lake Co. Health Department and Lake Co. Superintendents.

What Can You Do?

What is the **ONE** Thing That Will Make This Plan Work?
It is **YOU!**

We can all do our part!

We need every parent to make sure to follow the new parameters for **sending healthy students to school**. And even beyond that, sending healthy students **with healthy family members at home**. If we want to stay on the green, low to no spread plan, it takes all of us working together to make sure we are protecting our schools from any illness. That means **we cannot send sick students** or **students who are exposed to sickness**. This will be true for our staff members as well. We need to do the hard work to keep our buildings **healthy places to learn**.

Panther Pledge to Protect

Before Leaving Home

A child (or employee) should stay home from school if:

1. He or she tests positive for COVID-19

2. He or she exhibits **one** or more of the symptoms of COVID-19 listed below based on CDC Guidance that is not otherwise explained.

3. If someone in your home has any of the symptoms below of COVID-19 or is being tested for COVID-19.

4. If someone in your home has tested positive for COVID-19.

Parents should notify the school's main office and/or nurse if experiencing symptoms related to COVID-19. The student may be excluded for up to 14 days.

Before & After School Care

Griffith Public Schools will still collaborate with the YMCA and the local childcare providers to transport students to and from child care as in previous school years.

Arriving at School

- Masks/Face shields must be worn as students enter the building.
- Social distancing will remain a priority.
- Areas of congregation of students will be highly restricted and limited as much as possible.
- Upon arrival to school, students will have the availability to wash/sanitize hands.
- Schools will have procedures for bus, parent pick up and car rider dismissal.

The School Day

- Teachers and staff will receive training on signs and symptoms of COVID-19
- Masks will be worn when social distancing cannot be obtained or in transitions.
- Areas of congregation of students will be monitored and restricted as much as possible.
- Alcohol based hand sanitizer will be available.

The School Day

- Scheduled times will be determined throughout the school day for students to wash/sanitize hands.
- Sharing of school supplies and food will be prohibited.
- Student desks will be arranged to distance to the extent possible.
- Schools will repurpose large spaces for possible classroom usage or serving of lunch.
- Outdoor spaces will be utilized when weather permits.

Recess

- Playground equipment will be cleaned and sanitized daily (touch points).
- Recess will be staggered throughout the day to accommodate all students at the two elementary buildings.
- Students will wash/sanitize hands before and after recess.

Meals

- Grab and go meals will be provided.
- Students will be assigned seating.
- Lunch periods may be staggered to minimize the number of students eating at once in the cafeteria.

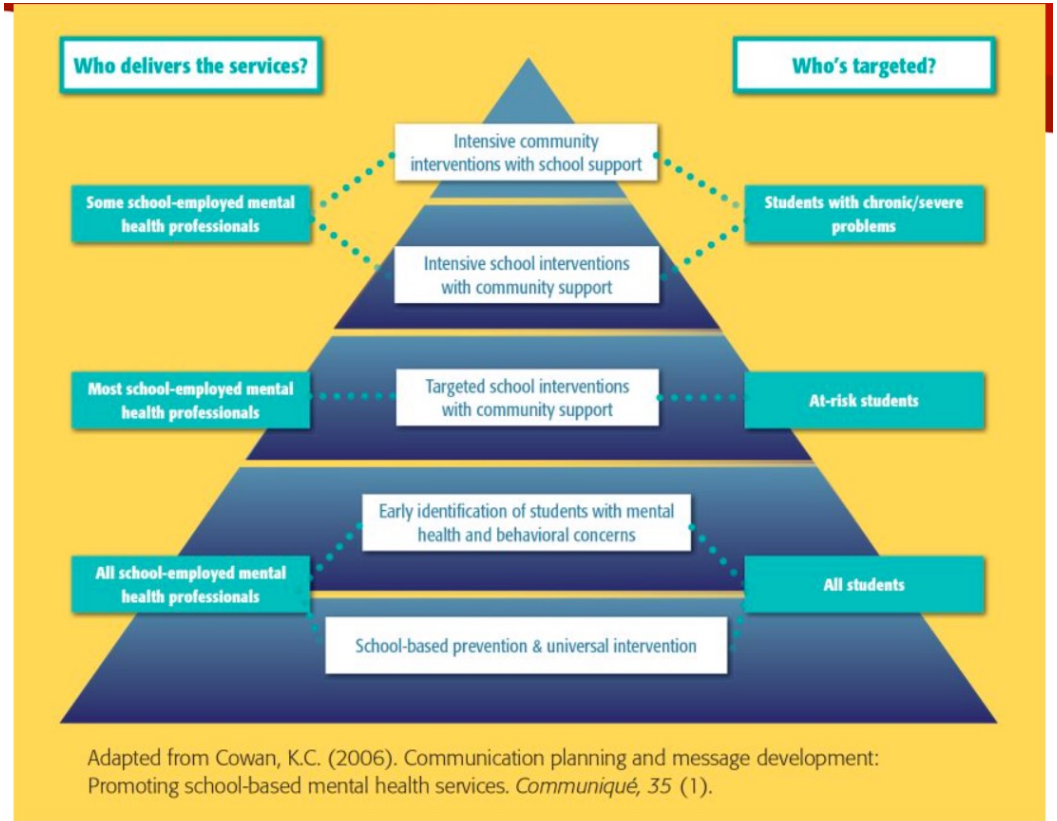
End of the School Day

- Dismissal times will be staggered to allow for parents and busses.
- Masks must be worn by students.
- Schools will have procedures for bus, parent pick up and car rider dismissal.
- Parents or any visitors will not permitted to enter the school buildings.

Addressing the GAPS in Learning

- Identify student gaps in learning
  - NWEA
    - Personalized learning path - individually data driven
      - Identify learning gaps from spring closure
      - Identify areas of strength and need for current grade level
    - Conferencing with students for upcoming benchmarks
  - Curriculum maps
    - Standards based
    - Learning targets and priority standards (grade level specific to address the learning gaps)
  - Ongoing feedback and spiraling of content with mastery learning will be the focus
    - Review of previous essential learning from the previous school year
    - Address gaps in learning as they arise (data-driven instruction)
  - Ongoing monitoring of student progress

Addressing the Mental Health Needs



Adapted from Cowan, K.C. (2006). Communication planning and message development: Promoting school-based mental health services. *Communiqué, 35* (1).

Frequently Asked Questions

Q: Are masks required to be worn by employees and students?

A: Employees and students will be required to wear a mask when social distancing is not possible. Students may unmask in the classroom when all students are seated and facing the same direction during instruction and/or individual work time when directed by the teacher.

Q: Will masks be provided for employees and students?

A mask will be provided to all employees and students. Masks should be cleaned regularly at home.

Q: Will students attend field trips?

A: Field trips have been suspended until further notice. Once field trips resume, they will be individually granted on a case by case basis.

Q: Who will teach the virtual school option?

A: Certified teachers will oversee the programming, curriculum, and grading for the virtual school option.

Frequently Asked Questions

Q: Can students who attend the virtual option participate in extracurricular and co-curricular activities?

A: Students who are enrolled in the virtual option will not be able to participate in these activities.

Q: When do I choose between the in-person or the virtual school option for my student(s)?

A: Online Registration will be open on Wednesday, July 15, 2020.

Q: What happens when there is a confirmed case in a school?

A: GPS will communicate with the local health department who will provide guidance on the appropriate course of action. Schools may be closed for a brief time to clean and disinfect; confidentiality will be maintained in accordance with ADA and FERPA; the duration of the closure and those impacted will depend upon guidance from the local health department.

Frequently Asked Questions

Q: What happens if a student or staff member tests positive?

A: The principal should be notified immediately. Students and staff who have tested positive may return when:

- 72 hours (3 days) without fever (and without fever reducing medications)
- Other symptoms improve
- At least 10 days have passed since symptoms first appeared or 2 negative tests (24 hours apart)
- Note from medical provider/local health department indicating return to school

Q: How will a student who is awaiting a test or is feeling physically ill continue to learn?

A: Students who are well enough to participate, or who are home because a family member or close contact has tested positive, will continue instruction online delivered by the classroom teacher. The student will be sent home with their individually issued technology device during this time. The duration of online instruction will depend upon guidance from the local health department.

Q: What about the attendance policy and keeping a student home for having symptoms?

A: The regular attendance of our students remains a priority; however, in these unprecedented times, the school principal will work directly with the teacher and family on an individual basis to prioritize the health and safety of each individual and the overall school community. Attending school sick is strictly prohibited. The attendance policy will be revisited to reflect the importance of the daily monitoring of symptoms.

Frequently Asked Questions

Q: Will visitors be permitted in the school buildings?

A: Visitors will not be permitted in the schools. It is important to minimize the contact with our students and employees. Parents will be provided opportunities to drop-o belongings and have meetings by appointment when necessary. Whenever possible, virtual meetings will be recommended for case conferences, parent/teacher conferences, etc.

Q: What are the expectations for Intermittent Distance Learning?

A: Everyone must be prepared for intermittent distance learning to occur. This will only take place when directed by state and/or local health o cials due to the spread of COVID-19. When intermittent online learning occurs, the following should be expected:

Primarily used in the event of a school closure based on guidance received from local and/or state officials

- GPS teachers will teach their own classes
- Instruction will include live synchronous meetings in small and large groups as well as independent work
- Lessons may be redesigned and enhanced based on feedback from teachers, students, and families from last spring
- High quality, standards based instruction and feedback for students will remain the priority
- Equitable access to high-speed internet is a priority

More Information

- Entire plan and other useful information about the start of school will be located on GPS website.
- Survey will come out within the next couple of days to all staff, students, and parents.
- Any questions, email Mrs. Riise at mriise@griffith.k12.in.us .