



# Pioneer School District

## Reopening Schools Plan for 2020 -21

### HISTORY AND PLANNING PROCESS

- Governor Inslee ordered schools closed on March 17, 2020 because of COVID-19.
- Pioneer School District began continuous learning for students and families on March 19, 2020.
- OSPI directed Washington School districts to plan for a Fall 2020 reopening.
- Pioneer School District developed voluntary Reopening Advisory Committees comprised of staff, parents, and community members into teams representing: Continuous Learning, Professional Development, Trauma Informed Practices, Health & Welfare, Communications, and Business and Operations. Stakeholder input was included in the plan development process.
- District-wide anonymous surveys were provided to all staff, families, and students in the Pioneer School District and collected feedback data was included in the plan formation process.
- District administrators utilized committee and survey feedback to develop instructional plans for reopening schools that met Washington State Department of Health, Office of Governor Inslee, and OSPI mandated requirements.

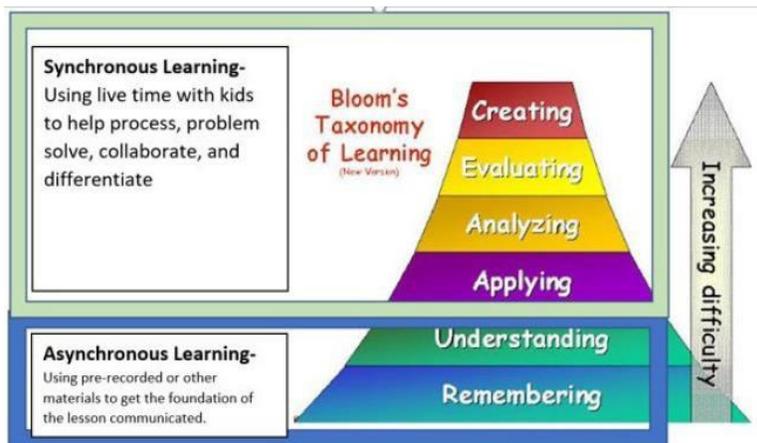
### GOALS AND OBJECTIVES OF PLANNING

- To reflect on practices during the Spring 2020 closure and identify areas of strength and areas needing improvement.
- To examine and review possible instructional models and identify resources, needs, and action steps for implementation in our school district.
- To design a reopening plan for Pioneer students that includes options for Continuous (distance) learning 2.0 and the greatest opportunities for in-person instruction while aligning with guidance and requirements from the Washington State Department of Health, Mason County Health Department, Office of the Governor, and OSPI.
- To equitably provide learning services and support to every student including those who are furthest from educational equity.

## INSTRUCTIONAL MODEL PLANNING CONSIDERATIONS

### Synchronous Learning vs. Asynchronous Learning

- Technology Requirements
- Curriculum
- Instructional Practices
- AVID Implementation
- Equitable Access to Learning



### Social Emotional Learning (SEL)/Trauma Informed Practices

- Embedded in each model through the following:
  - School counselor virtual and in-person support
  - Built-in time within grade level classes for mindfulness, community circles, and connectedness activities during in-person and virtual schedules.
  - Universal Design for Learning (UDL) instructional coaching and support.
  - AVID instructional strategies that focus on learning for the Whole Child.

### Health and Welfare Mandated Requirements

- All students and staff members need to be screened for illness each day at home before school or on-site. If health screenings are done at home, the process needs to include an attestation confirming the child or staff member does not have fever, shortness of breath, or cough.
- Washington Department of Health requires everyone in a school building or on a school bus to wear a face covering.
- Districts must arrange their physical spaces to accommodate six feet of distance when all students and staff are seated.

## INSTRUCTIONAL MODELS

The District has prepared a flexible and adaptable plan for the 2020-21 school year. Based on current state guidelines of social distancing, Pioneer School District will not be able to accommodate all students in our school buildings at the same time. This plan offers options to families if we are not able to return to school face-to-face, full-time on September 2<sup>nd</sup>.

While this is our preliminary plan, the evolving nature of the COVID-19 pandemic may require us to make adjustments prior to the start of and/or during the school year. No matter the model for learning, our priority remains the health and safety of our students and staff. We will keep families, students, and staff updated regarding any changes to our reopening plan as well as any changes to the guidance from Governor Inslee, OSPI, the Washington State Department of Health, or the Mason County Health Department. Our plan includes the ability to implement any one of the models or a combination of the models, when school reopens in the fall.

### **MODEL 1: PIONEER ONLINE ACADEMY**

Pioneer Online Academy is our new, fully remote learning option and will be available to all families with students in grades K – 8<sup>th</sup> grade who would prefer to keep their students in a home school learning environment instead of an in-person, face-to-face model in the fall. Students will be provided with learning resources, technology, instructional support, and services from the Pioneer School District. Instruction will be supported by Pioneer teachers who are not teaching in the Pioneer Flex Program (below). Students will be assigned a unique learning schedule that will include specifically assigned attendance hours for work completion.

Learning will follow a typical school schedule and will include virtual, live instruction, online learning, and/or recorded video lessons with small group check-in. Students in this option will need to have access to the internet. Specific attendance schedules will be provided to families once enrollment numbers by grade level are determined, but will be provided to families prior to the start of school.

**MODEL 2: PIONEER FLEX PROGRAM – GRADES Pre-K – 8<sup>TH</sup>:**

This option is a hybrid of classroom instruction and distance learning, with students attending school in-person two consecutive days per week and doing distance learning three days per week. Students who are furthest from educational justice may be provided with prescribed and pre-arranged or remote intervention services on additional days or on Wednesdays. Parents will be notified by the school district if their student qualifies for the additional intervention services and additional attendance options.

**Attendance:** Students will be assigned to attendance days by alphabet within family groups, siblings with different last names will be able to attend on the days assigned to *other family members*.

Monday	Tuesday	Wednesday	Thursday	Friday
<b>Group A:</b> Onsite, in-person instruction	<b>Group A:</b> Onsite, in-person instruction	<b>Groups A &amp; B</b> in remote distance learning.	<b>Group B:</b> Onsite, in-person instruction	<b>Group B:</b> Onsite, in-person instruction
<b>Group B:</b> Distance Learning	<b>Group B:</b> Distance Learning		<b>Group A:</b> Distance Learning	<b>Group A:</b> Distance Learning

**MODEL 3: CONTINUOUS LEARNING 2.0 – 100% DISTANCE LEARNING**

In this model, all students will participate in distance learning if it is determined that it is not safe to return students to school or if schools are required to close by the Mason County Health Department, Washington State Department of Health, OSPI, or Governor Inslee due to the COVID 19 Pandemic. If the decision to close is determined, The District will quickly shift from face-to-face instruction to a Continuous Learning 2.0 plan for all Pre-K-8<sup>th</sup> grade students who enrolled in the Pioneer Flex program. Implementation of new and improved Continuous Learning 2.0 will include a combination of enhanced asynchronous learning experiences through online lessons, pre-recorded video lessons, and prepared lessons along with live streaming and virtual interaction opportunities with classroom teachers.

Students and families will be provided with a structured schedule for each grade level and subject/content area along with additional specific guidelines for attendance, course completion, and grading for remote learning prior to the beginning of the school year.

## **INSTRUCTION & LEARNING FOR ALL MODELS**

### **LEARNING STANDARDS**

The District will have specifically aligned standards at each grade level and content area. The District will be developing and defining a process of engaging teachers and administrators in leading the work of identifying the most essential learning standards for each grade level, program, and content area for 2020-21 and beyond.

### **CURRICULUM & INSTRUCTION**

Curriculum at each grade level will be aligned to grade level standards. The District will be developing and defining a process of engaging teachers and administrators in leading the work of developing a scope and sequence for all curriculum that is aligned to the essential standards for each grade level, program, and content area for 2020-21 and beyond.

### **GRADING**

The District will follow regular grading policies currently in place and approved by the Board of Directors while examining how grading policies affect each student group and ensure compliance with state requirements for an equitable system of instruction, assessment, and grading.

### **ENROLLMENT/ATTENDANCE AND REPORTING**

- The District will follow OSPI guidelines to report enrollment through the P-223 and P-223H processes. This plan will comply with requirements to receive state funding. We will follow all OSPI requirements to ensure continued funding.
- The District will follow all guidance and direction from OSPI for student attendance and student engagement reporting requirements, including taking attendance and maintaining attendance records regardless of the model of instructional delivery (see OSPI Reopening Washington Schools: Questions & Answers for School Districts)

### **FAMILY AND COMMUNITY ENGAGEMENT AND COMMUNICATION**

The District will prioritize efforts to ensure meeting the following targets with our instructional models:

- Provide consistent schedules for parents and families for both in-school and remote programs.
- Ensure families have a primary point of contact at each school.

- Use layered, targeted, and intentional outreach and communication approaches to reach all families and students.
- Provide families with learning resources, guided learning support, and informational tutorials for remote learning.

### **INSTRUCTIONAL PROFESSIONAL DEVELOPMENT**

The district plan for professional development for certified teachers and classified staff will include but are not limited to the following:

- Understanding the latest guidance from the health experts on COVID-19 health and safety precautions and standards for students in the classroom and building spaces (prior to the first day with students).
- Para Educator training in Trauma Informed Practices, Instructional Intervention, and certification requirements required by OSPI.
- Learning Management System Training (Google Classroom, etc.)
- Best practice strategies for learning improvement, student engagement, meeting social emotional needs, and differentiating instruction through Universal Design for Learning (UDL) when teaching remotely and/or with rotating schedules.
- Best practice strategies for strengthening instruction through data analysis of student learning and instructional strategies through Professional Learning Communities.
- Implementation of AVID instructional strategies when teaching remotely and/or with rotating schedules.
- Best practice strategies for using remote learning tools – Zoom, Padlet, Screen Castify, Mode, etc.
- Meeting Social Emotional needs of students, families, and staff in rotating/remote learning environments
- Establishing common essential learning standards, assessments, and grading practices for content and program areas within grade levels.
- Culturally responsive teaching practices for an equitable classroom during in-person and remote learning.
- Instructional strategies and data mining practices to identify and remediate gaps in learning in a hybrid instructional model
- Strategies for collecting and responding to student feedback in a remote environment.

## BUSINESS & OPERATIONS

Pioneer School District business and operations plans to safely return students back to school. Business & Operations includes transportation, food services, and personnel. Procedures addressed in this reopening include safety measures for each area of Business & Operations including requirements of healthy resource management, safe practices around equipment, facility use and cleaning, and personnel safety requirements.

## TRANSPORTATION

Student safety is at the core of transporting our students every day. Public health is now part of that safety, including face covering requirements and provision of extra bus sanitation.

### SCHOOL BUS

- Families will be encouraged to transport students to school as much as possible.
- Families will be educated and encouraged on how to conduct health screenings and hand washing prior to arriving at the bus stop, as well as how to ensure students maintain social distancing while waiting for the bus.
- Parents will be required to register for transportation services for each student as soon as the instructional model is provided to families.
- The District will utilize google forms, mail and drop off options to document registration.
- The District will utilize various methods of communication and languages to families to ensure procedures are clear to all.
- Drivers and para educators riding buses will wear cloth face coverings or face shields.
- Students will wear cloth face coverings or face shields on the bus.
- Drivers will have spare disposable face coverings on hand for students.
- Whenever possible, students will maintain a 6 ft. distance around the driver's compartment.
- Bus drivers will maximize outside air and keep windows open as much as possible.
- Boarding and unloading buses: All students will have assigned seats, first to board will fill the rear of the bus first; students in the same household will be assigned to the same seat whenever possible.
- When unloading the bus, whenever possible, buses will unload from the front to the rear, reducing crossing paths.
- School staff will assist with ensuring students maintain social distancing while exiting the bus at school, and in the afternoons while boarding (in order of assigned seats), rear to front.
- Route Adjustments
  - Whenever possible, buses will be routed to pick up the largest stops last in the morning and drop them off first in the afternoon.
  - Time will be added in between routes to allow for the cleaning of touch points.
  - Additional time may be added to driver's post trip for disinfecting buses.

- The District will discontinue parents boarding special needs buses to assist the student/driver.
- The bus driver will daily clean and disinfect frequently touched surfaces and disinfect touch points on buses in between route tiers and at the completion of each AM/Mid-day/PM routes.
- Cleaning will include use of an Environmental Protection Agency (EPA) recommended product that is non-flammable, District and OEM approved.
- Bus management will coordinate with custodial staff to utilize the electromagnetic fogger for any contaminated vehicles.
- Students who are identified as ill or examined for COVID-19 symptoms at school will be picked up by a parent/guardian and not transported home on the bus.

### **PARENT/GUARDIAN TRANSPORTATION DROP-OFF/PICK-UP**

Specific rules for parent drop-off/pick-up will be defined by the District and will include specific safety procedures, and detailed arrival and pick-up requirements that will include time schedules, locations, on-site driving rules, and health/safety requirements for students prior to them entering school buildings each day. Detailed requirements will be provided to families who identify as self-transporting prior to the start of school.

## **FOOD & NUTRITION**

Food & Nutrition operations and plans to safely return back to school will utilize food safety, service options, menus and payment.

### **ONSITE LEARNERS**

- A simplified menu of healthy food items will be offered for students to choose from.
- Skyward Point of Sale (POS) system will be used to track meals served and eligibility status.
- No salad bars or self-serve items will be offered.
- Elementary students will be served meals in their classroom in packaged portable containers for consumption in their classrooms where appropriate physical distancing parameters and handwashing procedures will be in place.
- Middle School students will be served in the cafeteria/meal service area for pick-up. Meals will be packaged in portable containers to be taken with the student back to their classroom to eat or in supervised building locations where appropriate physical distancing parameters and handwashing procedures will be in place.

### **REMOTE LEARNERS**

- Pre-packaged grab and go meals will be made available to students who need meals on remote learning days.
- A system will be developed to receive orders, track meals served, and to distribute the take-home meals (Breakfast & Lunch) on the days the students are onsite.

- For example: A student is doing onsite learning on Mondays and Wednesdays. On Monday, the student will be sent home with a cold breakfast and lunch to be eaten on Tuesday. On Wednesday, the student will be sent home with 2 breakfasts and 2 lunches for Thursday and Friday.
- The option to receive a 5-day meal kit will be made available to families who choose to enroll their students in a 100 percent remote model off-site or to families who plan to continue receiving school breakfast/lunch when schools revert to the Continuous Learning Plan 2.0 in the event of a school closure.
- Food safety and cooking instructions will be made available for any food item that is not shelf-stable and ready to eat.

## **PERSONNEL**

### **FACE COVERINGS - EMPLOYEES**

- All employees will wear a cloth face covering or protective face shield (allowed in the classroom only) while at the worksite, per Washington state Labor and Industries (L&I) guidelines.
- The District will provide face coverings for all employees and students.
- Employees may choose to provide their own face coverings
- Employees working with students who cannot wear a face covering for the reasons approved by the DOH will be provided appropriate PPE Health Screenings.
- Employees will complete a wellness screening prior to reporting to work.
- Employees assisting with wellness screenings of students will be provided appropriate PPE by the District as described by the DOH, CDC, and L&I.
- Employees who were exposed to a student or staff member who is excluded for COVID19 will be notified as soon as possible.
- Personnel assigned to supervise quarantine rooms will be provided appropriate PPE.

### **EMPLOYEES IN HIGH-RISK CATEGORIES**

- The District will request that employees at increased risk for severe illness due to medical categories as defined by the CDC self-identify.
- No employee in an increased risk category shall be required to work without PPE, on any task that cannot be performed without physical distancing, or with students or staff who cannot wear face coverings.

## HEALTH & WELLNESS

Health & Wellness focuses on meeting recommendations from OSPI regarding health screenings, face coverings, physical distancing and protecting high risk employees.

- The District will complete, implement, and communicate procedures for wellness screening before school starts.
- Teachers and staff will provide Intentional teaching of respiratory hygiene, hand washing, mask/shield wearing, and social distancing/distance at the beginning of the school year.
- A wellness screening method for all students not cleared at home will be done at the school level.
- If a student arrives or becomes ill at school, the student will be directed to a quarantine room. The quarantine room must be big enough that two-four students/staff can be sitting or lying down 6 ft. apart; it will be identified at the school level and appropriately staffed when needed. Ideally the room will offer optimal outdoor air and immediate exit availability without exposing any other parts of campus.
- Student Health Physical well-being: All 504 and Individualized Education Program (IEP) plans will be reviewed for accommodations regarding masks/shields and physical distancing.
- The District will Launch a “stay home when you are sick” campaign.

### **FACE COVERINGS – REQUIREMENTS**

- Schools will follow Center for Disease Control (CDC) and Washington State Department of Health guidelines with regards to rules for face coverings for all staff and students.
- Face coverings will be required for staff and students at each school and on school buses. If students cannot wear masks at school or on the bus, the District will provide a 100 percent remote continuous learning option. There will be case by case exceptions to this recommendation.
- Each school and school bus will be provided with extra face coverings for students who do not come to school with one.
- Staff will be provided with an appropriate face covering
- The district will arrange for the purchase of the face coverings, gloves, face shields, and other required Personal Protective Equipment (PPE) items.
- The district will develop a process and protocol to help school staff enforce the face covering rules equitably. This process will be clearly communicated and applied consistently throughout the District.
- All guidelines and processes related to face coverings will be communicated to families prior to the start of the school year.

## **HAND WASHING**

- The District will develop a plan for students to wash their hands at least 2x per day, including when they return from playing outside.
- The District will provide portable sinks stationed at strategic locations within each building to ensure adequate and appropriate hand washing.
- District-wide signage for proper hand washing.
- Children and adults will be taught how to wash their hands and not touch their face.
- Children and adults will be consistently taught hygiene practices and rules for respecting personal boundaries throughout the District
- Limits on how many students may use a bathroom at one time will be defined with district staff.
- The district will provide hand sanitizer in rooms as needed.
- Longer transition times will be implemented at the school level for sanitizing or handwashing.
- Universal signage will be posted throughout schools and departments

## **DROP OFF/PICK UP AND HEALTH SCREENING AT ENTRY**

Wellness checks will occur for all students and staff members.

- A process will be defined for staff and families to utilize a Health Check Screening App prior to coming to riding a bus or coming to school. Wellness checks will occur for all students and staff members
- The District will develop a plan for teachers who must be sent home immediately due to health screening.
- Each school will have a designated person in charge of screening students/staff and monitoring health.
- Thermometers for Wellness Checks will be supplied to each building in the District.
- Frequent cleaning of bathrooms and touch points in common areas will be completed by custodians
- The District will develop a plan that outlines the cleaning/disinfecting of desks and work surfaces between classes. Supplies will be provided by the District.
- A standard procedure for procuring PPE and cleaning supplies will be established by the District.
- Custodians and the facilities manager will maintain proven cleaning and disinfecting standards and eliminate exposure to outside products that have the potential to affect students and staff in a negative manner.

## **PHYSICAL DISTANCING**

Capacity for students and staff in any facility and/or classroom will be limited by physical distancing requirements set by DOH.

- The District will provide appropriate PPE and training for employees who must perform tasks that cannot be accomplished with physical distancing.
- The District will provide adequate facilities and supplies for staff handwashing as required by CDC guidelines Exclusion of students and staff with COVID-19 symptoms.
- Students and staff who display COVID-19 symptoms will be immediately excluded from the classroom setting.
- Classrooms and other facilities used by a student or staff who displayed COVID-19 symptoms will be disinfected according to CDC, DOH, and OSPI guidelines.

## **MENTAL HEALTH SUPPORTS & WHOLE CHILD WELL-BEING**

The District will incorporate Social Emotional Learning (SEL), Trauma Informed Practices, equity and cultural responsiveness within each classroom/school. This will include establishing a safe place at school for students, families, and staff to share feelings and experiences at the school level.

- Staff will review all 504 and IEP student plans for additional supports regarding their disability and establish plans for supporting the students in this new environment.
- The District will implement universal screeners, targeted interventions to restore/increase mental well-being, monitor student mental well-being, and communicate to families about their child's social emotional well-being.
- The District will establish a point person for mental health at each school, review crisis protocols, and partner with community mental health.
- The District will assist families with learning about student well-being and work to destigmatize mental health in the schools and with families and connect families with in-school and out-of-school mental health resources from community partners.

## **SOCIAL EMOTIONAL LEARNING (SEL)**

All staff utilize the adopted curriculum K-5<sup>th</sup> (PAX & PATHS) & 6<sup>th</sup> – 8<sup>th</sup> (Character Strong) curriculum as assigned to build strong relationships with students, make a brief personal connection with each student, and focus on listening to students.

## **POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS)**

All schools implement PBIS – review, revise and establish “routines” within the school and classroom to include COVID-19 expectations; 3-5 positively stated expectations on classroom behavior taught, incentivized and re-taught; reestablish a safe and secure classroom climate.

## **SOCIAL JUSTICE – DISCIPLINE**

The District will support principal establishment of school-wide management expectations and behavior routines consistent with additional health and safety requirements and adjust classroom management plans accordingly. The District will communicate and calibrate expectations for staff responses to student behavior around new health and safety requirements, such as the use of personal protective equipment (PPE), including developing a plan for responses to students with behavior intervention plans; and responding to disproportionate discipline referrals. All discipline practices will include cultural responsiveness, social justice principals, and equitable practices.

## **TRAUMA RESPONSE**

Traumatic experiences have most likely increased during COVID-19. Staff will be trained to manage triggers, to appreciate that the uncertainty of the COVID-19 environment will be challenging for staff as well as the students, communicate with families and allow them to tell you about the issues they anticipate will be a challenge to their student(s), celebrate what they have accomplished this last year and create strategies to assist them, extended learning activities and time for students most impacted. To meet the needs of all students, translation and interpreting services will be provided by the District in this process.

## **ATHLETICS**

Athletics will follow recommendations of OSPI, Department of Health and WIAA and the plan will be provided to parents once requirements are defined. The guidelines and regulations will be followed by coaches/supervisors, student athletes, and their families. If athletic programs are approved to be held the following will occur:

- All coaches/supervisors will receive training through safe schools on Coronavirus Awareness.
- All participants will wash hands with soap and water or use hand sanitizer prior to entering the facility and after each training session
- All coaches/supervisors will follow the most current safety guidelines.
- All coaches/supervisors will record the temperatures and responses to screening questions for each participant (athletes and supervisors).
- Any person with positive symptoms reported should not be allowed to take part in a training session.
- Each athlete must have their own water bottle and athletic clothing. These items must not be shared.

- Athletes are encouraged to shower and wash clothing immediately upon returning home.

### **ATHLETIC GUIDELINES SPECIFIC TO PHASE 3**

- Limitations on Gatherings for Phase 3: no gathering of more than 10 people at a time inside or outside.
- Indoors, there must be enough space for physical distancing (generally 35 square feet per person).
- If locker rooms or meeting rooms are used, there must be a minimum distance of 6 ft. between each individual at all times.
- Workouts should be conducted in “pods” of students with the same 5-10 students always working out together. Smaller pods can be utilized for weight training. Pods should remain separate with a buffer zone. The students in a pod should be consistent from day to day.
- There must be a minimum distance of 6 ft. between each individual at all times. If this is not possible indoors, then the maximum number of individuals in the room must be decreased until proper physical distancing can occur.
- Attendance should remain under 50 percent of capacity of the host venue.
- Appropriate physical distancing will need to be maintained on sidelines and benches during practices.
- Competitions should be limited to local geography.
- Modified practices may begin for Moderate risk sports.
- There should be no shared athletic towels, clothing or shoes between students.
- Students should wear their own appropriate workout clothing (do not share clothing), and individual clothing/towels should be washed and cleaned after every workout.
- All athletic equipment, including balls, should be cleaned intermittently during practices and contests.
- Hand sanitizer should be plentiful available at all contests and practices.