

# **School Reopening Plan**



**2020-2021**



# Clarksdale Municipal School District

# Reopening Plan

## 2020-2021

Clarksdale Municipal School District will reopen school in phases. CMSD will begin the school year with Virtual Learning, then move to a Hybrid Schedule, and lastly move to a Traditional Schedule. (subject to change)

### Virtual Learning – Term 1 Starting Monday, August 17<sup>th</sup>

**P  
h  
a  
s  
e  
1**

- Students in grades K-8 will be using Google Classroom and iReady as their instructional platforms. Students will have instruction from their instructors through Google Meet.
- Students in grades 9-12 will utilize Google Classroom and Edmentum as their instructional platforms. Students will have one on one instruction
- Students without internet access will be provided at home Learning Packets to support student learning. However, please be advised that the district is working to alleviate the internet issues.
  - Packet locations will be marked plainly at each school. Parents will be notified via that schools Facebook page and All-Call service as to where the packets will be located in the schools.

### Hybrid Schedule – Term 2 Starting Monday, November 2

**P  
h  
a  
s  
e  
2**

- Students will attend school in-person on two consecutive days each week.
- Group A: Monday/Tuesday; Group B: Thursday and Friday
- Wednesday's are designated for small-group interventions, remediation, and enrichment remote learning.

Monday	Tuesday	Wednesday	Thursday	Friday
Group A	Group A	<u>Remote/Virtual Learning</u> Small group interventions, one-on-one remediation, independent enrichment activities, learning platforms	Group B	Group B

*Additional protocols will be implemented to ensure the safety of all faculty, staff and student body.*

### Traditional – Term 3 or Term 4 (subject to change)

**P  
h  
a  
s  
e  
3**

- This schedule would be implemented if there are NO additional restrictions on health and safety procedures due to COVID for our schools. The physical environment, student schedules, and face-to-face instructional requirements would return to pre-COVID status.
- There will be no impact on student schedules, extracurricular activities or normal school operations.
- CMSD will use the Virtual Academy to provide instruction to those students who are not able to return due to individual medical needs and/or concerns

*Additional protocols will be implemented to ensure the safety of all faculty, staff and student body.*



### School Supply List 2020-2021

<p><b>Booker T. Washington, George H. Oliver, Heidelberg, Kirkpatrick K-4</b></p>	<p><b>Oakhurst Intermediate Academy Grades 5-6</b></p>
<ul style="list-style-type: none"> <li>• Masks</li> <li>• Water Bottle</li> <li>• Earbuds</li> <li>• Clear storage bin for supplies (medium)</li> <li>• 2 pack of pencils</li> <li>• 1 box of crayons</li> <li>• 8 folders w/prongs &amp; pockets</li> <li>• Paper</li> <li>• Binder</li> <li>• Personal hand sanitizer</li> </ul>	<ul style="list-style-type: none"> <li>• Masks</li> <li>• Water Bottle</li> <li>• Earbuds/headphones</li> <li>• Clear storage bin for supplies (medium)</li> <li>• 1 Binder (3 inch)</li> <li>• Dividers for binder</li> <li>• Pencils</li> <li>• Pens (blue and black)</li> <li>• 2 Highlighters</li> <li>• Loose leaf paper</li> <li>• Personal Hand Sanitizer</li> </ul>
<p><b>Higgins Middle School Grades 7-8</b></p>	<p><b>JW Stampley, Clarksdale High, CTE Grades 9-12</b></p>
<ul style="list-style-type: none"> <li>• Masks</li> <li>• Water Bottle</li> <li>• Earbuds/headphones</li> <li>• Notebook paper</li> <li>• Binder</li> <li>• Dividers for binder</li> <li>• Pencils</li> <li>• Pens (blue or black)</li> <li>• Highlighters</li> </ul>	<ul style="list-style-type: none"> <li>• Masks</li> <li>• Water Bottle</li> <li>• Earbuds</li> <li>• 3" binder</li> <li>• Notebook Paper</li> <li>• Dividers</li> <li>• Pencils</li> <li>• Pens (blue or black)</li> <li>• Personal Hand Sanitizer</li> <li>• Highlighters</li> </ul>

# Booker T. Washington Elementary



## School Mission and Vision Statement

**Mission:**

The mission of Booker T. Washington International Studies Magnet School is to inspire students to become responsible, self-motivated learners and caring, globally minded citizens through a challenging, inquiry based curriculum that develops the talents of all students and celebrates diversity in partnership with parents and community members in a safe, child-centered environment.

**Vision:** To produce students who can compete globally and succeed in a diverse society.

## School Team & Contact Information

Principal-Brenda Miller  
Assistant Principal (if applicable)  
Counselor -Lisa Ross  
Secretary-Vanesser Lampkin

1806 Sunflower Street Ext., Clarksdale, MS 38614

**Phone** 662.627.8567

**Fax** 662.627.7355

## Hours of Operation

7:00 a.m.-4:00 p.m.

## Section 1: Academics

### Hybrid Learning

- Students will attend school in-person on two consecutive abbreviated days each week.
- Students will receive 300 minutes of instruction each day.
- Group A: Monday/Tuesday; Group B: Thursday/Friday.
- Wednesdays would be for planning, professional development. It will also be for small-group interventions, remediation, enrichment remote learning.
- This plan represents the need to ensure social distancing by de-populating schools, provide for contact tracing by keeping smaller class populations static, extensive sanitation procedures, and modifications of academic and operational processes to keep students and staff safe.
- *CMSD will use the virtual academy to provide instruction to those students who are not able to return in November due to individual medical needs and/or concerns.*

Monday	Tuesday	Wednesday	Thursday	Friday
Group A Red Wildcats A-M	Group A Red Wildcats A-M	Remote Learning Special Services (SPED, MTSS, Tutoring) Small Group Instruction Disinfecting the schools	Group A Blue Wildcats N-Z	Group A Blue Wildcats N-Z

**\*\*Siblings with different last names will attend on the same day.  
Contact the school for more information.**

## Section 1: Academics

# CMSD Virtual Academy

The Clarksdale Municipal School District Virtual Academy is intended to assure that the students in the district have an equitable educational experience amid uncertainty with the COVID19 Pandemic. Its mission is to assure that all students, no matter internet capability or method of school attendance, are receiving quality instructional opportunities. The goals of the CMSD Virtual Academy are:

1. To Assure that all students have access to quality instruction
2. To monitor student progress towards standards achievement
3. To provide students and parents with assistance and support

The Clarksdale Municipal School District Virtual Academy will consist of virtual learning through the implementation of synchronous and asynchronous learning for students with online access, as well as options for synchronous and asynchronous learning for students. The methods of instruction and materials to be used are explained below.

### Synchronous Classes

#### Google Meet (Learning Management System)

- ❖ Every teacher in the district is required to use Google Meet for live lessons
- ❖ As a part of the Google Platform, teachers will be hosting classes at scheduled times throughout the week using Google Meet where the exchange between teachers and students will be live.
- ❖ These sessions allow for teacher guidance through the lesson line which includes explanation of the standards to be addressed, live instruction on the standard to include engaging and interactive exchanges between students and the teacher just as you would see in the brick-and-mortar classroom space. Questions can be asked and addressed at the time of instruction.

### Asynchronous Learning

#### Google Classroom

- ❖ Every teacher in the district is required to set up and to use Google Classroom for online instruction
- ❖ Google Classroom can support live exchanges and it also allows for some online materials to be downloaded and made available offline to those who do not have internet access at home
- ❖ Students can access their digital textbooks, chat with their teachers and other students in their classes, and turn in assignments using this platform
- ❖ Instructional recordings of the lessons will be made available on YouTube so that it can be accessed by students utilizing a Smartphone
- ❖ If parents or students have difficulty completing an assignment or if a question arises about the work assigned, students will have the following options to receive live help/assistance:
  - CMSD Assignments/Homework Hotline
  - Google Hangout Office Hours for Teachers (Accessed by Smartphone App)
  - Scheduled tele-conference using the App Calendly to schedule individual appointments for teacher phone conferences

## School Schedule

Coahoma County Early Learning Collaborative Virtual Classroom Schedule (2020-2021)

Time	Activity	Minutes	Instructional Time
8:15 – 8:30	Teacher/Student check-in & connection with whole class	15	
8:30-8:45	Morning Meet	15	<b>Live Instruction</b>
8:45:9:05	ELA Standards/Small Group	20	<b>Live Instruction</b>
9:05-9:20	Brain Break	15	Yes
9:20-9:40	Math Standards/Small Group	20	<b>Live Instruction</b>
9:40-10:00	Social & Emotional Development	20	Google Classroom Activity
10:00-10:20	Story Time /Vocabulary	20	<b>Live Instruction</b>
10:20-10:40	Wrap up/Daily Reflection	20	<b>Live Instruction</b>
10:40-11:40	Restroom/Lunch/Working one-on-one with your child	60	Yes
11:40-12:40	Pre-K Family Enrichment Activities <b>Please see links below.</b>	60	Google Classroom Activity
12:40-1:40	Physical Development <b>Resource: <a href="#">Move to Learn Videos</a></b>	60	Yes
1:40-2:40	Teacher Office Hour/Student & Family Support	60	
2:40-3:30	Teacher Planning/Preparation	55	
Required Minutes: 240		Instructional: 310 Physical Education: 60	

<https://www.mdek12.org/OAE/OEER/FamilyGuidesEnglish> click on guide for Pre-K

[https://mdek12.org/sites/default/files/family\\_engagement\\_calendar\\_july\\_thru\\_june\\_final.pdf](https://mdek12.org/sites/default/files/family_engagement_calendar_july_thru_june_final.pdf)

<https://mdek12.org/EC/Back-to-School-Resources>

**Booker T. Washington**  
**Hybrid and Virtual Time Schedule**  
**Student Schedule**  
**K-4**

1 <sup>st</sup> Period	7:30 - 8:00 School-wide Interventions (30 minutes)
2 <sup>nd</sup> Period	8:00 – 9:30 Group 1 ELA (90 minutes) Group 2 Math
3 <sup>rd</sup> Period	9:30 – 10:00 Group 1 Social Studies (30 minutes) Group 2 Science/Health
<b>Lunch</b>	<b>10:00 – 10:25 (25 minutes)</b>
4 <sup>th</sup> Period	10:25- 11:55 Group 1 Math (90 minutes) Group 2 ELA
5 <sup>th</sup> Period	11:55-12:30 Group 1 Science/Health Group 2 Social Studies
6 <sup>th</sup> Period	12:30 -1:00 PE/Unified Arts (25 minutes)
Student Dismissal	1:00
Office Hours	1:30 -2:15
Planning Period	2:15-3:00
Total Instructional Minutes: 300 minutes	



## Section 2: School Procedures

### Arrival to School

**Bus Riders:** Unloading of buses will be staggered to minimize mixing of students as they enter school. Students should unload the bus one student at a time starting at the front of the bus and continuing to the back. • Staff will take student temperatures and greet students as they arrive at the designated unloading area. Temperature must be below 100.4. • Students will be given hand sanitizer as they enter the building and will report to his/her classroom. • If a student has a temperature 100.4 or above or any other signs of illness, the student will be given a mask and escorted to the isolation location until parents pick up the child. • Any student that has a temperature and has been sent home will be documented for attendance purposes.

**Car Riders:** Will be dropped off in the designated area. (Front Entrance). Students will be given hand sanitizer as they enter the building and will report to his/her classroom. • Parents will not be allowed to walk their child (ren) to class. • Assigned staff will take student temperatures and greet students as they arrive at the designated drop off area. Temperature must be below 100.4. • If a student has a temperature 100.4 or above, the parent will be asked to take the student back home. • Any student that has a temperature and sent home will be documented for attendance purposes.

**Walkers: Same as car riders.**

#### Protocol for Entering the Building:

- Visitation to the school will be very limited.
- Approved visitors must wear face masks during their entire visit to the school.
- Visitors must sign the COVID-19 clearance form.
- Vendors will utilize the entrance intercom system to indicate information regarding the package.
- If the vendor is not wearing a mask, they will be asked to put on a mask.
- A staff member will then retrieve the package and move it to its designated location. Whenever possible vendors will not be allowed to enter the building.

#### Dismissal from School:

- Students will enter through 2 entry points according to their transportation mode with following procedures
  - CDC guidelines will be reviewed and followed to the furthest extent possible.
  - Students will be dismissed directly from their classrooms
  - All students and staff will wear masks in the hallways.
  - Students will practice social distancing with the aid of floor signs.

Bus Riders: Students will remain in the classroom and informed by the bus monitors when their assigned bus has arrived.

**Car Riders:** Students will remain in the classroom and informed over the intercom when their ride has arrived.

**Walkers:** Students will be dismissed 5 minutes in advance to exit out of the assigned exit area.

**Temperature Checks:** Students will enter through 2 entry points according to the classroom in which they are assigned with preliminary checks as follows:

- CDC guidelines will be reviewed and followed to the furthest extent possible.
- All staff, students, and visitors will be required to wear masks upon entry and while in hallways and restrooms.
- Two least two staff members, stationed at each entry, will assist in the preliminary checks daily.
- Students will line-up with social distancing indicated by floor makers.
- Students will be greeted with welcoming voices (any additional destressors, such as soothing music) to reduce any stress caused by this new procedure.
- Temperatures will be taken before students enter the building. Any individual with a temperature of a 100° F or greater will be isolated and sent home.

**Isolation Room & Procedures:** Students that exhibit COVID-19 related symptoms of illness will be quarantined in an isolation room until their parent arrives for pickup.

- A staff designee will provide supervision of the ill student while maintaining a distance of at least 6ft until the parent arrives.
- At the point when a student and/or supervisory designee enter the isolation room an “occupied” sign and an obstructing instrument will be placed outside the door to prevent the entry of others.
- After the student leaves the room must be thoroughly disinfected.
- A staff member will contact the parent to follow-up on the progress of the student’s condition.

**Masks/Face Shields:** All students will be required to wear masks.

**Classroom Sitting Arrangements:**

- All classrooms will consist of desks or tables with at least distance 6ft. between all individuals.
- Students may remove their masks in the classroom when they are seated with at least 6ft between them and the next person

**Breakfast Procedures:**

- Breakfast will be provided daily by the cafeteria staff and distributed to each classroom.

- Teachers will have a designated place near the entrance for food to be placed.
- All cafeteria staff will wear masks and gloves and maintain as much social distance as possible.
- Students should sanitize or wash hands prior to eating.
- When possible students will dispose of their trash remaining from the meal.
- If necessary an adult may dispose of the trash; however, those who dispose of the food remnants must wash hands thoroughly before returning to work.

**Lunch Procedures:** Students will receive lunch to take home during dismissal.

### **Bathroom Procedures:**

Students should use restrooms as a group when possible. Students using the restroom are always under adult supervision. • Handwashing procedures will be introduced and taught to children. Handwashing will be supervised. • Bathrooms will be sanitized after each group or individual use. • If an individual child needs to use the restroom, the personnel will call on the office for another staff member to supervise the child and sanitize the restroom.

- Classes will receive a restroom rotation schedule to ensure that time is allowed for cleaning between visits of multiple classes.
- All students and staff must wear masks when visiting restrooms.
- Wait times for disinfecting will be considered before additional students use the same restroom.
- Toilet seat covers will be available for student use.
- In individual classes, one of the teachers in the room should sanitize the toilet after the use of every child.

### **Handwashing Procedures:**

- All students will be taught a proper hand washing routine. Wash hands using soap and warm water, running water or use hand sanitizer after using the toilet, coughing, sneezing, blowing nose on a handkerchief, eating, handling dirty utensils. (Note) Hand sanitizers may be used in place of hand washing ONLY when access to soap or hand sinks are not available.)2. Vigorously rub hands during washing for at least 15-20 seconds, with special attention paid to the backs of the hands, wrists, between the fingers and under the fingernails. 3. Rinse hands well. 4. Dry hands with a single-use paper towel.
- Students will wash hands with soap and water when visiting the restroom for at least 20 seconds.

### **Hall Movement (Travel Patterns):**

- All staff, students, and visitors will be required to wear masks while in the school's hallways.
- Floor decals will indicate the direction of traffic and 6 feet of appropriate social distance. When entering the building, everyone is required to walk to the right. When exiting the building, everyone will be required to walk to the left.

## Recess:

- Staggered recess. If two or more groups are participating in recess at the same time, they will have at least 6 feet of open space between them.
- Designated specific areas for each class during recess to avoid cohort mixing by using cones, flags, tape, or other signs to create boundaries between groups.
- Staff and student must wash hands immediately after outdoor playtime.
- Staggered use of playground equipment and established frequent disinfecting protocols.

## School Sanitation Procedures:

- A daily cleaning schedule will be followed for increased, routine cleaning and disinfection of all school buildings/classrooms.
- School staff will clean and disinfect frequently touched surfaces (e.g., door handles, sink handles) within the school at least daily or between use as much as possible.
- When students change classes the area (specifically desks) will be cleaned.
- Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) will be limited when possible or cleaned between usage.
- Custodial staff will be required to clean/disinfect frequently trafficked areas touched surfaces once a day. All classrooms will have an increased daily cleaning protocol. Frequently used entrance/exit doors will be cleaned throughout the day. Office employees will periodically clean their desk and commonly used items.

## Communication:

- Parents meeting will be held by appointment only.
- Whenever possible the meeting will take place within Google Meet or by utilizing another technology tool.
- Newsletters, phone calls, Active Parent, School Status and other forms of communication will be used to provide parents with as much information as possible to reduce the number of parent meetings necessary.

## Section 3: Hybrid and Virtual Learning Expectations and Requirements

- Students who select hybrid or virtual options must remain in that option for the entire term.
- Virtual learning students will be held to the same expectations for work submission and grading guidelines as hybrid in-person students.
- Students must remain logged in for the entire duration of the school day.

Students will...

Be required to attend all live events scheduled during their assigned class time.  
Students must keep their cameras ON throughout the lesson or until the teacher releases the class. Audio can be muted unless the student is interacting with teachers or students.

Log onto Google Classroom daily and will be responsible to complete all assignments posted.

Abide by all school policies in the student handbook, including the acceptable use policy for technology.

Receive asynchronous instruction (videos, reading, etc) outside of assigned class times to engage in during their off day from the class.

Need to communicate with teacher(s) any needs related to engaging in Remote Learning.

Follow all safety guidelines (including wearing a mask) while attending school in person.

### **Parent Expectations**

Parents should...

Only send their students to school on an assigned attendance days.

Encourage their child to complete assigned work.

If a student is absent due to sickness, family vacation, etc. parents need to call the school and report student's absence.

If a student is sick, but still able to participate in remote learning, we ask that you contact the child's teacher.

Communicate concerns with teachers, related service staff, and/or support staff.

Consider appropriate working conditions for your child(ren) to find success throughout the entire hybrid/remote learning period.

Support your child(ren)'s participation and engagement in Hybrid/Remote Learning each day.

Teacher & Staff Expectations

### **Teachers will...**

Take "daily" attendance and enter into SAMs.

Post all assignments to Google Classroom and update the weekly overviews. Assignments will be posted by the start of class on the assigned day.

Post all grades to Google Classroom which will then transfer to SAM's Gradebook.

Only require live instruction/class meetings during their scheduled class times.

Provide an element of synchronous (live) instruction during their assigned class time each day. This should minimally include taking attendance and daily expectations/instructions. Teachers may expect students to zoom for the entire period.

Will consider how to structure instruction to engage in-person and remote students. This will likely include combinations of fully synchronous (live) instruction and asynchronous activities.

Be available for student/parent questions or concerns. Staff will respond to email or messages within a reasonable timeframe. Emails or messages received after 2:30 p.m. may not be responded to until the subsequent day.

Monitor and enforce CDC safety guidelines for in-person attendees.

# Frequently Asked Questions

## **1. What is the plan for the 2<sup>nd</sup> nine weeks of the 2020-2021 school year?**

- ✓ Face to face instruction is tentatively scheduled to begin on November 2, 2020. Parents who decide to send their students to school, will attend on either Monday and Tuesday or Thursday and Friday.
- ✓ Self-contained classrooms for students with disabilities will continue to operate according to their current schedules.

## **2. What if I want my student to remain in virtual classes?**

- ✓ Virtual instruction for students will continue to be offered 5 days a week for the second nine weeks. Parents will not be able to change to the face to face option until the end of the semester.

## **3. Will paper packets be used for students who do not have internet and parents do not want them to attend face to face?**

- ✓ Packets will be available for students who do not have internet connectivity and parents do not feel safe in sending their student to the buildings. Those packets must be turned in and completed for a grade/credit to be given.

## **4. What safety protocols are in place at each of the schools?**

- ✓ CMSD students and employees will have to undergo entry screenings, wear face masks, wash hands frequently, and practice social distancing daily. The proper sanitization materials and supplies will be provided weekly to schools to ensure proper cleaning and sanitizing is taking place on a frequent basis.

## **5. Will parents/visitors be allowed to come to the campuses?**

- ✓ Yes; visitation will be limited to appointments. Parents will need to contact the office to have questions answered. Teachers will have

virtual planning periods to be able to contact parents and/or schedule meetings if needed.

## **6. What will classrooms look like to ensure physical distancing measures are in place?**

- ✓ Classrooms will be configured to ensure 6 feet of physical distance is between desks whenever possible. Teachers will have the necessary cleaning supplies to disinfect and sanitize the classroom throughout the day. Each school will have an isolation room for students and/or staff who may become ill.

## **7. How will physical distancing be done on school buses?**

- ✓ We will require physical distancing on our buses. Only 30 students will be allowed to ride the bus at one time. Buses will be sanitized after each drop off and deep cleaned weekly. Windows will be let down whenever possible for circulation. Because physical distancing reduces the capacity of the bus, we may have to make multiple pick-ups if necessary.

## **8. How often will schools be sanitized?**

- ✓ CMSD will follow the Center for Disease Control and Prevention guidelines regarding cleaning, sanitizing, and disinfection of the buildings and grounds. The district will provide enough supplies to ensure high-touch areas are cleaned frequently.

## **9. Will students be provided meals?**

- ✓ Our nutrition department will provide packaged food for students for breakfast and lunch on days students attend face to face. Meals will be brought to the classrooms. Families will still be allowed to pick up meals from the school during the designated times of 8:30 a.m. to 10:30 a.m.



**10. Will field trips take place?**

- ✓ Field trips for the 2020-2021 school year have been cancelled.