

Clarksdale Municipal School District

2020-2021

School Reopening Plan



“Education of Our Children: Top Priority”

Acknowledgment

The CMSD Leadership Team developed this plan based on the recommendations and guidance of the Mississippi Department of Education (MDE) and Center for Disease Control (CDC) and for the best interest of our students, staff, community and other pertinent stakeholders.

Contributing Members of the Reopening Plan

Dr. Earl Joe Nelson, Superintendent

Dr. Toya Matthews, Assistant Superintendent

Dr. Shanta Rhodes, Assistant Superintendent

Roger Fullilove, Director of Support Services

Michael Love, Transportation

Amanda Bell, Director of Technology

Wilma McIntosh, Food Service Director

Stephanye Moton, Special Education Director

Dr. Rashunda Young, Curriculum Director

School Reopening

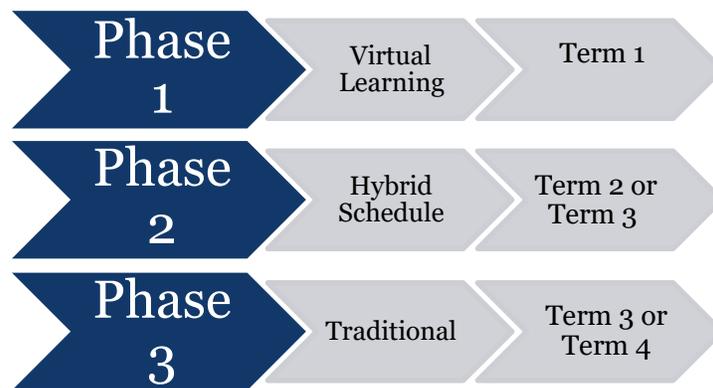
As Clarksdale Municipal School District plans for the 2020-21 school year, we know that we must be prepared to provide the excellent education that our community expects. In the midst of the unknowns of COVID-19 and guidance and recommendations from MDE's Consideration of Reopening Mississippi Schools, CMSD's top priority has and always will be the safety and well-being of our students, families and staff.

CMSD is committed to opening school with guidelines that prioritize public health and that protect our students and staff to the greatest extent possible. We have developed three reopening options to meet health and safety protocols that were recommended by MDE. The three options are virtual, hybrid, and traditional. While we strongly believe that traditional (face-to-face) learning and connection is most beneficial for the vast majority of students, we have streamlined our process and dedicated ourselves to ensuring that a virtual learning experience will be as successful for those students who do not yet feel comfortable coming to school in person.

While we are planning for all three instructional options, please know that adjustments may be necessary throughout the coming school year. It will be our commitment to keep the community informed of those changes and updates.

On July 23, 2020, the Clarksdale Municipal School District Board of Trustees approved this school reopening plan. CMSD will reopen school in phases. We will begin the school year with Virtual Learning, then move to a Hybrid Schedule, and lastly move to a Traditional Schedule. *This is subject to change at any given notice.*

Students will begin the Virtual Learning Academy August 17, 2020.



Families were surveyed to determine technology and Internet access as we prepare for virtual learning. We realize our students have varying levels of technology and Internet access. It is our top priority to ensure all students are provided with an opportunity to learn during these trying times. The Virtual Learning Academy will utilize synchronous and asynchronous learning, learning packets, and assisted learning hotlines via phone, Remind, and email, to ensure all students are accommodated. As of now we are not 1:1 with devices. Our goal is to become 1:1 with devices in the near future so that all students will have access to a device.

Section 1: Academics

Virtual Learning

- Students in grades K-8 will utilize Google Classroom/Google Meet as the Learning Management System and iReady as the instructional platform for virtual learning.
- Students in grades 9-12 will utilize Google Classroom/Google Meet as the Learning Management System and Edmentum as the instructional platform for virtual learning.
- Teachers will use these tools to supplement their instruction. In addition to utilizing this platform, teachers will also infuse live streaming to teach content to students. The live streaming sessions will give students the option of engaging in the lesson live or viewing it at a later time.
- While distance learning poses several challenges to both teachers and students, the District’s Instructional Management Plan (IMP) allows teachers the continued flexibility in delivering virtual content while communicating with students in the manner that is the most familiar and effective to ensure continuity of service.
- Teachers will facilitate virtual instruction by adhering to a list of non-negotiables for engaging students in the online experience. This will ensure consistency across the district.
- The content and program offerings differ for students in grades K-12, but the quality of instructional resources remain intact. Adaptive assessments, targeted learning paths, teacher resources and tools, and progress monitoring gives teachers all the tools they need to meet the individual needs of all our students.



Virtual Academy Hours

Elementary: Start Time: 8:30 End Time 2:30

Intermediate: Start Time: 8:15 End Time 2:15

Middle: Start Time: 8:00 End Time 2:00

High School: Start Time: 8:00 End Time 2:00

Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast Synchronous Classes Lunch Small Group Sessions				

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 who must rely on instructional packets as their main resource for viewing and accessing materials for their classes. 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

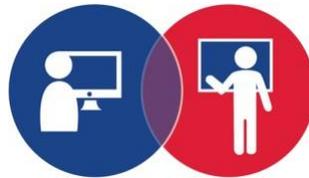
Google Classroom

- ❖ 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

Section 1: Academics

Hybrid Schedule

- Students will attend school in-person on two consecutive abbreviated days each week.
- Students will receive 240 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 August due to individual medical needs and/or concerns.*



- Elementary:** Start Time: 7:45 End Time 12:45
- **Group A-Red: PreK-1st Grade** **Monday & Tuesday**
 - **Group B-Blue: 2nd-4th Grade** **Thursday & Friday**

- Intermediate:** Start Time: 7:45 End Time 12:45
- **Group A-Red: 5th grade** **Monday & Tuesday**
 - **Group B-Blue 6th Grade** **Thursday & Friday**

- Middle** Start Time: 8:00 End Time 1:00
- **Group A-Red: 7th Grade** **Monday & Tuesday**
 - **Group B-Blue 8th Grade** **Thursday & Friday**

- High School** Start Time: 8:15 End Time 1:15
- **Group A-Red 9th-10th Grade** **Monday & Tuesday**
 - **Group B-Blue 11th-12th Grade** **Thursday & Friday**

Monday	Tuesday	Wednesday	Thursday	Friday
Group A-Red	Group A-Red	Small Group remediation, enrichment, intervention, remote learning	Group B-Blue	Group B-Blue

Section 1: Academics

Traditional Schedule

- This schedule would be implemented if there are NO additional restrictions on health and safety procedures due to COVID for our schools. The physical school 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 in August due to individual medical needs and/or concerns.*

Special Education Services

A free, appropriate, public education (FAPE) will be provided in the least restrictive environment (LRE) to all students with disabilities during in-person and/or virtual delivery of services. Individual programming is based on the students' IEP goals as well as the consideration of the health and safety of students and staff. Service delivery, including the use of assistive technology, is determined by the IEP Committee, to include high quality parental engagement, on a case by case basis.

Extracurricular Activities

Extracurricular activities will follow the same safety protocols utilized on campuses during the school day. Once a determination has been established by the Mississippi High School Athletic Association, CMSD will implement the guidelines provided by this organization as well as the Center for Disease Control and Prevention and the Mississippi Department of Health.



Section 2: Operations

Transportation

- ❖ Students will be required to wear masks at arrival and dismissal and to board a bus...this will allow normal occupancy
- ❖ Drivers will wear masks
- ❖ The district will transport no more than 30 students per bus.
- ❖ Fewer students may be transported if the bus capacity is less than 60.
- ❖ Bus routes will be adjusted to ensure no more than 10 students are picked up at any bus stop.
- ❖ Windows will be partially open.
- ❖ Students will be seated from back to front.
- ❖ Unloading will be done front to back depending on which school is first in the delivery order.
- ❖ Buses will be disinfected after each route and at the end of each day.
- ❖ Buses providing transportation as a related service for students with disabilities will transport no more than 6 students per trip.
- ❖ Bus Drivers and bus monitors will have temperatures taken before beginning the morning bus route, and again before each afternoon bus route.
- ❖ Any event on the bus requiring immediate sanitizing will occur at the closest campus
- ❖ Field Trip will be prohibited.



Section 2: Operations

Food Services

- ❖ The CMSD Food Service Department will follow the Center for Disease Control and Prevention and the Mississippi Department of Health Guidelines to provide nutritious meals for our students. Personal protective gear will be worn by staff while delivering meals and social distancing will be followed at all times.
- ❖ Students of CMSD will receive individually wrapped breakfast daily if they are participating in our hybrid model. Students who attend school on the designated days will complete their safety check, pick up breakfast, and go to their classrooms.
- ❖ Lunch for all schools will be delivered to the classrooms by the cafeteria staff. Portable insulated serving bags will be used to ensure the safe delivery of foods to students.
- ❖ Meals will be sent home with students on the days they are not required to report to school. Instructions for storing and preparing food will also be sent home with students.
- ❖ If students attend virtually, parents will be allowed to come to the school to pick up a waiver to receive their child/ren (s) meal (s).
- ❖ If students enrolled do not have transportation to come and get meals, buses and cafeteria staff will deliver meals. Routes will be developed to canvas the city for our students to safely and conveniently get meals. Cafeteria staff will be on buses to deliver meals.
- ❖ Meals will be delivered and/or transported based on the start and end time for each school. Additional information regarding protocol and scheduled times for transporting meals will be developed.



Section 3: Health & Safety

Precautions, Protocols, & Reporting

All employees, students, visitors, and vendors will be required to be screened upon entering any facility of the Clarksdale Municipal School District. Each school/facility will have teams designated at each entry point. COVID-19 signage will be posted throughout the building for reference.

- All individuals entering the building will undergo screening.
- All will be asked if they are experiencing any symptoms and the entry form will be completed.
 - If anyone is experiencing any symptoms, they will be isolated, sent home, and referred for medical care, if needed.
 - Those individuals who respond “no” will be forwarded to temperature screening.

All individuals not experiencing symptoms and meet temperature requirements screening standards (under 100 degrees) will be allowed to proceed.

Each school will have a designated isolation area for students and staff who experience COVID-19 symptoms upon entering the building or while school is in session. These rooms will always be supervised, stocked with sanitizer, masks, and sanitized thoroughly daily.

The following protocol will be followed if a student or staff member should become ill while at school.

- Immediately isolate the student and/or staff member
- Contact the district nurse to report suspected and/or possible exposure to COVID-19
- The school nurse will investigate and complete a COVID-19 report form.

Any area in the building in which the student or employee was present will be closed for immediate cleaning and disinfection. Any impacted students, staff, and parents will be notified of any closures and/or possible exposures.

All positive COVID-19 results for staff and students will require a 14-day quarantine before returning to school/work.

Signage

Signage outlining hygiene tips and best practices will be posted throughout each building. All employees and students of CMSD will be required to follow the guidelines outlined by the Center for Disease Control and Prevention. Employees and students with underlying health conditions will be allowed to work and/or attend school. However, if they have the symptoms associated with COVID-19 or do not feel well, they will be encouraged to stay at home until those symptoms have subsided. Daily health screenings will be conducted and if any individual has any of the symptoms, they will be asked to return home and seek medical attention.

Section 4: Family & Community Support

The district technology department along with collaboration with teachers and administrators across the district will provide the following support and training to families (parents, students, and community members):

Academic Support to Families

The Office of Curriculum and Instruction will work closely with the Department of Technology and individual schools to provide support to students and families. Below are some of the services to be offered:

- I. Homework Hotline/Live Support
 - A. After School Schedule by Subject and Grade Level
 - B. Saturday School Schedule by Subject and Grade Level
- II. Recorded Lessons and Videos
- III. Live Lessons Schedule by school, subject, and grade level
- IV. Outlined Weekly Lessons by Subject for Grades K-6th
 - A. Parent At-Home Instructional guides
 - B. Weekly Recorded Read-Alongs (PreK-2nd Grade)
 - C. Virtual Small Group Days and Times
 - D. Virtual Reading and Math Lab Days and Times
- V. Bi-Monthly Overview of Topics Covered/Syllabi by grading period for Grades 7th-12th
 - A. Virtual Small Group Sessions
 - B. Scheduled Individual Student Support Sessions using Calendly
 - C. Virtual Reading and Math Lab Days and Times
- VI. Calendar of Parental Academic Support Sessions
- VII. Scheduled Grade Level Virtual Chat and Chew Student Sessions
Individual Family Support Sessions using Calendly

Technology Support to Families

- (1) Redesign Parent Portal on Website
 - a. Video Library via Google Sites and YouTube Channel
 - b. Links to Resources for Internet Services, online tutorials, and educational games
 - c. Document Library (lessons, supporting documentation, supplemental programs, etc.)
 - d. Schedule to Support Working parents (virtual)
 - e. Digital Textbook Training for Students and Parents
- (2) Google Training and Support for Parents and Students (Recorded Virtual Training) (not limited to the following)
 - a. The Clever Portal (Single Sign-On for Users as well as integrated parent portal for ease of use)
 - b. Using your Smartphone as a PC
 - c. Using Google Classroom (Learning Management System) and Google Meet
 - d. Using Active Parent and Active Student
 - e. Using Google Apps for Education Suite (Docs, Drive, Sheets, Drive, Forms)
 - f. Classroom Management System (Attendance Tracking)
- (3) Device Distribution Training and Support
- (4) Acceptable Use Policies and Procedures
- (5) District 1:1 Device Policies for Staff, Parents, and Students
- (6) Videoconferencing Consent Policy
- (7) Parent and Student Hotline/Helpdesk Support
 - a. Multi-Tiered Level of Tech Support
 - i. Do It Yourself (DIY) Videos
 - ii. Remote Technology Services
 - iii. Call in Helpdesk hotlines (After works hotline 5-9) using Google Voice and Google Meet sessions via Calendly.
 - iv. Point of Contact for Each School
- (8) Provide WIFI access maps for Parents and Students on district websites
- (9) Creating and sending weekly, bi-weekly or monthly newsletters
- (10) Device Filtering, Monitoring, and Compliance with Parent Portal

Section 5: Communication

CMSD is committed to educating parents, students, staff, and stakeholders about the CMSD Reopening Plan for the 2020-2021 school year. Our plan along with all updates will be placed on our district website and social media accounts. Our plan will be translated in other languages such as Arabic and Spanish for our parents of students who do not speak English. We will communicate using our SAM7, our student administrator software, School Status, and emails to send messages to parents.

Frequent and ongoing communication will ensure parents, students, staff, and stakeholders feel comfortable with our schools reopening. Our district will continue to partner with local public health officials and government officials to collect accurate data for our decision-making processes. Additionally, CMSD will work to contact parents immediately via the various communication channels of any school closures or COVID-19 related issues.

If and/or when there is a confirmed COVID-19 case in a school building, CMSD will contact our local health department immediately. We will notify parents, students, and employees to inform them of the confirmed case of COVID-19 and encourage them to cooperate with the district and health department. The individual(s) who is positive will not be identified in any communication to the district or community.



Contact Us!

District Website www.cmsdschools.org

District Facebook <https://www.facebook.com/cmsdSchools/>

Email cmsdhelpline@cmsd.k12.ms.us

Phone (662) 627-8500