



RETURN TO LEARN PLAN

2020-21

NOTICE: The details in this document are subject to change as guidance, directives, and recommendations from governing authorities and health officials respond to new information and developments.

Introduction

The 2020-21 school year will be much different than those in the past. The upcoming school year will likely have many disruptions in response to the COVID-19 pandemic. Briggs is a strong community and we will get through this together. We ask for your patience and understanding as we attempt to keep students, families, and staff safe and healthy. Our primary goal is the health and well-being of the Briggs family.

We are currently scheduled to return to school on Thursday, August 27, 2020. There will be many changes to normal protocols and procedures due to the ongoing pandemic. We have secured personal protective equipment (PPE) for students and staff, and have intensified our cleaning and disinfection of facilities and equipment. The following pages provide the specifics of our Return to Learn plan. We fully expect that this plan will change as new information and situations unfold. Please bear with us as we attempt to navigate the uncertainty that each day seems to bring. Our goal is to keep your children safe while continuing to further their educational success. We will support our students and staff throughout this pandemic, and kindly ask for your support as well.

Personal Health and Safety Mitigation Strategies

It is important that you monitor the health of your student and keep them home when certain symptoms are present. A daily health questionnaire will be provided to aid in monitoring your child. Students with a fever of 100° or higher will not be allowed to attend school. Students should remain fever free for 72 hours before returning to school. Temperature checks will be conducted by school staff prior to anyone entering the school site. Students who stay home due to COVID-19 symptoms will be able to complete work via distance learning to avoid absences.

Until the threat of spread is considered minimal, students and staff will be required to wear a face covering (mask or shield that cover the mouth and nose at the same time) in buildings and school vehicles. Face coverings cannot violate district policies regarding appropriate dress/student attire. We understand there will be situations where wearing a face covering will not be feasible due to the activity or the specific age or health condition of the student. Those situations will be reviewed on an individual basis and accommodations made as necessary. Briggs will provide a washable/reusable mask for all students. Disposable masks will also be available as needed. Face shields will be available for those with an expressed need.

As an added layer of protection, only staff and students will be permitted in the buildings. Visitors will be greeted at the door or entryways. If entry is essential, a face covering will be required and a temperature check will be performed.

Summary of Personal Mitigation Strategies

- Students/staff will complete the daily health questionnaire to determine if they should attend school.
- Temperatures will be checked for students/staff as they enter the buildings. (Temperature of 100° or above will return home)
- Students/staff will wear face coverings (masks and/or shields) that cover the nose and mouth.
- Students/staff will use hand sanitizer upon entrance to school buildings.
- Practice/encourage social distancing to the greatest extent possible.

Drop-Off and Pick-Up of Students

Our student drop-off and pick-up procedures will have significant changes. Students will no longer be dropped off at the cafeteria/gymnasium with the exception of PreKindergarten and Kindergarten students. PreK and K students will be dropped off curbside at the cafeteria. Teachers will be stationed inside and outside of the cafeteria and direct students to the proper seating area inside the cafeteria for breakfast.

Remaining students will be dropped off at the specific building that houses that grade. First through Fourth Grade students will be dropped off at the New Elementary Building and Fifth through Eighth Grade Students will be dropped off at the main building. There will be a separate entry point into the main building for 5/6 grades and 7/8 grades. Students will have temperatures checked upon entry and then will proceed to their classroom. On this note, all students will now be in self-contained classrooms (or homeroom) for most of the day. There will not be a middle school class rotation.

In the event of an elevated temperature or COVID-19 symptoms, there will be rooms available for quarantine until a parent/guardian can pick up their student.

Pick-up for students will occur at the building location of the student. First through Fourth Grade students will be picked up at the New Elementary Building, PreKindergarten and Kindergarten students will be picked up at the Early Childhood Building, and Fifth through Eighth Grade students will be picked up at the Main Building (note there will be a separate entry/exit point for 5/6 students and 7/8 students). Pick-up vehicles will make a circular loop passing the New Elementary Building, Early Childhood Building, and then the Main Building.

After School pick-up procedures will also apply as detailed above.

School Transportation (Busing)

Briggs plans to resume traditional bus transportation with added health/safety precautions. Parents/Guardians are encouraged to transport students to and from school when possible to minimize exposure on buses and reduce the occupancy load on buses. Until the threat of COVID-19 is considered minimal,

students (and bus drivers) will be required to wear a face covering while boarding, riding, and exiting the bus. In addition, some windows on buses will remain open to promote the circulation of fresh air. Due to open windows, expect higher inside bus temperatures and the prevalence of dust in some situations.

Child Nutrition

The cafeteria will remain open, but we will take additional measures to promote social distancing. Breakfasts will be delivered and served in classrooms as “grab-and-go” meals except for PreKindergarten/Kindergarten students who will receive their breakfast in the cafeteria. Currently, we are scheduling all lunches in the cafeteria with expanded serving times. We can accommodate two grades in the cafeteria at one time. Students will be required to stay with their homeroom counterparts at their assigned section. Meals will be served in the “grab-and-go” style, but students will still have entrée, power pack, and salad options on most days. The dining area and restrooms will be disinfected between group servings.

We have received a waiver to serve “grab and go” meals to virtual students. Breakfast and lunch will be available for pick-up at the gym lobby from 9:00-10:00 a.m. Meals can be picked up by parents/guardians – the student(s) does not need to be present in the vehicle to receive a meal. However, the name of the student(s) will need to be provided to pick up meals. Meal service is only available to enrolled Briggs students. We may provide delivery service to virtual students. In the event of a school closure, all Briggs students will have access to meals for pick-up and we will attempt to provide delivery options.

Currently, we are planning to deliver and serve the supper meal in classrooms as part of the After School Program. At this time, supper is only available to on-site students participating in the After School Program.

Athletics and Other Extra-Curricular Activities

The situation for athletics and other extra-curricular activities is fluid. Currently, all K-8 school districts in Cherokee County have cancelled competitions for the month of August. Extra measures are being taken to ensure the safety of

students and staff. Practices will continue unless it is deemed unsafe. We are monitoring the situation closely and will keep you abreast of any new developments. There is the increasing likelihood that ORES fall activities (softball, football, cross country) will be cancelled or rescheduled to a later date. There may be limitations placed on the number of events, the number of people allowed to attend an event, limited access to performing areas, or other safety measures as needed.

Interruptions at School

In the event of a COVID-19 positive test or outbreak, we will follow the recommendations of the Cherokee County Health Department. We will work with the Health Department to determine the proper response for cases and subsequent contact tracing. When made aware of a positive case, we will provide you with timely notification and the given recommendations while honoring FERPA (student confidentiality) and HIPAA (medical confidentiality). Isolated cases may result in only a portion of the school being shut down, depending on contact tracing. Completing the Health Disclosure Authorization will be helpful.

Parents and Visitors

No visitors, including parents will be allowed past the main entry of each site. Exceptions may be granted by administrative staff and may include IEP meetings, limited teacher conferences, etc. All visitors, including parents, will be required to wear a face covering while in the building. Back to school procedures will be adjusted, including the limitation on parents walking children into the classroom.

Cleaning and Disinfection

The following actions will be taken to help reduce the chance of COVID-19 spread.

- Hand sanitizer stations and disinfectant spray in each classroom.
- Face coverings required for all.
- Encourage frequent and proper hand washing.

- Encourage social distancing practices.
- Restriction of non-essential visitors.
- Intensive cleaning and disinfection of buildings and hard surfaces nightly.
- Periodic disinfection of classrooms and common areas during the school day with electro-static sprayer devices.
- Disinfection of buses with electro-static sprayer devices before each trip.
- Cleaning and disinfection of cafeteria between serving groups.
- Cleaning and disinfection of common touch points – door handles, sinks, water fountains, etc.
- Plastic barriers in specific situations.
- Increased air circulation through HVAC controls and open doors/windows.
- Increased communication of proper hygiene practices.

Instruction and Learning

Briggs is pleased to provide three learning options for students in the midst of the COVID-19 pandemic. Students will have the option of traditional on-site learning, virtual/distance learning, or a blended model of both traditional on-site and virtual/distance learning. All students will be provided with a device to enhance their learning. We have MacBook Air, Lenovo 300e, and iPad devices that will be distributed to students at the beginning of the year.

We recognize the likelihood of school closures during the pandemic, so all students will receive instructions in the use of devices for learning. In the event of a school closure or quarantine, students will transition to the full virtual/distance learning format and receive instruction through our learning management system (LMS). Our LMS platform is Edgenuity/Odysseyware with supplemental learning in reading and math from Istation. In addition, we will continue our Success for All Whole School Reform Model with a focus on reading and the Getting Along Together (GAT) social-emotional learning program.

All students (on-site, virtual/distance, blended) will be familiar with the LMS or online learning platforms. Edgenuity/Odysseyware and Istation will be incorporated into student learning for on-site as well as virtual/distance students. Traditional, on-site students will not only benefit from the learning provided from

these online learning platforms, but it will make the transition to virtual learning smoother in the event of school closures.

Successful virtual/distance learning is dependent on connectivity. Based on your input, we realize that many of our families lack internet access. With that in mind, Briggs will provide a wifi hotspot device for those households with a need for internet service. In addition, Briggs will cover the monthly fees for the unlimited, filtered service in your household during the school year. Please keep in mind that the hotspot devices are and will remain the property of Briggs School. Hotspot devices will need to be returned at the end of the school year or if a student leaves the district. In addition, the service plan will also be terminated. The district also reserves the right to remove the hotspot and discontinue service if used for unlawful or illegitimate purposes.

In some instances, wifi hotspots may have inadequate reception due to topography and terrain. For students in this situation, we will provide bus transportation to school for virtual instruction. Students will report to their regular classroom where they will be supervised by their assigned teacher. Breakfast and lunch will be provided. If this option is not practical, the school will provide an alternate method of instruction that is equitable to virtual (internet-based) online offerings. This may include paper packets that are supplemented with direct contact with teachers.

Learning Options

- Option 1: Traditional On-Site Learning and Instruction
 - Technology Device Issued/Hotspot and Service Available.
 - Teachers provide face to face instruction.
 - Students attend class in self-contained classroom/homeroom.
 - Transition to virtual/distance learning in event of school closure.
 - Face coverings, social distancing, limited groups, enhanced cleaning/disinfection at site.
- Option 2: Virtual/Distance Learning and Instruction
 - Technology Device Issued/Hotspot and Service Available.

- 100% at home virtual schooling.
 - Briggs teacher will support instruction through Edgenuity/Odysseyware and Istation.
 - Participation in athletics and/or extracurricular activities may be possible upon request.
 - Expected minimum commitment of one quarter (nine weeks).
- Option 3: Blended Model (On-Site and Virtual/Distance)
 - Option available for unique situations that may need both formats.
 - Please contact the school to develop an individual plan.

Attendance

Briggs believes that attendance in regularly scheduled classes is a key factor in student achievement. However, it is important for those students who are ill to stay home when sick. Students who have a fever or a measured temperature greater than or equal to 100 degrees Fahrenheit should not be at school or school activities. However, we recognize that the extracurricular program of the school also has educational benefit. Therefore, it shall be the policy of this board to minimize absenteeism from regular classes while providing students the opportunity to participate in extracurricular activities.

Virtual/Distance Learning and Attendance

Students choosing the Virtual/Distance Learning option and/or students transitioned to Virtual/Distance Learning due to school closure will not be considered absent from school if:

- They are not physically present at school but are completing work in a distance learning program or virtual online program approved by the school district and are meeting the following attendance requirements:
 - The student has completed instructional activities for no less than ninety (90%) of the time that services were provided in a virtual or distance learning format. Instructional activities may include online logins to curriculum or programs, offline activities, completed assignments, testing, face-to-face communications or meetings with school personnel via teleconference, videoconference, email, text, or phone,

- The student is on pace for on-time completion of the course as required by the school district,
- The student has completed instructional activities within the time that services were provided in a virtual or distance learning format during the academic year; or
- They have a medical condition that incapacitates the student and precludes them from participating in instruction in a traditional school setting and the student is able to progress in instruction via alternative education delivery methods approved by the local board of education.

School Operations (Restrictions/Closures) Due to COVID-19

In light of the ongoing COVID-19 pandemic, Briggs has determined that it is appropriate and in the best interests of the health, safety, and welfare of the school community to adopt the *“Emergency COVID-19 School Safety Protocols”* (July 28, 2020) as recommended by the Oklahoma State Board of Education. The Protocols (also known as Oklahoma School Safety Protocols) as established by the Oklahoma State Department of Education (OSDE) are attached to this plan.

The Oklahoma School Safety Protocols utilize the Oklahoma COVID-19 Alert System as developed by the Oklahoma State Department of Health. The Alert System is a four-tiered risk measurement tool with corresponding color categories (Green, Yellow, Orange, and Red) that identify the current COVID-19 risk level. This tool offers the public and local elected officials an easy way to recognize each county’s risk level. The OSDE has modified these designations (Green, Yellow, Orange 1, Orange 2, Red) for purposes of school operations. The designations will be updated weekly each Friday based on updates to the Oklahoma COVID-19 Alert System. Depending on public health conditions, additional actions, orders or guidance provided by OSDE or OSDH may be necessary as a county’s designation changes. Some counties may not experience a straight path from a red designation to a yellow and then a green designation. Instead, cycling back and forth among designations may occur as public health indicators improve or worsen. The school may account for changing conditions and include those scenarios in our local plans.

The basic guidance and related protocols adopted by Briggs for each alert level as designated in Cherokee County are as follows:

Green Level (Fewer than 1.43 cases per 100,000)

- Campus open with in-person instruction
- Virtual/Distance Learning available
- Masks/Face Coverings required for all staff and students (PreK-3rd Grade Students may remove masks in class for certain activities)
- Follow all health orders and protocols, and adhere to district policies (screenings, distancing, handwashing)
- Visitor requirements for masks/face coverings and screenings
- Extracurricular Activities allowed while taking appropriate health and safety precautions
- Meals served on-site with pick-up available for virtual students

Yellow Level (More than 1.43 but fewer than 14.39 cases per 100,000)

- Campus open with in-person instruction
- Virtual/Distance Learning available
- Masks/Face Coverings required for all staff and students (PreK-3rd Grade Students may remove masks in class for certain activities)
- Follow all health orders and protocols, and adhere to district policies (screenings, distancing, handwashing)
- Visitor requirements for masks/face coverings and screenings
- Extracurricular Activities allowed while taking appropriate health and safety precautions, but limits may be placed on spectators to decrease community transmission
- Meals served on-site with pick-up available for virtual students

Orange Level 1 (More than 14.39 but fewer than 25 cases per 100,000)

- Campus open with Alternative Scheduling: Red Group attends Monday/Tuesday; Virtual/Distance Learning for all students on Wednesday; Black Group attends Thursday/Friday (Red & Black Groups are sorted by last name/household with approximately 50% of students on campus at one time)
- Virtual/Distance Learning available
- Masks/Face Coverings required for all staff and students on campus

- Follow all health orders and protocols, and adhere to district policies (screenings, distancing, handwashing)
- Visitors not allowed inside buildings without authorization (masks/face coverings and screenings required for authorized visitors)
- Extracurricular Activities with the following restrictions: participants follow appropriate health and safety precautions; spectators allowed with adherence to social distancing and/or masks/face coverings guidelines to decrease community transmission.
- Meals served on-site with pick-up and/or delivery available for virtual students

Orange Level 2 (More than 25 but fewer than 50 cases per 100,000)

- Campus closed with all students transitioning to Virtual/Distance Learning (up to 25% of students may be on campus to accommodate special needs and/or lack of connectivity)
- Masks/Face Coverings required for all staff and students on campus
- Follow all health orders and protocols, and adhere to district policies (screenings, distancing, handwashing)
- Visitors not allowed inside buildings without authorization (masks/face coverings and screenings required for authorized visitors)
- Extracurricular Activities with the following restrictions: participants follow appropriate health and safety precautions; limits on spectators, but allowed with adherence to social distancing guidelines and/or masks/face coverings to decrease community transmission.
- Meals available for pick-up and/or delivery to all students
- Orange Level 2 Protocols will remain in effect until Cherokee County returns to Yellow Level for two consecutive weeks

Red Level (50 or more cases per 100,000)

- Campus closed with all students transitioning to Virtual/Distance Learning (up to 15% of students may be on campus to accommodate special needs and/or lack of connectivity)
- Masks/Face Coverings required for all staff and students on campus

- Follow all health orders and protocols, and adhere to district policies (screenings, distancing, handwashing)
- Visitors not allowed inside buildings without authorization (masks/face coverings and screenings required for authorized visitors)
- No Extracurricular Activities except under unique circumstances
- Meals available for pick-up and/or delivery to all students
- Red Level Protocols will remain in effect until Cherokee County returns to Orange Level 1

Finally, the previous recommendations in this document must not be interpreted as a substitute for close consultation with local, regional and state health agencies and experts. Scientific understanding of the novel coronavirus is increasing rapidly, so efforts to mitigate transmission of COVID-19 will necessarily evolve with additional research and experience. Moreover, circumstances will vary from school to school and district to district, regardless of county alert level. Briggs School, OSDE, and educators across Oklahoma must remain vigilant, monitor data and stay in close communication with public health experts. Briggs will make provisions as necessary for the safety of the life, health, and welfare of our students, families, and staff.