



# BACK TO JC SCHOOLS

## FALL 2020 SCHOOL RE-ENTRY PLAN

**RELEASED: 7/15/20**

**UPDATED: 8/20/20**





# LETTER FROM THE SUPERINTENDENT

Hello JC Schools Families,

In order to do our part to proactively mitigate the spread of COVID-19 in our community, the Jefferson City School District began an extended closure on Wednesday, March 18th, 2020. On April 9th, 2020, Governor Parson ordered all Missouri schools closed for the remainder of the 2019-2020 school year. JC Schools later decided to offer summer school virtually due to the continued uncertainties surrounding the COVID-19 pandemic.



The past five months have proven to be incredibly challenging educationally, for teachers, students, and families. Our survey results have shown that parents, overwhelmingly, want to return to in-seat education this fall. We share in this desire, and have been working diligently to outline measures that will allow us to return to school while keeping our staff and students safe.

Our goal has been to build a back to school plan that factors in the current circumstances and guidelines, and to share that goal with families as soon as possible so that you can make decisions about returning to school this fall. This has proven to be difficult as the situation surrounding COVID-19 changes daily, if not hourly, at the local, state, and federal levels.

The plan we are presenting today (Wednesday, July 15th, 2020) reflects the public health situation as it currently stands in our community. With over five weeks until the scheduled first day of school on Monday, August 24th, we must all prepare ourselves for the possibility that the situation is entirely likely to change, and could do so dramatically.

We ask for your continued patience, understanding, and grace as we navigate these uncharted waters. We have a responsibility to protect the health and safety of every staff member, student, and family in our district, and we will continue to use information from health officials and public safety guidelines to drive future decision making.

The school environment is likely to look different for quite some time. But we assure you our district leaders and staff members are fully invested in making the 2020-2021 school year one that is remembered as much for its triumphs as for its challenges. Our guiding principle throughout the entire COVID-19 situation has been, and will continue to be, our commitment to ensuring success for all of our students.

Thank you for standing stronger together with JC Schools!

Superintendent Dr. Larry Linthacum  
**#JCStrongerTogether**



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**UPDATED: 8/20/20**



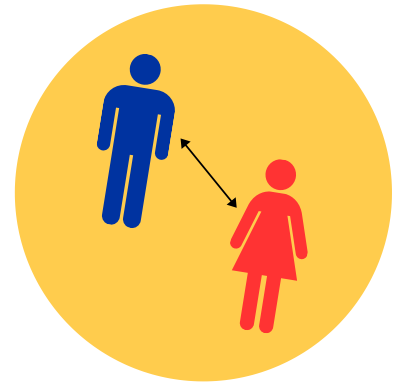
# KEY PRIORITIES

As we return for the 2020-2021 school year, the Jefferson City School District will work to minimize the risk of exposure to COVID-19 for students and staff. However, we must all acknowledge that returning to in-seat education will introduce a greater risk of exposure in spite of our best efforts.

The following key priorities have been identified for implementation across the district in order to allow for the return to in-seat education this fall. Parents will receive more detailed information from their schools about how these key priorities will be applied at their student's school building(s) between now and the start of school.

Our plan for returning to school is built around the following foundational priorities:

- **Increased Sanitation Efforts** (Pages 3-4)
- **Social Distancing** (Pages 5-6)
- **Staff & Student Screening Measures** (Pages 7-8)
- **Personal Protective Equipment** (Pages 9-10)
- **Limited Visitor Access to Buildings** (Page 11)
- **Virtual Education Options** (Pages 12-13)
- **Procedures for COVID-19 Infections** (Pages 14-15)



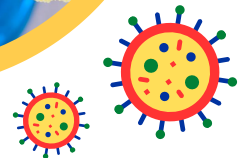
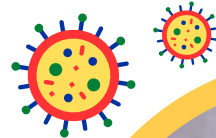
See online resources on page 16





# INCREASED SANITATION

- JC Schools Custodial Team members will undergo a thorough disinfectant & sanitation training including discussion of proper product use by a chemical engineer and a review of CDC and State of Missouri health department cleaning expectations for during school and after hours.
- During school hours, custodians will thoroughly cover high touch surfaces throughout the building on an ongoing rotation throughout the day, including bathrooms, water bottle fill stations, doorknobs, entrance/exit handles, handrails, walls, etc.



## Keeping your child and family safe at home

*Tips to help control the spread of illness*



Wash hands with soap and water for at least 20 seconds. Use alcohol-based hand sanitizer if soap and water are unavailable.



Avoid touching your face with unwashed hands.



Cough or sneeze into your elbow or tissue. Throw the tissue in the trash. Wash hands or use hand sanitizer.



Avoid contact with people who are sick and stay home if you are sick.



Clean and disinfect frequently-touched objects and surfaces.



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# INCREASED SANITATION

- At a minimum, classrooms and other common spaces will be cleaned and disinfected any time a new group of students accesses a new area.
- Cleaning materials and hand sanitizers will be placed in every classroom. Staff and students will be expected to support cleaning and disinfecting of classroom surfaces and supplies as needed.
- Handwashing stations with soap and/or hand sanitizer will be available in classrooms, commonly used areas, and at the entrances and exits of all buildings.
- Students and staff will have scheduled times throughout the day to wash/sanitize hands and supplies.
- Drinking fountains will be turned off, but refillable water bottle stations can be used for individual drinking containers such as cups or bottles as outlined by each school building.
- First Student bus drivers will undergo sanitation training, and all school buses will be thoroughly sanitized before and after each route.

\*The Centers for Disease Control and Prevention (CDC) recommends washing hands for at least 20 seconds to stop the spread of COVID-19.

## SONGS FOR A 20-SECOND\* SCRUB

### Song: "Happy Birthday"

"Happy birthday to you,  
Happy birthday to you,  
Happy birthday dear (insert name)  
Happy birthday to you"  
*(Sing twice)*

### Chorus: "Let It Go" from Frozen

"Let it go, let it go  
Can't hold it back anymore  
Let it go, let it go  
Turn away and slam the door!  
I don't care what they're going to say  
Let the storm rage on  
The cold never bothered me anyway!"

### Chorus: "Just the Way You Are" by Bruno Mars

"When I see your face  
There's not a thing that I would change  
'cause you're amazing  
Just the way you are  
And when you smile  
The whole world stops and stares for a while  
'Cause you're amazing  
Just the way you are"

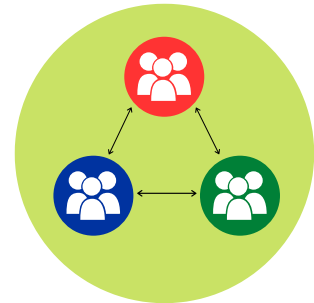




# SOCIAL DISTANCING

**JC Schools will strive to create an environment that supports health guidelines without interrupting the education of our students.**

- The goal is to limit exposure to as few other students and staff members as possible. Staff and students must do their very best to maintain as much distance as possible from others within school buildings.
- Assigned seats will be given within classrooms, when occupying common areas, and for riding the bus. Additionally, small groups will be utilized to the extent possible. This will assist with contact tracing efforts if needed.
- Students will go immediately to designated classrooms upon arriving at school and will not congregate in hallways or common areas.
- In order to prevent students from congregating in hallways or common areas, buildings will likely only open 30 minutes before start times to ensure students can be supervised in individual classrooms as needed. Special arrangements for access into buildings outside of regular school hours (such as tutoring or extra/co-curricular activities) will be arranged by staff members and supervised accordingly.
- Modifications to meals will be made as needed (for example, some students may eat meals in the classroom, some students may eat meals in other common areas to limit the number of students in the cafeteria). If eating meals in the cafeteria, the number of students will be limited and students will be seated with fellow students from their small groups to minimize exposure.
- Modifications within the school day will be made as needed (for example, elementary teachers for classes like art or music will come to primary classrooms to limit the amount of movement within buildings, recess times will be staggered, etc).



# SOCIAL DISTANCING

- Desks in classrooms will be spaced as far apart as possible to allow for social distancing, non-essential furniture and other soft surfaces such as carpets and seating will be removed for sanitation purposes.
- Seating charts will be required in classrooms and on the bus to limit exposure and for contact tracing purposes in conjunction with local health departments if needed.
- In-school gatherings such as assemblies, rallies, school parties, dances etc. will not be held unless social distance can be maintained and students can remain with limited small groups.
- Additional details and guidelines regarding extra/co-curricular activities and competition will be released at a later time pending specific guidance from the Missouri State High School Activities Association.
- Academics are considered a non-voluntary component of a student's education while co-curricular activity participation is voluntary. This approach will drive our planning and preparation for extra/co-curricular guidance when released.



**Parents who can transport their students to/from school are encouraged to do so to help minimize the number of students riding the bus and allow for minimized contact.**



Modifications to bus loading and unloading procedures will be made, hand sanitizer will be available to students for boarding and unloading from the bus, students will be assigned seats to limit exposure, and buses will be loaded from the back to the front to minimize student contact and interaction. *Students will only be able to ride the bus they are assigned to, except in true cases of emergency.*





# STAFF & STUDENT SCREENING MEASURES

- Students and adults who have come into close contact with someone who tests positive for COVID-19 should closely monitor for any COVID-19 symptoms and should follow all instructions given by the local health department related to contact tracing.
- When students are kept home due to illness, the school attendance secretary will ask additional screening & entry questions regarding symptoms to confirm whether COVID-19 is a factor.
- Perfect attendance will not be incentivized by buildings as our preference is for anyone who is sick to stay home. Learning opportunities will be provided for all students who stay home due to illness.
- Thermal cameras will be installed at the entrance of every building to scan all who enter for elevated temperatures. Anyone experiencing a temperature at/above 100.4 will immediately be moved to a designated sick area within the school building to minimize any further contact with others until they are able to go home.
- Where appropriate, handheld thermal temperature readers will also be used at buildings, at additional entrances, by parent educators before meeting with families, for activities purposes, etc.
- Students and staff who are sent home with a temperature must be fever free for 24 hours without the use of fever reducing medications and may return to school if accompanied by a doctor's note with a diagnosis not related to a respiratory illness, influenza or COVID-19 (such as pink eye, strep throat, ear infection, etc.).
- Students and staff must be fever free for 72 hours without the use of fever reducing medications if not accompanied by a doctor's note for a diagnosis. *Fever reducing medications include Tylenol, Acetaminophen, Motrin, Ibuprofen etc.*

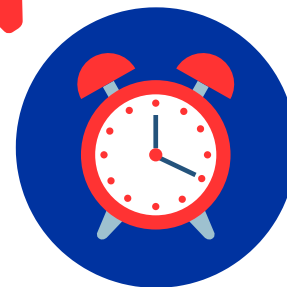
**FEELING SICK?  
STAY HOME**



**CONNECT WITH  
YOUR SCHOOL**



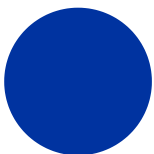
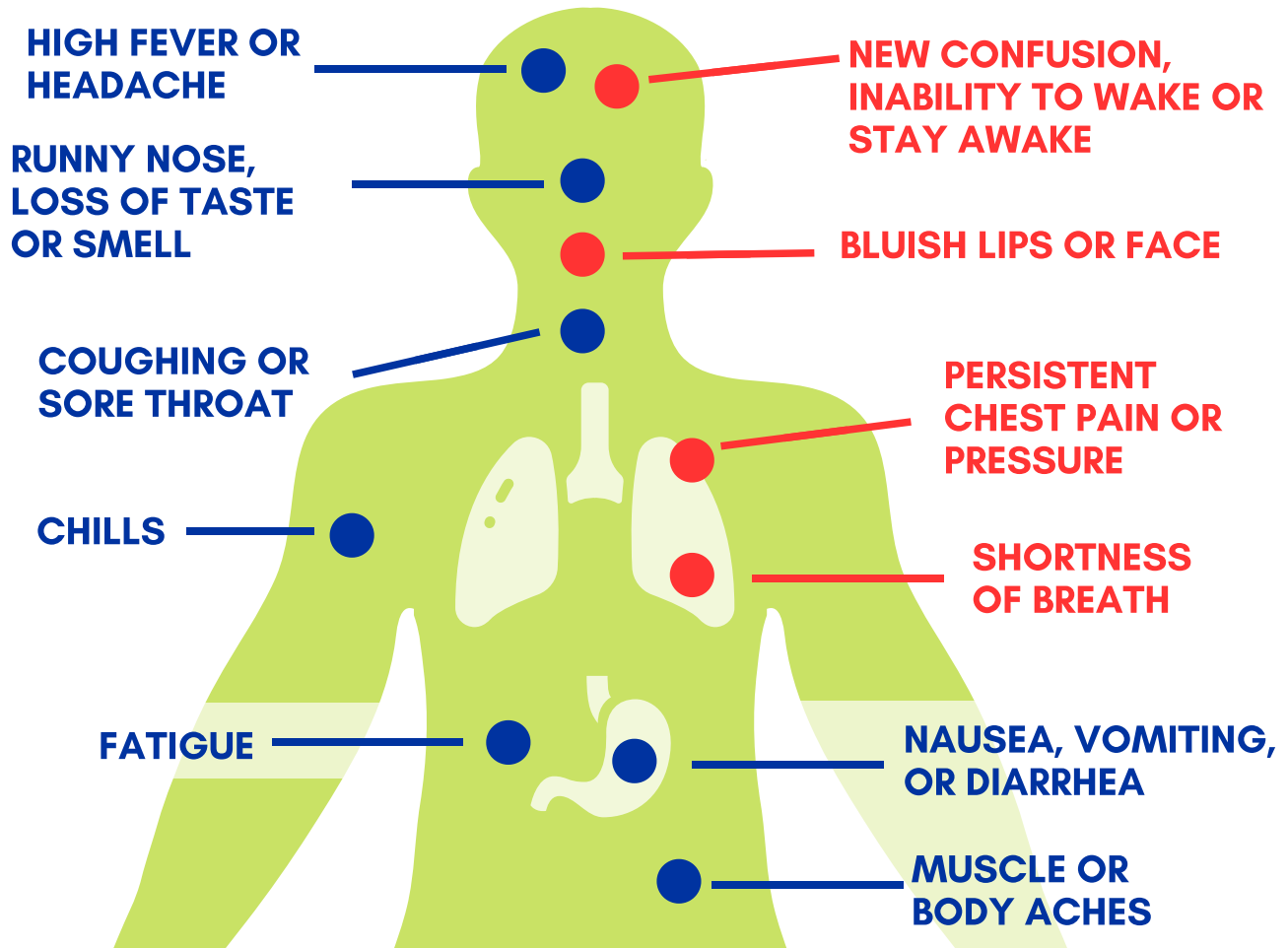
**TAKE TIME TO  
FULLY RECOVER**





# STAFF & STUDENT SCREENING MEASURES

Students and staff who experience symptoms related to COVID-19 should not come to school. COVID-19 symptoms include the following:



## BLUE DOT SYMPTOMS

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19.



## RED DOT SYMPTOMS

Emergency warning signs for COVID-19. If you or someone you know is showing any of these signs, seek emergency medical care immediately.





# PERSONAL PROTECTIVE EQUIPMENT

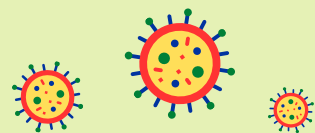
Social distancing will be enforced throughout the school day. Students and staff are expected to avoid close interactions and minimize exposure to every extent possible.



- Parents should discuss the importance of social distancing with their students prior to the start of school. It will be difficult to ensure students maintain distance, but it is necessary for staff and students to understand the importance of doing so to prevent exposure.

- **Students in grades K-12 will be required to wear a mask or face covering in any instance where social distance cannot be maintained** (such as passing periods in the hallways, lunch lines, etc).
- Students in grades K-12 will be required to wear a mask while riding the bus.

- Staff members will be required to wear a mask or face covering in any instance where social distance cannot be maintained.



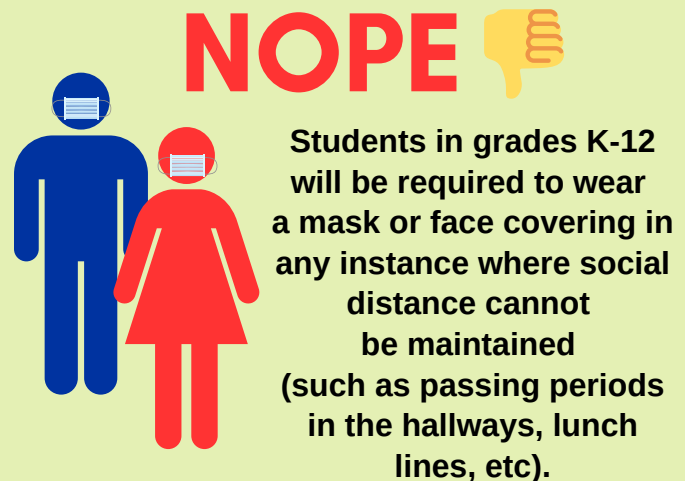
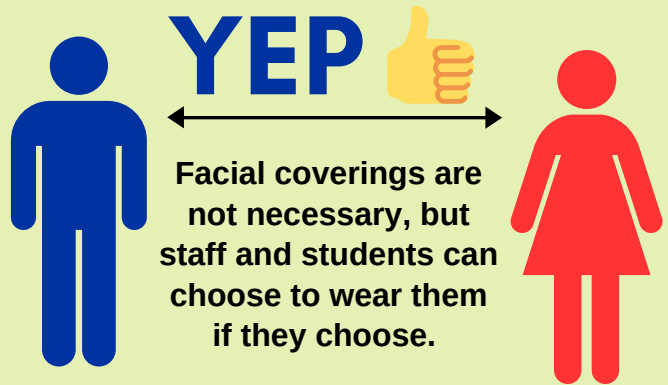
# PERSONAL PROTECTIVE EQUIPMENT

- The use of masks or face coverings will not be prohibited in any instances throughout the school day where a student or staff member chooses to wear them.
- Due to possible medical related concerns, we understand that not all staff and students will be able to wear masks for long periods of time. Exceptions can be evaluated with building administrators and school nursing staff.
- Existing student and staff dress codes will apply to face coverings that are worn.
- It is possible that, if local conditions warrant it, JC Schools will consider implementing stricter requirements related to face coverings.
- View CDC guidance and recommendations on face coverings [here](#) (see cloth face coverings section).

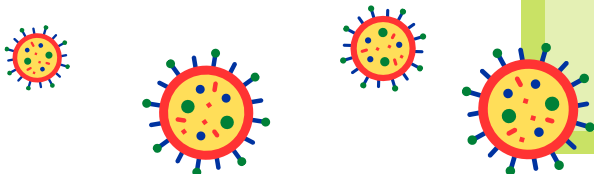
## WHEN TO WEAR A FACE COVERING



**ASK YOURSELF:**  
*Can I maintain a safe distance from others?*



*Students in grades K-12 will be required to wear a mask while riding the bus.*





# LIMITED VISITOR ACCESS TO BUILDINGS

- In order to minimize the exposure of all students and staff to others outside of their assigned small groups, non-essential visitors and parents will not be permitted beyond the secure vestibules at school buildings. Due to these restrictions, traditional Open House events will not be held at schools this fall.
- Any essential visitors who do enter the building will be required to enter through the main entrance, required to wear a mask while in the building, scanned by the thermal temperature cameras, and will be tracked in a visitor log to include symptom screening questions, date and time of visit, where in the building they travel to, and which, if any, students or staff they have contact with.
- These restrictions will apply during the school day but may differ somewhat for evening activities, which are optional to attend.

## ESSENTIAL VISITOR SCREENING QUESTIONS



***Have you been experiencing any of the COVID-19 symptoms?***



***What is the date and time of your visit?***

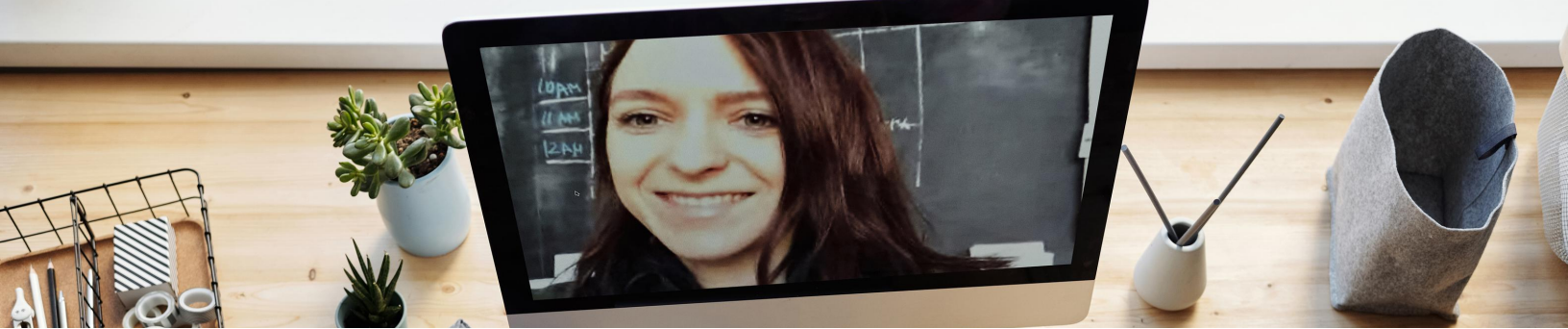


***Where in the school building are you traveling to?***



***Which students and/or staff in the building did you have contact with?***





# VIRTUAL EDUCATION

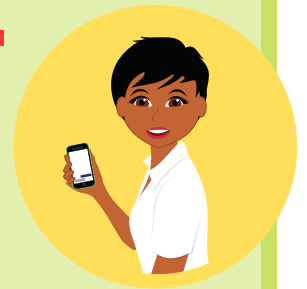
Families who do not feel comfortable sending their students to receive in-seat instruction may apply to participate in virtual education via Launch, an online education platform which was used by JC Schools for summer school this year.

## WHAT IS LAUNCH?

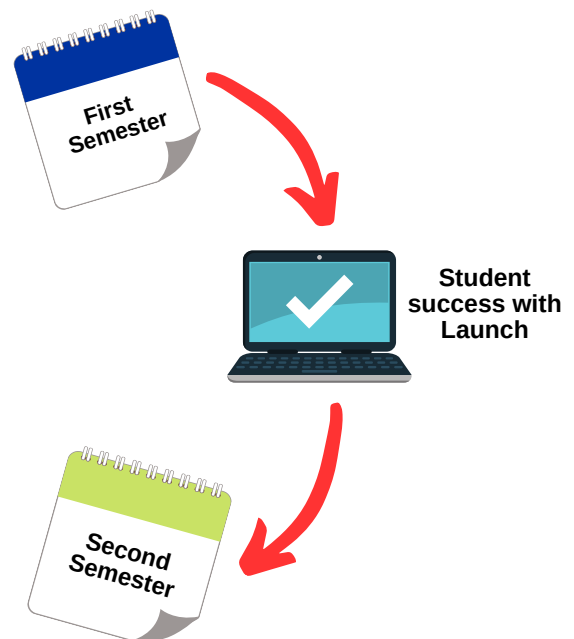
Launch has a rigorous K-12 curriculum that is aligned with the Missouri Learning Standards, is currently used by over 270 districts across the State of Missouri, and is staffed by certified educators who live and work in partner districts.

## HOW DO I APPLY?

Families can apply online for virtual education [HERE](#). Enrollment must be completed by **8 p.m., Monday, August 3rd**.



- Students approved for virtual education will have a 14 calendar day window to transfer back to in-seat instruction if so desired. Otherwise, they must remain in the Launch program for the duration of the semester for which they were approved.
- Students approved for virtual education for the first semester of the 2020-2021 school year can return to in-seat enrollment for the second semester if so desired, or may remain virtual for the duration of the school year.
- If a student is not successful with Launch, they may not be approved for future semesters.
- Upon approval for virtual education, additional scheduling logistics will be arranged directly with the student's school staff.



# VIRTUAL EDUCATION



- Grades from Launch courses will be transferred to JC Schools and will factor into the student's GPA.
- Students approved for virtual education will be issued a technology device by Launch.
- Students approved for virtual education can participate in extracurricular activities as long as they meet MSHSAA requirements.
- Middle and high school students approved for virtual education may choose a hybrid of online and in-seat courses if so desired.



- To help us secure student materials and plan for a successful student-experience, we are asking that all virtual course requests be made no later than August 3, 2020.



*NOTE: The fall 2020 enrollment period takes place before many JC Schools staff are back on contract. Because of this, parents may not hear from their school staff until sometime the week of August 10.*



## MORE ABOUT LAUNCH



Learn more about Launch at [fueledbylaunch.com](https://fueledbylaunch.com)

### ELEMENTARY SCHOOL

Launch's full-time virtual offerings include:

- 6 hours of daily teacher-supported virtual programming
- 25:1 student-teacher ratio
- Full-time teacher support
- Daily workbook activities
- Personalized learning, including individualized support, can be accessed
- ELA, Math, Science & Social Studies instruction
- 5 Related Arts courses (1 hour of each per week): Physical Education, Music, Art, Coding, & Information Literacy

### MIDDLE SCHOOL

Launch's virtual offerings include:

- Courses in all core content areas
- Multiple world language offerings
- Engaging exploratories
- Live teacher tutoring available

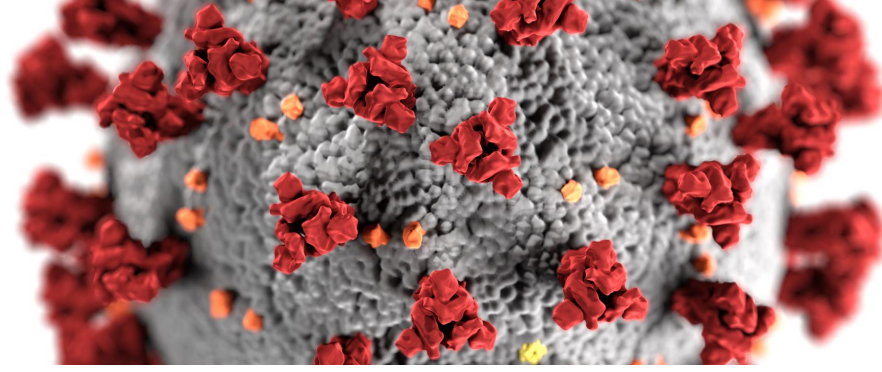
### HIGH SCHOOL

Launch's virtual offerings include:

- Complete, Comprehensive Core Content Offerings
- AP, Honors and dual credit opportunities
- Expansive credit recovery opportunities
- Live teacher tutoring available

See the Course Catalog for elementary, middle, and high school at [fueledbylaunch.com/courses/](https://fueledbylaunch.com/courses/)





# PROCEDURES FOR COVID-19 INFECTIONS



- Students or staff who display symptoms of COVID-19 while at school will be moved to a designated sick area within the school building to minimize contact with others until they go home.



- If JC Schools receives official notification of a student or staff member testing positive for COVID-19 who attended school the day they test positive, the impacted school or classroom (or area determined to be impacted) will be closed for the remainder of the day, or longer if necessary, to allow for contact tracing by the local health department.



- If a building is closed, all school activities at that building will be cancelled or rescheduled.

## WHAT IS CONTACT TRACING?

Contact tracing is used by health departments to prevent the spread of infectious disease.

In general, contact tracing involves identifying people who have an infectious disease (cases) and people who they came in contact with (contacts) and working with them to interrupt disease spread.

This includes asking people with COVID-19 to isolate and their contacts to quarantine at home voluntarily.

Contact tracing is a core disease control activity. It has been used for decades to slow or stop the spread of infectious disease.

*Source: The Centers for Disease Control and Prevention (CDC)*



# PROCEDURES FOR COVID-19 INFECTIONS



- Students and staff who are identified as a close contact of the positive case will not be permitted to return to school until after they have been released by the local health department.



- Students and staff who are not identified as a close contact of the positive case will be permitted to return to school after contact tracing by the local health department is complete.



- While local health departments are not permitted to share the names of positive COVID-19 cases unless permission is granted by the individual, if the school district becomes aware of an official positive COVID-19 case that could impact a school building, staff and families will be notified as soon as possible.



- Students and staff may be contacted to assist with contact tracing efforts, review assigned seating charts, and to determine which individuals the positive case had contact with while contagious.

## CONTACT TRACING INVOLVES:

**Interviewing** people with COVID-19 to identify everyone they had close contact with during the time they may have been infectious.

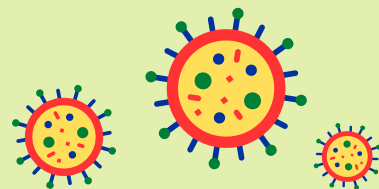
**Notifying** contacts of potential exposure.

**Referring** contacts for COVID-19 testing.

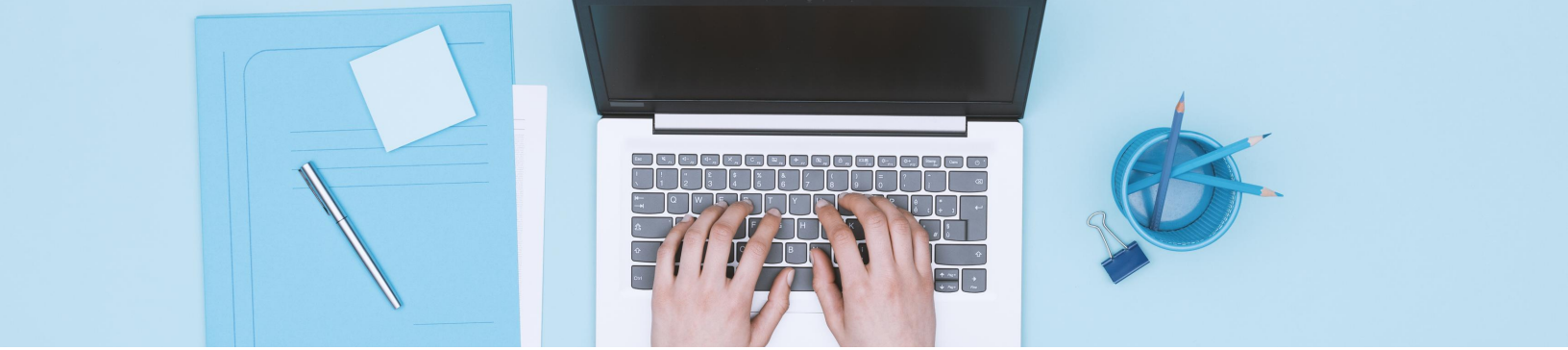
**Monitoring** contacts for signs & symptoms of COVID-19.

**Connecting** contacts with services they might need during the self-quarantine period.

*Source: The Centers for Disease Control and Prevention (CDC)*







# ONLINE RESOURCES

[CDC: Coronavirus Symptoms](#)

[CDC: How to Protect Yourself & Others](#)

[CDC: When and How to Wash Your Hands](#)

[CDC: How to Wear Cloth Face Coverings](#)

[CDC: Social Distancing](#)

[CDC: Checklist for Parents & Teachers](#)

[DHSS & DESE School Reopening Guidance](#)

[Cole County Health Department COVID-19](#)

[Callaway County COVID-19 Website](#)

*The Jefferson City School District's back to school plan for the 2020-2021 school year is subject to change if local conditions warrant a tightening or loosening of any of the proposed guidelines.*

