

**GLADES COUNTY
SCHOOL DISTRICT
REOPENING SCHOOL
PLAN**

Table of Contents	
Purpose and Guiding Tenets	4
Instructional Options	5
After School Program	6
Athletics	7
Attendance	8
Blood Mobile	8
Breakfast	9
Breakrooms	9
Bus Drivers	9
Bus Riders	9
Capacity	10
Car Riders	10
Changing Classrooms	10
Checking out Books	10
Checking out your Child	10
Common Areas	10
Community Volunteers	10
Conference Rooms	11
Copy Rooms	11
COVID-19	11
Disinfection Measures	16
Disinfection of School Facilities	17
Dismissal	17
ESE Class Sizes	18
ESOL/ESE Services	18
Facility and Safety	18
Field Trips	19
Food And Nutrition	19
Fundraisers	20
Health and Wellness	20
Hand Hygiene	21
Instructional Programming	21

Isolation Room	22
Masks	22
Mental Health and Wellness	22
Modified Layouts	23
Open House	23
Parent Teacher Association (PTA)	23
Personal Protective Equipment (PPE)	23
Playgrounds/Recess	23
Pre-Kindergarten	24
Public Facility Use	24
Remediation	24
Sanitation Measures	25
School Advisory Committee (SAC)	25
Sharing	25
Social Distancing	25
Staff	26
Special Programs and Other Services	26
Technology	28
Transitions	29
Transportation	29
Visitors	29
Walkers/Bikers	29
Wellness Checks (Self-Screening)	30
FAQ	31
Self-Screening Protocol	36
Wellness Check Forms	37
Temperature Check Forms	39
Return to Athletics	43
Acknowledgement Signature Form	46

PURPOSE

The **purpose** of this “REOPENING SCHOOL PLAN” is to provide specific guidance and expectations for students and staff in order to reduce/eliminate the spread of COVID-19.

This is intended as a guidance document, but it is NOT intended to replace the guidance given by the CDC, the Florida Department of State Health Services, the Local Health Authority, or the GCSD.

Information and guidance available from the agencies (named above) is changing rapidly and this plan should be updated as needed.

On the first day of school and throughout the first two weeks, these new safety procedures will be taught and practiced in all classrooms.

Parental support and reinforcement of these new measures will be critical in providing the safest possible environment for our students. We appreciate your assistance.

Guiding Tenets for Decision Making

- Social distancing will be enforced wherever possible.
- The wearing of a face covering is not mandatory for all staff and students. The District, at this time, will strongly encourage all students to wear a mask to and from their classroom, at arrival and dismissal, moving about the campus, and on the bus. Secondary students and staff will be strongly encouraged to wear masks at all times, unless social distancing is possible.
- All elementary students in a given class will create a cohort group and not physically interact with other classes of students in the building, to the extent possible.
- School buildings will be cleaned thoroughly after school and during the day. Ongoing cleaning protocols will be implemented between runs on buses.
- Sick employees and students will be required to remain at home.
- Large gatherings will be limited to numbers that allow for social distancing.

NOTE: For the purposes of this document, face masks, face coverings and face shields may be used interchangeably. Please be advised that the information in this document is current as of the date above. Circumstances surrounding the COVID-19 are rapidly changing, and the accuracy of the information may change moving forward.

I do not feel comfortable sending my child to school, what are my options?

If you do not feel comfortable sending your child back to school this fall, you have three options from which to choose. The goal is to partner with families to develop the best possible instructional delivery plan for students during this pandemic period.

INSTRUCTIONAL OPTIONS

Option 1: Traditional Re-Opening

- Reopen schools on August 17, 2020 with health and safety procedures in place on campus.
- All students will begin their first day of school on August 17, 2020.
- All traditional setting services, procedures, and policies will continue as normal.
- Students and teachers will receive training on Google and be prepared to transition to Glades e-Learning should it become necessary.

Option 2: Glades e-Learning

- The Glades e-Learning Option is available to all GCSD students in traditional public school.
- Families must notify the District by Monday, July 27th. if they intend to utilize this option.
- Families will have the option of transitioning their child from one option to another option during the first ten days of school.
- Families must notify school administrators as soon as a decision is made by parents to transition their child back to assigned traditional school.
- Students are formally enrolled in their option and will be assigned to a GCSD teacher.
- Students receive daily online instruction following a normal bell schedule.
- Standards-based live-streamed and prerecorded lessons are provided by a GCSD teacher.
- Assignments will be accessed and submitted in Google Classroom.
- Students and teachers will communicate via Google Classroom, video-conference, email, and/or phone calls.
- Every effort will be made to maintain student schedules when student transitions back to a traditional school environment.
- Students will be required to come in for diagnostic and state testing as scheduled.
- Accommodations for testing will be provided as needed.
- Testing accommodations in the Glades e-Learning format that differentiate support may include time, audio, and visual questions, videos, and headphones. Other testing accommodations will include format tools such as highlighter, strikethrough, underlining, bold, and inserting comments for note taking.

Option 3: MyDistrict Virtual

- All Virtual Instruction Programs utilize Florida Certified teachers.
- All students, including home education and private school students, are eligible to participate in school district operated part-time or full-time kindergarten through grade 12 virtual instruction programs.
- Families have the ability to influence their child's schedule; however, students are expected to be working each school day.
- All full-time programs must operate on the traditional school calendar and students are required to have all coursework completed on or before the last day of school.
- Teachers, guidance, and administration will be monitoring student pace regularly.
- The **deadline** to apply is August 28, 2020.

- Families can enroll in MyDistrict Virtual by contacting the Director of Academic Services at (863)946-2083 extension 120 to schedule an “in person”, phone, or video conference appointment.
- MyDistrict Virtual School begins on August 17, 2020.
- Families must make a **1 semester commitment** to MyDistrict Virtual School before returning to their school campus.
- Families must notify Mydistrict Virtual and their assigned traditional school by **December 1, 2020** if they plan to return to their school campus on the first day of the 2nd semester—January 5, 2021.
- You will not lose your place at your assigned school if you return after 1 semester.

In addition to the safety and security measures performed daily at our schools, every effort will be made to limit unnecessary exposure to students and staff during school hours. The following protocols will be in place:

General Guidelines:

After School Programs

What you can expect from the district and your school regarding GAP:

The health and safety of all our students and staff is our top priority. Therefore, all GAP classes will be following the Center for Disease Control (CDC) guidelines for COVID-19 and will implement the following safety measures for our programs. We will continue to monitor government and CDC guidelines and adjust as needed.

If your student is sick, please keep them home.

Afterschool Staff

- All staff will attend a mandatory Health and Safety training prior to the new school year that will include information about COVID-19 prevention methods and demonstrations as outlined through the CDC review of COVID-19 signs/symptoms, isolation procedures and when to return after an illness and other important topics.
- All district employees will review a health self-screener prior to reporting to work each day.
- Masks will be required if social distancing is not an option.

Staff to Student Ratio

- All after school programs will operate on a 1:9 ratios unless otherwise dictated by the Department of Health.

- Students will be grouped by grades (where possible) and assigned to a staff member.
- Students will move together and participate in activities as a group.
- Mixing of groups will be limited.

Pick Up Procedures

Parents will be provided (2) two placards that display the name of the enrolled student. A placard must be displayed on the dash when dropping off or picking up the student(s) for quick identification.

Parents will not need to leave their car for pick up. They will follow the signs to the designated drop off/pick up area at the school. If the placard is not displayed on the dash or the person picking up is not recognized by the staff member, a picture ID, such as a driver's license will be required. The person will need to be verified as an authorized person to pick up the child.

Snacks

- Students will wash hands before participating in any meal/snack time.
- Staff will wash hands and wear gloves for distribution of food items.
- Snack areas will be sectioned off to allow for proper social distancing, with utensils and napkins provided.
- Sharing bins will not be utilized.
- Sharing of food will be prohibited.

Middle school programs will utilize assigned spaces to include portables, indoor classrooms, media, cafeteria and possible computer labs. Social distancing will be encouraged throughout the program.

To ensure safety and student wellness, the program design will adhere to CDC guidelines. Materials and supplies provided within the program will also be modified to meet these guidelines.

Cleaning Procedures:

Staff will utilize sanitizing products provided by each schools' custodial department to schedule to clean and sanitize all areas used during the afterschool program.

Athletics

The Florida High School Athletic Association (FHSAA) has approved the delay of Fall 2020 season for football and volleyball. This decision will be reevaluated 2-3 weeks after the start of the school year. Team workouts may continue within the guidelines set forth by the CDC and Department of Health.

District Responsibilities

- Strict cleaning procedures and guidelines for athletic venues, sports equipment, locker rooms and restrooms.
- Use of masks will be based on current district procedures.
- Social Distancing guidelines will be encouraged in all athletic facilities.
- Athletes will be required to wear masks on all bus trips to and from contests.
- Schools will follow the district approved “Return to Athletics” guidelines beginning on page 43.
- Pursue options to convene sporting events and participation in sports activities in ways that minimizes the risk of transmission of COVID-19 to players, families, coaches, and communities.

Parent Responsibilities

- Please supply a water bottle and a cloth mask when they go to practice each day.
- Please remind your child(ren) to wash their hands frequently when on campus and also before and after practice
- Please be patient with our new processes and understand that things can change quickly, and things may change.
- If your child does not feel well, please keep them home and monitor their temperature.
- Please notify your child’s coach or school if your child becomes ill after participating in practice or other activities held on the school campus.
- Please practice social distancing when possible. Families should sit 6 feet apart from other families at games.
- Please wear a face covering to all athletic events (indoor and outdoor, when appropriate) and in restrooms.
- Please wash your hands frequently and use hand sanitizer when available.
- Do not attend event if you are feeling sick or have been exposed to someone with COVID 19 in the last 14 days.

Attendance

Daily attendance and class (period) attendance will continue through Skyward in both our Traditional and Glades e-Learning options. Students enrolled in our Glades e-Learning option will be held to the same standard of attendance as the students enrolled in our Traditional option. All of our parents that enrolled in the Glades e-Learning option have been advised of this requirement and the expectations for their students in this option.

Blood Mobiles

Blood Mobiles will be allowed on school premises. It is crucial at this time to continue practices that enhance our way of life and the lives of others when it relates to our health. Allow health and safety protocols will be followed per CDC Guidelines.

Breakfast

All meals will be “grab and go” meals. Schools will identify space in the lunchrooms, classrooms, or designated areas following social distance guidelines. Garbage containers will be available to collect food waste. Students will use their ID cards to scan for lunch meals. School will order “break away” lanyards for ID cards.

Transition to Classrooms

- Social distancing guidelines will be used during transitions to classrooms.
- Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that staff and children remain at least 6 feet apart in lines and at other times.
- Clear guidance will be established for students to follow when entering and exiting classrooms.

Breakrooms or Teacher Lounge/Multipurpose Room

- Closed until further notice. This includes the use of shared appliances such as coffee machines, refrigerators, and microwaves.

Bus Drivers

- Bus Drivers temperature and wellness checks will be conducted on each campus. Administrators will set up that schedule and procedure.
- Bus drivers must not report to work if they suspect they are sick or if they have symptoms such as fever or difficulty breathing, or have been in contact with other people who have any confirmed respiratory illness or disease the last 7 days.
- School personnel will enforce maximum occupancy.
- School buses will be sanitized twice daily and have high-touch areas wiped in between groups transported.

Bus Protocols

Bus drivers must disinfect the buses at a minimum:

1. Right after the morning and afternoon routes.
2. During runs, when necessary.
3. Hand sanitizer stations have been installed on school buses for student use.

Bus Riders

- Rider’s temperatures will be checked before they get on the bus.
- We are strongly suggesting that parents stay at the bus stop with their children in case they have a temperature.
- If a parent is not there, the student will be transported with a mask to the school where the parent will be called immediately to come pick up their student.
- Visitors will be limited to the administrative offices.
- Visitors will be asked to follow the social distancing and Protective Personal Equipment (PPE) recommendations from the CDC and the Hendry-Glades Health Department at the time of their visit.

Capacity

- We will be monitoring the number of employees in the offices while the risk of infection exists and begins to diminish.

Car Riders

- Temperature and wellness checks will be conducted before the student leaves their vehicle. This procedure will be set up by the school's administrators.
- If student(s) presents temperatures of 100.4°F (38°C) or higher, guardian must park, rest, and retest.
- If the second temperature check is also 100.4°F (38°C) or higher, the student will not be allowed to stay on campus.

Changing Classrooms

- Students will transition to classrooms using the "social distancing" measures.
- Physical guides, such as tape on floors or sidewalks and signs on walls will be used to ensure that staff and children remain at least 6 feet apart in lines and at other times.
- We are strongly encouraging that face masks be worn during any transitions.

Checking Out Media Center Books

- Using a schedule, the Media Specialist will circulate to offer sanitized and disinfected books for check out.
 - Students will not manually browse books.
 - Upon the return of library books, each book will be disinfected prior to recirculation.
- Students will have access to myOn online library program.

Checking out your Child

- Parents will be required to call ahead in order to check out their child for doctor's appointments, etc. During this phone call, please be prepared to answer wellness check questions.
- Please try to refrain from bringing in siblings when you enter the office. We are working very hard to ensure the safety of all students, parents, and employees by limiting people in the front office.

Common Areas

Common areas such as lunchrooms, teacher lounges, and playgrounds with shared equipment will be closed; otherwise, stagger use of equipment in order to clean and disinfect between use.

Community Volunteers

The volunteers that serve GCSD have a tremendous impact at our school and on our students.

- While we encourage you to continue seeking opportunities to assist GCSD Schools through your generous gift of time, we must ensure our protocols during the pandemic protect the health and safety of our staff, students and you, our much appreciated volunteers.

- We encourage prospective volunteers and those that have volunteered on a regular basis in the past to contact the school to determine what opportunities are available at this time.
- You can expect additional procedures such as temperature checks, social distancing and the requirement to wear a mask or face shield anytime you are volunteering on campus or in an off-site educational setting with our students and staff.
- Volunteers who participate in sporting and other organizations/club events/activities shall take all precautions to minimize the risk of transmission of COVID-19 to players, families, coaches and communities, including social distancing, frequent handwashing and wearing a mask/face covering.

Conference Room

- Certain conference rooms will be closed until further notice. Signage indicating closure/capacity limits will be placed on conference room doors. All meetings are required to use Google Meets, MicroSoft TEAMS, Zoom or other virtual platforms, even for employees in the office or school.

Copy Room

- There will be limited access to the copy room. Signage indicating restrictions will be posted as each phase is implemented.

COVID-19

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and visitors; **temperature and health screening** will be in place at all campuses until the district has determined, based on guidance from the state and local health authorities and the applicable governmental requirements, that it is safe to discontinue.

Your participation is important to protect you and everyone in the building!

- In addition to self-screening, temperature checks will be conducted before you report to your work area.
- Symptoms may include fever, cough, and shortness of breath, chills, fatigue, muscle/body aches, diarrhea, nausea, vomiting, new loss of taste or smell, congestion or runny nose.

Self-Screening

In the interest of ensuring a safe and healthy learning environment, it is important to monitor your health at home and complete a self-assessment each day before you come to work.

(See Self Screening Protocol on page 36)

If you are experiencing any of symptoms associated with COVID 19, please stay home from work and contact your principal immediately.

On-Site Screening: STAFF

- Report to the main office for a temperature check prior to proceeding to your work area each day. If your temperature is 100.4°F (38°C) or higher, you will sit, rest, and retest.
- If your second temperature check is also 100.4°F (38°C) or higher, you will not be allowed to stay at school.

Suspected Symptoms: STAFF

- If you feel symptomatic for COVID-19 at any time during the work day, contact your principal **immediately**. Telephone, text, and/or email are preferable forms of communication.
- After notifying your principal, you will leave campus and return home or seek medical care.
- The Nurse or Unlicensed Assistive Personnel (UAP) must use the appropriate PPE prior to providing assistance to the symptomatic employee.
- All surfaces touched by the employee will be thoroughly cleaned and disinfected.

Confirmed COVID-19: STAFF

If an employee tests positive for COVID-19...

- Employees must follow the “Self Quarantining and Return to Work” protocol on page 14 to ensure the safety of those around them.
- Employees are to contact the Human Resources Department prior to returning to work to discuss steps and documentation that may be required prior to their return to school premises.
- Employees and students coming into direct contact (less than 6 feet for longer than 15 minutes) with the COVID-19 positive employee will be directed to follow the self-quarantine protocol and must provide medical clearance (quarantine ending) to return to work.
- The employee will contact the HR Department and request form(s) required.
- The employee sends FFCRA/FMLA paperwork requests to the HR Department within 3 business days of receiving paperwork.
- The HR Specialist processes the request(s) and forwards it to the Director of HR for review.
- The Director of HR reviews the paperwork/documentation and approves/denies request(s).
- The HR Specialist notifies the employee that the request(s) has been approved/denied in writing.
- All surfaces touched by the employee will be thoroughly cleaned and disinfected.

On-Site Screening: STUDENT

- All parents will be expected to monitor their child’s health at home. If a student has symptoms related to COVID-19, they should not report to school.
- Temperature checks will take place for all students upon arrival to school campus.

Suspected Symptoms: STUDENT

- If a student is feeling symptomatic for COVID-19 at school, contact the school nurse **immediately**. Telephone and/or your classroom call system communications are preferable.
- The Nurse or UAP must use the appropriate PPE prior to providing assistance to the symptomatic student.

- The Nurse or UAP will take the symptomatic student to the designated isolation area for further evaluation.
- All employees coming into direct contact (less than 6 feet for longer than 15 minutes) with the symptomatic student are required to use appropriate PPE.
- Once the symptomatic student arrives at the isolation room:
 - Student will wear a surgical mask (to help protect other employees and prevent spread any potential virus)
 - All employees continue to maintain 6 feet distance at all times.
 - If the student is suspected to have COVID-19 symptoms, the student’s parents/guardians are called.
 - The student will be sent home and may be advised to seek medical care.
- All surfaces touched by the student will be thoroughly cleaned and disinfected.

Confirmed COVID-19: STUDENT

If a student tests positive for COVID-19...

- The parents/guardians are to contact the campus PRINCIPAL, ASSISTANT PRINCIPAL, or NURSE to discuss steps and documentation that may be required in order to return to school premises.
- Students must follow the “Self Quarantining and Return to School” protocol on page 14 to ensure the safety of those around them.
- Students and employees coming into direct exposure (less than 6 feet longer than 15 minutes) with the COVID-19 positive student will be directed to follow the self-quarantine protocol and must provide medical clearance to return to work.
- All surfaces touched by the student will be thoroughly cleaned and disinfected.

Contact Investigation

- If there is a confirmed positive case of COVID-19, the nurse and the administration will work together to identify staff or students who may have come in contact with the infected person.
- The Glades County Health Department will be notified of a positive case of COVID-19 in the school and will coordinate efforts to decrease the spread of the disease.
- Staff and students determined to be in direct contact with someone with COVID-19 (less than 6ft for longer than 15 minutes) will be instructed to quarantine at home for 14 days. A negative viral test or a positive antibody test will **not** replace the need to quarantine for a full 14 days from last exposure.
- All information and individuals affected will be kept confidential.

Isolation Room (Different from Health Room)

Any student showing signs or symptoms of COVID-19 will need to be evaluated and isolated for a short period of time in the isolation room. The nurse or UAP caring for students in the isolation room will be required to wear appropriate PPE. Parents will be required to pick up their student within an hour of the phone call from school.

Self - Quarantine and Return to Work Protocol

GUIDELINES FOR WHEN YOU CAN BE AROUND OTHERS AFTER YOU HAD OR LIKELY HAD COVID-19.

1. I think or know I had COVID-19, and I had symptoms

You can return to work when all three of the criteria have been met:

- 24 hours with no fever (and no fever -reducing medication) **and**
- Respiratory symptoms have improved (e.g. cough, shortness of breath) **and**
- 10 days have passed since symptoms first appeared

2. I tested positive for COVID-19 but had no symptoms:

If you continue to have no symptoms, you can be with others after:

- 10 days have passed since test

Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others after you receive two negative test results in a row, at least 24 hours apart.

Teachers or staff returning to work after quarantine or isolation will be required to present a Permission to Return to Work statement from the Florida Department of Health or their primary care provider.

3. Anyone Who Has Been Around a Person with COVID-19:

It is important to remember that anyone who has close contact with someone with COVID-19 should stay home for 14 days **after exposure** based on the time it takes to develop illness.

If you develop symptoms after testing positive, follow the guidance for "I think or know I had COVID, and I had symptoms."

Steps to help prevent the spread of COVID-19 if you are having symptoms

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to care for yourself and to help protect other people in your home and community.

1. **Stay home.** Most people with COVID-19 have mild illness and can recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas. Stay home except to get medical care.
2. **Take care of yourself.** Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.
3. **Stay in touch with your doctor.** Call before you get medical care.
4. **Avoid public transportation**, ride-sharing, or taxis.
5. **Separate yourself from other people. As much as possible, stay in a specific room** and away from other people and pets in your home. If possible, you should use a separate bathroom. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.

Monitor your symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea, Vomiting, or Diarrhea

If you think that you have been in close contact with someone who has COVID-19.

What counts as close contact?

- You were within 6 feet of someone who has COVID-19 for at least 15 minutes.
- You provided care at home to someone who is sick with COVID-19.
- You had direct physical contact with the person (touched, hugged, or kissed them).
- You shared eating or drinking utensils.
- They sneezed, coughed, or somehow got respiratory droplets on you.

Stay home and monitor your health

- Stay home for 14 days after your last contact with a person who has COVID-19.

- Watch for fever (100.4°F), cough, shortness of breath, or any other symptoms of COVID-19.
- If possible, stay away from others, especially people who are at higher risk for getting very sick from COVID-19.

Any questions concerning quarantine, isolation, leaving or returning to work will be addressed by the administration with input from the school nurse and the Glades County Health Department.

Disinfection Measures

Disinfection measures have been put in place and are taken routinely, based on frequency mentioned to disinfect workplace surfaces, chairs, tables, etc. and protect employees.

- The facility was completely sanitized and disinfected before re-opening.
- This baseline of clean will be upheld with the Disinfection Protocol.
- The Disinfection Protocol will be followed regularly whereas the Deep-Cleaning and Disinfection Protocol is triggered when an active employee is confirmed positive for COVID-19 by a medical doctor; the deep-cleaning would be carried out by an external, professional service.
- The Disinfection Team will be led by Jamie Brown, Director of Administrative Services.
- The disinfection team is trained and equipped to use special Personal Protective Equipment to deal with potentially harmful chemicals used in sanitization.
- ***All employees have an active part in disinfection measures.***
- Good personal sanitary practices including washing hands after restroom use are necessary and expected.
- Covering your cough, maintaining social distancing, and cleaning your work or other visited areas are important in keeping yourself and others safe.
- The Disinfection team will be supplied with gloves and masks.
- The Disinfection Team and Custodial Staff will use the signage provided to indicate the room for sanitizing and disinfecting.

Disinfection of the School Facilities

Category	Area	Frequency
Workspaces	Classrooms, Offices	At the end of each use/day
Appliances	Refrigerators, Microwaves, Coffee Machines	Daily
Electronic Equipment	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
General Used Objects	Handles, light switches, sinks, restrooms	At least 4 times a day
Buses	Bus seats, handles/railing, belts, window controls	At the end of each use/day
Common Areas	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

Dismissal

Family dismissal, staggered dismissal, and early dismissal

Walkers & Bike Riders

- First, walkers and bike riders will be dismissed and must not linger on campus.

Car Riders

- Students will follow procedures set forth by their school administration.
- When a car enters the car loop there will be a staff member radioing the student name to the team.
- Students will be dismissed to walk to the Parent Loop from their classroom (or bench) once their name is announced.
- Parents will not need to leave their car for pick up. They will follow the signs to the designated drop off/pick up area at the school. If the placard is not displayed on the dash or the person picking up is not recognized by the staff member, a picture ID, such as a driver's license will be required. The person will need to be verified as an authorized person to pick up the child.

Bus Riders

- Students will follow procedures set forth by their school administration.
- Bus riders will remain in the classroom until their bus is called over the Public Address (PA) system.
- One bus at a time will be called to limit campus crowding.
- Grade teams will assign one team member to escort students to the bus loop.
- Students will put on their masks and board the bus.
- Team members will be stationed in the loop to facilitate this process.
- Moore Haven will have two afternoon runs to alleviate some of the overcrowding on the buses. This will affect our students that live in town.

Afterschool Programs

- Students who participate in After-School programs will be dismissed to their classrooms.
- Social distancing and mask guidelines are still active.

Staff

- To support the work of our custodial staff and their efforts to disinfect and maintain a safe building for the students and staff, we will have the following guidelines in place for school access after the school day and during weekends.
 - We ask that staff leave their classrooms by 4:00 p.m. each day.
 - Staff should not come back on campus until the next day, if feasible.
 - Staff should contact their supervisor if access to the school is needed after school hours or on the weekends.

ESE Class Sizes

ESE class sizes will be similar to what they have been in the past. Students and staff will be encouraged to practice safe social distancing to the greatest extent possible.

ESOL/ESE Services

Glades County School District is committed to continuing to identify and serve English Language Learners. Whether in-person or an alternative format, ESOL strategies will continue to be implemented by instructional support staff to address the academic and language needs of ELL students. In addition, ESOL teams will continue to partner with families and schools to provide resources and tools to ensure the academic success of ELL students. Whether the students are in traditional school, MyDistrict Virtual or Glades e-Learning, we are committed to providing instruction that will allow students to reach their maximum potential.

Facility and Safety

- Social distancing will be maintained where possible. One-way traffic flows inside buildings may be created where feasible to improve social distancing of students and staff.
- Everyone will be collectively responsible for cleaning and sanitizing.
- Enhanced daily and weekly cleaning activities, including disinfecting tough points around the campus throughout the day.

- Increased frequency of changing A/C Filters.
- Spray bottles of germicide and microfiber cloths or wipes placed in each classroom. Cloths will be washed daily.
- An isolation room at each school for students or employees exhibiting symptoms.

Field Trips

- In person field trips have been discontinued until further notice.
- Pursue virtual group events, gatherings, or meetings and promote social distancing during virtual events.
- Pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights.

Food and Nutrition Services

- Cafeterias will be opened following CDC Guidelines.
- More frequent sanitation on high touch points in the serving line, including tray slide, milk box and the keypad; elementary will be sure to sanitize between classes/cohorts
- Social distancing decals/tape on the floor throughout the serving line.
- Hand Sanitizer will be available after the point of sale.
- Cafeteria tables will continue to be sanitized between lunches.
- More frequent sanitation in the cafeteria (door handles, etc.).
- An established enter/exit flow of the cafeteria
- FNS employees will be required to wear masks in addition to the already established health and safety protocols based on Health Department guidelines.
- Breakfast will be consumed in the classroom.
- Continued use of disposable cutlery and trays.
- All condiments will be in pre-portioned packages and not in self-serve dispensers
- There will be streamlined menu offerings in order to promote efficiency through the serving line.
- Reduced cafeteria capacity as determined by individual school site administrators. Each school campus is unique and multiple factors such as enrollment, campus layout and size of cafeteria will be factors that assist in what strategy is selected to reduce cafeteria capacity. Examples of plans may include the addition of lunch periods and/or additional dining options outside of the cafeteria.

Fundraisers

It is imperative that we remember the toll that this pandemic has taken on our families and their finances. All fundraisers will be held virtually in order to follow Health Department Guidelines. Please keep the fundraisers to a minimum.

Health and Wellness

District Responsibility

- All staff will receive COVID-19 training (to include transmission, prevention and use of mask) with opportunity for Q & A.
- Daily staff screener will be implemented.
- Staff will wear masks when social distancing is not possible.
- In conjunction with the Department of Health, we have established expectations and procedures for notification of illness.
- District signage posted describing signs/symptoms, proper handwashing, social distancing and when to stay home.
- Frequent promotion of daily hygiene and social distancing measures throughout the school building.

Parents Responsibility

- Be informed about the district's plan for reopening and ask questions to clarify procedures.
- Be patient and understanding when plans and procedures need to change to keep students and staff safe.
- Inform the school as soon as a positive COVID test result occurs with any members of your family or circle of friends.
- Follow health care provider or health department directives regarding the need for quarantine or isolation for you or your family
- Screen your child daily prior to coming to school and report illness concerns immediately
- Adhere to the district procedures regarding student's exclusion from school and return to class after illness.
- Avoid any after school face-to-face social interactions between my child and their peers unless CDC guidelines are followed.
- Speak with your provider regarding the importance of flu vaccination this season to avoid absences.
- Reinforce/educate your child on proper handwashing, covering your cough or coughing into your elbow or a tissue, when to wear a mask and how to social distance.
- Provide your children with an age appropriate explanation of COVID-19 and ask what questions that they may have to ensure they have accurate information and to relieve their fears.
- Practice ways your child can greet/interact with peers that does not involve contact.
- Screen your children for symptoms prior to going to school each day.
- Provide personal masks and hand sanitizer for your children.

- Encourage your student to wear a face covering, wash hands frequently and follow good general hygiene practices. Educate your children to consistently self-regulate their behaviors in following CDC and school guidelines for the safety of themselves, other students and staff. Educate them about hand washing, social distancing, refraining from touching others and refraining from touching their faces.
- Update contact information provided to the school.

Keep your children home if they are sick or exhibiting symptoms. Actively monitor your student's health daily for any changes or concerns.

Hand Hygiene and Respiratory Etiquette

- Teach and reinforce handwashing with soap and water for at least 20 seconds.
- Hand sanitizer is used if soap and water are not readily available.
- Encourage covering of coughs and sneezes with a tissue or inner elbow.
- CDC Guidance Regarding Face Coverings
 - <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>

Instructional Programming

District Responsibility

- The District has worked to ensure all teachers and administrators have access to professional learning that will prepare them for the 2020-2021 school year.
- Teams of teachers and district leaders are working collaboratively to design high quality curriculum and learning experiences that can be implemented in both the traditional and e-Learning model.
- Teachers and students will use the same resources, including Google Classroom or Canvas, in the Traditional and e-Learning setting to allow for smooth transition between the two if it becomes necessary to adjust models based on health, safety and wellness conditions.
- Courses through e-Learning will be built to ensure engagement and rigor match the traditional classroom setting and essential learning and standards have been prioritized in the scope and sequence of instruction to support students as they enter the next grade, course level.
- AP courses will be offered through the Traditional, e-Learning settings, and MyDistrict Virtual School. AP exams will be given at the end of the course in the spring with guidance from the College Board.
- Dual Enrollment courses will be available through a variety of different instructional methods depending on the course.

Parent Responsibility

- Keep in touch with your child's teacher on a regular basis and let them know if your child is experiencing specific challenges, like grief over a family loss or heightened anxiety due to the pandemic
- Visit Glades County Schools' website regularly for updates.

- Talk to your child regularly to make sure he/she understands work expectations.
- Talk to your child regarding how they are feeling. Be patient and accept how they are feeling during this stressful time.
- Maintain a daily routine around school and homework.
- Do check-ins with your child regarding academics, this includes checking their canvas course and/or Skyward Account to ensure the option chosen for your child is appropriate.
- As you have academic check-in, make sure you do check-ins about your child's emotional or mental health as well.
- Encourage your child to seek assistance for emotional or mental health, if needed, from any of the student services staff at their school.
- Reach out to your child's teacher or student services staff with any changes that may impact your child's success. This way we can develop supports for your child, prior to the first day of school.

Isolation Room (Different from Health Room)

Any student showing signs or symptoms of COVID-19 will need to be evaluated and isolated for a short period of time in the isolation room. The nurse or UAP caring for students in the isolation room will be required to wear appropriate PPE. Parents will strongly be encouraged to pick up their student within an hour of the phone call from school.

Mask/Face Coverings

- Teach and reinforce cloth face coverings. Face coverings may be challenging for students (especially younger students) to wear all day.
- Face coverings are most essential in times when physical distancing is difficult.
- Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms.

Mental Health and Wellness

- Glades County Schools is aware that all of our students and families have been impacted in some way by COVID, and we are prepared to continue to support our students when they return in the fall, regardless of which of the three options selected.
- Resources are available to assist your student with mental health needs. This ranges from direct support from our school counselors, social workers, psychologist and school nurses as well as linking your child with community resources if needed.
- There will be more frequent student check-in occurring in the fall to ensure students aren't missed who may need additional emotional or mental health support.
- It's important to understand that we are all in this pandemic together, just as your family has been impacted by COVID: your student's classmates, teachers, administrators and all school staff have been impacted as well. The safety and wellbeing of our community is extremely important as we begin to prepare to reopen our schools. New procedures and ways of work will be established to ensure safety in our schools as the ongoing support of our families is important.

Modified Layouts

- Space seating/desks at least 6 feet apart when feasible.
- Turn desks to face the same direction, or have students sit on only one side of tables, spaced apart.
- Create distance between children on school buses.
- Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that staff and children remain at least 6 feet apart in lines and at other times.

Open House

Open Houses are suspended for the first nine weeks. Once we are able to hold these without concern for mass spread of the virus, they will be planned and organized by school-based leadership teams to ensure health and wellness procedures are in place.

Parent Teacher Organization (PTO)

PTO meetings should be held virtually for the first quarter of the 2020-2021 school year. Further communication will be provided regarding PTO meetings scheduled for subsequent quarters and will be based on recommendations from the Department of Health and Centers for Disease Control and Prevention.

Personal Protective Equipment (PPE)

- Some employees may be required to use Personal Protective Equipment (PPE);
- PPE is used for
 - employees that may come into direct contact with COVID-19 positive employees and/or students.
 - disinfectant team members to protect their skin from regular use of cleaning chemicals.
- Our top priority is protecting our people- STAFF AND STUDENTS.
 - Based on CDC findings, the district does not require that our employees wear gloves except for:
 - 1) Isolation Team Members and,
 - 2) Those performing disinfection of common surfaces per the guidebook.
- The School Nurse will provide training on the frequency of changing the gloves and how to remove gloves properly.

The School Nurse will also provide training and guidance on how to properly wear masks.

Playgrounds, Structured Recess (Indoors)

When possible, close the playground areas containing equipment. Otherwise, access to the areas must be staggered and used equipment must be cleaned and disinfected between use. Teachers will plan for indoor recess. On rare occasions, teachers will be responsible for submitting outdoor recess plans to the principal for approval of structured outdoor games that follow CDC guidelines.

Pre-Kindergarten Programs and Services

District Responsibilities

- Services to preschool age children will follow all the district guidelines as much as possible.

Parent Responsibilities

- Contact your child's teacher/caregiver and determine how your child's teacher will communicate with you regarding the curriculum, planning support for your child, and how your child is developing.
- Participate in the screening of developmental skills of your child and discuss the results with your child's teacher/caregiver
- If your child has a disability/special needs, participate in the development of your child's IEP or IFSP to ensure you are determining the educational goals for your child as part of the team. Discuss with your team how the goals are being met for your child throughout the year, services that will be provided and the progress your child is making.
- Read with your child and support the development of math skills as often as possible.
- Acknowledge any anxiety your child, yourself or other family members may have; staff can provide resources for your family how to talk to children about COVID-19.

Contact support staff who can refer your family to counseling, mental health services and other services as needed.

Public School Facility Use

There will not be any public use of school facilities during school hours. School use outside of school hours will be approved by the Superintendent.

Remediation

Students' scoring below the 25th percentile on STAR (2-10) or STAR Early Literacy (K-1) will receive tiered Reading Interventions. Students that scored level 2 or below on 2019 FSA Math assessment will be enrolled in appropriate courses to provide academic interventions matched to their identified needs. Students enrolled in Glades e-Learning would receive progress monitoring to ensure that they are making gains toward meeting grade level standards.

Students whose FSA scores indicate a need for frequent, intense interventions would be required to enroll in Glades e-Learning or the traditional option to receive the Tier III interventions required by state law and district policy. Students scoring at level 1 on the FSA would fall into this category.

Students' scoring below the 10th percentile on STAR (2-10) or STAR Early Literacy (K-1) will receive tier 3 reading interventions. Students whose Math scores indicate a need for frequent, intense interventions would be required to enroll in Traditional or Glades e-Learning option to receive the Tier III interventions required by state law and district policy.

Sanitation Measures

All “hands on deck” Cleaning & Sanitation Routine: Supplies will be provided.

We need “*all hands on deck*” to help with sanitation measures.

- Intensified cleaning and disinfection in all areas of campus and on GCSD transportation.
- Require masks, staggered seating, and limit load on GCSD transportation.
- Hand sanitizer available in all areas of campus, including main office, classrooms, computer labs, and cafeteria.
- Temperature checks upon arrival: students and staff with temperatures of 100.4° or higher will not be permitted on campus.
- Non-essential visitors will be limited from campus.
- To the maximum ability, classroom, cafeterias, and other common areas will practice safe social distancing procedures.
- Minimize high congestion areas by utilizing full campus space.
- Promote and encourage proper hygiene practices, including proper handwashing.
- One-way traffic in hallways when permissible to minimize risk of transmission of any disease.
- Sanitize student shared devices such as computers, laptops, and tablets after each use.
- Monitor students and staff for signs and symptoms of illness—self-screening and on-site screening—and establish isolation areas.

School Advisory Committee

School Advisory Committees (SAC) meetings should be held virtually for the first quarter of the 2020-2021 school year. Once meetings are held in person, all CDC and Department of Health guidelines must be followed by SAC members and visitors

Sharing

- Students need to bring their own personal water bottle to be used at school. Water fountains will be turned off to prevent the spread of the virus.
- Discourage sharing of items that are difficult to clean or disinfect. For example, sharing of school supplies.
- Keep each child’s belongings separated from others’ and in individually labeled containers, cubbies, or areas.
- Limit the use of supplies and equipment by one group of children at a time and clean and disinfect between use.
 - For example: computer labs, library books

Social Distancing on Campus

- **Social distancing** is a simple yet very effective mechanism to prevent potential infection, that relies on simple distance to avoid infection. In practice this means:
 - Staying at least 6 feet from others as a normal practice.
 - Eliminating contact with others, such as handshakes or embracing coworkers, visitors, or friends.
 - Avoiding touching surfaces touched by others to the extent feasible.

- Avoiding anyone that appears to be sick, or is coughing or sneezing.
- Social distancing in our school includes **classrooms, cafeterias, common areas, entrance/exit areas** of work locations, and **offices**.
- Innovative classrooms and other spaces will become exemplars to model social distancing.

Staff

- Report to the main office for temperature and wellness check prior to proceeding to your work area each day.

Special Programs and Other Services

Special Education Services

Glades County School District is committed to providing free and appropriate educational opportunities for students with disabilities, to the greatest extent possible in alignment with public health guidelines. Collaboration with families has always been an integral part of the special education process and continues to be essential during this time. To address the unique needs of students with disabilities, staff will continue the work with families to collaboratively identify the essential services for each student that can be provided. Individual Education Plans (IEP's) will be reviewed for the circumstances of the learning environment that the family selects.

Child Find and Evaluation

Glades County School District will continue to identify, locate and evaluate students suspected of having a disability and needing special education and related services. At the same time, we will be mindful that students have been displaced from their typical learning environment when initializing the referral process. Some evaluation procedures can be completed in remote learning situations. Some evaluations require in-person contact with students or observations of students in school settings. Glades County Schools is conducting evaluations remotely and in-person while adhering to public health guidelines for the safety of students and staff.

Delivery of Special Education and Related Services

General education/special education educators, related services providers and families will discuss students' individual needs and agree to a set of services that provide access to curriculum and enable progress toward IEP goals. Services for students with specific health or support needs will be addressed in collaboration with families on an individual basis.

Progress Monitoring and Reporting

IEP teams will have in place consistent data collection and service log procedures for use across all learning environments. Collecting data and tracking the provision of services will assist educators and families in determining the effectiveness of instruction provided, student performance on IEP goals/objectives and assist IEP teams in making any necessary adjustments to instruction. Quarterly reports on the progress the child is making toward meeting the annual goals will continue to be provided.

Individualized Education Program (IEP) Meetings

Glades County School District is committed to providing families an opportunity to have meaningful participation in the special education process. Whether in-person or an alternative format, such as videoconferencing or by phone, IEP teams will partner with families to determine the most practical format to conduct IEP meetings.

Education Plan (IEP's) or 504 Plan accommodations in e-Learning

The IEP/504 team (general education teachers, related service providers and families) will collaborate to determine which accommodations are appropriate for the e-Learning platform.

Confidentiality and Student Privacy

Families who select Glades e-Learning, special education and related services providers may use digital platforms approved by the District for secure access. As with services provided in the brick and mortar classroom, educators may set ground rules regarding non-student presence during virtual instruction based on age and developmental level. It is also important to note that at no time will there be any recording of lessons when students are present in the digital environment.

Related Services

At the elementary school level, we are creating a cohort isolation model, where students will spend time on campus with the group of students in their class, including in the classroom, the cafeteria, media center and playground. Interaction with students from other classes will be limited to the greatest extent possible. The cohort model at elementary schools should not impede necessary IEP services. Every effort should be made to schedule services to occur within the cohort group. Students in e-Learning may come to school campuses to receive their IEP related services (OT/SLP). Accommodations will be provided as needed. This should be a set schedule so that space is reserved and to minimize as much mixing within a traditional cohort as possible.

At the secondary level, each school will have a customized plan to discourage large gatherings of students in hallways and common areas, using clear communication and signage to reinforce the message. The number of students allowed in the cafeteria, media center and gymnasiums will be reduced. Extracurricular activities will resume and will adhere to recommendations from CDC and the State. This model will not impede necessary IEP services. Every effort will be made to schedule services to occur within the traditional group. Students in Glades e-Learning may come to school campuses to receive their IEP related services (OT/SLP). This should be a set schedule so that space is reserved and to minimize as much mixing within a traditional group as possible.

Private Instructional Providers and Community Providers (i.e. Mental Health Providers)

Service providers that are allowed by statute need to schedule with schools and be approved at least 48 hours before visiting a campus (unless this provider is visiting due to concern for the student's safety). This should be scheduled in advance with a school-based administrator so that space is reserved and to minimize as much mixing within a traditional group as possible. The school-based administrator will contact the district's Student Services personal to confer with

staff about services provided. Student Services staff) mental health specialist) will keep a log of community providers who visit with students to minimize student's exposure.

Students Pursuing Access Standards

For students pursuing access standards, parents have the option of enrolling in traditional schools or Glades e-Learning.

Self-Contained ESE Teachers

Based on initial data, self-contained students that enroll in Glades e-Learning may not have the same teacher that they would have in the traditional setting. Additionally, these students may be served by a teacher that is providing services to students in a geographic region.

PK ESE Students

For PK ESE students (excluding VPK), parents have the option of enrolling in traditional school or Glades e-Learning online. Glades e-Learning only provides services for K-12 students. VPK must receive those services in the traditional school model in accordance with the State Early Learning Coalition guidelines.

Medically Vulnerable Populations

For medically vulnerable students who come to school, school health staff will develop or review school care plans in consultation with the family and child's doctor, as appropriate. Glades County Schools will consider accommodations on a case-by-case basis. For families with vulnerable students who do not intend to return to a traditional setting, staff will work with the family to consider options. These options include but are not limited to Glades e-Learning, MyDistrict Virtual.

Technology

If you choose the Traditional Option, your child will receive a Chrome Book for the year. Should we need to transition to Glades e-Learning, students will be prepared.

If you choose the MyDistrict Virtual option and you do not have devices at home or internet service:

- You can request equipment from the GCSD Office to the extent the District has devices available.
- If you have more than one child, you will need a device for each child.

If you choose the Glades e-Learning option, your children will receive a Chromebook from your Children's school(s).

Parents will be required to fill out a Chromebook Checkout Form when they pick up their child's/children's digital devices.

Parents will also be responsible for the device, and it's repairs if damaged. There is information in each school office regarding Chrome Book insurance policy. This is not mandated, but an option for parents if they so choose.

Transitions during the school day

- Planned Restroom breaks.
- Students directed to the Health Room.
- Teachers will rotate between classrooms where applicable until further notice.
- Extend lunch serving time from 2 hours to 3 hours to facilitate:
 - staggered capacity and cleaning/disinfecting between waves of students.

Transportation

- Parents are encouraged to transport their children to alleviate bus strain and prevent over-capacity on buses.
- Eligible students choosing to participate in school transportation will continue to receive transportation services similar to years past. As a result of the current health concern, students utilizing transportation are expected to wear a face covering while being transported and follow seating directions from school staff.
- Manage and keep students safe during the waiting time.
- Special consideration for late students due to carpools.
- Temperature and Wellness checks will be done before students are allowed on campus or on the bus.

Visitors

- We strongly encourage you to do as much communication and business as you can via email, Virtual Meetings, or the phone, without coming to the school.
- If you need to come to the school for any reason you must have an appointment.
- If you are coming to the school to check out your child, please call ahead.
- In order to limit exposure for all students and staff, the school district **may limit campus and facility visits by any nonessential visitors, community organizations, businesses, municipal partners, and speakers.** Essential visitors are defined as those with business critical to the operation of the district (e.g. contractors, deliveries, members of the Department of Health, etc.)

All individuals entering a school or district building must follow the protocols outlined below.

- All individuals will practice social distancing and **wear a mask/face covering** at all times.

Walkers/Bike Riders

- Report to designated area for temperature and wellness check.
- If student(s) present temperatures of 100.4°F (38°C) or higher, the student must sit, rest, and retest.
- If the second temperature check is also 100.4°F (38°C) or higher, the student will not be allowed to stay on campus.

- The student will:
 - Be escorted to the Isolation Room
 - Not be allowed to stay on campus
 - Be assisted with contacting a parent who will be asked to come and pick up their child to be taken home.
 - Are required to be picked up by a parent within an hour of being contacted.
- For more details, see the “TEMPERATURE AND WELLNESS CHECK” section below.

Wellness Checks

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and visitors; **temperature and health screening** is in place at all campuses until the district has determined, based on guidance from the state and local health authorities and the applicable governmental requirements that it is safe to discontinue.

Your participation is important to help us take precautionary measures to protect you and everyone in the building!

Self-Screening

In the interest of ensuring a safe and healthy learning environment, it is important to monitor your health at home and complete a self-assessment each day before you come to work.

(See Self Screening Protocol on page 36)

If you are experiencing any of symptoms associated with COVID 19, please stay home from work and contact your principal immediately.

FAQ SHEET

General

Now that we know what the options are, what comes next?

Take time to familiarize yourself with the options, and then choose the option that works best for your student. After reading the descriptions of the options, you can review the Frequently Asked Questions. When you are ready to make your choice, please complete and submit student intent to return form. If you have more than one student, please complete one for each student.

Will parents and volunteers be allowed on campus?

Yes, parents and visitors are allowed on campus: however, temperatures will be taken prior to entering campus and no one with a temperature of 100.4 or above will not be allowed on campus.

Learning Model Options

Once I choose an option, can I change my mind later?

A continuous and consistent learning environment is best for student success. However, we understand that parents and students might have compelling reasons to seek a transition from one option to another. Students may move from the face-to-face traditional model to Glades e-Learning, or vice versa, at any time before school starts on August 17th. Plus, we are allowing ten school days to change your mind as well. If a student chooses to move from MyDistrict Virtual, the notification must be made within 30 days from the start of the next semester.

Will each option offer the same classes?

Core classes will be available under all three options. The Glades e-Learning will offer specials, etc. The MyDistrict Virtual offers many different electives depending on the grade level of the student. These may differ from courses available in the traditional face-to-face model.

Is the Glades e-Learning option identical to the distance learning we experienced during the final months of the school year?

No, the new Glades e-Learning model will not be identical to the end-of-year distance learning model. Based on feedback from students and parents, we have a clearer idea of which factors contribute to greater student success. Those factors include more frequent real-time interaction between students and teachers. Also, the e-Learning option will incorporate standard school schedules and bell times, leading to learning experience more connected to teachers.

If I choose the Glades e-Learning or MyDistrict Virtual School option, will I need to have my own computer or laptop?

No, as we did during Distance Learning for the last months of school, the district will provide Chrome Books to students, when needed.

If I choose the Glades e-Learning option, will my students be able to participate in athletics?

Yes, Glades e-Learning students will have the same opportunities to participate in athletics at their designated school.

If I choose the Mydistrict Virtual option, will my student be able to participate in athletics?

Yes, sections 1002.20 (18) and 1006.15, F.S., states fulltime virtual students' rights to participate in extracurricular activities, and outlines the student's duties to maintain eligibility for their activities. Arrangements must be made with the school if they are zoned to attend.

Has the start date for the 2020-2021 school year changed?

Yes, our official student start date is Monday, August 17th.

Will AP courses be offered in all three options?

Yes, AP courses will be offered in all three options.

How will Physical Education classes and recess be impacted at elementary school?

Physical Education teachers will be planning outside activities as much as possible that can be accomplished while social distancing and limiting close interaction with others. We are also looking at limiting the numbers of students in PE and on the recess area at one time. Using hand sanitizer and/or washing hands immediately coming from PE or recess will also be part of our process.

Health and Wellness

Will students wear masks in classrooms?

The District, at this time, will strongly encourage all students to wear a mask to and from their classroom at both arrival and dismissal, including on the bus, Secondary students and staff will be strongly encouraged to wear masks at all times, unless social distancing is possible. Elementary students and staff will be required to wear masks to their class and may remove them once they get to class.

Will students be expected to social distance?

In many school settings, students will be socially distanced to the extent possible. At the elementary school level where social distancing will be extremely difficult, students will spend most of the school day interacting only with students in their class. By limiting their exposure to a small number of students, we reduce the chance of infection. And if a student becomes ill, the immediate class is affected, not the entire school.

What steps will be taken to ensure that surfaces are clean in classrooms?

School Custodians will clean frequently touched surfaces throughout the day and conduct overall cleanings at the conclusion. Other non-custodian staff members will be expected to do their part keeping surfaces clean and will be provided spray bottles and microfiber cloths for additional cleaning. Teachers will have access to cleaning supplies for their classroom.

What other steps are being taken to ensure a healthy environment?

Glades School District will partner with parents in educating students on the importance of hand washing, hygiene and social distancing. Hand sanitizer will be made available in classrooms and workplaces. The schedule for changing air conditioning filters has been accelerated.

What will my student's school do if a classmate or staff member exhibits symptoms of COVID-19?

We will send a clear message to parents and staff that if they are exhibiting any symptoms, they should NOT come to school or report to work. If a student exhibits symptoms at school, they will be taken to a location at the school clinic set aside for possible COVID-19 cases and their parent or guardian will be notified to take them home or to visit a medical professional.

What if a student or staff member tests positive for COVID-19?

The Glades County Health department will notify the District if a student or staff members tests positive. We will notify parents, while not specifically identifying the student or staff member. We will cooperate with the Health Department as they conduct the appropriate notifications of individuals who have been in contact with the person infected.

Mental Health

If my child is anxious or concerned about return to school, what can I do to help?

Talk to your child and find out the reason for their concern. Provide them reassurance and answer their questions, share information pertaining to their concern and seek answers if you are unaware. If you still need support, reach out to your child's school for additional assistance.

Food and Nutrition

If my child selects a virtual option, will they still be permitted to receive their free or reduced meals?

School Nutrition Programs operate under the regulations of the United States Department of Agriculture. Waivers were just released by USDA to allow flexibility in this area. We will be receiving additional guidance from the state on the details of how we can provide meals to students that select a virtual option.

Will classroom celebrations with food still be permitted?

Not at this time.

Transportation

Will students be forced to wear masks?

It is the expectation that students choosing to participate in school transportation wear a face covering while being transported.

My student has health issues that make wearing a mask impossible. Will they have to still wear a mask?

Accommodations will be considered relative to this expectation. Please communicate concerns with school staff for further direction.

How will social distancing be enforced on school buses?

Students are expected to wear a face covering as social distancing will not always be possible on school buses. Siblings will be directed to sit together and students will utilize space available to distance when possible.

Technology

If we choose the online options and we don't have a device, can we get ones like we did in the spring?

You can sign out a device from your child's school, and if you choose My District Virtual, you may get a device through the District Office.

If we have several children, do we need devices for each child and can we sign out a device for each child?

Yes, you will need a device for each child.

Will the District support my child's device if I send one from home?

No, the District will not support devices brought from home.

Extra-Curricular/Athletics

Are we allowing sporting events, pep rallies, dances and back to school nights?

We will be discussing these events on a case by case basis. We will follow CDC guidelines at all times. Virtual options will also be considered when appropriate.

Will athletes be required to wear masks?

No, but they will need to wear them while riding the bus to and from the game.

Will parents still be allowed to attend games?

Yes

Will sports still be offered next school year?

Presently, we are planning for sports to resume. We will offer the same sports as usual with some restrictions related to social distancing and enhanced cleaning procedures. Students will be required to wear a mask on any bus trips to games. We will also be limiting crowds at games based on the capacity of the venue. Again, we follow CDC guidelines.

If a student chooses Glades e-Learning or My District Virtual option, are they able to try out for school sports?

Yes, they will be able to participate in sports.

- A temperature will be obtained for every student who presents to the clinic with symptoms of illness. Students with fever (and other symptoms) will be immediately directed to the isolation area and face covering applied (as tolerated by student).
- Masks will be placed on all students with any COVID-19 like symptoms
- Students who are ill will be escorted out of the building to their parents following school guidelines:
 - All students that are sent home must receive a copy of the “Return to School Guidelines for Parents”.
 - Suggest parent/guardian call FDOH COVID Hotline at 866-779-6121 or student’s primary provider for guidance regarding presenting symptoms. If testing for COVID-19 is warranted.
 - Educate parents on recognizing serious warning signs and when to seek emergency medical attention.

Glades County School District

SELF-SCREENING PROTOCOL

The following screening protocol must be distributed to all employees for voluntary, home self-screening.

The district is concerned for your safety and the safety of your co-workers, students and families. We are monitoring the development of Coronavirus. In the interest of ensuring a safe and healthy learning environment, we recommend that you voluntarily monitor your health status by carefully completing this self-assessment each day before coming to work.

Self-check is to be completed daily by active employees before coming to work:

1. Have you had physical exposure to a person suffering from Coronavirus symptoms as noted below?

If you answered **YES**, please contact Human Resources prior to coming to work so that a determination can be made whether you should remain offsite from the school for 14 days following the last potential exposure to the COVID-19. You may be required to submit evidence of exposure to an infected person. Should you be required to remain offsite, you should keep in contact with an HR representative and receive clearance from HR before returning to the company's premises. You may also be required to have written clearance from a doctor.

2. If you have been asked to perform daily checks due to COVID-19 becoming more prevalent in your area, or believe you have been exposed to COVID-19: do one or more of the following common COVID-19 symptoms below currently apply to you?

- Temperature $>38^{\circ}\text{C}$ (100.4°F) or higher
- Frequent unexplained cough
- Unexplained shortness of breath or difficulty breathing
- Unexplained tiredness

If the answer to question 2 is **YES**, you may have symptoms of COVID-19. We ask you to please contact your Human Resources representative, seek medical attention and remain off the company's property for 14 days following cessation of symptoms and written clearance by a doctor. Please keep in continuous contact with your HR representative.

If the answer to all the above questions is **NO**: please adhere to local HR guidance regarding your work schedule and any special precautions to be taken.

Glades County School District

WELLNESS CHECK FORM

Visitor or Parent Name:

Date:

Mobile Number:

Location in District:

Are you showing any signs of the following symptoms?

- Temperature 100.4⁰F (38°C) or higher
- Shortness of breath, difficulty breathing
- Cough
- Running nose
- Sneezing
- Muscle Pain
- Tiredness

Have you been exposed to someone with COVID-19 positive test results within the past 14 days?

_____ YES

_____ NO

Is the information you provided on this form true and correct to the best of your knowledge?

_____ YES

_____ NO

NOTES: Visitation is forbidden if there have been any YES responses to the screening checklist. If “yes” is checked, visitors will be directed to leave the premises. Disinfecting the visited area will need to take place immediately.

Glades County School District
EMPLOYEES/STUDENTS PRESENTING SYMPTOMS

Name:

Date:

___ Employee ___ Student

Location in District:

Symptoms noticed:

- Temperature 100.4 or higher
- Shortness of breath, difficulty breathing
- Cough
- Running nose
- Sneezing
- Muscle Pain
- Tiredness

Additional Notes:

Time of fever or onset of symptoms:

Time of isolation:

Where is patient being referred to:

Reporter Name/Title:

Glades County School District

TEMPERATURE CHECK LOG- BUS DRIVER

DATE:	INITIAL:	EMPLOYEE:	
			<p>Each day please date/initial that you have completed temp checks on all bus drivers.</p> <p><u>COVID 19 SYMPTOMS FOR SCREENING:</u></p> <ul style="list-style-type: none"> ● Cough ● Shortness of breath or difficulty breathing ● Chills ● Repeated shaking with chills ● Muscle pain ● Headache ● Sore throat ● Loss of taste or smell ● Diarrhea ● Feeling feverish or measured temperature greater than 100.4 degrees Fahrenheit ● Known close contact with a person who is lab confirmed to have Covid-19

Glades County School District

TEMPERATURE CHECK LOG- EMPLOYEE

DATE:	INITIAL:	EMPLOYEE:	
			<p>Each day please date/initial that you have completed temp checks on all employees.</p> <p><u>COVID 19 SYMPTOMS FOR SCREENING:</u></p> <ul style="list-style-type: none"> ● Cough ● Shortness of breath or difficulty breathing ● Chills ● Repeated shaking with chills ● Muscle pain ● Headache ● Sore throat ● Loss of taste or smell ● Diarrhea ● Feeling feverish or measured temperature greater than 100.4 degrees Fahrenheit ● Known close contact with a person who is lab confirmed to have Covid-19

Glades County School District

TEMPERATURE CHECK LOG- STUDENT

CLASSROOM TEACHER/SUBJECT AREA: _____

DATE:	INITIAL:	STUDENT:	
			<p>Each day please date/initial that you have completed temp checks on all students.</p> <p><u>COVID 19 SYMPTOMS FOR SCREENING:</u></p> <ul style="list-style-type: none"> ● Cough ● Shortness of breath or difficulty breathing ● Chills ● Repeated shaking with chills ● Muscle pain ● Headache ● Sore throat ● Loss of taste or smell ● Diarrhea ● Feeling feverish or measured temperature greater than 100.4 degrees Fahrenheit ● Known close contact with a person who is lab confirmed to have Covid-19

Glades County School District

TEMPERATURE CHECK LOG- VISITOR

TEMPERATURE CHECK LOG- VISITOR			
DATE:	INITIAL:	VISITOR:	<p>Each day please date/initial that you have completed temp checks on all visitors.</p> <p><u>COVID 19 SYMPTOMS FOR SCREENING:</u></p> <ul style="list-style-type: none"> ● Cough ● Shortness of breath or difficulty breathing ● Chills ● Repeated shaking with chills ● Muscle pain ● Headache ● Sore throat ● Loss of taste or smell ● Diarrhea ● Feeling feverish or measured temperature greater than 100.4 degrees Fahrenheit ● Known close contact with a person who is lab confirmed to have Covid-19

RETURN TO ATHLETICS PLAN
Moore Haven Middle High School Athletics

2020 Summer Conditioning Guidelines

Effective June 29, 2020

General Information:

- All summer workouts are voluntary.
- These considerations represent a minimum standard. Individual plans may be more restrictive as needed, but not less restrictive.
- Adherence to FHSAA Policies:
 - 20 (Summer Athletic Participation)
 - 21 (Off-Season Conditioning)
 - 40 (Concussions)
 - 41 (Exertional Heat Illness including Zachary Martin Act)
 - 42 (Sudden Cardiac Arrest)
 - 43 (Emergency Action Plans) is required throughout the entire calendar year.
- All students shall have required paperwork on file before any participation.

FHSAA Forms:

EL2: Pre-Participation Physical

EL3: Consent and Release of Liability

GCSD form:

Assumption of Risk, Waiver, Release & Hold Harmless

Phased –Plan for Athletic Conditioning

Phases are in accordance with guidelines published by the White House and CDC available at <https://www.whitehouse.gov/openingamerica/>.

*****Moore Haven Middle High School Athletics will utilize Phase 1 only for the remainder of Summer Conditioning 2020*****

Phase 1: Conditioning in small, isolated pods/groupings

Pre- workout Screening:

(If possible, start times and pick up times should be staggered to prevent congregation of student-athletes and caregivers)

- All coaches and students should be screened for signs/symptoms of COVID-19 prior to each workout. Screening includes a temperature check (Non-Contact Infrared Thermometer).
- Responses to screening questions for each person should be recorded and stored so that there is a record of everyone present in case a student develops COVID-19. (see attached form)
- Any person with positive symptoms reported should not be allowed to take part in workouts and should contact his or her primary care provider or other appropriate health-care professional.
- Vulnerable individuals should not oversee or participate in any workouts.

Limitations on Gatherings:

- No gatherings of more than 10 people at a time (inside or outside). There must be at least one staffer/coach per 10 students.
- Locker rooms should not be utilized during Phase 1. Students should report to workouts in proper gear and immediately return home to shower at end of the workout.
- Workouts should be conducted in “pods” of students with the same 5-10 students always working out together. Smaller pods/groups can be utilized for weight training. This ensures more limited exposure if someone develops an infection.
- There must be a minimum distance of 6 feet between each participant at all times. If this is not possible indoors, then the maximum number of participants must be decreased until proper social distancing can be maintained.

Facilities Cleaning:

- Adequate cleaning schedules should be created and implemented for all athletic facilities to mitigate any communicable diseases.
- Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, locker rooms, weight room equipment, bathrooms, athletic training room tables, etc.).
- Individuals should wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating in workouts.
- Hand sanitizer should be plentiful and available to individuals as they transfer from place to place.
- Weight equipment should be wiped down thoroughly before and after an individual’s use of equipment.
- Appropriate clothing/shoes should be worn at all times in the weight room to minimize sweat from transmitting onto equipment/surfaces.
- Any equipment such as weight benches, athletic pads, etc. having holes with exposed foam should be covered.

- Students must be encouraged to shower and wash their workout clothing immediately upon returning to home.

Physical Activity and Athletic Equipment:

- There should be no shared athletic equipment (towels, clothing, shoes, or sports specific equipment) between students.
- Students should wear their own appropriate workout clothing (do not share clothing) individual clothing/towels should be washed and cleaned after every workout.
- All athletic equipment, including balls, should be cleaned after each use and prior to the next workout.
- Individual drills requiring the use of athletic equipment are permissible, but the equipment should be cleaned prior to use by the next individual.
- Resistance training should be emphasized as body weight, sub-maximal lifts and use of resistance bands.
- Free weight exercises that require a spotter cannot be conducted while honoring social distancing norms. Safety measures in all forms must be strictly enforced in the weight room.

Examples (including by limited to):

- A basketball player can shoot with a ball(s), but a team should not practice/pass a single ball among the team where multiple players touch the same ball.
- A football player should not participate in team drills with a single ball that will be handed off or passed to other teammates. Contact with other players is not allowed, and there should be no sharing of tackling dummies/donuts/sleds.
- A volleyball player should not use a single ball that others touch or hit in any manner.
- Softball and baseball players should not share gloves, bats, or throw a single ball that will be tossed among the team. A single player may hit in cages, throw batting practice (with netting as backstop, no catcher). Prior to another athlete using the same balls, they should be collected and cleaned individually.
- Wrestlers may skill and drill without touching a teammate.
- Cheerleaders may not practice/perform partner stunts or building. (Chants, jumps, dances without contact are permissible.)
- Runners should maintain the recommended 6 feet of distancing between individuals

Hydration:

- All students shall bring their own water bottle. Water bottles must not be shared.
- Hydration stations (water cows, water trough, water fountains, etc.) should not be utilized.

ACKNOWLEDGEMENT OF RECEIPT OF RETURN-TO-WORK PLAN HANDBOOK

The information shared here is a summary of other documents maintained by the district as well as applicable laws, rules and regulations. This orientation program is not meant to replace these other documents but rather to make you aware of both your obligations and privileges as an employee of the Glades County School District.

All policies are available on the school district web site.

Failure to return this acknowledgement will not relieve an employee from non-compliance of district policies and procedures.

I. ACKNOWLEDGEMENT OF RECEIPT

I have received a copy of the 2020-2021 RETURN-TO-SCHOOL PLAN HANDBOOK.

Date: _____

Print Name: _____

Signature: _____

Position: _____

School Site: _____

II. ACKNOWLEDGEMENT OF REVIEW

I have read and understand the Glades County School District Handbook. I further understand that faculty and staff are responsible to read and follow the current

- 1) GCSD Student Progression Plan,
- 2) the student Code of Conduct,
- 3) the State of Florida Code of Ethics and
- 4) the GCSD Personnel Policies and Procedures appropriate to their position.

This handbook is designed to provide information specific to GCSD; but, in no way should be construed to replace School Board Policy or Bargaining Unit standards.

Print Name: _____

Signature: _____

Date: _____

