

## Return to Learning Plan

Fall 2020

As of October 20, 2020

DC West Community Schools' began school on August 20th (half day) for all students, every day, all day. In order for this to continue, we will need the DC West Falcon partnership between school and home.

We stand behind our district mission and are prepared to educate our students in a safe environment.

*Douglas County West Community Schools creates passionate learners by maximizing student achievement through dynamic learning experiences which inspire and provide a quality education for all students within a safe and community-supported environment.*

We are working closely with our state and local health officials weekly. We have developed enhanced health and safety precautions to protect our students and staff. We have also developed an instructional plan that supports our belief that the best educational option for students is to be in our schools with our teachers. We know this has and continues to be a very difficult time and understand there will be individual situations and circumstances. We will work with families to address those situations. We will continue to collaborate with health professionals to monitor and adjust our plans moving forward.

The DC West Return to Learning Plan outlines plans we will implement in response to the COVID-19 pandemic for the 2020-21 school year. It is understood that circumstances could remain fluid up to the first day of school and may change as the year progresses. Final decisions will be dependent upon guidance and requirements from state and local officials.

### DC West Belief Statements Related to the Pandemic

- Students can learn and develop through successful experiences.
- Students will be provided educational opportunities that challenge him/her to meet his/her full potential.
- The district is accountable to the community for student performance and fiscal responsibility.
- Physical and emotional safety is essential for learning.
- A positive learning and teaching environment can be created through courtesy and mutual respect for the dignity of every person.
- The educational process should prepare students to live with and affect change.
- Students, parents and teachers share the responsibility for learning.
- Public education is the responsibility of the entire community.

## Attendance Level Definitions

Multiple factors will be used to assist in determining the school district's attendance level of yellow, orange, or red. These factors include, but are not limited to:

- Recommendations from state and local officials
- Current DC West school district or building positive COVID case counts of staff and students
- Douglas County Health Department [Risk Dial](#)
- Data from the [Douglas County COVID Dashboard](#) indicating risk associated with DC West Zip Codes
- [Sarpy/Cass County Health Department](#) and [Three Rivers Public Health Department](#) Risk Dials and Dashboards (surrounding counties' information)

DC West is planning for all three attendance level scenarios. We will have leading indicators if we have a need to move to a different attendance level. We will establish communication and have ample time for the transition to occur.

**YELLOW Level:** *A moderate COVID-19 spread in our community.*

All students in school, every day, all day. The district follows the traditional school-day and school-year calendar. The school day looks normal with the addition of enhanced safety precautions to keep our students and staff safe and healthy. Details of these precautions are included in this document. Bussing, lunch, and after-school programming will continue but will look different with specific safety guidelines. Numerous physical distancing guidelines and safety measures will be in place.

**ORANGE Level (Blended Model):** *A high COVID-19 spread in our community.*

This model allows for students to receive face-to-face instruction while reducing the number of students in classrooms and allowing for more physical distancing. Numerous physical distancing guidelines and safety measures will be in place. The district follows the traditional school-year calendar. The student population will attend school and eLearning. Specific student attendance is outlined below.

- Preschool through 5th grade students attend school with a traditional schedule Monday - Friday (regular Friday early release) and will remain with students in their homeroom classroom all day. Students will have no transitions to specials as these teachers will come to the students.
- 6th-12th grade students will receive face to face instruction at school two times a week and online live instruction at home two times a week. The same family/residence will attend school on the same day.

### **6th-12th Student Last Name A-L:**

- M & W: Attend school
- T & Th: Online live learning and work completion at home via Zoom according to their class daily schedule
- F: Independent learning at home. Online live reteaching with individual students.

### **6th-12th Student Last Name M-Z**

- M & W: Online live learning and work completion at home via Zoom according to their class daily schedule
- T & Th: Attend school
- F: Independent learning at home. Online live reteaching with individual students.

**RED Level (eLearning Model):** *A severe COVID-19 spread in our community.*

The district follows the traditional school-year calendar. Staff may or may not be required to be on campus. The virtual eLearning Model will provide direct, video instruction, and social interaction between teachers and students. Students will engage with their teachers online on a daily basis. Teachers will deliver all instruction virtually which will include real-time instruction and independent learning from home. Technology devices will be

checked out to students and hotspots will be available upon request from families. The district will also establish a modified schedule for the eLearning Model school day.

**Alternate Virtual Option:**

The school district will work with families to provide a virtual educational option if a student is unable to physically attend school in the **YELLOW** and **ORANGE** attendance levels due to medically vulnerable conditions of themselves or immediate family members, or if they have other individual circumstances. This option may not be as robust as the **RED** (eLearning Model), but will provide educational opportunities for students in the four core areas of language arts, math, science, and social studies.

**Student and Staff Attendance**

- Students/staff should stay home when sick or exhibiting **two** of the following symptoms: fever, chills, aches, headache, sore throat, nausea, vomiting, diarrhea **OR at least one** of the following symptoms: new cough, shortness of breath, difficulty breathing, loss of taste and smell.
- Douglas County Health Department and DC West Community Schools recommends contacting your physician or getting tested for COVID-19 if the symptoms appear and persist.
- If the student/staff or anyone in the household has been asked to self-quarantine, please contact the school immediately.
- If anyone in the student's/staff's home has been diagnosed with COVID-19, they should contact the school, quarantine as directed, and those absences will be excused. If students are quarantined yet healthy enough to attend, they will have access to eLearning.
- The district will follow all Douglas County Health Department guidance on staff and student recommended quarantines and those will be counted as an excused absence.
- Attendance, whether attending school in person or as an eLearning student, is expected for all students enrolled in the district. Daily attendance will be taken.

**Response to Positive COVID-19 Cases**

*The protocols for a positive COVID-19 Case have been given to DC West Community Schools from the Douglas County Health Department as written below:*

When a positive COVID-19 case is confirmed in a school, that individual will be excluded and allowed to return based upon current guidance from the Douglas County Health Department at the time. Health Department epidemiologists will work with schools to consider the following questions when determining how that case will impact others in their classroom and/or school building by assessing the following:

- What is the level of community spread outside the school building?
- Was the individual with COVID-19 wearing a mask most of the time?
- Were other students or staff who were within 6 feet of the individual with COVID-19 for more than 15 minutes masked?
- Was the individual with COVID-19 part of a cohort within the building or did they interact with a large number of students and staff throughout their day?
- To what extent is the school community implementing other non-pharmaceutical interventions (hand washing, hand sanitizers, etc.)

The answers to these questions will determine:

- The number of close contacts
- If the close contacts who are not symptomatic may stay in the classroom
- The number of other students and staff who will need to be quarantined.

The school or school district will then communicate with families and staff accordingly. Communication will balance the privacy of individual students or staff and the need for information by others.



**DOUGLAS COUNTY  
Health  
Department**  
Healthy. Vibrant.  
Everyone. Everywhere.

## Local Public Health Recommendations for Screening, Exclusion, and Re-Admittance of Ill Students and Staff for COVID-19 in Schools

The following symptom screening criteria for ill students and staff is based on the most current research. Because people with COVID-19 have reported a wide range of symptoms – from mild symptoms to severe illness – the local health department has developed the following criteria to assist schools in identifying presumptive positive COVID-19 cases.

Students with two or more of the following: fever (measured or subjective), chills, rigors, muscle aches, headache, sore throat, nausea, vomiting, diarrhea  
**OR**  
At least one of the following: new cough, shortness of breath, difficulty breathing, new loss of taste/smell,  
**OR**  
Has at least one symptom and answers yes to: Is there someone in your household who is currently in quarantine or currently positive for COVID-19?

1. Students and staff who screen positive should be immediately isolated in the designated area and sent home as soon as possible.
2. Require the symptomatic person to wear a cloth or surgical mask while waiting, if tolerable.

### Re-Admittance to School

Symptomatic staff/student who test positive:	Symptomatic staff/student not tested:	Symptomatic staff/student who test negative:
<p>Exclude for:</p> <ul style="list-style-type: none"> <li>- At least 10 days since symptoms first appeared <b>AND:</b></li> <li>- At least 24 hours fever free without medication <b>AND:</b></li> <li>- Symptoms have improved</li> </ul>	<p>Exclude for:</p> <ul style="list-style-type: none"> <li>- At least 10* days since symptoms first appeared <b>AND:</b></li> <li>- At least 24 hours with no fever without fever-reducing medication <b>AND:</b></li> <li>- Symptoms have improved</li> </ul> <p>May return to school if a doctor establishes an alternative diagnosis and presents a doctors note.</p> <p><small>*This length of time may need to be extended for people who have severe illness or are immunocompromised. Please consult DCHD or the health care provider for further guidance on those situations</small></p>	<p>Exclude until:</p> <ul style="list-style-type: none"> <li>- 24 hours without fever (or meets the schools requirements for readmission) <b>AND:</b> improved symptoms</li> </ul>
<p style="text-align: center;"><b>Asymptomatic staff/student who test positive:</b></p>		<p style="text-align: center;"><b>There is no reason for a student or staff member to get a "negative test" to be cleared for the return to school.</b></p> <p>A COVID-19 positive individual does not need a repeat COVID-19 test or a health care provider's note in order to return as long as exclusion guidelines above have been followed.</p>
<p><b>If a student or staff member tests positive for COVID-19, please call the Douglas County Health Department at: 402.444.7214</b></p>		

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/duration-isolation.html>  
<https://wwwn.cdc.gov/nndss/conditions/coronavirus-disease-2019-covid-19/case-definition/2020/>

8/3/2020

# Investigations: PreK-12 Settings

- In all scenarios below, a student is considered a **close contact** when they have been within **6 feet of the COVID-19 positive individual for 15 minutes**.
- If the exposure occurs during extracurricular activities that take place outdoors or in large spaces (such as gyms) where 6-foot distance can be maintained, in lieu of quarantine, close contacts may self-monitor.
- In all scenarios below, **students who are self-monitoring are required to wear masks**.
- PreK-12 students who are a **close contact due to exposure to a household member are required to quarantine**.

*When a masked child tests positive and close contacts were wearing masks...*

<b>ISOLATE</b>	<b>SELF-MONITOR</b>
	
<b>COVID POSITIVE</b>	<b>CLOSE CONTACTS</b>

*Everyone Masked*

*When an unmasked child tests positive and close contacts were wearing masks...*

<b>ISOLATE</b>	<b>QUARANTINE</b>
	
<b>COVID POSITIVE</b>	<b>CLOSE CONTACTS</b>

*Close Contacts Masked*

*When a masked child tests positive and SOME close contacts were wearing masks...*

<b>ISOLATE</b>	<b>QUARANTINE</b>
	
<b>COVID POSITIVE</b>	<b>SELF-MONITOR</b>
	

*Some Close Contacts Masked*

*When an unmasked child tests positive and close contacts were NOT wearing masks...*

<b>ISOLATE</b>	<b>QUARANTINE</b>
	
<b>COVID POSITIVE</b>	<b>CLOSE CONTACTS</b>

*No One Masked*

## Return to Learning Protocols

Protocols	Yellow Every Day, All Day	Orange Blended Model	Red eLearning Model
<b>Building Engineering</b>	<p>Ensure ventilation is at proper level.</p> <p>Regular filter changes, etc.</p>	<p>Ensure ventilation is at proper level.</p> <p>Regular filter changes, etc.</p>	<p>Ensure ventilation is at proper level.</p> <p>Regular filter changes, etc.</p>
<b>Bussing</b>	<p>Students assigned bus seats.</p> <p>No guest bus riders.</p> <p>Students wear a mask.</p> <p>Bus driver wears a mask.</p> <p>Bus seats wiped down between routes.</p>	<p>Students assigned bus seats.</p> <p>No guest bus riders.</p> <p>Students wear a mask.</p> <p>Bus driver wears a mask.</p> <p>Bus seats wiped down between routes.</p>	<p>Bus routes will not be in place during school closure.</p>
<b>Cafeteria Seating and Meal Serving</b>	<p>Physical distancing in the cafeteria.</p> <p>Staggered lunch time blocks.</p> <p>Cooks serve all meals, no access to self-serve salad bar.</p>	<p>Cooks serve box meals, no access to self-serve salad bar.</p> <p>Elementary breakfast will be held in the cafeteria during regularly scheduled times.</p> <p>Elementary lunch will be held in the cafeteria with one grade level at a time with increased social distancing.</p> <p>Middle school and high school lunch will be held in the cafeteria with staggered lunch time blocks.</p> <p>Meal assistance in place for families.</p>	<p>Meal assistance in place for families.</p> <p>No staff lounge use.</p>

<p><b>Classroom Space Physical Distancing</b></p>	<p>Room configurations will be arranged to maximize safety. Desks/seating placed 3-6 feet apart when possible.</p> <p>Students will be directed to physically distance 3-6 feet apart when possible.</p> <p>Signage will be hung throughout the schools to encourage this behavior.</p>	<p>Room configurations will be arranged to maximize safety. Desks/seating placed 3-6 feet apart when possible.</p> <p>Students will be directed to physically distance 3-6 feet apart when possible.</p> <p>Signage will be hung throughout the schools to encourage this behavior.</p>	<p>School buildings closed to students.</p>
<p><b>Entering/Exiting School Buildings</b></p>	<p>Masks and physical distancing practices are recommended.</p> <p>Pre Scheduled volunteers permitted. School provided health screening upon arrival and masks required for volunteers.</p>	<p>Masks and physical distancing practices are recommended.</p> <p>Only staff and students permitted in school buildings.</p>	<p>Only staff permitted in school buildings.</p>
<p><b>Extracurricular Activities</b></p>	<p>Nebraska School Activities Association recommendations followed for all extra curricular activities.</p> <p>Any event with the rated capacity of 1000 people or more will follow a COVID19 Reopening Application to be approved by the Douglas County Health Department. (e.g. football games)</p>	<p>Nebraska School Activities Association recommendations followed for all extra curricular activities.</p> <p>Any event with the rated capacity of 1000 people or more will follow a COVID19 Reopening Application to be approved by the Douglas County Health Department. (e.g. football games)</p>	<p>Nebraska School Activities Association recommendations followed for all extra curricular activities.</p> <p>Any event with the rated capacity of 1000 people or more will follow a COVID19 Reopening Application to be approved by the Douglas County Health Department. (e.g. football games)</p>
<p><b>Facility Use by Outside Organizations</b></p>	<p>Limited facility usage with district discretion.</p> <p>The Before/After school program will follow recommendations set by the Health Department - DHM guidance.</p>	<p>No facility usage.</p> <p>The Before/After school program will follow recommendations set by the Health Department - DHM guidance.</p>	<p>No facility usage.</p>
<p><b>Gatherings and Non-Essential Assemblies and Events</b></p>	<p>Restricted. No assemblies or events with crowds allowed inside the school building unless approved per NE School Activities</p>	<p>Restricted. No assemblies or events with crowds allowed inside the school building unless approved per NE School Activities</p>	<p>School buildings closed to students.</p>

	Association guidelines.	Association guidelines.	
<b>Hand Sanitizing</b>	<p>Students and staff sanitize hands upon entering/exiting classrooms, cafeteria, and school buildings.</p> <p>Staff are responsible for ensuring sanitizer is used by all students upon entering/exiting classrooms, cafeteria, and school building.</p>	<p>Students and staff sanitize hands upon entering/exiting classrooms, cafeteria, and school buildings.</p> <p>Staff are responsible for ensuring sanitizer is used by all students upon entering/exiting classrooms, cafeteria, and school building.</p>	School buildings closed to students.
<b>Masks</b>	<p>Students, staff, and visitors are recommended to wear masks when unable to physically distance.</p> <p>Students and staff will be provided five school issued masks.</p> <p>Students and staff may wear their own mask.</p>	<p>Students, staff, and visitors are recommended to wear masks when unable to physically distance.</p> <p>Students and staff will be provided five school issued masks.</p> <p>Students and staff may wear their own mask.</p>	<p>Students, staff, and visitors are recommended to wear masks when unable to physically distance.</p> <p>Students and staff will be provided five school issued masks.</p> <p>Students and staff may wear their own mask.</p>
<b>Music and Band</b>	<a href="#">Nebraska Department of Education recommendations will be followed.</a>	<a href="#">Nebraska Department of Education recommendations will be followed.</a>	School buildings closed to students.
<b>Passing Periods</b>	Follow designated traffic patterns.	Follow designated traffic patterns.	Follow designated traffic patterns.
<b>Pick-up/Drop Off of Students</b>	<p>Physical distancing practices encouraged with limiting congregation at entrance/exit areas.</p> <p>Students go directly to class upon arrival.</p> <p>Families are encouraged to stay in their vehicle.</p>	<p>No congregating at entrance/exit areas or on campus.</p> <p>Students go directly to class upon arrival.</p> <p>Families are encouraged to stay in their vehicle.</p>	School buildings closed to students and visitors.

<p><b>Preventative Screening for Staff</b></p>	<p>Staff self screen at home for two of the following: fever, chills, aches, headache, sore throat, nausea, vomiting, diarrhea OR at least one of the following: new cough, shortness of breath, difficulty breathing, loss of taste and smell.</p> <p>Staff do not report to school if symptomatic and are encouraged to call a medical professional. If symptomatic, communicate with the direct supervisor.</p>	<p>Staff self screen at home for two of the following: fever, chills, aches, headache, sore throat, nausea, vomiting, diarrhea OR at least one of the following: new cough, shortness of breath, difficulty breathing, loss of taste and smell.</p> <p>Staff do not report to school if symptomatic and are encouraged to call a medical professional. If symptomatic, communicate with the direct supervisor.</p>	<p>Staff self screen at home for two of the following: fever, chills, aches, headache, sore throat, nausea, vomiting, diarrhea OR at least one of the following: new cough, shortness of breath, difficulty breathing, loss of taste and smell.</p> <p>Staff do not report to school if symptomatic and are encouraged to call a medical professional. If symptomatic, communicate with the direct supervisor.</p>
<p><b>Preventative Screening for Students</b></p>	<p>Families screen children at home for two of the following: fever, chills, aches, headache, sore throat, nausea, vomiting, diarrhea OR at least one of the following: new cough, shortness of breath, difficulty breathing, loss of taste and smell.</p> <p>Students do not report to school if symptomatic and parents are encouraged to call a medical professional.</p> <p>Random temperature screenings will be taken daily at school. Students with a temperature 100.5 or higher will be sent home.</p>	<p>Families screen children at home for two of the following: fever, chills, aches, headache, sore throat, nausea, vomiting, diarrhea OR at least one of the following: new cough, shortness of breath, difficulty breathing, loss of taste and smell.</p> <p>Students do not report to school if symptomatic and parents are encouraged to call a medical professional.</p> <p>Increased temperature screenings will be taken daily at school. Students with a temperature 100.5 or higher will be sent home.</p>	<p>School buildings closed to students.</p>
<p><b>Recess</b></p>	<p>Students will wash/sanitize before and after recess. Social distancing will be encouraged. Small recess equipment (e.g. soccer balls, jump ropes, etc.) will be sanitized daily.</p>	<p>Students will wash/sanitize before and after recess. Social distancing will be encouraged. Small recess equipment (e.g. soccer balls, jump ropes, etc.) will be sanitized daily.</p>	<p>School buildings closed to students.</p>

<p><b>Response to Positive COVID-19 Cases</b></p>	<p>When a positive COVID-19 case is confirmed in a school, that individual will be excluded and allowed to return based upon current guidance from the Douglas County Health Department at the time.</p> <p>Health Departments will work with schools to consider the following questions when determining how that case will impact others in their classroom and/or school building.</p> <p>What is the level of community spread outside the school building?</p> <p>Was the individual with COVID-19 wearing a mask most of the time?</p> <p>Were other students and staff who were within 6 feet of the individual with COVID-19 for more than 15 minutes masked?</p> <p>Was the individual with COVID-19 part of a cohort within the building or did they interact with a large number of students and staff throughout their day?</p> <p>To what extent is the school community implementing other non-pharmaceutical interventions (hand washing, hand sanitizers, etc.)?</p> <p>The answers to these questions will determine</p> <ol style="list-style-type: none"> <li>1) the number of close contacts,</li> <li>2) if the close contacts who are not symptomatic may stay in the classroom, and</li> <li>3) the number of other students and staff who will need to be quarantined.</li> </ol>	<p>When a positive COVID-19 case is confirmed in a school, that individual will be excluded and allowed to return based upon current guidance from the Douglas County Health Department at the time.</p> <p>Health Departments will work with schools to consider the following questions when determining how that case will impact others in their classroom and/or school building.</p> <p>What is the level of community spread outside the school building?</p> <p>Was the individual with COVID-19 wearing a mask most of the time?</p> <p>Were other students and staff who were within 6 feet of the individual with COVID-19 for more than 15 minutes masked?</p> <p>Was the individual with COVID-19 part of a cohort within the building or did they interact with a large number of students and staff throughout their day?</p> <p>To what extent is the school community implementing other non-pharmaceutical interventions (hand washing, hand sanitizers, etc.)?</p> <p>The answers to these questions will determine</p> <ol style="list-style-type: none"> <li>1) the number of close contacts,</li> <li>2) if the close contacts who are not symptomatic may stay in the classroom, and</li> <li>3) the number of other students and staff who will need to be quarantined.</li> </ol>	<p>Collaborate with health officials to develop data collection for reporting and to communicate protocols and expectations to families.</p> <p>School buildings closed to students.</p> <p>Deep cleaning will occur by building maintenance.</p>
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	<p>If an individual's immediate family member tests positive for COVID-19, the staff or student should quarantine at home for 14 days.</p> <p>Deep cleaning will occur by building maintenance.</p>	<p>If an individual's immediate family member tests positive for COVID-19, the staff or student should quarantine at home for 14 days.</p> <p>Deep cleaning will occur by building maintenance.</p>	
<p><b>Response to Sick Students in School Building</b> <b>(Any sickness, not just specific to COVID-19)</b></p>	<p>Classroom cleaning procedures will be implemented for students that become sick during the school day.</p> <p>Students will be removed from the classroom and sent home.</p> <p>DCHD communication will be sent home based on the student situation.</p>	<p>Classroom cleaning procedures will be implemented for students that become sick during the school day.</p> <p>Students will be removed from the classroom and sent home.</p> <p>DCHD communication will be sent home based on the student situation.</p>	<p>School buildings closed to students.</p>

<p><b>School Calendar</b></p>	<p>Follow the Board approved school calendar on campus.</p>	<p>Follow the Board approved school calendar on campus.</p> <p>Preschool through 5th grade students attend school Monday - Friday and will remain in the homeroom classroom. Students will have no transitions to specials or other classes, these teachers will come to them. Intervention, HAL, and Special Education services will be delivered in the pod learning environment.</p> <p>6th-12th grade students will receive face to face instruction at school two times a week and online live instruction at home two times a week. The same family/residence will attend school on the same day.</p> <p>Last Name A-L:  M &amp; W: Attend school  T &amp; Th: Online live learning and work completion at home via Zoom or Google Meet according to their class daily schedule  F: Independent learning at home. Teacher communication &amp; online live reteaching with individual students.</p> <p>Last Name M-Z:  T &amp; Th: Attend school  M &amp; W: Online live learning and work completion at home via Zoom or Google Meet according to their class daily schedule  F: Independent learning at home. Teacher communication &amp; online live reteaching with individual</p>	<p>Follow the Board approved school calendar on campus.</p> <p>Direct, video instruction, and social interaction between teacher and students Monday through Thursday.</p>
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		students.	
<b>Shared Instructional Materials</b>	Limit sharing of classroom materials, supplies, and personal property. Any shared materials must be cleaned after each use.	Limit sharing of classroom materials, supplies, and personal property. Any shared materials must be cleaned after each use.	School buildings closed to students.
<b>Surface Cleaning</b>	<p>Highly trafficked surfaces cleaned throughout the day by building maintenance.</p> <p>Staff are responsible for ensuring desks and door handle cleaning between transitions/periods.</p> <p>Restrooms cleaned throughout the day and evening by building maintenance.</p> <p>Cleaning services provided by building maintenance.</p>	<p>Highly trafficked surfaces cleaned throughout the day by building maintenance.</p> <p>Staff are responsible for ensuring desks and door handle cleaning between transitions/periods.</p> <p>Restrooms cleaned throughout the day and evening by building maintenance.</p> <p>Cleaning services provided by building maintenance.</p>	Deep clean provided by building maintenance.
<b>Travel for Staff</b>	No travel bans unless restrictions are set by the Health Department - DHM guidance.	<p>Limited travel.</p> <p>Staff will report personal travel using online form.</p>	<p>Limited travel.</p> <p>Staff will report personal travel using online form.</p> <p>Quarantine recommended when traveling outside the country.</p>
<b>Travel for Students</b>	No travel bans unless restrictions are set by the Health Department - DHM guidance.	<p>Within NE: Travel restrictions set by Health Department - DHM guidance.</p> <p>Out of NE: Limited out of district or state travel for athletics and activities.</p> <p>Staff will report school travel using online form.</p>	<p>Within NE: Travel restrictions set by Health Department - DHM guidance.</p> <p>Out of NE: No out of state school related travel.</p> <p>Staff will report school travel using online form.</p>

<p><b>Visitors in School Buildings</b></p>	<p>Students only during breakfast and lunch.</p> <p>Previously scheduled meetings between staff and students/families are permitted.</p> <p>For any situation when a student needs to leave prior to the end of the school day, families will need to call upon arrival to school and the student will then be released from class at that time.</p>	<p>Students only during breakfast and lunch.</p> <p>Previously scheduled meetings between staff and students/families are permitted. Masks are recommended for all members of the meeting</p> <p>For any situation when a student needs to leave prior to the end of the school day, families will need to call upon arrival to school and the student will then be released from class at that time.</p>	<p>School buildings closed to students and visitors.</p> <p>Previously scheduled meetings between staff and students/families are permitted. Masks are required for all members of the meeting.</p>
<p><b>Water Fountains</b></p>	<p>No water fountain spigot use.</p> <p>Water bottles are provided by families for students. Some are available by the school upon request by families.</p>	<p>No water fountain spigot use.</p> <p>Water bottles are provided by families for students. Some are available by the school upon request by families.</p>	<p>School buildings closed to students.</p>

**School Roles and Responsibilities  
During Blended Model and eLearning Model**

District and Curriculum Offices	<ul style="list-style-type: none"> <li>● Create and distribute the DCW Return to Learning Plan</li> <li>● Support staff and students/families shifting between Learning Models</li> <li>● Help teachers implement the DCW Return to Learning Plan</li> <li>● Provide technology tools to deliver instruction online</li> </ul>
Technology Department	<ul style="list-style-type: none"> <li>● Provide one device per household. Parents may opt-out of receiving a device.</li> <li>● Support staff and families shifting between Learning Models.</li> <li>● Provide written/video support to assist staff/faculty with using district identified resources</li> </ul>
Principals	<ul style="list-style-type: none"> <li>● Help teachers implement the DCW Return to Learning Plan</li> <li>● Support staff and families shifting between Learning Models.</li> <li>● Monitor communication between teachers and students</li> <li>● Review records of student attendance at each Learning Model</li> <li>● Work with teachers to reach out to students who have not actively participated</li> </ul>
Teachers	<ul style="list-style-type: none"> <li>● Collaborate with other team members or department to design distance learning lessons</li> <li>● Use district curriculum and resources (e.g. curriculum maps, online textbooks, Zoom to communicate and deliver content</li> <li>● During the eLearning Model, online live lessons will be recorded and a link to the video communicated with students who are unable to attend. This link will also be shared with Special Education teachers.</li> <li>● Keep a record of student attendance and work completion</li> <li>● Make parents aware of online resources their students will access.</li> <li>● Communicate with and provide timely feedback with students</li> <li>● Communicate with parents, as necessary</li> </ul>
Special Education Teachers	<ul style="list-style-type: none"> <li>● Communicate regularly with the subject or classroom teachers who teach the students on your caseload</li> <li>● Provide activities that support IEP goals</li> <li>● Communicate regularly with students on your caseload and/or their family</li> <li>● Speech and Language Pathologists engage with student/groups of students through Zoom</li> <li>● Use Zoom for IEP meetings</li> </ul>
Home Visitors	<ul style="list-style-type: none"> <li>● Communicate regularly with parents</li> <li>● Provide learning activities from the curriculum being mindful of non-screen time activities and the resources families may or may not have in their home</li> <li>● Use Zoom for home visit lessons</li> </ul>
Learning Support Teachers (Title/Intervention, HAL, ELL)	<ul style="list-style-type: none"> <li>● Communicate regularly with the subject or classroom teachers who teach the students on your caseload.</li> <li>● Communicate regularly with students on your caseload and/or their parents</li> <li>● Provide supplementary learning activities for students on your caseload</li> </ul>
Counselors, Psychologists, Healthcare Staff	<ul style="list-style-type: none"> <li>● Serve as a liaison for communication with students/families in crisis</li> <li>● Provide resources for students and families to support them while they are away from school</li> <li>● Be a resource for building administration and teaching staff in buildings of assignment</li> </ul>
Teacher Librarians	<ul style="list-style-type: none"> <li>● Collaborate with colleagues to find resources for high-quality distance learning experiences</li> <li>● Regularly check in with subject and classroom teachers to identify ways to support their design of distance learning experiences</li> <li>● Be available for teachers and students for support and respond to identified technology issues</li> </ul>

Preschool Learning Models			
Every Day, All Day	Blended Model	eLearning Model	Alternate Virtual Model
All students are learning in the classroom.	<p>Students attend a traditional school schedule Monday - Thursday.</p> <p>Students remain in their homeroom classroom all day.</p>	<p>All students are learning from home.</p> <p>At-home activities, online live instruction or uploaded video instruction via Seesaw will occur daily in the following academic areas.</p> <ul style="list-style-type: none"> <li>● 20 Literacy</li> <li>● 20 Numeracy</li> <li>● 20 Holistic Learning</li> </ul> <p>Daily student homeroom check-ins will occur.</p> <p>Daily attendance will be taken.</p>	<p>Students attend class via Zoom and complete work at home.</p> <p>Students will follow their daily class schedule and join their class via Zoom for open circle/storytime, small group instruction, and Special Education services if required.</p> <p>Daily attendance will be taken.</p>
Preschool: During eLearning Model			
<ul style="list-style-type: none"> <li>● Learning will be focused on literacy and numeracy to maintain current skills and build knowledge around prioritized content.</li> <li>● The primary tool for communication between teachers and families will be parent provided email addresses.</li> <li>● Synchronous learning (a group of students engaging in learning at the same time) is not an expectation for preschool.</li> </ul>			
20 minutes per day		<b>Emergent Literacy Activities</b> focused on language development, vocabulary, comprehension, and phonological awareness	
20 minutes per day		<b>Emergent Numeracy Activities</b> focused on counting, sorting, and patterning	
20 minutes per day		<b>Holistically-Focused Activities, Games, and Challenges</b> to support cognitive, physical, and social development	
Flex Learning		<p>Learning takes place in many ways for our youngest learners. These activities are intended to provide ideas for families on how to keep your child's mind engaged while away from school.</p> <ul style="list-style-type: none"> <li>● Reading aloud</li> <li>● Board games and challenges</li> <li>● Pretend play</li> <li>● Learning a new skill</li> <li>● Puzzles</li> <li>● Designing and building structures with blocks or other available materials</li> </ul>	

Elementary Learning Models			
Every Day, All Day	Blended Model	eLearning Model	Alternate Virtual Model
All students are learning in the classroom.	<p>Students attend a traditional school schedule Monday - Friday (regular Friday early release).</p> <p>Students remain in their homeroom classroom all day.</p> <p>Students will have no transitions to specials as these teachers will come to the classrooms.</p> <p>Teachers will move to classrooms rather than students for departmentalized instruction.</p> <p>Intervention, HAL, and Special Education services will be delivered in the pod learning environment.</p> <p>Normal grading practices.</p>	<p>All students are learning from home.</p> <p>At-home activities, online live instruction or uploaded video instruction via Seesaw (Grades K-3) or Schoology (Grades 4-5) will occur daily in the following academic areas.</p> <ul style="list-style-type: none"> <li>● 40 Reading</li> <li>● 30 Writing</li> <li>● 30 Mathematics</li> <li>● 30 Unit Studies: Social Studies, Science, Health</li> <li>● Music/PE/Art</li> <li>● Intervention, HAL, Special Education</li> </ul> <p>Daily student homeroom check-ins will occur.</p> <p>Normal grading practices.</p> <p>Daily attendance will be taken.</p>	<p>Students attend class via Zoom and complete work at home.</p> <p>Students will follow their daily class schedule and join their class via Zoom for live instruction in Reading, Writing, Math, Social Studies, Science and Special Education services if required.</p> <p>Normal grading practices.</p> <p>Daily attendance will be taken.</p>
<b>Elementary: During eLearning Model</b>			
<ul style="list-style-type: none"> <li>● Learning will be mainly focused on literacy and numeracy to maintain current skills and build knowledge around prioritized content.</li> <li>● Students will have both online live learning and at-home learning activities.</li> <li>● The primary tools for communication between teachers and families will be Zoom, Seesaw (Grades K-3) or Schoology (Grades 4-5), and parent provided email address.</li> <li>● Online Live Learning Guidelines: <ul style="list-style-type: none"> <li>○ The teacher should be the <b>last</b> person to leave the learning session.</li> <li>○ Communicate the link to students in advance.</li> <li>○ Learning should start and end on time to allow students and teachers to get to their next scheduled class.</li> <li>○ Teachers should establish a routine and take attendance. Teachers need to follow-up with students not online.</li> </ul> </li> <li>● Lessons will be recorded and a link to the video communicated with students who are unable to attend.</li> </ul>			
Flex Learning		<p>These activities are intended to provide ideas for families on how to keep your child’s mind engaged while away from school.</p> <ul style="list-style-type: none"> <li>● Reading aloud and independent reading</li> <li>● Board games and challenges with math/strategy/critical thinking</li> <li>● Puzzles</li> <li>● Designing and building structures with blocks or other available materials</li> </ul>	
Intervention and Special Education		Intervention or direct special education services determined by the IEP team.	

Middle School & High School Learning Model			
Every Day, All Day	Blended Model	eLearning Model	Alternate Virtual Model
All students are learning in the classroom.	<p>Students will receive face to face instruction at school two times a week and online live instruction at home two times a week. The same family/residence will attend school on the same day.</p> <p><u>Last Name A-L:</u></p> <ul style="list-style-type: none"> <li>• M &amp; W: Attend school</li> <li>• T &amp; Th: Online live learning and work completion at home via Zoom according to their class daily schedule</li> <li>• F: Independent learning at home. Online live reteaching with individual students.</li> </ul> <p><u>Last Name M-Z:</u></p> <ul style="list-style-type: none"> <li>• M &amp; W: Online live learning and work completion at home via Zoom according to their class daily schedule</li> <li>• T &amp; Th: Attend school</li> <li>• F: Independent learning at home. Online live reteaching with individual students.</li> </ul> <p>Normal grading practices.</p> <p>Daily attendance will be taken.</p>	<p>All students are learning from home.</p> <p>At-home activities, online live instruction or uploaded video instruction via Schoology will occur daily.</p> <p>Students will receive online live instruction at home Monday through Thursday via Zoom. Friday will be reserved for independent learning at home, teacher communication &amp; online live reteaching with individual students, as needed. District professional development will also be utilized on Fridays, as needed.</p> <p>The following modified eLearning schedule will be followed Monday through Thursday:</p> <ul style="list-style-type: none"> <li>• 1st Hour: 10:00-10:25</li> <li>• 2nd Hour: 10:30-10:55</li> <li>• 3rd Hour: 11:00-11:25</li> <li>• 4th Hour: 11:30-11:55</li> <li>• Lunch: 11:55-12:30</li> <li>• 5th Hour: 12:30-12:55</li> <li>• 6th Hour: 1:00-1:25</li> <li>• 7th Hour: 1:30-1:55</li> <li>• 8th Hour: 2:00-2:25</li> </ul> <p>Normal grading practices.</p> <p>Daily attendance will be taken.</p>	<p>Students attend class via Zoom and complete work at home.</p> <p>Students will follow their daily class schedule and join core classes via Zoom for live instruction with new content lessons. Core classes are defined as English Language Arts, Mathematics, Social Studies, Science and Special Education services if required. Non-core classes will be offered on a limited basis.</p> <p>Assignments turned in according to teacher's due dates.</p> <p>Normal grading practices.</p> <p>Daily attendance will be taken.</p>

**Middle School & High School During eLearning Models**

- Learning will be mainly focused on prioritized content.
- Students will have both online live learning and at-home learning activities.
- Online Live Learning Guidelines:
  - The teacher should be the **last** person to leave the learning session
  - Communicate the link to students in advance.
  - Learning should start and end on time to allow students and teachers to get to their next scheduled class.
  - Teachers should establish a routine and take attendance for each class. Teachers need to follow-up with students not online.
- Lessons will be recorded and a link to the video communicated with students who are unable to attend.
- The primary tools for communication between teachers and families will be Zoom, Schoology, and parent provided email address. This link will also be shared with Special Education teachers.