



John A. Crookshank Elementary

School Protocols for
2020-2021 School Year



CES Student Learning Options Fall 2020 (PK-12)

Option 1: School-Based Brick and Mortar

Students will go to school as normal, five days a week. On early release days, which occur every Wednesday, the school will receive a deeper cleaning. In the event of quarantine, students will be provided an opportunity to continue learning during the quarantine period through School-Based Distance Learning or paper packets with instructional support. Remote learning and other reasonable accommodations will be determined on a case-by-case basis according to student’s individual needs.

Option 2: School-Based Distance Learning

Students remain attached to the current school while receiving instruction online. Teaching will mirror the pace and rigor of Brick & Mortar. Students choosing this option make a nine-week commitment. Prior performance and engagement will be a consideration during enrollment. Please understand that all courses may not be available through school-based distance learning.

School-Based Brick and Mortar	School-Based Distance Learning
<p>Learning Agreements:</p> <ul style="list-style-type: none"> • Students participate on campus. • Student attends school regularly and on time. Attendance is recorded. • Instruction and assignments will be provided within their assigned classroom. • Families will support positive behavior through the use of the 6 Pillars of Character. • Families and teacher communicate regularly during teacher planning time. • Families attend conferences with the teacher throughout the year. • Families will keep current and correct contact information on file at all times. • Families will access and track student progress via Home Access Center (HAC). • Families will follow dismissal procedures and adhere to dismissal times. • Students will follow all safety guidelines while on campus. Review enclosed protocols and guidelines. 	<p>Learning Agreements:</p> <ul style="list-style-type: none"> • Students participate remotely, not on the school campus. • Student attends regularly and on time. Attendance is recorded and engagement will be monitored. • Students need a computer and access to the internet, provided on as-needed basis. Instruction and assignments will be shared live on Schoology and will follow classroom schedules. • Families and students will support positive behavior through the use of the 6 Pillars of Character. • Families and teacher communicate regularly via Schoology during teacher planning time. • Families attend conferences with the teacher throughout the year. • Families will keep current and correct contact information on file at all times. • Students are assigned work that matches their peers in School-Based Brick and Mortar instruction. • Students are assessed frequently to monitor progress. Families will access and track student progress via Home Access Center (HAC). • Students choosing School-Based Distance Learning will be enrolled for a nine-week commitment. Opting into an additional nine weeks will be contingent upon the student participating and progressing successfully.

Progress Monitoring

St. Johns County School District will implement a variety of progress monitoring tools for the 2020-2021 School Year. This will include a rigorous approach with our students in School-Based Distance Learning environments with the goal to determine interventions to address learning gaps extending from school closures.

Assurances:

- We will make adjustments to reinforce standards missed during closure. Tier II and Tier III interventions within the district's Multi-Tiered Systems of Support (MTSS) will be implemented as needed.
- We will use data to monitor student progress and learning gaps.
- We will use iReady Progress Monitoring with all students in our school. There will be three diagnostics administered throughout the year.
- All students in School-Based Distance Learning Model will be monitored throughout the year.

MTSS: Multi-Tiered Systems of Support (RtI)

- Response to Intervention (RTI) will be in place. MTSS teams will continue to meet to review plans and student progress.
- Response to Intervention plans will continue to be in place for all students currently supported through the RTI process. Plans will be reviewed and modified as needed to accommodate the School-Based Distance learning model.
- School-Based Distance Learning intervention time allocations may vary from the traditional School-Based Brick & Mortar instruction model.
- Students in Tier 1 differentiated small group instruction receive similar support in the School-Based Distance Learning Model as the Brick & Mortar model.
- Students in Tier 2 interventions receive Tier 1 differentiated small group instruction AND intensive instruction matched to their needs.
- Students in Tier 3 interventions receive Tier 1 instruction, Tier 2 interventions AND receive individualized, intensive interventions that address the student's targeted area of need.
- Students who are not closing their learning gaps after receiving researched based, specific interventions are then referred for a comprehensive evaluation and considered for eligibility for special education services under the Individuals with Disabilities Education Improvement Act of 2004.
- The computer based iReady instructional and learning platform may be an appropriate intervention to use during School-Based Distance Learning.
- Teachers and/or support staff will collect, analyze, and apply progress monitoring data.
- Progress monitoring data will be collected to determine adjustments for intensifying interventions or referral for special education services. Any adaptations to in-place interventions will be considered only if in the best interest of the student.
- Progress monitoring data collected by teachers and/or support staff will be recorded and graphed. Specific notation in the student RTI plan will indicate which interventions and progress data were completed during the School-Based Distance learning model.

ESE

Exceptional Education and Student Services (ESE) will provide specially designed instruction and related services. Computer-based learning will be the foundation for our students in the School-Based Distance Learning model. The instructional and learning model may include packets, video and/or phone conferences with teachers and service providers to provide instruction and answer questions.

Required evaluations, re-evaluations, IEP meetings, etc. will also be held virtually or over the phone. If there is any type of delay, a plan to move as quickly as possible to prevent further delay will be documented and communicated with families. Individualized Education Plan (IEP) teams will monitor each student's progress

and determine what, if any, remediation may be needed. When needed, an individualized continuity of ESE services plan will be developed.

Expectations and Protocols for School-Based Brick and Mortar Learning

Before School

Any return to Brick & Mortar learning requires collective responsibility for every St. Johns County School District family. Failure to do such significantly compromises the health and safety of all students and staff. It is imperative, now more than ever, that families do not send their sick child to school out of convenience or medicate the child before school to reduce a fever. All families are requested to check the temperature of their child each day prior to leaving their home for school. We all share a collective responsibility to monitor our child and do the right thing. Before leaving your home please review the following questions:

- Do you have a fever (temperature over 100.4°F or 38°C) without having taken any fever- reducing medications?
- Do you have a loss of smell or taste?
- Do you have a cough?
- Do you have a sore throat?
- Do you have congestion or a runny nose?
- Do you have shortness of breath?
- Do you have chills?
- Do you have a headache?
- Have you experienced the new onset of any gastrointestinal symptoms such as nausea, vomiting, diarrhea, or loss of appetite in the last few days?
- Have you, or anyone you have been in close contact with, been diagnosed with COVID-19 or placed in quarantine for possible exposure to COVID-19 within the last two weeks?

Temperature Checks

St. Johns County School District will check the temperature of each student every day. A teacher or staff member will check the student's temperature upon entering morning care, the cafeteria for breakfast, and classroom.

Students with a temperature below 100.4° Fahrenheit will be permitted to stay in school; any student with a temperature at or above 100.4° Fahrenheit will be referred to the front office and/or nurse based on health and safety protocol. Parent/guardian will be responsible for picking their student up. The student will be brought to an isolation space at their school until the parent/guardian picks the student up.

Morning Care – Extended Day

Upon arrival, masks must be worn until temperature check is complete. Students will enter through the bus loop area beginning at 6:30AM. Temperatures will be checked upon arrival. Please contact the Extended Day Program Coordinator Jahmel.Weary@stjohns.k12.fl.us for more details.

Arrival (8:00AM-8:25AM)

Upon arrival, masks must be worn until temperature check is complete. Students will use multi-entry points and follow directional flow to assigned locations. To decrease opportunity for large gatherings, students will NOT unload from vehicles until 8:00AM. Students will ONLY unload from the passenger side. Safety patrols will NOT assist for the first nine weeks of school. Controlled bus off load will be in place. Increased adult supervision to maintain directional flow, awareness of social distancing, and decrease opportunities for large gatherings of students will be provided.

Late Arrival

Students arriving after 8:25AM will be marked tardy. Late arrivals please call (904)547-7840 in order for the front office to deploy a staff member. Students must remain in vehicle until a staff member greets them at the curb. Families SHOULD NOT exit their vehicle.

Breakfast (8:00AM-8:25AM)

Masks must be worn until temperature check is complete. Students will report to the cafeteria upon arrival to school if breakfast is desired. CES is a community eligibility school where breakfast will be served at no cost. Temperatures will be checked prior to students removing masks to eat. Cafeteria tables have been organized to observe social distancing.

Classroom

Classrooms will follow safety protocols as outlined. To provide the greatest degree of social distancing and safety protocols, teachers will adhere to the following classroom guidelines:

- Masks advised, but not required.
- Hand sanitizer available in each classroom.
- Frequent visual and verbal hygiene reminders.
- Student interaction will be limited to the students assigned to their class.
- To the greatest degree possible, separate student desks.
- Limit sharing of supplies, books, toys, etc.; any sharing requires disinfecting prior to passing from one student to another.
- Increased opportunities (weather and space permitting) for students to go outside.

Schedules have been modified to support minimal transitions and interactions with other class groups. During transitions, masks will be required. Multiple access points will be utilized when possible. Each classroom teacher will provide a detailed schedule in order to help with time management for our distance learning students.

Related Arts

Students will be required to wear face coverings while changing classes. They will not be required to wear face coverings if able to social distance in the classroom. Related arts classes will function in a two-week rotation. This will allow for minimal transition to new environments and opportunity for related arts teachers to implement two-week units.

Lunch

School meals will be served in the cafeteria at no cost. Alternative seating areas will be utilized to promote social distancing options. Increased point of sale locations during lunch periods will be available. Hand washing will be expected prior to meals and the use of hand sanitizer will be available in the cafeteria. Face coverings must be worn upon entering the cafeteria and after a student is finished eating. This school year, families will not be permitted to eat lunch with students on campus.

This school year, families can only supply classrooms with pre-packaged, store bought snacks, this includes for birthday celebrations.

Recess

During recess and any other times that students may be outside, the playground equipment will not be used during the first nine-week period. This school year, our students will participate in a "Walk Around the World" experience. This program will integrate multiple subject areas with physical activity. Ask your child about individual, class, and school goals!

Early Check Out

Students needing to go home prior to dismissal will be escorted to their guardian's vehicle. *ONLY guardians are able to check students out prior to the end of the school day.* Please follow these steps:

- Park in one of three designated parking spots in the second row. Spots will be marked with a sign.
- Please call (904)547-7840 in order to reach the receptionist in the front office.
- Tell the reception area the first and last name of the student(s).
- Have a photo ID ready to show the staff member that will approach your vehicle.
- Your child will be delivered to your car after ID check. **STAY IN YOUR VEHICLE THROUGHOUT THIS PROCESS.**

Please give yourself enough time for this process. It may take a few minutes for your child to be dismissed.

Dismissal

Students will be dismissed promptly at 2:50PM (1:50PM on Wednesdays). Staggered dismissal protocol will be followed to promote social distancing. During dismissal, masks will be required. Multiple access points will be utilized when possible. Increased supervision in the hallway will be present to maintain directional flow, awareness of social distancing, and decrease opportunities for large gatherings of students. Bus students must wear masks while on the bus. In order to limit congestion in hallways, bus students will be dismissed by grade level and by bus number.

It is imperative that parents be on time in order to help with efficient dismissal procedures. This school year, families will incur a supervision fee for students picked up late.

Student Becomes Sick on Campus

Students who become sick on campus will be removed from the classroom. The student will be brought to an isolation space at their school. A school nurse will conduct a health assessment of the student. The school nurse and/or staff member will contact the parent/guardian for picking up the student. The school nurse and/or staff member will provide the parent/guardian next step protocols

The school nurse and/or staff member will follow safety and health protocol by reporting all incidences to the St. Johns County Department of Health to initiate contact tracing. Contact tracing is a function of the St. Johns County Health Department with help and support of the St. Johns County School District.

Contact Tracing

Due to the requirements of FERPA and HIPAA, we cannot share information with everyone. On a case-by-case basis, we can share directly to families of students who are directly impacted as defined by who has had direct close personal contact with the student/staff member who tested positive.

Our Director of Health Services is in constant contact with the St. Johns County Department of Health and/or Florida Department of Health for up to date guidelines and protocols. The St. Johns County School District will follow these guidelines and protocols for notification and contact tracing.

Per Florida Department of Health guidelines, contact tracing will be initiated for any student or staff member who tests positive for COVID-19. This process will include identification of and notification to any person (student or staff) who was in close contact with the person within the last 48 hours of symptoms or the positive COVID-19 test. Close contact is considered less than six feet apart.

Symptoms and Self Quarantine

Per the most recent Florida Department of Health Guidelines - Symptoms and Self-Quarantine, any student or staff member who has a fever or other COVID-19 related symptoms (please review questions on page 4) may be required to be absent from school (self-quarantine) for at least 14 calendar days. Students and staff must be symptom free before returning to school or work.

Individuals within close contact (less than six feet apart for at least 15 minutes without personal protective equipment) to another person in their classroom or office who shows COVID-19 related symptoms may also be required to self-quarantine for at least 14 calendar days OR negative COVID-19 test as required by the local Department of Health. Students and staff must be symptom free before returning to school or work.

Any student who is required to self-quarantine (and subsequently absent from school) can continue school through Distance Learning.

Return to School Verification

Per Florida Department of Health guidelines, any student or staff member who has a fever or other COVID-19 related symptoms may be required to be absent from school (self-quarantine) for at least 14 calendar days (from the onset of symptoms). Students and staff must be symptom-free before returning to school or work. Any student who is required to self-quarantine (and subsequently absent from school) can continue school through distance learning or packets with instructional support if the child and family so desire.

Extended Day

Extended Day will be offered at Crookshank this school year as long as brick and mortar remains open. Additional safety protocols will be implemented to maintain appropriate social distancing of students and minimize mixing of students from different classes in Extended Day.

For additional information regarding protocols, pricing, and registration, contact the school and the Extended Day Program Coordinator Jahmel.Weary@stjohns.k12.fl.us.

After School Clubs

Elementary students will have the opportunity to participate in after-school extracurricular clubs and activities, based on ability to implement appropriate safety protocols and social distancing guidelines. More information will be shared at a later date.

Field Trips

During Fall 2020, student field trips will be limited; consideration will be given on a case-by-case basis for field trips that achieve appropriate degree of social distance and avoid co-mingling of students.