Let’s talk about the new school year

On March 15, in collaboration with St. Charles County government and the St. Charles County Department of Public Health, all five of the county’s school districts closed in response to the COVID-19 pandemic. Since then, districts completed the school year under a stay-at-home order from Missouri Gov. Mike Parson and have reopened in accordance with recommendations from state and local health officials. June 16, all five school districts reopened playgrounds, tracks and tennis courts to the public. July 6, all high school sports and other high school activities were allowed to begin workouts and practices with a phased, social distancing approach. Aug. 24, all five school districts plan to reopen schools for the new year. Although the districts will have a similar approach, each will be unique to their facilities and decisions of their boards of education. The following is an overview as of July 20, 2020, of the Fort Zumwalt School District’s plans for reopening. Plans may be modified as public health guidelines are updated. Use the table of contents below. Check in at go.FZSD.us/Return2020 for updates.
Let’s talk about teaching & learning

There are a number of considerations that have to be taken into account as Fort Zumwalt School District moves forward. First and foremost, we need to follow the directions of our local, state and federal officials who are authorized to give direction to school districts. We must also be prepared to follow the directions of the local health department on all health related matters. Therefore, even though our desire is for full in-person instruction, it might be necessary to adjust to a hybrid schedule or even a full virtual instruction schedule. This will happen if we get direction from officials to limit the number of students in a building or completely shut the district down, depending on the COVID-19 spread. We are prepared for each of these options, including an optional virtual instruction program for those students whose parents believe they should not return to school due to the COVID-19 threat. This could be because of a compromised immune system or general concerns of catching the virus itself. In any case, we will teach the curriculum as approved by the Board of Education as closely as possible to the curriculum guides approved by the Board.

Based upon feedback from our families, the majority of our community has a strong interest in students returning to in-person school, with safety protocols in place. The district will have two instructional options for students to start the 2020-2021 school year Aug. 24.

**Option 1:**
In-Person Instruction with Modified Schedules as Needed

**Level A:**
Full In-Person Instruction

Five days a week in-person learning. Students will attend in person for the whole day with safety and health precautions in place.

**Level B:**
Hybrid Schedule

Students will attend in a reduced capacity utilizing a hybrid schedule. Students will attend two days a week in-person and three days a week virtually.

**Level C:**
Full Virtual Instruction

Students participate in full virtual instruction. This plan will be utilized in case of a school or district closure. Staff will teach virtual classes from their school location.

If Fort Zumwalt School District is informed that we are to reduce the number of students in buildings or that we are to close buildings due to COVID-19, all in-person learners will move to Level B or Level C. Decisions to move to Level B or C will be made in conjunction with the St. Charles County Department of Public Health.

**Option 2:**
Students will participate in full-time Fort Zumwalt Virtual Instruction. This option will look significantly different than the emergency virtual program that was implemented at the end of the 2019-2020 school year. Moving forward, virtual programming will be comprehensive. Assessment and grading practices will be consistent with those of the in-person classroom. This is a full semester commitment, even if students in Option 1 move to Level B or Level C.

The time expected for a student to participate in this option will be similar to a typical, in-person, school day. Families should expect instructional engagement for approximately 6 hours daily. Students will need support at home to participate. Younger students will need more support than older students. Missouri certified teachers will provide instruction in each content area.

Families were able to indicate interest in the FZ Virtual Instruction Program when completing the district survey sent July 6. During the annual online registration process, which will open July 22, 2020, families will select in-person or virtual instruction. Families selecting virtual instruction will be contacted by their school to complete the registration process. **Students must register for the FZ Virtual Instruction Program by July 31.**

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Let's talk about how parents can help

An extremely important practice to keep Fort Zumwalt School District students and staff safe is to prevent sick individuals from coming into the building. This can be done by screening students and staff before they ever start school at the beginning of the day. **PLEASE NOTE:** The importance of keeping sick children home cannot be emphasized enough. There will be no perfect attendance programs in FZSD for 2020-2021.

Each staff member and student/parent will be asked to screen themselves at home for:

1. Temperature check (should be below 100.4 degrees Fahrenheit)
2. Chills
3. Cough
4. Shortness of breath/difficulty breathing
5. Fatigue
6. Muscle/body aches
7. Headache
8. Loss of taste/smell
9. Sore throat
10. Congestion/runny nose
11. Nausea/vomiting
12. Diarrhea

These questions are related to symptoms not related to another condition or physical activity. According to the CDC, COVID-19 patients exhibit a wide range of these symptoms. **If any staff member or student has symptoms they should stay home and call their healthcare provider for guidance.** The individual should not be allowed to enter the building for 72 hours after the symptoms subside. Staff, students and parents should be thoroughly instructed that, if they avoid coming to school sick, they limit contact to the smallest possible circle of individuals. If they come to school sick, or get sick while at school, the contacts expand rapidly and any quarantine could include a larger number of individuals as opposed to that individual staying at home in the first place.

**Managing Symptomatic Staff/Students During School Hours**

1. As soon as symptoms are identified in a staff member or student, the individual should be separated from others in the building and should leave the building as soon as possible. If a staff member or student cannot leave immediately they should be directed to an isolation area. The school should begin making a “contact trace list” list of all possible exposures to the symptomatic case as soon as they become aware of the symptomatic individual. This list would include anyone within 6 feet from the individual for at least 15 minutes. The county health department will ask the school representatives for this list to begin their own contact tracing.
2. Follow-up with the symptomatic individual to make sure a plan for testing is in place.
3. Contact the St. Charles County Department of Public Health to inform them of the possible case and prepare for follow-up.

**St. Charles County COVID-19 Hotline 636-949-1899**

Please note: Visitors to our schools will be dramatically limited during this time as an added effort to minimize exposure of Fort Zumwalt School District facilities to exposure to COVID-19.

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Let’s talk about sanitation & hygiene

Education and practice of appropriate hand hygiene and sanitation of the Fort Zumwalt School District facility is imperative to prevent the spread of disease. The following is a synopsis of the most important measures to be undertaken.

Preventative Measures For Cleaning & Sanitizing

1. Teach and reinforce good hand hygiene as often as possible. Students should sanitize their hands by washing or using hand sanitizer at least once per hour.
2. Students will be allowed to bring hand sanitizer to be used at their desks. The student hand sanitizer should not be shared with any other student.
3. Signs should be posted in classrooms and restrooms explaining good hygiene and sanitation.

Cleaning & Sanitizing During the School Day

1. Custodians will clean and sanitize all high-contact areas by schedule.
2. Restrooms will be temporarily shut down on a rotating schedule to allow deep cleaning.
3. Lunch room and serving areas will be cleaned and sanitized between student groups.
4. Staff will monitor physical traffic in the buildings and spot clean as necessary.

Cleaning & Sanitizing Outside the Regular Day

1. Each evening custodians will complete deep cleaning as much as is practical.
2. The Clorox 360 machines will be used to assist in deep cleaning and sanitizing surface areas.
3. Schools will limit access to the building outside of school hours and school activities in order to assist with the proper cleaning.

Evidence from CDC, MO DHSS and St. Charles County Public Health shows masks to be a strong tool in limiting the spread of COVID-19 when social distancing cannot be achieved. Therefore:

1. Masks will be required of all staff. We understand there will be times teaching requires removal of the mask. Social distancing should be observed. All staff will be provided two cloth masks that should be worn if staff member does not provide their own.
2. Masks will be required of students grades 3-12. Parents are asked to provide masks, but a limited supply will be available if needed.

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Let's talk about social distancing

Social distancing should be implemented to the greatest extent possible in all Fort Zumwalt School District activities. Ensuring appropriate social distancing is in place will help prevent large disruptions in the school year due to illness or outbreaks of COVID-19. The following measures will be undertaken in each school.

1. Discourage the congregation of students in parking lots and common areas.
2. Discourage unnecessary physical contact between individuals such as handshakes, high fives and hugs.
3. Evidence from CDC, MO DHSS and St. Charles County Public Health shows masks to be a strong tool in limiting the spread of COVID-19 when social distancing cannot be achieved. Therefore:
   a. Masks will be required of all staff. We understand there will be times teaching requires removal of the mask. Social distancing should be observed. All staff will be provided two cloth masks that should be worn if staff member does not provide their own.
   b. Masks will be required of students grades 3-12. Parents are asked to provide masks, but a limited supply will be available if needed.
4. Social distancing should be implemented in activities such as music ensembles and athletic contests. Masks should be implemented as feasible.
5. Outside venues at each school should be utilized for class activities whenever possible. This will help expand the area of a facility that it will allow for more social distancing.
6. Limit the mixing of students with other classes to the greatest extent possible.
7. Designate alternate paths, staggered class times or other measures of preventing the congregation or intermingling of staff and students during class transitioning periods.
8. Social distancing should be practiced in the classroom.
9. Identify and utilize large spaces for social distancing. This would include gymnasiums, auditoriums, and outdoor spaces as weather permits.
10. Only use drinking fountains with provided disposable paper cups or water bottle filling stations for personal water containers.
11. There should be no classroom parties until further notice.
12. There should be no field trips K - 12 until further notice.
13. There should be no parents visiting the building for lunches with their children until further notice.
14. There should be no visitors of any kind entering the building unless it is a high priority for IEP/504 purposes or school enrollment purposes until further notice.
15. At the elementary level, recess opportunities should be taken by classroom without interaction with other classes.
16. Seating charts will be required for all student classrooms, classes and buses so contact tracing can be more easily performed.

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Let’s talk about the clinic

Fort Zumwalt School District nurses have a role to play in the successful reopening of schools. It is important that they have the appropriate resources and information to maintain a healthy environment throughout the coming year. The following considerations should be made for school nurses and clinic staff.

**PPE for School Nurses**

1. All school nurses should have a supply of gloves, disposable gowns, N95 masks and face shields.

2. Each clinic should have three designated areas: an intake area, a treatment area and an isolation area. Students exhibiting symptoms of COVID-19 should be isolated from other students in a separate area. This isolation area should be supervised and parents should be informed so students can be picked up as quickly as possible. High school students who drive themselves to school can be released to drive themselves home upon obtaining parent permission.

**Managing Symptomatic Staff/Students During School Hours**

1. As soon as symptoms are identified in a staff member or student, the individual should be separated from others in the building and should leave the building as soon as possible. If a staff member or student cannot leave immediately they should be directed to an isolation area. The school should begin making a “contact trace list” of all possible exposures to the symptomatic case as soon as they become aware of the symptomatic individual. This list would include anyone within 6 feet from the individual for at least 15 minutes. The county health department will ask the school representatives for this list to begin their own contact tracing.

2. Follow-up with the symptomatic individual to make sure a plan for testing is in place.

3. Contact the St. Charles County Department of Public Health to inform them of the possible case and prepare for follow-up.

*St. Charles County COVID-19 Hotline 636-949-1899*

When the district is notified of a positive case of COVID-19, the St. Charles County Department of Public Health will be contacted immediately. The district will follow their expert direction. Staff and parents will be notified appropriately.

Remember: The most important thing we can do slow the spread of COVID-19 is stay home from school or work when we feel ill.
Let’s talk about riding the bus

Transportation is a necessary and important operation of any school system. The St. Charles County Department of Public Health has indicated certain steps that could be taken to help ensure the health and safety of Fort Zumwalt School District staff and students who use school transportation. The following considerations will be implemented as appropriate.

1. Require social distancing at bus stops to the greatest extent possible.
2. Bus drivers are required to wear masks unless wearing a mask creates a vision impairment.
3. Students grades 3 - 12 are required to wear masks. Students K - 2 are encouraged.
4. Bus capacities will be limited to no more than two per seat. Social distancing will be practiced wherever possible.
5. Have assigned seating on all buses. This will ensure easier contact tracing in the event of a positive COVID-19 case.
6. Siblings will sit together whenever possible.
7. Have hand sanitizer readily available.
8. Educate students on proper cough etiquette.
9. Once the student is established as a rider on a given bus, changes will be severely limited in the future.
10. Bus drivers will maintain open air flow during routes as much as possible.
11. Bus drivers will clean and sanitize using appropriate products in between routes.
12. When routes are complete and bus has returned to the Transportation Center, staff will complete the disinfecting procedures by wiping down the high- and low-touch points using approved materials.

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Let’s talk about meal time

Providing breakfast and lunch to our students is a critical operation that must continue to be a part of any school day. The following considerations will be implemented as appropriate.

1. Require student handwashing before and after each meal service.
2. Provide hand sanitizer for students and staff.
3. Students and staff will wear face masks during service.
4. Clean and sanitize cafeterias and high-touch surfaces before and after every use.
5. If students are to pick up their meal, marks should indicate social distancing as they wait in line.
6. Require cafeteria staff to wear face masks at all times while preparing and serving meals.
7. Wherever possible, additional space including outdoor areas, open gyms and common areas, will be used to reduce large gatherings and promote social distancing.
8. Due to limits on available space, parents and visitors will not be able to eat lunch with or deliver meals to their students.
9. No use of outside delivery services to send meals to students.
10. Each school building will make adjustments to their schedule and/or eating locations that will allow for better social distancing.

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Let’s talk about Special Education

Information presented on Page 2, Let’s Talk About Teaching and Learning, applies to all Fort Zumwalt students. Students who are disabled and served through an Individualized Education Plan (IEP) or 504 Plan may participate in either option presented. As families weigh this important decision, our school teams stand ready to assist in decision making and support the student to access education best suited for each child’s unique needs. As school resumes, school teams will work with parents to determine individualized distance learning plans which will address each student’s needs in the event of school closures. Please contact your school principal should you need additional information in making these difficult decisions.

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Let’s talk about Technology

1. Tech support will be available for all students and parents throughout the school year. To reach support, send an email to help@fz.k12.mo.us, and please include the student name, school, and a description of the issue. Our support team will respond as soon as possible.

2. In the event of a school closure, a limited number of WiFi HotSpots will be available for checkout on a first-come, first-served basis. In the event of an elementary school closure, a limited number of Chromebooks will be available for checkout on a first-come, first-served basis. More information regarding the availability of checkout equipment will be provided by your child’s school.

3. The district is working with all teachers to roll out the use of Canvas, an online application to provide easy access to class assignments, quizzes, and other related class materials. While this application is similar to Google Classroom, Canvas provides our teachers the opportunity to provide in-depth assignments in a variety of ways. In addition, Canvas allows parents/guardians to access each class as an observer so they are able to stay informed of activities, assignments, and deadlines for their students. The district Curriculum and Technology departments are working to provide professional development to all teachers, along with information for parents, about the use of Canvas. As we work with faculty to develop their use of Canvas, we ask for your understanding as each teacher will have different levels of use of Canvas for their classes.

Let’s talk about Activities

An extremely important practice to keep Fort Zumwalt School District students and staff safe is to prevent sick individuals from coming into the building. Another important practice is to limit unnecessary gatherings. To help in these efforts, all activities and events grades Pre - K through 8 are canceled.

At the high school level, activities sanctioned by the Missouri State High School Activities Association will continue unless circumstances warrant suspension. Best practices for social distancing and masks should be implemented at all times. Select activities that are incorporated in our curriculum will also continue due to their role in students’ academic achievement. Your high school activities coordinator can best assist you in learning more.

Meetings will be conducted virtually whenever possible.

Facilities usage by outside groups is suspended until further notice. Outdoor facilities remain available on a first-come, first-served basis. Social distancing should be practiced. Masks should be worn when social distancing cannot be achieved.
An extremely important practice to keep Fort Zumwalt School District students and staff safe is to prevent sick individuals from coming into the building. This can be done by screening students and staff before they ever start school at the beginning of the day.

At the bus stop: Students from different households should social distance. Masks are encouraged when you can’t. On the bus: Bus drivers are required to wear masks unless wearing a mask creates a vision impairment. Students are required to wear masks. Seats will be assigned, no more than two to a seat. Hand sanitizer available. Buses will be sanitized between school runs.

Arrival at school: Upon arrival at school, students will be directed to a supervised location. All students will report to 1st period classroom at normal bell times.

Remember: Students from different households should social distance. Masks are encouraged when you can’t social distance.

Eat: Good nutritious meals in our school cafeteria will be available. Lunches will be delivered to the classroom. Where possible, students will be seated with their friends and classmates at their tables. Lunches and meals will be served with a safe distance between students. Lunches that are not pre-packaged will need to be served at the student’s seat.

In the classroom: Desks will be spread out to allow maximum space between desks and students.

In the halls: Students may carry backpacks as lockers will not be used and lockers are limited access during passing periods and will be monitored on a regular basis for sanitation.

Restrooms: Will have limited access during passing periods and will be monitored on a regular basis for sanitation.

Clinic: Isolation room will be identified for students exhibiting COVID symptoms. Parents will be contacted for pick-up permission to drive.

Library: Students may use library on an individual basis. All returned books will be sanitized prior to the books being reshelved.

Counseling: Student will email or staff will call/email office staff to request an appointment. Students will be called to the office when staff are available.

Activities: Those activities sanctioned by the Missouri State High School Activities Association will continue unless circumstances warrant suspension. Best practices for social distancing and masks should be implemented at all times.

Co-curricular Activities: Select activities that are incorporated in our curriculum will also continue due to their role in students’ academic achievement. Your high school activities coordinator can best assist you in learning more.

Plans may be modified as public health guidelines are updated.

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2. Chills
3. Cough
4. Shortness of breath/difficulty breathing
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6. Muscle/body aches
7. Headache
8. Loss of taste/smell
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These questions are related to symptoms not related to another condition or physical activity. According to the CDC, COVID-19 patients exhibit a wide range of these symptoms. If any staff member or student has these symptoms they should stay home and call their healthcare provider for guidance. The individual should not be allowed to enter the building for 72 hours after the symptoms subside. Staff, students and parents should be thoroughly instructed that, if they avoid coming to school sick, they limit contact to the smallest possible circle of individuals. If they come to school sick, or get sick while at school, the contacts expand rapidly and any quarantine could include a larger number of individuals as opposed to that individual staying at home in the first place.

At the bus stop Students from different households should social distance. Masks are encouraged when you can't.

On the bus Bus drivers are required to wear masks unless wearing a mask creates a vision impairment. Students are required to wear masks. Seats will be assigned, no more than two to a seat. Hand sanitizer will be available.

Student dismissal from final period classes will be staggered to allow for less crowding when leaving school and loading buses/cars.

At the bus stop: Students from different households should social distance. Masks are encouraged when you cannot social distance.

Parent Drop-off may begin approximately 30 minutes prior first period. Students will be directed to a supervised location. All students will report to first period 15 minutes prior to class beginning.

Walkers/bike riders Students from different households should social distance. Masks are encouraged when you can't.

At the bus stop Students from different households should social distance. Masks are encouraged when you cannot social distance. Social distancing cannot be achieved.

Unloading Students will unload and report directly to first period. Buses will be sanitized before school runs.

In the classroom Desks will be spread out to allow maximum space between desks and students.

In the halls Lockers will not be assigned. Students will carry backpacks to eliminate congregating in hallways. Staff will monitor hallway transitions and encourage movement directly to next class. Classes will be dismissed in phases to limit hallway traffic.

Please watch for an email regarding EMERGENCY DRILLS.

Lunch There will be additional lunch shifts and/or settings to practice social distancing. Student Nutrition Services has streamlined food menus and will provide all items pre-wrapped. Procedures have been adjusted to expedite service and checkout process. Disposable trays and utensils will be used. All Student Nutrition Services employees will wear gloves and masks at all times. In addition, cashiers will be provided face shields.

Restrooms and Classroom Sanitation Students will be given time and provided supplies, at the beginning of each class, to sanitize their work stations. Restrooms will be closed during passing time. Students will be able to use the restroom during class time. Two students at a time will be allowed in each restroom. Restrooms will be routinely sanitized throughout the day.

COUNSELING Student will email or staff will call/email office staff to request an appointment. Students will be called to the office when staff are available.

Clinic Each clinic will have three designated areas: an intake area, a treatment area and an isolation area. Students who become ill during the school day will be sent to the school nurse. Students exhibiting COVID symptoms will be sent to the isolation area until a parent is able to pick them up from school.

Breakfast Breakfast will be offered daily and accommodations will be made to practice social distancing.

During School

Mask will be required for staff and students.

Thank you for your patience

To minimize exposure to potentially sick individuals, we will be limiting visits to our building.

Lunches and forgotten items can be dropped at the door. Please ring the bell and someone will pick up and deliver to your child.

Meetings will be conducted virtually whenever possible. Any visitor requiring an in-person meeting will be screened, including temperature check, and required to wear a mask.

Physical Education Locker rooms will be closed and students will not dress out.

Classroom Labs Masks will be required for students working in situations requiring close proximity.

Library Students may use library on an individual basis. All returned books will be sanitized prior to the books being reshelved.

Plans may be modified as public health guidelines are updated.

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FORT ZUMWALT SCHOOL DISTRICT 2020-2021

Return to MIDDLE SCHOOL Before School

THANK YOU FOR YOUR PATIENCE

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During School

Masks will be required for staff and students grades 3-5.

**In the classroom** Desks will be spread out to allow maximum space between students. Students will not share supplies.

**In the halls** Slaggregated transition times to limit contact in the hallway. Students will sanitize hands upon entering and exiting classrooms and specials.

**Restrooms** No more than two students at a time in a restroom. Restrooms will be sanitized frequently throughout the day. Students will be given multiple opportunities to wash hands throughout the day.

**Lunch** Each grade level eats individually in cafeteria and/or classroom. Student Nutrition Services have streamlined its menu and will provide all items pre-wrapped. Procedures have been adjusted to expedite service and the checkout process. All Student Nutrition Services employees will wear gloves and masks at all times. In addition, cashiers will be provided face shields. No visitors allowed during student lunches.

**Gatherings/Treats** There will be no parties, field trips, or birthday treats until further notice.

**Drills and evacuation procedures** will be practiced by individual classes.

**Specials** Social-distancing will be followed. Appropriate sanitizing measures will take place between classes. There will be no shared supplies.

**Library** Students will sanitize hands when entering and exiting the library. All returned books will be sanitized prior to the books being reshelved.

**Clinic** Separate areas have been established for intake, treatment and isolation of students/staff based on medical needs. After nurse screening, isolation clinic will be used for those exhibiting COVID-like symptoms. Parents will be contacted to pick up their child.

**After School**

Students will sanitze hands when entering and exiting the library. All returned books will be sanitized prior to the books being reshelved.

**Drills and evacuation procedures** will be practiced by individual classes.

**Specials** Social-distancing will be followed. Appropriate sanitizing measures will take place between classes. There will be no shared supplies.

**Library** Students will sanitize hands when entering and exiting the library. All returned books will be sanitized prior to the books being reshelved.

**Activities and events** are canceled. Facilities usage by outside groups is suspended until further notice. Outdoor facilities remain available on a first-come, first-served basis. Social distancing should be practiced. Masks should be worn when social distancing cannot be achieved.

**Y-Club will follow FZSD rules and procedures.** Parents will not be allowed in building for drop-off.

**Recess** Students will remain in assigned zones with their class. Equipment and playground structures will be sanitized regularly.

**Drop-off** Staff will initiate when parent drop-off begins. Parents must drop-off in assigned area. Parents will not be permitted in the building during drop-off.

**Remember** Students from different households should practice social distance. Masks are encouraged when you can’t social distance.

**Breakfast** Alternative breakfast distribution may be utilized for social distancing needs.

**Y-Club will follow FZSD rules and procedures.** Parents will not be allowed in building for drop-off.

**Before School**

Each staff member and student/parent will be asked to screen themselves at home for:

1. Temperature check (should be below 100.4 degrees Fahrenheit)
2. Chills
3. Cough
4. Shortness of breath/difficulty breathing
5. Fatigue
6. Muscle/body aches
7. Headache
8. Loss of taste/smell
9. Sore Throat
10. Congestion/runny nose
11. Nausea/vomiting
12. Diarrhea

**An extremely important practice to keep Fort Zumwalt School District students and staff safe is to prevent sick individuals from coming into the building. This can be done by screening students and staff before they ever start school at the beginning of the day.**

These questions are related to symptoms not related to another condition or physical activity. According to the CDC, COVID-19 patients exhibit a wide range of these symptoms. If any staff member or student has these symptoms they should stay home and call their healthcare provider for guidance. The individual should not be allowed to enter the building for 72 hours after the symptoms subside. Staff, students and parents should be thoroughly instructed that, if they avoid coming to school sick, they limit contact to the smallest possible circle of individuals. If they come to school sick, or get sick while at school, the contacts expand rapidly and any quarantine could include a larger number of individuals as opposed to that individual staying at home in the first place.

**At the bus stop** Students from different households should social distance. Masks are encouraged when you can’t. **On the bus** Bus drivers are required to wear masks unless wearing a mask creates a vision impairment. Seats will be assigned. No more than two to a seat. Masks required for students 3-5, encouraged for K-2. **Hand sanitizer** will be distributed, **no more than two to a seat. Masks required for students 3-5, encouraged for K-2.**

**Plans may be modified as public health guidelines are updated.**

**Diagnose students by bus. SLAGGERED dismissal.** **At the bus stop** Students from different households should social distance. Masks are encouraged when you can’t social distance.

**Remember:** Students from different households should social distance. Masks are encouraged when you can’t social distance.

**Return to ELEMENTARY SCHOOL**

**FORT ZUMWALT SCHOOL DISTRICT 2020-2021**

**go.FZSD.us/Return2020 #FZSlowTheSpread #FORTifyZUMWALT #FZCommunity so all reach their potential**
Each staff member and student/parent will be asked to screen themselves at home for:

1. Temperature check (should be below 100.4 degrees Fahrenheit)
2. Chills
3. Cough
4. Shortness of breath/difficulty breathing
5. Fatigue
6. Muscle/body aches
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## Before School

### Extended Care
Students will be in groups of five or six and will stay in designated zones in Room 265 and the Multipurpose Room. Parents will not be permitted in the building during drop-off or pick-up. A designated phone line will be used upon arrival and staff will come to the door.

### Arrival at school
Parents will drop-off in the upper and lower lots. Cars will be loaded 5 to 10 at a time. Students will be accompanied by staff into building, then to classrooms. Parents will not be permitted in the building during drop-off.

### At the bus stop
Students from different households should social distance. Masks are encouraged when you can’t.

### Unloading
Students will unload one bus at a time. Buses will be sanitized between school runs.

## During School

### Large Group Instruction
Carpets have been removed from the classrooms. Spots will be marked and spread out on floor for seating to ensure social distancing.

### Small Group Instruction
Students will be paired in two or three groups depending on class size.

### Interests areas
Students will be assigned to an interest area and then intentionally rotated. Number of areas open will be limited during each session. Materials will be sanitized daily.

### Restrooms
Restrooms will be sanitized frequently throughout the day and between AM and PM sessions.

### Therapies
Therapies will be provided within the classroom and materials will be sanitized between sessions. Pull out services must be scheduled and approved to ensure social distancing and limit contact with students.

### Drills and evacuation
Therapies will be provided and limit contact with students.

### Recess
Buddy classrooms will be scheduled together on the playground, indoor recess will be in classrooms. Playground structures will be sanitized regularly.

### Between sessions
Touch points and used manipulatives will be sanitized between AM and PM sessions. Restrooms will be sanitized including sinks, toilets, and all touch points.

## After School

### Parent Pick-up
Children will be escorted to the parent pick-up loop where staff members will be helping children in their car seats.

### Students dismissed
Students will be dismissed by bus. On the bus: Bus drivers are required to wear masks unless wearing a mask creates a vision impairment. Students will be social distanced, one per seat. Hand sanitizer will be available. Buses will be sanitized between school runs.

### Extended Care
Students will be in groups of five or six and will stay in designated zones in Room 265 and the Multipurpose Room. Parents will call a designated phone line to notify staff that they are here to pick up their child. Staff member will bring the child to the front doors to meet with the parent on the upper level. Parents will not be allowed to enter the building.

## Masks will be required for staff.

### Clinic
Separate areas have been established for intake, treatment and isolation of students/staff based on medical needs. After nurse screening, isolation clinic will be used for those exhibiting COVID-like symptoms. Parents will be contacted to pick up their child.

### Drills and evacuation
Procedures will be practiced by individual classes.

### Gathering
There will be no Celebrations of Learning until further notice.

## THANK YOU FOR YOUR PATIENCE
To minimize exposure to potentially sick individuals, we will be limiting visits to our building. Visitors and parents will not be brought into the building unless it is an emergency. For late drop-off or early pick-up students will be brought to parents outside of the doors. Any visitor will be screened, including temperature check, and required to wear a mask.

### IEP Meetings
We will encourage virtual IEPs. If parents prefer in person, social distancing will be practiced and service providers will be excused after they present. Parents are encouraged to be the only ones present and all other guests are encouraged to join virtually. Parents will be screened upon arrival at the ECC and required to wear a mask.

### Screenings & Evaluations
Anything that can be done virtually or via phone will be. Parents will wait in cars until student is done with testing. Eligibility meetings will be done virtually unless a parent requests in-person meeting.

## Plans may be modified as public health guidelines are updated.

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go.FZSD.us/Return2020
An extremely important practice to keep Fort Zumwalt School District students and staff safe is to prevent sick individuals from coming into the building. This can be done by screening students and staff before they ever start school at the beginning of the day.

Masks will be required for staff & students grades 3 & up.

Music, PE, Art, SLP & OT/PT will be located in their classrooms socially distant. Items will be sanitized between use. In Art, shared items will be limited. PE will consider activities that don't incorporate a lot of elevated breathing or items that would need to be sanitized.

Library staff can accompany one student at a time to get a book from the library area. Returned books will be sanitized prior to reshelving.

Recess Each class will utilize recess. High-contact areas (ladders, railing, etc.) will be wiped down as frequently as possible.

Sensory/Refocus rooms will be utilized as seldom as possible and will be sanitized between uses. Emergency Drills Drill videos will be used in classes. Classes will practice drills on their own.

High-contact rooms will be sanitized as seldom as possible. Offices will be wiped down as frequently as possible.

Restrooms will be assigned for sections for staff and students and sanitized frequently. Restroom use will have to be during class time, not as a group lined up in the hallway. Group restroom will be closed.

Clinic Limit the amount of staff in the patient room to 2. Teacher will email or Google hangout to check availability and the nurse will let student know when they can go to clinic. Isolation room will be identified for students exhibiting COVID symptoms. Process will be identified in contacting parents or guardians to pick up the child.

Lunch There will be 5 lunch shifts. Classes will eat in the classrooms. One para will go get cart to deliver food and return cart. Staff will socially distance and eat lunch in the cafeteria. Spacing for seats will be marked.

THANK YOU FOR YOUR PATIENCE
To minimize exposure to potentially sick individuals, we will be limiting visits to our building. Visitors are discouraged from stopping in the building. Parents will be asked to schedule video or phone conferences. At this time, parents/guardians cannot come in for lunch. When signing out a student or dropping off something needed, items will be dropped off in the vestibule for secretary to get. Any visitor requiring an in-person meeting will be screened, including temperature check, and required to wear a mask. IEP Meetings When possible complete via WebEx, if preference of in person, some staff will be via WebEx. Visitors will be seen, including temperature check, and required to wear a mask. There will be no deliveries (Grubhub, Doordash, etc to limit unnecessary visitors). School-based therapists 2 locations for therapy sessions to keep elementary students in elementary section and secondary in the secondary section. The option of sensory rooms can be utilized as well as the second portion of the "homeroom" classroom.

After School
Activities and events are canceled.

Facilities usage by outside groups is suspended until further notice. Outdoor facilities remain available on a first-come, first-served basis. Social distancing should be practiced. Masks should be worn when social distancing cannot be achieved.

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Return to Mike Clemens Center
Before School

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Breakfast Staff will have a roll cart in the hallway for students to pick up on way to classroom.

Water Bottles: One staff from each classroom will fill up water bottles to start the day with. Students will refill during the day. Water fountains are off to limit mouth contact on fountain.

Arrival at school Students will be directed to classroom and can be dropped off and report to classroom.

At the bus stop Students from different households should social distance. Masks are encouraged when you can't. On the bus Bus drivers are required to wear masks unless wearing a mask creates a vision impairment. Students will be social distanced, one per seat. Hand sanitizer will be available.

Unloading Each Bus will release one student at a time to space out their entrance into school. Buses will be sanitized between school runs.

During School

Each para will go get cart to deliver food and return cart. Staff will socially distance and eat lunch in the cafeteria. Spacing for seats will be marked.

Music, PE, Art, SLP & OT/PT will be located in their classrooms socially distant. Items will be sanitized between use. In Art, shared items will be limited. PE will consider activities that don't incorporate a lot of elevated breathing or items that would need to be sanitized.

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Dear Staff Member,

Attached to this email you will find a copy of the Fort Zumwalt School District Return to School Plan that will be shared with parents later today. This plan was created in collaboration with St. Charles County Department of Public Health using CDC recommendations for best health practices. We also included information from DESE and the Missouri Department of Health and Senior Services. Several teachers from FZEA have met with district administrators on two occasions to offer their input on any return to school plan. At the time they were taken, our most recent surveys indicated 88 percent of our parents wanted to return to school in person. More than 90 percent of both certified and support staff indicated they plan to return to work.

The plan represents an outline of each important aspect of the school day and includes a snapshot of each grade grouping for parents to review. Since there is a virtual teaching option parents may choose, we continue to assess the need for virtual instructors for next year. We plan to have a final student virtual enrollment count by July 31. Upon compilation of these virtual enrollment requests we will be able to more accurately assess our needs and begin to make staffing determinations. Consideration for the assignment of teaching online courses will be based on the following: needed accommodations in compliance with the Americans With Disabilities Act regarding an individual’s own serious health condition, balancing staffing needs between face-to-face and online enrollment needs, and/or certification and technology experience. In general, virtual instructors will report to a building location daily and may instruct students from across the district, requiring communication with building administrators and staff from multiple buildings. Teachers who would like to request a virtual teaching assignment should contact Dr. Henry St. Pierre by the end of the day on Tuesday, July 28. These teachers should include any supporting documentation deemed necessary. Teachers will be notified regarding any changes in teaching responsibilities as soon as possible. Under normal circumstances, all positions would be posted. However, in light of the unusual situation of selective virtual options, it is necessary to consider health considerations and other factors created due to COVID-19. Article VII allows a staff member to be placed in a position through an involuntary transfer. As soon as conditions return to normal and we are face-to-face with all of our students, we will return to our normal practice of posting all new positions for district staff consideration.

Likewise, the district is deferring all after-school positions at middle school and elementary schools through the duration of the first quarter. At that point, after-school positions at middle school and elementary schools will be reconsidered. At the high school level, those activities affiliated with the Missouri State High School Activities Association will be implemented unless there is a shutdown ordered by state or local authorities. As you review the plan, you will note that we intend to return to school Aug. 24 with a face-to-face instructional program and virtual options being available for those parents seeking them. We will continue to monitor the number of COVID cases in our county as reported to us by the St. Charles County Department of Public Health and be prepared to initiate one of the other alternatives for instruction if necessary. Please contact me if you have questions about the information you review. Thank you for your continued loyalty and support for the district.

Sincerely,

Dr. Bernard J. DuBray
Superintendent

BJD:Iw
CC:

Board of Education
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