Lone Jack C6 Schools is committed to providing a supportive, enriched, productive learning environment to all students. We are tasked with a response to a health situation which we have never had to navigate. The District appreciates your patience & cooperation as we move forward into the 2020-2021 school year.

Preparations have been ongoing throughout the Spring & Summer months. This is no small task. We have an amazing team of Board members, administrators, teachers & staff. Along with our partnerships with OPS, LLC, Opaa! Food Management & First Student bus services, are creating plans, policies & procedures to ensure school opens & we provide both IN PERSON & FULL VIRTUAL learning to our students.

Lone Jack C6 plans utilize guidance from the Missouri Department of Health and Senior Services, the Centers for Disease Control and Prevention, the Missouri Department of Elementary and Secondary Education, as well as local government officials. District plans will continue to first and foremost rely on Jackson County Health Department direction. The district will continue to partner with public health officials to navigate evolving scenarios and will base our instructional models based on Jackson County Health Department mandates.

Academics
At this time, LJC6 will offer TWO options for enrollment in the 2020-2021 school year.

1. IN PERSON, attendance in the school building, following a more traditional class schedule.
2. FULL VIRTUAL/Online, attending classes, completing assignments, etc from home.

**At this time, LJC6 is not offering a “hybrid” or blended learning plan. Meaning, offering a plan for students/families to attend a partial week or possibly a partial day in person, and completing the remainder online. This type of model, we recognize, would be difficult for families who work full time. As well, this is a difficult option for scheduling, especially at the secondary level. YET, there is always the chance in our current health situation for our County health department to limit the number of students in any one classroom. If this occurs, LJC6 will review our options and create a plan in this way. We appreciate the feedback we have received and know most families prefer students coming back into our buildings full time. Our ability to do this will depend on several factors including state and county mandates, as well as the number of students/families who have selected to return back to the building IN PERSON in comparison to going FULL VIRTUAL, online.**
Facilities Preparation
Summer custodial was tasked to thoroughly clean and disinfect all buildings, desks, equipment and surfaces prior to students returning to any classroom or building space. All cleaning products are CDC & EPA options which are recommended for killing the virus.

We inspected and inventoried buildings to plan and initiate preventive and precautionary measures. Examples include touchless paper towel dispensers in restrooms and high use areas, replaced water fountains with bottle fillers, inventoried the number of individual desks and how to utilize desks and/or table spaces to ensure appropriate distancing, pre ordered additional hand sanitizers, hired additional staff, considered and ordered shields for office spaces and small group settings.

Daily Cleaning Routines
LCSD will hire two additional custodial staff for the 2020-2021 school year. The goal is to have additional individuals in each building focused on preventative & precautionary cleaning during the school day while students are occupying the building.

We will clean consistently as recommended by CDC & JACO HD guidelines. Clean frequently touched surfaces including lights, doors, benches, bathrooms, etc. with an EPA-approved disinfectant at least twice - daily. Ensure libraries, computer labs, arts, and other hands-on classrooms undergo standard cleaning procedures. Wipe down student desks with an EPA-approved disinfectant. Regularly clean playground equipment. Clean athletic equipment after every use. Ensure staff wear appropriate personal protective equipment when performing all cleaning activities. This could include gloves, surgical mask, and/or face shield, both to protect themselves from the cleaning and disinfection products and to lower the risk of transmission from the areas they are cleaning.

Health Protocols
Scheduled Immunizations
All students must present or have on file documentation of up-to-date immunization status, including month, day, and year of each immunization before attending school. For current 2020-2021 Missouri school immunization requirements please go to: https://health.mo.gov/living/wellness/immunizations/pdf/2021schoolrequirements.pdf
Jackson County Health Department is offering off site immunization clinics. We will hold a clinic at Lone Jack High School on August 11 from 8:30-6. To make an appointment please visit their site at https://jacohd.org/events/. Parents may also call if they don’t have access to a computer. You may attend another clinic outside of Lone Jack if this date does not work, for a list of other clinics please visit https://jacohd.org/back-to-school-immunization-clinics/.

Masks & Other PPE
We will require face coverings for staff and students (Kindergarten and older) at all times except for meals or when doing so would inhibit the individual's health. If outside, face coverings are to be worn by staff and students (kindergarten and older) if social distancing cannot be maintained, except when doing so would inhibit the individual's health.
Screenings to enter school environment
At the start of every school day, students and staff will be triaged for cough, other symptoms (such as fever, headache, sore throat, chills, body aches, fatigue, nausea, vomiting, diarrhea and/or loss of taste or smell,) asked if they have been exposed to anyone who has tested positive for COVID-19 and have you traveled in the last 2 weeks and to where? Any communication or requests to go home will be documented.

Illness
For all attending IN PERSON classes, it is extremely important to be proactive in any instance of illness. Our goal is to educate kids and to have the ability to keep our doors open to conduct classes. If every person does their part in supporting the preventive nature of any spread of illness, we will reduce the risk of community spread. If ill, keep students at home. If students exhibit symptoms of COVID-19, please do not send them to school. Good news, in a July revision by the CDC, if a child is fever free for 24 hours without other symptoms, they may return to school. In our handbooks it was revised to 72 hours based on prior guidance. So, the District will honor the 24 period and hopefully this will be easier on families. Yet, we need all to remember to be cautious when returning after illness and to assist in all our efforts. Depending on symptoms presented, students and staff may be asked to stay home for up to 14 days unless directed otherwise. Doctor notes will be required at times for re-entry.

Siblings
If a child is exhibiting symptoms of COVID, we will ask for siblings to remain home until either a diagnosis of another illness and/or doctors okay for the child to return. Our district RN will review and communicate with families every instance individually on assessment of situations.

Hygiene
Staff and students will have continuous reminders for preventive and precautionary health habits.

Tracing/Confirmed cases of COVID-19 in buildings
Any positive COVID tests by students, staff or visitors to our District will be reported to our JACO HD. It will be by their guidance if/how we contact trace, communicate and/or request quarantines of any individuals.

Course/Class size, structure, classroom environment & social distancing:
LJC6 will work to maintain the recommended distance of 6 feet or greater between individuals with a minimum of 3 feet required with face coverings, including when students and staff are seated at desks or standing in classrooms. Use individual desks and reduce or eliminate shared table seating as much as possible. When tables must be shared, students should be seated at the recommended distance of 6 feet or greater from one another with a minimum of 3 feet with face coverings. Arrange desks so they are facing the same direction. Design activities that allow for social distancing in group classes without tables, such as PE. Allow students to enter buildings at designated entry points and egress from other exits to keep traffic moving in a single direction to the extent practicable. Provide flow in hallways or corridors in one direction on each side of the hallway; aim for six feet of distance between students in single file flow on each side. Stagger movement of persons in incremental intervals as feasible to minimize the number of persons in hallways. Use floor markers at recommended six-foot intervals with a minimum of 3 feet with face coverings where line formation is anticipated. Keep students in stable
groups throughout the day. Limit families, outside visitors, and others entering the school as much as absolutely possible. Adults entering buildings should wash or sanitize hands prior to entering and must wear face coverings. Discontinue off-site field trips. Large-scale gatherings of more than 50 people will be avoided. Attendees at large-scale gatherings must wear masks and be able to maintain 6 feet of social distancing at all times from non-household members.

At the MS HS level, lockers will not be assigned initially until we can gauge traffic and congestion during passing periods and transition times. Students will carry materials in backpacks from class to class. Elementary schedules will be reviewed to reduce hallway traffic. Requested supplies will remain with individual students and not be shared. All students, during time as a County order exists, will wear face coverings during time of transitions in hallways.

It is recommended students get fresh air when possible during the day. Both buildings will be reviewing and creating options for students to get outside during their time at school. The District is working with OPS, LLC, our facilities and custodial management company on appropriate ventilation updates and other options for air quality.

**Special/Elective Classes**
The District will continue to offer fine arts, vocal and instrumental music and physical education classes as long as our state and local agency regulations allow. Children’s Mercy categorizes band & choir as “high risk activities.” All elective classes will work with their building administrators to develop a safety plan which provides for appropriate precautionary practices of physical distancing and face covers as prescribed.

Due to the unique nature of some courses, for example instrumental music/band classes, the District will consider in person participation in these single classes by FULL VIRTUAL students if requested.

If parents choose for their students to attend IN PERSON, but have reconsidered participation of band and/or choir based on risk factors, please contact the Guidance Office for a revision of schedule.

**Field Trips**
During the time of county restrictions, the District will not approve field trips. We certainly hope this is not the case all year long as we honor the rich experiences and learning opportunities field trips provide.

**Senior Work Study/CCC/STA**
These opportunities will continue to be offered and will work with each agency to ensure students are supported in all ways.

**Transportation**
At this time, we are not altering any bus transportation routes & times. During the enrollment process, First Student bus services will gather information from each family and their intentions to ride the bus, before, after, both or not at all. This information will allow us to create routes and monitor the number of students on each bus route.
Students riding the bus will be asked to wear a mask as long as our county orders require us to do so. Students will load from back to front to reduce passing of multiple individuals, or be assigned a seat. Siblings will be asked to sit together and students will be distanced to the best of our ability. Drivers will be equipped with the appropriate personal protective equipment. Buses will be encouraged to have windows opened whenever weather permits for better ventilation. Buses will be sanitized following each route.

Nutrition Services
Both buildings are developing workable strategies and schedules for providing breakfast and lunch to students. These strategies will adjust based on the large group recommendations by the CDC and our County health department. Opaa! Food Services has created a comprehensive plan to prepare and serve students with the most precautionary methods possible. These strategies will/can include: limited numbers per shift with appropriate distancing in the cafeteria, grab and go for consumption in individual classrooms and/or possible opportunities for FULL VIRTUAL families to participate in a drive through meal service as well.

Large Group settings
This can be a variety of activities and situations in our buildings. The District will continue to determine hosting activities, extracurricular events, assemblies, etc based on the Health Department guidance on group numbers and environment, indoor, outdoor, etc.

Administrators and leadership teams are looking into the schedule of each school day and opportunities for students and others to gather. Examples of adjustments will include but are not limited to: arrival & dismissal procedures, common area "wait times," use of lockers, lunch shifts, assemblies, holiday parties, passing periods, etc.

The elementary school will develop a recess schedule which limits the number of students on the playground or within a specific play area.

Minimizing Visitors
In order to continue to review every option to keep contact with individuals to a minimum. Parent events, such as conferences and teacher meetings will be held virtually when possible. Visitors will be limited. For the time during ordered restrictions, visitors to lunch shifts are not permitted. Plexiglass barriers may be installed in office areas to protect office staff.

Students arriving late to school may still be walked to the entrance by a parent or guardian for check in. While county orders exist, we do ask all wear a face covering to enter.

There is a need to pick up a student early from school. We ask you to call the front office when you arrive. When the student gets to the office, we will dismiss or escort the student out the door and to your vehicle.
LJC6 continues to be supportive of our PTO, LJ Ed Foundation, Booster Clubs, etc. We will allow for use of our space for these meetings if numbers are limited and distancing is enforced. Virtual meetings are also encouraged.

Public use of facilities
Risk factors rise with more individuals gathering and with a greater number of individuals allowed to enter our facilities. As health orders continue, groups with no affiliation to our schools will not be allowed to rent our facilities. For entities who are connected to schools, community and/or student populations, we will review needs and applications for use individually to ensure orders are followed.

Social Emotional
Our guidance counseling staff will be available to all students in all learning environments. We will work through our counselors to ensure support is in place and if additional support is needed, we will work with local agencies to provide all that is necessary.

District or School Closure Options
District RN and administration will review attendance rates and reasons for absence very closely each day. We ask that you report symptoms of illness when reporting an absence in order to facilitate this. The JACO HD recommendations full closure of a building and/or district is as follows:

- It is recommended that if there are over 5% of the student body in a building or district that test positive any given day, 4% that test positive over 2 days in a row, or over 3% for 3 days in a row that the building or district closes for 10 days. (these percentages may change as better scientific data becomes available).

Sports, Activities, Clubs, Extracurriculars
All students IN PERSON & FULL VIRTUAL are still able to participate in extracurricular activities and sports as long as state officials and county protocols permit. For FULL VIRTUAL, grades and participation in class work (i.e. meets deadlines, completes assignments, etc) will all be considered for participation in activities as it is for those who are in attendance at the building each day.

At this time, the MO State High School Activities Association has provided this guidance. Link to Guidelines: https://www.mshsaa.org/resources/PDF/2020-2021%20MSHSAA%20Guidelines-Recommendations%20for%20Opening%20Sports%20and%20Activities.pdf

The COVID-19 pandemic presents state high school associations with a myriad of challenges. The MSHSAA Board of Directors and MSHSAA Sports Medicine Advisory Committee (SMAC) offer this document as guidance on how our state association can consider approaching the many components of "opening up" sports and activities in preparation for the fall seasons, and beyond. The physical and psychosocial benefits of education-based activity participation are numerous. Students who participate in school activities learn life lessons in an environment that cannot be duplicated. The academic achievements, social and leadership skills, as well as overall mental health are known to be greatly enhanced in students who participate in a school activity compared to those who do not. The coronavirus pandemic has resulted in
thousands of Missouri students missing out on these life-shaping educational experiences over the past several months.

Acknowledgement of Infection Risks: The risk of coronavirus transmission will still be present to some degree as school activities begin in August and possibly through the 2020-2021 school year. Students and their families, along with school personnel must recognize these risks and implement best practices to reasonably mitigate these risks. Participation in school activities is voluntary and every individual will need to evaluate the risk versus the benefits of activity participation. Those immunocompromised students and staff, or those who live with family members with elevated health concerns, should evaluate associated risks of participation and may choose not to participate. The primary means of coronavirus transmission is through respiratory droplets and potentially aerosolized. Risk mitigation strategies should be aimed at reducing the likelihood of a person’s respiratory droplets coming into contact with another person. Every school is different and every activity is different. Certain mitigation strategies may be feasible in one school or for one activity, but not another.

Listed below are a series of common questions, followed by MSHSAA answers:

Q1. Will MSHSAA conduct sports/activities regular seasons or postseason events if schools are closed statewide to in-person learning (apart from regularly scheduled school breaks)? A1. If schools statewide are closed to in-person learning due to the coronavirus pandemic, MSHSAA will be unable to allow for either a regular season or a postseason series in MSHSAA sports and activities.

Q2. Will MSHSAA conduct sports/activities regular seasons or postseason events if schools are closed only in COVID-19 “hotspots” in our state? A2. If a majority of schools are open for in-person learning, efforts will be made to administer a regular season and postseason for those schools/students who are permitted to do so based on the guidelines of the local and state health departments. In this scenario, MSHSAA does not intend to revoke the participation opportunities for students who are able to take part.

Q3. Based on changing conditions in regard to the pandemic, would MSHSAA consider conducting a sports/activities regular season in sports/activities deemed “lower-risk” for COVID-19 transmission while canceling athletics/activities considered “higher-risk”? A3. As of July 1, the Board of Directors believes it would not be in the best interest of our state to pick and choose which sports/activities would be permitted to continue to have a season while at the same time restricting other sports/activities from continuing due to public health concerns. Throughout the year, the Board will monitor and evaluate circumstances and consult with public health officials to make decisions in the best interest of all students.

Q4. Might there be restrictions unique to our state – or regions of our state – that need to be taken into consideration when returning to activities and participation? A4. Yes. Since it is possible to have different areas of our state following a different set of guidelines/restrictions/allowances, it is quite possible that not all schools in Missouri will return to sports/activities at the same rate or under the same expectations, and some may need to halt participation during the year for a period of time if conditions warrant.

Spectators at Athletic Events & Performances
The District will utilize the guidance from JACO HD, DESE and MSHSAA to develop expectations and/or ability for families, students, staff, etc to attend events.

FULL VIRTUAL Structure & Expectations
The expectations of distance learning will be different than this past Spring. LJC6 has reviewed, revised and improved.

Students will be assigned a teacher (elementary) or assigned a course schedule (6-12) which would match that of a student attending in a building.

Daily instruction and lessons will be provided by a LJC6 teacher and following LJC6 curriculum and Missouri Learning Standards.

Students will be provided with real time and/or video recorded lessons as available each week. Daily lessons, homework and deadlines will be expected to be completed during the same timeline as in person students.

Assessment platforms will be worked out prior to the start of the school year and will be communicated by building teaching staff and administrators.

Google Classroom and/or Seesaw (K-2) will be utilized as the common platform for teacher, students and parent access to their instruction and assignments.

Weekly opportunities for virtual tutoring and/or office hours for contact, questions, communication will be available.

In some instances, after school small group tutoring sessions may be available if needed.

**Elementary Virtual Plan**

Lone Jack Elementary’s Virtual Learning is a blend of independent student work and direct instruction with an assigned Lone Jack School District certified teacher. LJE Virtual Learning is not a platform that allows for teacher-led instruction all day.

*Please note, parents will have the opportunity to choose either in-person or virtual learning on a quarterly basis. The first deadline to choose for 1st quarter is Friday, August 7th.*

**Teachers:** Students opting to participate in LJE’s Virtual Learning will be paired with a certified teacher. Instruction could include one-on-one virtual meetings, group or class virtual meetings, live lessons, and pre-recorded videos. Our K-2 teachers will use Seesaw as their communicative platform and 3-5 teachers will use Google Classroom. Our teachers will be using CKLA curriculum for ELA and Eureka Math for grades K-4 (and Big Ideas Math for grade 5).

**Tuesdays & Thursdays 3:30-4:30 pm → Office hours for K-2 virtual instructors**  
**Mondays & Wednesdays 3:30-4:30 pm → Office hours for 3-5 virtual instructors**

*During office hours, teachers will be available to host virtual meetings, communicate with parents, help students with work, etc.*

**Technology:** Our district will issue a device to all students in grades K-5. The district is committed to providing a device for all additional students who need one.

**Recommended Daily Learning Timeframes**

- Grades K/1 → 45 minutes
- Grades 2/3 → 60 minutes
- Grades 4/5 → 90 minutes

*Please note, students will need access to a device throughout the day to complete work independently.*

**Student-led work:** Students will be responsible for completing daily assigned coursework independently. Some or all of this coursework will need to be completed on a device. The time this work will take is dependent upon the student and grade level.
**Accountability:** Students will be assessed by their teacher. Grades will be given and reflected. LJE Virtual Learning will also include virtual parent communication and conferences as needed.

There may be times when students need resources provided by the teacher, and the parent will be responsible for picking up any needed items.

**Lone Jack Middle & High School Virtual Planning**

Middle and High School students will be provided with a course schedule as they would if they were coming to the school building each day. Student schedules may be instructed, as their peers would be by LJ teachers and complete a full 7 hour schedule. If a student’s academic programming so requires, and/or the situation is best accomplished by participating in LAUNCH online classes, this is also an option.

Using a common platform appropriate for varied levels of students & for distributing assignments & placing recorded lessons, our goal is to provide as similar of an learning opportunity as possible to that of being in the classroom. LJC6 will continue to work through the expectations & protocols for this option. We continue to reflect on what worked & what did not this past Spring. The important aspects of consistency in schedule, expectations for completion & grading of work, communication lines & availability are just some of the areas we are working on to be better prepared for this option for students & families.

Chromebooks will be distributed to students at home for FULL VIRTUAL if needed.

If a FULL VIRTUAL student is scheduled to take a class, but is unable to complete based on needs and materials (ie Industrial Tech) which may not be available at home, the Guidance Office will revise the class schedule to meet needed graduation requirements.

Teacher led instruction will be required & we will establish a schedule for the length of time students will be expected to be online with their class in real time and/or viewing recorded lessons. Teacher contact requirements, office hours and/or check in will be developed.

Independent student work is necessary for students to keep up with the curriculum, so students and families will need to commit to completing the assigned work & meet deadlines.

Assessments will be provided which match those IN PERSON.

**COOPERATIVE AND PROACTIVE WORK BY ALL STAKEHOLDERS**

The District decisions you have experienced since mid-March, throughout the summer and into our new academic year, have been in an honest effort to be able to open for the 2020-2021 school year. We absolutely recognize there have been frustrations, disappointments and disagreements. Our cancellations and limitations have all been in a true effort to be able to open this Fall. Any activity, event, or get together is an opportunity for community spread. We have limited and made decisions based on guidance and weighing of all risk factors involved.

As we move into August and September, all LJC6 stakeholders, staff, families, students, etc need to continue to be proactive and understanding of attempts to reduce risks. We recognize every family views the situation differently based on personal experiences. As a collective, cooperative group, we need to continue to assist in these efforts as they are the best way for the District to be up and running and reduce the risk of any further building closure.
Thank you for your continued support and your continued commitment to our schools. LJC6 loves our students and is looking forward to a productive and successful year. Each and every one of you is appreciated and we know how you play an integral role in this success.

Guidance Documents utilized for LJC6 planning


https://www.cdc.gov/covid-data-tracker/index.html#cases