Forward

The entire world is seeking ways to address the COVID-19 pandemic. Pleasant Hill R-III School District is working to provide an environment, which is as safe as possible, for the students, staff and our community. Administrators have spent the past few months in dozens of meetings with the Department of Elementary and Secondary Education, Missouri Association of School Administrators, the Missouri Association of Pupil Transportation, Cass County Health Officials, the Missouri Chapter of the Association of Pediatric Physicians, and many other groups to determine the best practices to provide students with a safe and equitable education.

We would also like to thank our parents, faculty, and staff for providing us with feedback over the past two months including questions and concerns so we can address them in advance and take them into consideration as we plan for the fall. We had more than 68% of our students represented when we sent surveys to our parents. We also appreciate the hard work of our task force that consisted of administrators, board members, staff, and parents.

During this unprecedented time, it is our responsibility to take proper precautions to open safely and to provide the safest form of in-person instruction. PHSD believes the in-person hybrid format allows for the greatest potential for daily in-person instruction and minimizes the risk for a potential all-district closure. However, it is our goal to eventually pivot to a more traditional schedule and have students back in buildings full-time. Based on the needs and concerns of everyone in the district, parents and students will be able to choose their educational format from one of the options below:

- **In-Person Hybrid Format**: This is a modified format where students will come to school and learn in a face to face environment with their teacher and peers for a portion of each day. The Hybrid Learning Model allows teachers to provide in-person instruction each day while practicing physical distancing by decreasing the number of students in attendance each session. Students will attend in person in an AM or PM session (3 ½ hours), as determined by the district. A virtual component will be implemented each day. Students would switch to distance learning in the event they are required to isolate or quarantine due to health concerns or if the district is forced to close. For families choosing this format, there is no form to complete.

- **Online Format (Virtual/Distance Learning)**: The parent must notify us of your intent by using the form below by Noon on Friday, July 31, 2020. You will be contacted by an administrator to schedule an informational meeting. Following the meeting, your student may be registered for online learning. Once a student is registered for online learning he/she is committed for the entire fall semester. The desire for virtual/distance learning can be re-examined for the spring semester in early December.
  - CLICK HERE FOR VIRTUAL/DISTANCE LEARNING FALL INTENT

**Note - The Pleasant Hill R-III School District may fully close, partially close, or change status at any time due to the health status of our community or region.**
Introduction

In March 2020, the Pleasant Hill R-III School District closed its school buildings for in-person learning due to the outbreak of COVID-19 and related public health orders. For the remainder of the spring semester, students engaged in crisis learning throughout the District. While our preferred model of instructional delivery is a traditional educational environment, we anticipate continued public health guidelines when school resumes in the fall. The purpose of the Pleasant Hill R-III School District’s Return to Learn Plan outlined in this document, is to maximize in-person learning opportunities, as well as continuity of learning, given that school cannot resume at full capacity due to COVID-19. Our intent is to provide in-person learning to the greatest extent possible, while also taking prudent steps to keep our students, staff, and community safe and adhering to any applicable public health recommendations. We also understand that a COVID-19 surge may require us to revert to distance learning for temporary periods, when closure is mandated.

This plan is based on available public health information at the time of its creation. The plan will be adjusted based on newly available data and guidance from public health officials. We greatly appreciate your feedback to support our collaborative efforts to ensure the education and health of the entire Pleasant Hill community.

The Return to Learn Plan is based on the following public health assumptions (subject to change):

➔ Public Health:
  ◆ All persons will be required to maintain 6 feet physical distancing, when possible
  ◆ Staff and student face coverings recommended, but will be required when physical distancing is not possible
  ◆ Symptom screening expectations
  ◆ Hand-washing and hygiene protocols
  ◆ Large group gathering limitations
  ◆ Short-term classroom and/or school closures may be required by suspected and confirmed COVID-19 cases, based on health department requirements
  ◆ Additional cleaning protocols will be required

➔ Educating Students:
  ◆ Additional cleaning protocols will be required
  ◆ In-Person (Traditional Learning Model)
  ◆ Hybrid learning (a mixture of in-person and distance learning) will be utilized for all students
  ◆ Online learning (distance/virtual) options will be available for all students

The Return to Learn Plan consists of nine sections:

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1. Public Health

OVERVIEW

The health and safety of the Pleasant Hill R-III School District’s students, families, teachers, and staff are the first and foremost in planning for the 2020-2021 school year. There are several considerations that cut across delivery strategies; however, hybrid and on-site learning pose the most challenges and need for careful consideration and planning. These considerations are not a replacement of the District’s emergency crisis or safety plan(s), and in no way are an exhaustive list of health and safety needs; rather, these are specific additional considerations due to the current COVID-19 crisis. To successfully engage in this work, the Pleasant Hill R-III School District will continue to collaborate with the Cass County Health Department to ensure a safe and healthy learning environment for our students and staff. Regardless of the in-person learning strategy, any person entering the Pleasant Hill R-III School District property will be required to follow all public health regulations. Below is an explanation of the health regulations we anticipate based upon current information:

KEY POINTS

Group Gatherings and Social Distancing Recommendations

➔ Today there are public health recommendations limiting the size of group gatherings and 6 feet physical distance to the extent possible. We believe similar recommendations will exist when the fall semester begins.
➔ Consequently, Pleasant Hill will avoid large group gatherings
➔ Physical Distancing Recommendations
  ◆ Maintain 6 feet (about 2 arms’ length) from other people.
  ◆ In the event physical distancing is not possible, masks will be worn.
  ◆ Avoid mass gatherings in large groups such as assemblies, field trips, etc.
  ◆ Maintain physical distancing outside - includes recess.

Number of Students and Staff Requirements

➔ Group gathering limitations and physical distancing forces Pleasant Hill R-III School District to afford enough space per person in our buildings. To meet these needs, reducing building capacity is necessary.
➔ To lower building capacity and preserve space for students and staff, we will have no visitors and volunteers will be limited and expected to wear masks.
➔ Every best effort will be made to maintain stable groups.

Building Traffic Guidelines and Symptom Screening

➔ Before coming to school, students and staff are expected to check for COVID-19 symptoms and take their temperature at home. Any student or staff member who has a temperature of 100 or higher and/or are symptomatic will need to stay at home.
  ◆ Any student or staff member who is showing symptoms upon arrival and/or during the school day will be referred to the nursing station for screening.
  ◆ Teachers will have their temperature taken upon arrival and record the results in a daily log.
School staff will be trained by our District Nurses and provided information in August on monitoring students for COVID symptoms.

Students and staff may be screened for international or out of state travel. They may be required to quarantine for up to 14 days depending on guidance from Cass County Health Department (CCHD).

The school attendance policy may be modified to reflect health guidelines and/or COVID-19 outbreaks. Per DESE recommendation, perfect attendance awards will not be given this school year.

**Personal Protective Equipment (PPE) and Hygiene Measures**

- While in the AM/PM In-Person Hybrid Model, face coverings (nose and mouth) will be worn by staff when working with students in close proximity. Students will also wear face coverings when unable to physically distance at school.
- Personal Protective Equipment (PPE) hand sanitizer, thermometers, and other items will be provided throughout the school year as they are available, beginning in August.
- Additional signage on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures including face coverings will be on display in buildings.
- Consistent scheduled times and procedures will be established throughout the day for hand hygiene, promoting hand washing.
- Students will need to bring their own water bottles. Drinking fountains will not be used. Bottle filler fountains can be used, where available, to refill water bottles.
- Personal protection screens may be available for office personnel

**Suspected/Confirmed COVID-19 Cases - School Decision Tree**

- Symptomatic staff and students in the building will need to go to a designated waiting room (not the health room, as this must be kept available) until they can safely leave the building.
- Coordination with Cass County Health Department (CCHD) regarding suspected and confirmed cases.
  - CCHD will assist Pleasant Hill R-III School District leadership team to determine a course of action for the individual schools on a case-by-case basis.

**Transmission Mitigation and Cleaning Procedures**

- To the extent possible, students and staff should limit the sharing of all supplies.
- Cleaning practices will be focused on cleaning for health, which includes an emphasis on disinfecting surfaces where bacteria or viruses are most likely to be transmitted.
- The District will consult with the CCHD, and the Missouri Department of Health and Senior Services to ensure appropriate and timely measures are taken to preserve the health and safety of our students, staff, and community.

**REFERENCES & RESOURCES:**

- CDC Guidance for Schools
- Cass County Public Health Department
- MDHSS Updates and Resource
2. Academics

OVERVIEW

The Pleasant Hill R-III School District has embraced an educational model focused on student learning. No matter what limitations may be imposed on our instruction by public health guidelines, this model will remain in place for teaching and learning during the 2020-21 school year. School staff will be expected to support in-person learning to the greatest extent possible and support distance learning when necessary.

By offering in-person and distance learning for our students, Pleasant Hill R-III School District continues to focus on strong relationships and instruction for our students. Hybrid learning, a combination of in-person and distance learning, will not re-create the traditional classroom experience and will likely look quite different. Therefore, tools and systems will be in place to support teachers and staff across the District to meet the needs of all students.

Distance learning can occur asynchronously and synchronously. Asynchronous learning is when instruction and learning do not happen at the same time for all learners. The teacher provides learning resources and tasks in Google Classroom and/or other distance methods. Synchronous learning is an approach where teachers and students are engaged online in learning at the same time. The teacher provides learning resources and tasks through video-conferencing enabled through Google Classroom, Google Meet, or Google Hangout during a specific time.

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<tr>
<th>Asynchronous Learning</th>
<th>Synchronous Learning</th>
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<tr>
<td>An approach where teachers and students are not online at the same time. The teacher provides learning resources and tasks in Google Classroom. Students access learning and tasks at a time that works for their family.</td>
<td>An approach where teachers and students are online at the same time with a set schedule. The teacher provides learning resources and tasks in Google Classroom during the set class time.</td>
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During hybrid learning, the in-person learning opportunities will look and be different. When students come to school, they will receive instruction that is most effectively delivered in an in-person environment while still accessing online resources through Google Classroom and other virtual learning tools. In-person time with students will include focused instruction that is directly connected to student needs and the expertise of professional educators. Some examples include: small group instruction (literacy, math, language development), hands on application of learning (Career Technical Education experiences), and teacher-led assessments.

Reopening Options for the District

Pleasant Hill R-III Schools will have three (3) options available to consider for reopening. Each status may result in changes to the learning environment. **It is the intent of the district to open in Level II status at the time of this publication.**

**Level I- In Person (Traditional Learning Model)**

- Regular classroom environment
- All students selecting traditional learning option may be present
- Families may opt for online learning due to safety concerns
- **Alternative Virtual or Distance Learning Option**
Level II- Hybrid (AM/PM Model)

- School remains open with partial student attendance.
- AM/PM In-person Hybrid model used with student attendance each day of the week.
- AM/PM is assigned by households so those living together attend the same session.
- Bus routes will be factored into AM/PM model assignments to reduce the number of riders on a given day as much as possible.
- AM session times: 8:00 am to 11:30 am
- PM session times: 12:30 pm to 4:00 pm
- Most often results in a close to 50/50 split in each classroom.
- Families may opt for online learning due to safety concerns
- Alternative Virtual or Distance Learning Option

LEVEL III- Virtual/Distance Learning

- Online Learning Only, No Face-to-Face classes utilizing PHSD curriculum, unless student is previously enrolled in Launch.

Key Points

The District will support students, families, and educators.

➔ Develop plans to help students start the school year with strong relationships, routines, and expectations necessary for success in hybrid learning environments and sustain those relationships and learning throughout the school year.
➔ Create flexible learning expectations and timelines to utilize multiple ways for students to share their learning through assignments, tasks, and projects.
➔ Gain a deeper understanding of the grade level curriculum and resources with a focus on prioritized Missouri Learning Standards to ensure critical learning happens.
➔ Review and provide meaningful feedback on student work to adjust instruction and set learning goals with students.
➔ Meet individual student needs through differentiated learning focused on prioritized Missouri Learning Standards.
➔ Adapt an instructional approach to balance assessment practices that facilitate hybrid learning and provide data to inform next steps in learning.
➔ Support delivery of academic content, assessment, and student reflection through the appropriate and flexible use of a variety of instructional digital tools, such as online apps, to support student learning.
➔ Identify anticipated student learning gaps and strategies to close them through ongoing staff training and resources.
➔ Support student learning interests and needs to ensure career and college readiness for middle and high school levels aligned to Missouri graduation requirements.
➔ Professional development specific to hybrid planning will be provided.
➔ Technology tips and troubleshooting guides will be developed to help students and parents navigate online instructional tools, such as Google Classroom and virtual learning tools.
The District will support our educators to meet student needs in a hybrid learning environment.

➔ Professional learning opportunities and resources for educators to build relationships, plan, and teach in a hybrid environment
➔ Ongoing professional learning on tools to meet the needs of students in a hybrid environment
➔ Support for distance learning team meetings where teachers collaborate to make sure students are meeting academic standards and adjusting plans to meet student needs
➔ Specific examples of high quality instruction to engage students in hybrid learning
➔ Additional support for our newest educators to ensure they meet the needs of students
➔ Individualized support for educators

At-Risk Programs

Staff will ensure that services and support for our most vulnerable students are provided in all educational environments. We recognize the distinct differences and in some cases diminished effectiveness of services in the remote environment. Consequently, we are dedicated to continuing to improve our approach and strategies to support students.

Glossary of Academic Terms

➔ Virtual Learning: Virtual learning refers to instruction provided online utilizing a curriculum different from the Pleasant Hill R-III curriculum.
➔ Distance Learning: Distance learning refers to instruction provided online utilizing the Pleasant Hill R-III curriculum, teachers, resources, and instructional practices.
➔ Blended Learning: Blended learning is the strategic integration of in-person learning with technology to enable real-time data use and personalized instruction.
➔ Demonstrations of Learning: Refers to a wide variety of potential educational projects, presentations or products through which students provide evidence of what they have learned, usually as a way of determining whether and to what degree they have achieved expected learning standards or learning objectives for a course or learning experience. A demonstration of learning typically is both a learning experience and a means of evaluating academic progress and achievement.
➔ Digital Asynchronous: An approach where teachers and students are not online at the same time. The teacher provides learning resources and tasks in Google Classroom. Students access learning and tasks at a time that works for their family. Examples are structured learning through Google Classroom, email, online discussion forums, message boards, blogs, podcasts, etc. Levels of internet access generally are less demanding for on demand, digital asynchronous learning designs.
➔ Digital Synchronous: An approach where teachers and students are online at the same time with a set schedule. The teacher provides learning resources and tasks in Google Classroom during the set class time. Examples are live remote learning sessions using platforms such Google Meet (through G Suite for Education). Digital synchronous designs generally are more internet bandwidth intense.

3. Safety and Well-Being, Surveillance, Screening and Triage

➔ Screening begins in the home. Parents must screen students and keep your student home if, the student has experienced:
  ◆ A fever (100 degrees or higher) or a sense of having a fever;
  ◆ Chills, cough, shortness of breath, sore throat, headache;
◆ New loss of smell or taste, new muscle aches;
◆ Or if your student or a close contact has been diagnosed or presumptively diagnosed with COVID-19.

➔ **We want to keep the circle small!** The fewer people that one person interacts with in a single day or over multiple days can help minimize the risks of spreading COVID. Furthermore, it makes contact tracing more manageable and fewer students and adults could be exposed. This is a key goal in our planning.

➔ Students and staff who have a fever (100 degrees or higher or other COVID symptoms) will be asked to stay home and report the absence to the school attendance office or supervisor.

➔ Students and staff must complete a daily self-check. This self-check outlines that you should not enter a building if you have experienced:
- A fever (100 degrees or higher) or a sense of having a fever (you don’t feel well);
- Chills, cough, shortness of breath, sore throat, headache;
- New loss of smell or taste, new muscle aches;
- Or if you or a close contact has been diagnosed or presumptively diagnosed with COVID-19;
- Or simply don’t feel well.

➔ Those allowed into the school building may be screened, including random temperature checks using non-contact thermometers.

➔ Those who are identified to have symptoms may be instructed to wear an appropriate mask, use hand sanitizer, and go to a designated area to be picked up by parents and sent home.
  - Individuals suspected of being exposed to COVID-19 may be excluded from entry into the building, and the child will be escorted out.

➔ If a child refuses to wear a mask when required, discipline may result.

➔ In the event a student needs to be sent home:
  - For students who exhibit symptoms (fever, cough, etc.), as defined by the health department guidelines, and whose parents are unable to be located, the alternate contact person will be called to pick up the student.

**Nursing**

➔ Pleasant Hill Nursing Staff will keep regular logs of health room visits. The name and other information will be recorded of any student or staff who visit the nurse’s office. Due to student privacy, these records are not public; however, information may be shared with the Cass County Health Department as appropriate.

➔ The Cass County Health Department will provide guidance on students and staff who have had contact with people who are suspected COVID-19 positive.

**Custodial**

➔ Pleasant Hill Schools will maintain adequate supplies of personal protective equipment, soap, paper towels, and hand sanitizer throughout the schools. The Custodial Department will ensure items are in stock and available for use.
The Pleasant Hill custodial staff will clean frequently-touched surfaces and objects with district-supplied cleaning and disinfectant products.

In the event of a positive COVID person in the building, the area will be extensively cleaned to meet standards before reopening.

4. Operations / Infrastructure

OVERVIEW

The Pleasant Hill R-III School District operational services understand the need to be flexible and respond to the educational model that maximizes in-person instruction and complies with local health orders. Transportation, food service, and operational functions will support students and staff.

Operations and support groups include the following:

1. Athletics/Activities
2. Business Support Services
3. Facilities
4. Food and Nutrition
5. School and district site safety
6. Student transportation

KEY POINTS

The implementation of a service model may be adjusted or modified dependent upon the needs of students for access to district facilities and services. The guidelines followed are designed to maintain safe environments and health practices for Pleasant Hill R-III School District staff, students, and community members.

Athletics/ Activities

The Pleasant Hill R-III School District will continue to promote and support student participation in athletic and activity programs to the extent possible.

- Adherence to the Missouri State High School Activities Association (MSHSAA) parameters for sports and activities programs (at the time of this writing, MSHSAA has provided some guidance for the fall 2020). MSHSAA has not restricted any activities for participation to date.

Facilities Management

The Facilities Department will provide necessary student accommodations, both internal and external, to support educational learning. The Facilities Department will maintain all its working divisions:

- Interior and Exterior Sites
- Custodial
- Environmental
- Energy Management
- Stadium Venues
Food And Nutrition Services

The Pleasant Hill R-III School District will continue to provide meal service to students to the extent possible given on-site and distance learning environments. Therefore, the meal service program may be a combination of in-school serving and a "grab & go" program.

➔ Remote and on-site attendance dictates the serving model(s) used
➔ Health and safety standard protocols by staff and serving support
➔ Continued compliance with Federal requirements for meals served
➔ Cleaning and disinfecting of facilities aligned with CDC cleaning/disinfecting school guidance

School Safety

School Safety will continue to provide ongoing daily coverage of all sites to ensure safe environments for students, staff, and our community. The service includes:

➔ 911 dispatch
➔ Emergency management
➔ Threat assessment
➔ School resource officer
➔ Partnering with all local law enforcement agencies

Transportation

Durham School Services supports students by providing safe and timely transport services for eligible riders attending on-site programs whether the education model is traditional or hybrid. The District continues to serve special education.

➔ Capacities of the transport service will be limited to two per seat.
  ◆ Families need to sign up to ride the bus with the bus company, so accurate plans for the number of students on each bus.
  ◆ Students will only be allowed to be picked up/dropped off at their assigned locations. (no parent requests)
  ◆ Students who ride the bus are required to wear masks while on the bus.
  ◆ Bus drivers will wear face masks and bus monitors will wear face shields.
  ◆ Bus drivers will follow sanitation protocols after each route.
  ◆ Bus pickup and dropoff times will vary according to the Return to Learn strategy.

OVERVIEW

During planning and implementation of workforce management initiatives, attention will be given to two primary needs:

➔ Delivering all services related to education and operations.
➔ Supporting our staff with their personal needs related to their work and safety and personal health.
Each model of educational delivery—traditional, hybrid (in-person and distance combination)—will pose challenges, and the workforce management plan and implementation will follow the structures below.

In order to protect our students, faculty and staff, we will continue to provide regular maintenance, cleaning, and disinfecting of all areas. We have purchased additional resources for the 2020-21 school year to increase the cleaning of the district. As we take additional precautions, we also know our faculty and staff will need to take precautions to work towards a safer environment. The school district will make reasonable best efforts to minimize risk; however, attending our schools in-person will introduce a greater risk of exposure. If we all work together, then we can decrease the risks of exposure.

- **Daily Self Checks:** Every faculty and staff member should perform a daily self check. If you are experiencing one of the following, it is recommended you stay home:
  - A fever (100 degrees or higher) or a sense of having a fever (you don’t feel well);
  - Chills, cough, shortness of breath, sore throat, headache;
  - New loss of smell or taste, new muscle aches;
  - Or if you or a close contact has been diagnosed or presumptively diagnosed with COVID-19.

- **Employees who start to feel ill or unwell, should notify their supervisor immediately, so the district may take precautionary steps to clean the affected area, once the employee has left.**

- **Masks and Face shields:** All employees must wear masks or face shields when interacting with each other and/or students.
  - Faculty/staff may bring their own mask or face shield.
  - Face shields and masks, a limited supply, are available if a staff member would need one.

- **Social Distancing:** Employees should not congregate in public spaces like break rooms, kitchens, hallways, etc. The district will continue to monitor and implement best practices from the health department on social distancing.

- **Hand Washing and Good Health Etiquette**
  - Every building will have additional hand sanitizer in classrooms and other locations. There will be the expectation of healthy practices:
    - Clean your hands regularly (consider hand washing breaks)
    - Avoid touching your eyes, nose and mouth
    - Cover your mouth and nose with a tissue when coughing or sneezing; or use the inside of your elbow, not your hands.
    - Clean your hands after coughing, sneezing, eating/handling food or touching things in common areas
    - Wipes or cleaning materials will be provided in every classroom.

- **If an employee exhibits symptoms of COVID-19:**
  - The employee will contact their supervisor with initial information and will follow up as more information unfolds
  - The employee will contact their healthcare provider to arrange testing
  - If the employee tests positive for COVID, the provider that ordered the test will call the employee with the positive result
○ The Health Department of the appropriate county will also contact the employee and conduct a risk assessment (contact tracing).
○ The Health Department will provide directions to individuals at risk of being infected.
○ In the event of an employee displaying symptoms or testing positive for COVID-19, the employee will work with their supervisor to utilize leave available consistent with policies enacted with Emergency Paid Sick Leave (EPSL), Emergency FMLA Leave (EFMLA), FMLA, and regular sick, personal, and/or vacation leave. In some cases telecommunication and alternate work schedule may be available, depending on the circumstances.

REFERENCES & RESOURCES:
Missouri Dept of Education COVID-19 Information
Pleasant Hill R-III School District Board Policy

6. Technology

OVERVIEW

During the 2020-2021 school year, the Pleasant Hill R-III School District will prioritize:

➔ Ensuring that all students and staff have access to a working device
➔ Supporting Pleasant Hill R-III School District students and their families, and our staff as they utilize our core digital learning tools and existing system applications;
➔ Modifying existing tools and applications to meet the needs of remote and hybrid environments;
➔ Optimizing efficiencies and minimizing changes that will impact our existing tools and applications to provide stability across our system for all end users

7. Communications

OVERVIEW

The Pleasant Hill R-III School District strives to inform, engage, and inspire all stakeholders and the community, no matter the environment. Whether functioning in a traditional school model, implementing distance learning or a hybrid plan, the District's team will continue to keep Pleasant Hill R-III School District families, students, employees and the community informed about the work of the District. Regardless of the learning strategy, we relay critical and necessary information for all audiences, support crisis situations, adhere to the District's mission, lead community relations and family engagement, respond to the media, and direct many other "business as usual" communications strategies.

Considering the changing dynamics of the 2020-21 school year and the District's intention to potentially deliver alternative learning models simultaneously, we anticipate an increased complexity in our communications efforts. These complexities will also be triggered by potential fluctuations in status of schools (open or closed in response to virus outbreaks), changing health advisories, operational or central system modifications, increased needs to generate additional resources, national or local government actions, and multi-layered crisis situations. To succeed all stakeholders must remain flexible, creative, empathetic and responsive.

● Regular updates will be provided to the Board of Education and the community. The best place for updates will be:
8. Meeting Diverse Student Needs

OVERVIEW

Pleasant Hill R-III School District has worked diligently to plan for a safe and effective start to the 2020-21 school year for all of our students, families and staff. The plans outlined allow us to safely and equitably provide students with the same excellent education our families have come to expect. PHSD is committed to creating equitable learning opportunities for students to ensure that ALL students have access to a free and appropriate public education including students with individualized education plans, 504s, English learners, gifted and talented students, students at-risk, and students experiencing homelessness. The following are considerations for individual learner needs.

KEY POINTS

Students with IEPs

Students with Individualized Education Plans (IEPs) will receive accommodations and modifications specific to that student’s plan. Special education teachers will support the design of appropriate instruction. IEP meetings will continue to be held with families. With regard to the outlined plans, individual conversations will need to occur to ensure appropriate accommodations and modifications are in place if alternate methods of instruction (i.e. hybrid, distance learning, or virtual) are utilized. The IEP team will work collaboratively to identify alternative solutions if it believes an accommodation or modification is not appropriate or successful in a particular setting.

The PHSD Special Education Department is committed to providing free and appropriate educational opportunities for students with disabilities, to the greatest extent possible in alignment with public health guidelines. Collaboration with families has always been an integral part of the special education process and continues to be essential during this time. To address the unique needs of students with disabilities, special education providers will continue to work collaboratively with families to identify the most essential services for each student that can be provided both directly and indirectly in remote and in-person learning environments. Individualized Education Plans (IEPs) will be amended, as needed, for the circumstances of potential learning environments. Due to the individualized nature of the plans, each student’s need(s) will be taken into consideration. Parents of students with disabilities will be contacted individually to discuss student’s needs in these environments.
| COMMUNICATION | Collaboration with the IEP Team:  
Special Education teachers will communicate regularly with subject or classroom teachers for whom they share students to ensure accommodations and modifications are being met.  
Special Education teachers that co-teach will meet/collaborate with classroom teacher(s) weekly for lesson planning and lesson execution as well as ensure accommodations and modifications are being met.  
All members of the IEP team and support providers will regularly communicate to meet the needs of students/families. This includes the parent(s)/guardian(s).  
All parents/guardians and students (18+) will be contacted to discuss the instructional options, the implications of distance learning on individual student’s needs, and the addition of a Distance Learning Plan to the IEP.  
IEP Meetings:  
PHSD is committed to providing families an opportunity to have meaningful participation in the special education process. Whether in-person or an alternative format, such as videoconferencing or by phone, Special Education teams will partner with families to determine the most practical format to conduct IEP meetings and arrange for an interpreter, if needed. |
| PROFESSIONAL LEARNING | In light of the COVID-19 pandemic, educators and paraprofessionals have been tasked to redefine how learning happens, and they have risen to this challenge. To continue this momentum, the Special Education Department will carry on with creating avenues for learning and sharing new approaches. This will include professional learning sessions, online resources, working with current vendors for supplemental curriculum resources, and virtual collaboration platforms that support educators and paraprofessionals in setting the stage for this future learning. |
| LEARNING & SUPPORT FOR FAMILIES | Determine the family/caregiver’s need for supports or services to allow students to access free and appropriate public education (FAPE).  
Provide assistance to families and caregivers to support individualized student needs in the following areas:  
- Health and safety of students  
- Health and safety of service providers (teachers, nurses, paraprofessionals, caregivers, SLP, OT, PT, etc.)  
- Ways to support students in accessing, participating, and progressing in the curriculum  
- IEP process under current circumstances. |
| SERVICES | Student needs will be determined by their IEP goals, IEP Goal progress, and current level of performance. Specially designed instruction and services will be adjusted to match the student’s current needs based on data, observations, and discussions with parents. General education, special education, related services providers and families will discuss students’ individual needs and agree to a prioritized set of services that provide access to curriculum and enable progress toward IEP goals within the models discussed in this plan. Services for students with specific health or support needs will be addressed in collaboration with families on an individual basis. Students with special needs served in Early Childhood Special Education (ECSE) will attend four days (AM or PM) for in-person instruction. Distance learning is an option upon parent request. |
Parents of students with IEPs requesting participating in a Full Virtual or Distance Learning will be contacted to discuss this request and the best educational interest decision. Please click on the following link for responses to [Frequently Asked Questions](#).

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<th>PROGRESS MONITORING</th>
</tr>
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<tbody>
<tr>
<td>Special Education teams will collect consistent data on student progress. Progress will be communicated out on the goal pages of the IEP within the timeline determined at the previous IEP meeting. Collecting data and tracking student progress will assist educators and families in determining the effectiveness of instruction provided and help IEP teams to make any necessary adjustments to instruction.</td>
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<tr>
<th>ACCOMMODATIONS/ MODIFICATIONS</th>
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<tr>
<td>Accommodations and modifications can be provided regardless of the educational setting. General and special education teachers will continue to collaborate in determining the appropriateness and success of a student's unique accommodations and modifications documented. The IEP team (general education teachers, special education, related services providers, and families) will work collaboratively to identify alternative solutions if the accommodation or modification is not appropriate or successful in a particular setting.</td>
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<tr>
<th>CONFIDENTIALITY</th>
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<tbody>
<tr>
<td>Special Education and related service providers use digital platforms approved by the District for secure access. Families may provide consent to participate in teletherapy sessions with providers when remote services are required. Families or other household members may observe or otherwise participate in distance learning opportunities. As with an in-person observation in a classroom, educators may set expectations regarding non-students’ presence during virtual instruction.</td>
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<tr>
<th>CHILD FIND</th>
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<tr>
<td>PHSD will continue to identify, locate, and evaluate students suspected of having a disability and requiring special education and related services. At the same time, PHSD will be mindful that students have been displaced from their typical learning environment when initiating the referral process. Some evaluation procedures can be completed in distance learning situations. Some evaluations require in-person contact with students or observations of students in school settings. PHSD School District will conduct evaluations remotely and in-person while adhering to public health guidelines for the safety of students and staff.</td>
</tr>
</tbody>
</table>

**Students with 504s**

Students with 504s will receive accommodations and modifications specific to that student’s plan. 504 meetings will continue to be held with families. With regard to the three outlined plans, individual conversations will need to occur to ensure appropriate accommodations and modifications are in place if alternate methods of instruction (i.e. hybrid, distance learning, or virtual) are utilized. The 504 team will work collaboratively to identify alternative solutions if it believes an accommodation or modification is not appropriate or successful in a particular setting.

**English Learners**

Our EL teacher will support the design of instruction and provide opportunities for students to practice English listening, speaking, reading, and writing skills. Interpretation and translation resources will be used, to the extent possible, to communicate with families in the home language as well as in English.
Gifted and Talented Learners
Enrichment opportunities will be incorporated into both classroom virtual meetings and independent work. At grades 2nd through 8th, gifted instruction will be provided by a teacher certified in gifted education.

Students At Risk
A variety of resources will be used to connect students with counselors, administrators, and other community resources to provide ample engagement.

Students Experiencing Homelessness
All students qualifying as homeless under the McKinney-Vento Act will receive equitable access to educational services.

If you live in any of the following situations, you MAY qualify for certain rights and protections under the federal McKinney-Vento Act:
- In a shelter
- In a motel or campground due to the lack of an alternative adequate accommodation
- In a car, park, abandoned building, or bus or train station
- Doubled up with other people due to loss of housing or economic hardship

If you believe you may be eligible, contact the local liaison to find out what services and supports may be available.

PreKindergarten Students (Title I)
For PreK students who are eligible, students will attend four days for in-person instruction (AM or PM). Distance learning is an option upon parent request, consistent with the rest of the district.

REFERENCES & RESOURCES:
Missouri Dept of Education COVID-19 Information
Special Education Information and Guidance
Pleasant Hill R-III School District Board Policy

9. Health Services

OVERVIEW
Whether in person, hybrid or distance learning, the Pleasant Hill R-III School District will continue to collaborate with school teams, community resources, and families to empower students to reach their optimal learning potential by addressing and modifying health related barriers to learning. A safe, inclusive, and supportive environment will be fostered for all students through the practice of professional School Nurse, School Counselors, and the Homebound Instruction Program.

KEY POINTS

School Nurse or Designee

➔ Health planning/health support/medication requirements:
◆ All necessary medications, required to be administered during school hours or in the case of an emergency, will be expected to be on site and stored in the health room for any time the student is at school.
  ● It is strongly recommended that parents administer medication at home, when possible, to reduce visits to the nurse’s office and the complications of retrieval of medication in the event of a school closure.
◆ Prior to the start of school, a response to care plan for COVID-19 symptomatic staff and students will be developed by school nurses in coordination with the health department, administration, and other experts.
◆ Normal Health Room procedures and treatments will continue daily. COVID-19 symptomatic staff and students will utilize a different isolated room in the school building. Limit the number of students in the Health Room, abiding by physical distancing guidelines.

➔ Immunizations
  ◆ Well-child visits have decreased due to COVID-19 and required immunizations were missed. District nurses will be notifying parents of the school requirements and the immunizations needed prior to school attendance.
  ◆ State immunization rules/expectations remain in place.

➔ IEPs/504s Student health reviews will continue to be completed by the building nurse with meetings occurring either remotely or in-person.

Homebound Instruction Program

➔ Application for homebound instruction must be made through the school principal and approved by the director of special services. Homebound instruction will be provided to:
  ◆ Any student with a medical condition who district personnel have determined would benefit from homebound instruction. Such determination will be made in consultation with the student’s medical provider.
  ◆ Any student whose educational needs, as determined by district staff, are most appropriately and effectively met by homebound instruction is appropriate.
  ◆ Any student with disabilities when the individualized education program (IEP) team or 504 team determines that homebound placement is appropriate.
  ◆ Some students may not require homebound instruction, due to the variety of instructional delivery models available to every student within the district.

REFERENCES & RESOURCES:
Pleasant Hill R-III Board Policy