

# Return to School Plan

## 2020-21



**PUEBLO**  
SCHOOL DISTRICT 60  
*Educating for Purpose and Impact*

# Letter from the Superintendent



D60 students and families:

The Pueblo School District 60 Return to School Plan is the product of extensive planning and collaboration with the D60 community, involving task force stakeholders including parents, principals, teachers, students, support staff, as well as the Colorado Department of Education (CDE), Colorado Department of Public Health and Environment (CDPHE), and our local health partners at the Pueblo Department of Public Health and Environment (PDPHE).

The first day of school for K-12 students has been changed to Monday, August 31, 2020. This delayed start ensures sufficient time for our buildings to implement health and safety guidelines, prepare technology devices, and for teachers to prepare for a socially distanced, full in-person or blended learning instructional model.



**Superintendent Charlotte Macaluso**

## **The D60 Return to School Plan consists of several options for families:**

- The first day of school for K-12 students will be Monday, Aug. 31.
- K-5 students: Full in-person learning four days a week, with health and safety measures in place, OR 100% on-line learning.
- 6-12 students: Hybrid model with two days in-person learning, and two days of distance learning each week, OR 100% online learning.
- Pre-K students will attend in-person four days a week (½ day or full-day program). First day of school for preschool students will be Tuesday, September 8.
- All K-12 students will be issued a technology device. K-1 students will receive an iPad, grades 2-12 will receive a Chromebook. In-class instruction as well as distance learning will incorporate students' technology devices.

## **To request participation in 100% virtual instruction:**

To request that one or more of your children participate in a 100% online instructional option, parents must complete the request for full online instruction" form located on Parent Portal. We are asking that parents complete one request per child whom you want to attend fully online by Friday, August 7, 2020. If you do not

have a Parent Portal or have difficulties using it, please call the Parent Help Line at 719-549-7111. Families who do not complete the survey will be automatically enrolled in the fully in person (K-5) or hybrid in person (6-12) model.

1. log onto your district [Parent Portal](#) and select the "Survey" tab,
2. click the "Request for Full-Online Instruction" link and click "Start," and
3. answer the five questions and click "Complete Survey."

Please note: All families are asked to commit to a minimum of one semester for their instructional delivery model of choice before being allowed to make changes to a different model. Changes in the middle of the semester may be requested for hardship situations.

As students return to the classroom, we will ensure to the greatest extent possible, the safety of our students and staff. This is a community-wide priority and we all have to do our part to make this happen. Included in the D60 Return to School Plan are numerous health and safety protocols that D60 is taking to minimize the exposure and spread of COVID-19.

Masks must be worn by all students and adults. D60 will provide one cloth mask to every student and employee of the district. Social distancing measures and hand washing expectations will be put in place in all buildings. Temperature checks and health screenings will occur daily for all students and adults upon arrival.

We will minimize interactions among groups of students using a cohort model. We will institute a cleaning regimen that is frequent, targeted, and of a scope sufficient to reduce transmission. Parents and guardians will need to screen, monitor and self-report their child's health when concerns arise.

This Return to School Plan is intended to strike a balance between the health concerns posed by COVID-19, quality educational programming, and the needs of our community. D60 will continue to focus on the guiding principles offered in our Strategic Plan, including our core value that the social and emotional well-being of our students is as important as their academic needs. We will remain prepared to adjust and adapt instructional delivery as the local Pueblo County health or D60 specific health context changes. Our plan is intended to support schools in planning for the start of the school year and will be updated as necessary to align with current health practices.

In D60 we understand that the 2020-21 school year is unlike any previous year in our Nation's or District's history. We know that each family has a personal choice to make when it comes to the educational options for their children. We are striving to adapt to the continually changing conditions related to the COVID-19

pandemic, while also providing equitable access to a high-quality PreK-12 education in a safe environment. We're confident that the D60 Return to School Plan will accomplish this.

We appreciate your support, understanding, and patience as D60 reopens its schools in the safest and most effective way possible.

Sincerely,

A handwritten signature in black ink that reads "Charlotte Macaluso". The signature is written in a cursive, flowing style.

Charlotte Macaluso  
Superintendent of Schools

## Table of Contents

<b>Letter from Superintendent Charlotte Macaluso</b>	<b>3</b>	<ul style="list-style-type: none"> <li>• Hallway Transitions</li> <li>• Visitors and Volunteers</li> <li>• Human Resources Staffing Practices</li> <li>• Responding to Illness, COVID 'Close Contact' Exposure, and Confirmed COVID Cases</li> </ul>
<b>Return to School Plan</b>	<b>6</b>	
<b>PreK-12 Health and Safety Guidelines</b>	<b>7</b>	
Promoting behaviors that reduce spread	7	
<ul style="list-style-type: none"> <li>• Social Distancing</li> <li>• Mask-wearing</li> <li>• Frequent Handwashing</li> <li>• Signs and Floor Stickers</li> <li>• Transportation</li> </ul>		
Maintaining Healthy Environments	9	
<ul style="list-style-type: none"> <li>• Cleaning and Disinfecting</li> <li>• Use of Bathrooms and Water Fountains</li> <li>• Ventilation</li> <li>• Sharing of Materials</li> <li>• Lockers</li> <li>• Cafeteria Use / Breakfast and Lunch Service</li> <li>• High Aerosol Classes (band, music, drama, etc.)</li> <li>• Athletics</li> <li>• Large In-Person Group Events</li> </ul>		
Maintaining Healthy Operations	14	
<ul style="list-style-type: none"> <li>• Arrival/Dismissal</li> </ul>		
		<b>PreK-12 Instructional Delivery</b>
		<b>15</b>
		Setting the context
		15
		<ul style="list-style-type: none"> <li>• Impact of Distance Learning, March 2020 - May 2020</li> <li>• Household Survey Instructional Model Survey Results</li> <li>• Staff Instructional Model Survey Results</li> <li>• Stakeholder Voices and Input</li> <li>• Access to Technology</li> <li>• Local Public Health</li> </ul>
		<b>K-12 Instructional Delivery Models for 2020-21 School Year</b>
		<b>19</b>
		Grades K-5
		19
		Grades 6-12
		20
		K-12 Full-Time Virtual Learning Model
		21
		Preschool Instructional Delivery Model
		22
		Student Start Date
		22



## Return to School Plan 2020-21

Planning for the opening of the 2020-21 school year is unlike any previous year in our Nation's or District's history. Amidst an unpredictable global pandemic, it is imperative that we plan to help protect students, teachers, administrators, and staff and slow the spread of COVID-19, while still providing equitable access to a high quality PreK-12 education so deserved by our students. In drafting this plan, D60 has tightly adhered to the guidelines, language, and recommendations published by the Centers for Disease Control and Prevention (CDC), Colorado Department of Education (CDE), and our State and local health departments. Our plan has been reviewed by and input has been provided by the Pueblo Department of Public Health & Environment. We have also listened to the voices and preferences of our D60 staff and the expressed needs and preferences of our D60 families.

### Guiding Principles from the Colorado Department of Education

The Colorado Department of Education's most recent (7/20/2020) Reopening School Health Guidance cited the following goals for schools:

#### Goals:

1. *Maximize in-person learning in as a safe and healthy way as possible.*
2. *Ensure a reasonable level of safety for students and staff for in-person learning.*
3. *Minimize disruptions to education by facilitating timely responses to COVID-19 through cohorting students and staff when possible, screening for symptomatic individuals, and coordinating closely with local and state public health agencies.*
4. *Ensure equity in educational opportunity by considering learning and health needs of all students, including those with varying health conditions, economic backgrounds, language skills, or educational needs.*
5. *Encourage flexibility, adaptation, and innovation as schools develop novel approaches to disease control appropriate to local contexts and as scientific knowledge about COVID-19 transmission and control develops.*

CDE also outlined the following Guidance Rationale:

- *Global COVID-19 evidence suggests that younger children play a smaller role in onward transmission of COVID-19 <sup>1</sup>. The risk of transmission between young children and from young children to adults is lower, than the risk of transmission between or from older children and adults. The risk to children is likely lower than that of yearly influenza, accounting for both primary disease and Multisystem Inflammatory Disease in Children (MIS-C). This is why kindergarten and elementary schools should have different guidelines than secondary schools.*

- *The risk of transmission between children and from children to adults is low, and the risk of transmission to adults is greater from other adults with either symptomatic or asymptomatic infection. Therefore, the most important limit to classroom size for adults is the number of adults required to be in close proximity.*
- *Given the limited role young children likely play in transmission, there likely is minimal benefit relative to the great difficulty of physical distancing young children within a class to prevent COVID-19 spread. (American Academy of Pediatrics) Moreover, physical distancing has the potential to negatively impact appropriate child development in this age group. Therefore, focus should be placed on other risk mitigation strategies that better complement the learning and socialization goals of children up through 5th grade. In secondary schools there is likely a greater impact of physical distancing on risk reduction of COVID-19.*
- *Cohorting significantly reduces the number of students and staff who will need to be excluded in the event of a case of COVID-19 in a school by limiting the number of close contacts of each individual (all of whom will need to be quarantined up to 14 days if they have close contact with a case). Considerations about the number of close contacts should be included in decisions about transportation and activities as well.*
- *For COVID-19, a close contact is defined as any individual who was within 6 feet of an infected person for at least 15 minutes, starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated. However, members of the same classroom cohort may be considered "close contacts," even if desk spacing is greater than 6-foot.*
- *Protection efforts applied collectively (for example social distancing AND masking AND cohorting) will provide stronger protection than any one effort in isolation as it will reduce the transmission of disease and minimize the disruption to in-person learning.*

With these CDE goals and rationale in mind, this planning document is organized into three sections:

- **D60 PreK-12 Health and Safety Guidelines**
- **D60 PreK-12 Instructional Delivery**
- **D60 Student Start Date**

## **D60 PreK-12 Health and Safety Guidelines**

### Guiding Principles from CDC

According to the Center for Disease Control and Prevention, "COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection." Therefore, in order to lower COVID-19 exposure and spread, the following specific health and safety expectations, practices, and procedures will be put in place in all D60 schools.

### Promoting Behaviors that Reduce Spread

#### *Staying Home When Appropriate*

- Employees and students who are sick, have a temperature or who have recently had "close contact" as defined above with a person with COVID-19 are asked to stay at home. This includes any individuals

who have tested positive for COVID-19, are displaying possible symptoms of COVID-19, or have had “close contact” with individuals with confirmed cases of COVID-19.

### *Social Distancing*

(According to CDE, social distancing applies more strongly to middle school and high school settings)

- 6 foot social distancing will be implemented to the extent possible. This includes all campus areas including hallways, offices, and classrooms. 3-6 feet distance between student desks is recommended (CDE).
- Teachers and other adult staff should make the greatest effort to adhere to 6 foot distancing from other adults and from students
- Student furniture will be strategically placed to maximize social distancing, with students seated 3-6 feet apart. All extraneous furniture and items will be removed from classrooms and offices as needed to maximize social distancing between students/adults (personal items will need to be taken home and district furniture picked up by D60 facilities department for storage).
- In order to maximize social distancing, all schools will adjust their master schedule, student schedules and class assignments with the intent on balancing total classroom numbers to the extent possible. Teachers' classroom locations, grade level, and subject locations will be reassigned as necessary, with larger classes/subjects being assigned to the larger classrooms and spaces. “Cohorts” will be separated by floor or wing of the building at the elementary and middle school levels, to the degree possible. Large group spaces, including the media center and auditorium (stage and audience seating) will be repurposed as classroom spaces for the largest courses and classes and/or for student eating during lunch times. The gym may also be considered for non-PE classes to maximize social distancing learning environments. Outdoor spaces will be identified to accommodate high aerosol classes (ie. PE, choir, band) when weather permits. Other classes may also consider meeting outdoors as weather permits.
- Reminder 6 feet distance markers will be placed on walkways, including building entrances and large space entrances such as cafeterias
- Plexiglass barriers will be placed at high traffic locations including front office, counselor, and athletic transaction desks
- K-12 students should have assigned seats in each classroom to facilitate contact tracing as necessary

### *Mask-wearing*

- All adults will be required to wear a mask
- All students in grades K-12 will be required to wear a mask to attend in person instruction
- All Preschool students will be required to wear a mask to the degree possible
- Any adult or student who because of health considerations is unable to wear a mask will be handled on a case by case basis and accommodations may be made
- Visitors and district staff will be required to wear a mask in order to enter the building
- Mask must fit appropriately, must be worn to cover nose and mouth, and should not be shared
- Masks may be taken off during outdoor recess, exercise activities (ie, high aerobic PE activities) and during Preschool naps.
- One cloth mask will be purchased and distributed to every PreK-12 student and every D60 employee

- D60 will also purchase one cloth mask with a clear opening for PreK-2 students and adults who teach PreK-2 to assist in the teaching of reading. A cloth mask with a clear opening will also be purchased for speech/language students and adults, and specific ESS students and adults including deaf and hard of hearing individuals. Due to clear masks being on backorder, those with special needs will be prioritized. Extra PPE, including adult and student sized face shields have been purchased for those requiring an accommodation.
- Students and staff will be able to wear their own personal cloth face coverings that fit within the guidelines which will be established before the start of the school year.
- Students and staff will be expected to wash cloth face mask with soap and water, rinse and dry mask at home daily or wear a clean mask to school
- Extra disposable paper masks will be available in each school for students, adult staff members, and visitors who may forget their mask.
- D60 is exploring the possibility of purchase and use of portable voice enhancement systems for instructor use in larger classrooms

#### *Frequent handwashing*

- Proper hand washing protocols will be taught to all students and frequent hand washing will be encouraged/scheduled whenever feasible (when in classrooms with sinks, during restroom visits)
- Hand sanitizer will be provided in every classroom and office spaces
- Students will be directed to wash hands or use provided hand sanitizer directly before eating lunch
- Students will be directed to wash hands or use hand sanitizer after using shared equipment - ie. playground, athletic equipment

#### *Signs and Floor Stickers*

- All schools will have developmentally appropriate signs posted throughout the building focused on the following: social distancing, mask wearing, and good hygiene (handwashing). Signs will be hung on walls and stickers placed on floors of public areas, including the cafeteria, hallways, front office, classrooms and all major entrances.

#### *Transportation*

- Students, bus drivers, and staff will be required to wear a mask on the bus
- Bus drivers will have disposable paper masks for those who forget to bring their mask
- One student per seat; siblings from the same household will be asked to sit together 2 per seat
- Bussing will operate normal schedules with modification to number of bus routes as needed
- Busses will be disinfected between routes

#### Maintaining Healthy Environments

##### *Cleaning and Disinfecting*

- High touch areas (bathrooms, water fountains, door handles, shared surfaces, etc.) will be cleaned by custodians throughout the day after each passing period (hourly)
- Any areas of suspected exposure will be immediately and completely disinfected

- Buildings will be disinfected nightly using antibacterial hospital grade disinfectant, sprayers and foggers which hit every surface
- Student surfaces (desks and tables) and shared materials will be wiped down in between classes or sections by classroom teachers/adults to the degree possible. (Students will not be required to perform any disinfecting.)
- Disinfectant wipes, virex spray and paper towels will be provided in every classroom and office
- One additional daytime custodian will be added to every school to assist with daytime disinfecting procedures

#### *Use of Bathrooms and Water Fountains*

- Restrooms and water fountains will be cleaned hourly/after each passing period by custodial staff during the day
- Schools may need to close certain restrooms during the day on a rotating basis to provide time to properly sanitize
- Students and staff will be able to use water fountains to fill water bottles only. D60 will purchase a reusable water bottle for each PreK-12 student and D60 staff member. Staff and students will be asked to fill their water bottle at home before arriving each day. Water bottles may not be shared.
- Students and staff may use their own personal water bottles
- As in the past, disposable plastic bottles of water will be provided during high heat days only, as needed

#### *Ventilation*

- Buildings will increase circulation of outdoor air as much as possible by opening windows and doors, as long as doing so does not pose a safety risk. (This may need to be limited in air conditioned buildings during extremely hot weather.)
- Fans and other devices for circulating indoor air should be minimized due to potential of spreading COVID aerosol particles

#### *Sharing of Materials*

- Sharing student materials and equipment will be minimized. Students will be assigned their own technology device, will have their own supplies and manipulatives in baggies, etc. Use of online textbooks, resources, and document cameras should be maximized. When textbooks must be shared, they will be wiped down in between different student use.
- Each student's belongings will be stored in a personal backpack or separated from others' in individually labeled containers, cubbies, plastic baggies, or areas. Art supplies, crayons, manipulatives, and other supplies will be assigned and stored for individual student use. System of "community" supplies will be suspended.
- Recess and other specialty equipment will be used by one group of students at a time and cleaned/disinfected in between use (ie. each class or grade could have their own recess jump ropes, balls, and portable equipment)
- Sharing/checking out Media Center books will be suspended until proper disinfecting routines for checking out and returning books is established.

### *Lockers*

- Student hallway and PE/athletic lockers will not be used. (Students will not need to change out other than shoes for PE). Special arrangements will be made for athletic equipment daily storage only. Students may carry backpacks, personal belongings, and materials between classes.

### *Cafeteria Use - Breakfast and Lunch Service*

- Nutrition service workers have participated in additional training on health monitoring, mask utilization, hand washing, kitchen sanitization, and food safety in preparation for the return of students
- All kitchens will be fully cleaned and sanitized daily
- Breakfast will continue to be served in the classrooms each morning
- Current plan is for lunch meals to include daily choice of hot entree, fruits, and vegetables which accommodate special diets and protect student civil rights
- If USDA provides the required waivers, 100% virtual online students will be provided meals as needed and breakfast and lunch home meal kits will be provided at the end of the day prior to a distance learning day
- All food and condiments will be served by nutrition service workers with tray passed to student only after all serving is complete (students will not touch any serving utensils)
- Different service options may be used based upon staffing, supervision, and school specific contexts including: cafeteria to classroom, split day/week, grab n go meals, traditional meal eaten in the cafeteria
- Existing sneeze guards and barriers, as well as additional plexiglass barriers will be used in the serving line.
- Masks and/or face shields and gloves will be worn by all nutrition services workers at all times
- Masks will be worn by students at all times, except when eating, with strict social distancing of 6 feet in place
- Students will keep social distance during cafeteria service and use cafeteria by cohort
- Students may eat in multiple large spaces as assigned and supervised, including outdoors as weather permits, in order to maintain social distancing

### *High Aerosol Classes*

- Special health and safety precautions will be in place in high aerosol classes such as Physical Education (PE), Choir, Orchestra, Band
- High aerosol classes will be encouraged to meet outdoors when possible
- K-12 Physical Education classes
  - Will follow CHSAA and City and County health department guidelines to include recommended social distancing, sport specific guidelines, and maximum participant numbers for indoor and outdoor activities
  - Masks will be worn by teachers and coaches at all times
  - Masks will generally be worn by students except during exercise activities (ie. high aerobic activities)
  - 6 foot social distancing, low contact sports and individualized activities, drills, and practice will be maximized

- Sharing of sports equipment will be limited and shared equipment will be disinfected by teacher or coach in between student use/sections
- Students will be required to wash hands or use hand sanitizer before and after PE class if equipment is shared
- PE Lockers will not be used and students will not change out with the exception of appropriate athletic footwear as needed (exceptions may be made for athletic participation such as swimming)
- Band/Orchestra/Instrumental Music in grades 6-12
  - Strict 6 foot social distancing will be in place (trombone players will require 9 feet social distancing)
  - Instruction will limit in person group practice to no more than 15 minutes of play per class period and maximize “distance learning days” for individual instrumental play and practice (flipped classroom)
  - Instruments will not be shared by students (drummers issued their own drum sticks, etc.)
  - All brass and most woodwind instruments will require an “instrument bell mask” during play (Pueblo D60 will provide these)
  - Students should sit/stand all facing the same direction, back to front to minimize potential exposure.
  - Spit valves should be emptied on a moisture collecting material (i.e. puppy pads) and discarded by the student at the end of every class period.
  - Students playing non-mouth instruments (strings, percussion, etc.) will be required to wear a facial mask at all times.
  - Students playing brass and woodwind instruments will be allowed to take facial mask off during play only (limited to 15 minutes per class period). During these times the mask should be worn over the chin and replaced during periods where the student is not playing. No talking without a mask.
  - Storage areas should be managed to limit the number of students at a time in the room
- Elementary Music
  - Masks will be required for students and staff at all times
  - Sharing of percussion and other non-wind instruments and materials will be limited and must be disinfected between class use.
  - No use of wind instruments (recorders)
  - Singing will be limited (with a mask on)
  - Students are not to have physical contact with other students (e.g. partner dances/activities, etc.).
- Choir
  - Strict 6 foot social distancing will be in place
  - Students should sit/stand all facing the same direction, back to front to minimize potential exposure.
  - Masks will be worn at all times, even when singing
  - Flipped classroom model is ideal for choir classes where students learn concepts in the classroom and practice their choral parts at home.

### *Athletics*

- All athletic practices and events will follow the current guidelines from CHSAA and the local health department. These guidelines, which are sometimes sport-specific, outline expectations regarding disinfection of equipment, maximum number of participants for indoor and outdoor activities, mask wearing requirements, etc.

### *Large in Person Group Events*

- Large, school sponsored, in person student events will be suspended until further notice (ie. assemblies, field trips, pep rallies)
- Large, school sponsored, in person athletic events and practices will follow CHSAA COVID health and safety and local health department guidelines
- Large, school sponsored, in person school community events will be suspended until further notice (concerts, performances, school BBQ's, Back to School Night, etc.) Parent/teacher conferences will be virtual until further notice.

### Maintaining Healthy Operations

#### *Arrival/Dismissal*

- Each school will assign and use multiple points of entry for students at arrival and departure times
- Each adult will use school designated points of entry
- All adults and PreK-12 students will get a daily temperature check and verbal health screening upon arrival - adults will sign daily documentation of screening, record of student screening will be kept daily
- Dismissal should be slightly staggered to allow for more social distancing as students are leaving the campus
- The outside and entryways will be supervised during arrival and dismissal to ensure student social distancing while waiting for entry and while clearing the campus after school
- D60 is looking into the purchase and use of an automated scanner and/or thermal imaging systems for each school to expedite daily temperature taking and documentation of wellness screening
- HR is exploring the possibility of hiring additional health techs to assist with this responsibility at arrival times and throughout the day

#### *Hallway Transitions*

- "One way" hallways or staggered transition times will be established in each school to avoid students passing face to face while walking during passing times. (staggered schedules may not reduce overall student instructional time). Passing bells may need to be silenced to accommodate staggered passing times.

#### *Visitors and Volunteers*

- In general, outside visitors to schools will be limited and volunteering will be suspended.
- In the event parent/guardian visitors are necessary, they will be limited to the office in which they have business and must first report to the front office for a temperature check and health screening.
- IEP and larger meetings which potentially involve multiple visitors and staff will be held virtually.

- Parents/visitors will not be allowed into the classrooms, cafeteria, auditorium or in most areas of the building. ie. parents will not be allowed to eat with students, observe in classrooms, etc.
- Visitor or volunteer special circumstances will need prior principal approval
- Community partners who provide services to students (ie. Boys and Girls Club, State of Grace, United Way, etc.) will be considered on a case by case basis and must be approved at the district level. Anyone who enters the building will have their temperature taken, will receive a health screening daily and will be required to wear a mask when in the building.
- In general, use of school facilities by outside organizations will be suspended until further notice. Exceptions will require District level approval

#### *Human Resources Staffing Practices*

- We have communicated with staff around how to access the following:
  - ADA Accommodations including qualification based on “Vulnerable Individual” status as outlined in the governor’s current order.
  - COVID-19 Leave options including leave for self, for a family member, and for child care

#### *Responding to Illness, COVID “Close Contact” Exposure, and Confirmed COVID Cases*

(Below are general guidelines regarding D60 protocols and procedures. A more specific school and district response flow chart will be followed by school personnel.)

##### **Illness**

- All students and adults who are ill, are displaying COVID symptoms, or have been ordered by their doctor or health department to self-quarantine will be required to stay home
- If a student or adult displays symptoms, including a fever of 100.4 or higher, they will be asked to leave the building (adult) or will be isolated until able to be picked up or leave the school campus. Each school will identify a minimum of three isolation rooms which will be used for this purpose. Students waiting in an isolation room for pick up will be visually supervised at all times. Standard parent contact and student release procedures will be followed.
- All isolation rooms and potentially exposed areas will be promptly and thoroughly cleaned and disinfected as soon as ill student or adult leaves the area.
- If student or adult has demonstrated COVID symptoms, they will be encouraged to obtain testing to confirm or rule out COVID and will be asked to follow current quarantine recommendations from the health department and/or their doctor before coming back to school

##### **Confirmed Covid “Close Contact” Exposure**

- When a student or adult reports or is identified to have had a “close contact” exposure to a known COVID case, they will be isolated until they are able to leave or be picked up from the school campus.
- All isolation rooms and potentially exposed areas will be promptly and thoroughly cleaned and disinfected as soon as a potentially exposed student or adult leaves the area.
- The student or adult will be encouraged to obtain testing to determine if they have contracted COVID and will be asked to follow current quarantine recommendations from the health department and/or their doctor before coming back to school

### Confirmed COVID Case

- If a student or adult has a confirmed case of COVID they will not be allowed on school property. This should be reported immediately to the school principal. The school principal will be responsible for notifying the D60 Director of School Culture, Wellness and Safety and the school supervisor.
- Any potentially exposed areas will be promptly and thoroughly cleaned and disinfected.
- The student or adult will be expected to follow quarantine/home isolation recommendations from the health department and/or their doctor. In alignment with our local health department current guidelines, the student/adult should remain under home isolation precautions until:
  - Ten (10) days have passed since symptoms started AND,
  - Individual has no fever for at least 72 hours without fever reducing medication (ibuprofen or acetaminophen) and symptoms are improving.  
(If anyone has questions about when to discontinue home isolation, it is advised that they contact their local public health agency.)
  - Any exceptions to these guidelines will be discussed with and approved by the D60 Director of School Culture, Wellness and Safety before the individual returns to school/work
- Confirmed case(s) of COVID will be reported to the local health department by the D60 Director of School Culture, Wellness and Safety or his designee
- The Director of School Culture, Wellness and Safety will work directly with the Superintendent or her designee and the local Health Department to determine if further actions are needed regarding potentially exposed students and adults at the school (ie. student cohort transitions to distance learning for a recommended number of days, etc.)

## D60 PreK-12 Instructional Delivery

With the health and safety of our students and staff at the forefront, Pueblo D60 recognizes the need to fully understand the current context when determining the most appropriate instructional delivery model for our D60 students as we open the 2020-21 school year. Our goal is to minimize the spread and rate of infection while remaining responsive to the holistic needs of students and families. **With this in mind, we recognize that any instructional model must maintain maximum flexibility to respond to the changing dynamics of the D60 community and Pueblo County health statistics, and the recommendations and mandates from our local, State, and National government and Departments of Health.** Additionally, our plan must be able to easily shift to a full distance learning model in response to a COVID “close contact” exposure if necessary.

### *Setting the Context*

#### Impact of Distance Learning March, 2020 through May, 2020

- Our students have not experienced the benefit of in person instruction since March of 2020. It is likely that many of our students, some who were already behind grade level expectations, have experienced learning loss during these emergency online learning months. For most students and families, no form of distance learning compares with the comprehensive value of in person instruction and learning within our PreK-12 schools. Our schools provide so much more than just academic instruction. Our preschools, elementary, middle and high schools provide a stable, supportive and safe learning

environment for all of our students. Our schools also provide: social and emotional support to students and families in need, nutrition and basic health services, healthy social interactions with age-appropriate peers and friends, physical activity through participation in PE and athletics, and engagement with the arts and extra curricular activities. In person learning provides the ability for our parents and guardians to go to work in order to support their families without the added responsibility of caring for young children. When our students are not in school during the school year, the loss is great, both to learning and also to the overall well-being of the whole child.

### Household Survey Instructional Model Survey Results

- Earlier this summer, we surveyed our families to determine their instructional delivery model preference. Of approximately 8000 households district-wide, 3,615 households responded to the survey, with **86.9% of households preferring some form of in person learning:**

What is your preference for the instructional model in the upcoming school year?

3,615 responses



(Household survey closed 6/14/2020)

### Staff Instructional Model Survey Results

- We also surveyed our staff, receiving 951 responses from staff members representing a range of positions and levels. **82.6% indicated they believed the best instructional model for opening schools was some form of in person learning:**

What model do you feel is the best instructional model in terms of re-opening schools?

951 responses



(Staff survey closed 7/3/2020)

This staff survey response data is further broken down into level and position type as follows:

	Administrators		Teachers		Classified / Other	
	Raw Numbers	Percentage	Raw Numbers	Percentage	Raw Numbers	Percentage
<b>District</b>	28		5		67	
Traditional	15	53.57%	1	20.00%	28	41.79%
Combination	11	39.29%	4	80.00%	28	41.79%
Distance Learning	2	7.14%			11	16.42%
<b>Preschool</b>	1		22		24	
Traditional	1	100.00%	10	45.45%	13	54.17%
Combination			7	31.82%	9	37.50%
Distance Learning			5	22.73%	2	8.33%
<b>Elementary</b>	19		310		95	
Traditional	14	73.68%	142	45.81%	50	52.63%
Combination	4	21.05%	118	38.06%	39	41.05%
Distance Learning	1	5.26%	50	16.13%	6	6.32%
<b>Middle School</b>	9		102		30	
Traditional	4	44.44%	37	36.27%	6	20.00%
Combination	5	55.56%	38	37.25%	19	63.33%
Distance Learning			27	26.47%	5	16.67%
<b>High School</b>	12		150		61	
Traditional	5	41.67%	45	30.00%	21	34.43%
Combination	7	58.33%	62	41.33%	29	47.54%
Distance Learning			43	28.67%	11	18.03%

#### Stakeholder Voices and Input

- Based upon our families' preference for some sort of in person learning and CDE's first goal to "Maximize in-person learning in as safe and healthy way as possible," D60 created a Reopening of School Stakeholder Task Force made up of approximately 70 teachers, administrators, staff, parents, and students. The Task Force included multiple leaders from both the Pueblo Education Association (PEA) and the Pueblo Educational Support Personnel Association (PESPA). The task force was further divided into three working groups focused on developing and providing input on the "best" in person elementary, middle, and high school instructional model for our return in August. We additionally

formed a Preschool Task Force to ensure stakeholder voices were heard as we made final decisions regarding the best Preschool instructional model for the opening of the 2020-21 school year.

- The Task Force served as a recommending body to the Superintendent, charged with sharing their recommendations regarding the attributes and preferences of various leveled instructional models to the Superintendent. The understanding was that the Superintendent would review the preferred elementary, middle and high school models with our local health department and in alignment with current guidelines, would bring her final recommendations to the Board of Education.

#### Access to Technology

- In order to provide equity of access to instruction, D60 will distribute a technology device to each K-12 student. K-1 students will be assigned an iPad. Students in grades 2-12 will be assigned a Chromebook. Technology devices will be used for in-person learning and distance learning from home and will travel home to school on a daily basis in most grades. Google Classroom (including NearPod App) will be utilized in all classrooms to mitigate the transition from in person to at home learning in the event of a “close contact” Covid-19 exposure. D60 will work with individual families to assist with obtaining internet connectivity.

#### Local Public Health

- The last context, and perhaps one of the most important factors, is our State and local Pueblo County context in relation to confirmed cases of COVID-19 and hospitalizations. We are currently under a “Safer at Home” State and local phase advisory. Given the changing nature of this data, additional “current” specifics are not outlined in this written plan. What is important to note is that based upon this contextual public health data, the District needs to determine whether a more or less restrictive instructional model should be implemented. As was noted earlier, **any instructional model must maintain maximum flexibility to respond to the changing dynamics of the D60 community and Pueblo County health statistics, and the recommendations and mandates from our local, State, and National government and departments of health.** Additionally, any in person model will need to be able to quickly transition to full distance learning in response to COVID exposure, whether that transition is for a relatively small cohort of students, for one or several schools, or for the entire district.
- According to the Centers for Disease Control and Prevention (CDC):

*The risk of COVID-19 spread increases in school settings as follows:*

- *Lowest Risk: Students and teachers engage in virtual-only classes, activities, and events.*
- *More Risk: Small, in-person classes, activities, and events. Groups of students stay together and with the same teacher throughout/across school days and groups do not mix. Students remain at least 6 feet apart and do not share objects (e.g., hybrid virtual and in-person class structures, or staggered/rotated scheduling to accommodate smaller class sizes).*
- *Highest Risk: Full sized, in-person classes, activities, and events. Students are not spaced apart, share classroom materials or supplies, and mix between classes and activities.*

- Logically, the “lowest risk” model (fully online) should be implemented when the local Pueblo County COVID exposure and spread is at its highest. Conversely, going back to normal operations, the “highest risk” instructional model, would be advisable when the local COVID exposure and spread has been eliminated or significantly reduced. That being said, we recognize that individuals have their own opinions and perceptions of what is “best” for them at any given time.

### **K-12 Instructional Delivery Models for Opening of School 2020-21**

Grounded in the contextual elements above, Pueblo District 60 will offer parents of students in grades K-12 two instructional options for the opening of the 2020-21 school year:

- ❖ Returning to an in person learning environment with the implementation of health and safety measures, using the following schedule:
  - K-5 4 days in person learning every week
  - 6-12 2 days in person learning/2 days distance learning every week. Students either attend in person Monday/Wednesday or Tuesday/Thursday. Students will be assigned to a schedule by household, enabling families of middle and high school aged students to stay on the same 2 day schedule.

**OR**

- ❖ Returning to a full time online virtual option for families who have a preference for online learning or are unable to attend in person for health or medical reasons

For staffing reasons, families will be asked to make a commitment to one or the other instructional model for each of their students for at least one semester. The “hardship transfer” process will be in place for those who would like to request a change mid-semester.

### **Grades K-5**

84% of Elementary Task Force members preferred this model

<i>Grades K-5 Descriptive Elements and Rationale</i>
<ul style="list-style-type: none"> <li>● Students attend school in person 4 days a week with health and safety measures in place. CDE guidelines say normal class sizes may occur.</li> <li>● Grade level cohorts stay together throughout the day which limits exposure and spread</li> <li>● Grade level cohort allows for flexibility in grouping students with similar needs for intervention, CLDE, ESS, etc.</li> <li>● Grade level cohort allows for upper grade departmentalization (math/literacy)</li> <li>● 4 days a week allows for families to work without responsibility to also care for young children</li> <li>● 4 days a week provides needed direct instruction in learning how to read and basic number sense</li> <li>● Model will provide opportunity for staff to teach younger students how to use technology effectively each day in preparation for potential distance learning if a more restrictive model is needed or in the</li> </ul>

event of “close contact” COVID exposure

- Student technology devices will be distributed to each K-5 student.
- Students in grades K-5 will use their device daily in the classroom using Google Classroom to ease the transition to online learning if needed. All students will take their device from school to home nightly. K-1 teachers may choose to have students leave their device at home after teaching them how to use it for daily lessons.
- Up to 4 adults per classroom per day (CDE guidelines); virtual learning options could be used for small group intervention, ESS, and CLDE grouping if needed
- Do not need to meet the 6 foot distance between students in classrooms or other locations (CDE guidelines)
- Additional recommendations from the Task Force will be shared with elementary building leadership for implementation

### Grades 6-12

93% of Middle School Task Force members preferred this model

55% of High School Task Force members preferred this model

(45% preferred coming back in person 1 day a week)

#### *Grades 6-12 Descriptive Elements and Rationale*

- Students attend in-person 2 days per week (M/W or T/R)
- Students participate in asynchronous online-instruction 2 days per week (M/W or T/R)
- Students will be assigned to a schedule by household
- Daily student attendance will be taken, including distance learning days
- Divides school population in half which reduces exposure and spread
- Middle School grade level “cohort” separation during the day further reduces exposure and spread
- High School will be able to teach mixed grade classes
- Limited changes will be needed to drafted master schedules
- Teachers will teach in person 4 days a week
- Teachers will prepare 2 in-person lessons and 2 asynchronous online lessons each week. Lessons are repeated for each cohort.
- School population divided in half allows for greater social distancing, quicker health checks, and more individualized help in the classroom
- Students will be able to ask questions and get in person feedback every other day as they learn new concepts
- Student technology devices will be distributed to each 6-12 student
- Students in grades 6-12 will use their device daily in the classroom using Google Classroom to ease the transition to online learning if needed. Students in grades 6-12 will take their device from school to home nightly.
- Online lessons will be able to reinforce in-class learning of new concepts
- Utilizing Google Classroom will allow students to submit work electronically both in person and online
- Utilizing Clever will allow for embedded curriculum options both in person and online
- Utilizing Google Suite applications and extensions (Nearpod) will enhance instructional delivery both in person and online

- At the middle level, up to 3 adults per classroom per day (CDE guidelines). Multiple teachers/adults sharing the same classroom should be limited to 3 per day.
- Virtual options could be considered for small group intervention, ESS, and CLDE instruction as well as after school activities
- Additional recommendations from the Task Force will be shared with secondary building leadership for implementation

## K-12 Full Time Virtual Learning Model

### *Full Time Virtual Learning Model Descriptive Elements and Rationale*

- Provides alternative learning option for families who prefer a fully online option or for students who for health reasons, are unable to attend in person learning
- For staffing reasons, families who choose this option will be asked to commit to a minimum of one semester of fully online learning before being allowed to transfer back to in person learning
- All parents of in person learners will be given the option of transferring to the fully online option at semester
- A “hardship” transfer request process will be in place for requesting a change in instructional model in the middle of the semester
- All students will be issued a technology device. Students in grades K-1 will receive an iPad; students in grades 2-12 will receive a Chromebook
- Grades K-5 (elementary) will engage in grade level language arts and math synchronous learning for half a day each day (AM or PM) taught by a D60 elementary teacher using Google Meet. The other half of the day will include asynchronous online lessons (science, social studies, specials, etc.). Instruction will utilize D60 Board adopted elementary curriculum materials.
- Elementary D60 licensed teacherS will not necessarily be a “homeschool” teacher.
- Grades 6-12 (secondary) will engage in synchronous learning for 3-4 periods per day, using Board adopted curriculum and will engage in 3-4 self-paced APEX courses per day (for a total of 7 class periods).
- D60 licensed teachers will teach content qualified courses synchronously and/or manage APEX student accounts and reach out to students individually to provide supplementary instructional lessons and support.
- Secondary D60 licensed teachers will not necessarily be a “homeschool” teacher
- ESS, CLDE, and GT support will be provided by a D60 qualified teacher to those students who qualify during asynchronous times daily.
- Social emotional support and counseling services will be provided as needed by the home school
- Students will remain enrolled in their home school to provide easy transition back to in person learning when appropriate
- Virtual online instructors will be hired from existing D60 staff. Priority will be placed on teachers who request an accomodation and meet the definition of “Vulnerable Individuals” under the Governor’s current order.

***Preschool Instructional Delivery Model***

Registered preschoolers will attend school 4 days a week (either ½ day or full day) with safety and health measures in place. There will not be a fully online preschool option unless shift to distance learning is required.

<i>Preschool Instructional Model Descriptive Elements</i>
<ul style="list-style-type: none"> <li>● Preschool students attend in person 4 days a week (½ day or full day)</li> <li>● Classroom cohorts stay together throughout the day. Classroom cohort separation minimizes exposure and spread</li> <li>● Allows for consistent in person learning and maximizes developmental direct instructional needs</li> <li>● 4 days a week allows families to work without responsibility to also care for young children</li> <li>● Lunch will be provided to full day students only due to cleaning restrictions</li> <li>● Additional recommendations from the Preschool Task Force will be shared with building leadership for implementation</li> </ul>

***Administration, Teacher, and Staff Professional Development***

- District staff will receive appropriate training regarding implementation of all health and safety guidelines and procedures, building compliance expectations, and instructional delivery requirements
- All building administrators and teachers will also receive training regarding distance learning best practices and resources including the use of NearPod, an App which integrates with Google Classroom to make both in class and online learning more interactive and engaging for students.
- District and School based professional development, including new teacher orientation, will be delivered virtually until further notice. Small PLC size groups (with 6 feet social distancing and no more than 10 adults) may sit in one location with masks on at all times for in person professional learning or as they participate in virtual large group professional learning.

**Student Start Date**

In order to fully prepare our buildings to implement health and safety guidelines, to ensure technology devices are ready for distribution, and to allow our teachers sufficient time to prepare for a socially distanced, blended learning instructional model, D60 will delay the K-12 student start date to Monday, August 31, 2020. Preschool students will start Tuesday, September 8, 2020. This delay will also help to mitigate heat concerns in our non air-conditioned buildings, by starting the school year two weeks later in the summer. This is of particular concern this school year due to the mask wearing requirement for all of our students and staff. All teachers will return on Monday, August 10, 2020. All other staff will return on their regularly scheduled first day.

## DISTANCE LEARNING PLAN

**This schedule and approach will be used in the event that a cohort of students, an entire school, or the entire district needs to transition to a fully distance learning model.**

### Key Characteristics/Talking Points

- It will look significantly different from last spring's emergency distance learning delivery model
- More intentional and robust with higher accountability for program and curriculum delivery
- All of our students K-12 will have their own technology device
- Higher student accessibility to "on screen" teachers and "synchronous" learning
- Will continue to use Google classroom as the platform, with addition of Google Meet for synchronous learning
- It is anticipated that teachers will teach virtually from their classrooms with proper health and safety precautions in place so they can easily access materials, use school phones, etc.

### Distance Learning Plan Schedule Grades K-5

#### **Teacher and Student Typical Schedules**

##### **Grades K-2**

- 7:45am - 8:25am Teacher PLC 3X a week on scheduled days
- 8:30am - 12:00am Synchronous literacy and math lessons (Wonders and Engage curriculum)
- 12:00-12:30 Lunch
- 12:30pm - 3:15pm
  - Asynchronous lessons (literacy and math independent practice, science, social studies, specials options)
  - Reading intervention, ESS, and CLDE small group instruction
  - Teacher outreach to parents and students
- 3:15 - 4:00 Classroom teacher planning period

##### **Grades 3-5**

- 7:45am - 8:25am Teacher PLC 3X a week on scheduled days
- 8:30am - 11:15am
  - Asynchronous lessons (literacy and math independent practice, science, social studies, specials options)
  - Reading intervention, ESS, and CLDE small group instruction
  - Teacher outreach to parents and students
- 11:15am - 11:45am Lunch
- 11:45am - 3:15pm Synchronous literacy and math lessons (Wonders and Engage curriculum)
- 3:15 - 4:00 Classroom teacher planning period

PE, Art, Music: will provide asynchronous grade level specific lessons

ESS, CLDE, Intervention small groups will be scheduled using Google Classroom/Meet invites during “asynchronous” times daily (exact schedule will be school determined)

Social emotional support and counseling services will be provided as needed by the home school

#### Distance Learning Plan Grades 6-12

- Staff and students will follow school specific regular 6 or 7 period day schedule
- Students will follow their hybrid M/W or T/Th schedule (2 days a week synchronous “in person”/2 days a week asynchronous)
- ESS and CLDE synchronous learning will happen **daily** at regularly scheduled times in order to provide required minutes of instruction AND as scheduled with specific students/families
- Students will take lunch at regularly scheduled time each day
- Teachers will follow the hybrid schedule (teaching ½ their students synchronously each assigned period every day)
- Teachers will take lunch and planning period at regularly scheduled times
- MS/HS PLCs will occur during regularly scheduled times
- Social emotional support and counseling services will be provided as needed by the home school