



# Prairie-Hills District 144's Back To School



## 2020-2021 Reopening Transition Plan



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## Overview

In March of 2020, our country experienced one of the worst pandemics in recent history. Governor JB Pritzker closed schools for in person learning effective March 16, 2020. As a result, Prairie-Hills moved into a Remote Learning Platform. This transition was not without challenges, but as we always manage to do collectively, we rose to the occasion and met the needs of our students.

During the physical school closures and during our Remote Learning Phase; we focused on the following priorities:

- 1.) Feed and Care for students
- 2.) Provide effective communication
- 3.) Provide instructional continuity

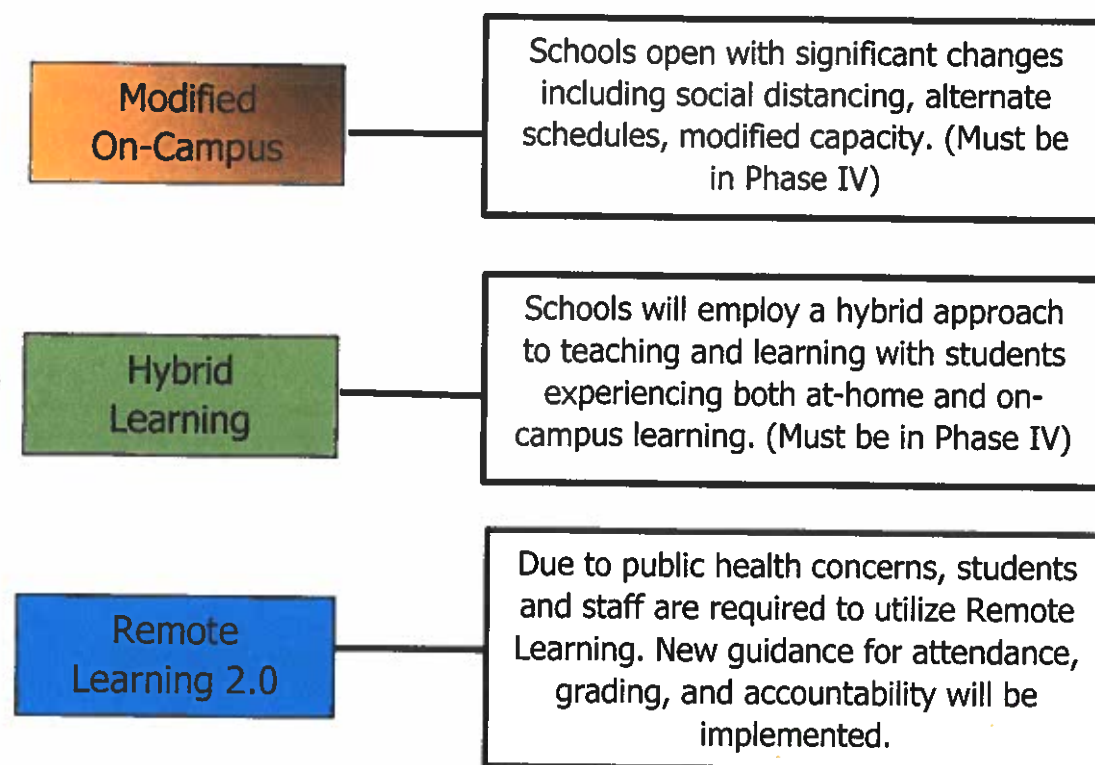
In May, 2020, Governor JB Pritzker revealed the Restore Illinois Plan (Appendix). This plan encompasses a healthy approach to reopening our state. In June, 2020 Governor Pritzker issued Executive Order 2020-40 which allows for all schools within the state of Illinois to reopen for in-person instruction.

It is important to note that within this Executive Order, the following guidelines from the IDPH (Illinois Department of Public Health) should be followed:

- Require use of appropriate personal protective equipment (PPE), including face coverings;
- Prohibit more than 50 individuals from gathering in one space;
- Require social distancing be observed, as much as possible;
- Require that schools conduct symptom screenings and temperature checks or require that individuals self-certify that they are free of symptoms before entering school buildings; and
- Require an increase in schoolwide cleaning and disinfection

These guidelines are required for all public and nonpublic schools in Illinois serving Pre-Kindergarten through 12<sup>th</sup> grade students. Please be advised that these requirements are subject to change pursuant to updated public health guidance and changing public health conditions.

We are also attaching the **Illinois State Board of Education's (ISBE) Transition Joint Guidance** (Appendix). This document was written in conjunction with the **Illinois Department of Public Health (IDPH)**(Appendix). Along with these documents, we are also attaching the **Access/Equity/Engagement** document created by the **Illinois Association of School Administrators (IASA)** (Appendix). Within several of the documents you will read various references to a modified learning model, hybrid model or Remote Learning 2.0 model. I am referencing the diagram listed below. Please be advised that PHESD's "**In-person Instruction**" model is equivalent to the "**Modified On-Campus**" model .



Prairie-Hills convened a group of parents, community members, Board members, Teachers, Support staff and Administrators into a BTS (Back to School) committee. We divided our collective committee into the following 5 subcommittees:

- 1.) Health and Wellness
- 2.) Safety
- 3.) Instruction
- 4.) Operations
- 5.) Budget

The purpose of our BTS Committee was to research all current medical information, CDC guidance, along with transition information from the Illinois State Board of Education in an effort to bring students and staff back into a safe learning environment. Additionally, we want to ensure that we provide safety and security for the entire District while remaining in compliance with local, state and federal guidelines.

In an effort to adhere to the COVID-19 restrictions placed on schools for opening with in-person instruction and in order to comply with the CDC/IDPH guidelines for health and safety, PHESD is engaged in the health and safety planning described in this Reopening Plan. This planning includes, but is not limited to, closely monitoring all class and group sizes to ensure that they remain as small as possible, reviewing building space utilization, providing for social distancing, ensuring adequate amounts of cleaning supplies and PPE are available, as well as planning for adequate staffing and health services. Historically, the District has received a significant number of registrants for student enrollment after the school year has already started. Consistent with school reopening requirements, health and safety planning, CDC/IDPH guidelines, blended

learning, and in anticipation of a significantly large number of student registrants for the 2020-2021 school year after school has resumed which will impact the District's ability to implement its health and safety plans, the District will provide students registering after September 11, 2020 with Remote Learning. **As such, please be advised that students registering after September 11, 2020 will be provided with the Remote Learning option ONLY.**

### Delayed Student Arrival

For the 2020-2021 school year, the arrival times for all students will be delayed as represented below. No students will be allowed into the school building prior to these arrival times.

**PreK-5<sup>th</sup> Grades      Current Arrival – 8:45a.m.      New Arrival- 9:00a.m.**

**\*Breakfast begins at 8:30a.m.**

**6<sup>th</sup>-8<sup>th</sup> Grades      Current Arrival – 7:45a.m.      New Arrival- 8:00a.m.**

**\*Breakfast begins at 7:30a.m.**

### Face Coverings

All students, staff, administrators and visitors in any of our District facilities must wear face coverings at all times unless they are younger than 2 years of age or have trouble breathing with the necessary medical documentation on file. Face coverings are expected to be worn at all times in all facilities even when social distancing is maintained. PHESD will provide face coverings (masks/face shields) for staff and students during the instructional day. Students are allowed to wear personal masks (**no bandanas or scarves**) that adhere to the district's dress code (no skulls, profanity, or inappropriate symbols or images).



## Self-Certification

Only students and staff members who are healthy should report to school for in-person learning. As such, Prairie-Hills is requiring parents and staff to self-certify themselves daily prior to entering of the District's facilities. It should be noted that ALL staff members temperatures will be taken upon arriving to work daily. If any of the following symptoms of COVID-19 are exhibited by staff or students then they should remain home.

- **Fever of 100.4 or higher**
- **Chills**
- **Cough**
- **Shortness of breath or difficulty breathing**
- **Headache**
- **Loss of taste or smell**
- **Nausea or vomiting**
- **Fatigue**
- **Muscle or body aches**
- **Congestion or runny nose**
- **Diarrhea**

***Parents will be required to complete the health check listed below on a daily basis:***

### **Daily Health Check**

**In the last 24 hours, my child has:**

\_\_\_\_\_ Tested positive for COVID-19

\_\_\_\_\_ Been exposed to someone with COVID-19

**In the last 24 hours my child has experienced:**

\_\_\_\_\_ A fever of 100° or more

\_\_\_\_\_ Cough

\_\_\_\_\_ Sore throat

\_\_\_\_\_ Shortness of breath or trouble breathing

\_\_\_\_\_ Chills

\_\_\_\_\_ Muscle aches

\_\_\_\_\_ Loss of smell or taste

\_\_\_\_\_ Nausea, vomiting or diarrhea

\_\_\_\_\_ Headache

\_\_\_\_\_ None of the above

## Health and Wellness

Each building will have a room or space separate from the nurse's office where students or employees who are feeling ill are evaluated or wait to be picked up. These rooms will be called isolations rooms. Face coverings must be worn by students and staff at all times. A record will be kept of all persons who enter the room and the room will be disinfected several times a day. Strict social distancing is required. Parents, guardians, and or authorized individuals should pick up ill students within a reasonable amount of time; students will not be allowed to utilize the school bus for the return home.

Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's office. These would include students who are injured during the school day, or students with special health care needs such as those with chronic health conditions (i.e. diabetes or seizures), those requiring medical treatments (i.e. suctioning, tube feeding, or nebulizers), and those with individual health care plans.

Nurse's offices will be separate from the isolation rooms. School nurse staff and/or administrator/designee working with individuals with illness symptoms will be provided the appropriate PPE. This includes gloves and face coverings to interact with staff and students. Appropriate PPE should be used in conjunction with appropriate hand hygiene and standard precautions. Personal care aides working with medically fragile students will wear PPE.

Immunization requirements still remain in effect during this time period. Information regarding local health departments and health systems can be provided.

Considerations have been given to the impact that COVID-19 has had on the mental health of faculty, staff, students, and their families. The mental and emotional well-being of students and staff members will be monitored. The District will provide training to staff to increase the awareness of the impact of COVID-19. This training will take place prior to school starting. Access to school counselors, social workers and school psychologists are readily available and will be communicated to students. Each building has a Building Crisis Team to provide supports, as needed, to staff and students. The District will also have a District Crisis Team to coordinate supports. Social Workers will work with students on lessons that are age-appropriate with regards to social distancing, hand washing, mask wearing and proper hygiene.

### **Extra Curricular and Athletics**

Elementary schools are governed by the Illinois Elementary School Association (IESA) which follows closely with the Illinois High School Association (IHSA). IHSA/IESA released their Return to Play (RTP) Guidelines; however, announced on July 14, 2020 that they will defer to the Illinois Department of Public Health (IDPH), Illinois Board of Education (ISBE) and the Governor's Office on all of its Return to Play Guidelines moving forward. We will continue to follow guidelines for all of our athletic and extracurricular activities.

**\*\*\*As such, all Fall extra curricular activities at PHESD 144 are cancelled until further notice.\*\*\***

**Facilities Cleaning:**

- Adequate cleaning schedules, before and after each use by a group of athletes, should be created and implemented for all athletic facilities to mitigate any communicable diseases.
- Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, locker rooms, weight room equipment, bathrooms, athletic training room tables, etc.).
- Hand sanitizer should be plentiful and available to individuals as they transfer from place to place.
- Weight equipment should be wiped down thoroughly before and after an individual's use of equipment.

**Physical Activity and Athletic Equipment:**

- Summer contact days began June 26, 2020. Coaches are encouraged to use a staged approach to build back up to full summer contact activity and competitions.
- Athletes who did not participate in Stage 1, are encouraged to follow the fall acclimatization schedules for any sport.
- There should be no shared athletic towels, clothing, or shoes between students.
- Hand sanitizer or hand washing stations should be plentiful at summer contact events.
- Athletic equipment such as bats, batting helmets and catchers gear should be cleaned between each use. Other equipment, such as hockey helmets/pads, wrestling ear guards, football helmets/other pads, lacrosse helmets/pads/gloves/eyewear should be worn by only one individual and not shared.
- Shared equipment such as athletic balls, thud pads, sleds should be cleaned frequently during practice and competitions.
- Maximum lifts should be done only with power cages for squats and bench presses. Spotters should stand at each end of the bar.

**Hydration:**

- All students shall bring their own water bottle. Water bottles must not be shared.
- Hydration stations (water cows, water trough, water fountains, etc.) may be utilized to fill individual water bottles but must be cleaned after every practice/contest.

**Contests:**

- Group sizes should be limited to 50 total participants, coaches, and referees (i.e. excludes spectators). Any additional team members can sit on the sidelines 6 feet apart from one another.
- During the use of summer contact days, multiple groups of 50 or fewer participants are permitted in a facility at once as long as: facilities allow for social distancing of students, coaches, and spectators
- 30-ft of distancing is maintained between groups/ opposing teams on the sidelines, and areas for each group are clearly marked to discourage interaction between groups outside of competitive game play.

- Schools must have information posted at entrances and around facilities explaining the transmission as well as symptoms of COVID-19, encouraging all visitors to maintain social distance, and reminding people to stay home if they feel sick or have any of the symptoms of COVID-19: temperature >100.4F/37C, fevers, chills, cough, muscle aches, headache, sore throat, runny nose, nausea, vomiting, diarrhea, or loss of taste or smell.
- Schools should designate an area for spectators with **existing seating capped at 20% of capacity.**
- Visual markers shall be displayed at queue points (Check-ins, along sidelines, concessions, bleachers, etc.) to help people maintain social distance.
- Concession stands may open in line with restaurant businesses physical workspace guidelines.
- Encourage spectators to bring their own chairs from home.
- No handshakes, high fives, fist bumps, hugs, etc. can occur pre or post-match.
- No spitting or blowing of the nose without the use of a tissue is allowed.

**PPE:**

- Coaches/ participants/ volunteers are encouraged to wear a mask.
- Parents must sign an Athletic Waiver for each child participating in an activity or sport
- Parents who elect to have their child not wear a mask must put it in writing
- Officials are encouraged to wear a mask and use an electronic whistle.

**Safety**

**Section 1: Social Distancing in a School Environment**

**Entry**

PHESD 144 will take measures to ensure social distancing:

- Touch free thermometer check (thermoscans).
- Masks must be worn.
- Students seated in every other seat in breakfast rooms.
- Staff will monitor/supervise students in line.
- Parents will be able to self-certify their students via the Parent Verification form or online equivalent.
- Employees will be required to utilize the thermoscans upon entering the workplace.

**Transportation**

PHESD 144 will take measures to ensure social distancing:

- Assigned seating with the first row of seats on the bus remaining empty.
- Busses will be sanitized between groups and/or stops.
- PPE provided to bus driver and assistant.
- Driver and assistant must self-certify prior to entering the bus.
- Parents are encouraged to drive students to school.

### **Classrooms**

PHESD will implement regulations to reduce large clusters in one location:

- Assigned seating with 6 feet of distance wherever possible.
- Arrange desks so they all face the same direction.
- Face masks must be worn by students, staff, and visitors.
- Avoid switching classes and allow teachers to travel instead of students.
- Students of staff with symptoms referred to medical provider immediately.
- Provide desk partitions to be utilized in specified classrooms.

### **Cafeteria**

PHESD will enforce protocols to ensure cleanliness and reduce chances of contamination by:

- Utilizing disposable utensils
- Entry and Exit procedures
- No sharing of any sort (soup/salad bars discontinued)
- Offering water bottles and shut off water fountains
- Prepackaged produce
- Food with little/no prep required
- Staff must change gloves and wash hands when needed
- No self-serve stations
- Assigned seating
- Promote social distance

### **Communication**

PHESD will execute information regarding social distancing and safety for personnel and students through:

- Newsletters
- Marquees
- District website
- Robo-calls
- Parents
- Flyers
- Social media: Facebook, Twitter, Instagram, Google, Zoom, GoToMeetings

### **Washing Hands**

Students and staff are expected to perform regular hand washing:

- Before eating
- After eating
- After using shared equipment
- After using bathroom

## Section 2

### Training

PHESD will hire and train staff through:

#### Recognizing Covid-19 Symptoms

- A fever of 100.4 F or greater
- Cough
- Difficulty breathing
- Shortness of breath
- Chills
- Muscle pains
- Headache
- Sore throat
- Loss of taste or smell

Procedures for handling individuals who have tested positive

- Affected area will be wiped down and sanitized (after 24 hours if possible)
- Last people they came in contact with are encouraged to self-quarantine for at least 14 days

Individuals will only be allowed back if:

- they no longer have a fever
- symptoms have improved
- at least 14 calendar days have passed since they have shown symptoms
- had 2 negative tests at least 24 hours apart.
- Cases will be reported to the school community for their safety but individuals will remain anonymous when reporting cases. Identity will only be used to trace back who came in contact. The District will also report cases of staff and/or students who have come in contact with a person testing positive for COVID-19.
- Procedure regarding disproving presence of Covid-19 or untested person experiencing symptoms

Will only be allowed back from self-quarantine if:

- Have not had a fever in the last 72 hours without use of medicine and other symptoms have improved
- 14 calendar days have passed since first symptoms have showed

**Preventative procedures:**

- Encourage staying home when feeling unwell
- Promote handwashing
- Ensure social distancing
- Require usage of face masks
- Remind individuals to sanitize
- Avoid large clusters of people: practice virtual meetings when possible

**Cleaning**

**Ensure the cleanliness of the environment by:**

- Establishing a sanitization schedule
- If a person tested positive wait 24 hours (if possible) before sanitizing
- Adjust custodial schedule as necessary.

**Signage (Laminated)**

**Display signs that provide social distancing markings:**

- On benches within cafeteria
- Footprints for spacing to be installed on walls
- Hand washing
- Label/ organize classrooms to satisfy social distancing regulations
- Standing in line for bathroom, cafeteria, gyms, and classrooms

**Extracurricular activities**

**Exercise small group gathering regulations through:**

- Limiting hours on campus
- Conditioning in small socially distanced groups, possibly alternate between days
- No locker room usage
- No formal competition
- Wear face mask when not engaging in vigorous activity

## Instruction

### Student Attendance

Daily attendance and engagement of students is and has always been a cornerstone of PHESD 144's educational expectations. We will continue to follow attendance procedures of contacting parents or guardians daily of any student not in attendance. We will also continue to follow all state laws mandating the reporting of child abuse and neglect. PHESD will provide face coverings (masks/face shields) for staff and students during the instructional day. All students and staff are required to wear masks unless medical restrictions are documented. Students are allowed to wear personal masks (**no bandanas or scarves**) that adhere to the district's dress code (no skulls, profanity, or inappropriate symbols or images).

Any student demonstrating a fever, cough, chills, breathing difficulties, muscle pain, sore throat, or any symptoms related to COVID-19, or non-characteristic behaviors, are encouraged to contact the school and remain home.

All PHESD parents will have the option of keeping their child(ren) home for remote learning instead of in-person instruction. However, this option once selected must be adhered to for the entire semester which includes the first and second quarters. All decisions will be final and no exceptions will be made. Parents will be given this selection opportunity during the registration process prior to the first day of school.

In an effort to adhere to the COVID-19 restrictions placed on schools for opening with in-person instruction and in order to comply with the CDC/IDPH guidelines for health and safety, PHESD is engaged in the health and safety planning described in this Reopening Plan. This planning includes, but is not limited to, closely monitoring all class and group sizes to ensure that they remain as small as possible, reviewing building space utilization, providing for social distancing, ensuring adequate amounts of cleaning supplies and PPE are available, as well as planning for adequate staffing and health services. Historically, the District has received a significant number of registrants for student enrollment after the school year has already started. Consistent with school reopening requirements, health and safety planning, CDC/IDPH guidelines, blended learning, and in anticipation of a significantly large number of student registrants for the 2020-2021 school year after school has resumed which will impact the District's ability to implement its health and safety plans, the District will provide students registering after September 11, 2020 with Remote Learning. **As such, please be advised that students registering after September 11, 2020 will be provided with the Remote Learning option ONLY.**

### Staff Attendance

PHESD 144 encourages and supports staff attendance and is committed to providing appropriate protective equipment, clean and hygienically safe environments, adequate staffing, planning and collaboration time, necessary and reasonable modifications and accommodations and as always a voice in processes and decision-making related to the safety and well-being of staff and students.

PHESD will provide face coverings (masks/face shields) for staff and students during the instructional day. All students and staff are required to wear masks unless medical restrictions

are documented. Staff is allowed to wear personal masks (**no bandanas or scarves**) that adhere to the district's dress code (no skulls, profanity, or inappropriate symbols or images).

### **Calendar**

PHESD144 has made calendar modifications to include an additional Institute Day for planning purposes to provide additional time for professional development. The training will focus on information vital to our successful transition back to in-person instruction. School Improvement days are embedded in the calendar to allow for adequate and consistent monitoring of instruction, and resources, along with the implementation of virtual Meet-the-Teacher nights, and various other evening activities. **During the 2020-2021 school year and due to COVID-19 challenges, in-person instruction for Prairie-Hills Junior High School 6<sup>th</sup> grade students ONLY will begin on Wednesday, August 26, 2020. The 6<sup>th</sup> and 7<sup>th</sup> grade students ONLY will attend on Thursday, August 27, 2020. Finally, ALL 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students will attend school on Friday, August 28, 2020.**

**All Elementary K-5<sup>th</sup> grade students will begin with a full day of in-person instruction on Wednesday, August 26, 2020. Pre-Kindergarten students will begin on September 8, 2020.**

### **Professional Learning**

Much consideration was given to the transition of our students and staff from the home environment back to the school environment and the impact, and adjustment for all involved. The district will utilize professional development for the following

- Use of professional development and practice of new rituals, and routines to address instructional strategies, materials, resources, health and safety adjustments, social-emotional and mental health needs for students and staff.
- Identification of successes and opportunities for improvement related to remote learning, training, participation and instruction.
- Implementation of local assessments to ascertain skill levels, curriculum adjustments, interventions, and programming.
- Provide time for vertical articulation to ensure a smooth transition for teachers and students.
- Provide training for teachers and students on any new technology devices or programs in preparation for possible intermittent returns to Remote Learning Days.

### **Technology**

Prairie-Hills ESD 144 has made every effort to ensure that all students and staff have access and use of their own device in the learning environment. Students will be assigned a device, i-pad (Pre-K-2) or laptop (3-8) with protective key guards for laptops, that will be sanitized daily. Teachers will continue to enhance students' technology skills through daily instruction that incorporates activities to strengthen familiarity and use of devices in the event of a return to

remote learning. All students will have credentials to access all learning resources, materials, software, textbooks, and communication platforms (**Zoom, Gmail, Google Meets & Google Classroom**).

**Parents or guardians will be required to acknowledge receipt and acceptance of technology equipment (hot spots and/or devices) for any replacement cost or repair of loaned equipment.**

### **Curricular Instruction**

All Prairie-Hills Elementary School District 144 registered students are invited to return to in-person instruction in compliance with all recommended guidelines and instructions of Illinois State Board of Education (ISBE), and the Center for Disease Control (CDC). All staff and students are required to wear masks as much as feasibly possible. Classroom environments have been restructured to comply with social distancing. Desks are reconfigured in rows (with 6 feet distancing where possible) with students facing one direction for grades 1-8 with grades Pre-K-K utilizing spacers and dividers to assist with social distancing. Students are required to bring their own school supplies clearly marked with their names, as there will be **NO** communal sharing of supplies. Teachers will provide students individual containers to store supplies and belongings. Special Teachers (PE, Music, Band, Art) are required to follow guidelines of social distancing, outdoors and in classrooms. There will be **NO** shared equipment, contact activities, changing of clothes or locker room use for PE. Band and PE will conduct outdoor classes as much as possible. Megaphones will be available for use during outdoor activities and classes.

Parents who choose to opt-out of in-person instruction will have access to District provided online academic programming and resources, including the Google platform. Those students are required to participate in local assessments, and any virtual activities and programs sponsored by the district or school. Students will be assigned to a classroom, and placed on the class roster as a remote/homeschooled student. Parents are responsible for the instructional implementation, management, participation, scheduling and completion of assignments. Teachers will monitor remote/home-based students through the computer program's monitoring system, and will communicate with parents on programming throughout the week, during plan periods or after school. Teachers may also videotape and post lessons, activities and materials through Google Classroom for remote/homeschooled students. Students participating as remote/homeschooled will be graded according to participation and completion of online assignments, assessments, as well as local assessments. Students that participate in remote/homeschooling will be designated as such for at least two grading periods (quarters 1 and 2) or one semester.

The District is also allowing for modification in delivery of instructional services. ISBE and the CDC recommend, where possible, that teachers rather than students move between classes. We are allowing teachers to move from classroom to classroom for instructional purposes in our schools especially for our junior high population. Teachers are encouraged to consider live streaming class lessons, where possible, using virtual platforms (Google Meets, etc.) to provide students in different classrooms or at home with synchronous access to the lessons.

Similarly, the synchronous lesson could be recorded and used for learning opportunities, tutoring, or simply review when students return home from school.

### **Assessments**

Schools will adhere to the District-wide assessment schedule for local assessments (i-Ready Diagnostics, and NWEA MAP). Assessment dates will continue to be posted in our District Handbook, on the district and school websites, and calendars. The Assessment schedule incorporates early testing to identify deficiencies and possible gaps for instructional purposes. Administrators and teachers will identify grade-level standards that students did cover in the previous school year, due to the COVID-19 pandemic, in accordance with our curriculum maps and develop intervention strategies, small groups, tutoring, materials and resources to address areas of concern.

### **Grading/Homework**

According to ISBE guidelines and recommendations, PHESD 144 will return to our traditional Board approved grading scale and policies. We will insure that students have all the necessary tools, technology, and teacher supports at school to complete all assignments, take assessments, and complete projects in a timely manner. Per the School Code, grading policies are the exclusive responsibilities of local districts (105 ILCS 5/10-20.9a). Policies can be found on our District website.

### **After School Programs**

After School Tutoring, Homework Hotline, and After School Academic Programs are returning with in-person instruction. Transportation will be available for students that participate. Small groups will be limited in numbers of students to adhere to social distancing guidelines. All programs will be adequately staffed and will abide by all safety guidelines. Registration for programs will be conducted at all schools with priority enrollment based on assessment results and academic needs of the students. Additional information, applications, and schedules will be provided after the start of school.

**Due to the COVID-19 pandemic, PHESD 144 will provide transportation at no cost to students required to attend the academic after-school or tutorial programs.**

## **Operations**

### **Registration**

PHESD will continue to accept online registrations via the InfoSnap program currently utilized throughout the District. However, all incoming Pre-Kindergarten, Kindergarten and new students would need to complete the in-person or remote options, whichever is available at the time. Currently, we will be conducting in-person registrations beginning July 20, 2020 with no more than 50 participants serviced at a time. This process will be conducted at our Junior High School in the 8<sup>th</sup> grade's A and B wings. Masks must be worn at all times, and no children are allowed. In addition, we will provide hand washing stations, along with hand sanitizers and gloves upon request.

### **Communication**

PHESD makes every effort to keep parents, students, staff members, community members and all stakeholders aware of current happenings. We will continue to increase our efforts to ensure that all stakeholders are made aware of up-to-date occurrences in a timely manner. We will continue to communicate via the following avenues:

- Weekly and/or Bi-weekly letters mailed to all stakeholders
- Weekly and/or Bi-weekly website updates
- Weekly and/or Bi-weekly robocalls, emails and text messages sent to parents and staff
- Advertisements on the Billboard located on 167<sup>th</sup> Pulaski Avenue, Country Club Hills
- Weekly and/or Bi-weekly news releases to local media stations
- Weekly and/or Bi-weekly social media updates (FB, Twitter, etc.)

### **Transportation**

PHESD will continue to work with our current transportation company, Illinois Central Bus Company to provide transportation for students to and from school. Where at all possible, parents will be encouraged to drop off and pick up students from their schools. We will continue to follow all COVID-19 guidelines related to travel. The first row of seats on every bus will be empty. Students will be placed according to CDC guidelines. No more than 45 students will be transported on any of our school busses for any reason. Masks must be worn by all students, and the bus company will keep extra masks in the event our students forget their masks on a given day. All cleaning supplies necessary to sanitize the busses will be provided by PHESD to the Illinois Central Bus Company. The busses will be sanitized several times throughout the day and in between pick up and drop offs.

### **Food Service Program**

On July 1, 2020 PHESD became a self-serve District. All breakfasts and lunches are made fresh from each of our kitchens daily for students and staff members. Due to COVID-19 restrictions, we will discontinue our soup and salad bars until further notice. We intend to feed our students daily while school is in session. Should we transition to the Remote Learning option, then we will continue to provide food for students from each school site with the assistance of our transportation company, Illinois Central Bus Company. We are excited about our new healthy and nutritious breakfast and lunch distribution process. We intend to adhere to all USDA (United States Department of Agriculture) guidelines and requirements. All food service staff is certified according to local, state and federal guidelines. They will continue to use PPE equipment and adhere to social distancing guidelines.

### **Health/Isolation Rooms**

PHESD will ensure that there is a minimum of one isolation room per building, along with the Nurses' offices. All staff will be trained for symptoms according to the CDC guidelines. All staff will be required to have their temperatures taken via Thermoscans upon entering each facility throughout the District's campuses, including District office. All parents will be required to self-

certify for students prior to their entrance into any of the District's facilities. All staff will then be required to assess student symptoms based upon the list below:

- **Fever of 100.4 or higher**
- **Chills**
- **Cough**
- **Shortness of breath or difficulty breathing**
- **Headache**
- **Loss of taste or smell**
- **Nausea or vomiting**
- **Fatigue**
- **Muscle or body aches**
- **Congestion or runny nose**
- **Diarrhea**

Any student or staff member exhibiting these symptoms will be immediately isolated from the general population and sent home. All students and staff are expected to self-quarantine for 14 days according to the CDC and IDPH guidelines. Medical documentation will be required upon re-entrance to any of the District's facilities.

Should students or staff members be exposed to any individual that tests positive for COVID-19 then the students and staff members will be expected to self-quarantine for 14 days. As such, that classroom or building will be closed for a time period deemed advisable by the Cook County Department of Health, and/or the Illinois Department of Health and/or CDC (Centers for Disease Control) guidelines.

PHESD will wait 24 hours before thoroughly cleaning and sanitizing the affected area(s).

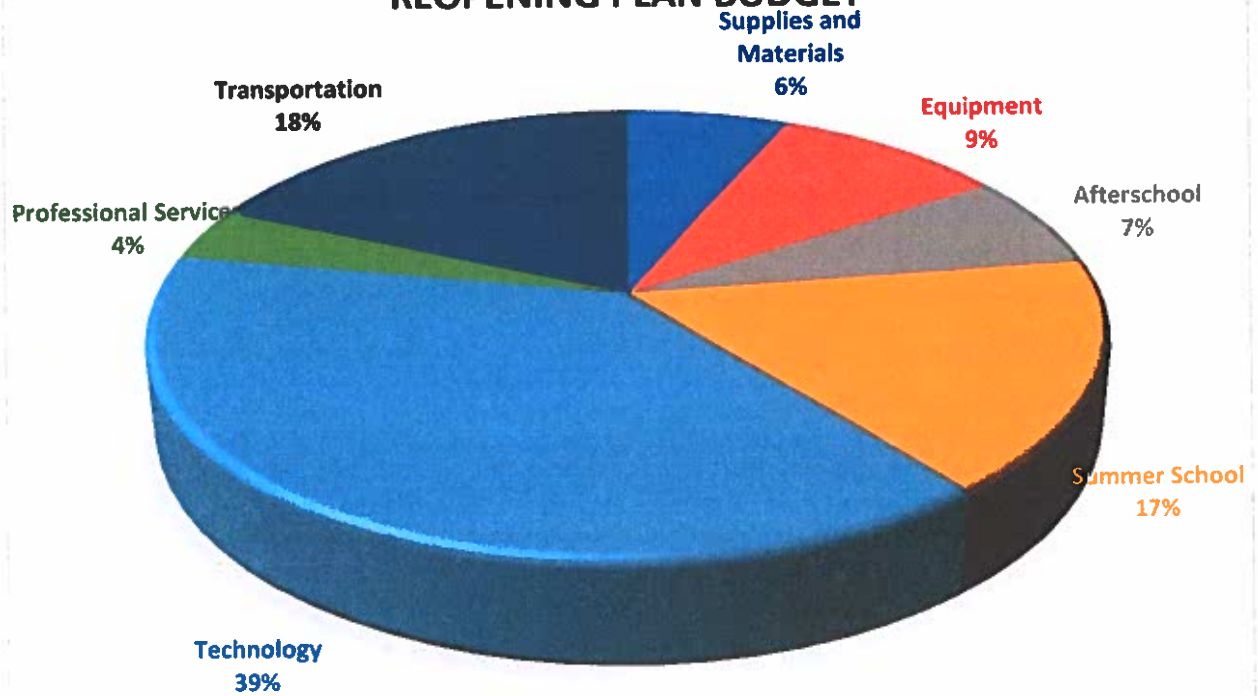
### **Budget Committee**

The goal of the district budget committee is to support all areas of the school district through the allocation of funds. The development of the district's reopening plan has resulted in additional expenses for the school district. The district will use the funds for:

- Purchase personal protection equipment (PPE) for staff and students,
- Supplies and materials for the cleanliness of our facilities,
- Support all Afterschool and Summer School programs with additional services and personnel
- Purchase of Technology and online services for eLearning along with training for staff and parents
- Provide ongoing professional development for students, staff and parents related to remote learning, CDC COVID-19 guidelines, etc.

Prairie-Hills ESD 144 has obtained **ESSERS** funding from the federal government to assist in these efforts.

**PRAIRIE-HILLS SD144  
REOPENING PLAN BUDGET**



## **APPENDIX**

**\*\*IL School Board of Education/Illinois Department of Public Health (2020).** School Guidance. Retrieved May 27, 2020, from <https://www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-zlist/coronavirus/schools-guidance>

**\*\*IL School Board of Education/Illinois Department of Public Health (2020).** Starting the 2020-2021 School Year; Transition Joint Guidance Part 3, from <https://www.isbe.net/Documents/Part-3-Transition-Planning-Phase-4.pdf>

**Centers for Disease Control and Prevention (2016, July 26).** Hygiene-related posters. Retrieved May 27, 2020, from <https://www.cdc.gov/healthywater/hygiene/resources/posters.html>

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**Centers for Disease Control and Prevention (2020, May 18).** Strategies to optimize the supply of PPE and equipment. Retrieved May 27, 2020, from <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/index.html>

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# RESTORE ILLINOIS

A Public Health Approach To Safely Reopen Our State

Phase 1 Rapid Spread	Phase 2 Flattening	Phase 3 Recovery	Phase 4 Revitalization	Phase 5 Illinois Restored
<p>Strict stay at home and social distancing guidelines are put in place, and only essential businesses remain open.</p> <p>Every region has experienced this phase once already and could return to it if mitigation efforts are unsuccessful.</p>	<p>Non-essential retail stores reopen for curb-side pickup and delivery.</p> <p>Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating &amp; fishing while practicing social distancing.</p>	<p>Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions.</p> <p>Gatherings of 10 people or fewer are allowed.</p> <p>Face coverings and social distancing are the norm.</p>	<p>Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health.</p> <p>Face coverings and social distancing are the norm.</p>	<p>The economy fully reopens with safety precautions continuing.</p> <p>Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures.</p>

# SCHOOLS DURING THE COVID-19 PANDEMIC



The purpose of this tool is to assist administrators in making (re)opening decisions regarding K-12 schools during the COVID-19 pandemic. It is important to check with state and local health officials and other partners to determine the most appropriate actions while adjusting to meet the unique needs and circumstances of the local community.

## Should you consider opening?

- ✓ Will reopening be consistent with applicable state and local orders?
- ✓ Is the school ready to protect children and employees at higher risk for severe illness?
- ✓ Are you able to screen students and employees upon arrival for symptoms and history of exposure?

ANY  
NO



DO NOT  
OPEN

ALL  
YES



## Are recommended health and safety actions in place?

- ✓ Promote healthy hygiene practices such as hand washing and employees wearing a cloth face covering, as feasible
- ✓ Intensify cleaning, disinfection, and ventilation
- ✓ Encourage social distancing through increased spacing, small groups and limited mixing between groups, if feasible
- ✓ Train all employees on health and safety protocols

ANY  
NO



MEET  
SAFEGUARDS  
FIRST

ALL  
YES



## Is ongoing monitoring in place?

- ✓ Develop and implement procedures to check for signs and symptoms of students and employees daily upon arrival, as feasible
- ✓ Encourage anyone who is sick to stay home
- ✓ Plan for if students or employees get sick
- ✓ Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures
- ✓ Monitor student and employee absences and have flexible leave policies and practices
- ✓ Be ready to consult with the local health authorities if there are cases in the facility or an increase in cases in the local area

ANY  
NO



MEET  
SAFEGUARDS  
FIRST

ALL  
YES

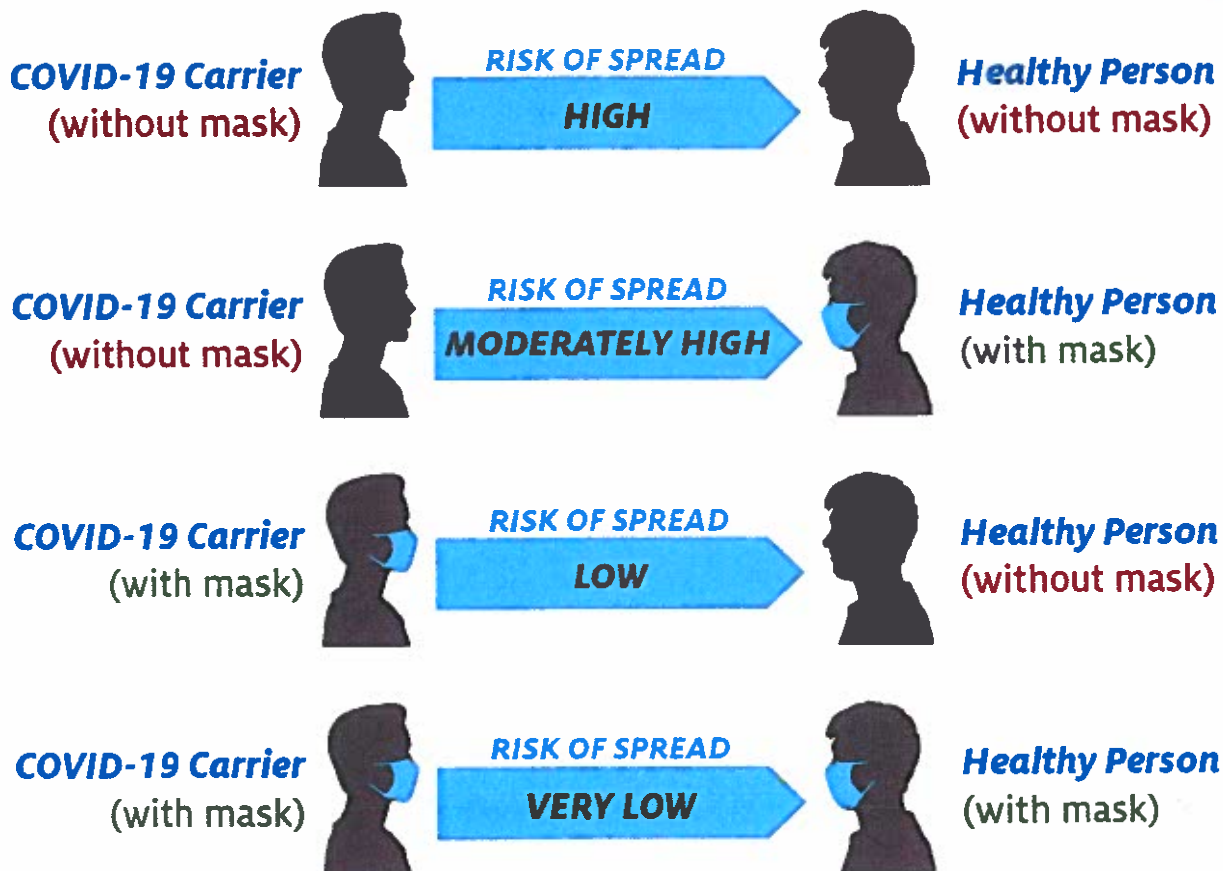


OPEN AND  
MONITOR



cdc.gov/coronavirus

# WEAR A MASK TO PROTECT YOURSELF AND OTHERS



## Together We Can Make a Huge Difference

Please wear a mask! Why, you say?

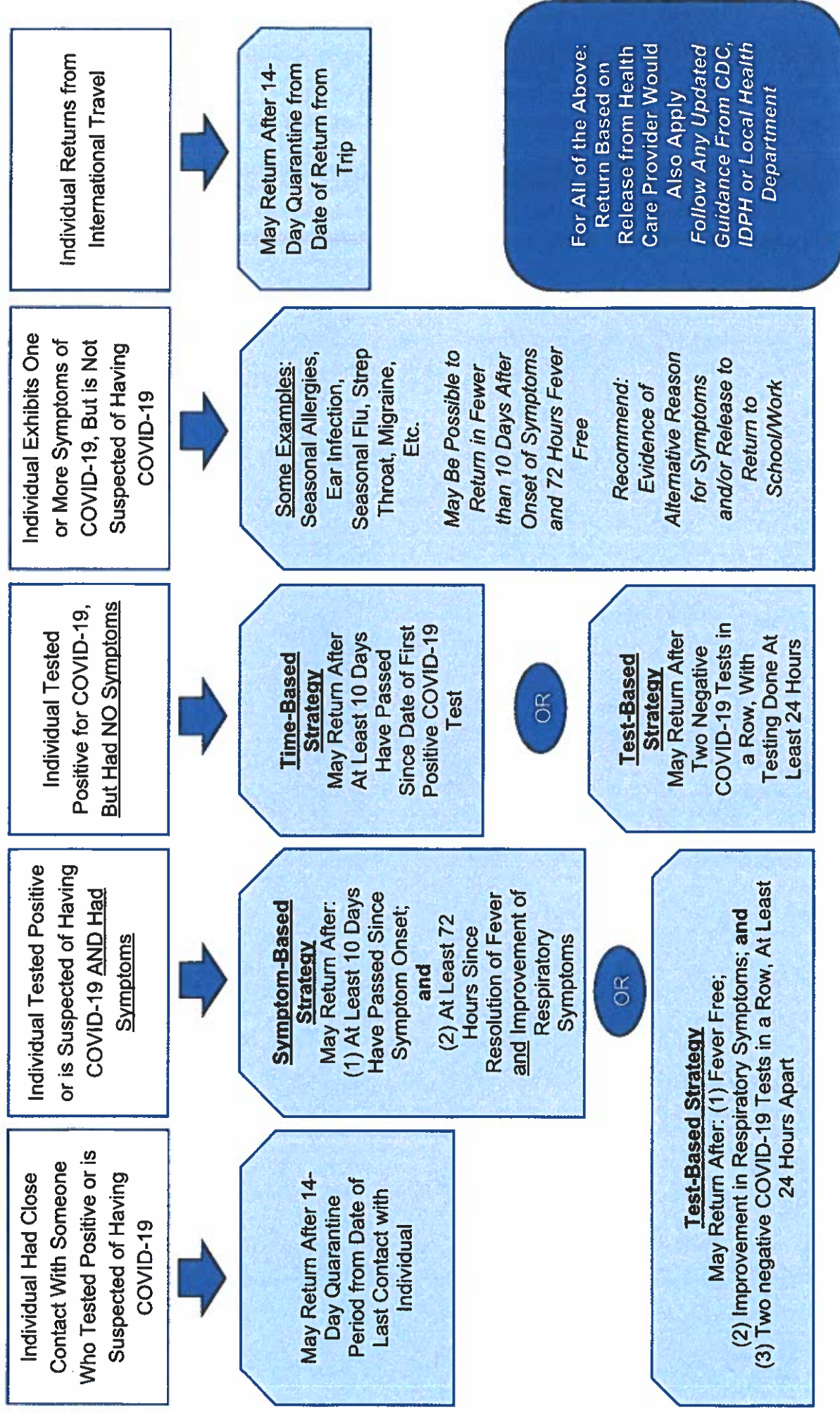
The research is clear: individuals with COVID-19 can be symptom free for up to five days, not realize they are carrying the virus and spread it to others more at risk than

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Accept and Close

# RETURN TO SCHOOL/WORK FLOWCHART FOLLOWING A COVID-19 RELATED ABSENCE

July 7, 2020



Robbins Schwartz

Although the information contained herein is considered accurate, it is not, nor should it be construed to be legal advice. If you have an individual problem or incident that involves a topic covered in this document, please seek a legal opinion that is based upon the facts of your particular case.  
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# **Illinois Learns: Access/Equity/Engagement**

## ***Planning for 2020-21 School Year: Initial Steps to Get Started***

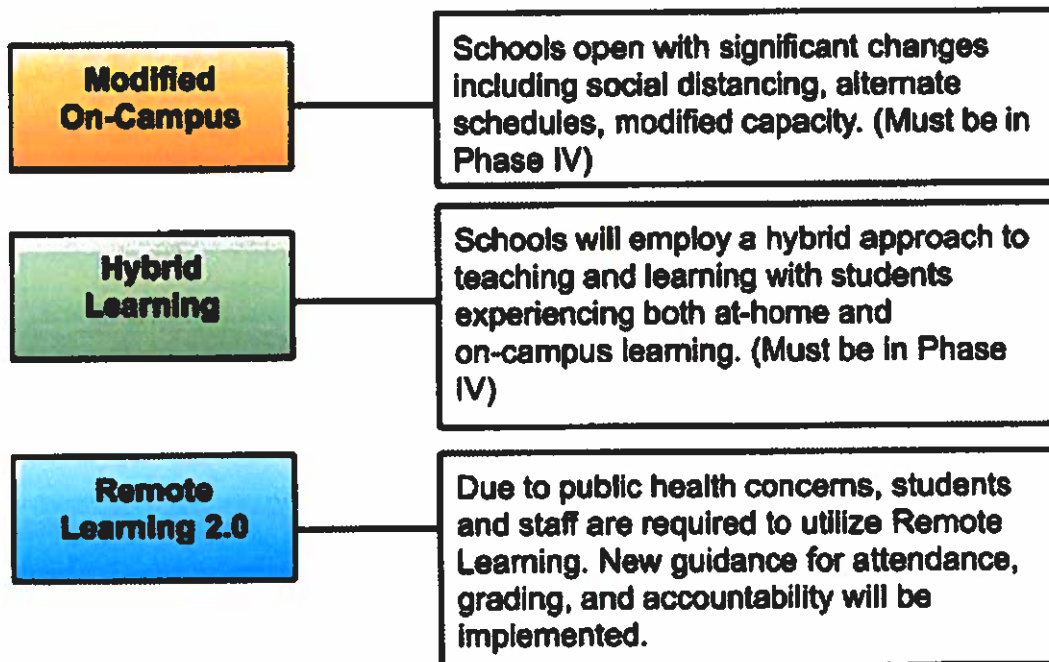
It is our recommendation that every school district **form transition teams** to help prepare for the upcoming school year. The information in this document will help you start the planning process.

We recommend you determine a structure to fit your local needs. To help facilitate conversation within these teams, there are some main questions to consider when planning for the 2020-2021 school year. For example:

### **Instruction Team**

- Attending to the mental health/SEL needs of students.
- Student attendance considerations with respect to presence, engagement, wellness –contemplating intermittent open/close (modify/measure policy)
- Evaluation and assessment of learning and grading - “learning loss” from remote learning - impact, measure, “catch-up”, etc.
- Remote Learning 2.0 -What should continue from remote learning that is new and good (eg - what did we learn/experience that was not present before)? (eg-Increase indirect instruction – asynchronous and synchronous)
- How do we determine if learning loss has occurred for some of our students?
- Consider what’s going to happen if families self-select remote learning.
- In what areas do you need professional development of staff?
- Are there calendar implications?
- How do the suggested models for instruction fit within your local setting? (see below)

The overarching hope and aim of this advisory group is for the return to in-person learning to the degree possible, practical, and permissible when the schools reopen in the 2020-2021 school year (per health guidance from the Illinois Department of Public Health (IDPH) & other authorities. Your transition teams should begin to contemplate and plan for what options such as these would look like in your local setting.



#### **Health and Wellness Team**

- Ordering of PPE (eg: Masks, Sanitizer, Soap, Thermometers, etc.). Questions regarding face coverings (masks and PPE) - who wears them, what if folks don't?
- Surveillance of illness - per local plans and public health guidance
- Role modeling and hygiene training needs (eg - face covering, hand washing)
- Facilities cleaning - per CDC & IDPH & other official guidance.
- Guidelines & protocols for the health and wellness of students and staff will require local health and nurse input.
- As information continues to evolve, please consider and contemplate from your local lenses, is it reasonable for our schools to be safely open as normal? This will likely require ongoing discussions?
- How should we modify our "return to work/school" protocols (physical & emotional)?
- Discussions around temperature checks and logistics.
- How do we support students or staff that do not feel safe in returning to school?
- How to ensure that students and staff can act in the best interest of their health and the health of others?

#### **Operations & Facilities Team**

- As *Restore Illinois* moves through phases, what are your plans and protocols for facility utilization and scheduling of outside groups?

- How are you working with the various needs related to foodservice?
- In what ways are you planning for transportation implications and procedures for daily cleaning/sanitizing of buses and overall transportation.
- Do maintenance protocols need to change to meet current best practice?
- What modifications should be made to safely open our schools, and is it possible for our schools to make those modifications?
- What do personnel conversations need to occur in anticipation of potential cancellations/disruptions of after school activities and/or in-person instruction?
- Start to contemplate communications - protocols (eg - COVID-19 positive test)
- Community agency/childcare provider/park district discussions for childcare options in the event students cannot all come back all day.
- Have you checked with your local unions, risk managers, and legal advisors?
- In what ways have you been using CARES money? Are these uses sustainable? Be mindful of the financial impact of decisions. Would the spending be necessary even in the absence of COVID-19?

In addition, the state's Restore Illinois document provides overarching guidance and a broad framework for the "reopening" of the state and a return to pre-COVID-19 functions. The ISBE release of part one of the transition documents as well as IDPH-ISBE Summer Programs Guidance shall support and guide us prior to the reopening of schools in the fall.

Again, this document is intended to provide guidance on how to get started with planning for the 2020-21 school year. The IASA COVID-19 Swat Team remains committed to supporting school leaders and will provide additional updates through the transition.

The members of the IASA COVID-19 SWAT Team are listed below. Subcommittee members are highlighted.

- Dr. Jon Bartelt, Bloomingdale SD #13
- Daniel Booth, Carbondale ESD #95
- Dr. Terri Bresnahan, Berkeley SD #87
- Dr. Sharon Desmoulin-Kherat, Peoria SD #150
- Dr. Jennifer Garrison, Vandalia CUSD #203
- Dr. Lindsey Hall, Mahomet-Seymour CUSD #3
- Dr. Brian Harris, Barrington CUSD #220
- Paula Hawley, Pikeland CUSD #10

- Dr. Steven Isoye, Niles Twp HSD #219
- Dr. Michael Lubelfeld, North Shore SD #112
- Dr. Jay Morrow, United Twp HSD #30
- Dr. David Negrón, Maywood-Melrose Pk-Broadview #89
- Dr. Courtney Orzel, Lemont-Bromberek CSD #113A
- Dr. Kimako Patterson, Prairie-Hills ESD #144
- Dr. Brad Skertich, Collinsville CUSD #10
- Gary Tipsord, LeRoy CUSD #2
- Tony Sanders, SD #U-46
- Dr. Mark Klaisner, president of IARSS

#### **Illinois State Board of Education liaison**

- Krish Mohip, Deputy Operational Educational Officer at ISBE

## Classrooms

1. Disinfect Door, Door Knob, and Windows
2. Disinfect and Sanitize horizontal and vertical surfaces: chair, chair backs, chalkboard, chalk tray, student desks, teacher desk, bookcase, window sills, furniture, faucet, faucet handles, light switches, and computer screens
3. Clean the new erasers as needed
4. Empty trash cans and replace liners
5. Dust mop/ wet mop tile areas and vacuum carpet
6. Check for cleanliness and neatness
7. Turn off lights, lock doors, and windows

[illegible]

### Locker Room

1. Disinfect and sanitize:

- |   |   |                                      |
|---|---|--------------------------------------|
| <input type="checkbox"/> Mirrors        | <input type="checkbox"/> Soap             | <input type="checkbox"/> Locker tops |
| <input type="checkbox"/> Shower heads   | <input type="checkbox"/> Dispensers       | <input type="checkbox"/> Door        |
| <input type="checkbox"/> Shower walls   | <input type="checkbox"/> Toilets          | <input type="checkbox"/> Door knobs  |
| <input type="checkbox"/> Benches        | <input type="checkbox"/> Urinals          | <input type="checkbox"/> Windows     |
| <input type="checkbox"/> Light switches | <input type="checkbox"/> Sink and handles |                                      |

2. Refill and disinfect soap, towels, and toilet dispensers
3. Dust mop and wet mop floors
4. Empty and replace trash can liners
5. Sanitize and dust all horizontal and vertical surfaces
6. Check area for cleanliness and neatness
7. Turn off lights, lock doors and windows

[illegible]

## Gymnasiums

1. Dust mop and wet mop floor
2. Disinfect and sanitize door, windows, door knobs, and light switches
3. Dust and disinfect horizontal vertical surfaces
4. Empty and replace trash can liners
5. Remove scuff marks
6. Sweep out bleachers after events
7. Turn off lights, lock doors, and windows

[illegible]



## Parent Remote Learning Feedback / Survey

Learning at home has created an entirely new approach to education, and we wanted to know how it has worked for you and your family. We are asking parents/guardians to give us feedback in the form of a survey to assist us in our continued efforts to support our families and students. For your convenience, we have mailed, and posted the survey on our website. Upon completion of the survey, you may either mail, submit online, or drop your survey off at District Office. Thank You in advance for your support and assistance.

### **Parent/Guardian Information:**

Parent Last Name \_\_\_\_\_

Parent First Name \_\_\_\_\_

Please provide an email address you would like to be used for communication. \_\_\_\_\_

Please provide a current telephone number to be used for communication. \_\_\_\_\_

How many Kindergarten – 8<sup>th</sup> grade students do you have in your home? \_\_\_\_\_

Did your child(ren) participate in the Remote Learning?

Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is no, then did your child(ren) complete learning packets provided by the district?

Yes \_\_\_\_\_ No \_\_\_\_\_

If your child(ren) did not participate in either learning format offered by the district, please share challenges or obstacles that prevented participation. \_\_\_\_\_

1. How effective were the learning packets?

Very \_\_\_\_\_ Somewhat \_\_\_\_\_ Not Effective \_\_\_\_\_

2. Do you feel that the learning packets provided adequate learning activities for your child(ren) during school closure?

Very \_\_\_\_\_ Somewhat \_\_\_\_\_ Not Effective \_\_\_\_\_

3. What, if any, improvements should be made to the learning packets? \_\_\_\_\_

**Technology:**

1. Does your child have reliable access to a tablet, laptop or computer? Yes \_\_\_\_\_ No \_\_\_\_\_
2. What best describes your child's internet access?  
Adequate Internet Access \_\_\_\_\_ Internet Access through a smartphone \_\_\_\_\_ No internet Access \_\_\_\_\_
3. How many devices (laptops, desktops, tablets) do you have in your home for your child(ren) to use for Remote Learning? 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 or more \_\_\_\_\_
4. How easy was it for your child to use the remote learning tools provided by the school? (*Google Classroom, ClassDojo, Online Resources*)  
Very Easy \_\_\_\_\_ Somewhat Easy \_\_\_\_\_ Not Easy \_\_\_\_\_

**Communication:**

1. During Remote Learning, if you needed to talk to someone at your child's school, how often were you able to get in touch with staff?  
Never \_\_\_\_\_ Sometimes \_\_\_\_\_ Anytime Needed \_\_\_\_\_
2. Please mark the extent to which you disagree or agree with the following statement: My child's school provided updates and communications on my child's learning in a language I understand.  
Strongly Disagree \_\_\_\_\_ Disagree \_\_\_\_\_ Agree \_\_\_\_\_ Strongly Agree \_\_\_\_\_
3. How clear was communication from you school/district regarding remote learning?  
Not Clear \_\_\_\_\_ Somewhat Clear \_\_\_\_\_ Extremely Clear \_\_\_\_\_
4. Were you aware of the Districts Remote Learning website for Students/Parents with information regarding remote learning? Yes \_\_\_\_\_ No \_\_\_\_\_
5. Did you review the Remote Learning Plan posted on the District website?  
Yes \_\_\_\_\_ No \_\_\_\_\_
6. Were you aware of your child's/children's schedule(s) for Remote Learning?  
Yes \_\_\_\_\_ No \_\_\_\_\_
7. Did you receive telephone calls and/or emails from the District regarding school closure and Remote Learning?  
Yes \_\_\_\_\_ No \_\_\_\_\_
8. Did you receive District correspondence mailed to your home regarding school closures and Remote Learning?  
Yes \_\_\_\_\_ No \_\_\_\_\_

### **School Support:**

Please mark the extent to which you disagree or agree with the following statement:

1. During Remote Learning, my child received the support needed from my child's school with schoolwork or assignments.

Strongly Disagree \_\_\_\_\_ Disagree \_\_\_\_\_ Agree \_\_\_\_\_ Strongly Agree \_\_\_\_\_

2. During remote learning how often did your child receive feedback from their teacher?

Never \_\_\_\_\_ Sometimes \_\_\_\_\_ All the Time \_\_\_\_\_

3. How often was there an adult at home to assist your child with completion of assignments?

Never \_\_\_\_\_ Sometimes \_\_\_\_\_ Almost All the Time \_\_\_\_\_

### **Student Learning:**

1. How much do you think your child learned during remote learning compared to regular school?

Learned Less \_\_\_\_\_ Learned About the Same \_\_\_\_\_ Learned More \_\_\_\_\_

2. How would you describe the amount of schoolwork assigned by your child's teacher during remote learning?

Too Many Assignments \_\_\_\_\_ Adequate Number of Assignments \_\_\_\_\_ Too Few Assignments \_\_\_\_\_

No Assignments Given \_\_\_\_\_

3. How much of the day did your child participate in learning activities during remote learning?

None \_\_\_\_\_ Some of the Day \_\_\_\_\_ Most of the School Day \_\_\_\_\_ Entire School Day \_\_\_\_\_

### **In-Person Instruction:**

1. If the District reopens for in-person instruction, do you plan to send your child(ren) to school?!

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

### **Remote Learning:**

Which of the following improvements would you most like to see your school/District make during remote learning?

- Provide more guidance/parent training on remote learning;
- Provide more technology assistance;
- Provide more technology equipment (laptops, tablets, iPads);
- Provide fewer assignments;
- Provide more assignments;
- Provide more resources in a language I understand;

Comments:





Greetings Prairie-Hills ESD 144 Family,

In an effort to plan for the 2020-2021 school year, I would like to ask each of you to honestly answer and complete this survey for planning purposes.

The district has every intention on opening for the Fall semester and ensuring that we protect our students and staff to the best extent possible. As such, we have spent the entire summer ordering PPE equipment and creating safe spaces. Life and School as we knew it...has changed, but this is our opportunity to embrace this change and make it GREAT!

1.) If the District reopens in the Fall, do you intend to return to work?

\_\_\_\_\_yes                      \_\_\_\_\_no                      \_\_\_\_\_unsure

If the answer is **no or unsure** what medical documentation have you received?

**\*\*Please be advised that in order to NOT return to work, medical documentation will be required.**

2.) If you do return to work, are there any special accommodations that you may need?

\_\_\_\_\_yes                      \_\_\_\_\_no                      \_\_\_\_\_unsure

**\*Please be advised that all responses will remain confidential! Should you need to contact me directly, please email me, [kpatterson@phsd144.net](mailto:kpatterson@phsd144.net) or call me 708-704-5063.**

Sincerely,

Dr. Kimako Patterson

