



# Surviving to Thriving

A guidebook for the safe reopening of the Freeport School District 145





## Board of Education

Mrs. Janice Crutchfield, President

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*The FSD145 Board of Education recognizes that we are in unprecedented times and that the COVID-19 pandemic has challenged and changed the way we live, work and educate children.*

*As we prepare to reopen the District for the 2020-2021 school year, the Board applauds the planning efforts of Superintendent Alvarado and the staff who have diligently worked countless hours to establish a plan to provide ongoing learning to our students, while keeping the health and safety of both students and staff as our top priority. We the members of the Board of Education are committed to supporting this plan and to doing our part in ensuring a safe and healthy learning and working environment for all.*

Mrs. Janice Curtchfield  
Board of Education President

## Key Terms

**ISBE:** Illinois School Board of Education

**IDPH:** Illinois Department of Public Health

**IHSA:** Illinois High School Association

**IESA:** Illinois Elementary School Association

**CDC:** Centers for Disease Control and Prevention

**Blended Learning:** instruction occurs both in-person and virtually

**Remote Learning:** virtual only instruction, no on-campus or in-person instruction.

**In-Person Learning:** full time, on site instruction



Dear Families and Community Members:

Freeport School District 145, like all organizations, has been impacted in numerous ways by the COVID-19 pandemic. FSD 145 adjusted quickly to the unexpected need to close and transition to remote instruction for much of the spring semester of 2020, but unfortunately, didn't have the time to put together a comprehensive plan to best serve the students and support the staff. Like districts across the nation, we found ourselves doing what we consider to be "survival teaching."

Since that time, planning groups have used the guidelines issued by the State of Illinois to put together a plan that will help us move teaching and learning from surviving to thriving. This plan is the result of countless hours of work of individuals, feedback from the community and lessons learned during the Spring of 2020. As a district we thank everyone who helped to make *The Surviving to Thriving Plan* come together and we thank the parents and community for your involvement, patience, and cooperation with our efforts.

As you read *The Surviving to Thriving Plan*, you will find that the Health & Wellness of our Students, Families and Staff has been our first priority. FSD 145 can and will work to ensure that challenges within our control are met. However, our collective response to the challenges of the COVID-19 pandemic will work only if we all live up to a set of common expectations. The collective efforts required to beat COVID-19 has reinforced our commitment to deepening our partnerships with families and the community. We know we must think of these partnerships in new and innovative ways that allow all members of the FSD145 community to not just survive, but to thrive.

As we plan and prepare for a safe return to school, FSD 145 continues to be committed to being ***All In For All Kids*** and strives to provide continuity to our students' learning during the 2020-2021 school year. *The Surviving to Thriving Plan* is guided by our principles to be: Innovative, Inclusive, and Student-Centered. Our teachers and administrators have worked together to make instructional recommendations that are equitable, that strengthen relationships, and that promote student engagement and agency.

Thank you for your cooperation and efforts toward providing a healthy and safe learning environment for our kids.

Sincerely,

*Dr. Anna Alvarado*

[ISBE Guidance: Starting the 20-21 School Year](#)





## Mission

In partnership with families, students, and the community, we commit to creating an innovative, inclusive, and student-centered learning environment so that all students are equipped and empowered to choose their college, workplace, and career path, and become engaged and productive members of their community.



## Our partnership as we continue to thrive

As we move forward together, regardless of your role as a parent, a student, a staff member, or a member of the community, we recognize these realities:

- We acknowledge what's working today may not work tomorrow.
- We shall exercise high levels of flexibility and adaptability to ensure all students, staff and parents are supported to achieve effective in-person, blended and remote learning.
- We understand sometimes we must ignite innovation to solve problems and address challenges.
- We promise to take personal accountability for ourselves and others in order to maintain all safety protocols.
- We know we are navigating new opportunities and struggles daily, so we will share kindness, empathy and gratitude hoping to make a positive difference in the lives of others.



As we work to find solutions to the challenges that our district and community face due to the COVID-19 pandemic, we are guided by three priorities: health and wellness, continuity of learning, and community partnerships. Together, we pledge to live by our vision to be *All In for All Kids*.

### Health & Wellness

The health and wellness of our students, families, and staff is always the first priority for FSD145. Increased cleaning, sanitation, and added protocols for health and safety will be essential to maintaining a healthy and safe environment.

### Community Partnerships

We understand the importance of deepening our partnerships with families and the community. We must think of these partnerships in new and innovative ways that allow all members of the FSD145 community to not just survive, but thrive.

### Continuity of Learning

FSD145 is committed to being All In for All Kids and strives to provide continuity to our students' learning during the 2020-2021 school year. The Surviving to Thriving Plan is guided by our principles to be: Innovative, Inclusive, and Student-Centered.



## MARCH - MAY 2020

- 3/12 Crisis Response team created to maintain learning environment
- 3/13 ISBE announces statewide closures
- 3/16 Emergency school closures start
- 3/23 Guidance released to staff on remote learning activities and student learning
- 3/23 Nutrition & Dining services begin food distribution to ensure every child is fed.
- 4/8 Chromebook distributions
- 5/11 Adjust grab n go sites to meet community needs, Move FMS to Blackhawk, add Cedarville
- 5/26 Student item pick up and drop off

## JUNE - JULY 2020

- 6/1 Planning group is formed and planning begins
- 6/2 Last day of school
- 6/23 ISBE releases 2020-21 School Year guidance document
- 7/1 Reopen model selected



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## I. Health & Wellness

We have all found that we took for granted much of our day to day life which has been altered by the pandemic. What we have learned is that our own health and wellness is protected by healthy decisions that we personally make as well as healthy decisions that others make to reduce the spread of COVID-19.



### Medical and Public Health Procedures and Facilities

Sanitation, hygiene, and PPE supplies will be ordered and stockpiled. All custodial and maintenance staff will be trained on the return to school guidelines, where applicable. These procedures will include extra sanitation efforts using certified EPA products.

Category	Area	Frequency
Workspaces	Classrooms, Offices (desks, chairs, tables)	At the end of each use/day
Electronic Equipment	Copier machines, Computer monitors, TVs, telephones, keyboards	At the end of each use/day and/or between use
General Used Objects	Door knobs, handles, light switches, sinks, restrooms	At least 2 times a day
Buses	Bus seats, handles/railing, belts, window controls	At the end of each use/day
Common Areas	Cafeteria, Library, Music rooms, Art rooms, Conference rooms, Gyms, Common areas	At the end of each use/day; between groups



### High contact areas

- Countertops
- Desktops
- Water Fountains
- Door Handles
- Handrails
- Light Switches
- Restroom Fixtures

### High Traffic/Common Areas:

- Entryways
- Foyers
- Hallways
- Restrooms
- Stairwells



Restrooms, cafeterias, and high touch common areas will be disinfected daily and whenever additional attention is needed. Soft surfaces such as carpets and rugs will be cleaned daily. Items such as cloth toys or other cloth material items that cannot be disinfected must not be used.

Facilities and Grounds may adjust personnel schedules to meet reopening school needs. Cleaning schedules will be created and implemented for all facilities and equipment. Extra sanitation efforts will occur during in-class learning which will address high traffic/common areas.

### Frequently Touched Surfaces

- Door handles & knobs
- Desktops & tabletops
- Countertops, sinks & faucets
- Light switches
- Pencil sharpeners
- Computer keyboards & phones
- Hands-on learning items
- Toys
- Cubbies & coat reaches
- Backpack areas

Building custodians will conduct daily cleaning and disinfection. An EPA approved cleaner will be used for disinfection along with our standard cleaning protocols.

**All frequently touched surfaces will be disinfected on a regular basis.**



## Facility Use

FSD 145 will continue to follow the guidance from IDPH, ISBE, and IHSA that applies to the safe use of our facilities. The day to day operational use of our facilities for teaching and learning are our priority. School sponsored activities are a secondary priority.

Community groups who have traditionally requested the use of our facilities will need to provide plans that meet or exceed the expectations of our District. A priority for use will be granted to groups in which our students currently engage with as they are already in the buildings during the day. The primary responsibility of our buildings is to safely educate our students.



*Community groups may be denied access to the facilities during the pandemic in order to reduce the number of new individuals in our spaces*

## Nutrition & Dining Services

Nutrition and Dining Services has made a commitment to review and adjust our past School Breakfast and National School Lunch Programs. Our largest focus being student and staff safety, ensuring we are meeting Health Department procedures while we follow ISBE and CDC guidelines. We will be implementing a variety of new service models to support safe nutrition and dining services



Nutrition and Dining Service staff safety is a top priority. We will be providing staff with socially distanced work stations in each kitchen along with additional in-person training prior to school starting. We will continue to follow the current sanitation procedures that we are using for our grab n go sites.



## Food Service Procedures and Supports

All food will be individually and single use disposables

- **Pre-K - 6:** Meals will be served in classrooms for both breakfast and lunch.
- **Grades 7-8:** Grab n go model at Freeport Middle School, students will walk through the service line and take their meals with them to class. Multiple meals will be available to take home for Group A on Monday and Thursday and for Group B on Tuesday and Friday to ensure students have access to food outside of in-person instruction days.
- **Freeport HS:** Alternative cafeteria location will be used to ensure no more than 50 students and staff are in one cafeteria location. Multiple meals will be available to take home for Group A on Monday and Thursday and for Group B on Tuesday and Friday to ensure students have access to food outside of in-person instruction days.
- **Remote Learning by Choice K-12:** Students will be provided Grab n Go meals to cover breakfast and lunch for the week with a parent pick-up option.

*In the event that we are advised again to transition the District to fully remote learning, we will return to the grab n go model that we are currently using and utilize the meal kits that are individually wrapped.*



### Drinking Fountains/Bottle Refilling Stations

ISBE guidance asks schools to consider how to safely use drinking fountains. Our district has determined that we will work toward installing more water filling fountains in the buildings to reduce the need for the traditional push bar or push button fountains.

Students can bring a personal reusable bottle to school full of water in the morning and refill during the day if needed. Most of our fountains are located near our restrooms and will receive increased sanitation throughout the day.

### Signage

Increased signage is necessary in order to inform and educate about the new practices associated with COVID-19 and school preparedness. The school buildings will have plentiful social distancing reminders, as well as well posted signage to remind all staff and students about hand washing, proper mask wearing and COVID symptoms. It is important that in addition to signage our messaging in announcements and our



teaching and reteaching in classrooms helps to prepare our school family for continuous safety. Families will be asked to reinforce and practice healthy skills at home.

## Protocols for Safety



### Social Distancing

Within each building, floor and wall signage will remind students and staff of social distancing expectations. Classrooms will be set up in such a way to promote social distancing, hallways will have reminder markers on the floors, and students will be routinely taught to be mindful of distancing themselves from others. We know that

this will be a continual challenge, especially with our younger students, which makes it important for us to teach social skills and healthy habits alongside distancing protocols.

### Face Coverings

#### Face Masks

Guidance issued by the Illinois State Board of Education states: All individuals in school buildings, including all public and nonpublic schools that serve students in prekindergarten through grade 12, must wear face coverings at all times unless they are younger than 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Face coverings must be worn at all times in school buildings even when social distancing is maintained. Face coverings do not need to be worn outside if social distancing is maintained.



FSD145 understands that families have varying views on the relative benefits of masks for children. Both the Illinois State Board of Education's guidance and IDPH recommendations make it clear that we must set an expectation for students to wear masks under most circumstances. Student refusal to wear a mask will be handled as a compliance refusal.

Regular breaks for fresh air and mask removal while following social distancing outdoors will be scheduled in the morning and afternoon according to each school's schedule and needs.

Students and staff members may wear a mask of their choosing, within the existing standards of dress as outlined in the student handbook and the Freeport School District Face Coverings Guidance for Students. The District will maintain a supply of



disposable face coverings in the event that a staff member, student, or visitor arrives without one for use.

### Face Shields

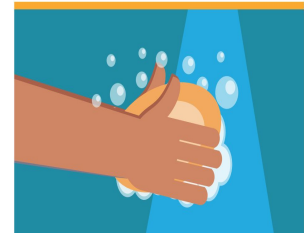
Requests to use face shields instead of masks will be evaluated on a case-by-case basis, generally in regard to medical concerns or a student's need for facial visualization for instruction and communication. Updated guidance from the State indicates that face shields *"are not effective protection against coronavirus and should only be used in situations when other methods of protection are not available."*

**Exceptions to these requirements will be on a case by case basis.** *"All individuals in school buildings, including all public and nonpublic schools that serve students in prekindergarten through grade 12, must wear face coverings at all times unless they are younger than 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Face coverings must be worn at all times in school buildings even when social distancing is maintained. It is recommended that schools require physicians notes for students and staff who are not able to wear a face covering due to trouble breathing. It is recommended that schools and districts update policies to require the wearing of a face covering while on school grounds and handle violations in the same manner as other policy violations."*

[ISBE Guidance: Starting the 20-21 School Year](#)

### Hand Hygiene

All are expected to regularly clean their hands for at least 20 seconds with soap and water at frequent intervals throughout the day, especially before and after eating. In addition to hand washing, each classroom and many other high traffic areas, like gyms and cafeterias, have one or more hand sanitizer dispensers mounted to the wall. Healthy skills will be taught so that students know how to thoroughly wash their hands for at least 20 seconds and alcohol-based sanitizers that contain at least 60% and the use of hand sanitizer will also be taught. We thank guardians in advance for promoting and encouraging healthy hand hygiene at home as well.





### Symptom Screenings

If you send your child to school you are certifying they are free of COVID-19 symptoms.

If a child is sick, they should stay home. It will be vital for families to keep students home when exhibiting the following symptoms. Parents should call the school office each day their child is showing symptoms.

SYMPTOMS AND CONDITIONS	
<ul style="list-style-type: none"> <li>● New loss of taste or smell</li> <li>● Persistent Cough</li> <li>● Extreme Fatigue</li> <li>● Fever or chills</li> <li>● Headache</li> <li>● Close contact with a person who has COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>● Measured temperature of 100.4 degrees or higher</li> <li>● Nausea or vomiting</li> <li>● Shortness of breath or difficulty breathing</li> <li>● Sore throat</li> </ul>

As stated in the Student Illness Protocols section above,

- Staff will measure each child’s temperature prior to boarding a bus or entering a building.
- In the event a child’s temperature is above the 100.4 degree threshold, your child will not be allowed to board the bus or enter school.
- Parents will be notified to pick up their child immediately.

In addition to the temperature check, if a child presents at the school door or during the day with an elevated temperature or suspected COVID-19 symptoms, the child will be moved to a quarantine room in the school to be assessed by the school nurse. The parent will be notified by the school and if symptoms are present the child will be sent home immediately.



The Illinois Department of Health then requests a COVID test be conducted by the family doctor or health provider. If no test is taken, the child must be fever free without fever reducing medication for 24 hours and symptom free for 10 days from the onset.

## Contact Tracing Protocols

Seating charts will become the norm in order to assist with contact tracing with the Stephenson County Health Department should there be a situation with a possible COVID illness.

Nurses in each building, in conjunction with the Health Department, will conduct all investigations into illness concerns and notify those who may be at risk as quickly as possible.



## Student Illness Protocols

- Each guardian will have increased responsibility for monitoring student symptoms each morning and reporting their students' symptoms to the school.
- Students should be checked at home each morning for [COVID-19 symptoms](#), specifically:
  - A loss of taste or smell
  - Or stomach issues, which might include diarrhea
  - These are the most common symptoms noted by the Stephenson County Health Department.
  - Checking for a fever of 100.4 degrees or higher is also an expectation for guardians prior to sending their student to school.
  - Students will also be asked about their symptoms and checked at school and/or when they get on the school bus.
- The minimum time out of the classroom setting for any symptoms will be 24 hours, with no continued symptoms to return to school. Depending upon the situation, the school may request a family seek a doctor's input prior to returning their student to school.
  - Additionally, CDC and IDPH guidelines for students who are suspected of having COVID-19, whether they were tested or not, state that 24 hours must elapse from resolution of fever without fever reducing medication and 10 days must pass after symptoms first appeared.
  - Any individual within the school environment who shows symptoms will be immediately separated from the rest of the school population. Individuals who are sick will be sent home. It will be very important that your contact information is kept up to date in our records.





- Safety of students and staff is our primary concern, and we would rather err on the side of caution and excuse students' absences from school when they are ill. Perfect attendance awards will be suspended for this school year.

## Staff

It is very important that all employees understand the safety requirements, protocols and expectations to ensure everyone and their communities stay safe and prevent the spread of the virus. All staff will be trained on the health and safety issues related to coronavirus disease 2019 (COVID-19). The training will focus on but is not limited to:

- How COVID-19 spreads
- How to clean your hands properly
- Why it's important to socially distance
- Why it's important to stay home if you are sick
- When and how to properly wear a facemask
- How to clean and disinfect your work area

## Planned Attendance Procedures

Guardians and the schools will be more closely linked together this year in a shared effort to communicate any symptoms or concerns. At the school level, the office assistants who will answer the phones will need to ask guardians questions regarding any COVID related symptoms in order to help the District partner with the Stephenson County Health Department monitor any changes in reported symptoms within our community. Please provide the school with as much information as possible and understand that we are working together to keep us all in school, all year.

Students who report COVID-like symptoms and stay home out of caution will not be penalized. In fact, parents and students can login to Schoology for the day and continue to complete assignments if the student is feeling well enough. We appreciate the partnership between home and school with the shared goal of keeping students and teachers safe and connected.

## Reporting Student Absences

- To report an absence of any student, please call the school your student attends.
- If you leave a message, please reference any COVID symptoms your student may have.
- It is likely that the school will check back in with home later if they have any follow up questions.
- If a student's symptoms become worse, or if a doctor provides a diagnosis, please share that with the school, so that we can work through next steps together.



## Staff Illness Protocols

- Staff will also ensure that they are symptom free prior to reporting to work and follow the same procedures as students if they become ill during a work day.
- In the event that a staff member is ill, other available staff or an available substitute will be utilized in the classroom just like they would in a normal absence with the additional step to keep track of the adults in contact with our students.

## Visitors

Visitors to campus will need to complete a screening process before entering the building. Whenever possible, staff will attempt to create smaller visitor groups on campus or meet outside. Regularly scheduled meetings can be held virtually (like IEPs). *Visitors **must wear masks at all times.***

## Shared Workspaces

All staff will assist with disinfection throughout the day, including spraying high contact surfaces regularly. Conference rooms, copy rooms and staff lounges will need to be used by fewer employees, with frequent hand sanitizing before and after regular work tasks, like running copies, the new norm.

## Transportation

Families are asked to complete their student's registration and elect school transportation by **Friday, August 7th**. Families who can transport their students are asked to do so. Transportation provided by the district will follow these guidelines:

- Students will be screened prior to boarding the school bus, parents are asked to either be at home or have a person for their student to stay with in the event that they are not allowed to ride. (Temperature of 100.4 or above)
- Students will be expected to adhere to social distancing at the bus stops.
- Students will have to wear a mask while at the bus stop and while on the school bus.
- School buses will be at half capacity, with 1 student per seat, except for members of the same household.
- Students will be assigned a seat and a seating chart will be kept on file.
- School buses will be disinfected between each tier of students and thoroughly disinfected at the end of each route.
- Students will sit in an assigned seat, a seating chart will be kept on file.
- Transportation staff will wear masks and will be trained in disinfecting safety protocol





## II. Continuity of Learning

Freeport School District 145 is committed to being All In for All Kids and strives to provide continuity to our students' learning during the 2020-2021 school year and beyond. The purpose of this document is to provide our families and community with an overview of the teaching and learning models for the coming year. Our priority continues to be to meet the learning needs of our students regardless if instruction is being done in-person or remotely.

### General Education Instructional Models for Fall 2020-2021

<p style="text-align: center;"><b>In-Person</b> Preschool - Grade 6</p>	<p style="text-align: center;"><b>Blended Learning</b> Grade 7-12</p>	<p style="text-align: center;"><b>Remote Learning by Choice</b> Preschool - 12</p>
<p>Full time in-person instruction Our PK-6 students will attend school daily and operate under the recommended social distancing and healthy habit guidelines in order to provide full face-to-face instruction with our youngest students.</p>	<p>To support physical distancing, learning occurs both in-person and virtually with students attending two days a week on campus. This is our plan for grades 7-12 due to population size and students' needs:</p> <p><b>Mon/Thurs:</b> A Group <b>Wednesday:</b> Virtual <b>Tues/Fri:</b> B Group</p>	<p>Families elect to have students engage in remote only instruction. Those choosing this option will be committing to Remote Learning by Choice for the entirety of the first semester. Additional information will be provided prior to the end of the semester for those seeking to switch to or from Remote Learning by Choice.</p>



## Remote Learning by Choice Request Form (Preschool - 12)

Families who wish to request Remote Learning by Choice can access a request form from the district website. Deadline to apply for all remote learning is on **Friday, August 7, 2020**. The Dept. of Enrollment and Transportation will determine any adjustments that need to be made for in-person enrollment and transportation accommodations. In addition, the Dept. of Curriculum and Instruction and HR will determine any modifications needed for instructional design and learning tools for online learning only choice.

*In the event that the District is required to close schools again this year, our model of instruction will revert to 100% remote learning. All students, staff and guardians will spend the first few weeks of school learning how to use the technology tools to ensure that our students and families are prepared for full virtual instruction, if needed.*

## School Draft Calendar

With recent changes to Illinois School Code, FSD145 is required to make the following change to the school year calendar.

- November 3rd, Election Day, is a state holiday. School will not be in session.





School improvement days, parent-teacher conferences and district institute days will be moved to Wednesdays to better fit the blended learning plan that will start the school year. All grades will receive remote instruction on school improvement days.

Additionally, revisions to school code allow the district to schedule up to five Teacher Remote Learning Planning Days. *Two Teacher Remote Learning Planning Days will be held in reserve, in case of an emergency.* Currently planned for this year are:

- Two Teacher Remote Learning Planning Days
- A third planning day at the end of the school year

## Length of School Day

District 145 believes that our students who ride the school bus should sit one per seat, with the exception of students in the same family. In a typical school year, we provide bus transportation for two groups of students: the oldest and the youngest. This year we will start with four tiers of busing in order to transport fewer students per bus. A final schedule will be released to parents as soon as it is ready, but parents should expect that our start and end times will be slightly different this school year. ISBE Guidelines require a 5-hour minimum instructional time.

## Passing Times and Student Movement

There are busy moments in every building in the District, including the beginning and the end of the day and passing times. Students will be taught and retaught social distancing. In buildings with large populations in the halls at once, passing times will be conducted in waves over a longer period of time to reduce hallway congestion. At the elementary level, specials like art will be conducted in the home classroom to avoid movement around the building. Included in the planning is a mask break for students. This will allow them to go outside a few times a day with supervisors to take their masks off while observing social distancing rules.



## Mental Health and Social-Emotional Learning

The Freeport School District is committed to the social and emotional health of our students and staff. We recognize the potential mental health impact that COVID 19 has had on our school community and we are committed to prioritizing the social-emotional wellbeing of students and educators as a foundation for learning.



## Social Emotional Learning

One of our goals in FSD145 is to create learning environments that are safe and supportive. Our number one strategy to meet this goal is to establish positive relationships among all stakeholders. The district understands that the well-being of our staff has a direct impact on the instruction of our students and is committed to providing support to address their social and emotional health. Additionally, FSD145 is committed to advancing our students in the social and emotional learning standards through our curriculum whether for in-person or remote learning and will implementing the following:

- Surveying students to identify their social and emotional needs and inform instruction
- Providing additional resources for families
- Organizing teacher and principal professional learning, time, and resources to support their new needs including
  - SEL instruction
  - Trauma-Informed Approach to Teaching
  - Building remote communities

## Mental Health

The social and emotional health of students and staff will be monitored closely and additional supports will be put in place to meet their mental health needs. Students who need additional support will have access to our social workers, counselors, nurses, behavior support specialists, family resource coordinators. Parents and guardians are encouraged to direct any immediate concerns to the school office.

## Special Education Programs

Students with Individualized Education Plans (IEPs) and 504's will be provided instruction and related services when schools reopen in the fall. Each instructional format provided below is dependent on the students' IEPs and their independent functioning levels.

These include:

**Grades PK-6** instruction and services every day in-person unless the parent has opted for remote learning.

**Grades 7-12** three different formats for instruction and related services.





Programs will follow these guidelines:

- If the majority of the student's day is in general education the format will be in-person instruction and related services two per week, two days remote and one day of remote check in with staff.
- If the student has a mix of general education and special education classes the format will depend on courses required for special education instruction. The students will either be provided with two days of in-person instruction/related services if the core subject areas are in general education and three days remote, or four days in-person instruction/related services per week and one day remote if the core subject areas are in special education.
- Students who are primarily in a special education setting for most of their school day will be provided with in-person instruction and related services five days per week.

If a student qualifies for special transportation through their IEPs the transportation department will transport students to and from school, including preschool.

Currently, schools outside of the district working with the FSD 145 will provide in-person instruction and related services. Special transportation will also be provided by the district. Instruction and related services for students who are placed in these alternative special education programs will be agreed upon by the attending schools and FSD 145.



## English Language Learners Programs

**Grades PK- 4** Students in self-contained Spanish bilingual classrooms will be provided language and content area instruction in their native language along with specific English language development instruction. Instructional services will be determined by each student's language proficiency & performance level.

**Grade K-6** English learners in non-bilingual classrooms will be provided supplemental ESL instruction while also using the Essential Skills program to support their learning remotely.

**Grades 7-8** English Learners who are at levels 1 (entering) and 2 (beginning) of English language proficiency, will attend in-person learning five days a week. All English learners will continue to receive native and English



content-specific instructional support while also receiving supplemental language development remote opportunities. English development instruction will be determined by program year and language proficiency level.

**Grades 9-12** English Learners who are at levels 1 (entering) and 2 (beginning) of English language proficiency, will attend in-person learning five days a week. English Learners will receive native and ESL support as determined by their English language proficiency while also supplementing remote learning support resources.

**Extended Parent Spanish support** reading programs (100 Book Challenge) will continue with individual take-home reading kits. English learners in non-bilingual classrooms (K-4) will be provided supplemental ESL instruction while also using the Essential Skills program to support their learning remotely.

## Preschool Programs

Preschool students will be provided in-person instruction in either an am, pm or all day session. Social distancing will be encouraged and reinforced by staff. There will be separate bins of materials for am and pm session students, rotating these throughout the year. Full day sessions will have no change on use of materials. Cleaning and disinfection of the classroom and high touch areas will take place between am and pm session classes by staff.



- In-person instruction will be delivered in a two hour and twenty minute session and a five+ hour session for full day. Students will be assigned to a specific classroom, typically in their home school unless at capacity (17 students is capacity this year).
- Whole group, small group and differentiated instruction (Intentional play-based) will take place each day using Creative Curriculum. Students will be assessed observationally using the Teaching Strategies Gold (TS Gold).
- Gross motor time will take place outside or in the gym/cafeteria.
- Social Emotional Learning (SEL) will also be in place (Second Step and Zones of Regulation).

## Plan for Instruction and Intervention

The District will identify grade level and subject area critical learning benchmarks that need to be reviewed from last school year and new skills that need to be emphasized for this school year. The focus of the District is on the implementation of instruction that provides the skills based learning that is essential for our





students to move onto the next grade level, regardless of whether we are able to provide in person instruction all school year or not. Students will be identified in the first few weeks of school by teachers for additional learning interventions and supports.

## Assessing Learning



### Grading

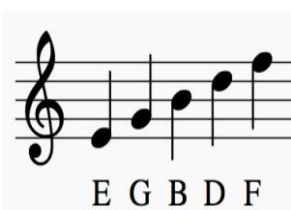
Traditional grading is back this fall. In the Spring, students' grades were not negatively impacted by their lack of completion of work because not every family was set up for success in a remote learning environment. Teachers, students and guardians will need increased communication to work through and problem solve issues. Students in the upper grades should be encouraged to email or correspond through Schoology with their own teachers to increase communication from student to teacher and build problem solving skills.

### Grade Reporting

Families K-12 will become familiar with our learner management system, Schoology, that has been used with grades 9-12 for the past two years. Skyward Family Access will still be used to report attendance and discipline to families, but the instructional information (assignments and grades) will be housed in Schoology.



## Specials Classes



### Music

Music students may find their music classes will need to operate differently this year. The concerns involving singing or playing an instrument arise because of the potential airborne mouth secretions. Our music teachers have made plans to modify the class time performance based opportunities and take students outside whenever possible for performance time. Music staff are also working on creative ways to share music students' performances in the event that we are unable to hold our large concerts and events in the same manner due to crowd limitations.

Students will not be able to share music, instruments, or percussion sticks or mallets. Students will be required to wear a mask at any time they are not playing and not socially distanced from others outside.



Students may need to put their mask back on during periods of long rest or when the conductor is working with a small group of students on a specific portion of the piece.

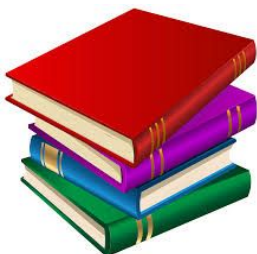


### Art

Students in art classes will use supplies designated for their use to avoid sharing supplies. Students at the secondary level who complete art outside of the school day will need to keep their supplies separated and at home to reduce cross contamination concerns. Art classes at the elementary level will be held in the classroom, with the art teacher coming into the class rather than the students coming to an art room to avoid multiple students in the same space in a day.

### Driver's Education

Students in driver's education will still be able to take and complete the course, but will be asked to sign a waiver understanding their role in using a shared vehicle with other students in order to complete the six hour required lab portion (behind the wheel). A special sanitizing machine will be used on the van's touched surfaces between students and limits are placed on how the students and teachers in the driver education minivan conduct themselves (no food or drink, only two students at a time, and all must remain in their mask the entire duration of their driving time, and windows open when possible).



### Library

Library books are not to be shared among students and the librarian at each school will bring books to the students in their classrooms. Upon return, books will be quarantined for a period of time and the librarian will utilize proper PPE and hand sanitizing procedures while handling potentially contaminated library materials. Libraries across the District may be used for other purposes in order to best meet the needs of our students this school year.

### Physical Education

Physical education is important to support students' overall health and well-being and to reduce stress and anxiety. Guidance regarding outside masking of students may change to require a mask at any time. The following guidance and protocols will be utilized for students to safely participate in PE.





## Physical Education Specific Guidelines

- Face coverings must be worn when inside and/or unable to maintain six feet of distance whether outside.
- Face Coverings must be worn when participating in PE inside the building.
  - Masks may be removed outside if they can maintain social distancing.
- No hand shakes, or high fives or physical contact of any type is permitted.
- Games or sports that require physical contact are not permitted.
- Locker rooms will be off limits and will require that students wear their street clothes to participate in PE.
- Shoes can be changed in the classroom or gym as needed.
- Students will be expected to sanitize their hands before and after PE.
- Use of shared equipment will be limited.
- Shared equipment, like a ball, must be disinfected prior to use with another student or group of students.
- Use of weight lifting or exercise equipment will include increased sanitation



## Athletics and Extracurriculars

IHSA and IESA expectations will be followed for all return to practice and return to play guidelines. FSD145 has continually asked our Stephenson County Health Department to approve our plans prior to implementation as well and will continue that practice.

Club sports which use FSD facilities will be expected to submit plans for approval that meet or exceed the expectations of the campus student athletics programs in order to continue to use the facilities. The District reserves the right to increase expectations beyond State organizational guidance in order to keep our students and staff safe, up to and including cancelation or modification of extracurricular activities.

## Sporting Events

Extracurricular activities and sports teams may continue to schedule transportation for students provided that they follow IHSA and FSD145 policies and procedures.





## Virtual Registration

In order to promote and encourage the ability to pay school fees online, provide physicals to the school and update paperwork, a team of office staff are busy transitioning many of our paper processes into electronic processes for the fall. Parents can expect to receive more emails from the office staff or mailings with instructions with new electronic procedures to allow for “contactless” registration options.

## Technology

### Internet

- All families will need reliable high speed Internet access in their home.
- Freeport School District has partnered with Comcast to assist qualifying families with getting connected to the Internet. In order to take advantage of the Sponsored Internet Agreement with Comcast, you will need a Promo Code from the school district. You may receive your code by contacting the Freeport School District Technology Department at (815) 232-0569.



### Hardware and Devices

- **All K-12 students** in Freeport School District 145 will have a Chromebook assigned for their use during the 2020 - 2021 school year.
- **Elementary** students will keep their Chromebook at school unless directed by a staff member to take them home. Elementary students have a backpack provided by the Freeport School District that has a Chromebook compartment in the event that students are required to take the device home.
- **Grades 5 - 12** Students will take their Chromebook home daily. Students will need a backpack with a laptop/Chromebook compartment for safely transporting their device. A backpack can be provided by the District, if needed.

*If you are in need of assistance with regards to technology, please contact the FSD 145 Technology Department at 815-232-0569 for further information.*



## Virtual Back-to-School & Field trips

Schools will create both a virtual back to school option as well as an in person option, with socially distanced “waves” of grade levels or classrooms available to meet with families who sign up in advance. Only the student and one guardian attend in person events to allow others the opportunity to attend as well. **Field trips** are not allowed until state and local health officials have determined that it is safe to resume them. We recommend virtual options.



## III. Community Partnerships & Outreach

Community partnerships with key educational partners like the YMCA (SACC) and the Boys and Girls Club require communication and collaboration so that student and family needs can be met. The District recognizes that frequent communication and opportunities for feedback are critically important for our shared success.

### Parent Partnership



Communication will be vitally important to achieve our shared purpose education for all. Our Superintendent and Board of Education is committed to a five week pilot for all of our return to school plans. Where feedback and data show us that we need to check and adjust, we will. We thank all of our stakeholders for their continued support and patience as we navigate our new normal together. Additional guidance on instructional technology, tools, and platforms will be provided prior to the beginning of the 2020-21 school year.

### Communications

The last few months have certainly proven that an effective communication system and the opportunity for stakeholder feedback is more important than ever before. As we move from “Surviving to Thriving” we are



committed to honest and consistent communication with our FSD Community, both internal and external. Methods of communication include:

- Superintendent's Weekly Communication- *Weekly communication is designed to provide updates on the planning process. This communication is sent to District families and can be viewed by the public on our website*
- Virtual Q&A - *These virtual Q&A sessions may occur quarterly or as needed and provide parents and community members an opportunity to ask questions of the District leadership team and express their concerns.*
- Email - *Parents and community may email questions and concerns the District Office at [covid-19@fsd145.org](mailto:covid-19@fsd145.org)*
- Website - *The FSD web site has dedicated a section for information regarding reopening in the 2020-21 school year. There is also a "Frequently Asked Questions" section and a link to the covid-19 mailbox for submitting other questions/concerns.*



## Childcare Facilities

The District has partnered with local daycare providers to share openings and hours of operations. More information regarding specific daycare options for families can be found on the Enrollment and Transportation website. The district has reached out to both private and public daycare providers and a listing of available locations and contact information is on our website. We have been in communication with Amity, YMCA

Children's Center and the YMCA SACC program, Open Bible, Immanuel Lutheran as well as multiple in-home licenced daycare providers to ensure a seamless transition to their after school care and programming for our students.



## Stephenson County Health Department

The District appreciates the leadership and guidance that the Health Department has provided the School District since the beginning of the pandemic. Our school nurses are depending upon the assistance of the Health Department to manage contact tracing and to provide ongoing guidance throughout the coming school year. The Health Department's conservative approach to risk is a valuable asset to our community.



## City Partnerships

Leaders from the Greater Freeport Partnership, the City of Freeport, the Stephenson County Health Department, and the Freeport Public Library are partners with FSD145 leadership. As governmental agencies, we all share the commitment for a safe reopening of school this fall with safety protocols and educational choice in place. FSD145 recognizes the impact education has on parents' ability to work and continues to make safety decisions, knowing that every decision will have a ripple effect on District families.

## Acknowledgement

We would like to thank the over 100 different stakeholders from FSD Staff, Unions, Local Agencies, Board of Education and parents for their contribution. Without the guidance and support of each and every person, we would not have been able to put together and implement a strong cohesive plan that will provide quality education while maintaining a safe and healthy back to school guidance document.