COVID Response Phases 2020-2021

** This document is a DRAFT that is ongoing/fluid based on information provided by the Governor's office, Salt Lake County Health Department, USBE, District Leadership Task Force, and District Leadership. **The Response Phases below reflect a *Required Framework* regarding operational needs and guidelines for schools. Schools will have opportunities to customize needs at their individual sites within the *Required Framework*. (The customized situations should be specified in this document.)** To help with understanding the document, the following terms are defined: 1) Blended Learning: Blended learning is where students use tech to have control over path, place, and pace. There may be a combination of in-person and online instruction. 2) Online Learning: Students are fully engaged in online learning without in-person options for instruction. 3) Traditional Learning: The model of learning most familiar with the in-person teaching model where technology is not incorporated regularly. Other concerns/plans related to Social-Emotional Learning and Wellness, Special Education, English Language Learners, and Instruction are found in separate documents/locations and are part of other discussions/planning.

Red	Orange	Yellow	Green
Attendance: Students are completing online learning. Attendance will not be taken in the same way. Conversations will happen for monitoring online engagement. ***This will follow the same pattern K-12**	**Attendance:** Students are completing online learning. Attendance will not be taken in the same way. Conversations will happen for monitoring online engagement. ***This will follow the same pattern K-12**	**Attendance:** Students and staff will be back at school on a split schedule. Attendance will be taken while students are physically going to school. Conversations are happening for monitoring online engagement and how it is measured/possibly applied to attendance. Decisions will be made based on information from USBE regarding attendance requirements. ***This will follow the same pattern K-12**	**Attendance:** Attendance will be taken as before with all students back at school on regular schedules. ***This will follow the same pattern K-12**

COVID Outbreak: Schools remain closed	**COVID Outbreak**: Schools remain closed	**COVID Outbreak:** Schools will respond to any outbreak of COVID-19 (1 or more students or staff) based on requirements and guidance provided by the County Health Department and School Board. This may require individual classes or students to quarantine or a whole school to close. ***The most recent information from the County Health Department says that if a student or staff member tests positive for COVID-19 the health department will issue a letter to those who have been in direct contact and they will be excluded/quarantined for 14 days.**	**COVID Outbreak:** Schools will respond to any outbreak of COVID-19 (1 or more students or staff) based on requirements and guidance provided by the County Health Department and School Board. This may require individual classes or students to quarantine or a whole school to close. ***The most recent information from the County Health Department says that if a student or staff member tests positive for COVID-19 the health department will issue a letter to those who have been in direct contact and they will be excluded/quarantined for 14 days.**
CSI/TSI Schools: Meetings will not be held nor data collected while schools are closed.	**CSI/TSI Schools:** Meetings may be held virtually or with small groups for planning but student data will not be collected while they are doing online learning.	**CSI/TSI Schools:** School meetings can be held either virtually or in-person with district support personnel to review growth data and monitor specific school plans. Data can be collected from students as they return to schools. County Health Department Guidelines will be followed.	**CSI/TSI Schools:** Meetings and student data collection can continue as before.

Grading: Modified grading scales may be in effect as students complete all online learning. ***Elementary will not have grades as normal--possibly**	**Grading:** Modified grading scales may be in effect as students complete online learning. ***Elementary will not have grades as normal--possibly**	**Grading:** Grading scales will return to pre-COVID school grading practices. Conversations are taking place regarding online engagement as part of grading practices. Specific plans will be implemented to identify and address learning gaps and to look at competency-based instruction and pacing for students. ***This will happen K-12**	**Grading:** Grading scales will return to pre-COVID school grading practices. Specific plans will be implemented to identify and address learning gaps and to look at competency-based instruction and pacing for students. ***This will happen K-12**
IEPs/504s: Meetings will be held electronically while schools are closed in order to meet compliance demands and support students.	**IEPs/504s:** Meetings will be held electronically or in a small group setting at the schools. Everything possible will be done to meet compliance demands and support students.	**IEPs/504s:** Virtual and/or in-person meetings can be held as students and staff return to schools. Compliance demands and student support are a priority. Testing can resume in person. The County Health Department Guidelines will be followed.	**IEPs/504s:** Meetings and testing resume as before with prioritizing compliance needs and student support.
K-12 Schedule Alignment: This is not applicable in the case of school closure	**K-12 Schedule Alignment:** This is not applicable in the case of school closure	**K-12 Schedule Alignment:** All schools will operate on a split class alternating schedule M-Th (Half the students in a class will come on Monday/Wednesday and half on Tuesday/Thursday.) Friday will be for small group meetings, tutoring, interventions, elective class needs, online learning, etc. as needed in schools. Friday continues to be a focus on students and learning. (Schools can customize within the split	**K-12 Schedule Alignment:** Schools will return to their previous schedules K-12.

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| | | class schedule framework) County Health Department Guidelines will be followed.

*Customizable

Students will initially be divided alphabetically K-12 in an effort to align all three school levels and to support the needs of families. Schools will then be able to address class sizes and school needs. (For example, working with blended families) | |
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| **Masks/Face Coverings:** Not applicable in the case of school closure. | **Masks/Face Coverings:** Not applicable in the case of school closure. If small groups are in the building, they need to have masks/face coverings and practice social distancing. | **Masks/Face Coverings:** We are continuing to work on clarifying mask/face covering protocols and what is expected for student and staff compliance in the Yellow phase. County Health Department Guidelines will be followed. (All students, staff, and visitors need to practice social distancing when possible or wear a mask/face covering.)

The district will provide masks/face coverings for schools and are pricing face shields for possible teacher use. | **Masks/Face Coverings:** Staff, students, and visitors can wear masks/face coverings if they would like to, but they are not required to continue with this guideline. |

Messaging/Stakeholder Connections: Clear communications go through the District webpage, District Office Personnel, School webpages, Skylert, Google Meet/Zoom, Phone calls and emails. ALL translations need to take place before information is sent out to school communities and placed on webpages, Skylert, etc.	**Messaging/Stakeholder Connections:** Clear communications go through the District webpage, District Office Personnel, School webpages, Skylert, Google Meet/Zoom, Phone calls and emails. ALL translations need to take place before information is sent out to school communities and placed on webpages, Skylert, etc.	**Messaging/Stakeholder Connections:** Clear communications go through the District webpage, District Office Personnel, School webpages, Skylert, Google Meet/Zoom, Phone calls and emails. ALL translations need to take place before information is sent out to school communities and placed on webpages, Skylert, etc.	**Messaging/Stakeholder Connections:** Clear communications go through the District webpage, District Office Personnel, School webpages, Skylert, Google Meet/Zoom, Phone calls and emails. ALL translations need to take place before information is sent out to school communities and placed on webpages, Skylert, etc.
Parent/Teacher Conferences: School is closed. There may be possibilities for online conferences.	**Parent/Teacher Conferences:** School is closed. Small groups can meet as necessary while following County Health Department Guidelines. There may be possibilities for online conferences.	**Parent/Teacher Conferences:** A Blended model will be created for conferences. (in-person and virtual) County Health Department Guidelines will be followed for the Yellow phase. (Fewer than 50 people, appropriate social distancing and masks/face coverings.) ***Customizable**	**Parent/Teacher Conferences:** Schools can return to previous P/T conference formats or try new Blended structures.
Parent Visits: Not applicable in the case of school closure.	**Parent Visits:** Not applicable in the case of school closure. Appointments can be made with the administration, SEL staff and teachers, as necessary. (Following County Health Department Guidelines)	**Parent Visits:** Parents can come to the front office to drop off items for students, check students in and out, and meet with administrators, counselors, and teachers by appointment. County Health Department Guidelines will be followed.	**Parent Visits:** Parent visits to the office as before. Meetings with administrators, counselors, and teachers are available. (Appointments recommended)

Preschool/Daycare: Not applicable in the case of school closure	**Preschool/Daycare:** Not applicable in the case of school closure	**Preschool/Daycare at the High Schools:** Programs at high schools can resume with schools opened--based on County Health Department regulations and expectations.	**Preschool/Daycare:** Return to previous high school daycare guidelines and expectations..
PTA/SCC: Meetings can be held virtually, as necessary.	**PTA/SCC:** Meetings can be held virtually, as necessary.	**PTA/SCC:** Virtual and/or in-person meetings can be held while following County Health Department Guidelines (fewer than 50 people, appropriate social distancing and the wearing of masks/face coverings.) ***Customizable**	**PTA/SCC:** Meetings can return to previous standards with gatherings at the schools. If necessary, people can join virtually, wear face coverings, etc.
Rotations: Not applicable in the case of school closure	**Rotations:** Not applicable in the case of school closure	**Rotations:** Elementary and middle schools are considering having students stay in classrooms and teachers rotating. (at least for core classes at the middle level) High schools will need to develop a way to rotate between needed classes. Passing times will need to follow County Health Guidelines of social distancing and wearing masks/face coverings as much as possible. Added adult supervision in hallways. ***Customizable**	**Rotations:** Class rotations and passing times can return to previous expectations.

Schedules (Master) : Follow student schedules (from registration) as much as possible while providing online learning. ***This is primarily for secondary students. Elementary schedules will look different.**	**Schedules (Master) :** Follow student schedules (from registration) as much as possible while providing online learning. Small group tutoring and teaching can occur for needed classes and students. (following County Health Department Guidelines) ***This is primarily for secondary students. Elementary schedules will look different.**	**Schedules (Master):** Create a master schedule based on the split class alternating schedule that aligns to the County Health Department Guidelines. (The split class alternating schedule is M-Th) Friday will be for small group meetings, tutoring, interventions, elective class needs, online learning, etc. as needed in schools. Friday continues to be a focus on students and learning. ***Customizable** - **Including Brain Boosters in Elementary Schools**	**Schedules (Master):** Use the planned Master schedule at both Secondary and Elementary levels.

School Health and Safety: Not applicable in the case of school closure	**School Health and Safety:** School administrators and office staff will be in schools to make appointments with parents/guardians. Teachers will be able to come into classrooms to work. Safety and Health guidelines will be followed with no more than 20 people meeting together, appropriate social distancing (6 ft) and wearing masks/face coverings. All County Health Department Guidelines will be followed.	**School Health and Safety:** With students and staff back in buildings with Yellow phase guidelines (50 or fewer meeting together, appropriate social distancing, masks/face coverings) there will be increased attention to school health and safety. Appropriate social distancing will be expected when possible, and masks/face coverings will be worn by students and staff when necessary or when 6 ft. social distancing is not possible. Sick/isolation room(s) will be available for those students who are ill. Nurses will provide a thermometer for temperature reading, protective eyewear, and masks/face coverings for all offices. Each school will follow the *symptom checker* guidelines and consult with nurses to determine when students and staff should go home. A parent checklist will be created to help determine when a child should come to school and when he/she is expected to stay home. Checklist items will also include the expectations for what parents should do when the school contacts them about a sick child. The district will create videos in	**School Health and Safety:** Even with students and staff back in school for the green phase, there will be increased attention to school health and safety. Appropriate social distancing will be expected when possible, and masks/face coverings can be worn by students and staff if they deem it necessary. Sick/isolation room(s) will be available for those students who are ill. Nurses will provide a thermometer for temperature reading, protective eyewear, and masks/face coverings for all offices. Each school will follow the *symptom checker* guidelines and consult with nurses to determine when students and staff should go home. A parent checklist will be created to help determine when a child should come to school and when he/she is expected to stay home. Checklist items will also include the expectations for what parents should do when the school contacts them about a sick child. The district will create videos in multiple languages and multiple platforms to send home to parents as well. Specific requirements related to athletic

		multiple languages and multiple platforms to send home to parents as well. Specific requirements related to athletic participation at the high school level will also be provided.

Hand sanitizer will be available in all classrooms and offices and a regular schedule for washing hands will be established.

Student health plans will be in place.

Plexiglass shields will be put up in all school offices that deal with the public.

Custodians will complete a thorough sanitization of the school building at least once a day. Consistent use of disinfectant wipes and other cleaning needs will happen throughout the day. | participation at the high school level will also be provided.

Hand sanitizer will be available in all classrooms and offices and a regular schedule for handwashing will be encouraged.

Student health plans will be in place.

Plexiglass shields will be put up in all school offices that deal with the public.

Custodians will complete a thorough sanitization of the school building at least once a day and consistent use of disinfectant wipes and other cleaning needs will happen throughout the day. |

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School Meals: Grab and Go breakfasts and lunches will be available throughout the district at specific locations.	**School Meals:** Grab and Go breakfasts and lunches will be available throughout the district at specific locations.	**School Meals:** We are currently working at solving problems with split schedules and following County Health Department Guidelines for meals including increased sanitation practices. School meals in classrooms with supervision (any non-teacher) or providing additional meals to separate students and place them in various larger locations. (For example, have 3 lunches instead of 2 lunches) Feedback from the Digital Leadership Committee and district guidelines will determine which meal procedure to follow. High Schools will need to make plans based on the ability to leave campus during lunch. We will need at least two lunch periods in the high schools during this phase. At least one designated table will need to be available at each school for students with dietary restrictions. The District will provide meals for students on their "off" days. All meal decisions are pending, based on USDA guidelines. ***Customize the number of meal periods, supervision, and locations.**	**School Meals:** Meals resume to pre-COVID schedules with additional health and safety precautions such as using hand sanitizer and hand washing.

Seating: This is not applicable in the case of school closure	**Seating:** This is not applicable in the case of school closure	**Seating:** Teachers will assign seats to students so that County Health Department contact tracing can be done in the case of a COVID-19 outbreak. (See COVID Outbreak guidelines above) Once the County Health Department has defined "direct contact" we will provide student group guidelines.	**Seating:** Teachers will assign seats to students so that County Health Department contact tracing can be done in the case of a COVID-19 outbreak. (See COVID Outbreak guidelines above)
Student Support Team (SST): Meetings can be held online based on referrals from teachers and staff.	**Student Support Team (SST):** Meetings can be held online based on referrals from teachers and staff.	**Student Support Team (SST):** SST meetings will resume early and often to identify and address the SEL needs of students as they return after COVID-19 disruption. These meetings may be held in person in small groups (fewer than 50 people)with proper social distancing and/or the use of masks/face coverings. (County Health Department Guidelines) Referrals from teachers and staff will continue and should come through the SST process. Additional training will be provided to schools.	**Student Support Team (SST):** SST meetings will resume early and often to identify and address the SEL needs of students as they return after COVID-19 disruption. SST Meetings can be held in person and are critical to help our students be successful as they return to school.
Start-Stop Times: This is not applicable in the case of school closure. Teachers, administrators, counselors, and other support staff will be providing instruction and consultation during regular school hours.	**Start-Stop Times:** This is not applicable in the case of school closure. Teachers, administrators, counselors, and other support staff will be providing instruction and consultation during regular school hours.	**Start-Stop Times:** Schools will be operating during their previous school hours with transportation provided. (County Health Department Guidelines will be followed)	**Start-Stop Times:** Schools will be operating during their previous school hours with transportation provided.

Student Activities/Meetings: Not applicable in the case of school closure	**Student Activities/Meetings:** Not applicable in the case of school closure	**Student Activities/Meetings:** Activities are available based on Yellow phase requirements of fewer than 50 people meeting together, social distancing, and masks/face coverings. No traditional assemblies or large gatherings such as Back-to-School nights will happen at the beginning of the school year. Other creative ways to hold virtual meetings can be customized by the schools. We are following County Health Department guidelines. ***Customizable** Student clubs/extracurricular activities can meet if they can follow Yellow phase guidelines (50 or fewer people, social distancing, masks/face coverings) and County Health Department guidelines. ***Customizable**	**Student Activities/Meetings:** Activities are back in place based on County Health Department guidelines. No traditional assemblies or large gatherings such as Back-to-School nights will happen at the beginning of the school year. Virtual or other creative interactions can be customized by the schools. Student clubs/extracurricular activities resume with smart considerations about safety.
Supervision: Not applicable in the case of school closure	**Supervision:** Not applicable in the case of school closure	**Supervision:** Specific expectations will need to be in place at schools based on the requirements of the Yellow phase and County Health Department Guidelines (50 or fewer people, social distancing, masks/face coverings). This will apply to recess, lunch, passing times, etc. ***Customizable**	**Supervision:** Expectations will return to previous plans with increased mindfulness of student and staff safety during recess, lunches, passing time, etc.

		More adult supervision will be needed during passing times. ***Customizable**	
Technology: Students will use devices provided by the District to complete online learning.	**Technology:** Students will use devices provided by the District to complete online learning.	**Technology:** Students will use devices provided by the District to complete Blended learning. Secondary schools are implementing 1:1 in the fall of 2020. Additional conversations and work is being done to provide connectivity for all students. Guidelines will be established for cleaning devices. ***Elementary students will be allowed to check out chromebooks as needed.**	**Technology:** Continued use of best practices with Digital Learning and preparation for students who may not come back to school. 1:1 plans for Secondary schools in the fall of 2020. Additional conversations and work is being done to provide connectivity for all students. Guidelines will be established for cleaning devices. ***Elementary students will be allowed to check out chromebooks as needed.**
Transportation: Not applicable in the case of school closure	**Transportation:** Not applicable in the case of school closure	**Transportation:** Conversations are happening regarding safe transportation for students following County Health Department Guidelines.	**Transportation:** Transportation will resume to pre-COVID status with additional safety considerations.
Volunteers: Not applicable in the case of school closure	**Volunteers:** Not applicable in case of school closure	**Volunteers:** Feedback is being gathered from schools regarding volunteers. Guidelines around use of volunteers will be forthcoming.	**Volunteers:** Visitor and Volunteer expectations resume to normal.