

2020-2021 REOPENING GUIDE



RETURN TO  
**learn**  
GUIDELINES

BLUE SPRINGS SCHOOL DISTRICT



# OUR PURPOSE

The Blue Springs School District has been working to find a path to reopening schools for the 2020-21 school year. Through careful consideration we have determined that multiple educational options are necessary to meet the needs of our students and families. We understand the importance of our schools to our students, families, and community. We also understand that in these unprecedented times we must also find a way to reopen as soon as possible and keep our students and staff safe. Reopening will take place with guidance from local health officials. Our goal is to ensure that students continue to learn and progress while also continuing to develop their social skills and maintain their emotional connections.

Last spring and throughout this summer we were made even more aware of the needs of our community and the essential function that our schools play to those we serve. Providing educational resources for our students is paramount as we plan for not just one path for education but for many in the current conditions.

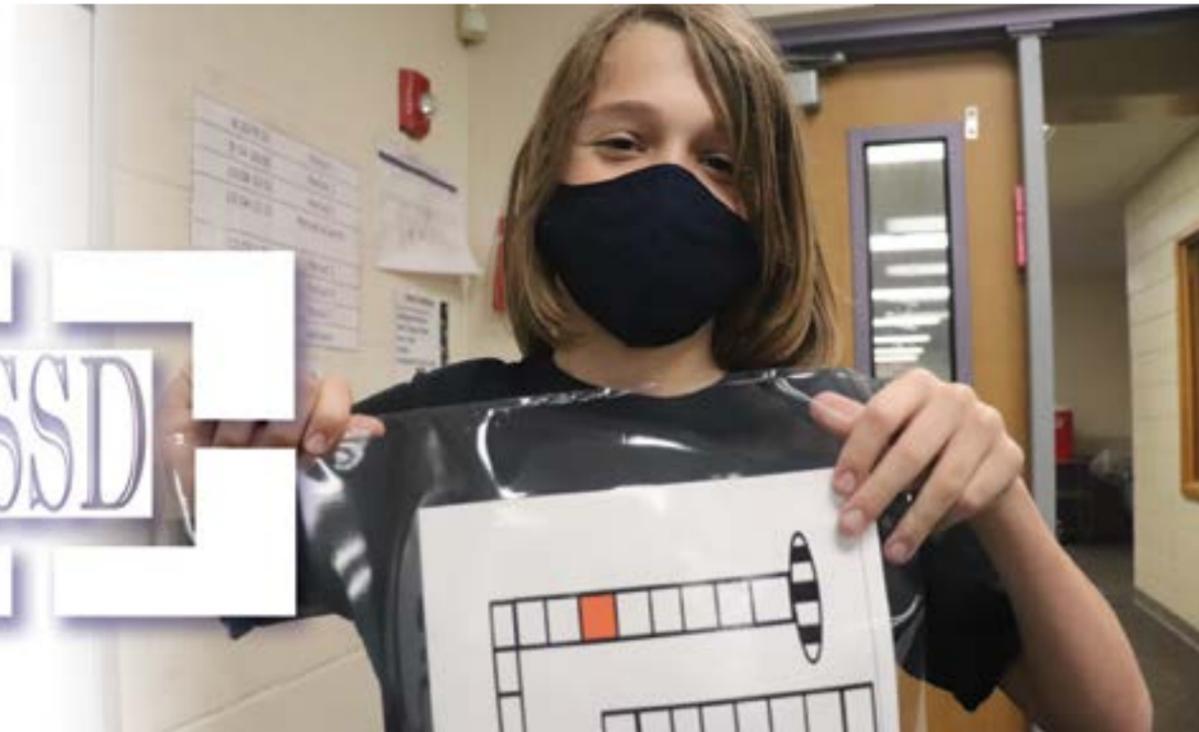
Reopening our schools is our goal and we want our students with us as soon as we possibly can with appropriate safety measures in place. As an educational institution we value continual learning and growth and that has remained our focus from the moment we sent our students home on March 13, 2020. We have been learning, adapting, and growing in our capacity to serve amid a global pandemic.

When we emerge from this crisis, we will be stronger and better able to meet the diverse educational needs of our students. We have stretched and transformed our educational delivery, first in an emergency manner last spring, but now we are working to provide a robust and comprehensive curriculum that can be delivered both in-person and through a distance learning platform.

Throughout this experience we are modeling adaptability, resiliency and teamwork, all traits we want to see in our students. Our staff is committed to the education of our students and they are ready to take on this challenge.

Over the past several weeks, our District has been working with staff and parents through task forces to discuss the challenges we are facing and have developed plans to address them. We want to thank those who participated in these task forces that helped guide us.

A unified effort is critically important as our work continues in the coming months. The collective commitment toward providing for the health and well-being of students is of utmost importance. Our district is fully prepared to continue to adapt and examine all challenges through the lens of what is best for our students – no matter the circumstances put before us.





# COVID-19 SYMPTOMS

FROM THE CENTERS FOR DISEASE CONTROL

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices (such as hand washing and staying home when sick) and environmental cleaning and disinfection are important principles that are covered in this document. Fortunately, there are a number of actions school staff can take to help lower the risk of exposure to and spread of COVID-19 during school sessions and activities (Centers for Disease Control and Prevention [CDC], 2020).

## SYMPTOMS OF COVID-19

People with COVID-19 have reported a wide range of symptoms – from mild symptoms to severe illness. Children have similar symptoms to adults and generally have mild illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing

### Fever or chills

- Muscle pain or body aches
- Headache
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Fatigue
- New loss of taste or smell
- Diarrhea



# CDC PRECAUTIONS

## Hand Washing

Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth with unwashed hands.

## Physical Distancing

Avoid close contact by putting an appropriate distance between yourself and others. Remember that some people without symptoms may be able to spread the virus. Keeping an appropriate distance from others is especially important for people who are at higher risk of getting very sick.

## Masks

Cover your mouth and nose with a cloth face cover when around others. You could spread COVID-19 to others even if you do not feel sick. Everyone should wear a cloth face cover when they must go out in public, for example to the grocery store or to pick up other necessities. Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance. The cloth face cover is meant to protect other people in case you are infected.

## Cover Coughs and Sneezes

If you are in a private setting and do not have your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash. Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with hand sanitizer that contains at least 60% alcohol.

## Clean and Disinfect

Clean and disinfect frequently touched surfaces throughout the day. This includes tables, doorknobs, light switches, counter tops, handles, desks, phones, keyboards, toilets, faucets, and sinks. If surfaces are dirty, clean them. Use detergent or soap and water prior to disinfection. Then, use a household disinfectant. Most common EPA- registered household disinfectants work well.



# BSSD PRECAUTIONS

## PERSONAL PROTECTIVE EQUIPMENT IN OUR SCHOOLS

Staff and students will be required to wear a cloth mask throughout the school day.

Teachers may instruct with a face shield if they are greater than 6 feet from any one person. A cloth face covering will be worn at all other times.

PPE (gloves, masks, gowns) will be provided for health room staff and employees who work in very close proximity to students with specialized needs.

Touch-free thermometers are available for school use (digital thermometers at each building with additional thermometers ordered).

Sanitizers/cleanser, hand soap, and tissues are provided throughout all buildings.

Each classroom will be provided with a spray bottle of disinfectant.

Surgical grade masks are available for health room staff.

## PROTOCOL FOR SYMPTOMS AND CASES

As you can imagine, the fall and winter will present some challenges as COVID-19 symptoms may present like other cold and flu symptoms. Therefore, the school nurse will determine if symptoms meet the criteria for a concern of COVID-19. In the case that the school nurse determines the symptoms may be COVID-19 related:

- The student or staff will be separated from other students.
- Parent will be contacted immediately to pick child up from school.
- Information about testing locations will be provided to the family.
- We will communicate with the individuals and families of the student or staff with symptoms and ask them not to return to their building until 24 hours have passed without fever and 10 days have passed since symptoms first appeared or until a negative COVID-19 test. Staff members will communicate with families to ensure adherence to this expectation.
- All staff and students in close contact with the individual who tests positive will be identified (spending longer than 15 minutes within a 6-foot radius). Close contacts will be asked to not return to school for 14 days. Parents with students in that classroom will be notified.
- Staff members who test positive for COVID-19 will be asked to not return until 24 hours have passed without fever and 10 days have passed since symptoms first appeared or until a negative COVID-19 test.

## MITIGATION PROTOCOL

If 5% of a school building population are absent due to a positive COVID-19 test, the individual school building will be closed for 10 days.



# CLEANING & DISINFECTING PROTOCOLS

**Our custodial staff has been trained in cleaning protocols prior to the start of school. They have the necessary supplies and equipment to adequately clean.**

- Custodians will disinfect desks, chairs, and commonly touched surfaces daily.
- Procedures to clean frequent touchpoints have been implemented for cleaning crews to disinfect critical areas daily. Inventory quantities will be regularly tracked and documented to properly supply the schools.
- Custodial staff have been instructed to prioritize the cleaning and disinfecting needs in classrooms, student and staff work areas, restrooms, and common areas first and over other custodial duties.
- Outdoor areas, like playgrounds at schools and parks, generally require normal routine cleaning, but do not require disinfection.
- High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely. Disinfectant spray will be supplied to each building/facility manager.

**Our staff will also take on additional responsibilities in cleaning, disinfecting and precautions:**

- Elementary school teachers will build in time to have students periodically wash hands throughout the day, including, but not limited to, the start of the day, before and after lunch and following recess. Hand sanitizer will be readily available at all grade levels.
- Each classroom will be supplied with a spray bottle of disinfectant spray.
- Teachers will be responsible for refilling sanitizer. Custodians will assist as needed to assure that staff has the necessary supplies.
- Before staff leave for the evening, they should clean their desk area of papers, clean whiteboards, and clear floor area. This will allow custodial staff the time to properly disinfect the area.
- Staff should not come back on campus until the next day when possible.
- Staff should contact the supervisor if access to the school is needed after school hours or on the weekends.
- All employees should work to keep their office and workspace as clean as possible by cleaning and disinfecting their workstations, surfaces they commonly use and other touchpoints. Employees should also avoid using others' workstations, supplies, tools and equipment. Additionally, whenever an employee uses standard office equipment (e.g., printer or fax machine), it should be wiped down prior to and following use. Employees will be supplied with disinfectant and towels.
- Implement a limit on the use of community supplies.
- Use technology devices for work submission instead of paper when possible.
- Use virtual manipulatives/tools as much as possible.
- Limit multiple students touching/interacting with the same materials.
- Keep students physically distant within the classroom as much as possible.



# CLEANING & DISINFECTING

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- Support physical distancing between classes.
- Ensure students are facing the same direction as much as possible.
- Staff should regularly wash hands for at least 20 seconds throughout the day with warm water and soap.
- Avoid using common areas as much as possible.
- Conduct any meetings or gatherings in accordance with recommended restrictions for public gatherings regarding the number of participants. Virtual meetings are encouraged when possible.
- Employees who are feeling sick are asked to stay home.
- Employees who have symptoms of acute respiratory illness should immediately seek medical attention and follow the guidance of a health care provider.
- Employees who have been diagnosed with or are aware they have been directly exposed to COVID-19 should notify their immediate supervisor. The area will be closed off and will not be available until cleaned and disinfected. Custodial staff will conduct a deep clean and disinfect the space from COVID-19 or flu like germs.

### STUDENT TRAINING WILL BE A PART OF OUR BACK TO SCHOOL ACTIVITIES:

- Teachers will review new routines, and new procedures will be taught and practiced in all classrooms for arrival, dismissal, and lunch protocols.
- Students will be expected to comply with all requests to maintain safety. Students with a serious medical condition that does not allow them to wear a mask will have documentation provided and attempts to social distance these students as much as possible will be made.
- Those students who do not have a preexisting condition that qualifies them for an exemption will be expected to comply and those who choose not to comply will be subject to consequences through the scope and sequence of discipline. Students who continue to be unable to comply with repeated requests to follow COVID-19 safety protocols in place will be required to transfer to virtual education.



# BUILDING VISITORS

The Blue Springs School District will reduce the number of visitors and additional guests to our buildings to minimize the exposure to our students and staff. Below are some guidelines and information regarding additional persons in our buildings. All guests and visitors to our buildings that are allowed in will be required to wear a mask and follow other precautionary guidelines that the district has in place.

### MEDICATIONS FOR STUDENTS:

Please continue to do what you have done in the past and get the documentation completed by your physician. When you have the medicine and the consent form, please arrange a time to meet with the school nurse. Please wear a mask/face covering when you meet with the school staff. Someone will meet you outside the building to get the medication and the form if necessary.

### PICKING UP YOUR STUDENTS DURING THE SCHOOL DAY:

Please call when you arrive at school and let the office know that you need your child to be checked out early. If necessary, a staff member will escort your child to your car and ask that you sign him/her out for the day.

### LATE ARRIVAL OF STUDENTS:

Yes, it is acceptable to walk your child into the office and check him or her in. We do ask that you wear a mask upon entrance in the building and maintain physical distancing protocols.

### LUNCH AND SCHOOL ACTIVITIES DURING THE DAY:

Unfortunately, to limit the number of adults in the building/classroom, we will temporarily discontinue allowing parent volunteers at school parties. Also, since meals will be served in classrooms with limited space, we will also temporarily discontinue parents/guests eating lunch with their children during the school day. We look forward to returning to our normal procedures once we are through this pandemic.

### IEP/504/PARENT MEETINGS:

The district will determine this based on the needs of the parents and staff in terms of effective communication. Whenever possible, meetings will be held through a virtual platform for IEP and 504 students. There may be some instances where a face-to-face meeting is necessary. During all on-site meetings in our schools, all participants will be expected to wear a mask and practice social distancing to the extent possible.

### OUTSIDE GROUPS AND BUILDING USE:

In order to support the work of our custodial staff and their efforts to disinfect the building to minimize the risk for students and staff, we will cancel all outside groups in our schools until such a time as it is deemed safe to continue.



# BUILDING VISITORS

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## PTA/PTSA MEETINGS:

We strongly encourage virtual meetings for the time being. If an in-person meeting is conducted on school property, we ask that PTA meetings limit the number of adults gathering and require that face masks be worn, and physical distancing guidelines followed.

## FIELD TRIPS:

Based on the current limitations, the District has suspended all field trips. Our teachers will work to integrate virtual field trips and online guest speakers as a part of their curriculum. This restriction will be in place until such time as our health agencies determine it is safe to continue.

## STUDENT TEACHERS:

Part of the essential function of our school is the training and development of future educators. As a part of this training, we will continue to allow preservice teachers to be a part of our classrooms. These individuals will be given guidelines to follow and will be expected to comply with all staff requirements. An agreement has been made with the colleges that send preservice teachers to enforce the same restrictions we have in place for these individuals.

## SUBSTITUTE TEACHERS:

To continue in-person school, substitutes will be a necessary part of our learning community. We will train our substitutes and expect them to follow the same protocols of all staff to assure the greatest level of protection for students and staff.



# TRANSPORTATION

- Throughout the pandemic, drivers will wear masks when students are boarding and exiting the bus. School bus aides will be required to wear face masks the entire time while on the bus. Students will also be required to wear a mask the entire time they are on the bus.
- Buses will be cleaned and disinfected daily. High touch surfaces on the bus such as handrails and seats will be disinfected after every route.
- Bus riders must commit to riding five days per week.
- Hand sanitizer will be available and required when students board the bus.
- To help with student contact tracing, assigned seating will be required for all students who ride the bus. When possible, the seat directly behind the driver will be empty. Families will sit together.
- At school or stops, students will off-load from front to back.
- Pending the route and demand for bus transportation, students will likely be seated two to a seat.
- Buses will be used to maximize student ridership
- Space may be limited and may negatively impact new riders as well as changes for current riders.
- Single day and one day passes are not allowed due to bus capacity/limitations.
- Only one stop per student is allowed. Multiple stops/routes per student are not allowed.
- If you are able, please provide transportation to and from school daily to reduce the number of students that need to ride the bus.
- Drivers and aides will remind students of safe riding practices. Signage will also be on the bus to remind students about safe practices regarding the pandemic.
- All personnel will be trained in sanitizing and disinfecting protocols.
- Drivers and aides will be responsible for the buses and office staff for the buildings.

Staff/Students who do not comply with the above guidelines will be subject to disciplinary action.





# STUDENT LEARNING

## OPTIONS FOR FALL SEMESTER 2020



1. In-Person School (5 Days Per Week)
2. BSSD Distance Learning

### IN-PERSON SCHOOL (5 DAYS PER WEEK)

Based on guidance from the Centers for Disease Control, Jackson County Health Department, and other local medical professionals the district has developed a plan that places student and employee safety at the forefront of returning to school. Classroom teachers and support staff will play an increasingly important role in the health and wellness of students. The following additional safety measures will be followed for in-person learning:

- Students and staff will be required to wear a cloth face covering. It is recommended that students and staff bring two face coverings daily. \*Students who do not comply with the above guidelines will be subject to disciplinary action.
- Teachers may instruct with a face shield if they are greater than 6 feet from any one person. A cloth face covering will be worn at all other times.
- To the extent possible, students will be spaced throughout the classroom to promote physical distancing.
- We will limit the use community supplies (pencils, calculators, lab equipment, machinery, P.E. equipment, etc.) that are difficult to disinfect in the classroom or at recess.
- To the extent possible, schedules will be staggered to minimize large gatherings in the hallway.

On the first day of school and throughout the first week, these new safety procedures will be taught and practiced in all classrooms. Parental support and reinforcement of these new measures will be critical in providing the safest possible environment for students.

#### ARRIVAL AND DISMISSAL OF STUDENTS

Each school will develop and communicate a plan that allows for multiple entrances for students to use during arrival and dismissal. The use of multiple entrances will only apply to certain buildings where this option is feasible and safe. Students will be asked to walk directly to their classroom

or first hour class to discourage congregating in the hallways. Additional considerations for families include:

- Drop students off as close to the school start time as possible and not too early to avoid the gathering of students before doors open.
- If possible, drive your child to and from school each day to reduce the number of students riding the bus.
- Upon dropping your child off at school, please remind them that their first responsibility as they enter the building is to either wash their hands or use the hand sanitizer located in the entrance of buildings or in their classroom. Students will be expected to wash their hands frequently throughout the day.

Please be patient with district employees as they work to implement new protocols. Arrival and dismissal procedures may initially take more time than in previous years. Your understanding is appreciated.

#### BREAKFAST AND LUNCH

Cafeteria capacity during lunch will be reduced to allow for physical distancing, ultimately requiring most elementary and middle school students to eat in their classrooms or additional identified spaces. High school students will be spaced throughout their campus during breakfast and lunch. Food service employees will continue to be intentional with their selection of food and communication with teachers to ensure students with food allergies are not exposed to foods to which they are allergic. If you would like to send lunch with your child, please ensure that you are following any guidelines set forth by the classroom teacher as they relate to student allergies.

All Food and Nutritional Services staff are thoroughly trained in food safety. The Health department routinely audits school kitchens and awards district buildings with top ratings for cleanliness. Using the public health guidelines, BSSD will offer meals for in-person students.

We will continue to limit large gatherings in situations where physical distancing and the wearing of a mask is difficult. Additional safety measures include:

- Desks will be disinfected between student usage.
- Students will wash or sanitize their hands prior to eating.
- Self-service is not allowed during this time.
- Breakfast and lunch will be pre-packaged or individually wrapped.
- Student ID cards will be provided to ensure contactless purchasing of food items.
- Seating accommodations will be made for students with food allergies/intolerances.
- Meal substitutions can be made based on allergies with medical forms on file.
- In addition to normal sanitizing procedures, the kitchen will be disinfected at the beginning and end of all food preparation shifts.



# IN-PERSON LEARNING

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## RECESS

Schools will develop recess schedules that limit the number of students on the playground or within a specific area of the playground. Cohorts will be formed to limit exposure throughout the school. This may look differently at each school due to the amount of playground space at each site. During outdoor recess, masks are optional.

To the extent possible, the district expects all classroom activities to be performed while adhering to CDC and JCHD recommendations, including, but not limited to:

- Weather permitting, students may go outside for all physical education, instrumental and/or vocal music classroom activities.
- A larger space will be considered to accommodate for physical distancing if designated classrooms are too small to allow for appropriate student numbers and/or spacing.
- Commonly touched surfaces and equipment will be avoided when possible. Those surfaces and/or objects will be disinfected before and after use when avoidance is not possible.
- Upon the return of library books, each book will be disinfected prior to recirculation.
- Clear guidelines will be established for students to follow when entering and exiting all classrooms.

## WELLNESS CHECKS

Daily wellness check-ins will take place. Teachers will observe students and verbally check-in to make sure students are feeling well.



# BSSD DISTANCE LEARNING

If In-Person School is not the right choice for your family, you may select Distance Learning. We asked you to commit to either In-Person School or BSSD Distance Learning in October with the understanding that you may move to virtual at any time after the school year begins. Those that begin the year distance learning will need to wait until the end of the semester to return to in-person learning so the district can make space for the student. The goal is to determine with families the best possible educational delivery plan for students during this pandemic.

Over the summer, teams of teachers have been collaborating to write curriculum, modify assignments and develop a distance learning platform that will align with the in-person work students are doing. Not all lessons will be the same, but the learning standards will mirror those for in-person learning.

The Blue Springs School District has adopted Schoology for a learning platform for all distance learning students and to be used with our in-person teachers as well. Staff have been trained in this platform and will be uploading curriculum and assignments within it. It is the expectation of the District that all distance learning staff use this platform to deliver assignments, as well as instruction. It can be used in conjunction with Microsoft Teams as well as many of the other learning tools the district has in place. Distance learning teachers will assign, assess, and provide feedback to students and parents regarding student progress on a regular basis and will follow the academic terms set forth by the district.

Staff will follow the in-person curriculum and will be expected to deliver this distance learning instruction from their school building. Staff will participate in planning, professional development and faculty meetings as a full-time staff member and will be given a location from which to conduct their distance learning teaching duties.

Based on enrollment, students may be combined from locations throughout the district to make up a distance learning classroom. In addition, some staff may be expected to teach both in-person and distance learning to meet the course requirements of students.

Students enrolled in distance learning education that do not have a device available in grades K-12 will be given a mobile learning device to use. There will be a once-per-year fee of \$25 for device insurance for students so that the device is covered for unintended damage or malfunctions.





# BSSD DISTANCE LEARNING

## PRE-K THROUGH 5TH GRADE



### ENROLLMENT AND SUPPORT

- Parents may confirm the BSSD Distance Learning option for second semester on Parent Portal starting October 14, 2020.
- Students will be enrolled in a distance learning classroom with peers of the same grade across the district.
- Distance learning students will have a BSSD certified classroom teacher assigned to provide direct instruction for their distance learning class.
- Students will be enrolled with their home school, and the home school will communicate about all school-wide updates and information with families.
- If you elect distance learning, you will be required to remain in distance learning for the semester.
- Distance learning students can opt to attend in-person extracurricular and after-school clubs at their home school.
- Students who qualify for free and reduced lunch may access this resource at their home school.

### SCHOOLY LEARNING MANAGEMENT SYSTEM

- Schoology is a newly adopted learning management system that provides a user-friendly platform for students, teachers, and parents to access. With a device and Wi-Fi connection, your child has access to his/her virtual classroom, online learning resources, and assignments.
- Students and parents will be provided with information and training as to how to access Schoology and use its resources.
- Visit the [Schoology weblink](#) to view the video.

### TECHNOLOGY

- Students who choose distance learning will be provided a device if necessary.
- A Wi-Fi connection is necessary to access distance learning.
- Technology support is available by calling the help desk at (816) 874-3242 from 8:00a.m. - 3:00p.m. Monday through Friday.

### CURRICULUM AND INSTRUCTION

- Teachers will teach grade-level curriculum to students.
- Students will participate in a variety of modes of engaged learning: live online instruction, small-group instruction, one-on-one support, and independent-led activities
- Live lessons will be recorded and archived for student reference.
- Completed activities and assessments will be submitted for teacher feedback.
- Learning Kits will be distributed to students with necessary hands-on materials for learning activities.
- Students will take all district and state-wide assessments including the Missouri Assessment Program (MAP). Details of how these tests will be administered will be shared later.
- Students will participate in a daily specials class. Students will have a rotation of Art, Music, P.E., and Library.

- STRETCH students may attend in-person STRETCH classes at CME. Parent transportation is required.

### STRUCTURE AND ROUTINE

- The distance learning teacher will provide a weekly schedule on Schoology.
- Students will be expected to engage in the schedule and routines of the virtual classroom.
- Elementary distance learners will have access to daily schedules. Please review the sample schedule.

### SPECIAL SERVICES

#### For students with IEPs:

- If the current IEP was written for in-person instruction, an IEP amendment or an IEP meeting may be conducted for distance learning to determine goals, services, and accommodations/modifications needed.
- Each student will be assigned a special education case manager, and service providers will be assigned based upon the IEP needs of the student. A copy of the IEP will be provided to teachers.
- Special education teachers and related service providers will provide IEP goal instruction based upon the student's IEP for distance learning.
- Goal instruction may be delivered in a variety of formats through a learning platform, such as live virtual instruction, teletherapy, instructional phone calls, whole group instruction, small-group instruction, recorded video instruction, practice activities, and independent activities.
- Live virtual instruction, teletherapy, and/or instructional phone calls will be provider-scheduled during the school day. Schedules may be adjusted by provider and communicated to parents/students.
- Students who have assistive technology devices in IEPs will be provided devices after completing a user agreement.

#### For students with 504 plans:

- A 504 amendment or 504 meeting may be held to determine if revisions are needed to the current plan for distance learning.
- Each student will be assigned a 504 coordinator. A copy of the 504 plan will be provided to teachers who are teaching through distance learning.

### ACCOUNTABILITY, FEEDBACK, AND COMMUNICATION

- Distance learning grading practices will mirror in-person practices.
- Distance learning teachers may hold conference call, or virtual conferences for students not performing to grade level at any time throughout the school year
- Midterm and quarterly report cards will be distributed.
- Attendance will be recorded based on daily participants.
- Parents will be expected to report student absences to his/her home school.
- Teacher feedback regarding student progress will be provided on a consistent basis to parents.
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# DISTANCE LEARNING

## GRADES 6 THROUGH 8



### ENROLLMENT AND SUPPORT

- Parents may confirm the BSSD Distance Learning option for second semester on Parent Portal starting October 14, 2020.
- Students will be enrolled in a distance learning classroom with peers of the same grade across the district.
- Distance learning students will have a BSSD certified classroom teacher assigned to provide direct instruction for their distance learning class.
- Students will be enrolled with their home school, and the home school will communicate about all school-wide updates and information with families.
- If you elect distance learning, you will be required to remain in distance learning for the semester.
- Distance learning students can opt to attend in-person extracurricular and after-school clubs at their home school.

### SCHOOLGY LEARNING MANAGEMENT SYSTEM

- Schoology is a learning management system that creates a user-friendly platform for students, teachers, and parents to access curriculum, assignments, class calendars, class resources, and assessments. With a device and Wi-Fi connection, your child has access to his/her virtual classroom, online learning resources, and assignments from any location.
- Students and parents will be provided information and training as to how to access Schoology and how to utilize Schoology features.
- Visit the [Schoology weblink](#) to view the video.

### TECHNOLOGY

- Students who choose distance learning will receive a device to access our online learning platform, Schoology.
- Sixth grade students will receive an iPad with a keyboard while students in grades seventh and eighth will be provided with a Microsoft Surface Go device.
- Technology support is available by calling the help desk at (816) 874-3242 from 8:00a.m. - 3:00p.m. Monday through Friday.

### INSTRUCTION

- Live video delivery of lessons/instruction between teachers and students.
- Teachers may/or will post archived/recorded video lessons for students to reference and review at a time of their choosing.
- Students will participate in classroom posts/chats and virtual question and answer feedback sessions for the distance learning class designed to promote class collaboration.
- Implementation of class “virtual-discussions” to engage in virtual dialogue and provide opportunities for student interactions related to learning objectives.

### DISTANCE LEARNING INSTRUCTIONAL APPROACHES INCLUDE:

- Teachers will engage in one-on-one tutoring/intervention sessions within the distance learning platform.
- Engaging activities will be planned in the virtual environment allowing for a sense of community within the distance learning course.
- Teachers will be available to provide the necessary instruction and support to meet the needs of each distance learner.
- Students will take all district and state-wide assessments including the Missouri Assessment Program (MAP) and End of Course (EOC) Assessments. Details of how these tests will be administered will be shared later.

### COURSE OFFERINGS

- Distance learning course schedules provide core classes, including honors course options, and exploratory learning options.
- Distance learning students will have a distance learning teacher assigned to provide direct instruction for each course on their schedule.
- Some exploratory classes will only be offered via the in-person option.

### CURRICULUM

- Students will experience grade-level and course curriculum that mirrors the in-person experience.
- Distance learning students will have access to all district materials. This includes online textbooks, access to district purchased online programs and applications, and resources teachers post in Schoology. This allows for full immersion in the curriculum from home.

### STRUCTURE AND ROUTINE

- Distance learning students will be provided a daily schedule developed by the distance learning teachers to guide their learning experience.
- Your distance learning teacher will communicate his/her weekly schedule via Schoology, and you can count on the development of a consistent routine for students.

### SPECIAL SERVICES

#### For students with IEPs:

- If the current IEP was written for in-person instruction, an IEP amendment or an IEP meeting may be conducted for distance learning to determine goals, services, and accommodations/modifications needed.
- Each student will be assigned a special education case manager, and service providers will be assigned based upon the IEP needs of the student. A copy of the IEP will be provided to teachers.
- Special education teachers and related service providers will provide IEP goal instruction based upon the student’s IEP for distance learning.
- Goal instruction may be delivered in a variety of formats through a learning platform, such as live virtual instruction, teletherapy,



# DISTANCE LEARNING

## GRADES 6 THROUGH 8

instructional phone calls, whole group instruction, small-group instruction, recorded video instruction, practice activities, and independent activities.

- Live virtual instruction, teletherapy, and/or instructional phone calls will be provider-scheduled during the school day. Schedules may be adjusted by provider and communicated to parents/students.
- Students who have assistive technology devices in IEPs will be provided devices after completing a user agreement.

### FOR STUDENTS WITH 504 PLANS:

- A 504 amendment or 504 meeting may be held to determine if revisions are needed to the current plan for distance learning.
- Each student will be assigned a 504 coordinator. A copy of the 504 plan will be provided to teachers who are teaching through distance learning.

### ACCOUNTABILITY, FEEDBACK, AND COMMUNICATION

- Distance learning grading practices will mirror in-person practices.
- Distance learning teachers will hold virtual parent teacher conferences
- Midterm and quarterly report cards will be distributed.
- Attendance will be recorded based on daily participation.
- Parents will be expected to report student absences to his/her home school.
- Teacher feedback regarding student progress will be provided on a consistent basis to parents.



# DISTANCE LEARNING

## GRADES 9 THROUGH 12

### ENROLLMENT AND SUPPORT

- Parents may confirm the BSSD Distance Learning option for second semester on Parent Portal starting October 14, 2020.
- Students will be enrolled in a distance learning classroom with peers of the same grade across the district.
- Distance learning students will have a BSSD certified classroom teacher assigned to provide direct instruction for their distance learning class.
- Students will be enrolled with their home school, and the home school will communicate about all school-wide updates and information with families.
- If you elect distance learning, you will be required to remain in distance learning for the semester.
- Distance learning students can opt to attend in-person extracurricular and after-school clubs at their home school.

### SCHOOLGY LEARNING MANAGEMENT SYSTEM

- Schoology is a learning management system that creates a user-friendly platform for students, teachers, and parents to access curriculum, assignments, class calendars, class resources, and assessments. With a device and Wi-Fi connection, your child has access to his/her virtual classroom, online learning resources, and assignments from any location.
- Students and parents will be provided information and training as to how to access Schoology and use its resources.
- Visit the [Schoology weblink](#) to view the video.

### TECHNOLOGY

- Students who choose distance learning will be provided a device to access our online learning platform, Schoology.
- Technology support is available by calling the help desk at (816) 874-3242 from 8:00a.m. - 3:00p.m. Monday through Friday.

### INSTRUCTION

- BSSD teachers will be available to provide the necessary instruction and support to meet the needs of each distance learner.
- Students will participate in a variety of modes of engaged learning: live online delivery of lessons/instruction, small-group instruction, "virtual-discussions", one-on-one support, independent-led activities, and recorded lessons.
- Live lessons will be recorded and archived for student reference. Completed activities and assessments will be submitted for teacher feedback.
- Engaging activities will be planned in the virtual environment allowing



# DISTANCE LEARNING

## CONTINUED GRADES 9 THROUGH 12



for a sense of community within the distance learning course.

- Students will take all district and state-wide assessments including the End of Course exams (EOC). Details of how these tests will be administered will be shared later.

### COURSE OFFERINGS

- Distance learning course schedules will provide core classes, including Dual Credit and AP course options, and elective course learning options.
- Distance learning students will have a distance learning teacher assigned to provide direct instruction for each course on their schedule.
- Some elective courses will only be offered via the in-person option, such as swimming and vocational classes.

### CURRICULUM

- Students will experience course curriculum that mirrors the in-person experience.
- Distance learning students will have access to all district materials. This includes online textbooks, access to district purchased online programs and applications, and resources teachers post in Schoology. This allows for full immersion in the curriculum from home.

### STRUCTURE AND ROUTINE

- Distance learning students will be provided a daily schedule developed by the distance learning teachers to guide their learning experience.
- Your distance learning teacher will communicate his/her weekly schedule via Schoology, and you can count on the development of a consistent routine for students.

### SPECIAL SERVICES

#### For students with IEPs:

- If the current IEP was written for in-person instruction, an IEP amendment or an IEP meeting may be conducted for distance learning to determine goals, services, and accommodations/modifications needed.
- Each student will be assigned a special education case manager, and service providers will be assigned based upon the IEP needs of the student. A copy of the IEP will be provided to teachers.
- Special education teachers and related service providers will provide IEP goal instruction based upon the student's IEP for distance learning.
- Goal instruction may be delivered in a variety of formats through

a learning platform, such as live virtual instruction, teletherapy, instructional phone calls, whole group instruction, small-group instruction, recorded video instruction, practice activities, and independent activities.

- Live virtual instruction, teletherapy, and/or instructional phone calls will be provider-scheduled during the school day. Schedules may be adjusted by provider and communicated to parents/students.
- Students who have assistive technology devices in IEPs will be provided devices after completing a user agreement.

#### For students with 504 plans:

- A 504 amendment or 504 meeting may be held to determine if revisions are needed to the current plan for distance learning.
- Each student will be assigned a 504 coordinator. A copy of the 504 plan will be provided to teachers who are teaching through distance learning.

### ACCOUNTABILITY, FEEDBACK, AND COMMUNICATION

- Distance learning grading practices will mirror in-person practices.
- Distance learning teachers may hold conference call or virtual conferences for students not performing to grade level at any time throughout the school year.
- Midterm and quarterly report cards will be distributed.
- Attendance will be taken daily. Students who do not report for morning check-in, will be reported absent.
- Students who report later in the day, will be counted as tardy. Parents will be expected to report student absences to his/her home school.
- Teacher feedback regarding student progress will be provided on a consistent basis to parents.

### EXPLORATORY AND ELECTIVE CLASSES

The Blue Springs School District is committed to providing all possible curricular opportunities while adhering to the recommendations from the Centers for Disease Control (CDC) and the Jackson County Health Department (JCHD). Pending further guidance from state and local health officials, to the extent possible, BSSD will follow the most current recommendations concerning social distancing, gathering size and personal protective equipment (PPE) for students and staff at the time of the curricular opportunity. Staff will be required to wear a cloth mask. Students will also be required to wear a mask.

Families that elect to have their student(s) learn in a distance learning setting, will have most of the curricular options that our in-person students have. There may be some exceptions due to staffing restrictions, MSHSAA requirements or logistics for delivery of distance learning instruction. Our team is working on establishing protocols and alternatives for students that must modify their schedule because of the decision to enroll in distance



# DISTANCE LEARNING

CONTINUED FOR GRADES 9 THROUGH 12

learning education. The District will continue to modify these selections as resources become available.



# ALL STUDENTS REQUIRED

BSSD DISTANCE LEARNING

If schools are required to only offer a distance learning platform, students will be assigned to their in-person teacher and the learning platform of Schoology will be implemented for all students in grades Pre-K-12. All staff have been trained in the use of the platform and have been working to familiarize themselves with this even if their initial plan was to be an on-site teacher. This will assure the continuity of instruction and consistency of expectations and delivery of curriculum.

Please know we are developing contingency plans that will allow us to pivot when needed.

### CALENDAR MODIFICATIONS

Nothing is certain during the pandemic. We thank you for your flexibility and patience as we work to provide the best possible education for your student. In order for us to adequately plan student schedules and BSSD Distance Learning curriculum, we have altered the 2020-2021 school calendar. The first day of school will be Tuesday, September 8. [Visit the District Website](#) to review the entire Calendar at a Glance.





# ATHLETICS & ACTIVITIES



The Blue Springs School District plans to provide students the opportunity to participate in extracurricular activities. While offering these opportunities, the district will prioritize the health and safety of students and staff by adhering to the CDC and the Jackson County Health Department recommendations. We understand that as we abide by those recommendations, some if not all, of those opportunities may be limited in the extent in which they can be provided.

Additionally, the Missouri State High School Activities Association (MSHSAA) and the Greater Kansas City Suburban Conference Executive Committee may further outline guidelines as to how athletics and activities will be offered at district high schools and middle schools. As a district, we understand the importance of offering these opportunities to our students and will continue to make every effort to do so. However, we know there may be decisions made by local, state, or national organizations that may prohibit some, if not all, extracurricular activities from taking place. To the extent possible, we expect all athletics and activities that can be performed in accordance with CDC and JCHD recommendations will be available for student participation.

The Blue Springs School District is committed to providing all co-curricular opportunities possible while adhering to CDC and JCHD recommendations. Certain opportunities may be limited to the extent in which they can be offered due to physical distancing and gathering size recommendations. Some of the co-curricular opportunities may only be offered virtually, as they were this past spring. Offering of and participation in co-curriculars will require flexibility by students, families and sponsors which may include, but are not limited to:

- Before or after school practice in larger spaces to account for physical distancing.
- Multiple "practice times" to promote smaller group sizes and physical distancing.
- Students and staff wearing masks due to inability to consistently maintain physical distance.
- Adjusting performances and competitions to adhere to gathering size and physical distancing recommendations.
- Local and state organizations may provide further guidance to schools on how to provide these opportunities while prioritizing student and staff safety. School officials will communicate that information upon availability.

#### PRECAUTIONS IN PLACE:

- Students will be asked to take part in a short health screening check prior participation in all after-school activities.
- Activities Directors and Assistants will be responsible for ensuring screening is implemented and any positive screen or test must meet the protocols for return to participation.
- Before practices/rehearsals, coaches will continue to track body temperatures (100.4 or greater) and symptoms of coaches, directors, staff,

players, participants, etc.

- Every coach/director and participant is required to wear a mask or face covering until screening is completed, showing no signs or symptoms.
- If a student, coach/director, or official/adjudicator has a positive finding on their COVID-19 screening, he/she should be sent home immediately. If the student's parents are not present, we will escort the student to a designated isolation room or an area away from others. He/she must wear a mask or face covering. The participant/coach/director is to be referred to a health care provider or a local COVID-19 screening hotline.
- Documentation of a negative test outcome or after a 10-day quarantine period (quarantine period starts from first symptom) shall be required prior to return to participation.
- Pending further guidance from state and local health officials, to the extent possible, BSSD will adhere to the most current recommendations concerning physical distancing, gathering size and personal protective equipment (PPE) for students and staff at the time of the extracurricular opportunity.
- Commonly touched surfaces will be avoided when possible. Those surfaces and/or objects will be disinfected before and after use when avoidance is not possible.
- Locker rooms will be disinfected, and commonly touched surfaces in locker rooms will be cleaned throughout the day.

#### COVID-19 SYMPTOMS AND CASES IN ACTIVITIES AND AFTER-SCHOOL SETTINGS:

- If a student shows COVID-19 symptoms we will communicate with the individuals and families and ask them not to return to the building until 24 hours have passed without fever and 10 days have passed since symptoms first appeared or until a negative COVID-19 test. Staff and trainers will communicate with families to ensure adherence to this expectation.
- We will identify staff and students considered close contact (contact for >15 minutes within a 6-foot radius). Close contacts will be asked to not return to campus for 14 days. If at that point the individual(s) have not shown any signs or symptoms of COVID-19, they may return to campus. If it can be traced to limited individuals or no contact was made, that team can continue to practice.
- If a student who tested positive has been in contact with multiple members of the team, it may require shutting down that team or group for a specified amount of time.
- The student/coach/director will complete the Return to Play Form to return to practice/competition/rehearsal.
- The coach and/or A.D. will contact parents of the students who had close contact.
- Teams/Groups should keep documentation of names and contact information of opposing teams/groups, coaches/directors, and officials/adjudicators for contact tracing purposes.



# ATHLETICS & ACTIVITIES

CONTINUED FROM PAGE 27

- Staff members who test positive for COVID-19 will be asked to not return until 24 hours have passed without fever and 10 days have passed since symptoms first appeared or until a negative COVID-19 test. Students in close contact with the staff member will also be notified.

## ADDITIONAL MEASURES MAY BE REQUIRED IF A STUDENT OR STAFF MEMBER IS INFECTED THAT MAY INCLUDE, BUT ARE NOT LIMITED TO:

- Requiring that group participate in only physically distant, non-sport specific activity.
- Restricting the group from practicing on campus or for an extended period.

## SPECTATORS AT GAMES, COMPETITIONS AND/OR PERFORMANCES

- BSSD will review recommendations from national, state, and local health organizations while prioritizing the safety of students, staff, and families. It is likely that limited numbers of spectators will be allowed to attend games, competitions, and performances.
- It is also possible that some sports and activities will be able to compete and perform while others will not.
- Restrictions concerning these events will be determined by state and national organizations. School officials will communicate that information as it becomes available.
- Additional requirements may be in place during competitions or performances.
- Essential personnel only will be allowed near students during games and competitions. Those individuals will maintain social distance when possible.
- Players on the sidelines may be required to physically distance when not in the game.
- Multiple events may be necessary to ensure proper physical distancing while performing (band, choir, orchestra, theater).
- Live-streaming services for events will be offered when possible.
- 

## PRECAUTIONS STUDENTS AND STAFF CAN TAKE WHEN PARTICIPATING IN ATHLETICS AND ACTIVITIES:

- If students or staff are sick or do not feel well, we ask that they stay home.
- Be aware and disclose any potential contact with individuals who tested positive for COVID-19.
- Wash and sanitize hands often.



- Do not touch face, eyes, and mouth as much as possible.
- Practice physical distancing regularly.
- Cover mouth and nose with a tissue or elbow when coughing or sneezing.
- Wash or sanitize any gear or apparel used in activity that day.
- Maintain a list of people you have been in contact with daily.
- Comply with all federal, state, and local guidelines.

## ADDITIONAL MEASURES THE STAFF CAN TAKE TO MINIMIZE THE RISK FOR STUDENTS:

- Disinfect the venue and all equipment (weights, balls, jump ropes, etc.— anything that can be touched) prior to activity each day.
- Verify that coaches and participants are symptom-free before activity each day.
- Take attendance at each day's activities, including the coaches.
- Prepare and schedule frequent hand washing/sanitation opportunities during activities.
- Require participants to bring own water bottles and avoid use of water fountains.
- Modify drills and activities to limit or reduce potential violations of physical distancing guidelines including high fives, huddles, team meetings, etc.
- Regularly sanitize items that are most often touched during activities.
- Avoid using whistles when possible to reduce droplet spread.
- At the end of activities that day, sanitize and disinfect the venue and all equipment used.



## IN CLOSING

This pandemic has challenged all of us in different ways; but as we continue to prove, we are always stronger together. No matter the educational option you choose for the coming year, please remember that you and your student(s) are now, and will continue to be, an important part of our BSSD family. We will get through this together.



**RETURN TO**  
**learn**  
**GUIDELINES**