



Ready to Achieve!

2021-2022

V. B. Glencoe Charter School

Reopening Plan

Instructional Model for the 2021-2022 School Year

V. B. Glencoe Charter School will operate a full traditional in-person model of instruction for the 2021-2022 school year. Protective measures, such as social distancing, correct use of masks; handwashing and respiratory etiquette; cleaning and maintaining healthy facilities; and contact tracing in combination with isolation and quarantine, will be taken to maximize student attendance and engagement.

Continuous Learning:

In the event of a student, class, or school wide quarantine, students will be expected to participate with his or her classes via Zoom or Google Meets following the regular schedule. Details for attendance and participation in class will be given at the time of need.

Academic Recovery:

During the school day:

- Students in grade K – 8 who are identified as working below grade level or who have scored a Basic or below on ELA or Math LEAP 2025 will be enrolled in Reading or Math labs with a certified teacher or qualified paraprofessionals.
- Students will attend an average of 2.5 hours of remediation in each subject area each week as needed.
- Diagnostic testing protocols, including NWEA MAP testing, Acadience Reading and Math Screening, IRLA conferencing, and Great Minds Equip diagnostics, will inform teachers of further remedial needs during core instructional time.
- Students in grades 9- 11 in need of remedial instruction are placed in appropriate essentials courses.

After School:

- After school tutoring will be offered to those students in the most need at varying times during the school year.
- Tutoring will be led by teachers designated as Effective Proficient or Highly Proficient in their respective subject areas.

Summer Programs:

- Summer Camp Programming will be offered to students in grades K – 4th grade.
- Summer School Options for course recovery will be offered to students in grade 5th – 11th.

Health and Safety Standards

Self-Monitoring and Screening

Self-Monitoring from home:

- Parents of students and employees are encouraged to self-monitor for symptoms of COVID-19 prior to arrival on campus. **Individuals with a temperature should not report to school or work.**
- Individuals must stay home, inform the school, and notify their healthcare provider if they have two or more of the following symptoms: headache, fever, cough, nasal drainage, sore throat, nausea, diarrhea, loss of taste, loss of smell.
- An individual must stay home if he/she may have been in direct contact with someone who has COVID-19. Parents and staff must inform the school/supervisor on the first missed day of school.
- Please follow the most up to date COVID 19 screening decision chart with CDC and LDH recommendations. View the screening decision chart [here](#).

Symptomatic Students and Employees at School:

- Students displaying symptoms of COVID 19 while at school will be isolated and adequately supervised until the student is picked up. It is responsibility of the parent/guardian to promptly pick up the student from school.

- Employees displaying symptoms of COVID 19 at school will be asked to leave school and seek medical attention.

Procedures for Exposure to COVID 19

- Students or staff members who have been determined to be in direct contact with an individual with COVID-19 will be asked to quarantine and monitor for COVID-19 symptoms.
- Parents and staff must inform the school/supervisor on the first missed day of school.
- Parents of students determined to have close contact exposure at school will be notified by school administration or the school nurse.
- The number of days for quarantine will be based on current CDC guidance at the time of direct contact. Direct contact is defined as being within 6 feet for at least 15 minutes over a 24-hour period.
- Vaccinated individuals or individuals who have had COVID-19 within the last 90 days will not have to quarantine unless symptoms are developed. Documentation must be provided for the quarantine to be waived.
- Seating charts will be maintained in all school areas, including classrooms, cafeteria, and buses, to determine and minimize the number of students who may need to quarantine due to close contact.

Close Contact Tracing of COVID 19 Cases

Given the levels of COVID-19 currently in our communities, it is expected that there will be students who get COVID-19 and that those students will possibly expose other students/staff in the school setting. Contact tracing and quarantining of close contacts will occur for each case of COVID-19 identified as outlined by the guidance from LDOE **Ready to Achieve! 2021-2022 School Operational Guidelines** below:

- Students who are sick should stay home (regardless of illness).
- Students who have COVID-19 should stay home and remain isolated until they have recovered and have been determined to no longer be infectious according to CDC's [end of isolation criteria](#).
- Individuals who were in close contact of the student may be identified and contacted as part of the Office of Public Health (OPH) contact tracing process.
- Close contact of a case is a person who was within six feet from the student for more than 15 minutes, determined by the OPH contact tracing process.
 - All individuals meeting the close contact definition should be encouraged to seek testing immediately following notification and 5 to 7 days following last contact if the initial test was negative.
- If both the case and the contact were engaged in consistent and correct use of a well-fitting face mask AND were within 3 to 6 feet of each other, then those close contacts do not need to quarantine. ›
 - This exception only applies to students and should not be used for teachers, staff, or other adults in the indoor classroom setting.
- Close contacts will be asked to stay home and monitor symptoms for 14 days.
- Not every student/faculty member in a school will need to stay home for 14 days, just those who are identified as close contacts to a case.
- Options to shorten the duration of quarantine if contacts remain asymptomatic include:
- If no symptoms develop during quarantine AND they have a negative antigen or PCR/molecular test collected no earlier than day 5 after their last exposure: they may quarantine for 7 days from last contact with a COVID-19 case OR This document is provisional and subject to change based on available CDC recommendations, COVID-19 community transmission, and vaccination rates in relevant age groups.
- If no symptoms develop during quarantine and no testing is done: they may quarantine for 10 days from last contact with a COVID-19 case.
- If quarantine is shortened, daily symptom monitoring and strict adherence to prevention measures including social distancing, hand washing, and especially wearing masks/face coverings should continue until the full 14 days from last contact with a COVID-19 case.

- Because there is an increased risk of post-quarantine transmission associated with options to shorten quarantine, the 14-day quarantine period should be used in school settings where physical distancing among children is not maintained.
- Close contacts who were previously diagnosed with COVID-19 within the last 90 days and remain asymptomatic do not need to quarantine.
- Close contacts who are fully vaccinated (i.e., ≥ 2 weeks following receipt of the second dose in a 2-dose series, or ≥ 2 weeks following receipt of one dose in a single-dose vaccine) at the time of exposure and remain asymptomatic do not need to quarantine.

Requirements to return to school for symptomatic, positive, or quarantined individuals

Symptomatic, positive, or quarantined individuals will be contacted by the school nurse for specific details regarding returning to school based on the current CDC guidance at the time. A written excuse from a Healthcare Provider with a return-to-school date with documentation of COVID test results, and/or complete Self-Certification form found on our school website will be required upon return to school.

Closure of a class, grade, school

The decision to close schools is an individual, case-by-case process. That decision will ultimately be made by school leadership, with guidance and expertise from their Regional Medical Director.

- All decisions about implementing school-based strategies (e.g., dismissals, event cancellations, other social distancing measures) will be made locally, in collaboration with the superintendent/principal and Regional Medical Director.
- Factors that will be considered in closing a school or classroom will be the level of community transmission, number of students/faculty affected and risk of spread at the school.

Face Coverings

- According to the Presidential Executive Order No. 13998 on Promoting COVID-19 Safety in Domestic and International Travel, all passengers, including pre-k students, are required to wear a mask on buses. See Transportation below for details of Transportation rules.
- Under the Governor's statewide mask mandate, face masks that properly cover the wearer's mouth and nose should be worn inside of the school building at all times. The order requires face coverings for everyone of age to be enrolled in kindergarten and older with exceptions as outlined in **LDOE Ready to Achieve! 2021-2022 School Operational Guidelines.**
- In the event of a change in the Governor's mandate, the director has the discretionary power to determine the requirements of face masks/coverings to ensure the safety of the school learning environment based on CDC guidelines and the context of the COVID 19 prevalence in the school or the community.
- Please see the V. B. Glencoe Charter School Student Handbook for further information regarding face coverings.

Group Sizes and Social Distancing

- Room size will dictate the maximum number of occupants. This maximum will be followed to the greatest extent possible.
- As recommended by the CDC and LDOE, a social distance of 3 feet between students, and 6 feet between adults and students or adults and adults, should be maintained to the greatest extent possible in classrooms and common areas, such as hallways and cafeterias.
- Static, or cohort groups, will be maintained in Grades PreK - 8 grade, and, to the greatest extent possible, in grades 9 -11.
- Seating charts will be maintained in each classroom. Teachers should maintain static groups for assignments requiring group work.

- Traffic patterns will be mapped to ensure staggering transitions, to adhere to allow for social distancing. Markers will be utilized in hallways and major traffic areas to denote proper social distancing.
- Cohorts will be separated on playground areas for recess periods. Social distance should be adhered to in playground areas.

Personal Hygiene

- Using hand sanitizing with sanitizers containing a minimum of 60% alcohol or soap, students and staff should wash or sanitize hands upon entering the bus, arrival at school, before and after eating, before and after PE or recess activity, and at dismissal.
- Students may bring hand sanitizer from home with the appropriate alcohol content.
- Proper hand washing for 20 seconds with soap and water will be explained to students and practiced with younger students.
- Teachers will be provided with hand sanitizer, soap, and other hygienic supplies, including masks, as needed.

Disinfecting and Cleaning Measures

Disinfecting and cleaning measures will be conducted throughout the day.

- Frequently touched surfaces, such as door handles, light switches, and faucet handles, will be disinfected multiple times throughout the day.
- Office spaces, common areas, and work areas will have limited access and will be cleaned throughout the day.
- Restrooms will be cleaned throughout the day.
- Classrooms will be disinfected at least twice during the day and thoroughly cleaned daily.
- Water fountains will only be used to fill water bottles or cups and will be cleaned multiple times per day. Students are asked to bring a water bottle from home.
- Playground equipment will be adequately cleaned as needed. Social distance will be adhered to on the playground.

Breakfast and Lunch Service

Students will continue to receive free breakfast and lunch meals as approved by the USDA for the duration of the 2021-2022 school year.

- To the greatest extent possible, meals will be served in the cafeteria spaces.
- Six feet social distancing guidelines and protocols will be followed when eating in the cafeteria. Some students may be eating in classrooms and/or other areas of the school as determined by the director as needed to maintain social distancing.
- Cafeteria tables will be properly cleaned and sanitized between classes.
- Students will wash their hands before meals and after meals.
- Sharing of food or beverages will not be allowed.

Transportation

Buses are allowed to operate at 100% capacity with the following guidelines:

- As required by Presidential Executive Order No. 13998 on Promoting COVID-19 Safety in Domestic and International Travel, all passengers on the school bus must wear a facial covering while using transportation, regardless of capacity.
- Windows should be kept open when it does not create a safety or health hazard.
- Seating charts will be maintained and consistently enforced.

VISITOR GUIDELINES FOR 2021-2022

School campuses will be restricted for non-essential visitors, volunteers, and other groups.

Essential visitors will be allowed to access a school campus in order to conduct visits in accordance with Louisiana law or policy. Essential visitors include, but are not limited to, individuals who:

- conduct CLASS® observations
 - observe teacher candidates as part of the teacher preparation quality rating system
 - provide essential supports and services including, but not limited to, early intervention services, special education services, or mental health services or consultation
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- Under special circumstances, non-essential visitors, volunteers, and activities involving external groups may be approved by the director or administration.
 - To reduce the spread of the virus and reduce exposure to our staff and students, all unvaccinated visitors and parents must have a face covering, *and sanitize their hands upon arrival*, and maintain social distance.

Parents will not be allowed into the building unless there is an emergency or approved by the director as an essential visitor. No parent will be able to eat lunch with their child or visit the classroom.

Refer to [Ready to Achieve! 2021-2022 School Operational Guidelines](#) for the most up to date information regarding COVID 19 guidelines for Louisiana schools.