



2020-21 SCHOOL REOPENING PLAN

Released 7/30/20





LETTER FROM THE SUPERINTENDENT

Yellowjacket Family,

We often talk about the need to see things clearly. When we have 20/20 or perfect vision, we see things with much clarity and sharpness. As I reflect on our plans for the next school year, it is evident that the year 2020 will not promise the kind of vision or clarity we might want. While our vision in the coming year may not be completely clear, I hope it is very clear that safety for staff and students is critically important and that learning for all students is at the core of our efforts moving forward. We have a responsibility to make plans that promote safety first, so learning and student experiences can happen. The path ahead may not afford us the clarity and sharpness of vision we would like, but I am confident our school community will link arms as we take this journey together.

The District is wholly committed to fulfilling our vision of being an *adaptive learning community* that empowers all learners with the knowledge, skills, and dispositions to be ready for their futures. Perhaps our theme for the coming year should be **adaptability**. Even with the collaborative and careful preparation of our reopening plan, **we are prepared to adjust the plan in response to ongoing changes around us**. This plan will be updated as conditions evolve and new guidance is received from our state and local health officials. We ask for your continued patience and adaptability as we navigate uncharted waters this school year.

The “Back to LR3” plan is the product of much collaboration. District staff have engaged in dialogue with health officials, hundreds of school districts across the state, and the Department of Elementary and Secondary Education (DESE). We sought input from staff and parents regarding concerns and priorities related to our return to school. The school environment is likely to look different for quite some time. But we assure you our District leaders and staff members are fully invested in making the 2020-21 school year, our 150th year, one that is remembered as much for its triumphs as for its challenges. At the conclusion of the 2020-21 school year, may we all look back with 20/20 vision and see that our students and staff were safe and that they have all had positive learning experiences!

Thank you for your support and continued partnership...for kids. #LebanonStrong

Sincerely,

David Schmitz, Ed.D



SAFETY PLAN

Home Screening:

- Families and staff are encouraged to monitor temperatures daily before leaving their home.
 - Anyone with a fever of greater than 100 degrees should not come on any school campus. Students should be fever-free for 24 hours without fever-reducing medication(s).
- It is recommended to also screen for additional symptoms including: shortness of breath or difficulty breathing, coughing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, nausea or vomiting and diarrhea. Students experiencing any of these symptoms should stay at home and consult their healthcare provider.

It's important to note some COVID-19 symptoms overlap with seasonal allergy and cold symptoms.

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.

Cover Coughs and Sneezes

If you do not have your cloth face covering on, 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 and 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.

Physical Distancing

Physical distancing is one measure that has been demonstrated to reduce the spread of the coronavirus. 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 sick.

Distances of three to six feet may be effective in reducing viral transmission. However, a person is considered in “close contact” of a case of COVID-19 if they are within six feet of the case for more than 15 minutes. Close contacts of cases *may* require quarantine for 14 days from the last exposure. By observing physical distancing and reducing contacts, we can limit the number of children and staff members who may need to quarantine if a positive case occurs in school.

Best efforts will be made related to social distancing. However, there will be no guarantee that all students will be socially distanced apart from one another, as we must work with the building space and capacity available. The following procedures may be followed:

- Schools will strive to keep students in groupings/cohorts and minimize their exposure to other groupings within the building.
- Schools will implement assigned seating in all classrooms and keep records of those seating charts to assist with identifying close contacts in the event a member of the school community is diagnosed with COVID-19. Grouping/cohorting is more difficult for middle and high school students and thus, assigned seating can help to reduce contacts among older students.

Personal Protective Equipment (PPE)

Per the latest guidance, masks are an important strategy to reduce transmission of COVID-19, primarily by reducing the spread of infection from the wearer to those around them. The use of masks can provide an additional layer of protection against the spread of infection, helping us to keep our schools open for student learning. Young children may have difficulty complying with the proper use of masks and may have increased face touching, mask chewing, mask trading, and other behavior that could increase risk of infection. For this reason, continuous usage of masks is not recommended for young children. Older children, such as those in middle and high school, are likely to be able to follow guidance regarding proper mask usage. Additionally, these students are less easily cohorted/grouped.

- Students of all grade levels will be required to wear masks on school buses.
- Students in grades pre-k - 5 are not required to wear masks while at school, but are allowed to if they choose.
- Students in grades 6-12 will be required to wear masks at all times when physical distancing cannot be achieved, such as passing periods in hallways, meal lines, full classrooms, etc.
- Students in grades 6-12 may remove masks when physical distancing can be achieved, in addition to physical education classes, during meals, and other times deemed appropriate by school administration.
- Parents/guardians are asked to supply masks for their students. Reusable or homemade cloth face coverings are appropriate. While students are encouraged to bring their own mask, masks will be provided for those without one.
- Disposable masks will be available for students who may be going home sick from school and need to walk out of the school building with a mask.

- Masks will be required for all staff members at all times when they are in close proximity to students or other staff members. During situations when the staff member is stationary and appropriately distanced from students in the classroom, masks are not required.
- Students and employees may be exempted from these requirements by the school principal or Superintendent due a documented medical condition.

General Sanitation Procedures

- All Lebanon school buildings and classrooms will be sanitized daily. The Lebanon School District will maintain adequate supplies of soap, paper towels, hand sanitizer, and other cleaning materials throughout each school.
- Staff and students will take regular “hand washing” breaks and will frequently use hand sanitizer.
- Staff will clean frequently-touched surfaces and objects (i.e., tables and doorknobs) with District-supplied cleaning and disinfectant products. Computer safe disinfectant methods will be used for computers and keyboards.
- Water fountains will be restricted. Students are encouraged to bring their own water bottle.

High Risk Populations

All families and staff are encouraged to review the guidance from the Centers for Disease Control (CDC) pertaining to [high risk populations](#).

Students

Any student who may be considered to be at higher risk should consult with their physician to determine whether it is safe for your student to participate in face-to-face instruction, or whether they are better suited to participate virtually. Depending on CDC guidance and potential concerns regarding your student, the District may require a physician’s note prior to allowing face-to-face instruction.

Nursing

- Health Services staff regularly keeps a log of health room visits. The name of all persons seen with fever and new cough will be recorded. Due to student privacy, these records are not public, however, information may be shared with the Laclede County Health Department, as appropriate.
- The Laclede County Health Department will provide guidance on students and staff who have had contact with people who are suspected COVID-19 positive.

In the Event of a Positive Case of COVID-19

If there is a positive case within a school setting, the District will comply with local health department guidance. This could range from a complete or partial quarantine to no quarantine, based on the level of exposure. Additional cleaning and sanitation procedures will also be followed to ensure that the building has been treated. All procedures implemented will be based on health department recommendations and in accordance with policy.

In the event of a positive case of COVID-19 in our schools, we will follow the latest guidance from the health department:

- An individual deemed to be a “close contact” may be quarantined for 14 days from date of exposure.
- A person is considered in “close contact” of a case of COVID-19 if they are within six feet of the case for more than 15 minutes (defined by the latest CDC guidance).
- If both parties are wearing a mask, it may reduce the chance of quarantine.
- Targeted disinfecting will take place.
- All cases will be evaluated on a case-by-case basis in coordination with the Laclede County Health Department. Communication and re-entry will be determined based on guidance from the health department.

In the event of a suspected case of COVID-19 in our schools:

- While at school, if the nurse determines symptoms may be COVID-19 related, the employee or student will be temporarily separated from others until able to go home.
- If tested, individuals will be asked to quarantine pending COVID-19 test results.
- Students and staff will only be allowed to return to school with a doctor’s note, negative COVID-19 test, or after 14 days of quarantine.

Student and Staff Travel

- Students and staff who have been traveling should complete a daily self-check (travel is defined as any place outside of Laclede County). This self-screening outlines that you should not enter a building if, in the past 14 days, you have experienced:
 - a fever (100 or higher);
 - chills, cough, sore throat, headache;
 - new loss of smell or taste, new muscle aches;
 - or if a close contact (less than 6 feet for more than 15 minutes) has been diagnosed or presumptively diagnosed with COVID-19.
- Those allowed into the school buildings may be screened.

Those who are identified to have a fever and/or cough may be instructed to wear an appropriate mask, use hand sanitizer, and go to a designated area to be picked up by parents and sent home.

Lebanon Pandemic Closure Decision

The decision to reduce capacity or close the District or individual school buildings may be made as a means to prevent further spread of an epidemic, or in response to high student and/or staff absenteeism. The Superintendent will make school closure decisions in consultation with the Laclede County Health Department. Current CDC recommendations will help guide closure decisions.

Possible school closure trigger points may include student absenteeism, teacher/staff absenteeism, confirmed cases of COVID-19 (number, frequency, etc.), or protection of public health and safety (as advised by the Governor or state and local health authorities).

The Superintendent may cancel all activities on District property by outside groups, even if some schools in the District remain open. When a school is closed, activities scheduled at that school, including use by community groups, may be canceled. Activities held at another location that involve students and staff from a closed school may cancel at the discretion of the building principal, in consultation with local health authorities and the school District's Health Services Director.

- Schools may be closed to all staff and students, or just students. If schools are closed only to students, staff members are expected to work regular schedules or use appropriate leave (unless otherwise directed by Human Resources).



BUILDING PRECAUTIONS

In order to minimize the exposure of all students and staff to others outside of their assigned small groups, non-essential visitors and parents will not be permitted beyond the secure vestibules at school buildings. Due to these restrictions, traditional Open House and schedule pickup events will not be held at schools this fall.

School Building Access

- All entrances to schools will be secured.
- Entry into schools will be restricted to staff and students. Visitors and volunteers will be limited and must receive pre-approval from the building principal.
- If a student needs to be picked up for any reason, school personnel will accompany the student to the main entrance and await the arrival of the parent/guardian.
- Schools will identify options to conduct meetings with families remotely (conference call or videoconference) so parents can continue to engage with teachers (e.g. parent-teacher conferences) and participate in necessary discussions (e.g. Individualized Education Program (IEP) and 504 plan meetings; discipline conversations).
- If visitors are unable to join a remote meeting or conduct their business without entering the building, schools will screen the visitor for COVID-19 by asking questions about symptoms and performing a temperature check, and then limit the visitor's movement throughout the school building. Schools will designate a visitor space/room where physical distancing measures are enforced.
- A record of visitors inside the school will be kept, to include areas of the school that were visited and the time the visitor entered and exited the building.

Gatherings, Events, and Field Trips

- Staff will pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held.
- Virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights, will be used as possible.
- Options to convene sporting events and participation in sports activities in ways that minimizes the risk of transmission of COVID-19 to players, families, coaches, and communities may be utilized.



LEVELS OF LEARNING

The theme of this school year is **adaptability**. Even with the collaborative and careful preparation of our safe reopening plan, we are prepared to adjust our plan to fit the constant changes going on around us.

The District currently plans to be in Level 1 and to have students return for fully in-person learning. Circumstances may require the District or a school building to reduce capacity or pursue fully virtual learning in the future. So, we are preparing three potential levels of learning that could change throughout the school year. Our goal is to be with students face-to-face as much as possible.

Regardless of the level, *learning will continue.*

GRADES PREK-12

Three Adaptable Scenarios to Continue Learning

LEVEL 1: IN-PERSON

Fully in-person learning 5 days/week

LEVEL 2: REDUCED CAPACITY

Hybrid learning: a combination of in-person and virtual learning

Example scenario:

- Last names A-K: in-person M/W, virtual T/TH/F
- Last names L-Z: in-person T/TH, virtual M/W/F
- Family members go on same day
- May occur at one or some schools, and not all

LEVEL 3: SCHOOL CLOSURE

Fully virtual learning 5 days/week

If circumstances require schools to close, LR3 has developed a plan allowing students to continue learning online, at their scheduled pace.

GRADES K-12: FULLY VIRTUAL OPT-OUT

FULLY VIRTUAL OPTION

Fully virtual learning for fall semester

Students in grades K-12 can opt-out of in-person learning for the fall 2020 semester. Students will be provided with fully virtual learning opportunities with a grade-level teacher to stay on-pace with their grade level and/or scheduled classes. Virtual learning will have the same rigor as in-person learning and students will be held to the same learning standards, pace and grade cards as face-to-face students.



STUDENT LEARNING - ELEMENTARY

Preschool Face-to-Face Classes

- In Pre-K classrooms, every effort will be made to maintain cohorts or stable groups (children will remain in one classroom for learning).
- Large gatherings (such as all-school assemblies and school-wide celebrations) will not occur.
- Classroom protocols will include assigned seating and other measures to minimize contact.
- Schools will make reasonable best efforts to minimize risk, however, attending school in-person will introduce a greater risk of exposure.
- Individual school closures will be included in the protocol based on the number and frequency of individuals having positive tests for COVID-19.

Preschool Virtual Learning

- Optional virtual learning classes will not be available to preschool-aged students unless the District is closed.
- In the event of a school closure, teachers would continue to deliver instructional activities through various mediums including Zoom, other digital resources, and/or instructional packets. Students will be expected to participate and complete activities as outlined by their teacher

Elementary Face-to-Face Classes

- Every attempt will be made to ensure students can social distance from their peers. In the classroom, desks and or tables will be spread out as best as possible to allow students additional space.
- Students will be given an assigned seat and will not share school supplies with other students.
- Cohort groupings by class and grade level will minimize staff and student exposure.
- Frequent hand washing and sanitizing breaks will be provided to students.
- Water fountains will be restricted and students will be encouraged to use personal water bottles.
- Large gatherings (such as all-school assemblies and school-wide celebrations) will not occur.
- Buildings and classrooms will be sanitized daily, with high-traffic areas being cleaned more frequently.
- Schools will make reasonable best efforts to minimize risk, however, attending school

in-person will introduce a greater risk of exposure.

- Individual school closures may occur when individuals have positive tests for COVID-19, if determined appropriate, after guidance from the local health department.
- In the event of a school closure, teachers will transition instruction to Google Classroom and students will continue learning virtually until the school reopens. During a closure, students will be expected to participate and complete assignments as if they were face-to-face. A wireless hotspot will be provided to any student that does not have internet access at home.

Specials Classes

- Students will continue to attend “special” classes (Physical Education, Art, Music, STEM Lab, Library).
- Frequently touched surfaces will be sanitized between classes.
- Modifications will be made to the curriculum and instruction to limit shared supplies.
- Every attempt will be made to ensure students can social distance from other peers.

Food Services

- Students will remain with their class/grouping during meal times.
- If necessary, procedures to reduce the number of students accessing meals at one time **may** include:
 - Delivering meals to students in their classroom, if cafeteria dining needs to be suspended.
 - Extending transition periods between lunch shifts to decrease the number of students entering or exiting the cafeteria at one time.
 - Additional lunch shifts to decrease the number of students eating in the cafeteria at one time.

Elementary Virtual Learning

- Students in grades K-5 will have the opportunity to “opt out” of face-to-face classes and enroll in a virtual learning option. Virtual classes will be taught by Lebanon teachers and will provide families a K-5 solution that supports student engagement, success, and safety. Teachers will utilize interactive resources and materials to teach grade level standards in language arts, mathematics, science, and social studies.
- Students must enroll in virtual learning for at least one semester. Students will only be allowed to enroll in virtual learning or “opt out” of face to face learning during the set enrollment windows.
- Students will receive lessons and assignments each day and will engage with their teacher on a daily basis. Students will be expected to check in to their class and participate on a daily basis. While there is greater flexibility in a student’s schedule, this option requires self-discipline and greater parent/teacher communication to ensure the student is making adequate progress.
- Grading practices for students will follow the same format as face-to-face classes and will appear on the student’s academic record.

- Students enrolled in virtual learning will still be considered a Lebanon R-3 student and will be expected to complete all assignments and assessments provided by the teacher.
- The District reserves the right to remove the student from virtual learning if deemed not in the best educational interest of the student.



Face-to-Face Classes

- Every attempt will be made to ensure students can social distance from their peers. In the classroom, desks and/or tables will be spread out as best as possible to allow students additional space.
- Students will be given an assigned seat and will not share school supplies with other students.
- Cohort groupings will be used to minimize staff and student exposure.
- Students and staff in grades 6-12 will be required to wear masks at all times when physical distancing cannot be achieved, such as full classrooms, passing periods in hallways, meal lines, etc.
- Students and staff in grades 6-12 may remove masks when physical distancing can be achieved, in addition to physical education classes, during meals, and other times and situations deemed appropriate by school administration.
- Frequent hand washing and sanitizing breaks will be provided to students.
- Water fountains will be restricted and students will be encouraged to use personal water bottles.
- Non-essential large gatherings (such as all-school assemblies and school-wide celebrations) will not occur.
- Buildings and classrooms will be sanitized daily, with high-traffic areas being cleaned more frequently.
- Use of hall lockers at LMS and LHS may be limited.
- Schools will make reasonable best efforts to minimize risk, however, attending school in-person will introduce a greater risk of exposure than virtual learning.
- Individual school closures may occur when individuals have positive tests for COVID-19, if determined appropriate, after guidance from the health department.
- In the event of a schoolwide closure, teachers will transition instruction to Canvas and students will continue learning virtually until the school reopens. During a closure, students will be expected to participate and complete assignments as if they were face-to-face. A wireless hotspot will be provided to any student that does not have internet access at home.

Food Services

- Students will remain in cohorts during meal times.
- Students should wear masks when standing in line.
- If necessary procedures to reduce the number of students accessing meals at one time **may** include:
 - Orchestrated group releases to stand in line in food service areas;
 - Assigned seating for students;
 - Expanding eating areas (students may have additional places to eat); and,
 - Delivering meals to students in their classroom if cafeteria dining must be suspended.

Virtual Learning

- Students in grades 6-12 will have the opportunity to “opt out” of face-to-face classes and enroll in a virtual learning option. Virtual courses will be offered through LAUNCH. The Lebanon R-3 School District partners with Springfield Public Schools to offer more than 100 virtual course options including dual enrollment and advanced placement courses. All Launch courses are built by curriculum specialists, teachers and digital developers and are aligned to Missouri Learning Standards. Each Launch course is taught by a highly qualified Missouri educator.
- Students must enroll in virtual learning for at least one semester. Students will only be allowed to enroll in virtual learning or “opt out” of face to face learning during the set enrollment windows.
- Students are still eligible for MSHSAA Sports and Activities, if they meet the enrollment and credit requirements ([MSHSAA By-Law 2.3.4.b](#))
- Students will receive daily lessons/assignments and will engage with their teacher on a daily basis. Students will be expected to check in to their class and participate on a daily basis. While there is greater flexibility in a student’s schedule, this option requires self-discipline and greater parent/teacher communication to ensure the student is making adequate progress.
- Grading practices for students will follow the same format as face-to-face classes and will appear on the student’s transcript.
- Students enrolled in virtual learning will still be considered a Lebanon R-3 student and will be expected to complete all assignments and assessments provided by the teacher.
- The District reserves the right to remove the student from virtual learning if deemed not in the best educational interest of the student.

Extracurricular Activities (including Athletics, Cheer, Dance and Marching Band)

Lebanon R-3 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 Laclede County Health Department (LCHD) recommendations.

Additionally, the Missouri State High School Activities Association (MSHSAA) and the Ozark Conference may further outline guidelines as to how athletics and activities will be offered at our high school and middle school. 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 affect some, if not all, extracurricular activities. To the extent possible, we expect all athletics and activities that can be performed in accordance with local and state recommendations, will be available for student participation.

Co-Curricular Activities (including Speech and Debate, Band, Choir, Theater, TSA)

Lebanon R-3 is committed to providing all co-curricular opportunities possible while adhering to LCHD recommendations. Certain opportunities may be limited to the extent in which they can be offered due to physical distancing and gathering size recommendations. 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” in order 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.



EQUITY OF ACCESS

Students with Disabilities

During a closure, the District will provide access to accommodations and related services to the extent possible. The Individual Education Plan (IEP) team will make determinations under each individual student IEP on form G. Students receiving support under section 504 will be provided access to accommodations to the extent possible. Parents or staff members with concerns related to section 504 should contact their student's counselor and request that a 504 meeting be scheduled.

- All students with a disability will be provided instruction relative to their IEP goals.
- A child's case manager will work with families to ensure a child's IEP accommodations are being made.
- In the event of a school closure, students will continue to receive their services to the extent possible.
 - The IEP team will develop an "alternative methods of instruction" (AMI) plan for students with an IEP, which will be implemented in the event virtual instruction is requested or directed by the District.

English Language Learning (ELL)

- In the event of a school closure, students will continue to receive ELL support online from their ELL teacher.

Talented and Gifted (TAG)

- In the event of a school closure, students will continue to receive TAG support online from their TAG teacher.

Access to devices and internet access

Students in grades K-12 will be provided a device (computer) as appropriate for virtual learning. If the student needs internet access, a hotspot will be provided. Parents/guardians in need of assistance with internet access for their student should contact the Technology Department by emailing helpdesk@lebanon.k12.mo.us or by calling 657-6120.



TRANSPORTATION

Student Transportation

Due to COVID-19 social distancing recommendations, *it is highly recommended families provide their own transportation, if and when possible, to reduce the number of students riding buses.*

All students will be required to wear a mask when riding the bus, since school bus transportation does not readily allow for physical distancing. Strategies to reduce contact on buses and risk of infection will include the following:

Before Boarding:

- Parents and guardians should not allow students to attend school or ride the bus if sick.
- Students should practice physical distancing while waiting for the bus at their designated stop and should put on their mask before boarding.

Onboard:

- Hand sanitizer will be available for students upon boarding the bus.
- Drivers will assign seats for all riders.
- Students within the same household (or students who are considered in each other's stable group) may be assigned seats together or in seats across from, in front of, or behind each other.
- Each bus' list of assigned seating will be maintained so it can be provided to the Health Department for contact tracing, if needed.
- Drivers will limit the number of students per row to 4 students, when possible.
- Students will load the bus from back to front when possible.
- Windows will be open when safe and weather-permitting.
- Drivers and monitors will watch for continued coughing and may request a student sit in a designated area on the bus. The bus driver will immediately alert the school administration upon arrival.

Unloading:

- Students should avoid congestion as they unload buses.
- Drivers will sanitize seats and rails between use with an EPA approved disinfectant.