



Reimagining Education in District 65

A GUIDE FOR THE
2020-2021 SCHOOL YEAR

EVANSTON/SKOKIE
SCHOOL DISTRICT 65

Every Child, Every Day, Whatever it Takes

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A Message from the Superintendent

As we turn the page into the 2020-2021 school year, we cannot let COVID-19 be the excuse our children do not get the education that they deserve. COVID-19 has made the inequities across the country and here in Evanston/Skokie even more pronounced. While we are all feeling the impact differently, we truly believe we are *all in* this together. That we must be *all in* for each other. And, *all in* for our students.

We know that school will look different in the coming year. We must continue to be creative and thoughtful as we root our decisions in equity and in supporting our most vulnerable students and staff. There will be bumps along the road and we are not pretending to have all the answers. We are committed to working collaboratively to problem solve as we work to meet the diverse needs of our community.

The pandemic is impacting all of us very differently and we recognize that a one-size-fits-all approach will not work. This is evident in the responses to our staff and family return surveys. As we look toward the fall, our goal is to provide families with options to the greatest extent possible while ensuring we also protect the health and safety of our staff and students.

Governor Pritzker has made it clear that he will not hesitate to return to Phases 1, 2, or 3 due to a resurgence of the virus. This could mean a return to Remote Learning for a period of time. We could also see additional restrictions on capacity limits or new guidelines that will impact our operations and procedures. For these reasons, we must remain nimble and continue to closely monitor what is happening around the country and right here in our community. We must be prepared for all of our planning scenarios and continue to root our decisions in health, safety, and equity.

Please note that this information is subject to change based on updated guidance from the Illinois State Board of Education and continued collaboration with our educational team. This guidance is intended to provide additional clarity on our planned learning options. In the coming weeks and months, I ask for your continued patience and support. We are all in this together and I am confident that our D65 community will emerge stronger than ever.

Dr. Devon Horton
Superintendent

Community Acknowledgement

The District 65 School Board and Administration would like to recognize the 60 members of our [community-based Return to School Taskforce](#), Teaching and Learning Task Force, and Operations Task Force for their time and energy in working through our Return to School Scenarios. There were many thoughtful ideas, a push to abandon the norm, and a continued call-to-action in serving students from our most marginalized communities. This feedback has given us direction and largely informed our move forward. With the COVID-19 situation ever-changing, we will look to these ideas in the weeks, months, and year ahead.

Student Fall Return Options

As we look toward the fall, our goal is to provide families with options to the greatest extent possible while ensuring we also protect the health and safety of our staff and students. Based on current information, our leadership team has made the decision to start the school year remote, but would like to give every family the opportunity to make their own choice on how their child continues learning if we make the decision to begin blended learning (see Proposed Amendments to the 2020-2021 School Calendar on page 6). Our educational team will support parents/caregivers for either option that they feel is best for their family.

Families must select one of the below options in the SISK12 Parent Portal for each child:

Remote Learning - *Select this option if you are deciding that your child will continue engaging in District 65 remote learning at home and not attending school in person. Considerations will be given for socialization and interacting with their classmates as part of their virtual experience.*

In-person Learning - *Select this option if you are deciding that your child will attend school in person, starting on September 29th, with Illinois State Board of Education / Illinois Department of Public Health recommended safety measures employed, such as wearing a mask, practicing social distancing, frequent cleaning of surfaces, and other practices. In-person learning will be Tuesdays-Fridays, with Mondays being remote learning at home. If there are more children who select in person learning than the facility can safely accommodate, we may need to implement alternative schedules.*

Return selection for each child must be made via the SISK12 Parent Portal by July 31. All families should have received instructions on how to make selections in SISK-12.

Changing Learning Option

All parent/caregiver selections for learning options changes will be reviewed, and will be subject to class size guidelines and other factors such as student programs and needs. Options will be discussed between the parent/caregiver and school administrator.

While the district recognizes the need for flexibility given the uncertain times, it is not recommended that children go back and forth between pathways to minimize disruption and maintain consistency in the teaching and learning experience.

In-Person Learning → Remote Learning

A parent/caregiver may request at any time that their child(ren) move from in-person learning to remote learning. As long as the request can be honored, please allow 2-3 business days for this change to be effective.

This request should be made to the building principal [via form](#).

Remote Learning → In-Person Learning

A parent/caregiver may request at any time that their child(ren) move from remote learning to in-person learning. However, please note that the child(ren) must continue to participate in remote learning until the end of the current trimester. As long as the request can be honored, children can begin In-Person Learning on the first day of the next trimester as long as two weeks notice was given.

This request should be made to the building principal [via form](#).

Shared Expectations for Remote Learning and In-Person Pathways

- Access to and engagement in all content area learning
- Prioritizing student learning and social emotional wellness
- Attending to student health and wellness, including social emotional health
- Grading policies and procedures
- Attendance policies and procedures
- Use of learning platforms
- Daily engagement between educators and students
- Consistent and clear communication between home and school
- Ongoing communication from the district
- Opportunities for staff to have virtual professional development sessions
- Learning opportunities for parents/caregivers to support students at home

Proposed Amendments to 2020-2021 School Calendar

To allow for full preparation of implementation measures, including training and support for staff, and continued monitoring of public health metrics, the below amendments to the 2020-2021 school year are being proposed to the School Board for consideration:

August 20-21, 24-26	Staff Institute Days/Remote Learning Planning Days (No School for Students)
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August 27	First Day of School (K-8) <u>All students will begin the school year in Remote Learning regardless of which pathway they chose.</u>
August 27 - September 28	Remote Learning for All Students
September 29	In-Person Learning Option Begins* <ul style="list-style-type: none"> • In-Person Learning will be Tuesdays-Fridays • All Mondays will be Remote Learning. There will be no in-person instruction. • All scheduled (half day) School Improvement Days will be cancelled for the 2020-2021 school year. <p><i>*For students who have selected the in-person pathway and staff who are returning in-person. Remote Learning will continue for students and staff on that pathway.</i></p>

Option 1: Remote Learning

We recognize that in-person instruction is not an option for some students and staff members who have increased health risks related to COVID-19 and that returning to in-person instruction is not possible at this time. Further, we know that some families simply are not comfortable sending their children back in person for different reasons.

We are proud of the work of our educators, staff, families and students during our period of remote learning in the spring. We also recognize that we have learned a lot about remote instruction and ways to improve and increase learning in a remote setting. Further, there is updated state guidance related to remote learning. All of these factors mean that remote learning will look different in the fall than it did in the spring.

Remote Learning Option Guidance

Please note that this information is subject to change based on updated guidance from the Illinois State Board of Education and continued collaboration with our educational team. This guidance is intended to provide additional clarity on our planned learning options.

Student Services and Specialized Programming

- Schools must provide equitable access to grade level learning opportunities for Emergent Bilingual students, students with IEPs, and students with 504 plans through whatever means possible.

- In a remote learning situation, if feasible and safe, access to in-person instruction should be prioritized for Emergent Bilingual students and students with IEPs to the extent it is possible.

Early Childhood

- Home Visiting Programs will remain remote for the 2020-2021 school year.
- Remote Learning options available for qualifying students who are health compromised or families who would prefer their child to participate in Remote Learning and not return to In-Person Learning at this time.

Emergent Bilingual

- Emergent Bilingual Educators will work in collaboration with the student’s classroom teacher as well as provide individualized language support.
- Dual language students will be provided remote learning and materials in Spanish and English according to the minutes allocated per grade.

Special Education

- Individualized Remote Learning Plans (IRLPs) developed in the spring for students with IEPs will need to be updated taking into consideration each student’s unique situation and the increased expectations for daily engagement of at least five hours.
- Synchronous, direct services offered virtually (or in-person) will be prioritized.
- Schools must adhere to all state and federal timelines. All IEP meetings will be held virtually.

Instruction (K-5)

Remote Learning is designed to achieve the same learning outcomes as the In-Person Learning environment with the goal of accelerating learning outcomes for our students:

- School will occur every day and will have an official start time with an established routine for live engagement and access to instruction.
- Students will be expected to access and engage in all subject areas either through live or recorded lessons and by submitting student assignments through the designated learning platforms.
- Instruction will be provided live and recorded or recorded in advance to allow students to access learning when needed.
- Small group support will be provided live based on individual learning needs informed by submission of student assignments or through engagement in live lessons.
- Additional design elements include:
 - Social-emotional learning, mindfulness, and community building provided daily.

- Opportunities for independent and collaborative engagement tasks aligned to classroom instruction will be designed into lessons. (e.g., collaborative brainstorming, interactive videos, peer feedback, book clubs, etc.)
- Units are designed with clear learning targets for students and families.
- Screen time guidance will be considered in learning design.
- An Academic Support Hotline will be available to students and families. Additional details, including hours, will be communicated near the start of the school year.
- Student work will receive feedback on engagement and learning as well as grades as District 65 returns to pre-COVID-19 grading practices.
- Student work deadlines will offer some flexibility while holding the expectation for work to be completed and mastery of learning targets to be demonstrated.

Elementary Sample Schedule

A Remote Learning day will blend live and independent learning activities for a total of 5 ³/₄ instructional hours. Below is a sample schedule that includes key elements that were identified in the Community-based Task Force and the Teaching and Learning working team.

- Live interactions:
 - Morning Meeting and Social-Emotional Check-in and Learning at 9 AM
 - Afternoon Class Check-In at 3 PM
- Students will engage in daily instruction in all content areas including: Math, English Language Arts, Social Studies/Science, the Arts, Computer Science or Library.
- The schedule will vary based upon the school and the grade.
- Instruction will be in the form of shorter lessons with opportunities for small group time while students are working independently.
- PE & Fine Arts are provided at a designated time daily for grade levels and will be recorded for later viewing.

Instruction (Grades 6-8)

Remote learning is designed to achieve the same learning outcomes as the In-Person learning environment with the goal of accelerating learning outcomes for our students.

- School will occur every day and will have an official start time with an established routine for live engagement and access to instruction.
- Students will be expected to access and engage in all subject areas either through live or recorded lessons and by submitting student assignments through the designated learning platforms.
- Instruction will be provided live and recorded or recorded in advance to allow students to access learning when needed.
- Small group support will be provided live based on individual learning needs informed by submission of student assignments or through engagement in live lessons.
- Additional design elements include:

- Social-emotional learning, mindfulness, and community building is integrated into core content classroom instruction.
- Opportunities for independent and collaborative engagement tasks aligned to classroom instruction will be designed into lessons. (e.g., collaborative brainstorming, interactive videos, peer feedback, book clubs, etc.)
- Units are designed with clear learning targets for students and families.
- Screen time guidance will be considered in learning design.
- Students who may not be available during the class session may access recordings and are expected to complete schoolwork.
- An Academic Support Hotline will be available to students and families. Additional details, including hours, will be communicated near the start of the school year.
- Student work will receive feedback on engagement and learning as well as grades as D65 returns to pre-COVID-19 grading practices.
- Student work deadlines will offer some flexibility while holding the expectation for work to be completed and mastery of learning targets to be demonstrated.

Middle School Sample Schedule

A remote learning day will blend live and independent learning activities for a total of (6) hours of instruction. Below is a sample schedule that includes key elements that were identified in the Community-based Task Force and the Teaching and Learning working team.

- Live interactions and classes will begin at 8:30 AM and conclude by 3:35 PM
- Students will engage in daily instruction in all content areas including: Math, English Language Arts, Social Studies/Science, the Arts, Advisory/World Language, and PE. Note: some classes may not occur daily to reduce the number of class meetings per day. In this situation, students will have longer class sessions than classes that meet daily.
- Instruction will be in the form of shorter lessons with opportunities for small group time while students are working independently.
- Class schedules will vary depending upon the student's grade level, school, and specials rotation.

Magnet Schools

During remote learning, magnet school student learning will be guided by the information for their grade level provided above. The remote learning start and end times and learning experience will be the same at the grade level regardless of your school site.

Technology

- Each student in K-8 should have access to their own device to participate in Remote Learning. This allows students to be engaged in Remote Learning at the same time as other students in the family. Students in pre-k will be provided a device on an as-needed basis.

- District 65 will provide every child who chooses to participate in Remote Learning with a district-issued device, either a Chromebook or iPad. Device distribution will occur in August for any student who does not already have a device. More information will be forthcoming
- If your personal device does not meet requirements (see below) or your student does not have access to a dedicated device at home and/or internet access, please contact your principal to submit a request. Device requests will be reviewed by school leadership and our Technology Support Team.
- If you received a device from District 65 last spring:
 - Families that received a loaner Chromebook for E-learning this past spring will retain that device for use in the 2020-2021 school year.
 - Students entering 6th grade this fall will exchange their loaner Chromebooks for iPads which they will use throughout middle school. The iPad distribution will be in late August.
- Students who experience issues with technology or need assistance troubleshooting may contact (847) 859-8101 (English) and (847) 859-8102 (Spanish).
- District 65 will provide families who do not have or cannot afford home internet access with district-issued hot spots. Information about affordable internet programs can be found [here](#).
- District 65 Innovation Facilitators, Technology, and Family Engagement Teams are collaborating to provide training opportunities for families on technology devices and learning platforms.
 - Live and recorded sessions will be available via the District 65 website and may include topics such as Understanding System Requirements, General Chromebook and iPad use, iPad accessibility features, SeeSaw and Google Classroom Basics, Logging into Clever and SISK12, Communicating with your Child’s Educators, Digital Safety and Citizenship.
 - Provided in multiple languages to increase access and support.
- If your family already owns technology which your student(s) can use for remote learning days, please make sure the device meets these minimum specifications. These specifications will allow your child to access all of the D65 learning tools:

iPads	Chromebooks
iOS 11	Current ChromeOS
9-10" screen	4GB RAM
Built-in camera & microphone	Built-in camera & microphone
Macs	Windows
Intel 2nd-gen i3/i5/i7	Same Intel CPU as Mac or AMD equivalent

4GB RAM	4GB RAM
OS X 10.13 "High Sierra"	Windows 10 recommended*
Google Chrome browser, v68+	Google Chrome browser, v68+
iSight/FaceTime camera & microphone	Camera & microphone

School Meals

- ***Updated: July 22, 2020 at 5:02pm*** School meals, including breakfast and lunch, will be made available to all students participating in remote learning. Pricing will be reflective of Free/Reduced or Paid meal status. More details will be made available in the coming weeks. The Free/Reduced Meal Application can be found on the district homepage (district65.net) starting July 31, 2020.

Communication

- Consistent expectations for parents and educators across the district will be established and communicated prior to the start of the school year.
- Communication expectations for students in a remote environment should be similar to those that would be in-person instruction.

Learning Platforms

- Students in PreK-2 will use SeeSaw to support communication with families and students. Announcements and assignments will be received in SeeSaw and submitted back to the educator in SeeSaw.
- Students in grades 3-8 will use Google Classroom for announcements and assignments in their classes. Students in these grades also have access to student email.

Option 2: In-person Learning

On June 23, Governor Pritzker announced that, with the State of Illinois moving into Phase 4, Illinois schools may allow in-person instruction with enhanced safety protocols. As part of this guidance, it was made very clear that this does not indicate a return to pre-pandemic conditions. The guidance from the Illinois State Board of Education included the following minimum requirements:

- Require use of appropriate personal protective equipment (PPE), including face coverings;
- Prohibit more than 50 individuals from gathering in one space;
- Require social distancing be observed, as much as possible;

- Require that schools conduct symptom screenings and temperature checks or require that individuals self-certify that they are free of symptoms before entering school buildings; and
- Require an increase in schoolwide cleaning and disinfection.

It is important to note that these requirements are subject to change pursuant to updated public health guidance and changing public health conditions.

Based on current information, District 65 will open all 18 schools and centers in September for in-person instruction while adhering to all Illinois State Board of Education and Illinois Department of Public Health guidelines.

In-Person Learning Option Guidance

Please note that this information is subject to change based on updated guidance from the Illinois State Board of Education and continued collaboration with our educational team. This guidance is intended to provide additional clarity on our planned learning options.

Face Coverings

- According to Illinois State Board of Education guidelines, face coverings must be worn by students, staff, and visitors at all times within District 65 buildings and when on the school bus.
 - Exceptions include individuals with a medical condition that prohibits them from doing so (must be verified by a medical professional), the individual is under the age of two, the individual is having difficulty breathing, or the individual is unable to remove the face covering without assistance.
 - Accommodations will be made for students who cannot wear face coverings due to medical conditions. These may include but are not limited to:
 - Face shield for student (if they can wear)
 - Plexiglass barrier or study carrel
 - Additional PPE for educator (gown/scrub/mask and face shield)
- Breaks will be given when students and staff are able to go outside and maintain at least six feet of distance between each other, in accordance with current health guidelines.
- District 65 will supply disposable face coverings to any students, staff, or visitors that do not have one.
- Face coverings do not need to be worn while eating.
- Face coverings do not need to be worn outdoors as long as six feet of distance can be maintained at all times.
- Transparent face coverings will be provided to educators and students who rely on visual/facial cues for learning and engagement.
- All District 65 staff will be trained in the proper use of face coverings (for themselves and students) prior to the start of the school year.

- Families are encouraged to help their child get comfortable wearing a face covering for an extended period of time. Also, help them understand how to properly put them on and take them off. Reusable face coverings should be washed daily. Disposable face coverings will be available for use when washing is not feasible.

Arrival

- Specific arrival procedures will be established by each school.
 - Staggered arrival/dismissal times may be necessary to adhere to safety and building entry procedures. More information on updated procedures will be sent by school principals prior to the start of the school year.
 - Temperatures of individuals will be checked by thermal imaging scanners or handheld devices. Individuals with temperatures greater than 100.4 will not be allowed to enter the building. Students will be taken to an isolation room, under the supervision of a staff member, until they can be picked up.
 - All staff and visitors will be required to complete the District 65 Health Self-Certification Form PRIOR to entering District 65 schools or offices. If an individual answers 'yes' to any of the Health Self-Certification questions, they should stay home.
 - Students will be screened upon arrival for temperature check and symptoms.
 - With the exception of those with medical conditions who are unable to safely do so, face coverings must be worn when entering any District 65 building and through the remainder of the day.

Health Self-Certification

- All staff and visitors will be required to complete a daily Health Self-Certification that asks about COVID-19 symptoms, travel, and COVID-19 exposure.
- Students will be screened upon arrival for temperature check and symptoms.
- Information will be provided in students' primary language to the greatest extent possible.

Attendance Schedule

- If there are more families who select in-person learning for their children than our buildings can safely accommodate, it may be necessary to implement alternate student attendance schedules.
- Mondays will be district-wide Remote Learning Days to accommodate deep cleaning and continued professional learning. There will be no in-person learning for any students on Mondays.
- In-person learning will take place Tuesday-Friday.

Learning Spaces

In conjunction with the District's architectural firm and in accordance with recommended health guidelines, we have determined the updated capacity for each of our district

buildings. The capacities estimate assumes that we would use 60% of total square footage of building spaces and assumes that each student needs 36 square feet of space to be 6 feet apart. To maximize the number of students who can return for in-person learning, the District could create non-traditional instructional spaces using gymnasiums, cafeterias, libraries, and other common spaces. Safety provisions will be made for the use of all spaces.

- If there are more families who select in-person learning for their children than our buildings can safely accommodate, it may be necessary to implement alternate student attendance schedules.
- To maximize space, classroom furniture, with the exception of that needed for instruction will be removed from classrooms.
- All school schedules will minimize student movement throughout the day. Whenever possible, educators will move spaces rather than students to minimize contact.
- Seating will be configured to maximize space between students in accordance with social distancing guidelines. All tables/desks will face in the same direction and be spaced at least six feet apart.
- Efforts will be made to reduce the sharing of instructional materials, classroom materials, and technology among students. If materials must be shared, procedures will be established to ensure cleaning and sanitizing.
- Hand sanitizer will be available at all times in learning spaces and students will be required to wash their hands before entering.
- No more than 50 individuals will be allowed in any indoor space at a given time.

Hallways

- School staff will monitor hallways and limit the number of students in hallways at one time.
- Whenever possible, hallway traffic will flow in one direction.
- Markers will be placed throughout the hallways to help students and staff adhere to social distancing guidelines.
- There will be no sharing of lockers. Locker use will be supervised and procedures will be put in place to ensure social distancing between students.

Restrooms

- Restroom procedures will be established and communicated by the school to limit the number of students within hallways and restrooms at one time. Plastic barriers will be put between sinks and urinals.

Student Services and Specialized Programming

- District 65 staff members working with students who require instruction or related services that involve hands-on work or other intervention in close proximity will

wear Personal Protective Equipment (PPE) in order to keep themselves and the students safe. This includes gloves, face coverings and/or face shields, and gowns.

- Efforts will be made to minimize travel for students receiving services so that they are remaining with a consistent group of students throughout the school day.

Early Childhood

Birth (0-3 years old)

- Early Head Start (0-3 years old) programming will be offered in-person, in accordance with Illinois State Board of Education and Illinois Department of Public Health guidelines.
- District health screening and safety procedures will be in place. According to IDPH and CDC guidelines, children under the age of two should not wear face coverings.
- Students and staff will remain in classroom “pods” and will not interact directly with other students and staff to minimize contact
- Individual supplies and toys will be provided to the greatest extent possible, while ensuring sanitation measures are in place.

(3-5 year-old programs)

- Student schedules will reflect pre-COVID models and will be the same offerings as in the 2019-2020 school year.
- Students are selected for programs based on intake needs assessments. Students with the highest needs factors will be granted the first opportunity for in-person class placements. This will inherently prioritize four year-old students.
- All special education students in the 3-5 year-old range will be provided placement at the school or in a remote classroom if this better supports their needs.
- Students and staff will remain in classroom “pods” and will not interact directly with other students and staff to minimize contact.
- Students will not be required to wear face coverings during meals and naps. Family-style meals will be discontinued for the 2020-2021 school year.
- Individual supplies and toys will be provided to the greatest extent possible, while ensuring sanitation measures are in place.
- District health screening and safety measures will be in place. Face coverings should be worn by children over the age of two, unless they have a medical condition and a note from their physician or medical professional.

Emergent Bilingual (EB)

- For EB students the EB educator(s) and classroom teacher will meet to determine the language needs and differentiation needed for in class support.
- EB educators tailor face-to-face instruction to meet the linguistic and academic needs of students, providing time for English-dominated instruction in the classroom and pulling out for targeted instruction of specific linguistic needs using

appropriate social distancing. Students will remain in consistent groups to the greatest extent possible.

- The use of transparent face masks for EB educators that allows students to see the educator's entire face and facial expressions, making communication accessible to language learners.

Special Education and 504s

- District 65 will take into account the unique needs of every child. For students with IEPs, the child's IEP team will meet to determine the nature, extent, and service delivery model.
- Students will also be required to wear face coverings unless documentation is provided by a physician that it poses a health risk to the student. Adapted face coverings, assistive technology and other supports will be provided, as determined by the IEP team, in order to ensure the proper ability to communicate and receive services.
- IEP meetings will continue to be held virtually based on the ability of the school to provide space that ensures appropriate social distancing requirements are met.

Fine Arts and Physical Education

- We anticipate middle school locker rooms will be closed. Students will not change into PE uniforms.
- Physical education will be held outdoors as much as possible and as long as the weather allows. Shared equipment will not be used. Any individual equipment will be sanitized between use.
- Face coverings will be required indoors for all activities.
- Face coverings may be removed if classes are held outside and students are able to maintain at least six feet of distance between each other at all times.

Libraries

- Libraries will be used on a limited and as-needed basis. Library instruction will occur but may look differently than previous school years.
- Safety procedures will be put in place for usage of physical books.

Personal Items

- Borrowing and sharing of items will be restricted.
- Reusable water bottles and use of filling stations will be strongly encouraged.
- There will be no sharing of lockers. Locker use will be supervised and procedures will be put in place to ensure social distancing between students.

School Meals

- Students will be allowed to remove face coverings when eating or drinking.

- Time will be allowed for students to wash hands before eating.
- All meals will be pre-packaged or handled by staff. There will be no buffets or sharing of utensils.
- All students will eat lunch in their classrooms. Accommodations will be made to help ensure the safety of children with food allergies.
- Mealtime expectations and procedures will be discussed with students.

Recess

- Recess will continue to be held outdoors as long as weather permits.
- Face coverings are not required outdoors only if six feet of distance can be maintained at all times.
- Use of playground equipment will be in accordance with Evanston Health and Human Services guidelines.

Before and Afterschool Childcare

- Before and Afterschool Childcare through the District 65 School Age Child Care program and Right At School will continue to be offered.
- All guidelines referenced within this document will be adhered to by program participants.
- District 65 is continuing to explore alternative childcare options to provide additional support for families.

Activities and Events

- No large gatherings of more than 50 people will be allowed. Curriculum nights, open houses, family nights, and other events will be held virtually.
- There will be no field trips.
- District 65 is currently awaiting guidance from the Illinois Elementary School Association (IESA) prior to making a decision on middle school sports.
- District guidance is still being established for extracurricular clubs and activities.
- During the school year, there will be no outside groups allowed to use District 65 facilities for programs with the exception of those groups approved as by the superintendent.

Transportation

- Transportation will continue to be offered to students who are eligible.
- There will be no more than 50 individuals allowed on a bus at one time.
- Students will be encouraged to load the bus from back to front and unload from front to back.
- Whenever possible, students should sit one per seat. Family members or those living within the same household may sit together.
- Each bus route will be assigned an aide to support health and safety protocols, including symptom screening for students.

- Temperature checks will be conducted prior to boarding the bus.
- Face coverings must be worn at all times. This includes the bus driver.
- Hand sanitizer will be available when students board the bus.
- Buses will be cleaned and sanitized after each route.

Visitors

- Non-essential visitors must receive administrative approval with a minimum of (3) business days notice.
- Parents/caregivers must remain in the main office, unless they have administrator approval.
- There will be no classroom volunteers. Any before or after school program volunteers must be approved by the school administrator and have completed all necessary background checks and paperwork.
- All visitors must complete the Health Self-Certification and have their temperature checked upon arrival.
- All visitors must adhere to all building safety and health protocols.

Parent Groups

- All district-wide and school-based parent groups are encouraged to host meetings virtually.
- Activities should take into consideration social distancing and concerns related to the spread of COVID-19.

Cleaning

- Increased daily cleaning protocols will be in effect at all facilities, in accordance with CDC and OSHA guidelines. Custodial and maintenance staff will receive training and guidance for enhanced daily cleaning measures prior to the start of school.
- Special attention will be paid to high touch surfaces including door knobs and handles, handrails, elevator buttons, classroom desks and chairs, sinks, countertops, light switches, etc.
- Disinfectant will be provided to all staff so that cleaning and sanitizing can occur in classrooms as needed.
- Efforts will be made to reduce the sharing of instructional materials, classroom materials, and technology among students. If materials must be shared, procedures will be established to ensure cleaning and sanitizing.
- In the event a student or staff member becomes sick, any occupied spaces will be closed until proper cleaning and disinfection has been completed.
- Prior to students and staff returning, an extensive deep cleaning of all District 65 facilities will be completed.

Other Safety Measures and Precautions

- All District 65 staff members will be required to participate in training on established District 65 health and safety procedures prior to the return of students. Training will be ongoing as necessary.
- Face coverings and other Personal Protective equipment (PPE) such as gloves, face shields, and gowns will be provided to staff, as needed.
- Signage and visual markings will be posted throughout all District 65 buildings in English and Spanish that serve as a reminder for health and safety protocols including building entry procedures, social distancing, hand washing, etc.
- Individual temperatures will be checked using thermal imaging scanners and/or handheld devices prior to getting on the school bus or upon entering a District 65 building.
- All opportunities to increase facility ventilation will be in place, including keeping windows open as much as possible and usage of fans. All facilities are undergoing an HVAC inspection this summer and filters will continue to be changed on schedule.
- If needed, additional personnel may be hired on a temporary basis to support the implementation of health and safety procedures, including cleaning.
- Handwashing with soap and water will be encouraged regularly and time will be given for students to wash hands upon arriving to school, before and after eating, and coming in from outdoors.
- Hand sanitizer will be available in all classrooms, common areas, school entrances, and on the school bus.
- Health Clerks will continue to work with families to ensure students are current on all vaccines. All staff members, students, and visitors will be strongly encouraged to get their annual flu vaccine.

When Someone is Sick

- Any individual who shows signs or symptoms of illness should stay home.
- Parents/caregivers must report their child's absence to their school. Health clerks/attendance secretaries will ask about a child's symptoms. We will continue to work closely with the Evanston Health and Human Services Department to track illnesses throughout the school year.
- Students will not be penalized for staying home from school and must not come when they aren't feeling well.
- Individuals should not return for in-person instruction for 10 days after symptoms first appeared and must be fever-free for 72 hours, without the use of fever-reducing medication.
- Individuals will be required to complete a Health Self-Certification or symptom screening daily. Students, staff, and visitors must remain home with COVID-19-related symptoms, according to the [CDC website](#).

- While at school, any student or staff member who begins to exhibit a fever or COVID-19 like symptoms must report to the health office.
- Isolated waiting rooms have been identified in all facilities for individuals demonstrating COVID-19 like symptoms until they can be picked up from school. Any student who must be isolated will be supervised by a school staff member at all times.

Positive COVID-19 Case

- Any individual who tests positive for COVID-19 or who shows symptoms or signs of illness should remain home.
- Possible cases of COVID-19 within your home should be reported to the Health Clerk so that contact tracing can be initiated in conjunction with the Evanston Health and Human Services Department.
- In the case of a positive COVID-19 case within a district building, communication to staff and families will be coordinated with and under the advisement of the Evanston Health and Human Services Department. This will include notifications and procedures for those within close contact and those within the general community.
 - District 65 will work closely with the Evanston Health and Human Services Department to determine the duration and extent of class suspensions, building and facility closures, and event and activity cancellations.
 - Individuals should not return to school for 10 days after symptoms first appeared.
 - Individuals must be fever-free for 72 hours, without the use of fever-reducing medications.
 - Individuals who have had close contact with someone who tested positive for COVID-19 must quarantine at home and monitor symptoms for 14 days. Close contact is defined as “any individual who has been closer than six feet for more than 15 minutes.”
- The state does not require complete school closure due to a positive COVID-19 test. However, entire classrooms, childcare rooms, or bus routes may be affected.
- Students returning from illness related to COVID-19 will be required to check in with the Health Clerk and school administrator.
- Enhanced cleaning and disinfecting will occur in the event of a COVID-19 case within the school or facility.

Quarantine

- If a student is required to quarantine, they will be provided with the option to transition into remote learning, if physically able, and those days will not be counted as absences.
- If a classroom or multiple classrooms are required to quarantine due to a positive COVID-19 case, impacted students will transition into remote learning during the

quarantine period. If a student is physically able to participate, those days will not be counted as absences.