

Southland C-9 School District



Southland Strong...

*Return to In-Person Instruction
and
Continuity of Services Plan*

(Revised July 2021)

June 17, 2021

Dear Stakeholders,

Our society has experienced uncharted territory in attempting to navigate life during a global pandemic. The coronavirus has completely changed the way we function within our world. No longer are we able to go about our normal routines without thinking about the millions of our fellow world citizens who have contracted this mysterious disease and the hundreds of thousands who have died from it; however, we know that we also have to see the world through the eyes of children who need us to keep them safe, teach them, and provide social and emotional support through these uncertain times. In order to serve our children well, we must have in-session school for children to attend.

How that will look throughout the school year may differ from day-to-day, week-to-week, and semester-to-semester. We will need to be flexible and will ask for your flexibility as people who care deeply about the work of our District.

Throughout the past several months, I have been exceedingly grateful for the wise counsel and the invaluable input from members of the Southland School District, community, and Board of Education. As a collective team, we have been meeting to discuss and plan our school re-entry strategies. The team has been charged with assessing both short-term and long-term plans for academics and operational support functions while developing safe and comprehensive guidance for staff to manage day-to-day priorities during the course of this upcoming academic year. The team is continually collaborating with the focus of re-entry to establish plans for a safe return to school in the fall.

In the face of this pandemic, every school district has been working to plan for the continuation of education for student and adult learners. Schools are the cornerstone of a community; they are the foundation necessary to build a thriving economy, a qualified workforce, and the futures of every child. Entrusted with the community's greatest asset, our children, Southland continues to plan an opening of schools that takes into full consideration the learning, and health and safety of all students and staff.

The purpose of this publication is to alert and inform the community about the re-entry process for students and staff when school begins. The community's response to the pandemic is constantly changing; therefore, this guidance may be changed throughout the academic year as a result of guidance from the Centers for Disease Control (CDC) and the Dunklin County Health Department, and will be updated every six months.

This document also provides valuable information about the manner by which parents can expect to continue to engage in their child's education and school as the community navigates a new normal during the pandemic. While COVID-19 may change many of the processes and procedures for the next school year, it cannot negate the high expectations that must be maintained for learning.

As we continue to navigate through this virus, we ask for your patience as we do everything with the best interest of our students and employees in mind. COVID-19/Coronavirus will not defeat us, and we are indeed stronger together, and together, we will do what is best for our district.

Sincerely,

Dr. Misty Galloway, Superintendent of Southland Schools

General Information

Information from the Center for Disease Control (CDC)

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 contaminated surfaces and then to the nose or mouth, causing infection. Therefore, personal prevention practices (such as [handwashing](#), [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 (Center for Disease Control and Prevention (CDC), 2020).

One of the actions that can be taken to help lower the risk of exposure is the use of face coverings. Individuals should be repeatedly reminded not to touch the face covering and to [wash their hands](#) frequently. Information will be provided to staff, students, and students' families on [proper use, removal, and washing of cloth face coverings](#) (CDC, 2021)

Symptoms of COVID-19

People with COVID-19 have reported having 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 (The current CDC guidelines state a fever of 100.4 or above, students/staff must stay home.)
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

This list is not all inclusive. Other common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting or diarrhea. (CDC, 2021).

Universal Precautions Recommended by the Center for Disease Control

Masks

When you wear a mask, you protect others as well as yourself. [Masks work best when everyone wears one.](#)

- A mask is NOT a substitute for [social distancing](#). Masks should still be worn in addition to staying at least 6 feet apart, especially when indoors around people who don't live in your household.
- Masks should completely cover the nose and mouth and fit snugly against the sides of face without gaps.
- Masks should be worn [any time you are traveling](#) on a bus, or other form of public transportation.
- People age 2 and older should wear masks in public settings and when around people who don't live in their household.

- Wear a mask inside your home if someone you live with is sick with [symptoms](#) of COVID-19 or has tested positive for COVID-19.
- Wash your hands with soap and water for at least 20 seconds or use [hand sanitizer](#) with at least 60% alcohol after touching or removing your mask.
- Masks may not be necessary when you are outside by yourself away from others, or with people who live in your household.
- CDC continues to study the effectiveness of different types of masks and update our recommendations as new scientific evidence becomes available. The most recent scientific brief is available here: [Scientific Brief: Community Use of Cloth Masks to Control the Spread of SARS-CoV-2 | CDC](#)
- CDC recently conducted a [study](#) in a laboratory that tested the performance of different mask combinations.
- There are several easy methods to improve the performance of your mask. Visit CDC's [Improve the Fit and Filtration of Your Mask to Reduce the Spread of COVID-19](#) webpage to learn more.

Reasonable Accommodations for Disabilities

The following categories of people are exempt from the requirement to wear a mask:

- A child under the age of 2 years;
- A person with a disability who cannot wear a mask, or cannot safely wear a mask, for reasons related to the disability;
- A person for whom wearing a mask would create a risk to workplace health, safety, or job duty as determined by the [workplace risk assessment](#)

Vaccinations

COVID-19 vaccines are safe and effective. After you've been fully vaccinated, you can [resume activities that you did](#) prior to the pandemic. [Key Things to Know](#)

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.

Respiratory Hygiene: 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, countertops, 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.

Diagnostic and Screening Testing / Contact Tracing

We will check temperatures and ensure that people inside our schools and office buildings are symptom-free, and will attempt to offer contract tracing to the best of our abilities. Should a student or staff member develop symptoms while at school, we will send that individual to be tested by our school nurse. We will strongly encourage all students and staff who are not feeling well to stay at home. *The current CDC guidelines state a fever of 100.4 or above, student/staff must STAY HOME.* Southland C-9 will follow current contact tracing guidelines provided by the Dunklin County Health Department.

Conclusion

This document establishes a framework to plan and implement a safe and efficient return to school. At this time, we are planning to begin school with business as usual, with social distancing guidelines in place. If a decision is made to transition to a more restricted environment, that information will be immediately communicated to the school community. Please keep in mind this is a working document and Southland C-9 will make adjustments as we progress through the school year.

Southland Re-Entry Plan Overview

- The District will supplement the current curriculum so that whether in-person or virtual learning is taking place, the content remains high quality.
- The District will socially distance and practice as much caution as possible. Schools will be utilizing all available classroom and learning spaces and making necessary modifications to help ensure social distancing to every extent possible. While social distancing may be challenging at times in smaller buildings or where there are very large student populations, additional safeguards will also be in place for all schools, such as daily health screenings, offering options for face masks for all students and staff and making hand sanitizer access available for all classes. Social distancing signage and floor decals will be displayed prominently throughout all schools and buildings. We will also be limiting interactions of classes and discouraging all group gatherings, as well as limiting visitor volume.
- All students will be provided a digital device and provided with internet supports as needed. More information will be shared about distribution plans and technology support for families.
- To make-up for lost learning time, we look forward to offering students optional learning opportunities during Winter Break, Spring Break, and on selected weekends for students who need additional instruction. We strongly encourage parents to support their child in all opportunities for additional learning.
- We will closely monitor the conditions and keep everyone informed. We will continue to work with the Dunklin County Health Department, and make decisions using the best data and direction we have available to us at the time. The District is partnering with the health department and considering all current and forthcoming guidance.

Re-Entry Quick-Tips for All Buildings on Southland C-9 Campus

This section outlines aspects of the school day that will be consistent for all buildings on campus. Parents, students and teachers can anticipate additional protocols and procedures unique to each campus that the Principal has identified as necessary precautions to protect students and staff.

Cohorting - Cohorting is the grouping of a certain number of students to stay together for the school day. When feasible, cohorting is used to attempt to eliminate the possible widespread of the virus that causes COVID-19. When reasonable and appropriate, schools will make every effort to limit the movement of students on elementary and junior high/high school campuses.

This means a group of students, a cohort, will be assigned to a classroom for the majority of the school day. Instead of the student traveling from classroom to classroom for special activities or other classes, the teachers rotate from one classroom to another. Cohorting practices may vary from school to school. Cohorting will be offered predominantly in the elementary setting, but can be utilized in both the junior high and high school.

Social/Physical Distancing - Given space constraints, Southland school classrooms may not allow for six feet of social/physical distancing between students. Schools have been asked to remove all unnecessary furniture from classrooms to extend the available square footage in the room. Student seats in a classroom will be distanced to the extent the room allows.

Classes may on occasion and weather permitting occur outside to allow for greater social/physical distancing.

Classes may occur in other spaces of the school, like the cafeteria, gym, or library.

Schools will utilize signs and markers to remind students to maintain social distancing in hallways, front offices, and other common areas.

Intervention services and special therapies will adhere to social distancing guidelines to the extent possible.

Many of the Southland's special needs students require close proximity and assistance with mobility. Staff will wear masks and gloves, and protective covering (as necessary), to protect them-selves and the student.

Parents and guests to campuses can expect social distancing requirements and special seating arrangements for afterschool activities and athletics once they resume.

Face Masks- Face mask guidance continues to change from the CDC and local health department. The District will implement and adhere to local ordinances and health guidance that is active and published on the first day of school. We will provide face masks to our students and will strongly encourage them to wear them; however, face masks are not being mandated at this time.

Should your child have respiratory issues, please check with your child's physician for guidance on face masks.

Gloves - Nurses, Physical/Occupational Therapists/Speech Therapists/Psychologists/Teachers and Assistants providing direct care for children with physical and health concerns will be asked to wear gloves based on best practices. Individuals will wear gloves daily when cleaning and disinfecting frequently touched surfaces (i.e. tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, and restrooms).

Handwashing and Sanitizing- Classroom schedules will include designated times for handwashing. Additionally, hand sanitizer stations will be located in high traffic areas of school and District buildings.

All classrooms will be provided with a supply of disposable gloves, disinfectant wipes and hand sanitizer. In addition, all classrooms and buildings will undergo a systematic and thorough cleaning nightly, as well as frequent cleaning between classes, and at various intervals throughout the day.

Common areas (Gym, Multi-purpose Room, Cafeteria, Classrooms, Hallways, Library, Office Areas, Stairwells and Teacher Work Areas) are to be cleaned and disinfected a minimum of 2x's a day (during lunch & the end of the day).

- Clean and sanitize counters, desk tops, seats, table tops, handrails and doors (handles & windows)
- Sweep/vacuum/mop floors
- Clean water fountains
- Empty trash
- Check and restock all tissue, paper towel, hand soap and hand sanitizer dispensers

Restrooms will be cleaned and disinfected a minimum of 4x's a day (2x's during am hours, 1x during pm hours, & the end of shift).

- Clean and disinfect countertops, sinks, toilets, and urinals.
- Sweep/mop floors
- Clean partitions, stalls, walls, and doors
- Empty trash
- Check and restock all tissue, paper towel, hand soap and hand sanitizer dispensers

Temperature Checks- All staff will undergo a temperature check upon entering the campus or District building each day. Students will be checked upon entering the bus or at drop off stations prior to entering the building. Each school office location will conduct temperature checks to all visitors entering the building. Should a student complain of not feeling well, the school nurse will take the child's temperature and follow CDC and district guidelines accordingly. *The current CDC guidelines state a fever of 100.4 or above, student/staff must STAY HOME.*

Movement on Campus- Schools will have established and clearly marked traffic patterns in hallways, exits, entries and stairways to maximize social distancing practices whenever possible.

School Meals- Convening a large number of students in cafeterias for the purposes of breakfast and lunch increases the risk of virus spread. Where possible, schools will continue to utilize the cafeteria for the consumption of student meals at lunch, providing social distancing requirements are met. Breakfast will continue to be offered for consumption within the classroom setting. School lunch procedures will vary by schools, but parents should expect some combination of grab-and-go meals, shorter lunch periods, or lunches consumed in the student's classroom or outdoors.

After-School Activities and Athletics- Involvement in after-school activities is an important part of a student's school experience; however, when schools reopen, moderate community

spread of the virus will still exist. Parents should refer to the school's website for after-school activity announcements and guidance for the return to play of school sports.

Sharing of Supplies- Shared school supplies will be discouraged to the extent possible.

Parent Conferences and Meetings- Parents may request virtual or phone meetings to discuss any aspect of their child's education. Parents wanting or needing to come to campus for any reason should contact the school office first.

Lingering on Campus- In order to help prevent the spread of the virus, it is important that traffic within a school is limited to the extent possible. Students not actively engaged in an approved after-school activity or event must leave the campus immediately. Students cannot linger on the campus unsupervised after school.

Field Trips- All District field trips for all grade levels are canceled for the first semester.

Recess/Breaks- Recess/break schedules will vary by school, but both schools will make every effort to ensure students have recess with their classroom cohort and be supported in their playtime with activities that are age appropriate while encouraging some degree of distancing.

Bus Transportation- After reviewing the District's procedures for student bus transportation, parents must decide if they want their child to continue to ride the bus or find another option of transportation for their student. Buses will be cleaned and disinfected between routes and at the end of each day. Students choosing to ride the bus will be given an assigned seat and be expected to stay in that assigned seat during the duration of the bus ride, until that child's departure. Upon embarking the bus, the student's temperature will be checked. Should the temperature reading be at an elevated level that meets/exceeds the CDC's guidelines, your student will not be allowed to embark the bus and we will expect that you take your child back home. *The current CDC guidelines state a fever of 100.4 or above, student/staff must STAY HOME.*

When a Student or Staff member tests positive for COVID-19- It is imperative to community health that the District be made aware of any student or staff member that has tested positive for COVID-19. All staff and students can be assured of confidentiality and privacy when reporting their positive test results. The District will follow all current CDC and health department guidance on what to do when students or staff exhibit symptoms and when a case is suspected/confirmed.

Students or staff who exhibit symptoms will be directed home to self-isolate and seek medical attention, as necessary. Positive or suspected cases will be confirmed with the local Department of Public Health who will assist with developing recommended next steps based on the level of potential exposure.

According to the most recent guidance from the Dunklin County Health Department, those who may have come in close contact with a confirmed case will be directed to self-isolate and self-monitor for potential symptoms.

The most recent guidance from the Dunklin County Health Department also recommends before returning to school, anyone who has tested positive for COVID-19 must wait at least 72 hours after symptoms cease (resolution of fever and improvement in respiratory symptoms) AND 14 days since symptoms first appeared.

Depending on the extent of positive cases within the district, the school may need to close for up to two weeks, or longer. During this time, virtual instruction will be provided to students through a Continuity of Instruction Plan included in the Appendix of this document. Upon closure of on-site classes, alternative methods of instruction through the district Continuity of Instruction Plan will be in effect. Students and teachers will continue uninterrupted teaching and learning.

SOUTHLAND “RETURN TO LEARN” SCHOOL PROTOCOLS

Classroom Protocols

- Classroom seating will be structured so that all students are facing the same direction. Students will be provided with assigned seating.
- Student desks will be spaced apart with as much distance as possible. Student desks will be assigned to reduce the number of students sharing a space.
- Classrooms with seating at tables will only use one side of the table, e.g., science labs, art rooms, etc.
- In classrooms where it is necessary that students sit at round tables, barriers / sneeze guards will be installed.
- Classroom teachers will educate students on viruses and signs of illness (age appropriate).
- To the extent possible, Pre-K-5 students will remain in the classroom and teachers will move throughout the day.
- Pre-K-5 teachers will build time throughout the day for routine hand washing by both students and teachers.
- 6-12 grade classrooms will have sanitizing stations for students to use as they enter the classroom each class period.
- Pre-K-5 desks will be wiped down at the end of each day. Learning station tables will be sanitized after each station is complete.
- 6-12 grade desks will be wiped down between each class period.
- Computer keyboards will be wiped down with sanitizing wipes between classes.
- Every effort will be made to eliminate the sharing of pencils, Chromebooks, textbooks, and other school supplies unless the supplies have been disinfected after each use.
- Restroom breaks will be scheduled throughout the day to avoid overcrowding.
- All items will be removed from classrooms that are not easily cleaned with wipes or disinfectants, i.e., chairs and other items made of fabric.
- The classroom will be disinfected with spray prior to the beginning of each class period.
- Students will be placed so as to not be face-to-face at any time.
- Physical Education classes will be held outside when weather permits. When it is necessary to hold classes inside, students will be spaced to the extent possible. Equipment will be wiped down between each use.

Hallway Protocols

- Movement through the hallways will be one-way whenever possible.
- Hallway passing time will be staggered to reduce the number of students in the hallways at one time.
- Locker times will be limited to reduce the time students are at lockers.
- Lockers will not be shared.
- Appropriate social distancing when lining up or walking down the halls will be taught and monitored.

Cafeteria / Recess Protocols

- Touchless hand sanitizers will be installed in all common areas.
- Students will use the sanitizer as they enter.
- All self-serve and ala carte lines will be eliminated.
- The number of students in the cafeteria for each lunch shift will be reduced when possible.
- The number of students allowed to sit at one table will be reduced when possible.
- Lunch shifts will be extended to allow time for sanitizing all tables between lunch shifts.
- The number of students on the playground at one time will be reduced. Each class will have their own recess time, so as to limit the number of students on the playground.
- Students will wash and / or sanitize their hands immediately upon returning to the building from recess.
- Playground equipment will be properly disinfected using a fogging device.

Athletic / Extra Curricular Event Protocols

- All athletic coaches and extracurricular organization sponsors will be required to submit a plan to the athletic director outlining the preventative measures that will be implemented for all practices and events, i.e., sanitizing equipment, social distancing, etc.
- Concession stands will not be open for any event as long as social distancing is still recommended by the local and state health departments. Clubs may sell concessions in the stands to minimize/avoid long lines standing and waiting for concessions.
- Because complete social distancing is not possible during athletic and extracurricular practices and events, all parents who have a child(ren) participating will be required to sign a waiver of participation prior to the child participating. The waiver will be attached to the child's physical document and copies will be kept in the athletic director and nurse offices.
- Assemblies and other large gatherings will only be held if proper social distancing can be maintained. Outside spectators / participants may be limited. Spectator capacity at athletic / extracurricular events is yet to be determined. For example, middle school athletic competitions may be held in the high school gym when possible. Otherwise, spectator seating capacity may be limited. Specific information regarding spectator capacity at athletic / extracurricular events will be provided at a later date.

Transportation Protocols

- Parents will be encouraged to transport their child(ren) to and from school to minimize the number of students on school transportation. Parents who are unable to transport their child(ren) or to make arrangements to have their child(ren) transported may be transported on the school bus, social distancing measures in place.
- Bus seats will be numbered and assigned to students.
- Buses will be disinfected after each bus run.

Facilities / Custodial / Maintenance Protocols

- Door handles, light switches, stair railings and other frequently touched surfaces will be disinfected multiple times during the day.
- Restrooms will be disinfected multiple times during the day.
- Schedules will be posted and employees will sign-off at the time when the work is completed.
- Supplies will be checked daily to make sure adequate supplies are available; i.e., soap, paper towels, sanitizer, etc.
- Signs will be posted in the classrooms and restrooms, reminding of effective handwashing practices.
- Disinfectant stations will be placed throughout the building, e.g., cafeteria entrances, office entrances, gymnasium / physical education classes, etc.

Health Services / Guidance Protocols

- Students and staff should not attend school if they are exhibiting symptoms of having an infectious disease, e.g. coughing, sneezing, shortness of breath, fever.
- Temperature checks will be conducted on all students and staff as they enter the building.
- Training will be provided to all staff and students on proper personal hygiene, illness containment practices, and social distancing.
- Any student or staff member exhibiting signs of illness will be sent to the nurse immediately for evaluation.
- Any student or staff member with a fever will be sent home and will remain at home until fever free for 72 hours without medication.
- Any student or staff member sent home with a fever must be reevaluated by the nurse before returning to the school.
- The school nurse's office will maintain an adequate supply of personal protective gear (masks, gloves, disinfectant, thermometers) to evaluate for the disease and reduce the spread of the disease. Students and staff who may be at high risk of being infected will be identified. The nurse will work with these individuals / families to develop a preventative plan and to monitor closely. Should a student, staff member or visitor to the building test positive for COVID-19, it may be necessary to close the school short term (1-3 days) for contact tracing, deep cleaning and disinfecting specific areas.

Staffing - Work Day Protocols

- Every effort will be made to reduce the number of large gatherings unless proper social distancing can be maintained, i.e., staff meetings, professional development activities, etc.
- Virtual meetings and professional development activities will be held when proper social distancing cannot be maintained.
- All staff will regularly clean and disinfect work spaces. Workstations will be rearranged to ensure employees are properly socially distanced.
- Barriers and / or sneeze guards will be installed at reception areas and workspaces where the environment does not accommodate social distancing and where employees are required to work closely with the public.
- Staff members will wear a mask if working in close proximity with students, another staff member or visitor.

Public / Visitors to Buildings

- Visitors to the building will not be allowed unless necessary and prearranged.
- All visitors to the building will be required to wear a mask, have a temperature check and sign a log documenting they are not positive for COVID-19, as well as documenting the date, time, and location visited in the building.
- Students who are being picked up due to illness will be escorted to the parent's vehicle.
- Parents will call to inform the office they have arrived.
- Parents who have to pick up a student early for any reason will call the front office to arrange to pick up the child. The child will be escorted to the parent's vehicle.
- Signs will be posted at all entrances reminding those who do enter to maintain social distancing, no hand shaking or other physical contact with any student or employee.
- Public use of facilities will be cancelled until further notice.
- Outside deliveries to students will not be allowed.
- All classroom parties and field trips will not be allowed until further notice.

Drive-Up Wifi Access for District Chromebooks

- Drive-up wifi access is available at: Elementary School Parking- North sides & High School Parking- South Side. District Chromebooks are pre-configured to login as usual at either site. Upload and download assignments, e-mails etc.
- Other Community Wifi Access Points - Buses are equipped with Wifi and will be parking at the following locations: Locations to be announced on the district website
<https://www.southland.k12.mo.us/>

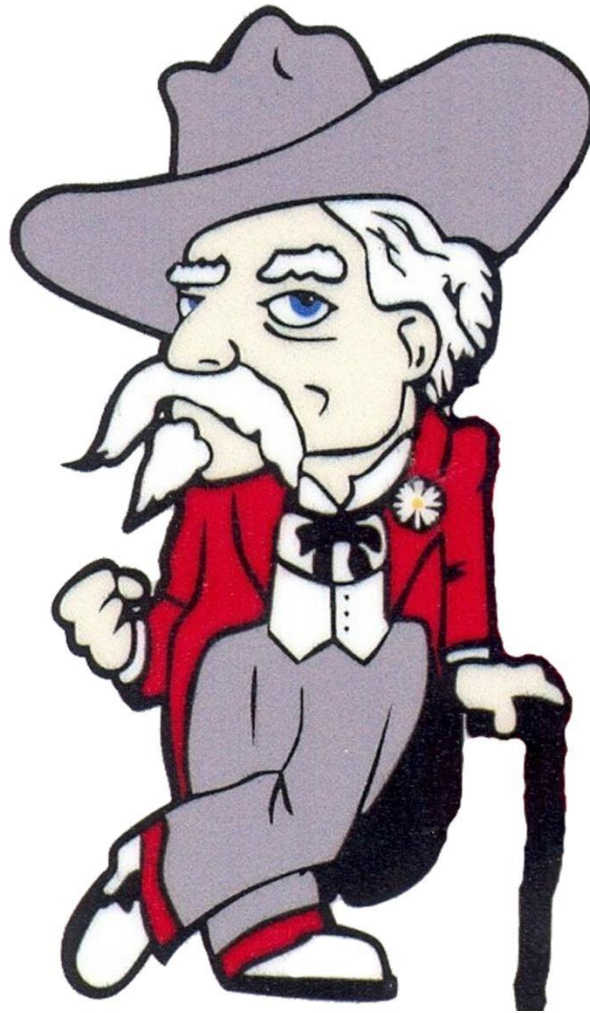
APPENDIX: Continuity of Instruction for Distance Learning

When a student is placed on mandatory quarantine, Southland teachers will use a combination of continuous learning models to ensure the instructional experience matches the needs of the student should schools be forced to close again.

While flexibility is key in providing the best experience for each student that is placed in virtual learning because of mandatory quarantine, three requirements are non-negotiable across all models: careful planning by educators, student motivation and engagement, and strong family support.

Please review below the district's Continuity of Instruction for Distance Learning Document that will offer guidance on what virtual instruction will look like in their respective classrooms.

A Plan for Continuity of Instruction for Distance Learning In the Southland C-9 Schools



Revised July 2021

Curriculum, Instruction, and Assessment

Introduction to Southland's Continuity of Instruction for Distance Learning Plan

State legislature passed SB604 providing districts the ability to use an AMI (Alternative Methods of Instruction) plan on days when there is an unexpected school closure. The AMI Plan provides opportunity for our students to continue relevant learning activities in the event of inclement weather or other emergency days when conditions prevent us from being in session.

We are committed to making sure that our students continue to experience the care and commitment of our faculty and the routine of daily learning, even in the event of a school closure. We acknowledge that our approach to distance learning cannot completely replicate the special interactions that happen when school is in session (the invaluable social interactions, real-time, in-person feedback, extracurricular events, etc). However, we do contend that high quality learning can occur from a distance.

The purpose of this document is to describe the actions Southland Schools will take to continue instruction in the event of an extended campus closure. We seek to accomplish these goals:

- Live student-teacher contact time
- Online content delivery
- Online monitoring of student progress and student assessment

While we hope that it will not be necessary to implement this plan, it is important in the event of closure to describe the channels of communication and online platforms that will be used and the roles and responsibilities of faculty and students in support of student learning.

How will Southland schools communicate with parents and students in the event of extended school closure?

Southland will continue to use the same channels of communication it employs for day-to-day communications with parents, students, and staff.

Southland will maintain general information for the public on its website, southland@k12.mo.us Email will be used for all major communications and announcements. Faculty will also use email to communicate, although they may use other platforms as well. Each student is given a school email account. Google GSuite (including Gmail, Docs, Classroom, etc.) will continue to be used by many teachers.

How will Southland Schools ensure that students have access to these tools from home?

Southland Schools conducts a survey periodically to determine each student's access to devices and the internet. Southland Schools is prepared to supply students with devices as needed. In the event that a campus closure seems likely, teachers will attempt to ensure all students in K-12 bring their devices and chargers home as needed. Students should be able to access learning through parental devices, phones, etc. as our technology tools are not device specific.

Roles and Responsibilities

Students will:

- Establish daily routines for engaging in the learning activities
- Find a space to work comfortably
- Regularly monitor online platforms (Google Classroom, Gmail, website, etc) to check for announcements and feedback
- Complete assignments with academic honesty
- Meet due dates and timelines for assignments
- Reach out and communicate with teachers if assistance is needed

Guidelines for Parents Supporting Distance Learning

- Establish routines and expectations
- Monitor communications from your child's teachers
- Monitor how much time your child is spending online
- Encourage physical activity or exercise
- Begin and end each day with a check in

Distance Learning Guidelines for Teachers

- Evaluate your students' conditions for distance learning
- Stick with the familiar
- Streamline content and elevate the most essential learning
- Design asynchronous and synchronous learning experiences

Elementary Information

- **Parents should consult the email from their child's teacher for instructions on how to access distance learning resources.**
- The primary tools for communication between parents and teachers will be email, the school website, and Google Classroom.
- Students will have both off- and on-screen learning activities designed to engage students in relevant learning connected to the current curriculum. Teachers will be available to answer questions and assist virtual learners during the class's regularly scheduled time for that subject.
- Learning activities will provide direction to families on how best to support student learning and the level of adult involvement expected.
- When a school campus closure is announced, students can immediately begin distance learning by checking their teacher's website for assignments and directions.
- Grading practices will be the same as on-campus learning and as outlined in our district policy. Students must complete assignments to receive credit. Feedback will be provided through our learning management systems such as ConnectEd and Google Classroom. Parents have access to the Parent Portal to monitor student progress. Progress reports will be provided and shared with parents periodically.

Jr High/High School Information

- The primary tools for communication between teachers and families will be email and the district website.
- The primary tools for communication between students and teachers will be email, Google Classroom, and the district website.
- Teachers will share resources using Google Suite of tools such as Google Docs or Google Classroom, or another online platform chosen for their course (In Sync, StudySync, USA Test Prep, etc.) Resources vary by class but may include links to video, graphic organizers, independent research material via online resources, and reading materials such as ebooks.
- Students should reach out to teachers if they have questions or need assistance with assignments. Office hours will be available for one-on-one conferences during the day and before and after school for parent and student assistance. Teachers will be available to answer questions and assist virtual learners during the class's regularly scheduled time for that subject/class.
- When a school campus closure is announced, students can immediately begin distance learning by checking their teacher's website for assignments and directions.
- Grading practices will be the same as on site learning. Students must complete assignments to receive credit. Feedback will be provided to students via our online learning management systems such as Google Classroom. Parents have access to the Parent Portal to monitor student progress. Progress reports will be provided to parents periodically.

Special Services

- The plan for continuity of instruction is included in students' IEP plans according to guidance from the MO Office of Special Education. Special Education staff will collaborate with regular education teachers to provide accommodations and modify assignments as needed.