



EASTVIEW 8-9 SCHOOL

Return to Learn Plan

Note: Recommendations within the EV Building plan are fluid and subject to change.

Norwalk Community Schools Return to Learn Plan

Daily Guidelines:

- Parents screen and self-report student [symptoms](#) and fever
- If sick, stay home!
- Encourage distancing (two arms length - “airplane”)
- Staff are required to wear masks or face shields
- Students will wear face coverings when social distancing (6 ft.) cannot be maintained.
- Frequent hand-washing and sanitizing

COVID-19 policies are intended to mitigate, not eliminate, risk. There is no single action or set of actions that will completely eliminate risk, but we can work together to reduce the risk.

Expectations for All Three Scenarios (#1 Normal w/ Modifications, #2 Blended, #3 Remote)

- We are committed to building supportive, connected classroom environments in which **we value each student's academic and social-emotional growth and wellness.** Relationship and community-building activities will take place in all settings.
- Learning provided to students during in class and remote virtual instruction will be **required.**
- Attendance will be taken** during the class meeting each day, whether in-class or remote.
- Teachers will be expected to provide instruction, feedback and targeted supports to students.
- Students will be expected to participate in instruction and share evidence of their learning.
- Teachers will gather evidence and determine proficiency on priority standards on a semester basis.
- Remote learning will consist of both **synchronous (live)** and **asynchronous (on demand)** learning.
- Each classroom teacher will maintain an active Google Classroom or Canvas online presence throughout the school year. PLCs will collaborate to ensure access to remote learning opportunities.

By August 1st, families will complete the Google form for Required Remote learning. Any required medical forms will be dropped off at the district office. The superintendent will be approving requests.

Scenario #1 - Normal with Modifications

Typical learning options will be available for all students. Students will be in general classrooms and social distancing will be emphasized (6 ft. apart; about 2 arms' length) and facing forward. Masks will be required when students are not able to

maintain appropriate social distancing (6 ft; about 2 arms' length). Teachers will teach students in person with face coverings. Waivers of these requirements may be granted for religious and medical reasons as required by law.

Important things for parents to consider regarding Scenario #1:

- Our school has carefully planned and will be implementing many detailed health and safety mitigation strategies to do our best to keep student's safe. Please review those plans in detail for more information.
- Should an individual student or a whole classroom be under quarantine due to COVID-19 based on Warren County Public Health guidelines, the quarantined individual or classroom will all engage in Scenario #3, Remote Learning, for the duration of the quarantine. If a student is ill and unable to participate in Remote Learning, they will need to report each day of illness as an absence to the school (per Iowa Department of Education guidelines).
- Should a parent opt to change enrollment to Remote Learning during the school year, the student may be moved to a section of the course that is engaged in a Remote Learning environment.

Scenario #2 - Blended Model

This scenario will only be implemented when “normal with modifications” is not recommended based on COVID-19 data or state, local or district guidelines. **This is not currently an option parents may choose for the beginning of the year.** In the event Governor Reynolds, the IDPH, DE and /or Warren County Health Services provide a mandate to reduce the group size or increase social distancing, the Norwalk CSD will reduce the number of students in each classroom. A reduction in class size will require students to attend fewer days per week for in-person instruction. The district will employ an alternating day hybrid model where one group of students attends school on “Purple Cohort” days and one group of students attends school on “Gold Cohort” days. District staff members will make every effort to assign students in the same household to the same cohort. Students with special needs (IEPS, 504 plans, ELL, and at-risk students, may continue to attend daily). An example is listed below:

COHORT	Monday	Tuesday	Wednesday	Thursday	Friday
Purple Cohort: Week 1	In-Person	Remote	In-Person	Remote	In-Person
Gold Cohort: Week 1	Remote	In-Person	Remote	In-Person	Remote
Purple Cohort: Week 2	Remote	In-Person	Remote	In-Person	Remote
Gold Cohort: Week 2	In-Person	Remote	In-Person	Remote	In-Person

Scenario #3 - Remote Learning:

Important things for parents to consider regarding Scenario #3:

- Selecting the Remote Learning option is a semester commitment.
- Students will need to log-in at certain times, interact with their teacher remotely, and submit work electronically via Google Classroom and/or Canvas.

- Should a parent opt to change enrollment to Normal with Modifications at the change of a semester, they may be moved to another section of the course that is a full year, in-person environment.
- Remote Learning is considered a required option for the state of Iowa that meets academic standards for the grade level. **Families opting to have their students engage in Remote Learning for the 2020-21 school year will not be automatically eligible to enroll in the same grade level for the 2021-22 to repeat the year in-person.** This would constitute grade-level retention, and all retention decisions are individual, data-based decisions at the discretion of the district.

Monitoring & Implementation:

- The Eastview 8-9 Return to Learn Team includes: Sarah Adams (Counselor) CJ Degen (Student Advocate), Kerri Levi (Instructional Coach), Kelli Harris (Math Lead), Renee McCombs (Special Education Lead), Emma Maudsley (Lighthouse Facilitator), Chris McMahan (At-Risk Teacher), Laura Johnson (Nurse), and Jody Ratigan (Principal)
- EV RTL team will meet bi-weekly to review data and feedback and make adjustments to the building plan.
- We will regularly seek and review feedback from stakeholder groups and make adjustments as needed to our plan.

	<i>Scenario 1:</i> Normal with modifications
Open House	<ul style="list-style-type: none"> ● No in person Open House ● Student Advocate and counselor will prepare a virtual tour of building ● Teachers record messages for students ● Students/families new to district set up appts to tour school ● Medications delivered by appointment with the nurse ● Students with special circumstances and/or needs in building by appointment (anxiety, etc.) with the counselor
Before School Day	<ul style="list-style-type: none"> ● Eastview requests that students arrive after 8:00 a.m. ● Bus riders and other students enter building and go directly to cafeteria <ul style="list-style-type: none"> ■ Assign adults to supervise the areas (Paras) ■ Hand sanitizer provided ■ Students will sit in assigned areas; mingling is restricted ● Breakfast: Follow district guidelines ● Lockers will not be issued to begin the year. Students will work out of backpacks until winter break and then reevaluate. Special circumstances may exist for a few students. ● Restroom use with permission and pass <ul style="list-style-type: none"> ■ Four students allowed in RR based on social distancing. ■ Students are not to congregate
After School	<ul style="list-style-type: none"> ● Stagger times for dismissal of students at the end of the day <ul style="list-style-type: none"> ■ Walkers exit building using closest designated exits ■ Bus students released after all other students

	<ul style="list-style-type: none"> ● Students use specific doors when exiting the building using safe distancing. ● Parent/guardian pick-up is at the north side of the HS or at the MS; <ul style="list-style-type: none"> ■ Students are NOT to be picked up in front of Eastview
Bus Transportation	<ul style="list-style-type: none"> ● Buses will operate at capacity ● Students will be required to wear face coverings unless they have an approved religious or medical waiver. ● Riders will sit in assigned seats, remain seated and face forward as directed by the driver ● Bus students released at the end of the day after all other students (walkers and pick-up) ● PM bus riders transition to Eastview cafeteria and/or front of Eastview ● Bus transfers and loading will be coordinated with the Director of Transportation <ul style="list-style-type: none"> ■ Identify loading/drop-off areas for each route ■ Create table groups based on Bus route ● Para educators assist with supervision and transfer of elementary students
Lunch	<ul style="list-style-type: none"> ● Lunch will have staggered times and teachers will walk students to the cafeteria ● Tables assigned by class; students will be assigned a spot per table ● Stagger times for tables/students to come through lunch line ● One-way entrance into the servery /exit near cashier ● Duplicate serving lines arranged by Director of Nutrition Services ● Students paying with cash will not receive change back, instead, it will be deposited into the student's lunch account ● Lunch supervisors will assist with gathering trash to limit student movement around cafeteria ● Students will remain seated at table until dismissed by staff member ● Time between lunch periods will be allocated for passing times ● Signs posted for traffic flow, where to stand ● Students use hand sanitizer/ wash hands before & after lunch ● Tables sanitized after each lunch ● No visitors to eat lunch with students
Instruction	<ul style="list-style-type: none"> ● Students will wear face coverings when social distancing (6 ft.) cannot be maintained. ● Social distancing will be emphasized with desks facing forward and spread out. ● Teachers will be using Infinite Campus to monitor seating charts and to enable contact tracing. ● Teachers will teach lessons while being mindful of social distancing practices ● A virtual priority assessment calendar will be provided to the parents for the month ● Google Classroom and/or Canvas will be used ● Students engaged in remote learning will experience both synchronous (live) and asynchronous (on demand) instruction ● Limited and shortened partner work ● Teachers will minimized sharing of student materials and resources ● Teachers will review and provide meaningful feedback on student work to adjust instruction and set learning goals with students.
Study Hall	<ul style="list-style-type: none"> ● Face coverings (nose and mouth) will be mandatory for secondary (6-12) students and all staff.

	<ul style="list-style-type: none"> ● Students will have assigned seats ● Social distancing practices followed ● Google Classroom and/or Canvas will be used ● Students are expected to engaged in homework / online practice activities or free-read ● No partner work ● With parent permission, 8th and 9th grade students assigned to 1st period may be excused from study hall and arrive at school in time for 2nd hour class. ● With parent permission, 8th and 9th grade students assigned to 9th period may be excused from study hall and leave school after 8th hour class. Students are expected to leave the building.
Transitions / Passing	<ul style="list-style-type: none"> ● Per the Norwalk Fire Dept, a doorstep may be utilized for classroom doors during passing period or transition times only. This will limit touches to the door and door handle while still providing the intended security when the classroom is occupied. ● Students wear face coverings during passing periods ● Sign and directional markings in hall identify traffic flow ● Walk to the right and maintain distance ● Student leaders assist teachers with cleaning classroom desk/table surfaces between classes ● If necessary, teachers escort students during transition to lunch and dismissal ● Use Google Form that includes destination and date/time stamp to sign out of classrooms Destination Pass Log
Office Areas	<ul style="list-style-type: none"> ● Plexiglass has been installed for Eastview front office window and work area ● NCSD COVID visitor screener ● Nonessential visitors will not be allowed in building ● When in office, social distancing will occur ● Wipe phone receiver and space between transitions of staff
Communication	<ul style="list-style-type: none"> ● PLC teacher teams meet virtually ● PLC teams and teachers will provide Weekly Learning information for families ● 6-12 PLC teams and teachers will identify when Priority Assessments are given/due ● Teachers communicate with students using Google Classroom and/or Canvas ● Teachers will respond to emails within 24 hours (weekend hours are not included) ● Infinite Campus will be updated at a minimum every 2 weeks ● Each secondary teacher will provide a bi-weekly communication to each section that they teach. ● Additional Infinite Campus Messengers will be sent to families from building administration and counselor
Special Programs (SPED, EL, GT)	<ul style="list-style-type: none"> ● Teachers will work with students in small groups using social distancing ● Instruction would occur in both classrooms and special education offices
Restrooms/	<ul style="list-style-type: none"> ● 4 person capacity signs for restrooms

Drinking Fountains	<ul style="list-style-type: none"> ● Sign out /in from classroom for restroom using Destination Pass Log ● Markings for standing in line ● Water bottle filling stations will be used (possible donation of bottles from local group) ● No drinking fountain ● Teach students proper hand washing routine
Nurses	<ul style="list-style-type: none"> ● Norwalk Student Illness Guidance for Parents ● Nurses will work with teachers and parents of students with compromised health conditions ● Nurses will help educate and monitor temperatures if needed for employees who might have compromised health ● Face coverings (nose and mouth) will be mandatory for secondary (6-12) students and all staff. ● Hand washing will be priority. Nurses will provide instruction through video. ● Two areas will be created for the students <ul style="list-style-type: none"> ■ Sick Area (8th graders to the MS and 9th graders to the HS) ■ Medicine Area
Workforce	<ul style="list-style-type: none"> ● Maintaining full employment for staff is an important value to the district. The district will make efforts to create functional “combination jobs” - that allow our full-time employees to continue full-time work during the modified learning and work periods. ● The Director of Human Resources is available to support educators with questions regarding absences and leaves. ● Face coverings (nose and mouth) will be required for all staff. Waivers of these requirements may be granted for religious and medical reasons as required by law. ● Hand washing will be prioritized ● Employee Assistance Program supports. This program is available at no cost to all of our employees. https://www.norwalkschools.org/district/departments/human-resources/employee-assistance-program/ ● Employees will find information about the program and a brochure that can be downloaded
Field Trips/Visitors/Assemblies	<ul style="list-style-type: none"> ● Field trips are cancelled until further guidance ● No nonessential visitors or speakers until further guidance ● Limit gatherings in large groups ● Create virtual assemblies
SEMBH	<ul style="list-style-type: none"> ● We are committed to building supportive, connected classroom environments in which we value each student's academic and social-emotional growth and wellness. Relationship and community-building activities will take place in classes and Warrior Time. ● 7 Habits and Leader in Me lessons will be implemented during Warrior Time ● Students will be surveyed to determine SEL needs ● School-based therapist and counselors will meet with students ● SEL resources will be shared with parents

Safety Drills

- Students and staff wear face covering
- Drills practiced as true emergency
- After drill students & staff will wash hands/use hand sanitizer