

School Close Out Protocols and Calendar Revision

Spring, 2020
May 19, 2020 Board Meeting

Calendar Revision at a Glance

May 22 - Becomes an online learning day;

June 1, 2, 3, 4, 5 - Becomes teacher close out days - afternoon only (i.e. early dismissal);

June 19 - Becomes teacher close out and student drop-off/pick up day - afternoon only (i.e. early dismissal), last day of online instruction;

June 22 - Becomes final teacher close out and student drop-off/pick-up day - full day, no online instruction.

June 1, 2, 3, 4, 5 Detail

Prior to these days parents will receive an email regarding personal student belongings that remain in school;

Priority will be for teachers to gather student personal items place in bags and tag for curbside pick up later in June;

Teachers will also begin to clean out their classrooms for summer deep cleaning and disinfecting;

Approximate hours for teachers for cleanout will be 12:30-4:00 p.m.



June 19 Detail

Parents will be offered appointments between the hours of 12:30-4:00 p.m. to come for curbside pick-up of personal items;

Parents will also do a curbside drop-off of district-owned materials;

Teachers can also use this day for further packing and cleaning of their classrooms
- focus on personal items and preparation for summer cleaning;

Approximate hours for teachers for clean out 12:30-4:00 p.m.

June 22 Detail

Parents will be offered appointments between the hours of 8:00 a.m. - 4:00 p.m. to come for curbside pick-up of personal items;

Parents will also do a curbside drop-off of district-owned materials - Chromebooks, textbooks, library books, etc;

Teachers can also use this day for further packing and cleaning of their classrooms - focus on personal items and preparation for summer cleaning;

This will likely be a teacher “check-out” day (i.e. sign summative, complete paperwork, hand in keys)

Approximate hours for teachers for clean out 8:00 a.m. - 4:00 p.m.

PPE and other Protections

Teacher pack of of student belongings June 1-5 allows for these items to sit for 2 weeks prior to parent/student pick-up;

Early packing of teacher classrooms on June 1-5 will allow cleaning crews to begin early cleaning of certain classrooms, making the cleaning process go faster for our crews who may not be able to “team clean” because of social distancing;

Only 10 staff will be permitted into the building during their designated time slot, adhering to the Governor’s Executive Order;

All staff will wear a mask and gloves to adhere to the Governor’s Executive Order;

Parents will place returned items on tables and pick-up bags with student belongings - no contact procedures.

Accommodations

Accommodations will be made for staff who may have specific medical conditions or be at higher risk for infection;

Teachers wishing to have access to the building after hours may discuss this with their principal;

Accommodations will be made for valuable personal items left in school that parents wish to have back more immediately - they should contact the principal;

Parents may drop off items during the summer to a designated location (and by appointment) if they are unable to make an appointment for June 19 & 22;

Some students may require the use of Chromebooks over the summer (i.e. virtual ESY)

Remember - our priorities!

Continue to provide online instruction;

Safety and well being of our staff and students;

Adherence to the Governor's Executive Order(s);

Provide ample time for summer cleaning in preparation for September.



Unknowns

There are several things that have yet to be determined:

Whether or not the state Department of Education will provide any guidance or protocols for packing-up schools;

If we will be able to run any summer camps or enrichment - likely no;

The Governor's Executive Orders may change.

...we will adjust and show flexibility when necessary.

Finally, this plan is under review with the Department of Health and OEM to ensure compliance with safety protocols.