Return to School Plan

Return to School Committee
Peoria Public Schools
7/23/2020
“The oak fought the wind and was broken, the willow bent when it must and survived.”
― Robert Jordan, The Fires of Heaven

Executive Summary
Peoria Public Schools has developed a Return to School plan for the 2020 – 2021 school year. The COVID-19 pandemic resulted in the immediate early closure of schools across the United States including all of Illinois’ Schools. As a result of the closures, schools in Illinois developed remote learning opportunities for students and families. Many of these remote learning opportunities relied on the use of technology for remote video learning and for communication between student and teacher. While Peoria Public Schools deployment of devices and establishment of student remote learning was swift and adequate, it reinforced that in person student learning cannot be duplicated with remote meetings or video conferencing. The value of in person student and teacher interaction is key to student success and learning. The State of Illinois recognizes this fact and allows for students to return to in person learning during phases 3 & 4 of the Restore Illinois Plan adopted by Governor J.B. Pritzker. This plan further states that Illinois schools must follow approved safety guidance from the IDPH for re-opening.

Peoria Public Schools Superintendent, Dr. Desmoulin-Kherat, formed a Return to School or RTS committee to review available information, discuss options and develop a re-opening plan compliant with the phase 4 guidelines for Peoria Public Schools. This plan was developed with collaboration from administrative staff, teachers, various union leadership, parents and families, the Regional Office of Education, the Peoria County Health Department, and other community stakeholders.

The committee identified six areas of need. These areas were Wellness, Human Resources, Technology, Instruction, Operations, and Finance. The committee determined the district’s need within each of these areas. Subcommittees were established to develop policies and plans for each area of need. Out of these policies and plans, the committee developed a comprehensive 3 stage plan for the return to in person learning for the 2020 – 2021 school year. The following document outlines the details of this plan for each of the six areas.*
Peoria Public Schools Return to School Plan for the 2020-2021 School Year

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*This set of guidelines and protocols is being developed at this time, June 9, 2020, WITHOUT the benefit of a directive from: (a) the Executive Branch of Illinois Government, (b) a legislative guide from the General Assembly, (c) a formal designation or guidance from the Illinois State Board of Education, or (d) a clearly defined set of guidelines from the State or County health department. This is strictly a proactive attempt by Peoria Public Schools to anticipate and plan for all eventualities in the fall of 2020 by outlining some viable options. Therefore, the contents of the Return-to-School document must be viewed as preliminary, and as such are subject to change when formal guidance or mandates are issued by the proper authorities.
I. Wellness

The Wellness subcommittee was responsible for creation of the different policies and plans to ensure the safety and wellbeing of our students and staff. The subcommittee was made up of administration staff, teachers, parents, district nurses, members of the Regional Office of Education and the Peoria County Health Department. This committee met several times from May 26, 2020 through June 16, 2020. The COVID-19 Staff & Student Protection Plan included areas related to personal protection equipment or PPE, proper hand washing, physical distancing for different circumstances, wellness checks, a sick student & staff policy, a recommended sanitation plan and a building visitors policy. The following plan was developed with guidance from the CDC and the Peoria Health Department. This plan is subject to change as these guidelines evolve.

Staff & Student Protection Plan

Peoria Public Schools is committed to the health and safety of our students, staff, and their families. The following plan has been developed with that in mind. While our plan specifies guidelines for our staff, students, and buildings to follow, everyone’s health and safety is dependent on each individual. Each staff member must ensure their own health and safety by adhering to these guidelines and reporting any issues or safety concerns to their building principal or supervisor. Each of us will play a role in our collective safety.

Each building principal or administrator will be responsible for submitting their individual plans for review and approval. Every effort must be made to ensure the health and safety of staff and students, including quarantine and a nurse’s space within each building as feasible.

Signs and Messages

Each building must post signs and messages in highly visible locations that reinforce safety precautions and promote every day protective measures (e.g., proper handwashing and appropriate face coverings). Signage posted must be in multiple languages outside of main entryways noting A) that persons may not enter the building if they have any currently known symptoms of COVID-19, such as fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea; B) a 6-foot distance from others must be maintained as much as possible; C) a face covering must be worn at all times; and D) shaking hands or engaging in any other physical contact is prohibited in district buildings.

Each school must broadcast regular announcements about reducing the spread of COVID-19 on public address systems. The district strongly encourages that each building share videos about behaviors that prevent the spread of COVID-19 on school websites, in emails, and on school social media accounts, as feasible.

Physical Distancing

Peoria Public Schools students and staff are encouraged to maintain physical distancing (6 feet separation) throughout the school day. Signage reminding staff, visitors, and students to maintain physical distancing will be placed at all entrances, in classrooms and throughout other common areas. Physical distancing applies to all areas including the classroom, common areas and the main office. Student mixing must be reduced to a minimum. Students will remain with their grade level cohorts to reduce mixing grade levels
within the building as much as possible. Students must use one classroom, one entrance to the building, one restroom, and one hallway. Every effort must be taken to create “bubbles” within each building for each classroom and grade level. This bubbling within the schools will allow for more precise contact tracing should a case of COVID-19 be confirmed at a location. This will also control the spread of COVID-19 to a specific grade level or classroom. Building staff will review their student pick up and drop off procedures to maintain physical distancing. Staff break areas must be arranged to maintain physical distancing. Building administrators will need to review break times to minimize time staff is eating with their mask off near others.

**Face Coverings and P.P.E.**

Peoria Public Schools does understand that physical distancing will not be possible for all circumstances. All individuals in school buildings (students, staff, and visitors) will be required to properly wear a nose and mouth covering in all areas of the building, at all times, unless they are younger than 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the face covering without assistance. Face coverings must be worn at all times in school buildings even when physical distancing is maintained. A doctor’s notes is required for students and staff who are not able to wear a face cover for medical reasons. This requirement is subject to change as IDPH/ISBE guidelines evolve.

Signage will be placed in areas requiring the use of face coverings. Gloves or other PPE must be used as needed when assisting students requires close contact. Peoria Public Schools will provide only (2) reusable masks to employees. Staff and students may use their own approved face covering.

**Hand Hygiene**

Frequent hand washing and hand sanitizing is key to help prevent the spread of COVID-19. Staff members must clean hands as often as possible with soap and water for at least 20 seconds. If soap and water are not available, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. Staff must avoid touching their mouth, eyes, or nose as much as possible. Staff and students must hand sanitize upon entering the classroom each time. Hand sanitizer will be provided by the District. Each building will place signage reminding everyone of the need for proper hand hygiene in the appropriate areas. If assisting a student requires close contact, hand washing, or sanitizing must be done before and after contact with students.

**Training**

Each staff member will be required to complete safety training related to our physical distancing, face covering and hand hygiene procedures. Each building will provide training to staff that is specific to their unique circumstances. Hand hygiene and physical distancing will be included in our curriculum to help educate our students on the importance of proper hand hygiene and personal safety. Employees will also be trained on the proper way to disinfect their individual workstations if they choose to do so.
Health Screenings

Only students and staff who are healthy should report for in-person learning. Students and staff with any of the following symptoms of COVID-19 must remain home.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- A measured temperature of 100.4 degrees Fahrenheit or greater
- Headache
- New loss of taste or smell
- Sore throat
- Nausea or vomiting
- Known close contact with a person who has been diagnosed with COVID-19

Attendance personnel must request specific symptom reporting when absences are reported along with COVID-19 diagnoses and COVID-19 exposure. This information must be documented and shared with the appropriate personnel. In accordance with state and federal guidance, staff and students who are sick should not return to school until they have met criteria to return. CDC and IDPH guidelines for students who were suspected of having COVID-19, whether they were tested or not, state that 24 hours must elapse from resolution of fever without fever-reducing medication and 10 days must pass after symptoms first appeared. Families that have medically fragile and immunocompromised students must consult their medical provider prior to attending school.

Students or staff returning from illness related to COVID-19 must call to check in with the school nurse or building administrator prior to being allowed back into the building following quarantine.

Any student or staff member who begins to exhibit a high fever associated with COVID-19 like symptoms must report to the designated area, following the building procedure. This includes any approved before or after school activities. Students will be provided a face covering and will remain in the quarantine area until a parent or guardian picks the student up or alternative transportation home is arranged (school buses or public transport must NOT be used). Staff will remain in the quarantine area until they are able to leave. These individuals must self-monitor and return to school according to the IDPH guidelines. A doctor’s note may be required for staff returning to work.

Staff who has had contact with someone who is positive for COVID-19 must notify their building principal or supervisor immediately.

Temperature and symptom screenings are required for all students and staff prior to entering the building. Students and staff may self-certify that they are free of COVID-19 symptoms and do not have a fever of 100.4 degrees or higher. Individuals who have a temperature greater than 100.4 degrees Fahrenheit, a cough or shortness of breath; or are exhibiting any two (2) these symptoms; chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea, may not enter buildings. Individuals who exhibit these symptoms must be referred to a medical provider for evaluation, treatment, and information about when they can return to school.
Illness and Diagnose Monitoring

Schools must develop a tracking procedure to maintain ongoing monitoring of individuals excluded from school because they have COVID-19-like symptoms, have been diagnosed with COVID-19, or have been exposed to someone with COVID-19 and are in quarantine. This process must ensure that all CDC and local health authority criteria for discontinuing home isolation or quarantine are met before a student or staff member returns to school. Tracking methods must include checking in with the school nurse upon return to school to verify resolution of symptoms and that any other criteria for discontinuation of quarantine have been met. Tracking must take place prior to a return to the classroom. The district will communicate this process to all members of the school community prior to the resumption of in-person learning.

Visitor Plan

Visitors must be restricted to authorized personnel only. Visitors to any building must always wear an appropriate and approved face covering and report directly to the main office for a wellness screening which includes a temperature check. Visitors will remain in the main office or other designated area for the duration of the visit. Students or staff will be asked to meet the visitor to conduct business as needed. Visitors will not have access to the building in general as to maintain physical distancing and student bubbling. This will be in addition to the normal sign in procedures.

All visitors entering the building must be asked the following questions:

1. Has individual washed their hands or used alcohol-based hand sanitizer on entry?
   - Yes
   - No – please ask them to do so

2. Ask the individual if they have any of the following symptoms?
   - Cough
   - Shortness of breath
   - OR at least TWO of these symptoms
     - Fever
     - Shaking with chills
     - Headache
     - Loss of taste or smell
     - Muscle Pain
     - Sore Throat
     - Vomiting
     - Diarrhea
   - If YES, restrict them from entering the building
   - If NO to all, continue to step #3

3. Check temperature, looking for a fever of 100.4 or higher
   - If YES, restrict them from entering the building
   - If NO to all, continue to step #4

4. Allow entry to the building and remind the individual to:
   - Wash their hands or use hand sanitizer throughout their time in the building
   - DO NOT shake hands with, touch or hug individuals during their visit
General Classroom Guidance through all stages

Teachers must assign student seating and require students to remain in these seats to the greatest extent possible. Teachers must develop a marked path of travel inside the classroom to ensure student social distancing as students enter and exit the classroom. Only supervisors and staff who are required for instruction are allowed to be in classrooms. Students must be discouraged from bringing toys from home to school.

The following guidelines must be considered for each location:

Pre-Kindergarten (PK) classrooms

- Classroom areas must be clearly marked to show where to sit, stand or line-up for 6 foot spacing
- Students will remain with the same classroom group throughout the day, services will take place in the classroom when feasible
- Common areas must be clearly marked to show where to stand or line-up for 6 foot spacing
- Nap-time areas must be 6 feet apart and items used for nap-time must be labeled for each student and stored in individual bins
- Restroom and hand washing breaks must be scheduled and coordinated throughout the day
- Recess must be scheduled and coordinated by classroom to minimize student mixing, playground equipment must not be used
- Hand sanitizing must occur whenever anyone enters the classroom
- Classrooms will be cleaned after each use or at least daily
- Building staff must review their student pick up and drop off procedures
- Windows must remain open for increased ventilation as much as possible

Kindergarten to 8th grade classrooms

- Seating must be arranged 6 feet apart and must all be facing the same direction as feasible
- Common areas and tables must be clearly marked to show where to sit, stand or line-up for 6 foot spacing
- Windows must remain open for increased ventilation as much as possible
- Students will remain with the same classroom group throughout the day, teachers will change classrooms rather than students during passing time
- Restroom and hand washing breaks must be scheduled and coordinated throughout the day
- Recess must be scheduled and coordinated by grade level to minimize student mixing playground equipment must not be used
- Hand sanitizing must occur whenever anyone enters the classroom
- School supplies must not be shared between students or staff
- Classrooms will be cleaned daily
9th grade to 12th grade classrooms

- Seating must be arranged 6 feet apart and must all be facing the same direction as feasible
- Common areas and tables must be clearly marked to show where to sit, stand or line-up for 6 foot spacing
- Windows must remain open for increased ventilation as much as possible
- Staggered transitions times and schedules must be reviewed
- Coordination between schools

Hand washing must be encouraged throughout the day
Activities must be scheduled and coordinated by grade level to minimize student mixing
Hand sanitizing must occur whenever anyone enters the classroom
School supplies must not be shared between students or staff
Classrooms will be cleaned daily
Building staff must review their student arrival and dismissal procedures

Hallways, Main Office, and Common Areas

- Six feet physical distancing
- Face coverings will be required for all
- Areas will be clearly marked to indicate safe distancing for students
- Health screens will take place for visitors
- Clearly visible signage reminding everyone of physical distancing and face coverings usage at entryways, hallways, classrooms, and common areas
- Playground equipment will be made unavailable for use
- High touch areas will be cleaned throughout the day

Cafeteria

- Six feet physical distancing
- A meal procedure plan must be developed. This plan will be submitted to the ED for approval.
- Cafeteria must be cleaned in between use
- Areas will be clearly marked to indicate safe distancing for students
- Clearly visible signage reminding everyone of physical distancing and face coverings usage at entryways, hallways, classrooms, and common areas
- Face coverings required (if not eating)

Restrooms

- Six feet physical distancing
- Face coverings will be required for all
- Areas will be clearly marked to indicate safe distancing for students
- Clearly visible signage reminding everyone of physical distancing and face coverings
- Restroom and handwashing breaks must be scheduled and coordinated as feasible
- High touch areas will be cleaned throughout the day
- Restrooms must be assigned to student groups as feasible
**Shared Objects**

Students and staff are restricted from borrowing or sharing any items. The CDC recommends that electronic devices, toys, books, and other games or learning aids not be shared. Electronics, including, but not limited to, tablets, touchscreens, keyboards, remote controls, lunchroom keypads, door entry systems, etc., must be cleaned before and after use. Items that must be shared or communally used, must be cleaned after use and individuals perform hand hygiene between uses. Utilizing hand sanitizer before and after use of books or library material is recommended. Do not use items like play food, dishes, and utensils. Instead use materials that can be thrown out, cleaned after one use, or labeled for individual use. Machine washable cloth toys must be used by one individual at a time and cleaned in between uses or not be used at all.

**School Closure Plan**

Peoria Public Schools must be prepared for a short-term closure, regardless of community spread, if an infected person has been in a school building. If this happens, the CDC recommends the following procedures regardless of the level of community spread.

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**School Decision Tree**

- **Confirmed person with COVID-19 in building?**
  - Assess Risk
    - Short (potential 2-5 Day) Building Dismissal to Clean/Disinfect/Contact Trace in consultation with local health officials
- **No Community Spread**
  - Prepare
  - Teach and reinforce healthy hygiene
  - Develop information sharing systems
  - Intensify cleaning and disinfection
  - Monitor for absenteeism
  - Assess group gatherings and events
    - Consider postponing non-critical gatherings and events
  - Require sick students and staff stay home
  - Establish procedures for someone becoming sick at school

- **Minimal to Moderate OR Substantial Community Spread**
  - M/M
    - Is community spread Minimal to Moderate or Substantial?
      - Coordinate with local health officials.
      - Implement multiple social distancing strategies for gatherings, classrooms, and movement through the building.
      - Consider ways to accommodate needs of children and families at high risk.

- **Monitor changes in community spread**
Coordinate with local health officials
Once learning of a COVID-19 case in someone who has been in a school, Peoria Public Schools will immediately notify local health officials. These officials will help administrators determine a course of action for the school and programs.

- The Peoria Public Schools Director of Communications will notify the Peoria County Health department of the positive case of COVID-19
- The two entities will collaborate to confirm the positive COVID-19 case and to what degree the Peoria Public Schools Positive Case Plan will be implemented.

School Dismissal
The school, grade level or classroom will be dismissed for 2-5 days. This initial short-term dismissal allows time for Peoria Public Schools and the local health officials to gain a better understanding of the COVID-19 situation impacting the school. Local health officials will help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.

- Schools are not expected to make decisions about dismissal or canceling events on their own. Peoria Public Schools along with the Peoria County Health Department recommendations for the scope (e.g., a single school, multiple schools, or the full district) and duration of school dismissals will be made on a case-by-case basis using the most up-to-date information about COVID-19 and the specific cases in the community.
- During any school dismissal, all extracurricular group activities, school-based afterschool programs, and large events (e.g., assemblies, spirit nights, field trips, and sporting events) will be cancelled.
- During any school dismissal staff, students, and their families are discouraged from gathering or socializing anywhere. This includes group childcare arrangements, as well as gathering at places like a friend’s house, a favorite restaurant, or the local shopping mall.
- During any school dismissal, full virtual learning will continue for all students M-F as scheduled.
- Meals will be offered as “grab-and-go” bagged lunches from a location to be determined for families affected by the school closure.

Communication Plan
Peoria Public Schools will coordinate with local health officials to communicate dismissal decisions and the possible COVID-19 exposure.

- This communication to the school community will align with the communication plan in the school’s emergency operations plan.
- In such a circumstance, Peoria Public Schools will maintain confidentiality of the student or staff member as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act.
- Families will be notified of the planned duration of the closure and the anticipated return to in-person learning.
Cleaning and Disinfection
Peoria Public Schools custodial staff will follow the established cleaning procedures for building cleaning and disinfection.

- Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.
- Cleaning staff will clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- If surfaces are dirty, they must be cleaned using a detergent or soap and water prior to disinfection.

Extending the school dismissal.
Temporarily dismissing PK-12 schools is a strategy to stop or slow the further spread of COVID-19 in communities. The need to extend school closures will be made in collaboration with the Peoria County Health Department.

- School dismissals and event cancellations may be extended if advised by local health officials. The nature of these actions (e.g., geographic scope, duration) may change as the local outbreak situation evolves.
- During school dismissals (after cleaning and disinfection), Peoria Public Schools may stay open for staff members (unless ill) while students stay home. Keeping facilities open: a) allows teachers to develop and deliver lessons and materials remotely, thus maintaining continuity of teaching and learning; and b) allows other staff members to continue to provide services and help with additional response efforts. Decisions on which, if any, staff must be allowed in the school will be made in collaboration with the Peoria County Health Department.
- Administrators must seek guidance from local health officials to determine when students and staff will return to schools and what additional steps are needed for the school community. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 must follow instructions from local health officials to determine when to return to school.
II. Human Resources

This set of guidelines was developed June 10, 2020 as a proactive effort by Peoria Public Schools to anticipate COVID-19 related eventualities in the fall of 2020. However, it has been MODIFIED per the June 23, 2020 release of guidelines from the Illinois State Board of Education (ISBE).

This notwithstanding, the Plan will: (a) continue to be dynamic in its implementation, (b) be responsive to constructive input from District constituencies, and (c) continue to evolve based on a set of guidelines and/or mandates from State agencies.

Labor unions are instrumental in developing a workable in-person instruction in the fall. Both parties (i.e. District & labor unions) will continue to be cooperative, collaborative, flexible, and creative in finding solutions. The District is developing guidelines and protocols for employees with input from labor unions. The District will also continue to monitor input from the PRESS Policy Organization, as well as from professional organizations such as IASA, IASB, and others as it implements the Plan.

Staff Return Plan

The District will make every effort to follow all CDC, IDPH, and PCDPH guidelines regarding district employees who fall under one or more of the “High-Risk” categories for susceptibility to COVID-19 as displayed in the Table below:

- People 65 years and older
- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
- People with liver disease
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)

An employee’s request for a special accommodation (i.e. to request to stay home, work from home, or be granted modified hours) MUST be sent to the HR Office for review and consideration in the same way that “absence” requests are made in writing. Absences that are tied to COVID-19 concerns must be accompanied by a physician’s note, or official notice from a health agency containing relevant information/direction regarding the claimed condition. Eligible employees would be entitled to any COVID-19 related federal, State, and locally mandated leaves or accommodations. Otherwise, employees would be expected to use their accrued time off for their absence from work (Sick time, vacation time, personal, etc.).

Work from Home

If the District determines that it is necessary for an employee to work from home, the employee will be informed about the assignment in writing. The employee and his/her supervisor will take steps to plan
the scope of work that can be performed from home, including ensuring that technology or other devices necessary for telecommuting are provided. If a decision is made to continue RLDs in the fall 2020 or beyond, the following Student Privacy Policy guidelines must be observed by teachers regarding instructing students virtually.

- It is permissible for a teacher to take student records home, including students’ personally identifiable information or PII, for the purpose of preparing and instructing students online. However, the teacher MUST take great care to protect the information from being disclosed to unauthorized individuals.

- It is permissible for non-students in an enrolled student’s home to observe virtual lessons provided students’ PII is NOT disclosed during the lesson. However, as a precaution, letting non-students observe must be discouraged given the likelihood that PII may be disclosed deliberately or inadvertently during virtual instruction.

- Teachers are strongly advised to warn their students against sharing PII of themselves or their fellow students during online instruction, unless they have obtained prior written consent that permits such disclosure.

- It is permissible for a teacher to record virtual classes and share it with students who are unable to attend the session provided the recording does not contain PII. And, if the recorded class contains PII, then the teacher MUST obtain appropriate written consent, electronically or otherwise, before sharing the recording; such recording can ONLY be shared with students who are enrolled in the teacher's class.

- It is permissible for a teacher to conduct a “Parent-student” conference virtually while the teacher’s significant other is in the same room provided no PII is disclosed. If PII must be discussed during the virtual conference, then the teacher MUST either (a) Move away from his/her spouse to hold such discussion, or (b) Obtain prior consent from the parent/guardian in writing prior to holding the conference.

Students and families are encouraged to report concerns or actual violations of student privacy by calling (309) 672-6770.

**Liability Exposure for COVID-19 Related Issues**

The District plans to consult extensively with its Legal Counsel regarding all potential claims about the pandemic. Current knowledge of the COVID-19 contagion is that it is not easily attributable to any one environment or source. The average person interacts with the public in her/her personal, social, family, and work lives and which means it would be difficult to isolate any one location as the source of the contagion.
**Staffing Levels**

The District also plans to monitor staffing levels within in each building to ensure optimal operations for teaching and learning. In the event that staffing levels drop below the ability for the building to maintain optimal operations, the district will review options and make a decision.

Every effort shall be made to ensure that trained teacher substitutes are available in all employee categories to fill vacancies and/or absences that could be a result of the COVID-19 health precautions.

**Teacher Evaluation**

The district and the labor union will review, discuss, and bargain the potential impact of COVID-19 on the teacher evaluation process, especially with regards to the effects of *occasional quarantining* and *temporary shutdowns* on student growth measures.

**Travel Requests**

District sponsored travel may be limited in response to the COVID-19 pandemic. Any permitted travel MUST align with current IDPH, ISBE and CDC guidelines at the time.
III. Technology

We believe that device availability along with access to the internet are key to student virtual learning. Therefore, Technology will play a vital role in student success. Under phases 3 and 4 of the Restore Illinois plan, student virtual learning will be an integral part of the return to school for our students. Restricted in person learning will be allowed during phase 3 and as a result most learning would be through remote means. As the State of Illinois enters phase 4, more in person learning will be allowed. We understand that families may elect for complete virtual learning rather than return to in person learning.

**Devices & Web Access**

Beginning on July 08, 2020, parents will be allowed to register students online. Parents will indicate whether they will need a device provided to them or if they will supply their own device. Parents will also indicate whether they have internet access in their home. A device and web access will be required for both blended and all virtual learning options. Parents will need to maintain this device and web access in their homes for student access to lessons, personalized learning, and assignment retrieval. In the event of a COVID-19 related closure, paper packets may be made available as needed.

The internet access committee will continue meeting throughout the summer to work toward equitable internet access for all our families.

**Device Distribution Plan**

Parents who have requested a district device may begin picking these devices up from their home school beginning on July 20, 2020 through August 18, 2020. These devices will be prepared and sanitized by the building principal or designee prior to parent pick-up. Any parents signing out a student device must follow the building visitor policy and wear a face covering. These devices will be the responsibility of the parent until returned to the school. The parent will be financially responsible for any lost, damaged, or stolen devices, including the power cords. Devices will remain at home with the student. Devices are not intended to be taken back and forth between home and school. Peoria Public Schools will communicate the device return date to parents. If a family leaves the district, all district property must be returned to the home school. Technical support will be provided by the home school. Parents can contact their home school with any questions regarding their device.
IV. Instruction

During Phase 3 of the Governor’s Restore Illinois Plan, school districts could begin in person learning following guidelines from the IDPH, ISBE and the local Health Department. Peoria Public Schools has developed an instruction plan to allow for a return to in person learning for our students. This plan includes options for school schedules, in person learning along with options for parents to enroll in all virtual learning. Online Student registration begins on July 8, 2020. The first day of school is scheduled on July 22, 2020 for all balanced calendar schools and on August 19, 2020 for all remaining schools.

Required Physicals

Due to effects of the recent physical distancing and shelter in place mandates, for the 2020-2021 school year, Peoria Public Schools is changing the Compliance Requirements date for physicals and immunizations. Traditionally, the State of Illinois has mandated that these be submitted no later than October 15th. Although we will follow the dates set by the State of Illinois, we encourage you to obtain these requirements as soon as possible.

Clerical staff and nurses will be keeping track of families who are not in compliance as is normal procedure.

Safety Education for Students

Students will be receiving grade level appropriate education and guidance for proper physical distancing, the use of PPE (face coverings) and proper hand hygiene during the first two (2) weeks of school. Each school will develop a plan for providing our students with building specific safety measures to follow and why these measures are important.

Social and Emotional Learning

SEL supports will be provided for our students and staff. A process to identify students and staff who maybe experiencing stress or trauma related to COVID-19 will be developed. We will continue to implement SEL curriculum with the addition of an intentional focus on student’s emotional health which may been impacted by COVID-19. Other SEL supports will be developed to add supports to our students as needed. Consistent surveys will be conducted with our students to identify those in need of support.

PPS matters will continue to provide communications with staff to encourage health, wellness, and self-care. PPS matters is a means for staff members to ask for help if they are struggling with the effects of COVID-19. The team will also establish district wide approaches to addressing compassion, fatigue, and secondary traumatic stress.

Music-Related Courses

Music related education will follow the most current IDPH/ISBE guidelines for student and staff safety measures. During phase 4, this will include utilizing outdoor spaces and limiting the number of students participating in these classes.
Driver’s Education Behind-the-Wheel

In order to provide behind-the-wheel training to students in driver’s education in compliance with all Secretary of State and IDPH safety requirements, the following procedures must be followed:

- Only two students and one instructor per vehicle
- Face coverings must be worn
- Eating and drink are prohibited in the vehicle
- Windows must be open whenever possible
- Do not make any unnecessary stops during the training
- Complete hand hygiene with soap & water or hand sanitizer, before and after driving
- Clean and disinfect the steering wheel, door handles, seatbelt fastener, controls/dials, keys, etc. in between each behind-the-wheel session
- Conduct regular routine cleaning and disinfecting of the seats

Physical Education, Gymnasiums, and Locker Rooms

Physical activity can support students’ overall health and help reduce stress and anxiety. Whenever feasible and weather permitting, schools should select outdoor PE activities that allow physical distancing. If physical education must be taught inside, consider using separate partitions in open spaces, utilizing markings on the gymnasium floor/wall/field to maintain distance between participants. Hand shaking, high fives, or other physical contact is prohibited. It is recommended that PE teachers use a megaphone or microphone to maximize physical distancing.

The use of shared equipment is not recommended. Any shared equipment must be cleaned between each use and disinfected at the end of each class. Fitness centers with equipment such as treadmills, elliptical, stationary bicycles, weights, etc., must be cleaned and sanitized before and after each class. Focus on frequently touched surfaces such as keypads, hand weights, handles, etc. Students and staff must wash their hands or use hand sanitizer at the start and end of each class period or when hands are visibly dirty. Students must perform hand hygiene after the use of each piece of equipment.

Schools must consider eliminating the need for use of locker rooms, as well as allowing students to participate in activities without changing clothing.

Special Needs

The Peoria Public Schools Special Needs team understands the impact that COVID-19 has had on our most vulnerable student population. As a result, our special needs team is developing plans and procedures to address the various unique challenges the blended model creates. Our team will remain in contact with our special needs families throughout the summer and will be ready for the 2020 – 2021 school year.
Virtual Learning

Beginning on July 08, 2020, parents will be allowed to register students online. Parents will indicate whether they will be attending in-person learning or remain home for all virtual learning. Any family that chooses to enroll in the all virtual learning option will do so for nine (9) weeks. Families will be allowed to change to in-person learning at the end of the nine (9) week period. For a family to enroll in the all virtual learning option, they will need to have an internet capable device for their student(s) to use. If the family does not have a device, one can be checked from the student’s home school as per our device distribution plan. The family must confirm that an appropriate internet connection is available for students to access with their district device. Families who have enrolled in all virtual learning will be entered into a separate building entity. The students will remain a part of this virtual learning entity during the entire time their students are enrolled in all virtual learning. Families will have until July 24th to enroll in full virtual learning.

All families will indicate if they have a personal device necessary for virtual learning should the need for a school closure arise. If a family does not have a device, they will be allowed to check a device out as per our device distribution plan.

Virtual Learning Assessment

A district approved online program will be used to provide student assessment and grading. Students will use this platform for learning, grading and for attendance purposes while enrolled in all virtual learning.

Students/Families who enroll in virtual learning will receive daily communications and check-ins with updates on deadlines, important announcements, and the Restore Illinois phase status. Virtual learning families will also have access to meals as per our meal distribution plan.*

*NWGA-MAP Testing

All students grade 1 through 8 enrolled in all virtual learning will need to take the NWEA-MAP testing at the start of the 2020 – 2021 school year. Incoming kindergarten students will need to complete the kindergarten screener from August 17th through August 21st. Testing will be conducted at the district office per appointment.
In-Person Learning

During phases 3 & 4 of the Restore Illinois plan, school districts will be allowed to return to in-person learning following approved IDPH guidelines. Peoria Public Schools has adopted a three (3) stage plan for reopening schools for in-person learning. These stages take into consideration our two (2) balanced calendar schools along with the need for planning and communication with families. Having an additional stage at the end of the first semester allows Peoria Public Schools to assess our current COVID-19 strategies.

The Peoria Public Schools Return to School Committee has developed two (2) options to return to in-person learning for consideration.

**Option 1) – Traditional Learning Model – with phase 4 restrictions**

This option would mirror our traditional learning model while following the guidelines outlined by the Wellness Return to School Subcommittee. Physical Distancing of students in the classroom, hallway, cafeteria, and common areas would be strongly recommended. Each school would be responsible for developing their own unique physical distancing plans for their building. Face coverings for all staff would be required as specified by the Return to School Wellness Subcommittee. This requirement is subject to change as these guidelines evolve. Classrooms will be cleaned and disinfected daily. Emphasis will be placed on high touch surfaces and common areas. Restrooms, cafeterias, and other common areas will be cleaned throughout the day.

The first day of school for balance calendar schools will be July 22, 2020 and August 19, 2020 for all remaining schools. All students would be in attendance for school Monday through Friday for in person learning. Families will have the option of choosing a 9-week full virtual learning schedule during registration in July and August.

Schools will follow the current two (2) tier bell schedule of 7:30 to 2:30 or 8:30 to 3:30 as assigned. All athletics, extracurricular and mid-day activities would continue as scheduled.

All vocational, manufacturing and work-based learning programs located at Woodruff and Manual High School would continue as scheduled.

Operations such as transportation and food services would be provided consistent with the traditional Education Model. The windows will remain open for increased ventilation throughout the school year. The capacity of the school bus would be restricted under phase 4 and this would impact ridership eligibility (example: increased ineligibility area from 1.5 miles to 2.0 miles). Students with transportation as a related service and McKinney-Vento students would take priority. All other students would be routed based on the updated eligibility thresholds. The school buses will be disinfected each evening at the end of the day. Meals will be made available for students enrolled in all virtual learning based on USDA approval.

Athletics will follow the guidelines provided by the IHSA and the IESA.
Option 2) – Blended Learning Model

Peoria Public Schools has developed a blended learning model which places student and staff safety as a priority. The intent of the blended model is to allow students in person while maintaining CDC and IDPH guidelines for physical distancing through a reduced number of students in each building. By reducing student numbers, physical distancing will have the best opportunity for success. This can reduce the risk of an increase in the spread of COVID-19 to students and adults throughout the community. Each school would be responsible for developing their own unique physical distancing plans for their building. Face coverings for all individuals would be required as specified by the Return to School Wellness Subcommittee. This requirement is subject to change as these guidelines evolve. Classrooms will be cleaned and disinfected daily. Emphasis will be placed on high touch surfaces and common areas. Restrooms, cafeterias, and other common areas will be cleaned throughout the day.

The first day of school for balance calendar schools will be July 22, 2020 and August 19, 2020 for all remaining schools. Families will have the option of choosing a 9-week full virtual learning schedule during registration in July and August.
Schools will follow a three (3) tier bell schedule

Teachers will have a standard workday

Students will follow an A/B style schedule Monday through Thursday. Students on the A schedule will attend school in person on Mondays and Wednesdays. Students on the B schedule will attend in person on Tuesdays and Thursdays. Fridays will be an alternating weekly A/B schedule. Students who are not in person on a Friday will still be participating in off-campus independent learning as assigned by the teacher. This will include special education inclusion students. Families will be assigned the same schedule for student continuity across schools.
Students who are attending school in self-contained classrooms will be attending in person Monday through Friday. Prekindergarten students will also attend in person Monday through Friday. Students attending T.T.P. and ELL will be attending Monday through Friday.

### In Person Learning Schedule – Self-Contained, TTP, ELL & PK Students

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<tr>
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<th>Monday</th>
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The three (3) tier bell schedule allows for the efficient use of potentially limited staff resources. The A/B student attendance day schedule reduces the number of students in the building and makes it easier for Peoria Public Schools to apply physical distancing throughout each aspect of the student’s school day.

- A/B Schedule
- 3 Tier Bell Schedule
- Improved Student & Staff Safety
High Enrollment Buildings (Every effort will be made to include all students in A/B schedule)

The A/B schedule has been developed to provide a reduction in the number of students in our buildings to allow physical distancing and other safety systems an opportunity to be successful while still offering in person learning to occur. The district does understand that at several high enrollment buildings, the A/B schedule in combination with parent options for virtual learning may not be adequate to reduce the daily attendance numbers to a safe level. This may be especially prevalent at some of our high school buildings. As a result, administration will continue to find creative ways to include all students for in person learning. The district will be monitoring enrollment levels at our buildings.

Seniors will have the option to enroll in only the necessary classes to receive their 24 credits for graduation. Every effort will be made to ensure all students have an on-campus opportunity with teachers.

Career and Technical Education (CTE)

Students enrolled in a CTE program will attend their CTE classes in person at WCTC following the A/B schedule. These students will receive their core classes virtually and will not have in person learning at their home high school. CTE students with IEP requirements will attend WCTC on an A day schedule and attend their home school on a B day schedule. Internships and WBL will follow guidance for grant compliance.

Other Programs

The Knoxville Center will be on an all virtual only schedule beginning the first day of school on July 21st through October 23rd. Students will begin in person learning beginning October 26th.

All other programs will be reviewed for feasibility under the A/B schedule. These programs will be adjusted as needed to apply protection measures while fulfilling any grant or educational requirements.

All extra-curricular activities will follow the most current IDPH/ISBE guidelines.

Athletics will follow the guidelines provided by the IHSA and the IESA.
V. Operations

Food Services

The following plan outlines meal distribution for option #2 or the blended learning model. This distribution plan is dependent on approval from the U.S Department of Agriculture or USDA. Currently, the USDA is allowing non-congregate meals during the summer months. We are anticipating that the USDA will allow for us to provide meals to students for the days they will be in attendance.

- Students attending A schedule will take home Tuesday meals on Monday, Thursday & Friday meals on Wednesday
- Students attending B schedule take home Wednesday meals on Tuesday, Monday & Friday meals on Thursday
- Grab & Go meals will be served for both breakfast and lunch

Each building will design their own unique meal distribution plan for their location in conjunction with the Food Services Team and according to USDA standards.

An example meal distribution plan is as follows:

*Sack lunches are delivered to the classrooms in insulated rolling coolers or totes. FS staff record the lunch meals served as they distribute to each student at each classroom. Each day coolers are returned to the kitchen and refilled with meals for student virtual learning days. Note: 1 or 2 each of the breakfast and lunch meals will be distributed to the students at the end of the days they attend schools for their virtual learning days. This could be done as grab & go as they leave the building.*

Transportation

The Peoria public Schools Transportation Department has played a critical role in the operations for many aspects of our student’s education. Transportation has developed several safety protocols to keep our staff and students safe during the COVID-19 pandemic.

School Bus Sanitation

The transportation sanitation plan will include daily disinfection of our facilities and school bus fleet. Our facilities will be cleaned daily with emphasis on high touch surfaces and restrooms. A physical distancing and PPE plan have been developed for our staff when they are at the bus garage. Schools buses will be disinfected daily at the end of routes and allowed to sit overnight for maximum disinfectant dwell time.

Health Screenings

Daily temperature and symptom screenings are required for all individuals prior to entering the Transportation Building or boarding any school bus. Individuals may self-certify that they are free of COVID-19 symptoms and do not have a fever of 100.4 degrees or higher. Individuals who have a fever greater than 100.4 degrees Fahrenheit, a cough or shortness of breath; or who are exhibiting any two (2) of these symptoms; chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell,
congestion or runny nose, nausea, vomiting, or diarrhea, may not board a school bus or enter the Transportation Building.

**Physical Distancing During Transport – Phase 3 all options**

Following the CDC guidelines, school buses must modify seating layouts and create distance between children on school buses (e.g., seat children one child per row, skip rows) when possible. As a result of these guidelines designed to protect students and staff from the spread of COVID-19, the capacity on our school buses has been greatly reduced. We will be prioritizing students who have transportation written into their IEP and students classified under the McKinney-Vento law. These students will be routed for the beginning of the school year. Beginning on September 4, 2020, we will gather head count data from our bus routes and allow other students to be added to routes as long as the CDC guidelines are met.

*72 passenger school bus with 12 rows of seating*

Each X is one student

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12 total students

**Physical Distancing During Transport – Phase 4 Blended Model**

Following the CDC guidelines, school buses must be allowed to have no more than 50 students on board. As a result of these guidelines designed to protect students and staff from the spread of COVID-19, the capacity on our school buses may be reduced. We will be prioritizing students who have transportation written into their IEP and students classified under the McKinney-Vento law. These students will be routed first, and all other students will be routed on a first come first serve basis until the capacity of the vehicle has been reached. With the blended model, the number of students attending school each day will be reduced. Therefore, we anticipate be able to accommodate most all student transportation requests.

*72 passenger school bus with 12 rows of seating*

Each X is one student

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48 total students
Face Coverings

All individuals onboard school buses (students, staff, and supervisors) will be required to properly wear a nose and mouth covering, at all times, unless they are younger than 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the face covering without assistance. Face coverings must be worn at all times onboard the school bus and in the Transportation Building even when physical distancing is maintained. A doctor’s notes is required for individuals who are not able to wear a face cover for medical reasons. This requirement is subject to change as IDPH/ISBE guidelines evolve. Drivers and monitors may use face shields in lieu of masks.

Communications

The purpose of our communication plan is to keep families and stakeholders informed of the current phase of the Restore Illinois Plan and how that relates to the return to school in the fall. Our current communications will follow these items:

- Press releases & interviews
- Weekly sky alerts from administration reminding families of upcoming events and deadlines
  - Beginning July 20th, weekly Sky alerts from building principals
  - Weekly principal update meetings
- Parent guide and complete RTS plan on our website, including school websites
  - Mailed out with enrollment materials
  - Included with summer meal distribution
  - Create community forums to share with families and community members
- Advertisements reminding parents to review the parent guide
  - Stadium sign
  - Stuff a bus campaign
  - Social media
  - Backpack Peoria
  - District app
- Parent forums and roundtables including PTO groups for distribution
Skyward

Beginning on July 8th, families will have the ability to update their address using online registration. Families who do not have the appropriate internet access or a device to update their address using the online registration can come to the administration building to update their address. With either method, families will need to provide proof of address by providing any two (2) of the following:

- Bank Statement*
- Credit Report (Within 90 days)
- Deed, Title, or Mortgage
- Active Insurance Policy
- Medical Claim*
- FOID Card
- Official mail received from State, County, City, or Village*
- Pay Stub or Electronic Deposit Receipt*
- Pension or Retirement Statement*
- Tuition Invoice (Within 90 days)
- Utility Bill*

*Items must be dated within 30 days of enrollment

We will be communicating the importance of updating addresses with families throughout the summer. The link for address updates will be provided on our website along with the school websites. Additional communications will be made to families.

When assigning the A/B schedule, family ID and address will be used to ensure students at the same address will be scheduled on the same days across the district. This process will make sure that families are not divided on the A/B schedule.
Facilities

All custodial/maintenance staff will be trained on the return to school guidelines, where applicable. These procedures will include extra sanitation efforts using certified EPA products in both low/high contact areas including:

- Desktops
- Door handles
- Countertops
- Handrails
- Light switches
- Drinking fountains (if left on)
- Restroom fixtures

Building custodians and cleaning personnel will conduct daily cleaning and disinfection. An EPA approved cleaner will be used for disinfection along with our standard cleaning protocols. All frequently touched surfaces (e.g., door handles/knobs, desktops/tabletops, countertops, light switches, pencil sharpeners, computer keyboards, hands-on learning items, phones, toys, cubbies/coat and backpack areas, sinks and faucets) will be cleaned on a regular basis. Restrooms, hallways, cafeterias, and common areas will be cleaned throughout the day. Soft surfaces such as carpets and rugs will be disinfected daily. Items such as cloth toys or other cloth material items that cannot be disinfected must not be used.

Building and Grounds may be adjusting personnel schedules to meet the return to school needs. Cleaning schedules will be created and implemented for all facilities and equipment. Extra sanitation efforts will occur during in-class learning which will address high traffic/common areas.

### High Traffic Areas
- Hallways
- Stairwells
- Foyers

### Low Traffic Areas
- Entry ways
- Restrooms
- Main offices
- Gym
- Locker Rooms
- Weight Rooms
- Cafeteria
- Auditorium

On Fridays, a detailed sanitation will occur throughout the facility with extensive deep cleaning of restrooms and other common areas. Cleaning and buffing of areas, ground operations and ROE compliance duties will be occurring on those all virtual learning days. Fridays create an opportunity for staff training and updates. Our custodial staff will support food service operations with trash collecting and cleaning after in-classroom meal consumption.

Sanitation, hygiene, and PPE supplies will be ordered and stockpiled for employee access. All supply requests will use the requisition procedure to order masks, sanitizer, gloves, and thermometers from the warehouse inventory.

Signage for handwashing, physical distancing and face coverings will be made available through request from the print shop. Physical distancing markings within classrooms will be done by designated building personnel.
Child Care

The return to school committee has established a childcare subcommittee to explore childcare options for parents and staff. The subcommittee includes principals, administrators, board members, and several agency partners including Child Care Connections and the YMCA. This committee is exploring many options to support an A/B style schedule.

Peoria Public Schools in partnership with the YMCA will be conducting childcare surveys with the parents at each location to determine need. Based on the needs of each location our partner agencies may provide childcare at the location itself or offer off site childcare.

The RTS Child Care Subcommittee will continue its work throughout the summer developing partnerships and informing parents of childcare options as guidance from ISBE, IDPH and the local PCHD comes available.

Services will remain available for families that currently pay for childcare. The district is currently investigating grant funding to assist families unable to afford childcare.
VI. Finance

The district finance team plays a critical role in the sustainability of the district. This team will continue to play a vital role as plans develop. Because of their role, the finance team will be involved in any future discussions or negotiations.

Development of this plan has resulted in the following additional expenses:

- 2 Face coverings for each employee
- Hand sanitizer for each classroom, main office and entryways
- Signage for physical distancing, hand hygiene and face coverings for each building
- Visitor specific signage on the front door
- Gloves and other specialized PPE for special needs applications
- Disinfectant and cleaning supplies
- Disinfectant Wipes
- Painters tape for area markings
- Face coverings for building visitors
- Thermometers for fever checks

The district is covering additional costs created by the COVID-19 response with ESSER (Elementary and Secondary School Emergency Relief) funds. The district will utilize and seek other funding where possible to offset any additional costs.

The district will continue to review its COVID-19 RTS response to ensure fiscal responsibility and sustainability.
Appendix A
Return to School Matrix Option #2

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<td>2nd Semester January 5, 2021 through movement into Phase 5 or to the end of the school year</td>
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<td>Choosing Option #1 or #2 for stage 3</td>
<td>Choose Option for Summer School Programs</td>
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**Wellness**

**General Guidance**

- Physical Distancing where applicable
- Face coverings in all common areas (Hallways, Cafeteria, etc.)
- Increased handwashing or access to hand sanitizer with at least 60% alcohol
- Daily cleaning and disinfection with emphasis on common areas and high touch surfaces
- Health screens will take place as needed for students and staff
- Only Authorized personnel will have access to buildings
- Visitors will be as needed only – and will be restricted to a main office area (Clearly visible signage at each entryway)
- Seating will be arranged to allow 6 feet between each student
- Clearly visible signage reminding everyone of physical distancing and face coverings usage at

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### Stage 1 | Stage 2 | Stage 3
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**Technology**

**Device Distribution**
- Balance calendar device distribution begins July 6th
- Standard calendar device distribution will begin July 20th
- Parents will pick up devices from their home school

### Instruction

**Staff**
- All staff receive wellness guideline training
- Building level committees established

**Student Schedule**
- Knoxville Center students will begin school July 22nd with all virtual learning
- PK students will begin July 22nd with a M-Th schedule

**K-12 students and inclusion**
- Student registration begins July 08th
- Device distribution begins
- Families enroll for in person learning or all virtual learning

**Special Needs K-12 self-contained**
- Student registration begins July 08th
- School begins August 19th
- Students will attend M-Th in person
- Students will not attend in person on Fridays
- All schools will be on a 3-bell schedule

**KK screening begins**
**NEWA testing begins**

**School begins August 19th**
**Schedule will be limited to an A/B schedule M-Th**
**Students will not attend in person on Fridays**
**All schools will be on a 3-bell schedule**

**School resumes January 5th**
**Schedule will be limited to an A/B schedule M-Th**
**Students will not attend in person on Fridays**
**All schools will be on a 3-bell schedule**
## Pre-Kindergarten Students
- PK students will begin July 22nd with a M-Th schedule

## Field Trips, large gatherings, and Extra-Curricular Activities
- All cancelled, this includes assemblies and any other large gathering of students

## SEL
- PPS matters

## CTE Learning
- Students will attend WCTC for CTE classes. Core classes will be virtual

## Athletics
- Follow IHSA Guidelines

## Stage 1 | Stage 2 | Stage 3
---|---|---
**Operations**
**Food Services**
- Summer meal distribution will continue until August 18, 2020
- Meal service for balance calendar schools

**Transportation**
- Follow CDC guidelines for seating
- IEP and McKinney-Vento transportation will take priority
- Face coverings for staff will be required on all buses
- Buses will be cleaned and disinfected

**Communications**
- Parent guide developed and distributed
- Weekly Sky alerts reminding parents of deadlines

**Skyward**
- Address updates made available for families
- Families identified for A/B scheduling

**Facilities and Warehouse**
- Ordering PPE and additional items for buildings
- Daily Cleaning
### Child Care

- Partnerships developed with community agencies
- Areas of need identified
- Available facilities published for families
- Grants applications submitted

- Continue to work with community partners

- Continue to work with community partners

* The face mask requirement is subject to change as these guidelines evolve.
Appendix B