



East Chicago Urban Enterprise Academy

**Return to Learning Plan
2020-2021**

PROTECTING OUR TIGERS

- ▶ Our goal is to provide the very best educational experience possible for all our students.
- ▶ ECUEA teachers have spent the summer months engaging in extensive professional development to enhance their skills and provide exceptional learning opportunities for when students need to participate in school remotely.
 - ▶ This will enable an even more seamless transition between in-person and remote learning.
- ▶ With the input of our families, the work the faculty, administrators, and board of directors have been doing to prepare for this upcoming school year has been extensive.
 - ▶ We are so honored to work with such amazing individuals who are deeply dedicated to the Academy and your children.
- ▶ The Academy aims to offer the safest experience we can to protect all members of our ECUEA family.
- ▶ The following plan shares the steps we are taking to protect ourselves, others, and our Northwest Indiana community.



Plans are subject to
change based on
local & state
guidance

#StrongerTogether

- ▶ We need every parent to make sure to follow the new parameters for sending healthy students to school, and even beyond that, sending healthy students with healthy family members at home. It takes all of us working together to make sure we are protecting our schools from any illness.
- ▶ This means we cannot send sick students, or students who are exposed to sickness, to school. This will be true for our staff members as well. We need to work hard to keep our buildings healthy places to learn.



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PLAN & PREPARE

The Plan: Return to Learning in Phases

Our goal is to reduce the spread of COVID-19, be well, and stay open ALL YEAR!

This pandemic and its implications for the future are ever changing. We care about our students, families, staff, and community. The health and safety of all are our top priority.

We want to make sure that our school environment remains safe and conducive to learning. So, we plan to monitor conditions closely and return to learning and play in phases.

If this means social distancing, carrying and wearing masks when appropriate, and practicing good hygiene... we can do this!

PROTECT OUR TIGERS!
Healthy kids = Happy kids

- ▶ Our objective this year is to be able to maintain in person instruction and play for the entire school year.
- ▶ This will only be possible if the amount of the virus spreading in our entire school community remains manageable.

Public health and safety is up to all of us!

- ▶ At the national and state levels, they have stated that social distancing, utilizing a mask, as well as practicing good hygiene will significantly reduce the chance for individuals to spread or contract the virus.
- ▶ While this school year will be different from any other before, we are committed to providing a high quality education to all of our students, virtually or in person.
- ▶ Some of the biggest changes will be:
 - ▶ Requirement of social distancing
 - ▶ Wearing a mask when students/staff are unable to maintain a 6-foot distance from one another.
 - ▶ This will include transitioning in hallways, common areas, restrooms, entering and leaving the building, during class discussions or moving around the classroom.
 - ▶ This will not include independent learning time in classrooms if students are working individually and facing the same direction or when engaged in vigorous activity, such as gym or recess (in which case students will be required to practice social distancing).
- ▶ In order to be ready in classrooms or activities, we ask that each student practice social distancing, good hygiene, and carry a mask with them at all times.
- ▶ Be prepared! Let's be grateful we are back!

Slow the spread & PROTECT OUR TIGERS!

I. ADDRESSING COMMUNITY SPREAD IN THE ECUEA COMMUNITY

Guided by the Local and State Health Departments, and the CDC

- ▶ Parent Screening Measures before a child leaves home - *Symptoms in Sec. IV* (keep child home if one or more symptoms are not otherwise explained).
 - ▶ Examples of causal symptoms: Difficulty breathing is related to known asthma, allergies, or muscle pain, due to known injury from athletics, or headaches due to migraines. Family healthcare providers may need to provide assistance.
- ▶ **If a child is unable to come to school for any reason, parents will need to report the conditions when calling in the absence of the child.** To do so, parents will call the main office 219-392-3650 and/or email the [school nurse](#) no later than 8 am. In doing so, parents will report the symptom(s) a child is exhibiting and/or have an opportunity to explain such symptoms as they relate to a known medical condition.
- ▶ The state website www.coronavirus.in.gov/2524.htm has a list of over 200 testing facilities, their location and hours of operation. This list is updated online frequently. Local testing sites include:

HealthLinc Community Health Center - East Chicago	NW Indiana ER & Hospital - Hammond
Methodist Hospital - Gary	Physicians Urgent Care - Highland
Methodist Hospital - Merrillville	Family Urgent Care - Schererville

- ▶ Contact Tracing: The local health department will work to determine who has been in close proximity (closer than 6 feet for more than 15 minutes) to trace for exposure.
 - ▶ ECUEA will maintain seating charts for classrooms

When a student can return to school



10 days

- Student gets tested for COVID-19 at a testing event put on by a community organization. The student was symptom-free when he got the test. The test comes back positive. The student must *isolate* and stay symptom-free for 10 days after the date he took the test.



14 days

- Student gets tested for COVID-19 at a testing event put on by a community organization. The student was symptom-free when she got the test. The test comes back positive. The student starts *isolating* for 10 days after the date she took the test. Four days into her *isolation*, she develops a fever and cough. She must now *isolate* at home for at least 10 days and 72 hours fever-free without fever-reducing medicine and with improvement in respiratory symptoms. The student ends up *isolating* at home for 14 days.



14 days

- Student tests positive and has three siblings in the home or as close contacts who attend other schools. If the siblings have symptoms, they should be tested and report to that school if results are positive. Otherwise, siblings should *quarantine* for 14 days before returning to school. Contacts of the siblings are not considered a close contact unless the siblings test positive themselves.



10 days
72 hours

- Student has a fever, cough, headache and loss of taste and smell. The student goes to get tested and the test is negative. There is at least a 30% chance of having a false negative test. Therefore, it would still be required that this student *isolate* at home for at least 10 days and 72 hours fever-free without medication and with reduction in respiratory symptoms.



24 hours

- Student has a fever and sore throat and history of getting strep throat. Student sees her provider, who does a strep test and exam and believes the patient has strep throat and does not have COVID-19. The student may return to school after 24 hours fever-free with a note from her provider stating she may return to school.



10 days
72 hours

- Student has fever, cough, shortness or breath, and loss of taste and smell. His parents do not want to get him tested for COVID-19. Highly recommend that the student get tested so that the proper contact tracing can be done. The student will need to *isolate* at home for at least 10 days and go 72 hours fever-free without use of medication and have a reduction in respiratory symptoms. Additionally, if the school is suspicious that the student has COVID-19, the school could do contact tracing and monitoring for others with symptoms..

II. Expect Each ECUEA Family to Assume Personal Responsibility To Protect Tigers - Myself, Others, and Our ECUEA Community

Create A Culture of Safety and Accountability Through A United Pledge

- ▶ Every member of the ECUEA community will take protective measures and act responsibly by following the Protect Tigers Pledge.
- ▶ All will participate in training to learn the required safety practices for returning and participating at school.
- ▶ All students/families and staff will monitor for and report all symptoms of COVID-19 to the Academy.
- ▶ The school nurse will oversee our comprehensive and integrated plan for monitoring the health and safety of our Tigers.
- ▶ All will practice critical personal safety practices including wearing face masks when appropriate, using enhanced personal hygiene practices, including frequent hand washing and sanitizer use, adhering to safe social distancing practices, and following all safety instructions and signage.
- ▶ All will keep personal belongings and all learning, studying, and working spaces clean.



Tigers Will Adhere To A Set of Health/Safety Protocols To Protect Themselves & Others

These protocols apply to anyone on school campuses, including but not limited to all students, staff, contractors, vendors, and suppliers. ***Please note that NO VISITORS will be allowed inside of the building during Phase I.** Protocols include:

- ▶ Students and staff will have their temperature screened prior to entering the building.
 - ▶ Temperatures of 100.4°F or higher will result in the student or staff member being sent home.
- ▶ STAFF AND STUDENTS ARE REQUIRED TO HAVE A MASK ON THEM AT ALL TIMES AND BE PREPARED TO WEAR THE MASK AT ANY TIME THEY ARE IN CLOSE PROXIMITY.
 - ▶ Wearing a face mask during indoor settings is explained under the Health/Safety Practices and Protocols section (Section IV).
 - ▶ Students may remove masks during class time when all students are working independently, seated at desks facing the same direction, and spread out as much as possible.
- ▶ Building signage and other measures to promote social distancing will be followed.
- ▶ Important personal hygiene protocols will be used.

Staff and student training to minimize the risk of COVID-19 transmission spread will set the stage for a culture of health & safety. At the beginning of the year, students will be trained on new COVID-19-related expectations, such as:

- ▶ Knowing the symptoms of COVID-19.
- ▶ Before coming to school every day, do self-screening for COVID-19 symptoms.
- ▶ Proper hand-washing and the use of hand sanitizer.
- ▶ Proper wearing of masks along with how to properly take them off and put them on.
- ▶ Social distancing expectations.
- ▶ Sanitizing their personal spaces.

III. Offer High Quality Instructional Options For Students During COVID-19

The opening of schools is guided by information from the State and Indiana Department of Education, the Centers for Disease Control and Prevention (CDC), the Indiana State Department of Health, and the Local Health Department.

East Chicago Urban Enterprise Academy will accommodate students and families who cannot or choose not to return to school in person.

The Academy is going 1-to-1 for the 2020-21 school year!

- ▶ We recognize that for a variety of reasons not all students will be able to attend school in person this fall due to COVID-19.
- ▶ Therefore, each student will receive a device, tablets (K-2) and Chromebooks (3-8), for the 2020-2021 school year. (**A technology contract & technology fee or deposit will be required*)
- ▶ Families will be able to choose, fully informed of the details of the on-campus and E-Learning options, whether they want to take courses live on campus or online in the fall.
- ▶ Students participating in extracurricular activities (if & when safe to do so) must be aware of guidelines afforded by IHSAA regarding eligibility requirements.
- ▶ Students and families must stay with the choice selected during the fall semester (Quarters 1 & 2), and a change would only be granted due to a COVID-19 related situation.

This unprecedented time calls for reasonable choices for parents to review and then decide which plan is best for their family.

- ▶ A. Children return to school with enhanced safety measures on a regular school day schedule with the exception of Wednesdays. The school building will undergo deep cleaning every Wednesday during the day and every Friday after school. ALL students, regardless of plan choice will participate in E-Learning every Wednesday during the fall semester.
- ▶ B. Children remain at home and receive instruction through E-Learning on a regular school day schedule.
 - ▶ Plan A - Regular School Day Schedule (**NEW DISMISSAL TIME: 3:00 PM**)
(Attendance on Campus 4 Days a Week - Mon, Tues, Thurs, Fri)

OR

- ▶ Plan B - E-Learning (Attendance Online During the Regular School Day Schedule)

The Following Explains the School Options for Returning to Learning this Fall.

Plan A - Regular School Day Schedule (Attendance on Campus 4 Days a Week)

- ▶ On campus learning with the regular school schedule is accomplished following the CDC guidelines for students who are free of COVID-19 symptoms (see Health and Safety Practices and Protocols section - Section IV).

Students physically attend class in the school building on Mondays, Tuesdays, Thursdays and Fridays from 8 am - 3 pm
****Building will be CLOSED to students on WEDNESDAYS for DEEP CLEANING during Phase I (Quarters 1 & 2)**

- ▶ Teachers will provide instruction on a regular school day schedule.
- ▶ Technology tools will be used during lessons for this regular school schedule and permit E-Learning students to simultaneously participate.
- ▶ Recordings of lessons may be used for students who are incapacitated due to illness.
- ▶ School buildings are open following the CDC guidelines with many additional cleaning, safety, and protective measures in place.
- ▶ Our Social Worker, Behavior Interventionist, and School Nurse will be available to support students.

Plan B - E-Learning (Attendance Online Following the Regular School Day Schedule)

- ▶ E-Learning Option is available for students/families who are high-risk according to the CDC guidelines, which includes: Individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring similar treatment.
OR
- ▶ Who do not feel safe or comfortable returning to the regular school schedule (brick and mortar).
OR
- ▶ A student exhibits symptoms impacting consideration for exclusion from school, which include: A fever of 100.4° F or greater; Cough; Shortness of breath or difficulty breathing; Chills; Repeated shaking with chills; Muscle pain; Headache; Sore throat; New loss of taste or smell. Communication with healthcare professionals and the school are critical.
- ▶ E-Learning will provide instruction from the teacher. Attendance and participation is required.
- ▶ Technology tools will be used during live school lessons to simultaneously permit E-Learning students the ability to participate during the normal school day schedule.
- ▶ The case conference committee will need to convene for students with IEPs to develop their Continuous Learning Plan if the plan is not already included in their IEP.

Students will be expected to attend all sessions and complete all work during the regular school schedule according to the time instruction is offered for each class by participating and completing assignments.

Instructional Options Explained By the School Schedule Stages

School Schedule Stages

Regular School Schedule - Phase I Protocols (Facility is OPEN)
Attendance = On Campus or ELearning

Regular School Schedule - Isolated COVID-19 Situation (Facility is open with ADDITIONAL PRECAUTION)
Attendance = On Campus or ELearning

Distance Learning Schedule (Facility is CLOSED)
ALL Students Attend Via ELearning

The opening of school is guided by information from the State and Indiana Department of Education, the Centers for Disease Control and Prevention (CDC), the Indiana State Department of Health, and the Local Health Department.

WHAT TO EXPECT DURING EACH STAGE?

Regular School Schedule - Phase I Protocols (Facility is OPEN)

On-Campus Adhering the Regular School Schedule:

- ▶ Teachers will provide instruction on a regular school day schedule.
- ▶ Classrooms will be aligned with all seats facing the front of the room with as much distance between seats as possible.
- ▶ STUDENTS AND STAFF ARE REQUIRED TO HAVE A MASK ON THEM AT ALL TIMES AND BE PREPARED TO WEAR THE MASK AT ANY TIME THEY ARE IN CLOSE PROXIMITY.
- ▶ Masks are required when entering school and walking hallways, when in bathrooms, or when in large congregating groups.
- ▶ Students may remove masks during class when all students are working independently, seated at their desks, facing the same direction and spread out as much as possible.
- ▶ Masks are required for students when moving in the classroom.
- ▶ Students are to avoid face-to-face interaction without social distancing, and masks must be worn.

E-Learning During the Regular School Schedule:

- ▶ Students will be expected to attend all sessions and complete all work during the regular school schedule according to the time instruction is offered for each class by participating and completing assignments.
- ▶ E-Learning will provide instruction from the teacher.
- ▶ Technology tools will be used during lessons to permit E-Learning students to participate simultaneously on the same school day schedule which is required for attendance and participation.
- ▶ Our Social Worker, Behavior Interventionist, and School Nurse will be available to support students.

Instructional Options Explained By the School Schedule Stages (continued)

Regular School Schedule - (Facility is open with ADDITIONAL PRECAUTION)

***Follow the regular school schedule (in green above) except where indicated below.**

- ▶ COVID-19 Symptomatic and Positive Cases are moved to E-Learning.
- ▶ If a particular class and/or grade level/wing is deemed by the local health department or administration to need closing due to exposure concerns, E-Learning would be used.
- ▶ The school building is open following the CDC guidelines with many additional cleaning, safety, and protective measures in place.
- ▶ Our Social Worker, Behavior Interventionist, and School Nurse will be available to support students.

Distance Learning Schedule (Facility is CLOSED) ALL Students Attend Via ELearning

***SCHOOL BUILDING IS CLOSED.**

- ▶ The administration will close the school building based on guidance from state authorities and the Local Health Departments.
- ▶ The school community should follow the directions of the state and local authorities to practice public safety at home and in the community.
- ▶ Teachers and students will do E-Learning.
- ▶ E-Learning will provide instruction from the teacher. Students will be expected to attend sessions and complete all work.
- ▶ Students with IEPs will adhere to Continuous Learning Plans.
- ▶ Our Social Worker, Behavior Interventionist, and School Nurse will be available to support students.
- ▶ Remote work operations and essential employee attendance will commence where appropriate for safety.

Identify & Protect the Most Vulnerable Members of our ECUEA Community

Vulnerable Populations - Elderly individuals and/or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, extreme obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

- ▶ Students/families and staff who are considered vulnerable should consult with a healthcare provider to determine if attending a regular school schedule is advised. Please notify the school.
- ▶ Provide E-Learning opportunities for vulnerable student populations in consultation with parents and public health officials.
- ▶ The Academy will continue to adhere to FERPA and HIPAA requirements, as well as state and federal employment law and extended leave allowances.
- ▶ Human Resources will work with individuals and supervisors on reasonable workplace accommodations.

IV. Implement Personal Health Safety Practices and Protocols

Providing Wellness Items to Everyone at the Academy

- ▶ Each student registered for on-campus instruction this fall will receive 2 washable, reusable masks.
- ▶ Each staff member will receive 2 washable, reusable masks, a face shield, and a touchless door opener.
- ▶ Thermal scanners will be at the school entrance to check temperatures of students and staff prior to entering the building.
- ▶ Each K-5 classroom has a sink located in the room for frequent handwashing; handwashing stations will be placed in the middle school to provide additional handwashing locations.
- ▶ Additional hand sanitizer stations have been installed throughout the buildings.
- ▶ Social distancing markers & signage posted both inside and outside of the campus.
- ▶ No communal supplies - Each student must bring/use their own individual school supplies.
- ▶ Individual plastic shoe boxes will be provided to each student to keep their personal school supplies.
- ▶ Reduced/limited transition periods.
- ▶ Increased cleaning of high touch points and common areas with deep cleaning twice a week.
- ▶ A special isolation room with restricted access is identified for those who exhibit symptoms and become sick while in school.

KNOW THE SYMPTOMS OF COVID-19



CONGESTION
OR RUNNY NOSE



FEVER 100.4*
*or school board policy
if threshold is lower



COUGH



SHORTNESS OF BREATH OR
DIFFICULTY BREATHING



DIARRHEA



NAUSEA



SORE THROAT



MUSCLE PAIN
AND FATIGUE



CHILLS



NEW LOSS OF TASTE
OR SMELL

**Usually presents with more than one symptom.*

- ▶ Students and employees will be excluded from on-campus instruction if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance that are not otherwise explained by a known medical condition. Examples: Difficulty breathing is related to known asthma and allergies, or muscle pain due to known injury from athletics, or headaches due to migraines. Family healthcare providers may need to provide assistance.

SELF-SCREEN DAILY

Providing Wellness Items to Everyone on School Campuses

- ▶ Staff and students/families must self-screen for symptoms of COVID-19 before coming to school.
- ▶ **If a child is unable to come to school for any reason, parents will need to report the conditions when calling in the absence of the child.**
 - ▶ To do so, parents will call the main office 219-392-3650 and/or email the [school nurse](#) no later than 8 am.
 - ▶ In doing so, parents will report the symptom(s) a child is exhibiting and/or have an opportunity to explain such symptoms as they relate to a known medical condition.
- ▶ Staff and students must communicate information to the school when symptomatic or exposed to a COVID-19 positive test. **COVID-19 Symptoms MUST be reported to the [school nurse](#).**
- ▶ Students and employees exhibiting symptoms of COVID-19 without being otherwise explained by a known medical condition are prohibited from coming to school, and if they do come to school, they will be sent home immediately.

Student's attendance **MUST** be reported to the Main Office at
219-392-3650
and
COVID symptoms reported to the [school nurse](#)

GOOD HYGIENE PRACTICES

- ▶ Teach the importance of not touching your face.
- ▶ Teach and reinforce good hygiene practices like hand washing, covering coughs, and keeping one's hands to self.
- ▶ Teach the proper use and removal of masks.
- ▶ Daily hygiene procedures will take place including hand washing.
- ▶ Hand sanitizing should be done upon entering the building and new spaces, as well as whenever hand-washing is unavailable.
- ▶ Desk and surface cleaning with wipes/sanitizer for personal spaces upon exiting a class.



Avoid handshaking and high-fives



Avoid touching your face (eyes, nose & mouth)



Stay home if you feel sick or have fever



Cover coughs & sneezes with a tissue then put the tissue in the trash. If a tissue is not available, use the crook of your elbow

MASKS



It is critical to emphasize that maintaining as much social distancing as possible remains important to slowing the spread of the virus. The CDC additionally advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others.

- ▶ All students should bring their own masks to school for everyday use or use the school provided mask.
- ▶ Label your child's mask with his/her name.
- ▶ Prepare to replace reusable cloth masks throughout the semester to maintain their effectiveness.
- ▶ Ask for a mask when forgotten. Classrooms will be supplied with disposable, single-use replacement masks for students if needed.
- ▶ We recognize that some students may require an altered face mask. Altered face masks will be permitted as necessary to facilitate total communication and access to instruction.
- ▶ Classrooms will be aligned with all seats facing the front of the room with as much distance between seats as possible.
- ▶ Students may receive instruction from a teacher or staff member using a face shield or altered face mask when the instruction requires visibility of the teacher's mouth. The staff member will maintain a six foot distance from the student during this instruction.
- ▶ A face shield may be used by the student if approved by the student's health care provider.

**“I wear my mask to protect you.
You wear your mask to protect me.”**

—DR. JAY C. BUTLER, CDC

EXCLUSION from SCHOOL & RETURN to SCHOOL

Please communicate with the school for all COVID issues

UNTESTED:

Criteria to Return to School After Having One Symptom & NO COVID-19 Test:

Communicate with the school on status: [school nurse](#)

Persons who have not received a test proving or disproving the presence of COVID-19, but experience symptoms may return if the following three conditions are met:

- ▶ They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); **AND**
- ▶ Other symptoms have improved (for example, when your cough or shortness of breath have improved); **AND**
- ▶ At least 10 calendar days have passed since your symptoms first appeared.
- ▶ The state website has a list of over 200 testing facilities, their location, and hours 9 of operation.
 - ▶ This list is updated frequently. www.coronavirus.in.gov/2524.htm

SYMPTOMATIC:

Criteria to Return to School After Having One Symptom and Testing Negative for COVID-19

Communicate with the school on status: [school nurse](#)

Return when the fever has been gone for 24 hours without the use of medicine that reduces fevers or upon feeling better.

TESTED POSITIVE - SYMPTOMATIC:

Criteria to Return to School After Having One Symptom and Testing POSITIVE for COVID-19

Notify your school immediately of any positive test: [school nurse](#)

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- ▶ The individual no longer has a fever (without the use medicine that reduces fevers); **AND**
- ▶ Other symptoms have improved (for example, when your cough or shortness of breath have improved); **AND**
- ▶ At least 10 calendar days have passed since symptoms first appeared; **OR**
- ▶ The individual has received two negative tests at least 24 hours apart.

EXCLUSION from SCHOOL & RETURN to SCHOOL

Please communicate with the school for all COVID issues

TESTED POSITIVE - ASYMPTOMATIC:

**Criteria to Return to School After Having NO Symptoms and
Testing POSITIVE for COVID-19**

Notify your school immediately of any positive test: [school nurse](#)

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days without symptoms and have been released by a healthcare provider. Students may also return if they are approved to do so in writing by the student's health care provider.

HOUSEHOLD MEMBER - SYMPTOMATIC:

If Someone In Your Home Has Symptoms or Is Being Tested For COVID-19:

Communicate with the school on status: [school nurse](#)

Students and employees should remain home for 72 hours if someone in the household has COVID-19 symptoms or is being tested for COVID-19.

HOUSEHOLD MEMBER - TESTED POSITIVE:

If Someone In Your Home Has Tested Positive for COVID-19:

Notify your school immediately of any positive test: [school nurse](#)

If an individual in one's home has COVID-19 or is isolated because of COVID-19, those in the household should also stay home for a minimum of two weeks. This could be longer if the student becomes symptomatic. Returning to school after documented infection with COVID-19 should be directed by the individual's health care provider.

POSITIVE TESTS - IMPACT on SCHOOL OPERATIONS

Should the need arise, ECUEA, in conjunction with the East Chicago and Lake County Health Departments, would make the decision to close school and do E-Learning. In order for this decision to be made, a few criteria would need to be met. Impacting the decision would be factors such as:

- ▶ COVID-19 transmission level within all our school and community
- ▶ Effectiveness of Plan A (if Plan A is not working and will not work)
- ▶ Staffing concerns across our buildings
- ▶ Frequent and sustained need for closure

V. ENACT HEALTH SAFETY CHANGES IN PHYSICAL SPACES, FOOD SERVICES, AND TRANSPORTATION

FOOD SERVICE

New Operating Procedures with Preventative Measures Such as:

- ▶ Breakfast and lunch will be provided in the classroom to maintain social distancing as much as possible while eating.
- ▶ Meals will be delivered to classrooms.
- ▶ Students may continue to bring a pre-packaged lunch from home.
- ▶ Allow student hand washing before and after meal service.
- ▶ Providing hand sanitizer for students and staff.
- ▶ No self-serve or traditional service lines are available.
- ▶ Food and utensils should not be shared.
- ▶ Students go in small groups to dispose of trash in cans within the classroom.
- ▶ Trash bags will be collected from each room after breakfast/lunch periods.
- ▶ Conduct cleaning of desks and high-touch surfaces throughout the school day.

Masks are required when not eating lunch and face-to-face interaction occurs.

TRANSPORTATION - ARRIVAL & DISMISSAL PROCEDURES

New Operating Procedures with Preventative Measures Such as:

- ▶ Students must wear masks when transitioning to and from the building.
- ▶ Student drop off and pickup: Parents are to remain in cars when dropping off and picking up students.
- ▶ No congregation is allowed at the doors. Ensure that social distancing is utilized when arriving at the school and waiting to enter.
- ▶ Ground markers outside will provide 6-feet guidance to and from the building.
- ▶ No field trips until further notice.
- ▶ No visitors will be allowed in the school building, except for students, staff and emergency personnel, until further notice.
 - ▶ All meetings will be conducted via phone or Google Meet/Zoom during this time.
 - ▶ Pick up and drop off of any items will take place at the main entrance.

NEW DISMISSAL PROCEDURE for the 2020-21 School Year

- ▶ New PikMyKid System (App)
- ▶ New parking lot route
- ▶ *More information will be shared with ECUEA families before school begins.*

VI. TEACHING AND LEARNING

Implement Standard Operating Procedures While Taking Protective and Preventative Measures Such as:

- ▶ Maintain social distancing between teacher and student(s) as feasibly possible.
- ▶ Utilize large spaces (gym/outside space - weather permitting) for social distancing.
- ▶ Making hand sanitizer available to all students and staff.
- ▶ Safe materials handling according to CDC research states the virus does not live on paper beyond 24 hours. Books with plastic coverings may be disinfected with time and/or cleaning supplies, if necessary beyond a 24-hour time span.
- ▶ Desks are separated as much as possible.
- ▶ Personal spaces, such as desks, are wiped with sanitizing wipes before exiting a classroom.
- ▶ Designating directional areas in the hallway to keep people separated to the extent practicable.
- ▶ Custodians conduct daily cleaning of classrooms, restrooms, common areas, and high-touch surfaces.
- ▶ Custodians will be required to complete cleaning logs in high-traffic areas.
- ▶ Perfect attendance awards/incentives will not be used this school year to encourage sick students to stay home.

Establish an Academic Baseline

- ▶ Formative assessments will be administered toward the beginning of the school year.
- ▶ Meetings will be held with teachers to identify student's academic needs and proficiency.

Regular School Option

- ▶ Student will be required to attend school regularly and complete all assignments, unless they are sick or have been exposed to COVID-19.
- ▶ Students will be graded on a traditional grading scale.
- ▶ Instructional framework will remain the same: I Do, We Do, and They Do (gradual release).
- ▶ Weekly formative assessments.
- ▶ **Independent assignments and assessments will be posted in GOOGLE CLASSROOM.**
- ▶ Integrated online learning practices.
- ▶ Provide online learning-specific professional learning for educators.
- ▶ **Truancy officer and social worker will contact parents for students who are habitually absent from school and not participating in ELearning due to illness or experiencing symptoms of COVID-19.**

ELearning Option

- ▶ **In addition to the Regular School Option measures above, the following will apply to ELearning.*
- ▶ ELearning instruction will be provided by the teacher in real time via Google Meet/Zoom according to the regular class schedule so that students at home can participate in class simultaneously.
- ▶ Technology tools may be used to record lessons posted in Google Classroom for future reference.
- ▶ Support staff will be assigned to classes to monitor and support students with assignments.
- ▶ Students with IEPs will convene to develop their Continuous Learning Plan (CLP), or follow the CLP if already included in their IEP.

VIII. EXTRA-CURRICULARS & CLUBS

In-Person Extra-Curriculars & Clubs Are Temporarily Suspended

- ▶ Some clubs, such as M.A.T.H. Bowl, Spell Bowl, etc., may be able to be held virtually.
- ▶ Depending on the individual club participation requirements, students who participate in ELearning may be allowed to participate virtually.

IX. ANTICIPATE AND PLAN FOR CONTINGENCIES

Plan ahead and be prepared to transition to ELearning in the event of an emergency closing

- ▶ Contingency planning takes into account what is happening in the surrounding community, and federal and state guidelines.
- ▶ To prepare for future scenarios of the viruses spread, however likely or unlikely, ECUEA is taking into careful consideration the Local Health Department's guidance on quarantining, contact tracing, and school closures based on data and protocol they are required to follow during COVID-19.
- ▶ Existing efforts, such as E-Learning, can be adapted if a student must be isolated following a positive virus test.

Plans are subject to change based on local & state guidance



SCHOOL CLOSURE

- ▶ E-Learning will provide instruction from the teacher.
- ▶ Students will be expected to attend all sessions and complete all work.
- ▶ Our Social Worker, Behavior Interventionist, and School Nurse will be available to support students.

X. ENGAGE OUR STAKEHOLDERS WITH TIMELY, CONSISTANT AND CLEAR COMMUNICATION

We will communicate all information via the following:

- ▶ www.ecuea.com
- ▶ SchoolMessenger phone calls/text messages
- ▶ Remind App
- ▶ Social Media Outlets:

- ▶ @ecuea - Facebook & Instagram

- ▶ @ECUEATigers - Twitter



**Click on the icons above to connect with us on social media*

- ▶ We recognize that East Chicago Urban Enterprise Academy has a responsibility to support the health and safety of our community.
- ▶ We will continue to engage with a broad range of stakeholders beyond our Academy.
- ▶ We will also continue to collaborate and partner with leaders in our community, county, and state on ways to create a healthy and safe learning environment that protects our Tigers, families, friends, and neighbors.

We are excited to see the young leaders of ECUEA!

Thank you for entrusting your children to us.

We take this responsibility very seriously and are so honored that you are a part of our East Chicago Urban Enterprise Academy family.

Looking forward to the new school year...

TIGER PRIDE!

Please be sure to complete the
School Reentry Choice Survey by
Friday, July 17, 2020

<https://tinyurl.com/ECUEAchoice>

Families who have not
chosen a plan (A or B)
by **July 17th**,
will be placed in
**Plan A - Traditional
School Setting**