



**Ferguson-Florissant
School District
Reentry Handbook
Mark Twain
Restoration and ReEntry
Center
2020-2021 School Year**



Safety
Access
Schedules
Support

TABLE OF CONTENTS

Letter from Dr. Davis	4
Letter from Program Director	5
School Contacts	6
Students' Return to Instruction	7
Arrival Procedures	8
Attendance	9
Breakfast	10
Building Readiness	11
• Cleaning	11
• HVAC	11
Bus Transportation	11
Classroom Expectations	12
Dismissal Procedures	13
Emergency Drills	14
Field Trips	14
Gradebook	14
Health and Safety Information	14
• Ferguson-Florissant School District COVID-19 Coordinators	14
• Daily Health Screening	14
If Symptoms Develop While at School	15
Health and Safety Procedures	16
• Bathrooms	
• Drinking Fountain	16
• Green Spaced and Recreational Areas	16
• Hand Washing	16
• Hallway Movement	16
• Masks	17
• School IDs	17
Inclimate Weather	17
Instruction	18
Lunch	19



Meetings	19
School Nutrition	20
School Hours	20
Schedules and Routines	20
● Attendance	20
● Lockers	20
● Physical Education (PE)	20
● Student schedules	21
Technology	21
Devices	21
Student Support	21
Supplies	22
Visitors	22



Letter from Dr. Davis

Dear Ferguson-Florissant Families,

I am excited to welcome you back to in-person learning in the Ferguson-Florissant School District. We have missed seeing you learning and growing in our buildings. We know that nothing beats face to face instruction with students and teachers in the same physical classroom.

It is my hope that this handbook will serve as an important and user-friendly tool for all families navigating our return to in-person learning. In this handbook you will find much information about how we plan to address health, safety, and instructional delivery within each of our buildings.

While we have been planning for an eventual return for many months, there undoubtedly will be some bumps in the road. I appreciate your patience and support as we move forward together in-person and virtually. Please keep the lines of communication open with your child's teacher and principal, so we can address concerns as we enter this next phase of learning.

Onward together,

Dr. Joseph Davis
Superintendent



Letter from Program Director

Dear Restoration Center students and families,

We hope this letter finds you doing well even in such a difficult time. We are looking forward to the reopening of our schools and the in-person connection with our students. Our whole school community has worked very hard to get to the point where we will start in-person learning for many of our students on March 15th. We remain committed to providing the best possible learning experience for all of our students, whether learning in person or virtually.

While we have engaged students in a virtual learning space, we have simultaneously been preparing for the safe return of students to our school. We are happy to say that we are ready to welcome your children back to the Restoration Center. Should you choose to have your child remain virtual for the remainder of the school year, please be assured that the connections we have already established with your children will continue. While the structures may look a little different, the instruction will continue to be high quality and relevant. As we prepare for in-person learning, we will host virtual and in-person sessions in order to provide families an opportunity to visit their child's schools and learn more about the reentry process.

In the coming months as we engage in new and challenging experiences together, please reach out to your child's teachers and we so that we can support your child. Thanks for your support of our school community and we look forward to many bright moments amidst the backdrop of this challenging year.

Thanks for your support of our school community and we look forward to a great end of the year!

Sincerely,

Dr. Mark Weller - Director

Dr. Craig Maxwell - Assistant Director

***Note: Handbook policies and protocols are subject to change based on student, staff and building needs as we work forward through the re-entry process.



School Contacts

School phone: (314) 839-5959

Dr. Mark Weller (Director): mweller@fergflor.org ex. 223

Dr. Craig Maxwell (Assistant Director): cmaxwell@fergflor.org ex. 251

Terry Kasmarzik (Counselor): tkasmarzik@fergflor.org ex. 224

Jen Mahan (Counselor): jmahan@fergflor.org ex. 271

Angie Williams (SSD Area Coordinator): awilliams@fergflor.org ex. 250

Tim Merritt (District Social Worker): tmerritt@fergflor.org ex. 277

Bree Moore (District Social Worker): brmoore@fergflor.org ex. 277

Mellani Jones-Hudson (Great Circle Therapist): mellani.hudson@greatcircle.org ex. 227

Kim Schoer (Office Manager): kschroer@fergflor.org ex. 221

Victoria Hall (Clinic Aide): vhall@fergflor.org ex. 226



Students' Return to In-Person Instruction:



The 2020-2021 school year began for all students PreK - 12 virtually on Monday, August 31, 2020. We will begin the second phase of our 2020-2021 school year with some students returning to in-person learning and some students continuing to learn virtually. Students who chose the in-person option will be welcomed back to campus and our classrooms. Students who choose to remain virtual will continue their studies online.

Mark Twain Restoration Center will use the first week of in-person instruction to serve as orientation for staff and students to build relationships and develop an understanding of in-person expectations for teaching and learning.

When welcoming students back in person, our school will hold information sessions for students around health and safety practices.

Key topics will include:

- Safety procedures
 - *Masks
 - *Physical distancing
 - *Hand Sanitation
- Breakfast and lunch procedures
- Bathroom procedures
- Arrival and dismissal procedures
- Hallway transition procedures
- Bus riding procedures

<h2 style="margin: 0;">Health and Safety</h2> <p>Health and Safety guidelines are outlined in the handbook.</p> <ul style="list-style-type: none"> ● Masks are required for everyone ● Physical distancing ● Hand washing & Hand Sanitizing ● Walking through the halls ● Breakfast and lunch ● Restroom 	<h2 style="margin: 0;">Access</h2> <p>All students have access to a Chromebook.</p> <ul style="list-style-type: none"> ● Canvas Learning Management System will be utilized daily. ● Instruction will be concurrent <ul style="list-style-type: none"> ○ In-person and virtual instruction will occur at the same time with a teacher ● Students will bring charged devices daily.
<h2 style="margin: 0;">Security</h2> <ul style="list-style-type: none"> ● The start date is March 15, 2021 ● School hours are 7:50 AM-3:20 PM for in-person and virtual ● Arrival and Dismissal are outlined below. 	<h2 style="margin: 0;">Support</h2> <p>Students will be provided academic, behavioral, and social-emotional needs.</p> <ul style="list-style-type: none"> ● Instructional blocks all for core instruction and tier II and III supports ● Social-Emotional Curriculum is taught during advisory ● Counselors will continue to support schools



Arrival Procedures:



We will be using specific exterior doors to limit the number of students utilizing at any one entry point and to ensure safe distancing of student contact.

AM Bus/Car riders and walkers will enter and exit through Doors 8 & 21 (Elementary/Middle students will be assigned to use Door 21, while High School students will use Door 8).

PM Bus/Car riders and walkers will enter and exit through Doors 5 & 8 (Elementary/Middle students will be assigned to use Door 5, while High School students will use Door 8).

Any student arriving **late to school** (after 8:10) should use the intercom system at Door 1 for school entry. Due to the preparations needed to facilitate safe dismissal procedures, **early dismissal** for students cannot be supported between 2:00-2:20pm.

Child Development Arrival and Dismissal (Mark Twain Restoration Center)

Families must drop students off outside of the building and are not allowed to walk their child into the building or classroom.

- Drop-offs must be as brief as possible.
- Wash your hands before drop-off, prior to pick-up
- Visitors (including families and caregivers) to our buildings will be very limited
- Pen and paper sign-in/sign-out sheets have been eliminated and will instead be completed digitally

Child Development students should be dropped off and picked up at their classroom. Parents and other parties responsible for pick up/drop off will need to download the KinderSmart-Missouri app onto their cellphones via Google Play or the Apple Store to sign children in/out. The QR code posted on the classroom door should be scanned upon arrival and dismissal. This provides real time data for attendance. Please be sure not to crowd the door. Once you have signed in, the classroom teacher will open the door and assist the child into the classroom. Please note that you and your child should wear a mask when dropping off and picking up.

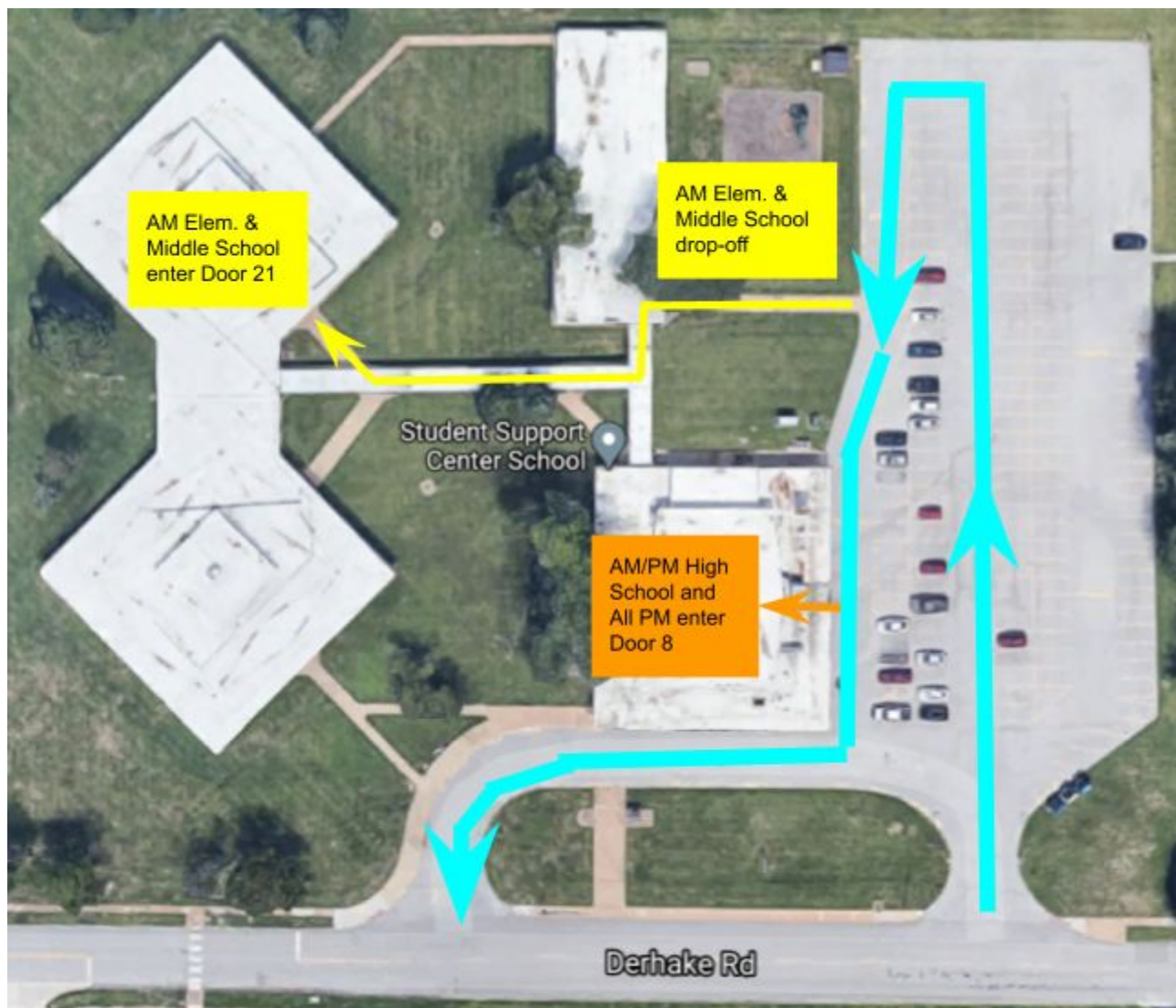
If picking up early, you will need to come to your child's classroom door. You will be asked for your name and the child's name. If someone other than the parent is picking up, they should be prepared to show a photo I.D. That person must also be included on the emergency contact list.

It is important to remember:

- Families must drop students off outside of the building and are not allowed to walk their child inside.
- Drop-offs must be as brief as possible.
- Visitors will not be allowed unless previously scheduled.
- Staff members will be present to ensure students safely enter and exit the school.



Drop-off and Entrance Locations



Attendance

In-Person

Although student attendance is always important for academic success, we know during these times our families will be extra cautious sending their child to school when they are exhibiting symptoms that could be contagious. We appreciate your efforts to screen your child daily for symptoms and keep them home if there are any concerns. Please continue to call in any absence and provide information that would be important to the overall health of our school. If your child will be staying home due to illness, please do the following:

- **Call the Attendance Line to report your child's absence (314-839-5959)**
- If your child has a POSITIVE COVID test result, please contact your child's grade level administrator immediately.
- If your child has to QUARANTINE due to close contact with a positive case outside of school, please contact your child's grade level administrator.



Please note: **If your child is experiencing symptoms as noted above, please do not send them to school and call the school to alert them that they are staying home.** We encourage you to reach out to your doctor prior to returning to school. If you have any health questions or concerns, please reach out to your school nurse.

Virtual

- Students are expected to attend class via Zoom at the beginning of each class period to receive instruction from their teacher for that day. Students should refer to the teacher's Canvas page for Zoom links.
- If your child is not feeling well enough to attend class virtually, they should contact their teacher for missed work and instruction.

Breakfast

In-Person

Grab N Go breakfast will be available for students before school starting at 7:55 AM and will be staggered by the classroom teacher to ensure social distancing. At the conclusion of breakfast, the custodial staff will deep clean the cafeteria.

Virtual

Breakfast and lunch are available on Fridays and students will receive five days worth of meals. The schedule for locations and delivery times can be found on the District website. Virtual students will be provided a lunch pass that they will need to show in order to be able to pick up a box of meals. A pass will be assigned for each student in a family.

Building Readiness:

Cleaning



All spaces have been cleaned and disinfected, and equipped with disinfecting spray or disinfecting wipes for adult use. Each class room has been equipped with a hand sanitizer floor stand and dispenser. Hand sanitizer dispensers have been mounted throughout the building in hallways, office areas, cafeterias and gyms. Custodial staff will disinfect high-traffic areas as often as possible throughout the day, and all surfaces will be cleaned and disinfected each evening.

HVAC

The HVAC systems have now been calibrated to provide fresh air at volumes that exceed those recommended in response to COVID-19. All Air Handling Units (AHUs) have been inspected and are working properly, all exhaust fans are in working order. District-wide, all air filters have been replaced and will be replaced based on a stringent schedule to assure safety. The HVAC systems operate using filtered outdoor air while the air in the building is replaced every 15 minutes.



Bus Transportation

In-Person

Continuing safety measures on our school busses will be important in keeping our students healthy during this time. All bus drivers will be required to wear masks and have minimal contact with students. The interior of the bus will be disinfected with special attention to high touch surfaces. The following will be implemented on buses to ensure proper health safety to reduce the likelihood of spreading disease:

- Students will be required to wear face masks at bus stops and while on the bus at all times.
- When waiting at bus stops, students should maintain at least six feet of social distancing when possible.
- To minimize the spread of germs, buses will be loaded starting at the back of the bus, then moving to the front.
- Same-family households will be expected to sit together in a seat when possible.
- Assigning students to sit in the same seat going to and returning from the school.
- Students should remain in their assigned seats while on the school bus.

Bus Transportation (SSD)

The following strategies will be implemented during SSD school bus transportation:

- Drivers and Monitors will be checked for fever before entering the transportation facilities
- Drivers and Monitors are required to wear face masks or shields when interacting with students.
- Students will be expected to wear a cloth face mask while on the bus.
- The number of students on a bus will be limited to promote physical distancing as much as possible.
- Hand sanitizer will be provided upon entry and while riding the bus
- District-issued bags containing hand sanitizer, gloves, face masks, face shields, Kleenex sanitizer spray and disinfectant wipes (CDC compliant) will be available on the bus.
- A temperature check will be done by the bus monitor prior to a student getting on the bus. Any student with a temperature of 100F or above will not be allowed on the bus. An adult must be present at the bus stop.
- Any student with a temperature of 100F or above will not be transported to school.
- Schools will be notified of any student denied transportation due to fever
- Any student who registers a temperature of 100+ must be fever free 24 hours prior to returning to school.
- All buses will be wiped down and disinfected after each route – entry handrail, front/back of seats, windows, window handles, seat belts, walls, steering wheel, door opener, etc.
- Students will then be escorted to the SSD classroom(s) to receive their Grab and Go breakfast.

Virtual

Transportation is not required for virtual instruction.

Classroom Expectations



In-Person

- Students and staff must wear masks at all times.
- Students should [practice good hand hygiene](#) as they enter and exit the classroom with hand sanitizer. Hand sanitizer will be available in all classrooms.
- Students will be expected to maintain social distance in the classroom.
- Students must sit in seats assigned by the teacher. No mingling or congregating with classmates before or after class.
- Teachers will work to limit unnecessary movement during class.
- Student desks will be separated a minimum of 3 feet to optimal 6 feet in classrooms.
- Students should bring necessary materials for class including school supplies, textbooks, and Chromebooks fully charged.
- Students will adhere to all health and safety measures for labs or activities. These measures will include social distancing during activities and hand hygiene before and after.
- In-person students are expected to attend class in-person. Virtual students are expected to attend class virtually. If absent, virtual or in-person, students will need to contact the teacher regarding missed instruction and assignments.
- Students should bring their Chromebooks to class daily.
- Students will continue to use the Canvas platform from which they have accessed their learning all school year.

Virtual

- Students that chose to remain virtual will continue their studies online.
- Follow appropriate online “netiquette” expectations, outlined in the Digital Citizenship Contract for Students
- Stay informed by checking your Canvas account and district email daily, as appropriate
- Establish your learning routine and prepare a space where you can work effectively and successfully. This should include having a quiet space in your home where you can participate in video conversations with others, live lessons, or two-way communication with teachers.
- Prepare a daily schedule.
- Be an active learner, proactively communicating with teachers if you need additional support or may not be able to meet assigned deadlines
- Whenever possible, create balance in your day so that you’re not sitting and/or online for hours at a time
- If you’re going to participate in a Zoom video session, please dress appropriately for school and make sure there is nothing behind you that you don’t want others to see. When using Canvas, only submit audio/video files that are appropriate.
- Engage in all learning with academic honesty and integrity. Do not falsify information about yourself or impersonate others online.
- Ask questions, be persistent, and work to solve problems that may occur. Nothing about this experience is normal, so we must be patient and accept there will be challenges and missteps along the way. Be kind to your teachers and your family members. Don’t be afraid to tell others when you’re frustrated or upset, but know that you can’t simply give up, either. We will be better when we support each other

Dismissal Procedures

Students will be dismissed through a staggered dismissal schedule to prevent congestion at

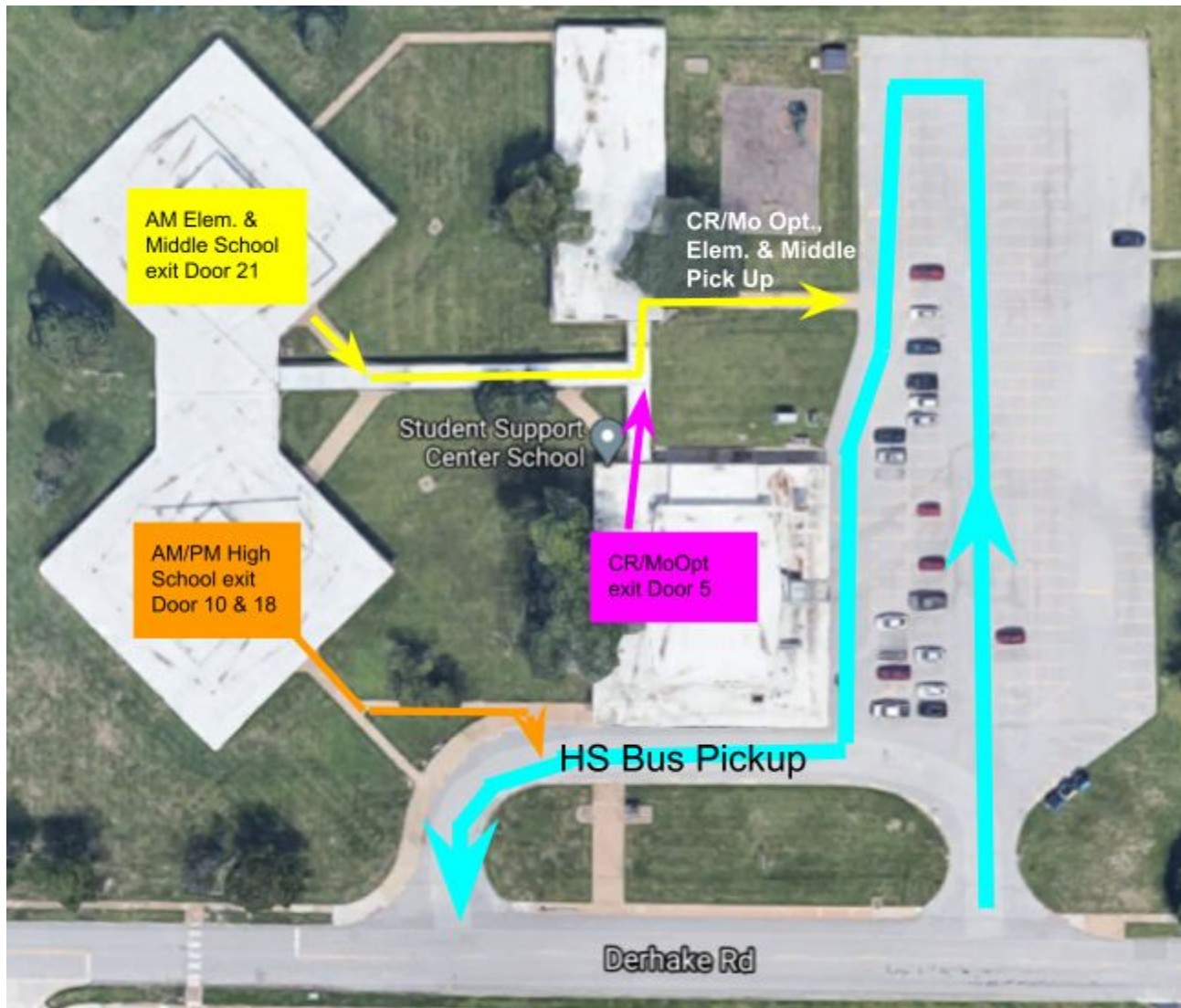


common exits in the building. Students will be expected to remain in their classroom until they are dismissed. Students who are carpooling and are dismissed at separate times should make a plan to meet at the driver's car if necessary.

Virtual

The school day is 7:50 AM - 3:20 PM. Students are expected to actively engage in virtual instruction daily.

Pick-Up and Exit Locations



***Note: Handbook policies and protocols are subject to change based on student, staff and building needs as we work forward through the re-entry process.

Emergency Drills



Each school will schedule planned emergency drills that incorporate social distancing. When evacuating the building for an emergency drill, students will maintain a social distance of at least 3 feet and are required to wear their masks. Once outside students will maintain a three-foot distance from other students.

Field Trips

Schools will participate in virtual field trips only.

Gradebook - TylerSISK12

Tyler SISK12 will continue to be our official grade reporting system. To accurately understand your grade you should continue to refer to grades in TylerSISK12. In Tyler SISK12, some courses may also have category weights for assignments and assessments to calculate a student's overall progress.

Health Information:

Daily Health Screening



Daily screening of students by caregivers is required every day for in person learners prior to coming to school. The next page has a checklist of symptoms that will help you decide to keep your child at home. If any of the symptoms are left unchecked (your student shows the symptom), the student should remain at home. Expectations and protocols for daily screening will be communicated to families prior to the start of in person instruction, with regular reminders provided throughout the semester. Please plan to make this daily screening a part of your morning routine.

 **Ferguson-Florissant Morning Routine:**
Screen your child for symptoms so we can keep everyone healthy at school.

- No fever or chills
- No cough
- No shortness of breath or difficulty breathing
- No sore throat
- No headache
- No muscle aches
- No nausea, vomiting or diarrhea
- No new loss of taste or smell
- No runny nose or congestion
- No close contact with a person with COVID-19 in the last 14 days

Sick? Stay Home! 

Source: Missouri Department of Elementary & Secondary Education

If your child is experiencing symptoms as noted above, please do not send them to school and call the school to alert them that they are staying home. We encourage you to reach out to your doctor prior to returning to school. If you have any health questions or concerns, please reach out to our school clinic, Clinic Aide Hall: vhall@fergflor.org

If Symptoms Develop While at School



Students or staff who develop symptoms suggestive of COVID-19 or those with a positive response to the questionnaire during the school day will be assessed by the school nurse, with the district nurse available for consultation, as needed.

[Following an assessment by the school nurse](#), any students or staff with a temperature of 100.0°F (37.78°C) or higher, signs of illness, and/or a positive response to the screening questionnaire will be sent home. Students will be directed to a dedicated isolation area, where he/she will be supervised while awaiting a parent/guardian to arrive. If you receive a call to pick your child up from school, it is critical to come immediately to reduce exposure of illness to others. Upon arrival to pick up your child, please call the main office and remain in your vehicle. An adult will escort your child to your car.

[Health Room Guidelines for Teachers](#) - this document will be used to support staff with the processes and procedures for sending students to the nurse.

Health & Safety Procedures:



Bathrooms



All students will wear their masks while using the bathroom, and wash their hands and/or use hand sanitizer after bathroom use. No more than 2 students should be in the bathroom at one time.

Signage will be in place to maintain six feet of social distancing outside of the bathrooms, and to ensure handwashing and/or sanitizer usage.

Our custodial staff will disinfect often with full sanitization.

Drinking Fountain Access



For the safety of staff and students, all building water fountains are unavailable for use. There is a water bottle dispenser available for staff and students to refill containers brought from home. To maintain daily hydration, it is recommended that students bring and carry a water bottle throughout the school day.

Green Spaces and Recreational Areas



Outdoor spaces will be used as much as possible, weather permitting. Adults will be present to support small groups and their physical distancing during learning. Students will have access to outdoor areas for instructional purposes under adult supervision, weather permitting.

Hand Washing



All who enter the building must wash their hands or use hand sanitizer. In addition to the bathroom, all learning spaces are equipped with a stand alone hand sanitizers. Signage and frequent reminders will be given so that students are encouraged to wash their hands and/or use hand sanitizer frequently.



Hallway Movement

Hallway movement will be limited whenever possible. Students will be spaced with physical distancing while traveling the hallways. All students should maintain physical distancing at least 6 feet (about 2 arms' length) from other people, as recommended by the CDC.

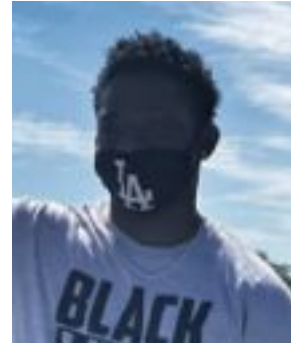
Masks





Masks are **required** to be worn at all times. If a student or staff forgets his/her mask or does not have a mask, a disposable mask will be provided.

Students are encouraged to bring their own mask(s) from home. If possible, sending multiple masks with your child is recommended. The most effective masks are made with at least 2 layers of fabric which cover their nose and mouth without large gaps and include ear loops or ties for adjustments. **Please note, the following types of masks are not allowed** as they are less effective in blocking respiratory particles. If worn to school, your child will be asked to replace with a school issued disposable mask:



- Bandanas and gaiters
- Masks with a breathing valve or “button” vent

All masks should be changed if they become wet or soiled, dropped on the floor, or otherwise contaminated. Students will be taught and reminded not to touch the front or inside of the mask and to use the side loops to put on and take off the masks. Disposable masks will be thrown in the garbage; reusable masks will be placed in a plastic storage bag and brought home to be washed.

School IDs

All secondary students receive photo identification badges (IDs). IDs are required to be worn at all times. The wearing of IDs is particularly important during this time as this will allow all staff to be able to support contact tracing, should it become necessary.



Inclement Weather

In-Person Students will report virtually to class from home

Virtual Instruction will continue.

In-Person and Virtual

Students will engage in quality instruction while receiving remote or virtual instruction. Concurrent teaching will occur daily. This model of instruction is one lesson to two audiences. Some students are in-person and others are remote. Learning is maximized regardless of students' modality.

The Edmentum Learning Management System will continue to be a critical component for instructional delivery. Students and teachers will continue to use Edmentum daily in order to access and manage learning materials.

Virtual

Teachers and students will use Edmentum for instructional delivery.

Examples of Class Instruction

Teachers will work with both in-person students and virtual students on best practices, curriculum content, and resources. The chart below helps describe how class instruction may look for *virtual* and *in-person* students.

In-Person Students	Virtual Students
Expectations	Expectations
<p>There may be times when your child will be asked to work independently in class so that teachers can work with at-home students.</p> <p>Your child will follow the virtual schedule for the class they are in if they are unable to attend due to symptoms or if they are quarantined.</p> <p>All staff and students will be required to wear masks at all times.</p> <p>Parents will conduct a daily health screening for their children. If students are showing symptoms, parents will keep their children home and communicate their absence.</p> <p>Each class will have a required seating chart.</p> <p>Students will not be allowed to congregate in the hallways before, during, or after school.</p>	<p>Your child needs to log on to the classroom Zoom at the specified time for each class period for attendance and to receive instructions for the class.</p> <p>Teachers may choose to live Zoom lessons with at-home students, or they may serve virtual students with a combination of live Zoom and small group learning (ie. learning that students obtain independently)</p> <p>Students can expect to work independently at times throughout the day.</p> <p>Your child may be included in additional class activities (with students at school) depending on the class or activity that would require them to remain on Zoom for an extended period of time</p> <p>Zoom links are posted on the Canvas landing page for the course.</p>
Expectations for Both Visual and In-Person Learners	



- The classroom teacher is responsible for both at-school and at-home students.
- Both virtual and in-person students work on the same content; however, delivery will vary. Your child may have independent work to complete outside their school day.
- Your child will continue to use Canvas and/or Edmentum. Your child may have independent work to complete outside their school day.
- Teachers will continue to use Canvas and/or Edmentum as a communication hub for both at-home and at-school students (Course information page, Inbox, Calendar, Modules [Lessons] Link)
- Teachers will determine how to deliver instruction for at-school and at-home students based on best practices in their content areas.
- At-home students and in-person students will have a consistent format of assessment.

Special Education Services Students will continue to receive all services as outlined in his/her IEP, regardless of the parent's declaration of "in-person learning" or "virtual learning". The instructional platform for all students will continue to be Canvas and Zoom. In the case of a special education teacher being quarantined and unable to teach, a trained paraprofessional or substitute will provide educational services. All meetings called for the purpose of an evaluation, planning, or determination of services by Special School District staff will be held virtually using the Zoom platform. In advance of the meetings, all attendees will receive an invitation via email including the Zoom link. For building specific information, please contact the assigned Area Coordinator.

Lunch

In-Person

Every student will receive the same lunch. For in-person sessions, lunch will be available as a Grab N Go lunch during designated lunch periods. No additional purchases will be available in the cafeteria during this time.

Virtual

Breakfast and lunch are available on Fridays and students will receive five days worth of meals. The schedule for locations and delivery times can be found on the District website. Virtual students will be provided a lunch pass that they will need to show in order to be able to pick up a box of meals. A pass will be assigned for each student in a family.

Meetings

In-Person

Meetings for student support such as IEP meetings or 504 meetings will continue to be held virtually. Parent-Teacher conferences will also continue to be held virtually. Any other meeting needed should be scheduled in advance with your child's grade level office or guidance counselor.

Virtual

All meetings will be held virtually.

School Nutrition

All students have the opportunity to receive school meals in a safe and



comfortable environment so that they are ready to succeed in academic and social activities. The district will continue the healthy school nutrition program our families rely on to both in school students and virtual learners.

Students attending in-person school will be supervised to wash hands before and after eating all meals. Students will eat lunch in assigned seats within the cafeteria. Proper sanitation protocols (hand washing or sanitizing prior to consumption; appropriate containers for food waste; physical distancing; not sharing food/drink) will be followed. Pre-packaged items will be utilized whenever appropriate. For the safety of students and staff, food choices for breakfast or lunch will not be offered- all meals will be pre-packed in a grab and go style. Please see the [district menu](#) to determine if the student prefers to bring lunch from home.

School Hours:



The school day is from 7:50 am-3:20 pm. Students in the AM program, the building is opened at 7:50 for students to sanitize hands, pick-up breakfast, and then proceed to their 1st hour classrooms. Students in the PM program may arrive at 11:00 and go directly to the lunchroom until directed.

Schedules and Routines:



Attendance

At the start of each class block, attendance for on-campus and remote students will be recorded in Tyler SIS. Students that are participating from home must be present at the start of the period for attendance purposes. Please note that if your child is not participating in classes (in-person OR remote) you must notify the attendance office. add phone number here.

Lockers

Students will **not** be assigned hallway or PE lockers. Students will need to carry academic materials in a bookbag.

Physical Education (PE) Class

While the Restoration Center does not conduct PE classes, outdoor classroom activities are encouraged. Students should be prepared to participate in outdoor class time by wearing proper outdoor attire (jackets, sweatshirts, long sleeve shirts, sweatpants, etc.). During outdoor class time, all physical distancing guidelines and practices will be followed.

Student Schedules

Students will be able to access their schedules from Tyler SIS. Students will be



assigned to either an AM or PM schedule based on grade level. Details of the [daily schedule](#) can be viewed by clicking the link.

Technology:



Devices

Students will be expected to bring Chromebook to class every day, fully charged. At Home students will be expected to log in to each class via Zoom at the beginning of each hour. If students have an issue with their Chromebook they should do the following:

- For Chromebook Tech Support, please click the link. <https://onedistrict.fergflor.org/service/portal.asp> or call the Help Desk at 824-2299

Student Support

In-Person

Social Emotional Supports

Addressing the social-emotional needs of students remains an important aspect of Mark Twain Restoration Center and we recognize students will not be ready to engage in formal learning until they feel physically and psychologically safe. Establishing a sense of safety and community may take weeks or even months and all staff are prepared to provide support. As we re-enter school, we will create an intentional focus on social and emotional skill building, mental and behavioral health, personal safety and self-regulatory capacity, which likely regressed due to the lack of social interactions between peers and teachers. If you would like someone to contact you for additional support for your child(ren) please use this [link](#) to make your request. A district representative will contact you within 72 hours.

Focus Priorities: Connections, Relationship Building, & Routines

- Collaboration between the Ci3T Core Team, counselors, administration, and teachers.
- 6-12 advisory teachers will deliver 7 Mindsets lessons and team building activities.
- PK-12 teachers will facilitate community building circles.
- [School Counselors](#) will deliver lessons to students about exploring and handling feelings, provide individual and small group counseling, and make referrals to outside agencies as needed.
- [School Social Workers](#) are available to assist your family as your student(s) transition back to school
- St. Louis Children's Service brings specialized services and programs to our schools through our [partner agencies](#) and are ready to support students with mentoring and counseling.

Guidance Office Procedures

Guidance services will continue to be available to students for academic, behavioral and social emotional support. Students will be encouraged to make an appointment with their counselor to



provide the least disruption to their academics and classes. Students can make an appointment by emailing their counselor or letting a teacher know they need to see a counselor. For quick questions students are encouraged to email their counselor directly. Drop in services will still be available for any student needing immediate assistance.

Supplies

Items to Bring to School:

- Chromebook fully charged everyday
- Clear backpack
- Extra masks
- Water bottle
- Hand Sanitizer
- Headphones
- Necessary class materials for the day

Visitors

The school building will be closed to all visitors without prior appointment and completion of an online health assurance screener. Parents/guardians needing an appointment for any reason must call the office manager @ 314-839-5959

We ask parents to please remain in the car, and a staff member will ensure your child safely reaches your car upon parent request. For safety reasons, recent graduates will not be allowed to visit.

It is important to remember:

- Families must drop students off outside of the building and are not allowed to walk their child inside.
- Drop-offs must be as brief as possible.
- Visitors will not be allowed inside the building.
- Staff members will be present to ensure students safely enter and exit the school.

