



**Ferguson-Florissant  
School District  
Reentry Handbook  
Johnson-Wabash  
Sixth Grade Center  
2020-2021 School Year**



**S**safety  
**A**ccess  
**S**chedules  
**S**upport

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## 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 Building Principal

Dear Johnson Wabash Families,

I hope this letter finds you well. Our school community has worked hard to prepare for in-person learning for many of our students. We remain fully committed to providing the best possible learning experience for all of our students, whether they are learning in-person or virtually.

In the coming months as we engage in new and challenging experiences together, please reach out to your child's teachers and our administrative team to allow us to better support your child. Engaging in regular discussions at home about school expectations for student behavior will help to support our daily work with students. We will make every effort to continue to strengthen our partnership with parents and communicate all important information.

Please feel free to contact us with any questions at 314-524-0280 or you can email our staff as well. Thank you for your support and I look forward to many bright moments amidst the backdrop of this very challenging school year.

Sincerely,

Tangie Francwar

Principal



## School Contacts

School phone: (314) 524-0280

Tangie Francwar (Principal): <a href="mailto:tfrancwar@fergflor.org">tfrancwar@fergflor.org</a>	ext. 1300
Dr. Ben Eye (Assistant principal): <a href="mailto:beye@fergflor.org">beye@fergflor.org</a>	ext. 1233
Lori Sammelmann (Instructional Support Leader) <a href="mailto:lsammelmann@fergflor.org">lsammelmann@fergflor.org</a>	ext. 1157
Loretta White-Young (Office manager): <a href="mailto:loyoung@fergflor.org">loyoung@fergflor.org</a>	ext. 1302
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Debbie Bodden (Social worker): <a href="mailto:dbodden@fergflor.org">dbodden@fergflor.org</a>	314-824 2047
Tasha Little (Social worker): <a href="mailto:tlittle@fergflor.org">tlittle@fergflor.org</a>	ext. 1072
Andrea Boaz (Social worker): <a href="mailto:aboaz@fergflor.org">aboaz@fergflor.org</a>	ext. 1072
Jennifer Macalady (Area 1-Special School District Coordinator) <a href="mailto:jmacalady@fergflor.org">jmacalady@fergflor.org</a>	ext. 1163



## 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. Building tours for students and parents will be scheduled prior to the date for students to return to school. Students who choose to remain virtual will continue their studies online.

Johnson Wabash Sixth Grade 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 informational 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

## Arrival and Dismissal Procedures:

### Arrival and Dismissal Procedures

#### *In-Person*



#### **Arrival**

Students are allowed to enter the school at 7:15 a.m. and no earlier because there will be no supervision. Students should not plan to arrive or be dropped off prior to 7:15 a.m. **Upon arrival, students will enter the cafe, gym and/or common area to pick up breakfast and then report directly to their first class of the day.** Students will need to remain in their class until the start of school. Students will not be able to congregate in the halls or common area..

## **Dismissal**

### *In-Person*

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 7:25 a.m. - 2:30 p.m. for middle school. Students are expected to actively engage in virtual instruction daily.

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

**Bus Riders** will enter and exit through Doors 3 and 4 (near the cafe and gym).

**Car riders** will enter and exit through the front entrance doors (#1)..

**Walkers** will enter and exit through the side doors (#11).

Any student arriving **late to school** (after 7:25) should use the intercom system at Door 1 for school entry. Due to the preparations needed to facilitate safe dismissal procedures, **early dismissal** of students cannot be supported between 2:10-2:30 p.m.







**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.



## 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 (314-524-0280 ext. 1301)**
- If your child has a POSITIVE COVID test result, please contact one of our administrators immediately.
- If your child has to QUARANTINE due to a close contact with a positive case outside of school, please contact one of our administrators immediately.

Tangie Francwar 314-524-0280 ext. 1300 (Principal)

Dr. Ben Eye 314-524-0280 ext. 1233 (Assistant Principal)

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*

Breakfast will begin at 7:15. **Upon arrival, students will enter the cafe, gym and/or common area to pick up breakfast and then report directly to their first class of the day.** For in-person sessions, breakfast will be available as a Grab N Go. No additional purchases will be available in the cafeteria during this time.

### *Virtual*

Breakfast and lunch are available at bus locations for students.



## **Bus Transportation**

### *In-Person*

Continuing safety measures on our school busses will be important to 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, unless the Transportation Office has granted prior approval.
- Students should remain in their assigned seats while on the school bus.

## **Bus Transportation (SSD)**

- Drivers and Monitors are asked to self-screen for any symptoms prior to reporting to work
- "COVID" bags containing hand sanitizer, gloves, face masks, face shields, Kleenex, district approved sanitizer spray and wipes (both CDC compliant) will be available on all buses
- Drivers and Monitors are required to wear face masks or shields when interacting with students
- Hand sanitizer will be provided upon entry and while riding the bus
- Buses will be disinfected nightly and between each school run
- All persons entering the bus will have their temperature taken prior to admittance
- Any person registering 100+ will not be allowed entry. Schools will be notified of any student denied transportation due to fever.

Any staff or student who register a temperature of 100+ must be fever free for 24 hours prior to returning to work or school. These protocols are in compliance with the CDC guidelines to provide the safest setting possible for students accessing their educational day.

### *Virtual*

Transportation is not required for virtual instruction.



## Classroom Expectations

### *In-Person*

- Students and staff must wear masks at all times.
- Students should practice 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 assigned seats. No clustering with classmates before or after class.
- Limit unnecessary movement during class.
- Seating 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, for 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.



## Cleaning - Building Readiness

### *In-Person*

- 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.
- Buildings will be thoroughly cleaned each evening with focus on high touch areas.
- Restrooms will be checked and cleaned regularly throughout the day and documented on the back of the door.
- Staff is encouraged to utilize the spray disinfectant and paper towels available for use as needed.
- Deep cleaning by custodial staff will occur with the notification of a positive COVID case.

## Drinking Fountain Access

For the safety of staff and students, all building water fountains are unavailable for use. Students may bring a water bottle from home. All classrooms have a sink with a water fountain that can be used to refill water bottles. To maintain daily hydration, it is recommended that students bring and carry a water bottle that's non breakable and the student must be able to close or lock it.

## Emergency Drills

Each school will schedule planned emergency drills that incorporate social distancing.

## Field Trips

Schools will participate in virtual field trips only.

## Gradebook - TylerSISK12 vs Canvas

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. Canvas is used as a curriculum management tool. While Canvas can show individual scores for some assignments, it does not show the accurate class average since categories are not weighted and not all assignments are collected and scored in Canvas.

## Hallway Expectations

Hallway movement will be limited whenever possible. Students are expected to walk to the right. During class transitions, students will space with physical distancing. When in line, students will be reminded to allow 6 feet distance between themselves and others. Students may not cluster with friends in classrooms or hallways. During the passing period, students must move from one class to another without stopping to visit.



## 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 sanitizer. Signage and frequent reminders will be given so that students are encouraged to wash their hands and/or use hand sanitizer frequently.

## Health Information:

### Health and Safety See Below

#### *In-Person*

It is the goal of the Health Services Department to provide safety and support to all Ferguson-Florissant School District students and staff. Nurses and Clinic Aides have been trained on the procedures that should be followed if students or staff should become ill while at school. In addition to our regular health office, our building has a designated isolation room where individuals who may be experiencing COVID-19 symptoms may rest while waiting to be picked up. It is important that students experiencing COVID-19 symptoms be picked up immediately. Please be sure that your contact information is up to date so that we can provide the best care and highest level of safety to our Johnson Wabash family.

All who enter the building must wash their hands or use hand sanitizer. In addition to the restrooms, all learning spaces are equipped with 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.

## Daily Health Screening



**Daily screening of students by caregivers is required every day for in person learners prior to coming to school.** We ask that families please make this daily screening a part of your daily morning routine. Discuss this new expectation with your children and practice it before school begins. Help your children understand the importance of paying attention to their own health and that he/she should always tell parents or teachers if he/she is not feeling healthy. Help him/her understand that all feelings of headaches, sore throats, stomach aches, etc. must be taken seriously.





**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 H❤️me!**

Source: Missouri Department of Elementary & Secondary Education

**If your child is experiencing symptoms as noted above, please do not send him/her to school and call the school to report your child is 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 contact Diane Brown. [dbrown@fergflor.org](mailto:dbrown@fergflor.org)

**Monitoring Symptoms - At Home Health Screener**

It is important for us to continue to monitor our own symptoms daily to prevent transmission through our classrooms and schools. Families should monitor their child's health symptoms each morning prior to school. If your child is displaying symptoms please, please keep them home.



## 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.

## 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.

## IDs

All secondary students receive photo identification badges (IDs). IDs are **required** and must 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 and virtual instruction will continue.





## Instruction

### *In-Person and Virtual*

Instruction will continue within the Canvas platform that students have used all school year. Each student will be engaged in quality instruction and meaningful interaction with content. The learning management system, Canvas is a critical component for instructional delivery and will be utilized daily. The instructional block includes core instruction and intervention each day. Concurrent instruction will allow learning to continue when quarantined.

- At high school 60 minutes of core and 25 minutes of intervention/enrichment
- At middle school 45 minutes of core and 25 minutes of intervention/enrichment

Materials Needed: Student and Teacher devices (Chromebook fully charged), microphones.

### **Office Hour/Student Support Time**

Student Support Time is an opportunity for students to seek additional help from their teachers. Students can seek additional academic, behavioral and social emotional support. There are multiple opportunities to connect with staff:

- Arrange for a Zoom call with the teacher, counselor, or social worker. Virtual and in-person students can use Zoom in the afternoon to meet with their teacher, counselor, or social worker for additional support.
- Email teacher with questions
- Each instructional block has a designated time for intervention and/or enrichment.

### *Virtual*

Teachers and students will use Canvas 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.



<b>In-person Students</b>	<b>Virtual Students</b>
<b>Expectations</b>	<b>Expectations</b>
<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>For health and safety reasons, the building will open at 7:15 am</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>
<b>Expectations for Both Virtual and In-Person Learners</b>	
<p>The classroom teacher is responsible for both at- school and at-home students.</p> <p>Both virtual and in-person students work on the same content; however, delivery will vary. Your child will continue to use Canvas. Your child may have independent work to complete outside their school day.</p>	



Teachers will continue to use Canvas 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 for their content areas.

At-home students and in-person students will have a consistent format of assessment.

## Library

### *In-Person*

To ensure continued health and safety of our students while still providing services for students in the library the following guidelines have been established:

- Before School - students may visit the library before school to check out or return a book but the library will not be open for students to sit and study.
- Procedures while visiting the library:
  - Masks must be worn at all times
  - Students should sanitize their hands when entering and leaving the Library. Hand sanitizer will be available in the library.
  - Students must sign in and out /use Barcode.
  - Students should practice social distancing while waiting to sign in or out, browsing the shelves, or sitting for independent study.
  - If students are using the Library for independent study they will be assigned a specific seat. Seating will be spaced out in the Library. Students will not be able to sit and study with friends.
  - Students will be able to access the print station of the Library. Students should sanitize their hands before and after using this station.
  - No food or drink will be allowed in the Library.

## Lockers (N/A)

## 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. All students will each lunch in their classrooms. No additional purchases will be available in the cafeteria during this time.

### *Virtual*

Lunches are available to students at specific bus locations.



## Johnson Wabash Lunch Schedule

<b>Lunch 1 (10:30-11:00)</b>	<b>Lunch 2 (11:05-11:35)</b>	<b>Lunch 3 (11:40-12:10)</b>
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### Masks

#### *In-Person*

Masks are **required** to be worn at all times. If students or staff forget their mask or do not have a mask, a disposable mask will be provided. 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:

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

If a student forgets his/her mask or does not have a mask, disposable masks are available and will be provided as needed. Masks will be available in classrooms, at the main office, and in the nurse's office. 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.

### 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 virtual.

### Physical Education

#### *In-Person*

The District will make every effort to hold Physical Education (PE) classes outdoors. In the event that PE cannot be held outdoors, classes will take place in the gym or a classroom with at least 6 feet of physical distancing for aerobic activities, while also wearing a mask. Please wear proper athletic footwear and attire, regardless of the location.



**Students should also be prepared to participate in outdoor classes by wearing proper outdoor attire (jackets, sweatshirts, long sleeve shirts, sweatpants, etc.).** During PE classes, all physical distancing guidelines and practices will be followed. During indoor classes, if physical distance guidelines pertaining to physical activity cannot be followed, classes will focus on the cognitive and affective domains of PE. Examples of these types of lessons would be presentations, reading articles, class discussions, or other methods of learning that do not require physical activity.

All students will be required and encouraged to participate in their assigned PE class, regardless of the class being administered in the live, synchronous, or asynchronous format. Grading criteria will be presented and reviewed by each student's teacher.

### *Virtual*

All students will be required to participate in their assigned PE class, regardless of the class being administered in the live, synchronous, or asynchronous format. Grading criteria will be presented and reviewed by each student's teacher.

## **Restrooms**

### *In-Person*

Restrooms will be open during passing periods. Students should practice social distancing in the restroom, wear masks and hand hygiene. Hand sanitizer will be available by restrooms. Students will be expected to continue to move from class to class during passing period and avoid congregating with friends during this time. It is important that students do not cluster in halls to allow for maximum space for students to safely and comfortably travel.

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.

### *Virtual*

Teachers prefer students to use the restroom during passing periods of the virtual schedule.

## **Schedules**

### *In-Person*

Monday thru Thursday students receive instruction in person. On Friday, students complete asynchronous instruction. They do not attend in person. Students will be able to access their schedules from the Tyler Portal. A great deal of time, effort, and thought has gone into the process of student placement for the 2020-2021 school year. Courses were created based on student needs and interests and are balanced. Our class lists are structured to provide equitable class sizes at each level. Moving students is difficult without causing imbalances and inequities; therefore we will not honor requests for a change of teacher, lunch, P.E., or study hall.

Virtual students will join each hour at the beginning of class.



Middle School 20/21 Schedule (in person/virtual)		
Breakfast	7:15 - 7:25	
Period 1	7:25 - 8:34	
Period 2	8:38 - 9:46	
Period 3 - Advisory	9:50 - 10:20	
Period 4	10:24 - 12:05	1st Lunch 10:24 - 10:54
		2nd Lunch 11:00 - 11:30
		3rd Lunch 11:35 - 12:05
Period 5	12:09 - 1:17	
Period 6	1:21 - 2:30	
Friday	7:25 - 2:30	Asynchronous



## School Hours

### *In-Person*

The school day is from 7:25 a.m.-2:30 p.m. Our building is opened at 7:15 a.m. for students to sanitize hands, pick-up breakfast, and then proceed to their 1st hour classrooms.

### *Virtual*

The school day is from 7:25AM-2:30PM. Students should log onto Zoom promptly at 7:25AM.

## School Nutrition



### *In-Person*

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. Students will be supervised to wash hands before and after eating all meals. Proper sanitation protocols (hand washing or sanitizing prior to consumption; appropriate containers for food waste; physical distancing; not sharing food/drink) will be followed. Students will eat lunch in their classroom. The use of the cafeteria itself will be determined on a case-by-case basis.



## *Virtual*

The district will continue the healthy school nutrition program our families rely on for both in school students and virtual learners. 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.

## **Social Emotional Supports**

Addressing the social-emotional needs of students remains an important aspect at Johnson Wabash 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.
- PK-5 teachers will deliver Second Step community rebuilding lessons and morning meeting 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 to sign up for an appointment.

For quick questions students are encouraged to email their counselor directly. Drop in services will still be available for any student needing immediate assistance.

## *Virtual*

All meetings will be held virtually.



## **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.

## **Supplies**

Items to Bring to School:

- Chromebook fully charged every day
- Clear backpacks
- Extra Masks
- Handsanitizer
- Water bottle
- Necessary class materials for the day
- Headphones

## **Technology**

### **Chromebooks**

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:

- Software Issues - Fill out a help desk ticket online at <https://onedistrict.fergflor.org/service/portal.asp> or call the Help Desk at 824-2299.
- Hardware Issues - take the device to the school library to be dropped off and fill out a help desk ticket. Loaners will be provided to students whose devices cannot be immediately repaired. At Home students will also need to bring the device to school to be turned in and a loaner will be given if necessary.

## **Visitors**

The District campus will be closed to all visitors without prior appointment and completion of an online





health assurance screener. Parents/guardians visiting campus for any reason other than arrival and dismissal must schedule the visit.

The front office is closed to non-essential visitors. Parents need to call the school office to check a student in or out. 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, former Johnson Wabash students 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 unless previously scheduled.
- Staff members will be present to ensure students safely enter and exit the school

