



Columbia PUBLIC SCHOOLS

In-Person Learning Columbia Public Schools Frequently Asked Questions for Parents

What do the various learning modes look like for in-person students?

If you chose the in-person option for your child, in-person instructional programming will include any/all of the following three models. The model in which we operate will be determined in conjunction with the Boone County Health Department.

a. **Traditional five day school week.** This model for in-person learning at CPS is least likely to be utilized for the foreseeable future; however, it is the goal of our district to return to this model as soon as it is safe for our students and staff to do so. All elementary schools would run their traditional bell schedule, with all students in the building for in person learning, five days a week.

b. **In-Person-Hybrid Model (2 days per week).** The new Coronavirus, COVID-19, is transmitting in our community at a level that makes the risk very high to have the standard number of students in classrooms. The Columbia/Boone County Health Department has indicated CPS can host in-person school if we can ensure physical distancing of 3 feet to 6 feet, with masks. By dividing our student population in half, we can achieve that physical distancing standard in our classrooms. Dividing into two groups means each group gets only two (2) days per week in the school building. Cleaning between groups, allowing student access to teachers for support, and providing time for teachers to continue to plan for this very complicated system are what will happen in the buildings on the 5th day. The CPS hybrid model means that your student will attend school in-person two(2) days per week and will work remotely for the other three days. Your child will be assigned to Group 1 (Likely last names A-K as much as possible) or Group 2 (Likely last names L-Z as much as possible). We will keep families together when last names are different based on the oldest child's last name. Below is an example of a weekly schedule for student learning when CPS is utilizing the Hybrid Model for instruction. All students, K-5, will be provided devices to complete work during the three days when they are not participating in person, learning with the teacher. While learning will continue on these days, they will be asked to log in to Schoology and Seesaw to complete work while away from school. Teachers will be intentional regarding modeling and supporting Schoology and Seesaw use, so that all students, K-5, can be successful learners on those days they do not report to their building. Please note that CPS administrators and teachers understand the importance of monitoring screen time; thus, the

schedule for the Hybrid Learning Model will reflect that commitment. A detailed schedule will be provided by your child's teacher.

DRAFT SAMPLE K-2 Hybrid Learning Schedule

Note: Schedules will come directly from your student's teacher. This is only a sample.

<u>K-2 Schedule Group 1</u>	Monday (in seat)	Tuesday (in seat)	Wednesday (virtual)	Thursday (virtual)	Friday (virtual)
	Class Meeting/ Check in	Class Meeting/ Check in	Guidelines for Wednesday Schedule	For Virtual Days students and families will log into Schoology to access lessons and activities.	
	Foundations/ Heggerty	Foundations/ Heggerty		Foundations & Heggerty	Foundations & Heggerty
	Reading (Benchmark)	Reading (Benchmark)		Reading ¹ (Benchmark)	Reading (Benchmark)
	Writing	Writing		Writing	Writing
	Lunch/Recess Time	Lunch/Recess Time		Lunch/Break	Lunch/Break
	Science/SS	Science/SS		Science/SS	Science/SS
	Math	Math		Math	Math
	Intervention	Intervention		Intervention	Intervention
	Specials	Specials		Specials	Specials

¹ During reading time, a teacher may want to invite students who are at home to Zoom in for a quick mini lesson or opportunity to practice a skill with their teacher.

<u>K-2 Schedule Group 2</u>	Monday (virtual)	Tuesday (virtual)	Wednesday (virtual)	Thursday (in seat)	Friday (in seat)
	For virtual Days students and families will log into Schoology to access lessons and activities		Guidelines for Wednesday Schedule	Class Meeting/ Check in 25 Minutes	Class Meeting/ Check in 25 Minutes
	Fundations/ Heggerty	Fundations/ Heggerty		Fundations & Heggerty	Fundations & Heggerty
	Reading ² (Benchmark)	Reading (Benchmark)		Reading (Benchmark)	Reading (Benchmark)
	Writing	Writing		Writing	Writing
	Lunch/Break	Lunch/Break		Lunch/ Recess	Lunch/ Recess
	Science/SS	Science/SS		Science/SS	Science/SS
	Math	Math		Math	Math
	Intervention	Intervention		Intervention	Intervention
	Specials	Specials		Specials	Specials

² During reading time, a teacher may want to invite students who are at home to Zoom in for a quick mini lesson or opportunity to practice a skill with their teacher.

Sample 3-5 Hybrid Learning Schedule

Note: Schedules will come directly from your student's teacher. This is only a sample.

<u>3-5 Schedule Group 1</u>	Monday (in seat)	Tuesday (in seat)	Wednesday (virtual)	Thursday (virtual)	Friday (virtual)
	Class Meeting/ Check in	Class Meeting/ Check in	<u>Guidelines for Wednesday Schedule</u>	For Virtual Days students and families will log into Schoology to access lessons and activities	
	Reading (Benchmark)	Reading (Benchmark)		Reading ³ (Benchmark)	Reading (Benchmark)
	Writing	Writing		Writing	Writing
	Math	Math		Math	Math
	Lunch/ Recess	Lunch /Recess		Lunch/Break	Lunch/Break
	Science/SS	Science/SS		Science/SS	Science/SS
	Intervention	Intervention		Intervention	Intervention
	Specials	Specials		Specials	Specials

³ During reading time, a teacher may want to invite students who are at home to Zoom in for a quick mini lesson or opportunity to practice a skill with their teacher.

<u>3rd-5th Schedule Group 2</u>	Monday (virtual)	Tuesday (virtual)	Wednesday (virtual)	Thursday (in seat)	Friday (in seat)
	For Virtual Days students and families will log into Schoology to access lessons and activities		Guidelines for Wednesday Schedule	Class Meeting/ Check in (25 minutes)	Class Meeting/ Check in (25 minutes)
	Reading (Benchmark)	Reading (Benchmark)		Reading ⁴ (Benchmark)	Reading (Benchmark)
	Writing	Writing		Writing	Writing
	Math	Math		Math	Math
	Lunch/Break	Lunch/Break		Lunch/Recess	Lunch/Recess
	Science/SS	Science/SS		Science/SS	Science/SS
	Intervention	Intervention		Intervention	Intervention
	Specials	Specials		Specials	Specials

c. Hybrid Model (4 days per week)

This CPS hybrid model means Elementary students will attend school in-person four (4) days per week and will work remotely on Wednesdays. Students will have assigned work to complete, but will not have live teacher instruction on Wednesdays.

⁴ During reading time, a teacher may want to invite students who are at home to Zoom in for a quick mini lesson or opportunity to practice a skill with their teacher.

Under this hybrid model, specials including physical education, media, music, and art will occur while students are in the building. We have developed a calendar to designate each in-seat instructional day between Oct. 19 and Jan. 15 as an A, B, C, or D day. This plan ensures that all elementary specials will be taught by a qualified specialist and reduces the number of students a specialist will see over a 14-day period. Each building classroom teacher will know and communicate to students and families which specials class (art, music, media, or physical education) they have on any designated day.

Attending school in-person while COVID-19 transmission rates are high comes with risk. The district cannot reliably maintain social distancing in this model. The Columbia/Boone County Health Department has indicated CPS can host in-person school without ensuring physical distancing of 3 feet to 6 feet. Students will be expected to wear masks. Cleaning and providing time for teachers to continue to plan for this very complicated system will happen in the buildings on Wednesdays.

d. All-Virtual Learning: This model for instruction may be used when our community's COVID-19 cases over a 14-day period are above 50 cases per 10,000 people, the Boone County Health Department has determined that all virtual learning mode is necessary to keep staff and students safe, and/or our CPS daily attendance has fallen below 75%. In this model, all students, K-5, would access instruction from their teacher five (5) days per week, as students would not have to be taught in two different groups to comply with social distancing restrictions.

Daily instruction will be delivered via Zoom with the support of Schoology to enhance, and ensure consistency and equity in learning opportunities for all of our learners. Students will be able to utilize their devices to support this model of learning. If we move from an (a.) In-Person Model, or a (b.) Hybrid model to a (c.) All Virtual Learning Model, your student will stay with their in-person teacher. Please note that your child will not move to the CPSElementary@Mizzou virtual option, shown above. Classes will be taught via Zoom and a full virtual schedule will be provided so that you know when your child will need to be available for learning. Please note that CPS administrators and teachers understand the importance of monitoring screen time; thus, the schedule for the All-Virtual Learning Model will reflect that commitment. A detailed schedule will be provided by your child's teacher.

Virtual Schedules: Each building will follow the building schedule they have in place. You will receive a schedule from your classroom teacher. Teachers are given the guidelines listed below, but they also have autonomy to decide what is best for students in their own classroom. In some cases, zooms will last longer, and in other cases, zooms will be shorter. Teachers are cognizant about student screen time. If you have a concern with this, please contact your child's teacher.

Daily Online Instructional Guidelines

- Kindergarten-2nd grade zoom time is approximately 2.5 hours daily.
- 3rd-5th grade zoom time is approximately 3.5 hours daily.
- In Grades K-2, we recommend a quick movement break every 15-20 minutes and in Grades 3-5, every 20-30 minutes. We recommend that each online session is no longer than 45 minutes total. After this time, students need to close their devices, take a break from looking at a screen, and can return for another session after a bit.
- Hybrid learning (2 days per week) includes 3 online learning days
- Hybrid learning (4 days per week) includes 1 online learning day.
- Remote learning schedules will mirror the in-person building schedule

In the hybrid model, what do the three days at home look like?

On the days your child is not in-person for learning at the building, your child will have lessons to access via Schoology and/or Seesaw. Your child's teacher will work with you to know what assignments need to be completed on your days away from school. There will not be live teaching on these days, meaning, your child will not be expected to zoom in with teachers on these days. The exception is Wednesdays. On these days, there will be meetings for your child to attend on zoom. This schedule will be given to you by the teacher.

What are best practices for my student while learning at home?

- **Space.** If possible, we recommend establishing a set place in your home for online learning. This might be a kitchen table, small desk, or other area in the home that your student comes to associate with online learning. Please keep school materials nearby, including your CPS-issued iPad, and other school supplies. Having a consistent routine and procedure for materials helps facilitate learning.
- **Technology.** Students will likely need support to get started to ensure they know how to log in for a zoom meeting and also to access Schoology and other platforms that will be used.
- **Schedule.** Your classroom teacher will send regular information about the online schedule. Please make sure you know the expectations for your student.
- **Communication.** Look for emails and communication from the classroom teachers and the building. . These messages include important information about expectations,

activities, and learning. We know this is a new adventure in learning and that everyone is likely to have many questions.

- **Encouragement.** Your encouragement matters. Students will have independent practice activities, choice reading, and other projects to complete while at home. Please encourage them with this work, help with any questions they may have, and stay positive about the learning process.

How much actual classwork and learning will be taking place on the days at home?

You can expect for your child to have about two hours of work to complete each day they are at home. For K-2, it could be less, and for upper grades it could be more. You will work with your teacher as you work with the at-home schedule.

What will be the procedures for lunch?

Students will eat breakfast and lunch in their classroom. Food allergies will be taken into account as needed. Cleaning procedures will be put in place.

What will be the procedures for recess?

We understand how important recess time is for all children. There will still be many opportunities to be outside with peers. Classrooms will visit the playground on a schedule that limits interaction between different classrooms. Consequently, recess times will be spread out throughout the school day. There will be protocols put in place during outside time. These protocols will include cleaning processes and expectations.

What will school counseling services look like?

School counselors will visit classrooms to deliver social, emotional, career and academic lessons. We will continue to provide individual counseling for issues impacting the school environment, as well as crisis counseling, consultation and referral.

How will you track contacts in rooms and in the building?

There will be a QR system set up to ensure we know who enters and leaves the building and who enters and leaves each room.

Will parents and visitors be allowed in the building?

At this time, we will not allow parents and visitors into the building. We will continue to monitor and should the environment and/or recommendations from our health partners change, we will loosen restrictions.

Will special education students, EL students, Title students, and others be pulled out of the room for minutes?

The push-in and pull-out model will be used. Please contact your child's teacher for more specific information.

Will EEE students still attend weekly classes?

EEE Students will receive virtual instruction in their home building or at home during a hybrid or virtual model.

Will social distancing happen in all settings?

We will do our best to maintain social distancing when students are not within their stable groups (i.e. walking in hallways, sitting in lines, etc). Inside classrooms, we know it will be difficult to keep children 6 feet away from one another, just as it will be difficult for teachers to support students from 6 feet away. We will do our very best to maintain as much distance as is possible in the building. Parents must understand that sending children to learn in-person will mean a risk in terms of our ability to guarantee social distancing at all times. We will also have information for talking with students about social distancing in our back to school information.

Will the school district continue to offer extended day care programs (before school and after school programs)?

We work closely with Adventure Club and Boys & Girls Club, both of which are active in our schools. They will be expected to follow guidelines set by the district. Should the school close, so will before and after school care.

Will we be able to switch to virtual from in-person?

No. There will be no additional accommodations made for the 2020-21 school year.

Will we be able to switch back to in-person if conditions change?

No. There will be no additional accommodations made for the 2020-21 school year.

CPS Special Education in Elementary In-Person Classes

How will my student's IEP services be delivered?

Given current health department guidelines for August, we plan to implement each in-person student's IEP as written, i.e., if the student's services were written for the special education environment, we will pull to that setting. If services are written for the regular education environment, we will push in and provide services in the student's regular education classroom. If the student is in a district classroom and is to join his/her regular education peers for a specific subject, the student may attend. Safety precautions will be taken between groups of students coming in and out of the special education setting. Should health department guidelines change, we may need to adjust these practices; however, all potential changes will be discussed with the parent/guardian.

If CPS has to close my student's school or the entire district because of health concerns, will my student continue to receive special education services?

Yes, while the amount and location of services may need to adjust based on the need for remote instruction, your student will continue to receive all services identified in their IEP. New learning will occur even in the distance learning environment. Additionally, your student will continue to receive appropriate accommodations relevant to his/her distance learning environment.

Can I still refer my child for special education testing?

Yes. Changes are not being made to the evaluation process. If formal assessment is needed, the student will be pulled to a testing environment. Safety precautions will be taken to ensure a sanitized environment before and after the testing session.

CPS English Learners (EL) and Elementary In-Person Classes

Will EL students continue to receive EL support if we choose to send them to school for in-person classes?

Yes. All EL students will continue to receive direct EL support from EL teachers in our elementary buildings that have EL programs (all buildings except Alpha Hart Lewis, Benton, Midway, Ridgeway, Two Mile Prairie).

Will the EL services look different than they usually do for in-person students?

Yes. We are following guidelines from the CDC, the MO Department of Education, and the Boone County Health Department to establish best practices for in-person classes. One of those recommendations is to establish and maintain stable groups among students. Therefore, most of our EL support will be provided by teachers who are pushing into the regular classroom, rather than the typical model of pulling students out of multiple classrooms into small EL groups. We will reevaluate this practice as we go and make adjustments as possible. If the situation with the virus changes to be less of a concern, we will make changes to our EL support services accordingly.

If CPS has to close my student's school or the entire district because of health concerns, will my student continue to receive EL support?

Yes. If CPS has to close your student's school because of a health concern, the classes will move online. Your student's EL support will be provided online, as well. Your student's EL teacher will establish a schedule to meet with your student via Zoom and communicate that information with your family directly. If the entire school district has to close because of health concerns, we will follow the same process and provide EL support online.

Will the annual EL test, the ACCESS, be given to students who attend school in-person?

Yes. All EL students will be required to take Missouri's annual English language test, which is called ACCESS. The test dates are set by the Missouri Department of Education and typically occur in January or February of each year. The exact date, time, and place of this test will be determined by the CPS EL department, and we will communicate the schedule and other information directly with families prior to testing.

Will CPS screen newly enrolled students for EL support if they attend school in-person?

Yes. All enrolling students who meet the criteria for English Learner testing will be given the EL screening test during the enrollment process. For elementary students in EL buildings, the EL

teacher will administer the test and report the results to parents/guardians immediately after testing. For students who live in the attendance areas of Alpha Hart Lewis, Benton, Midway, and Two Mile Prairie, or who will attend Ridgeway will need to come to the EL office to complete EL testing prior to starting in-person classes. Students who are enrolling in any of these five schools can make an appointment for testing by calling 573-214-3965.

What will our CPS Preschool Program look like for fall?

Arrival and dismissal?

Preschoolers will no longer be walked to classrooms by a parent/adult. School personnel may opt to increase the number of entrances used during arrival and dismissal and stagger arrival/dismissal times. These decisions will be made on a school-by-school basis, and principals will communicate these plans with families.

What will be the procedures for meals?

Meals will be eaten inside of the classrooms like we have always done. However we will no longer eat our meals family style. We want to put extra precautions in place and provide students with individual items. Cleaning procedures will be put in place. We hope we can loosen these guidelines as the year progresses. We will monitor this and make changes as we can.

What will be the procedures for recess?

We understand how important recess time is for all children. There will still be many opportunities to be outside with peers. Classrooms will visit the playground on a schedule that limits interaction between different classrooms. Consequently, recess times will be spread out throughout the school day. There will be protocols put in place during outside time. These protocols will include cleaning processes and expectations. Individual buildings will communicate changes to parents.

What will PE, Art, Music, etc look like for preschoolers?

We will begin the year by keeping preschool students in their homeroom classes for specials classes. In this model, teachers will visit classrooms to deliver instruction. This will allow us to maintain stable grouping in a room and it will allow us to easily track who comes into contact with each classroom. If preschoolers have access to PE classes, these classes can be outside when possible.

Will preschoolers be stuck in the classroom all day?

This is not our intent. It is our intent to keep them in a stable group as much as possible while at school. Preschool teachers are very experienced at ensuring kids have ways to move, They will take kids outside for lessons, and they will be very mindful of ensuring our kids have the best experience in a not so traditional way to begin school. There will be a plan for bathrooms, hallways, etc.

How will you track contacts in preschool rooms and in the building?

There will be a QR system set up to ensure we know who enters and leaves the building and who enters and leaves each room.

Will preschool parents and visitors be allowed in the building?

At this time, we will not allow parents and visitors into the building. We want to be very proactive in ensuring a tight system of tracing as we re-open. We will continue to monitor and should the environment and/or recommendations from our health partners change, we will loosen restrictions.

Will preschool special education students be pulled out of the room for minutes?

At this time, we plan to either pull kids out for instruction, or teachers will join classrooms to ensure students receive minutes for services. This may adapt as we follow health guidelines, but we will ensure minutes are served.

Will social distancing happen in all preschool settings?

We will do our best to maintain social distancing when students are not within their stable groups (i.e. walking in hallways, sitting in lines, etc). Inside classrooms, we know it will be difficult to keep children 6 feet away from one another, just as it will be difficult for teachers to support students from 6 feet away. We will do our very best to maintain as much distance as is possible in the building. Parents must understand that sending children to learn in-person will mean a risk in terms of our ability to guarantee social distancing at all times. We will also have information for talking with students about social distancing in our back to school information.

Will preschoolers be required to wear a mask?

Teachers will take time to practice the use of masks with our PK students. We understand this will take some time with our youngest learners. We will work on this daily with our students.

Will teachers and staff be required to wear a mask?

Teachers and staff are expected to wear a mask while in the building.

Will temperature checks be given to students?

At this time, there is not a plan to give temperature checks on a regular basis or before entrance into the building. If a child visits the nurse, temperature will be checked as needed. The nursing department will have infra-red thermometers to use. If school-wide temperature checks become necessary, we will inform parents as soon as possible.

How will preschool families be notified if their child is required to go home?

It will be imperative that families pick up students immediately who are not feeling well.

If the preschool is closed for cleaning, will students have an online day of learning?

Yes. If school needs to close due to a confirmed case for cleaning purposes, learning will continue. In this case, students will move to the online platform with their classroom teacher and coursework will continue seamlessly. In some cases with our youngest learners, work may be sent home, depending on when this closure occurs.

Will there be increased opportunities for handwashing and hand sanitizing around the preschool buildings?

Teachers will set a hand washing schedule for their individual classes.

What will our Early Childhood Special Education Program look like for fall?

Arrival and dismissal?

Preschoolers will continue to be escorted to their classroom by ECSE staff. Parents should wait in the lobby for staff. School personnel may opt to increase the number of entrances used during arrival and dismissal and stagger arrival/dismissal times. These decisions will be made on a school-by-school basis, and principals will communicate these plans with families.

What will be the procedures for snack time?

Snacks will be eaten inside of the classrooms like we have always done. We will continue to use our cleaning protocol before and after snack.

What will be the procedures for recess?

We understand how important recess time is for all children. Classrooms will visit the playground on a schedule that limits interaction between different classrooms. Consequently, recess times will be spread out throughout the school day. There will be protocols put in place during outside time. These protocols will include cleaning processes and expectations. Individual buildings will communicate changes to parents.

What will Adaptive PE (APE) look like for preschoolers?

Preschool students will remain in their homeroom classes for special classes. In this model, the APE teacher will visit classrooms to deliver instruction. This will allow us to maintain stable grouping in a room and it will allow us to easily track who comes into contact with each classroom.

Will preschoolers be stuck in the classroom all day?

It is our intent to keep them in a stable group as much as possible while at school. There will be a plan for bathrooms, hallways, etc.

How will you track contacts in preschool rooms and in the building?

There will be a QR system set up to ensure we know who enters and leaves the building and who enters and leaves each room.

Will preschool parents and visitors be allowed in the building?

At this time, we will not allow parents and visitors into the building. We want to be very proactive in ensuring a tight system of tracing as we re-open. We will continue to monitor and should the environment and/or recommendations from our health partners change, we will loosen restrictions.

Evaluations for ECSE eligibility will occur by appointment and will be allowed entry to the building only at their scheduled time. To limit the number of people in the building we request that only one person accompany the child who is being evaluated. We also request that only parents attend meetings in the building when possible.

Will preschool special education students be pulled out of the room for minutes?

At this time, we plan to either pull kids out for instruction, or teachers will join classrooms to ensure students receive minutes for services. This may adapt as we follow health guidelines, but we will ensure minutes are served. ECSE will strive to maintain stable groups at all times.

Will social distancing happen in all preschool settings?

We will do our best to maintain social distancing when students are not within their stable groups (i.e. walking in hallways, sitting in lines, etc). Inside classrooms, we know it will be difficult to keep children 6 feet away from one another, just as it will be difficult for teachers to support students from 6 feet away. We will do our very best to maintain as much distance as is possible in the building. Parents must understand that sending children to learn in-person will mean a risk in terms of our ability to guarantee social distancing at all times. We will also have information for talking with students about social distancing in our back to school information.

IEP teams will consider changes to services and/or placement on an individual basis. District information, along with doctor recommendations, will be used to determine the most appropriate placement for services. Placement may change during the school year due to individual needs.

Will preschoolers be required to wear a mask?

At this time, students will not be mandated to wear masks. Wearing a mask is a decision that is best made with families, teachers, and therapists as it may interfere with therapy. IEP teams will consider all doctor and family requests to wear masks.

Will teachers and staff be required to wear a mask?

Teachers and staff will be expected to wear a mask while in the building.

Will temperature checks be given to students?

At this time, there is not a plan to give temperature checks on a regular basis or before entrance into the building. If a child visits the nurse, temperature will be checked as needed.

The nursing department will have infra-red thermometers to use. If school-wide temperature checks become necessary, we will inform parents as soon as possible.

How will preschool families be notified if their child is required to go home?

Schools will be contacting all families before the start of school to gather multiple emergency contact numbers for this school year. It will be imperative that families pick up students immediately who are not feeling well. We will need multiple WORKING numbers that will be used as emergency contacts. Please make sure you update your child's teacher when there is a change in either your contact or emergency contact numbers.

If the preschool is closed for cleaning, will students have an online day of learning?

Yes. If school needs to close due to a confirmed case for cleaning purposes, learning will continue. In this case, students will move to the online platform with their classroom teacher and coursework will continue seamlessly. In some cases with our youngest learners, work may be sent home, depending on when this closure occurs.

Will there be increased opportunities for handwashing and hand sanitizing around the preschool buildings?

Building Services is currently in the process of installing additional hand sanitizing stations in each school building. Additionally, teachers will set a hand washing schedule for their individual classes.

Will buses run as normal?

ECSE will continue to transport students whose families are unable to provide transportation. ECSE and Student Transportation of America will collaborate to maintain social distancing and appropriate length of bus rides.