

2020-2021 Return-to-School Plan

REVISED JULY 20, 2020

Frequently Asked Questions

Updates in Yellow

Face-to-Face Option

Q: What does the face-to-face option look like for elementary?

A: In our elementary environment, Pre-K through 5th grade, our key to success is students staying in static groups. That terminology comes from the state. Those students, when they arrive at school, they are put together with their class, their static group, no matter what age group that is, and that is where they remain for the entire day. They have their learning environment that way. They go to lunch that way. They go to recess that way. They go to enrichment classes that way. The key is the static group. If a student is unfortunate enough to test positive or encounter someone who is positive, that static group is held intact.

Q: What does the face-to-face option look like for middle/high?

A: The key there, since we know we cannot have static groups, is to lower the class size a bit so we can spread those students out in the classroom. **With the blue/gold day schedule in place, class sizes will be approximately half the size as before,** and the state has allowed to socially distant to the maximum extent possible. Classrooms will be reorganized and desks will be moved to put them as far apart as possible, with an optimum of six feet, but we'll do it to the maximum extent we're able to depending on the size of the classroom.

Students will not be able to linger in the hallways between classes. Duty teachers and administrators will keep students moving to their next class so that there is not a lot of congregation. We will have flow arrows to direct traffic on the floors. We will have social distancing stickers throughout campuses. At the entry way of every school will be the lists of screening questions that everyone should ask themselves upon entering the school. We are going to ask our parents to do that at home, but we are also going to do that when they come to school and we're taking temperatures.

Q: When does my student attend school on campus?

A: Students in pre-kindergarten through 6th grade will receive face-to-face instruction Monday-Friday.

Students in 7th-12th grade will be placed on an alternating day (blue/gold) schedule and only report in a face-to-face setting two days a week. Students will receive schoolwork to complete, most likely virtually, on days they do not report to campus. Students with last names beginning with letters A-K will attend Mondays and Wednesdays (Blue Days). Students with last names beginning with letters L-Z will attend on Tuesdays and Thursdays (Gold Days).

Q: What if students in my household have different last names, placing them on different schedules?

A: Arrangements will be made to ensure students in the same household are placed on the same schedule, even if those students have different last names.

Q: What will P.E. be like for all grade levels?

A: We are anticipating that we will still have physical education classes. The students will be socially distanced. There will not be contact games and activities in P.E. There will be more isolated exercises from the position the student is in on the floor or upright but socially distanced. We will have physical education. The students need to move around a bit, and we understand that.

Q: What does recess look like?

A: Students will go out for recess. Certainly, it will be a challenge to keep them apart, but they will need to stay in their static groups as they go out for recess.

Q: How will breakfast and lunch be served?

A: We cannot put all our students in the cafeteria like we always have. Students who eat breakfast in the morning will still have the opportunity to grab their breakfast on the way in. Lunch may look a little different. We may need to bring classes individually to the classroom. We will have opportunities for classes to eat in their rooms with grab-n-go lunches. We will have opportunities for our older students to eat outside as long as they are socially distanced.

Q: Can students bring their own lunches still?

A: Yes, students can bring their own lunch like they always have.

Q: Will all normal classes still be happening such as art and music?

A: Enrichment classrooms will be set up like a normal classroom with desks or chairs put as far apart as possible to socially distance students to the maximum extent possible.

Those environments should be as expected in the past, but students will be spaced out.

Q: What about our younger students? For instance, Pre-K. Will they be able to move about the room like to a rug or to a center?

A: Our hope is that we are still able to do that. They are just going to have to be careful in that they're going to have to be socially distanced. That is going to be a challenge for our teachers and our paras, but we're going to do our best in that environment.

Q: What will be happening on Fridays under the Blue/Gold schedule?

A: Teachers will report to campus every day. Fridays will serve as Teacher Strategic Days. Testing will take place in-person and on Blackboard Collaborate. Teachers will be monitoring and grading virtual learning. Fridays will also be used for lesson development, IEP/IAP development, parental contact, meetings, remediation, and more.

Other items that will be handled on Fridays may include but are not limited to the following:

- Professional Development
- Tech Support
- Remediation
- Parental Virtual Training
- Student Discipline Day – Attendance in ISI
- District Support
- School Cleaning

Transportation

Q: What does Transportation look like for students?

A: The State has phased transportation, just like we have Phase 1, 2, and 3 for the virus as a whole. Right now, in Phase 2, we can only carry 50% of a bus capacity on any given route. That is a challenge for us. Bus seats will have to be sanitized between routes, which is a challenge for our bus drivers. We are going to have to make more routes. Students will have to be dropped off at school earlier than normal, and students will be arriving at school up until the bell. In Phase 3, buses can carry 75% of the normal capacity.

Q: Will school start times have to be adjusted due to social distance protocols?

A: As of right now, we have not adjusted the starting and ending times of school.

Extended Day

Q: Will extended day programs still be offered?

A: Calcasieu has a robust Extended Day Program. We would like to have Extended Day and will take whatever steps necessary to still offer the program. What we are trying to juggle right now is how to convert a static group during the day to an Extended Day Program after school and not violate everything we are trying to do. We have to connect the dots to get to that point, but we are not quite there yet.

Gifted/Talented

Q: Will gifted/talented classes still be offered? What about the busing between campuses?

A: Our Gifted Program, a lot of times, is a pull-out program. In our schools, we are going to try to maintain static groups, which presents challenges for these programs. We will have to put students together to be able to pull them out effectively. Moving students around from campus to campus will have to be adjusted. We may have to provide some Gifted services virtually from one campus to another, and we are going to be equipped to do that. That plan is being drawn up now. We will still offer Gifted services.

Other SPED Services

Q: How will Speech services and other special services be handled?

A: No matter what form education might be offered, we fully intend to honor a student's IEP/IAP and what is outlined in those plans for the student to be successful. Our SPED services may be modified a bit to group students together from a safety standpoint. We will provide SPED services, just as we always have, it just may look a little bit different. Parents will be involved in those decisions, through the IEP process, as they always have been.

Face Coverings

Q: What are our protocols for face coverings?

A: The face covering protocols are state-level decisions. State guidelines right now require that students in third through twelfth grade have face coverings.

Q: What can they look like?

A: Face coverings can be in the form of a mask or a neck buff. We have set some standards just to prevent chaos from ensuing. In middle and high schools, those face coverings need to be solid colors or have a school logo. In elementary, we are a little more flexible, as long as it's a face covering that the principal doesn't deem distracting.

Q: Will we supply them?

A: We are, as a district, going to provide two washable face coverings. We have ordered two black masks for all students and employees.

Q: How will face coverings be handled for students/employees who cannot wear them due to health issues?

A: We will require a note from a physician letting us know that an employee and/or student cannot wear a face covering. We are setting up protocol that will discreetly indicate that a student has provided that note to the school.

Q: If parents want their younger students to wear face coverings, is this allowed?

A: Yes, students younger than third grade can wear a face covering during the day.

Q: Can staff and students wear face shield instead of a cloth mask?

A: No. The guidance received from LDOE states that the CDC does not recommend a face shield, so a face shield should not be a substitute for a mask.

Q: Can students and staff remove facial coverings for speech therapy and other educational instruction?

A: Yes, students and staff may remove facial coverings if necessary to carry out educational instruction, however they should practice social distancing measures of staying six feet apart and wash hands before and after activities.

Refunds

Q: If P.E. uniforms were already purchased through the school, can parents receive refunds?

A: If our schools sold a P.E. uniform to a family already this summer, we will have a mechanism set up to issues refunds.

COVID-19 Testing

Q: Can CPSB require anyone to be COVID tested? Students or employee?

A: At this time, we do not have any intentions of requiring a COVID-19 test be conducted as a condition to come to school. There is not anything, currently, that allows us to require that from a student and/or employee.

Q: What are educational plans in the case that a student tests positive?

A: If a student must be out of school due to a COVID-19 related matter, as long as they feel up to getting an education, we're going to provide one. Even if they are not in school, we will shift to a format where their teacher will continue to provide them educational materials or virtual instruction to keep them up to date with their other classmates.

Virtual Option

Q: What does the virtual option look like for Pre-K – 8th grade students?

A: These students will work through an assigned teacher who will be teaching only virtual. Their primary delivery method will be Blackboard. They will continue to learn the same curriculum in social studies, science, math and English as they would in a face-to-face environment.

Q: What does the virtual option look like for middle/high?

A: Students will use Odysseyware. It mimics the Carnegie unit credentials. We will have some 8th grade students who take some Carnegie unit classes, and these students will be a hybrid between Blackboard and Odysseyware.

Q: What classes are available for high school students in Odysseyware?

A: A full course list can be found [here](#).

Q: Will there be a set schedule for the virtual setting?

A: CPSB Connected Classrooms is designed to be a regular school day but taught online. We put out a sample schedule of what a day might look like. There may be an opportunity to go back and review a lesson from that day, but our every intention is that the student would be with us throughout the day partaking in whatever that teacher is offering during the normal school day. It is not designed to be flexible. It is designed to be rigorous. It is designed to be an education in an online format.

Q: How do you sign up for virtual?

A: For students not enrolled in CPSB in 2019-2020: <https://bit.ly/3iyCrR4>

For students enrolled in CPSB in 2019-2020: <https://bit.ly/3e37psh>

Q: Is there a deadline?

A: Yes. Families must enroll in CPSB Connected Classrooms by Friday, July 24. We must make staffing adjustments depending on enrollment numbers.

Q: I've completed a virtual application, but I've changed my mind. How do I withdraw my application?

A: Yes, you can do so [here](#). The deadline to complete the form is Friday, July 24.

Q: How does grading work?

A: Students in both the face-to-face and virtual setting will be required to have a minimum of seven grades per marking period.

Q: What does a family need at home to get set up for Virtual learning?

A: Families will need a device and internet. In 3rd-12th grade, CPSB will provide a Dell laptop for students. In Pre-K through 2nd grade, students will receive iPads. We also will ask questions about your internet at home. In some cases, we will be able to help families obtain internet. We will ask families who have devices at home to utilize those. That is all that will be required. Someone from the virtual program will be in touch with families who indicated they need a device and/or internet on their application.

Q: Can students switch back and forth between face-to-face and virtual?

A: If a student starts in one option and decide to opt for the other option, there will be two weeks at the beginning of school for changes. This grace period ends on **September 4**. Once that decision is made, they are set for the rest of the semester. For the spring semester, families can change options.

Q: Will the same classes be offered virtually as they would be face-to-face? For instance, T&I classes, AP classes, Immersion, etc.

A: Because of staffing, we can't provide specialty programs virtually. In K-8, our focus will be on the core subjects. All the extra things that students have come to expect in a face-to-face environment may not be available right now in the virtual setting.

Q: Is Tech Support available for families?

A: Tech Support will be available during the day and after hours for families.

Q: How will SPED accommodations be met for virtual students? Can they still attend Speech services in person?

A: For all SPED students, we will honor the IEP/IAP. It will depend on each scenario on how that looks. If a virtual student requires Speech, those services may have to be offered in a homebound setting. Whatever work we need to do to get those situations ironed out, we are committed to doing.

Q: If new students move into our district after **September 4**, can they still enroll in CPSB Connected Classrooms?

A: Yes, families who are new to the district after **September 4** can choose whichever option works best for their student.

Q: Cooley, CIA Stem Academy, Immersion, etc. – Why are these specific programs not offered virtually? Also, with the slots being test-in, what happens to a student's spot if they opt to attend CPSB Connected Classrooms?

A: If your child tested into a program or gone through protocols to be accepted into a program, opting to learn virtually will not cause you to lose your spot in those programs. Because of staffing, we cannot provide specialty programs virtually at this time.

Q: If enrolled in CPSB Connected Classrooms, will parents still have to pay school/student fees?

A: Yes, the online learning registration fee is \$25 for K-12. For Pre-K students, it is \$10.

Q: If a senior would have only been taking 2-3 classes in a face-to-face setting, what does that schedule look like virtually?

A: The unique nature of Odysseyware provides a great opportunity for a senior who may only need to take 2-3 classes to graduate. They can take those classes in the morning like they would have in a face-to-face format.

Q: What is the difference between CPSB Connected Classrooms and a homeschool program?

A: Homeschool is where a parent fills out a form to submit to the state of Louisiana to provide an education for their student completely outside the school system. The challenge there is if the student eventually chooses to come into the Calcasieu Parish School Board district, they must take a placement test to determine what grade level they will be placed in. On a short-term basis, choosing a homeschool option may not keep them on base on what we are doing in our virtual option. One thing we can do in our virtual program is keep a student on pace with a face-to-face classroom. When and if they do decide to return to a face-to-face environment, they will not be behind their regular classroom.

Q: Can virtual students participate in school-related activities?

A: Yes, virtual students can participate in school-related activities. However, if that activity occurs during the school day (bell-to-bell), the principal will decide whether to allow a virtual student to participate.

Q: Can a student enrolled at an alternative site select the virtual educational option?

A: Students assigned to any of CPSB's Alternative Sites will have the choice of attending classes in person or virtually. If virtual is chosen, the student will be instructed by the same alternative staff as if they were attending the site face-to-face, not through the staff CPSB's Connected Classroom option. At the completion of the student's time at our alternative site and a release letter is earned, that student will register with their home school with a permit from CWA and continue on the same instructional pathway (face-to-face or virtual) for the remainder of the semester.

Enhanced Safety Measures

Q: What is social distancing going to look like in the classroom setting?

A: All our principals have been told to "flip" every classroom. Classrooms are being measured and desks/tables are being spread out to the maximum extent possible. Some desks/furniture may need to be removed, and we will be providing storage areas for these items.

Q: What sort of cleaning and sanitizing will be taking place on campuses?

A: We have installed foam hand sanitizer stations in each classroom. We will also have bottles of hand sanitizer. We have purchased sanitation devices to use in the schools that put out a mist. They will not be used when students are there, but they will be used to sanitize our restrooms, frequently touched surfaces, and all our classrooms each afternoon. We have ordered 10,000 containers of sanitizing wipes. Those will be used in between classes to sanitize surfaces. All frequently touched surfaces will be sanitized throughout the day. Bathrooms will be sanitized every hour.

Q: Will temperature checks be conducted on every employee and every student?

A: Every student will have their temperature checked every day. We have purchased thermometers that test temperature on the forehead, and every teacher will have one of those. Every employee will have their temperature checked daily as well.

Q: What about plexiglass being installed?

A: Plexiglass barriers are being installed in various locations throughout the campuses, such as front office counters and designated teacher workspaces.

Q: Will water fountains be available?

A: There is not a mandate currently to close water fountains, just to sanitize them frequently. We are opting to close many of our water fountains and allowing students to bring water bottles to school with them. We will have bottled water available in emergency situations. As we move into the future, we are looking at replacing our water fountains with water filling stations.

Q: How will we handle handwashing?

A: We have the standard hand washing stations in cafeterias and bathrooms. There will be signage providing reminders to wash hands. Foam hand sanitizing stations will be available in every classroom. When students enter and exit classes, they will be asked to utilize these.

Employee Relations

Q: What leave options are in place for our employees?

A: There are four ways an employee can qualify for up to 80 hours of COVID-19 related leave (EPSL) if they are unable to work or telework due to:

- The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19 (100% pay)
- The employee is experiencing symptoms of COVID-19 and seeking medical diagnosis from a health care provider (100% pay)
- The employee is caring for an individual who is subject to a quarantine or isolation order or has been advised by a health care provider to self-quarantine due to concerns related to COVID-19 (2/3 pay)
- The employee is caring for his or her son or daughter whose school or place of care has been closed for a period of time, whether by order of a State or local official or authority or at the decision of the individual school or place of care, or

the child care provider of such son or daughter is unavailable, for reasons related to COVID-19 (2/3 pay)

Q: Will teacher observations still occur?

A: The state of Louisiana has not provided additional guidance on this yet.

Q: How are we dealing with the potential shortage of substitute teachers?

A: We will be hiring a full-time substitute teacher for each campus through September 30. We will also be recruiting additional subs in the meantime.

Miscellaneous Topics

Q: Should parents go ahead and purchase school supplies that are listed on our website?

A: Yes, if students will enroll in the face-to-face option. Supply lists can be found [here](#).

Q: How are we handling positive tests?

A: We will have assigned seating charts throughout the district, in classes and on school buses. If we do have a positive test, we are going to make our best effort to not close more than what is necessary. We will provide notification to other classmates that someone in the class has tested positive. We will not be able to provide details as to who it is, but we will provide notification. Every situation will be unique. We will have flow charts available for our schools to use to navigate these situations.

Q: Are any school calendar changes anticipated?

A: We will begin school on August 24 instead of August 14. A revised calendar will be adopted that moves most teacher inservice days to the beginning of the year. The revised calendar would also go through the end of May.

Q: What are the changes in grading?

A: Students in both the face-to-face and virtual setting will be required to have a minimum of seven grades per marking period.

Q: Will attendance be check in both educational options?

A: Attendance across the board is required. Currently, there is no waiver for attendance minutes from the state.

Q: Do we have information regarding state testing?

A: The state of Louisiana has not provided additional guidance on this yet.

Q: What if the Phase we are in statewide changes during the year?

A: If we get moved back to Phase 1, we will have to switch all students to the virtual setting. If we move ahead to Phase 3, we won't see much of a change except in the number of students we can transport at a time on a bus.