

Illini West High School District #307

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Blended Return to School 4-Block Schedule 2020-2021

On June 4, 2020, Governor Pritzker issued Executive Order 2020-40 allowing schools to reopen for in-person instruction. The Illinois Department of Public Health and the Illinois State Board of Education issued guidelines that School Districts are required to follow.

With these guidelines and information from surveys sent to parents and staff, the Illini West Leadership Team met to develop a plan and procedures that will allow our students access to high-quality instruction. We recognize that in-person instruction is the most effective model for our students and that consistency and structure are important to students, teachers, and families. We are responsible for creating and providing safe learning environments.

With the State issued guidelines and the desire to provide a quality education, the Illini West School District will open school on Monday, August 17, 2020 following the guidelines below. Teachers will return on Thursday, August 13, 2020.

Registration

- 2020/2021 School Registration will be on-line.
- Those needing help with on-line registration will call the high school office for assistance.
- High School office secretaries will call parents of students who did not get registered by the deadline.
- Parents/Guardians will have the option of sending their student to school for in-person learning or to keep their student home to participate through remote learning.

School Day

- Students must be medically cleared to enter the school bus and enter the building.
- Students will be medically cleared before entering the school bus and will enter the building at the District office after arriving at school.
- Students not riding a bus will enter the building at the high school office entrance after being medically cleared.
- Students that are not medically cleared will be isolated until a parent/guardian can be notified to pick their student up or gives permission for them to return home on their own.

- **Approved Face coverings must be worn at all times. Students will be given masks that can be washed up to 15 times.**
- Shaking hands or engaging in any other physical contact is prohibited in school buildings.
- **A 6-foot distance from others must be maintained as much as possible.**
- For In-Person learning Students will be required to wear a mask at all times. The school days will begin at 8:00 a.m. and end at 11:55 a.m. For students/guardians who do not want to wear a mask they may opt out of in-person and attend school remotely.
- **GRADES COUNT and ATTENDANCE is expected.**
- Attendance will be taken. Students are to attend school on their designated days and to attend through remote learning on their off days.
- Every effort will be made to keep the same groups of students together during the school day, especially for the core courses. Teachers will generally be the ones to move to a new classroom. Before a teacher leaves a classroom, they will disinfect the teacher work area. Students will not have lockers and will keep their supplies with them.
- Students will have an assigned seat.
- The number of students per classroom will be limited to help assure social distancing can be followed if possible.

Face Coverings (Mask)

- **Approved face coverings must be worn on the bus and at school. This is a directive from Illinois State Board of Education and the Illinois Department of Public Health. Illini West does not have a choice but to following the directive.**
- **Parents/Guardians who do not want their student to wear a face mask will be given the option for their student to attend school through remote learning. Please call 217-357-2136 for more information.**

Teaching and Learning

- Students will receive remote learning training on the first two days back to school. Emphasis will be on Google Classroom and Zoom Pro.
- Students will receive trouble shooting on common computer problems that they may experience. Students will be given a cheat sheet to take home on how to fix common problems.
- Students will attend school five days a week.
- Parents/Guardians may opt for Remote Learning if they do not want their student to wear the mandatory face masks.
- Each student will be assigned a Chromebook or a laptop to be used at school and home.
- Hotspots, paid for by the District, will be assigned to students who do not have internet access.
- Classrooms will be set up for remote learning while the class is being taught. Students at home will be able to ask questions while attending class from home.

Students

- Attend all in-person instruction (if possible).
- Attend all remote learning sessions (if possible).
- Bring your Chromebook/Laptop (charged) to school every day.
- Utilize Google Classroom to complete and submit work, communicate with your teachers, and keep track of due dates.

- Respond to teachers when contacted and ask for help or clarification when needed.

Parents/Guardians

- Keep your student home if he/she exhibits any of the following symptoms (fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea).
- Call the high school office (217-357-2136) if your student will be absent.
- Provide a space at home for your child to complete remote learning activities.
- Maintain an active phone number and email to ensure communication with your student's teachers and school office.
- Notify the school of any barriers to remote learning.
- Work with your student's teachers to address student needs.

Assessing Students' Skill Levels

- Teachers will assess student skill levels when returning to school.
- Between 1:30 PM -3:00 PM Monday – Friday teachers will be available for additional help and guidance on assignments.

SPED

- SPED teachers will work with students to ensure that all IEP requirements are being met based on the students individualized remote learning plan.
- SPED teachers will communicate with parents to make sure that the needs of their students are being met.
- Flexibility and communication will be critical for the success of students with special needs.
- Timelines for annual IEP meetings and required evaluations will be met.

Music/Band

- Students must wear face coverings while singing.
- Indoor rehearsals are discouraged.
- Instruments should not be shared.
- May remove masks while playing, but only if necessary.
- Hand hygiene with soap and water or hand sanitizer before and after performing.
- Instruments and classroom will be cleaned and disinfected before the next session.

Driver's Ed

- Only two students and one instructor per vehicle.
- Face coverings must be worn.
- No eating and drinking in the vehicle.
- Open windows if possible.
- Hand hygiene with soap and water or hand sanitizer before and after driving.
- Car will be cleaned and disinfected before the next session.

Physical Education

- Face coverings must be worn. The District will provide each student with a mask.
- Activities must allow for 6-foot distance between students as much as possible.
- Games and sport activities that require close guarding and any potential physical contact with another player must be avoided in order to comply with IDPH requirements.
- Locker rooms will not be used. Students will not change clothing. Shoes may be changed.
- Any shared equipment must be cleaned between each student use and disinfected at the end of each class.

Daily Schedule: 4-Block

- Parents/Guardians will have two options for their student(s): 1) students will be able to attend school for in-person instruction or 2) they will be able to choose to participate using Remote Learning.
- When arriving at school Student will have a medical check, pick up breakfast, and will then go straight to their classrooms.

Arrive at School	7:50 AM	-	7:55 AM
1 st Period	8:00 AM	-	8:55 AM
2 nd Period	9:00 AM	-	9:55 AM
3 rd Period	10:00 AM	-	10:55 AM
4 th Period	11:00 AM	-	11:55 AM
Bus Departure	12:10 PM		
Remote Learning / Guided Practice / Tutoring			1:30 PM – 3:00 PM

- Students will attend class in-person or online for 55 minutes each day and then should expect 30 minutes of homework per day. Teachers will be available each day from 1:30 PM – 3:00 PM each day.
- In the 4-block schedule, each student will take 4 classes 1st quarter and 4 different classes 2nd quarter. Each class completed will result in a ½ credit (semester’s worth).
- The only exception to this modified schedule is math. Each student will take their math class the entire semester, which means they will have math for the whole semester instead of just 1 quarter. Due to this exception, students will receive a ½ credit for the entire semester as they would in our traditional schedule. This modification ensures that students will not miss out on math for an entire quarter.
- It is important to note that students will be put in “cohorts” and stay in the same classroom with some exceptions. The schedule was put together to limit as much student movement as possible, but some movement will take place (Example- students taking an industrial class must move to the shop classroom/ IEP students will need to be

pulled out of their cohort and go to the special education classroom for additional instruction according to their IEP).

- Although there are some limitations on what students can take in some situations, electives are still an important piece to this schedule, and all students will have the opportunity to choose certain elective classes.

SCHEDULE EXAMPLES:

- **9th Grade Student A:**

- **Quarter 1**

1 st Period	2 nd Period	3 rd Period	4 th Period
Drivers Ed	English I	Algebra I	Elective: Art, Band, Computers, Spanish I, Ag

- **Quarter 2**

1 st Period	2 nd Period	3 rd Period	4 th Period
Biology I	Health	Algebra I	Elective: Computers, Spanish I, Industry, Choir, FCS

- **Total Credits for Entire Semester: 3.5**

- **9th Grade Student B:**

- **Quarter 1**

1 st Period	2 nd Period	3 rd Period	4 th Period
Algebra I	Drivers Ed	English I	Elective: Computers, Spanish I, Industry, Choir, FCS

- **Quarter 2**

1 st Period	2 nd Period	3 rd Period	4 th Period
Algebra I	Biology I	Health	Elective: Computers, Spanish I, Industry, Choir, FCS

- **Total Credits for Entire Semester: 3.5**

Breakfast

- Students who wish to participate in the school breakfast program will be given a meal to eat in their classroom as they enter the building.

Lunch

- Students who wish to participate in the school lunch program will be given a sack lunch as they depart for the day.

Transportation

- Each bus will have a driver and an aide to do a temperature and medical check before students are allowed on the bus.
- If students have a temperature above 100.4 or answer yes to any of the health questions they will not be allowed on the bus.
- Once the bus arrives at the school the bus aide will notify the high school office of any students that were not allowed on the bus.
- The office will contact parents/guardians if their student was not allowed on the bus.
- When student's arrive at school, they will enter the building by the District office and go directly to their classroom.
- Bus drivers and aides will thoroughly disinfect their bus after morning drop off and at the end of the day.
- Students will have assigned seats with an empty seat in between students.
- Students will be required to wear a face mask at all times.

Restroom Breaks

- Classrooms will have assigned times for restroom breaks with social distancing.
- Students will be allowed to use the restroom in-between breaks if necessary following social distancing guidelines.
- Students must wash hands before returning to class.

When a Student or Staff Member Becomes Sick

- Anyone who tests positive for COVID-19 should stay home.
- Anyone who shows any signs or symptoms of illness should stay home.
- Families and staff should also report possible cases to the school where the individual attends or works to initiate contact tracing. Information will be shared with the Hancock County Health Department.
- 72 hours must elapse from resolution of fever without fever reducing medication **and** 10 days must pass after symptoms first appeared.
- Anyone who has close contact with someone who tested positive for COVID-19 or is suspected of having COVID-19 infection should isolate at home and monitor for symptoms for 14 days.
- Close contact means the individual was within 6 feet of the individual with symptoms for more than 15 minutes.

Cleaning/Disinfecting

- Three additional handwashing units have been rented for student and staff use.
- Frequently touched surfaces (door handles/knobs, desktops/tabletops, light switches) will be cleaned several times a day.
- Custodians will post a schedule of cleaning times and maintain documentation upon the completion of cleaning.
- Restrooms will be cleaned after school begins, after lunch, and at the end of the day and any additional cleaning as needed.
- Wednesday and weekends of each week will have extensive cleaning to insure a safe environment.

Additional Staffing Needs

- 4 Bus Aides
- Custodians
- Health Monitors

It is important to note that these requirements are subject to change pursuant to updated public health guidance and changing public health conditions. Illini West has the responsibility to follow guidance from the Illinois State Board of Education and the Illinois Department of Public Health.

Kim Schilson, Superintendent