



**CAPE GIRARDEAU**  
**PUBLIC SCHOOLS**  
*Every student...every day!*

**COVID-19 Re-Entry Plan**  
**Fall 2020**

The Coronavirus (COVID-19) pandemic forced school districts across the nation to shut their doors in the spring of 2020. Cape Girardeau Public Schools (CGPS) closed as a precaution due to COVID-19 in March of 2020 and would remain closed for the rest of the school year. Over the last several months, CGPS leaders have worked with local health officials to establish a safe re-entry plan for the fall. While developing this plan, the District also took into consideration feedback from families and staff members received through online surveys.

CGPS is committed to providing a high quality education for all students while prioritizing the health of our entire school community. We recognize the need for families to have options so they may determine the best learning environment for their student(s). Additionally, school leaders understand the importance of implementing online learning in every classroom so students are more prepared to transition from face-to-face instruction to virtual learning should schools be forced to close again in the future.

Please note, all students will be enrolled for in-person instruction unless specified by the family. Families wishing to register for all online education will need to fill out the [Tigers@Home application](#) by July 31, 2020. No late registrations will be accepted due to staffing decisions and placements. Tigers@Home will follow the same Academic Calendar as in-person instruction. Early dismissal on Wednesdays will continue to allow collaboration days for teachers. Those times will be communicated by your child's school and will also be posted on the District's home page, [www.capetigers.com](http://www.capetigers.com).

No visitors will be allowed in our buildings without prior approval to begin the new school year. Should the environment and/or recommendations from our health partners change, we will consider relaxing these restrictions. Until then, we must limit the number of people coming in and out of our buildings to protect the health and safety of our students and staff. Social distancing will be regularly encouraged throughout our school buildings, however, we cannot guarantee social distancing will take place in classrooms and common spaces. The District's goal is to minimize contact through establishing stable groupings. Students will have interactions with the same group of students each day. Students will be required to wear masks at specific times throughout the day. More information can be found in the plan below.

It's important to point out, this re-entry plan is fluid because information regarding COVID-19 is ever-changing. Elements in the plan could change frequently. All changes will be communicated to families through email, text and social media, as well as shared on the District's website under Family Updates. We appreciate your patience as school leaders make decisions that are in the best interest of our school community based on the latest information made available at the time.

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# ACADEMIC INFORMATION

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## Early Childhood Programs ECSE

### (3 year old Program)

- Students will be assigned to an AM or PM session.
- Target class sizes will be 12-15 students per session.
- Necessary cleaning protocols will be implemented between the AM and PM sessions.
- Student attendance will be closely monitored.
- In ECSE classrooms, every best effort will be made to maintain stable groups (children will remain in one classroom for learning).
- Large gatherings (such as all-school assemblies and school-wide celebrations) will not occur.
- Classroom protocols will include assigned seating and other measures to minimize contact.
- Schools will make reasonable best efforts to minimize risk, **however, attending our schools in-person will introduce a greater risk for exposure.**
- Individual school closures may occur as directed by the Superintendent for health and safety reasons. Please refer to the CGPS School Closures section of this document for more information.

## Early Childhood Program Pre-K

### (4 year old Program)

- Students will be assigned to an AM or PM session.
- Target class sizes will be 15-20 students per session.
- Necessary cleaning protocols will be implemented between the AM and PM sessions.
- Student attendance will be closely monitored.
- In Pre-K classrooms, every best effort will be made to maintain stable groups (children will remain in one classroom for learning).
- Large gatherings (such as all-school assemblies and school-wide celebrations) will not occur.
- Classroom protocols will include assigned seating and other measures to minimize contact.
- Schools will make reasonable best efforts to minimize risk, **however, attending our schools in-person will introduce a greater risk for exposure.**
- Individual school closures may occur as directed by the Superintendent for health and safety reasons. Please refer to the CGPS School Closures section of this document for more information.

## Elementary and Middle School Kindergarten - Sixth Grade Tigers@Home Virtual Learning Option

- All students in grades K-6 will have the option to enroll in the virtual learning program Tigers@Home. The program will be taught by CGPS teachers using a combination of District adopted textbooks and resources, teacher directed instruction and District approved adaptive technology programs. **Tigers@Home registration is due by Friday, July 31, 2020.** No late registrations will be accepted due to staffing decisions.
  - Elementary students in grades K-4 will use the Google Classroom platform to communicate, assign work and provide feedback along with Zoom meetings for personalized instruction.
  - Middle school students in grades 5-6 will use the Google Classroom or Moodle platform to communicate, assign work and provide feedback along with Zoom meetings for personalized instruction.
- Students will have daily interaction with their teachers via video conferencing. They will also have access to encore teachers (art, music and PE), school counselors, and learning specialists, as needed. While the teacher will be a CGPS teacher, the teacher may not be a teacher in the child's assigned school.
  - Teachers will be selected depending on enrollment and student needs after the enrollment period closes.
- Students and families should plan on 2 to 3 hours of direct daily instruction online. This may include time with the class as a whole. The direct-instruction will be extended with practice activities for students to complete off-line at home.
  - Teachers will also be available to meet with students individually or in small groups through the week to address additional support, including intervention and enrichment needs.
  - Students will continue to participate in the district benchmark assessments including the Missouri Assessment Program (MAP) in the spring and other classroom assessments as needed throughout the school year.
- K-6 grading practices will follow the same grading system and scale as in-person classes.
- Even though a family has chosen Tigers@Home, the student will continue to be affiliated with their child's home school building, including communications from their school building.
  - If you begin as an online student, there will be an opportunity to move to in-person learning after the end of the first semester which occurs on January 14, 2021.
  - If you begin as an in-person student and want to switch to the full online learning platform with Tigers@Home, it will depend on space availability. If there is no availability at the time of the request, there will be an opportunity to move to virtual learning at the end of first semester which occurs on January 14, 2021.
  - Similar enrollment guidelines will be in place for the second semester as well.

- A [sample schedule](#) is available through this link to review. *As we finalize program details, these schedules are subject to change. However, the following examples give you a sense of the daily schedule rhythm for Tigers@Home.*
- The expectation is that students will attend all online sessions as scheduled. In the event that a student misses a class, we will have resources available via the online platform and teachers may help with questions.
- Participation in Tigers@Home requires a device and reliable wi-fi connection for video conferencing.
  - CGPS will provide a District-issued Chromebook for each student enrolled in Tigers@Home.
  - Information is available for [community internet access resources](#). Internet access is required to enroll in Tigers@Home and is not provided by the District.
  - Younger children will likely need family support logging-in, some supervision while online, and potential trouble-shooting.
  - CGPS will provide all print materials including textbooks that may be needed for the program..
- The District breakfast and lunch program will provide meals to-go for virtual students. Additional details are continuing to be developed and will be provided at a later date.
- Students with an IEP and/or a 504 plan may choose to enroll in Tigers@Home. Please view additional information and FAQs in the Special Education and Section 504 part of this guide.
- English Learners (ELs) may choose to enroll in Tigers@Home. Please view additional information and FAQs in the English Learner part of this guide.
- Gifted Services (EXPLORE)
  - If a student is enrolled in Tigers@Home, families may still take their student to the school for EXPLORE class or work with the teacher/principal to make accommodations. Tigers@Home students may be assigned to an in-person class by availability and not by home-school.

## Elementary and Middle School Kindergarten - Sixth Grade In-Person Format

- In-person classes will be taught in a more traditional format. However, students will begin using an online platform such as Google Classroom or Moodle intermittently throughout the school day in order to prepare for a temporary school closure. If a temporary school closure occurred due to increased health and safety concerns, in-person classes would immediately transition to virtual learning and remain in place until reopening.
  - Temporary school closures may occur by building as directed by the Superintendent for health and safety reasons. Please refer to the CGPS School Closures section of this document for more information.
  - Students who begin in-person classes will be transferred to virtual learning with their teacher in the event of a school closure.
  - Students who enroll in Tigers@Home at the start of the year will remain in the Tigers@Home program regardless of a CGPS closure.
- K-6 grading practices will remain the same as the previous school year.
- While bus transportation is available, it is highly recommended students provide their own transportation if possible due to COVID-19 social distancing recommendations.
  - School arrival and departure times are set, however, there is an understanding that families providing their own transportation may need leniency in some situations when children arrive a little late and leave a little early. Each school will have procedures for arrival and dismissal. Please contact your school office if you will need to arrange different pick up or drop off times.
  - Students (K-12) are required to wear a mask / face covering while on the school bus.
  - If a student currently has transportation written into their IEP plan, the IEP team will make the most appropriate decision for those students.
  - Additional details are available in the Transportation section of this document.
- In grades K-6, every best effort will be made to maintain stable groups.
  - Students will report directly to classrooms upon arrival to school. Breakfast and lunch will be served grab n go style and eaten in the classrooms.
  - Large gatherings (such as all-school assemblies and school-wide celebrations) will not occur.
  - Classroom protocols will include assigned seating and other measures to minimize contact.

- There will be ample time for students to use the restroom and be outside with peers. Elementary and middle school teachers are very experienced in ensuring movement for children.
- In grades K-6, students will remain in one classroom for learning.
  - **Departmentalized core classes:** For grades / schools that departmentalize for core areas (i.e. one staff teaches math to several groups of students), the teacher will transition between rooms instead of the students.
  - **PE:** All students attending in-person CGPS instruction in the fall will continue to receive PE instruction for a minimum of 60 minutes per week. When it is possible, PE will be held outside. The use of balls and equipment will have a plan for cleaning after use.
    - Additionally, classroom energizers/mindful minutes can be done in the classroom where students stay at or near their assigned desks/workstations. Regular classroom breaks for outdoor or hallway walking and movement activities will also be provided.
  - **Art:** All students attending in-person CGPS instruction in the fall will continue to receive art instruction during the school year for a minimum of 45 minutes per week. Art teachers will be delivering their lessons in the students' home classroom and modifications will be made to limit shared supplies and ensure that each student is receiving high-quality instruction whether at school or in an online environment, should a school need to close temporarily. Special attention is being paid to engaging the creative mind and activating each student as creator, presenter, responder, and connector through the visual arts.
  - **Music:** All students attending in-person CGPS instruction in the fall will continue to receive music instruction for a minimum of 45 minutes per week. Music specialists will be delivering their lessons in the students' home classroom and modifications will be made to limit shared supplies and ensure that each student is receiving high-quality instruction whether at school or in an online environment, should a school need to close temporarily. Special attention is being paid to engaging the creative mind and activating each student as creator, presenter, responder, and connector through the musical arts.
  - **Library Media / Computers:** All students attending in-person CGPS instruction in the fall will continue to learn foundational technology skills during the computer / media rotation. Library media and/or computers meet for a minimum of 45 minutes per week. These lessons will be delivered utilizing student-assigned devices. Library Media Specialists will continue to work with classroom teachers to integrate information and technology literacy skills into classroom content as needed. Digital learning skills needed for virtual learning will be prioritized at the beginning of the 20-21 school year. These skills include learning how to use mobile devices for learning, how to access digital reading resources, and how to access CGPS instructional resources.
    - Access to CGPS library media centers will be available for individual and small groups of students. Social distancing rules will be followed.
    - Safety measures will be enacted to clean and sanitize circulated materials.
- Schools will make reasonable best efforts to minimize risk, ***however, attending our schools in-person will introduce a greater risk of exposure.***
- Those allowed into the school buildings may be screened. Please refer to the Surveillance, Screening and Triage section of this document for additional information.
- Students will be required to wear masks / face coverings in the following areas / situations:
  - All students (PK-12) during transportation on busses.
  - Students in grades K-6 are encouraged to wear them in hallways and common areas. Students will be kept with their stable group during these transitions.
  - All students may be required to wear masks during intermittent periods in classrooms throughout the day depending on the activity and proximity to others.
  - Students are required to bring their own cloth mask. A limited supply of disposable masks are available if needed. Students with medical / special needs may be exempt from this requirement.

- Large gatherings (such as all-school assemblies and school-wide celebrations) will not occur.
  - Recess will occur outside weather permitting. The use of balls and equipment will have a plan for cleaning after use. Multiple zones may be used to maintain student stable groups.
- Individual school closures may occur as directed by the Superintendent for health and safety reasons. Please refer to the CGPS School Closures section of this document for more information.
- Elementary and Middle School Special Education Services
  - All special education students will be provided instruction relative to their IEP goals.
  - A student's case manager will work with families to ensure that the IEP is being met.
  - The student's services will be provided in a pull-out and/or push-in model to ensure the student's IEP goals are being addressed.
  - If CGPS closes a school or the District due to health and safety concerns, students will continue to receive their services from their special education teacher.
  - Please view additional information and FAQs in the Special Education and Section 504 part of this guide.
- Elementary and Middle School Section 504 Services
  - Section 504 plans will continue to be implemented. If needed, the 504 team may reconvene to adjust accommodations and modifications.
  - Please view additional information and FAQs in the Special Education and Section 504 part of this guide.
- Elementary and Middle School EL (English Learner) Services
  - EL students will receive direct support from their EL teacher.
  - If CGPS closes a school or the District due to health and safety concerns, students will continue to receive their services from their EL teacher.
  - The student's services will be provided in a pull-out and/or push-in model to ensure the student's goals are being addressed.
- Gifted Services (EXPLORE)
  - Rather than take a bus to weekly EXPLORE classes, the EXPLORE teacher will travel to each elementary building to instruct students. In-person students will still be scheduled for one session per week. If a student is enrolled in Tigers@Home, families may still take their student to the school for EXPLORE class or work with the teacher/principal to make accommodations. Tigers@Home students may be assigned to an in-person class by availability and not by home-school.

## Secondary Education Seventh - Twelfth Grade Tigers@Home Virtual Learning Option

- All students in grades 7-12 will have the option to enroll in the virtual learning program Tigers@Home. **Tigers@Home registration is due by Friday, July 31, 2020.** No late registrations will be accepted due to staffing decisions.
- Students will have access to the courses they had already requested for the 2020-2021 school year, provided those classes can be taught in an online environment and there are enough students enrolled in the class to support running the class.
  - If original course requests are not able to be offered in an online setting, the school counselor will work with the student and family to select an alternate course.
- Courses may be developed and taught by CGPS teachers or include self-paced options using Edgenuity. Schools will determine which method is assigned based on course type and student enrollment numbers.
  - Virtual courses that are CGPS teacher directed will mirror the in-person versions; same curriculum, pacing and assessments.
    - Teachers will be selected depending on enrollment and student needs after the enrollment period closes.
  - Edgenuity courses will be monitored by a CGPS teacher available to provide additional support as needed.
  - Student schedules for Tigers@Home secondary students will be determined by course selection and methodology (self-paced or teacher-directed). Additional details may be found on the [Sample Schedules](#) document.
  - Students will continue to participate in the district benchmark assessments including the Missouri Assessment Program (MAP/EOC) in the spring and other classroom assessments as needed throughout the school year.
- Grade 7-12 Tigers@Home will use the same grading system and scale as in-person classes.
- Even though a family has chosen Tigers@Home, the student will continue to be affiliated with their child's home school building, including communications from their school building.
  - Students will commit to the online format through the end of the first semester (January 14, 2021). There will be an opportunity to transition back into their home school in-person at the start of the second semester or elect to continue with Tigers@Home virtual learning.
- If students select Tigers@Home, they are still eligible for MSHSAA Sports and Activities, if they meet the enrollment and credit requirements.
  - [MSHSAA 2019-2020 Handbook](#) updated version will be posted as soon as available

- CTC (Career & Technology Center) classes will be available for students. (This also includes students from sending schools. )
  - Students who choose Tigers@Home **will** be allowed to enroll in and attend in-person CTC block classes. (This does not include one hour courses.) Virtual CTC classes are not available at this time (except if a school-wide building closure would occur for those students enrolled in in-person class).
- The District breakfast and lunch program will provide meals to-go for virtual students. Additional details are continuing to be developed and will be provided at a later date.
- Students with an IEP and/or a 504 plan may choose to enroll in Tigers@Home. Please view additional information and FAQs in the Special Education and Section 504 part of this guide.
- English Learners (ELs) may choose to enroll in Tigers@Home. Please view additional information and FAQs in the English Learner part of this guide.
- Fine Arts
  - Performing Arts classes such as band and choir will not be available in a virtual format at this time. Students who selected these courses will work with the counselors to select a different course.
  - Limited Visual Art classes may be available depending on student requests.
  - Fine Arts courses such as Music Appreciation and Art History will be available virtually for those students needing to fulfill their fine arts credit.
- Library Media Services
  - All students including Tigers@Home enrollees will have access to print and digital materials available through the CGPS Library Media program.
    - Virtual students should contact the building library media specialist to make an appointment prior to visiting the school.
    - Limited access to CGPS media centers will be available for individual and small groups of students. Social distancing rules will be followed.
    - Safety measures will be enacted to clean and sanitize circulated materials.

## Secondary: Junior High & High School

### Seventh - Twelfth Grade

#### In-Person Format

- In-person classes will be taught in a more traditional format. However, students will use an online platform such as Moodle/Google throughout the school day in order to prepare for temporary school closure. If a temporary school closure occurred due to increased health and safety concerns, in-person classes would immediately transition to virtual learning and remain in place until reopening.
  - Temporary school closures may occur by building as directed by the Superintendent for health and safety reasons. Please refer to the CGPS School Closures section of this document for more information.
  - Students who begin in-person classes will be transferred to virtual learning with their teacher in the event of a school closure.
  - Students who enroll in Tigers@Home at the start of the year will remain in the Tigers@Home program regardless of a CGPS closure.
- 7-12 grading practices will remain the same as the previous school year.
- While bus transportation is available, it is highly recommended students provide their own transportation if possible due to COVID-19 social distancing recommendations.
  - School arrival and departure times are set, however, there is an understanding that families providing their own transportation may need leniency in some situations. Please contact the school office if you have extenuating circumstances.
  - Students (K-12) are required to wear a mask / face covering while on the school bus.
  - If a child currently has transportation written into their IEP plan, the IEP team will make the most appropriate decision for those students.
  - Additional details are available in the Transportation section of this document.
- 7-12 students will retain a modified 'in-person' schedule, but interactions outside the classroom will be limited, in order to minimize risk.
  - Junior high and senior high in-person students will be transitioning to a modified block schedule for the upcoming school year. [Sample schedules are available here.](#)
    - Senior high students will attend five block classes daily for one quarter including an academic support class.
      - Students will earn a half-credit for each block class. One quarter per block will equal one regular semester course.

- The junior high block schedule will be slightly different from the senior high schedule in order to adequately support student academic needs.
  - Students will be assigned a Math / ELA block. They will attend these with the same group of students and will split time with the assigned Math and ELA teacher. Students will attend Math and ELA daily for the entire school year.
  - Students will be assigned to a Science or Social Studies block per quarter. Students will alternate between the courses by quarter.
  - Students will be assigned to two additional elective blocks per quarter.
    - Every attempt will be made to fulfill original student course requests.
    - A regular full year (2 semester) elective would be assigned to 2 quarter blocks. These are equivalent in the modified schedule.
    - Each student will be assigned to one quarter block of PE and one quarter block of Computer Science during the school year. This is equivalent to a regular semester in the modified schedule.
- Classroom protocols will include assigned seating and other measures to minimize contact.
  - Hallway procedures may be altered to minimize contact including limiting hallway travel to one-way traffic.
  - Large gatherings will be limited.
    - Students will report to the classroom upon arrival to school, instead of gathering in central locations.
    - Breakfast and lunch will be served grab-n-go style and eaten in classrooms.
    - Attendance may be limited or guidelines implemented at sporting or other events.
    - Concerts and other performances may occur in small groups.
    - Bus loading and unloading procedures may be modified.
    - School dances etc. may be modified or canceled.
- Schools will make reasonable best efforts to minimize risk, **however, attending our schools in-person will introduce a greater risk for exposure.**
- Those allowed into the school buildings may be screened. Please refer to the Surveillance, Screening and Triage section of this document for additional information.
- Students will be required to wear masks / face coverings in the following areas / situations:
  - All students (PK-12) during transportation on busses.
  - Students in grades 7-12 are required to wear masks in hallways and common areas.
  - All students may be required to wear masks during intermittent periods in classrooms throughout the day depending on the activity and proximity to others.
  - Students are required to bring their own cloth mask. A limited supply of disposable masks are available if needed. Students with medical / special needs may be exempt from this requirement.

- Secondary Special Education Services
  - All special education students will be provided instruction relative to their IEP goals.
  - A student's case manager will work with families to ensure that the IEP is being met.
  - The student's services will be provided in a pull-out and/or push-in model to ensure the student's IEP goals are being addressed.
  - If CGPS closes a school or the District due to health and safety concerns, students will continue to receive their services from their special education teacher.
  - Please view additional information and FAQs in the Special Education and Section 504 part of this guide.
  
- Secondary Section 504 Services
  - Section 504 plans will continue to be implemented. If needed, the 504 team may reconvene to adjust accommodations and modifications.
  - Please view additional information and FAQs in the Special Education and Section 504 part of this guide.
  
- Secondary EL (English Learner) Services
  - EL students will receive direct support from their EL teacher.
  - If CGPS closes a school or the District due to health and safety concerns, students will continue to receive their services from their EL teacher.
  - The student's services will be provided in a pull-out and/or push-in model to ensure the student's goals are being addressed.
  
- Performing Arts
  - Classes will be reorganized to emphasize social distancing and may require reductions in typical class sizes. This will potentially include alterations to traditional class expectations. Playing instruments, singing, and/or acting scenes may only happen in small groups while other students complete online activities and work.
  - Students will use their own equipment to avoid sharing. When this is not possible, appropriate cleaning and sanitizing will take place. Teachers will demonstrate proper hand washing and cleaning of tools, equipment and media so that students can properly clean shared items when appropriate.
  
- Visual Arts
  - Classes will be organized to emphasize social distancing.
  - Students will use their own equipment to avoid sharing. When this is not possible, appropriate cleaning and sanitizing will take place. Teachers will demonstrate proper hand washing and cleaning of tools, equipment, and media so that students can properly clean shared items when appropriate.

- Physical Education
  - Classes will engage in outdoor activities as much as possible.
  - Social distancing will be managed as much as possible and activities will be used which limit close contact with others.
  - Students will be provided their own equipment for class when possible and equipment will be regularly disinfected.
  - Handwashing before and after physical activity will be required.
  - Locker room procedures will be updated to provide appropriate social distancing. Masks may be required in certain situations where social distancing is not possible.
  
- Library Media Services
  - Access to CGPS library media centers will be available for individual and small groups of students. Social distancing rules will be followed.
  - Safety measures will be enacted to clean and sanitize circulated materials.

## Special Education and Section 504 - Information and FAQs

### **If my student has an IEP, can my student still enroll in Tigers@Home?**

Yes, all students have the following options: Tigers@Home or In-Person Learning.

### **If I choose to enroll in Tigers@Home, how will my student receive their special education?**

All students eligible for special education services have the option to come to the building to receive their special education services, receive their special education services remotely or a combination of both. For example: a parent may choose for their child to receive reading services remotely, but bring their child in for physical therapy.

### **If I choose Tigers@Home and also choose for my student to receive their special education services in-person in their building, will my student be provided transportation?**

No, all students participating in Tigers@Home would be required to provide their own transportation should they decide to access their special education services including speech/language therapy, physical therapy, occupational therapy, etc. and/or building activities.

### **When will my student's services be provided?**

All services will be provided during the regular school day. A student's specific schedule will be developed by and communicated through the special education teacher and/or specialist assigned to deliver the specific service.

### **What if my student participates in a curriculum that is based on alternative learning standards (MAP-A) and/or is significantly modified to meet his/her education needs?**

Parents of students who access alternative learning standards can still opt into the Tigers@Home distance learning platform. The student's IEP team, which involves the parents, will discuss the student's needs and plan accordingly.

### **What if we need a more flexible schedule and can not Zoom during the school day?**

If you are concerned about a pre-planned schedule, contact your student's special education teacher to problem-solve.

### **Will my student's IEP need to be amended if I choose remote learning?**

Yes. Missouri's Department of Elementary and Secondary Education (DESE) requires all districts to complete a "Form G" as part of the IEP process. This form addresses distance learning options and procedures which will address the unique learning and health needs of each student. It will be completed with input from IEP team members, which includes the parents.

### **Will my student receive the same amount of services if I choose remote learning?**

While these decisions are made by the IEP team, the amount and frequency of specific services may need revision to provide a Free and Appropriate Public Education (FAPE) in a remote learning environment.

### **If my student has a 504, can my student still enroll in Tigers@Home?**

Yes, all students have the following options: Tigers@Home and In-Person Learning.

### **If I choose to enroll in Tigers@Home, will my student receive accommodations?**

Yes, Section 504 students are eligible to receive 504 FAPE plan accommodations that are determined by the team.

### **If I choose to enroll in Tigers@Home, can I make a 504 referral for initial evaluation?**

Yes, the district will continue to follow the U.S. Department of Education evaluation process for initial evaluations.

## English Learners (ELs) - Information and FAQs

### **If my student is an EL student, can he/she enroll in the Tigers@Home virtual learning program?**

Yes. All students are eligible to enroll in the Tigers@Home virtual learning program.

### **Will my EL student continue to receive EL support in the Tigers@Home program?**

Yes. All students who are eligible for English Learner (EL) support will continue to receive direct and indirect EL support while taking part in the Tigers@Home program.

### **Students participating in Tigers@Home will have the option to receive direct EL services from a district EL teacher through one of the following ways:**

1. Go to an assigned building and join EL groups there during regular school day hours. There will be specific times and days that the student must be present to participate in their designated EL groups. Transportation will not be provided.
2. Work with a district EL teacher in online meetings and groups via Zoom during regular school day hours. There will be specific times and days that the student will need to log into the Zoom meetings with the EL teacher to receive EL support.

### **What if my student is unable to attend in-person EL sessions or Tigers@Home groups for direct EL support?**

Parents who are unable to bring students to EL sessions at the assigned school or have their student attend.

### **If we choose to attend EL sessions in-person, will transportation be provided to and from the school for those sessions?**

No. All students participating in Tigers@Home will be required to provide their own transportation to and from school to join EL groups in person.

### **Will the annual EL test (ACCESS) be given to students who choose Tigers@Home?**

Yes. All EL students enrolled in Tigers@Home will be required to take Missouri's annual English language test, which is called ACCESS. EL students enrolled in Tigers@Home will be required to attend an in-person test session. 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 at a later date, and we will communicate this schedule with families.

### **Will newly enrolled students be screened for EL support if they choose to enroll in Tigers@Home?**

Yes. All enrolling students who meet the criteria for English Learner testing will be given the EL screening test during the enrollment process, even if the family chooses to enroll the students in Tigers@Home. The EL department will work with the family to schedule the screening test for newly enrolled students.

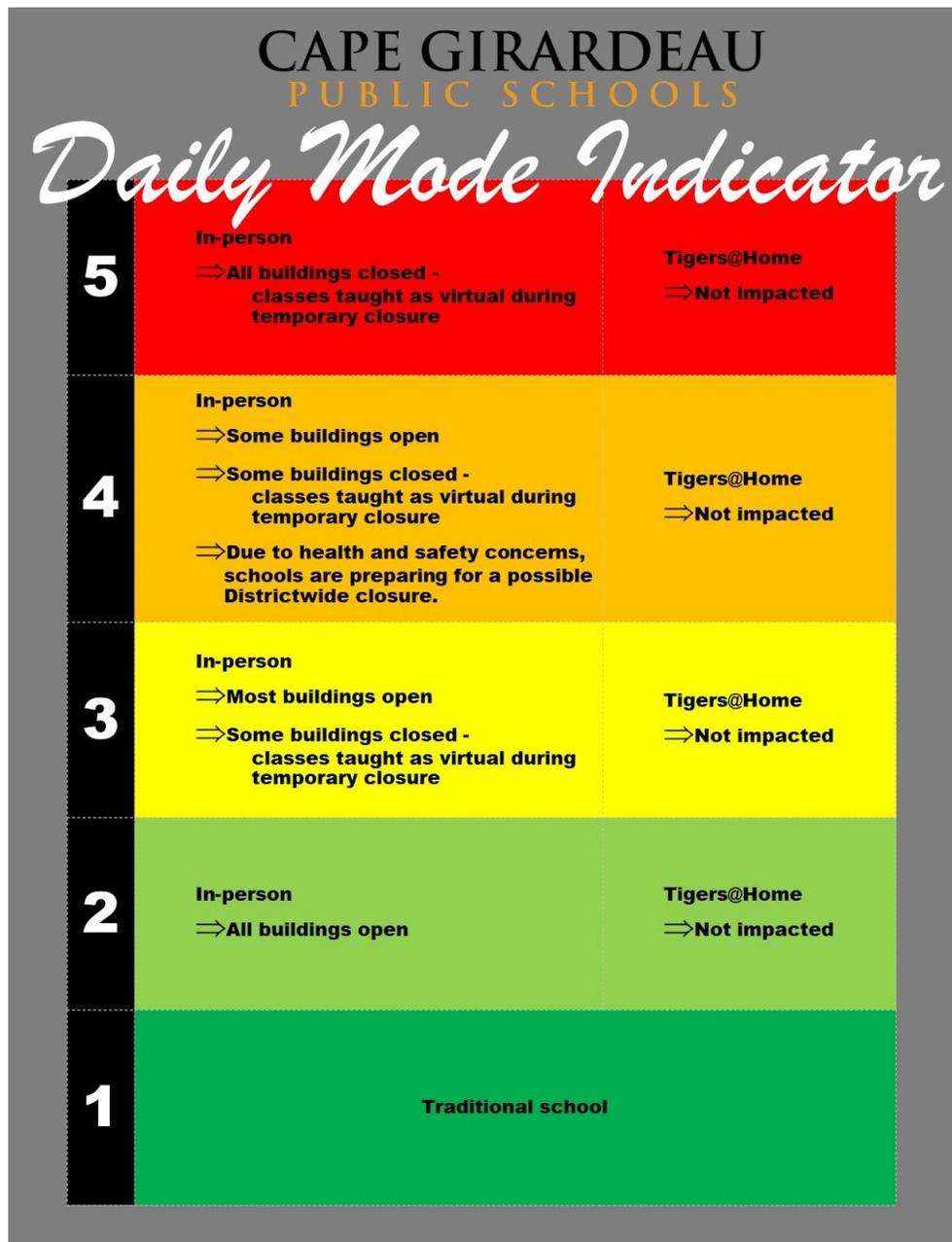
### **If my family chooses in-person enrollment, will EL services look different than they usually do?**

Yes. Following CDC, DESE, and the Cape Girardeau Public Health Department guidelines, we will attempt to establish and maintain stable groups among students. This could include teachers pushing into the regular classroom, rather than the typical pull out only program. This will be determined by individual building schedules.

### **If my family chooses in-person enrollment and the district has to close my student's school or the entire district because of health concerns, will my student continue to receive EL support?**

Yes. The students' classes will move to virtual. Your students' EL support will be provided online, as well. These plans will be established with the parents/guardians.

# Safety and Well Being



In levels 1-4, the District may consider implementing the following actions. Decisions would be determined by District administration in consultation with the Cape Girardeau County Health Department.

- Entry into schools may be restricted to staff and students. Other visitors and volunteers must receive pre-approval from the appropriate Central Office Administrator.
- Cafeteria activities may be modified and procedures may include delivery of meals to classrooms, orchestrated group releases, assigned seating and/or expanded eating areas.
- Suspension of activities including sporting events, performing arts performances, field trips, and after-school classes and clubs.

**At this time, the District anticipates beginning the school year at Level 2.**

- This includes restriction of visitors and volunteers without prior approval.

## Surveillance, Screening and Triage

- Students and staff are asked to stay home and report the absence to the school office or supervisor if they:
  - have tested positive for COVID-19;
  - have been diagnosed presumptive positive for COVID-19;
  - are awaiting COVID-19 test results; and/or
  - exhibit one or more symptoms of COVID-19 based on CDC guidance that is not otherwise explained. These symptoms include but are not limited to:
    - a fever of 100° or higher without fever-reducing medication
    - cough;
    - shortness of breath or difficulty breathing;
    - chills;
    - repeated shaking with chills;
    - muscle pain;
    - headache;
    - nausea/vomiting;
    - diarrhea;
    - sore throat; and/or
    - new loss of taste or smell.
- Siblings or Other Students in the Household
  - If a student is excluded from school due to COVID-19 symptoms or has had a positive COVID-19 test, his/her siblings or other students living in the same household will be questioned and if they exhibit symptoms, they will also be excluded from school. If they do not exhibit symptoms, they may still be excluded from school and asked to self-quarantine.
- Self-Quarantine
  - If a student or employee has recently had close contact with a person with COVID-19 symptoms or diagnosed with COVID-19 or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the District may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.
- Those allowed into the school buildings may be screened.
  - At this time, it is not planned to temperature check students and staff each day upon entrance to school. If a student visits the nurse, temperature checks and additional screening may be implemented as needed.
  - Students and staff will be asked screening questions each day prior to arrival at school. The collection method is still being developed at this time. Individuals at risk will be redirected for additional screening.
  - Students will be required to wear masks / face coverings in the following areas / situations:
    - Secondary students in grades 7-12 are required to wear masks in hallways and common areas.
    - Elementary and middle school students in grades K-6 are encouraged to wear them in hallways and common areas. Students will remain with their homeroom / stable group of students during this time.
    - All students (PK-12) are required to wear masks during transportation on busses.
    - All students may be required to wear masks during intermittent periods in classrooms throughout the day depending on the activity and proximity to others.
    - Students are required to bring their own cloth mask. A limited supply of disposable masks are available if needed. Students with special needs may be exempt from this requirement.

- Staff will be required to wear masks / face coverings when within 6 feet of others or in common areas.
- Pre-approved visitors will be required to wear masks / face coverings at all times and screened using a district-approved screening measure. The collection method is still being developed at this time. Individuals at risk may be denied access to the building.
- Those who are identified as having COVID-19 symptoms, will be instructed to wear an appropriate mask, use hand sanitizer, and go to a designated area to be picked up by families and sent home.
  - Individuals suspected of being exposed to COVID-19 may be excluded from entry into the building and the student will be escorted out.
  - Staff assisting with COVID-19 symptoms/screening will be supplied with appropriate PPE.

### **School Nurse Procedures**

- CGPS Nursing staff providing health care will be provided with appropriate PPE.
- CPGS regularly keeps a log of health room visits. The name and phone number/address of all persons seen with fever and new cough will be recorded. Due to student privacy, these records are not public. However, information may be shared with the Health Department as appropriate.
- The Cape Girardeau County Health Department will provide guidance on students and staff who have had contact with people who are suspected of COVID-19 positive.

### **General Cleaning Procedures**

- Buildings will be thoroughly cleaned at least once a day, including the use of electrostatic cleaning machines.
- Bathrooms will be disinfected mid-morning, around noon, mid-afternoon and after student dismissal.
- Other frequently-touched common surfaces will be cleaned throughout the day.
- Playgrounds will be disinfected at least once a day.
- Teachers will have a spray bottle of disinfectant to wipe down desks and tables before and after meals.
- Traditional water fountains will be disabled. The District is in the process of installing bottle filler stations throughout the buildings. Students will be expected to bring a water bottle with them to school.

## Suspected Case of COVID-19

In the event of a suspected case of COVID-19, the following protocols will be followed:

### **Scenario**

- An employee or student doesn't feel well and visits the school nurse.
- The nurse determines symptoms may be COVID related.
- The employee or student will be temporarily separated from others.

### ***Employee***

- The employee and/or school nurse will notify the building principal / direct supervisor.
- The employee will contact their primary health care provider and the provider will arrange for testing.
- If the employee tests positive for COVID, the provider that ordered the test will call the employee with the positive result.
- The Health Department will also contact the employee and conduct a risk assessment (contact tracing). If the employee resides in a county other than Cape Girardeau, then the residing county health department will contact the employee.
- The Health Department will ask the employee about all close contacts the employee had from the 48 hours prior to symptoms up to and including the day the employee began isolation measures.
- They will direct the individual and any other person at possible risk of being infected with what to do.
- Return to work will be communicated by the building administrator/supervisor to the employee.

### ***Student***

- The school nurse will contact the parent/guardian. When the parent/guardian arrives, the nurse will encourage the parent/guardian to have the student tested. The nurse will offer to assist the parent/guardian with making phone calls to the healthcare provider.
- The nurse will also notify the building administrator and Assistant Superintendent of Special Services to discuss next steps.
- The healthcare provider will arrange for the student to be tested. If the student tests positive for COVID, the healthcare provider will contact the parent/guardian.
- The Health Department will then contact the parent/guardian and conduct a risk assessment (contact tracing).
- The parent/guardian will be asked about any close contacts the student may have had from the 48 hours prior to symptoms up to and including the day the student began isolation measures.
- They will direct the parent/guardian on what the student and any other person at possible risk of being infected with what to do.
- Readmittance to school will be communicated by the building administrator to the parent/guardian.

## **Additional Steps**

1. If the employee has been told to self-isolate, he/she should contact his/her/their direct supervisor/principal. If the student has been told to self-isolate, the family will be requested to call the school. The school will check to see if there are siblings or other family members in Cape Girardeau Public Schools.
2. The principal/supervisor will contact the appropriate Central Office Administrator. This administrator will contact the Superintendent. The Superintendent will advise the Board of Education.
3. Superintendent will consider initiating the following CGPS Positive COVID-19 Protocols:
  - a. CGPS will consider closing the building temporarily for cleaning/sanitation.
  - b. Superintendent or his designee will contact the Health Department for additional guidance.
  - c. CGPS will work with the Health Department to provide any official communication regarding a COVID-19 case within the District while abiding by all Health Insurance Portability and Accountability Act (HIPAA) guidelines.
  - d. The building principal/supervisor will follow-up with the staff member or family of the student.

## Communication

The District's primary method of communication is via text and email. Families will be contacted using the contact information in the student information database (Infinite Campus).

Please make sure personal contact information is up-to-date in the student information database including parent/guardian phone numbers, email addresses and physical address.

Updates may also be shared on the District's homepage, [capetigers.com](http://capetigers.com) and/or [Facebook](#). Building Facebook pages may be found by clicking on the links below.

[Early Childhood Center Facebook](#)

[Alma Schrader Elementary Facebook](#)

[Blanchard Elementary Facebook](#)

[Clippard Elementary Facebook](#)

[Franklin Elementary Facebook](#)

[Jefferson Elementary Facebook](#)

[Central Middle Facebook](#)

[Terry W. Kitchen Central Junior High Facebook](#)

[Central High Facebook](#)

[Central Academy Facebook](#)

[Cape Career and Technology Center Facebook](#)

Classroom teachers in K-4 may also use Class DoJo as a method of communicating with families.

Classroom teachers, extra-curricular sponsors / coaches at the secondary level (grades 5-12) may use Remind as a method of communication with families and students.

Anyone seeking help or information may contact the appropriate email address below. Please note that email addresses are not monitored 24/7. A response will be provided as quickly as possible.

District Help: [Tigerhelp@capetigers.com](mailto:Tigerhelp@capetigers.com)

Early Childhood Center Help: [ECChelp@capetigers.com](mailto:ECChelp@capetigers.com)

Alma Schrader Elementary Help: [AlmaSchraderhelp@capetigers.com](mailto:AlmaSchraderhelp@capetigers.com)

Blanchard Elementary Help: [Blanchardhelp@capetigers.com](mailto:Blanchardhelp@capetigers.com)

Clippard Elementary Help: [Clippardhelp@capetigers.com](mailto:Clippardhelp@capetigers.com)

Franklin Elementary Help: [Franklinhelp@capetigers.com](mailto:Franklinhelp@capetigers.com)

Jefferson Elementary Help: [JEhelp@capetigers.com](mailto:JEhelp@capetigers.com)

Central Middle School Help: [CMShelp@capetigers.com](mailto:CMShelp@capetigers.com)

Terry W. Kitchen Central Junior High Help: [CJHShelp@capetigers.com](mailto:CJHShelp@capetigers.com)

Central High School Help: [CHShelp@capetigers.com](mailto:CHShelp@capetigers.com)

Central Academy Help: [CAhelp@capetigers.com](mailto:CAhelp@capetigers.com)

Cape Career & Technology Center Help: [CTChelp@capetigers.com](mailto:CTChelp@capetigers.com)

## Student Transportation

Bus transportation will continue to be provided. However, due to COVID-19 social distancing recommendations, it is highly recommended students provide their own transportation.

- Students are asked to not load/ride the bus if he/she:
  - have tested positive for COVID-19;
  - have been diagnosed presumptive positive for COVID-19;
  - are awaiting COVID-19 test results;
  - or exhibit one or more symptoms of COVID-19 based on CDC guidance that is not otherwise explained. These symptoms include but are not limited to:
    - a fever of 100° or higher without fever-reducing medication
    - cough;
    - shortness of breath or difficulty breathing;
    - chills;
    - repeated shaking with chills;
    - muscle pain;
    - headache;
    - nausea/vomiting;
    - diarrhea;
    - sore throat; and/or
    - new loss of taste or smell.
- Bus drivers and monitors will watch for continued coughing or other symptoms and may request a student sit in a designated area on the bus.
  - The bus driver / monitor will immediately alert the school administration upon arrival.
- The bus driver / monitor will sanitize the rail frequently.
- The bus driver / monitor will sanitize seats between use.
- The front row seats will be used at the discretion of the driver, monitor or CGPS administration.
- Bus drivers and monitors will not work if they are sick.
- Bus drivers and monitors will wear masks/face shields.
- All students will be required to wear a mask / face covering while on the bus. Students are encouraged to wear their own cloth mask. Disposable masks will be available as needed.
- If a student has transportation written into their IEP plan, the IEP team will make the most appropriate decision for those students.
- **Loading / Unloading:** Avoid congestion as students load and unload buses.
  - Students will be loaded from the back to the front by bus stop as much as possible in order to minimize contact and risk while loading and unloading.
  - Students may be assigned seats.
  - Same households may be required to sit in the same row or in close proximity to each other.
  - Students must remain in their seat facing forward and must refrain from touching others.

## CGPS School Closures

The decision to close Cape Girardeau Public Schools may be made as a means to prevent further spread of an epidemic, or in response to high student and/or staff absenteeism. The Superintendent will make individual school or District closure decisions in consultation with the Board of Education, District Administrative Team and the Cape Girardeau County Health Department. Current local, state and federal guidelines may also impact school closure decisions.

### Possible School Closure Trigger Points:

- Student absenteeism - when it is not economically prudent to keep the school open;
- Staff absenteeism - when the number of staff available to supervise and instruct students drop below what is necessary to maintain a safe learning environment;
- Confirmed case(s) of COVID-19; and
- To protect the public health and safety as advised by local, state or federal officials.

If schools close, instruction will transition to virtual learning for all students.

## Staff Procedures

### Daily Self-Check

- Staff are asked to stay home and report the absence to the school office or supervisor if they:
  - have tested positive for COVID-19;
  - have been diagnosed presumptive positive for COVID-19;
  - are awaiting COVID-19 test results;
  - or exhibit one or more symptoms of COVID-19 based on CDC guidance that is not otherwise explained. These symptoms include but are not limited to:
    - a fever of 100° or higher without fever-reducing medication
    - cough;
    - shortness of breath or difficulty breathing;
    - chills;
    - repeated shaking with chills;
    - muscle pain;
    - headache;
    - sore throat; and/or
    - new loss of taste or smell.
- Employees should not come to work under any circumstances if they are sick and should leave work immediately if they start to feel ill.
- Self-Quarantine
  - If a student or employee has recently had close contact with a person with COVID-19 symptoms or diagnosed with COVID-19 or has recently traveled from somewhere considered

to be a “hot spot” by the CDC, the District may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.

### **Masks**

- All employees will be required to wear a mask / shield / face covering when within 6 feet of others or in common areas.
- Staff may bring their own face covering or one will be provided.

### **Social Distancing**

- CGPS will continue to monitor health department recommendations regarding social distancing.
- Do not congregate in public spaces like restrooms, break rooms / kitchens, or hallways.

### **Additional Cleaning Guidelines**

- Every building will have additional hand sanitizer stations and every classroom will have hand sanitizer.
- Clean hands and disinfect frequently touched items / surfaces.
  - This may include after coughing or sneezing, eating and handling food or touching things in “common” areas in the building.
- Consider regular “hand washing” breaks in the classroom.
- Cleaning supplies will be available for use in classrooms to assist in maintaining good health etiquette.

**Additional information will be provided to staff at a later time.**