

**TUTTLE SCHOOLS
REOPENING PLAN
2020-2021**





The 2019-2020 school year started just as we have for so many years but how it ended was something that we have never seen in our lifetime. We were challenged to think and act differently not just in school but in our everyday lives as well. I am so thankful to the students, staff, parents, and community members who helped us finish the 19-20 school year with excellence. Yes there were many frustrations, fears, tears, and failures but we should all be proud. We were excellent not because we handled everything perfectly but rather by how Tuttle came together as a community to respond to the crisis. Be proud.

Returning to the classroom this fall presents many challenges but we feel it is what we must try and do to help us best meet the academic and social-emotional needs of our students. We must not only provide a quality and meaningful learning experience for our students but also do our best to ensure we have a safe learning environment. Many districts have released plans, with many more to come, and they all have one thing in common. None of them will be perfect and will be picked apart. We would certainly like to think ours is perfect but we know that isn't the case. However, it is one that our staff can actually deliver and is focused on doing our best to meet the needs of our students.

The threat remains and I am not sure any of us fully understand the magnitude and complexity of what we are facing but there is one thing that is certain. It has changed the way we think about school. This virus has been polarizing and has created strong opinions about the path that is before us but we must look to what is possible and consider all options for the sake of our children. I am confident in the love that our community has for our kids that we will put aside our personal wants and desires and have the courage to take the best path forward so that we can provide the absolute best for our kids. They deserve nothing less!

Better Together,

Keith Sinor

Introduction

While our preferred model of instructional delivery is a traditional educational environment, we anticipate continued public health restrictions when school resumes in the fall. Our intent is to provide in-person learning to the greatest extent possible, while also taking steps to keep our students, staff, and community safe and adhering to any applicable public health orders. We also understand that some students may prefer a remote learning environment, or that a COVID-19 surge may require us to revert to remote learning for temporary periods.

Our model is based on current information but is subject to change as we receive more direction from the Oklahoma Department of Education and public health officials.

School Operations

It is important that all families partner with us in monitoring the health of your students and families. We ask that temperatures be taken on a daily basis at home. No student with a temperature of 100 degrees or higher may enter any Tuttle facility. It is imperative for the health and safety of all students and staff that students stay home and remotely learn on days they have a fever or any symptoms of illness. Remote learning will not count against attendance if the student completes their online lessons in the allotted time frame.

Tuttle will make every effort to promote healthy practices and protocols. Physical Distancing will be implemented as possible. Masks will be worn on the school bus and in highly populated areas. Our health staff will monitor reportable illnesses and CDC guidance will be utilized for quarantine.

Temperature checks will **not** occur upon boarding buses or entering buildings unless staff believe it is necessary. We will rely on each family to conduct a self-assessment each morning before sending children to school.

Students who become ill at school will be sent to a designated isolation room. School staff will follow an established protocol for taking the student's temperature and notifying parents.

Masks

We will use the new state color coded alert system to help us slow the spread of the virus in our schools. If we are able to slow the spread we can keep our kids in school and have as close to

normal school year as possible. Students may bring their own or purchase a mask through our athletic fan store. Store [link](#).

Student Mask Guidelines

Green- Masks are encouraged

Yellow- Masks are strongly encouraged

Orange- Masks will be worn by students in grades 6-12 where social distancing is not possible and strongly encouraged for PK-5

Red- Masks will be worn at all levels. We will work with state and local health authorities to determine if there is a need for us to go fully virtual.

Note: We will follow health guidelines for students that are not medically able to wear masks.

Teacher Mask Guidelines

Green- Masks are encouraged

Yellow, Orange, Red- Masks will be worn when social distancing is not possible

Cleaning Schedules and Protocols

Tuttle Schools uses EPA recommended cleaning products and CDC recommended disinfecting procedures. Increased cleaning and disinfecting measures will be implemented in the following areas:

- **Bathrooms**
 - Additional sanitization each day during the lunch period and end of day
- **Classrooms**
 - Sanitized on a regular basis
 - Each classroom will have disinfectant spray for teachers to disinfect as needed
 - Each classroom will have hand sanitizer for students and staff to sanitize hands in classrooms where soap and water are not available
 - Students and staff will limit the sharing of supplies, utensils, devices, toys, books and learning aids
- **Buses**
 - Each bus will be sanitized after the morning route
 - Masks will be worn while on the bus
 - To help control numbers on the buses we are asking parents that are able to drop off and pick up their children.
- **Cafeteria**
 - Students will use hand sanitizers located at the beginning of the serving line
 - Students will practice social distancing as much as space allows
 - Serving lines will be modified to minimize contamination of food being served

Handwashing, Hand Sanitizers, and Class Transitions

A consistent schedule of times and procedures will be established throughout the day for proper hand hygiene, hand washing, and limiting exposure to the virus during class transitions. Where possible the number of hand sanitizing stations has been increased in school sites.

- **Hand Hygiene**

- Wall mounted hand sanitizer dispensers are mounted near each office for visitors to use before entering the building
- Each classroom teacher will establish a set of classroom protocols for hand hygiene
- Students will be encouraged to wash and/or sanitize their hands after sneezing/coughing
- Students will be encouraged to cover coughs and sneezes with tissues or by coughing into the inside of the elbow.

- **Water Fountains**

- Drinking fountains will be turned off but we will have spaces for kids to fill water bottles.
- Students must bring their own bottles of water and will not share with others

- **Class Transitions**

- Students will be guided and encouraged to keep moving through hallways without congregating in groups
- Each site will create visual cues to encourage social distancing and speedy traffic flow

Transportation

Tuttle plans to resume traditional transportation. Students will be encouraged to social distance on buses when possible; however, parents should not expect 6 feet of space between riders on school buses.

To protect drivers and students while riding the bus we will:

- Increase ventilation on buses by lowering windows when possible
- Encourage students to wear masks
- Clean and disinfect buses after each route

Facility Use by Outside Organizations

Facility use by outside organizations will be determined on a case by case basis. Consideration will be given for organizations which are able to commit to guidelines for limiting exposure to the virus. Additional cleaning fees will be required.

After School Program

We will continue to offer after school programs for our kids. Registration forms will be available on our website beginning July 31st.

Campus Visitors

Campus visitors will be limited to essential business during the 2020-2021 school year. Essential business visitors will be required to follow the necessary precautions when entering buildings.

Academics & Growth

Achieving our core mission to educate children is a tremendous challenge during the COVID-19 public health crisis. Tuttle Schools is committed to keep learning constant throughout the school year although we know we are likely to experience disruption due to the ongoing health crisis.

Our goal is to provide flexible learning pathways for families who may be impacted by health concerns either due to an immunocompromised system or due to a short period where family members are experiencing COVID-19 symptoms.

Learning Pathways

- **Traditional/Remote**
 - All courses/classes taken at regularly assigned school site
 - In-person instruction
 - Traditional academic school day
 - Transition as needed between in-class and remote learning*
- **Remote**
 - Determined by the district, city, or state in the event of an outbreak
 - Can be utilized by individual families in the event of student exposure/illness resulting in quarantine
 - Counts as a school day (not a traditional absence if student completes online lessons within the allotted time)
 - Students continue to learn new material with teacher support
 - Opportunities for students to collaborate and learn by interacting virtually with peers/teachers
 - May include pre-recorded or live lessons/tutorials
 - Regular support and contact from Tuttle faculty until on-campus class can resume
- **Virtual**
 - Student takes all courses online through Edgenuity
 - Requires semester commitment
 - Student learning plans are directed and monitored by Tuttle faculty
 - Requires Computer and Internet access

- Course fees may apply
- Application Required
- Participation in extra-curricular (Sports, band, choir, etc.) activities will be permitted.
- [Tuttle Virtual Academy](#)

* Remote learning days may also be used in the event of cancellations including, but not limited to, inclement weather or other unforeseen factors.

To enroll your student in the virtual option, parents will need to complete an application by July 31st. Parents can access the application on our website or by clicking [here](#).

Student with Special Needs

Individualized Education Plans (IEP), 504s, English Language Academic Plans will be followed with the assistance of site principals. District related services providers such as speech and OT/PT will be in contact with students and parents to arrange for continued services within the constraints of this public health crisis. IEP and 504 meetings will be held in person unless a request is made for a phone or video conference. All IEP/504 team members are required to participate. For information about English Language Services, you may contact Jeff DeWitt at jdewitt@tuttleschools.info

Access to Technology

Devices (Laptop, hotspots, etc.) will be provided for students who need them. Teachers and principals will help identify students who need technology assistance and a checkout system will be utilized.

Grading and Attendance

Unlike what we experienced during Remote Learning last spring, new content will be delivered this school year. Grades and attendance will be taken all year. The district policy for attendance may be found on our district website.

Social Emotional Support

Our mission is to ensure all students and their families feel welcome and safe at school. This mission is especially important during the COVID-19 public health crisis. Whether students are learning through on campus instruction or virtually at home, we work to promote a feeling of community with all students and families.

In response to the increasing needs of families for the 2020-2021 school year, Tuttle Schools will provide the following:

- Social Emotional Learning (SEL) curriculum to assist students in building skills in self-awareness, self-regulation, and collaborative interaction
- Providing additional training for teachers in trauma-informed practices
- Providing health, wellness, and community resources for students and families on our website

School Personnel

The safety of our school staff is paramount to our success. Taking care of all employees during the COVID-19 crisis will require flexibility and understanding in the event of a positive COVID-19 diagnosis.

PPE and Cleaning Kits

Masks are strongly encouraged by the CDC but not required. Each classroom will be provided with disinfectant spray and hand sanitizer.

Additional training and support for staff will be provided throughout the school year as conditions change.

What happens if someone tests positive?

It is likely we will experience disruption in the school year due to COVID-19. If a student or staff member tests positive, we will follow Oklahoma and County Health Department guidelines for school site or district closure.

A positive diagnosis does not necessarily mean shutting down a school site or the entire district.

Conclusion

We thank you in advance for your flexibility and understanding as we navigate this crisis together. Tuttle is an amazing community and I have no doubt that we are all committed to keeping our kids safe and providing them our absolute best. It is going to be a great year!

If you have questions, comments, or need assistance with this plan contact Keith Sinor, Superintendent at ksinor@tuttleschools.info

FAQ's

What is Virtual Learning?

A Virtual Learning Program means the student takes all of his/her courses in a virtual setting away from the school. A Tuttle teacher directs the instruction. Tutoring, assistance and assessments will be given at an agreed upon location, but no classes require regular physical attendance. The Virtual Learning option is a minimum of a one semester commitment. Virtual learning is offered K-12. Please click [here](#) for more information.

Do I have to declare which learning pathway I want my child(ren) to participate in?

Each enrolled student will participate in traditional learning unless the application, intake process and eligibility is completed and finalized for virtual learning. Please click [here](#) to access the virtual application.

How do I enroll my student in virtual learning?

If interested in the blended or virtual option, an application must be completed and finalized. Some students may not meet the requirements for the program. The appropriateness of these options for individuals will be determined through the application and intake process.

Why would there be a fee for some courses in Edgenuity?

Some courses offered by Edgenuity are not included in our contract. We will only charge the fee that is charged to the district for the course.

What transportation will be offered for students who choose the virtual learning pathway?

Transportation will only be offered during the regular a.m. and p.m. routes. Transportation throughout the school day will be the responsibility of the parent or student.

When will we use Remote Learning?

Remote learning will be used when school is closed due to COVID, inclement weather or other unforeseen circumstances. Remote learning days may be added to the regular school calendar in an effort to prepare students and staff for longer school closures.

Will all athletics, electives, and fine arts classes continue to be offered at all current levels and will there be any restrictions?

Depending on the level of community spread, all athletics and activities will continue as planned with extra measures taken to ensure the safety of students and staff. Additional measures may be implemented as needed.

Will the school district calendar change for 2020-2021?

The student start date will be pushed to August 20th to allow more time for professional development. We will make September 8th and January 4th virtual learning days to accommodate this calendar change. An updated calendar will be available on the district website Tuesday, July 14th.

What procedures will be used to determine if school is closed due to COVID-19?

Tuttle will work with the State and County Department of Health officials, State Department of Education and CDC to determine the need for school closure.

Why will temperatures not be taken upon entering the school building?

Entering the school building is not the first contact for many students. A student's first contact may be at the bus stops, early morning activities, carpools, before school daycare, parking lots, etc. Temperatures can be an indicator of a variety of illnesses and is not necessarily the first indicator of COVID. Tuttle has always asked that students remain home if they have a temperature. We need our parents to partner with us in order to keep all children and staff safe by self regulating symptoms and temperature checks.

What will be used for hand sanitizing?

Tuttle will have hand sanitizer stations at main entries, hand sanitizer in classrooms, hand sanitizer on school busses and wipes as an alternative for those who are not able to use hand sanitizer.

How can you help?

- Donations of hand sanitizer, disinfectant wipes, masks, spray bottles, no touch thermometers, and additional school supplies would be helpful at each site.
- Taking your child's temperature on a daily basis prior to them leaving the house.
- Keeping students home if they exhibit any symptoms of any illness.
- Keeping students quarantined for 14 days if they have had any exposure to someone who has tested positive for COVID.
- Preparing your home and child with supplies and devices for remote learning if possible and feasible.

- Letting your child's teacher or school know if you need assistance with internet access, devices, or meals.
- Having masks or other appropriate face coverings available for students to have at school if needed.
- Openly communicating any concerns directly with your child's teacher or school site.
- Working with the school site as they change visitor protocols and the check in/check out processes as warranted.
- Assisting with COVID tracing through the State Health Department.
- Requesting that students use their own school supplies and share as little as possible
- Requesting that students bring their own water bottle and not use water fountains in a traditional way.

Please Note: The FAQs will be updated as necessary

This document is still a work in progress and is derived from conversations and meetings with colleagues, administrators, staff, and parents. As the crisis evolves through the rest of the summer we will have more discussions and meetings before the start of school so this document will have to be updated and modified to accommodate new policies or procedures that are required. Even with all the research and meetings I know that there are things that we have not considered so I welcome honest and constructive feedback from everyone in the Tuttle Community. If you have thoughts, ideas, or concerns please email me at ksinor@tuttleschools.info