

**TUTTLE SCHOOLS
SAFE RETURN AND
CONTINUITY OF SERVICES
PLAN
2021-2022**



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.

The development of this plan follows two guiding principles:

1. Limit exposure where possible: We will social distance where possible. Masks are highly recommended but not mandatory especially for unvaccinated children and adults. We will look at all avenues to space out when feasible. Some suggestions provided by other plans are not reasonable for our specific conditions due to space, human behaviors, or budget constraints.
2. Learning must remain constant: Tuttle Public Schools will continue to deliver instruction to students virtually or traditionally (face-to-face). We know disruption during a public health crisis like COVID-19 is very likely. Although we can expect disruption during the school year, consistent lesson delivery from teacher to student will remain strong through a more traditional face-to-face method or through a remote learning environment. Google classroom will be the learning management system Pre-K through grade 12. To meet the needs of our students we will also be offering a 100% virtual education option.

The SAFE RETURN AND CONTINUITY OF SERVICES PLAN is derived from the Oklahoma State Department of Education (OSDE) Ready Together Oklahoma. ([click here](#))

ARP ESSER III Safe Return Plan Requirement areas:

1. Universal and correct wearing of masks
2. Modifying facilities to allow for physical distancing (e.g., use of cohorts/pods)
3. Hand washing and respiratory etiquette
4. Cleaning and maintaining healthy facilities, including improving ventilation
5. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health department
6. Diagnostic and screening testing
7. Efforts to provide vaccinations to school communities
8. Appropriate accommodations for children with disabilities with respect to health and safety policies
9. Coordination with State and local health officials.

10. Describe how the LEA will ensure a continuity of services, including but not limited to services to address students' academic needs and students as well as staff members' social, emotional, mental health and other needs, which may include student health and food services.

Within each area, protocols are discussed with the understanding that conditions for each area are subject to change depending on the uncertain circumstances related to COVID-19.

Communication with Parents and Community

All communication with parents and the community will be delivered through Infinite Campus messenger (email and text) and the district Facebook page. Parents should also connect to each site's Facebook pages. Direct communication with site principals and teachers through email will be used on a regular basis. All staff email addresses and phone numbers can be accessed through our website at www.tuttleschools.info Tuttle is committed to strong communication and responsive action. If you need assistance and cannot reach your site, you may reach out to Keith Sinor, Superintendent at ksinor@tuttleschools.info.

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

In collaboration with local and state health departments, Tuttle Board of Education, Faculty and Staff, and community, TPS will determine when universal mask wearing is necessary. Anyone that has been exposed to a known case or who are experiencing symptoms are asked to wear a mask over both their nose and mouth tightly so as not to expire into the air. To help us slow the spread of the virus in our schools we will use the state color coded alert system. If we are able to slow the spread we can keep our kids in school and have as close to a normal school year as possible.

Student Mask Guidelines

Green- Masks are encouraged

Yellow- Masks are strongly encouraged. Masks need to be worn during class transitions and in other areas where social distancing is not possible.

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

Diagnostic and screening testing

In collaboration with our local health department, physicians, and clinics, TPS will provide employees and students with a list of providers that can diagnose and screen for COVID.

Vaccinations

Tuttle Public Schools will continue to work with local and state health officials to provide vaccinations for students and staff.

Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health department

Principals at each site will conduct contact tracing for their students and staff and then upload the information into the Oklahoma State Department of Education's contact tracing computer system. That system then notifies the county health department for further communication with the state, local, territorial, and tribal health departments.

Coordination with State and local health officials

TPS currently is in communication with the Grady County Health Department regarding all positive cases and subsequent quarantines that are school related. Mike Potter who is the state health department regional director is also a point of contact. All positive contacts and quarantines are funneled through the COVID portal at the Oklahoma State Department of Education.

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 2021-2022 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* - Grades PK-12**
 - Traditional academic school day
 - All courses/classes taken at regularly assigned school site
 - In-person instruction
 - *Remote Learning will be determined by the district, county, or state in the event of an outbreak
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- **Blended Pathway - (virtual and face to face) - Grades 6-12**
 - A student appropriate schedule will be developed with the purpose of scheduling all face to face classes consecutively when possible.
 - 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
 - May include pre-recorded or live lessons/tutorials
 - Support and contact from Tuttle faculty as needed
 - Extra Curricular Activities will be available in this format.
 - All virtual classes will be offered through the Tri-City Learning Academy
- **Virtual - Grades K-12**
 - Student takes all courses online through Tri-City Learning Academy
 - Students continue to learn new material through online platform
 - Requires semester commitment
 - Student learning plans are directed and monitored by TCLA faculty
 - Requires Computer and Internet access
 - Course fees may apply
 - Application Required
 - Participation in extra-curricular (Sports, band, choir, etc.) activities will be permitted.
 - Some classes may not count toward NCAA eligibility requirements.

All students will be enrolled in traditional education unless arrangements are made with Tri-City Learning 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 a request with Tri-City Learning Academy. Parents can access the request on our website or contact the site office.

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

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 more information about Special Services, you may contact Jennifer Taylor at jtaylor@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. A technology fee of \$40 will be required.

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.

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