None of us could have imagined when the 2019-2020 school year began that it would end the way it did. Unfortunately, we are still in the midst of the COVID-19 event, and the 2020-2021 school year is also going to require all of us to remain committed to providing the best educational experience possible for our students. The challenges we’ve faced since March have prepared us to provide a more rigorous and balanced focus on safety, learning, engagement, flexibility and communication for the upcoming school year.

I was incredibly proud of our students and staff for the way they navigated all of the changes last school year and also humbled by the way families and the community supported our school district. I appreciate everyone who continues to share your expertise; offers to help out where needed; and lends your voice of unity and support as we persevere during this unprecedented time.

Our students are at the heart of everything we do, and we love each and every one of them. For this reason, Board of Education members, district and school leaders, teachers, support staff, and parents spent thousands of hours over the past few months working to align our processes and procedures with the requirements set forth by the Governor and health officials to keep our students and staff safe while offering the best educational experience possible. The survey input from staff and families was paramount. Thank you to everyone who participated! While we know there is no perfect plan that will fit the needs of every student, staff member or family, we offer several options in the hopes of accommodating all of our stakeholders.

Please familiarize yourself with the important information provided in this plan and as you do, remember our unwavering commitment to the safety of our entire WCS family and the education of our students. Thank you for your continued support and no matter what the school year holds for us, I am excited to begin it together and see the smiling faces of our students again!

Dr. Lane B. Mills
Superintendent
Guiding Principles for WCS Re-entry

- Ensure safe learning and working environments for students and staff.
- Address the inequities that exist among students’ access to instruction.
- Ensure all students receive instruction that meets state and federal standards and have the necessary supports for success, including:
  - Access to technology and internet connection;
  - Culture of connectivity and collaboration through social-emotional wellness supports; and
  - Additional supports to meet needs of special populations.
- Provide training, time, support, and flexibility necessary for students, staff, and families to prepare for successful re-entry.
- Engage and inform staff, students, families, and community members with timely, reliable, and accurate communication (with translations).
- Respond to new information by being flexible and refining approaches, as needed.
- Provide families with educational options.
Wilson County Schools has been working diligently since March 13, 2020 to ensure our students, staff and families are safe, supported, and informed.

### Timeline

<table>
<thead>
<tr>
<th>Tasks Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Spring 2020</strong></td>
</tr>
<tr>
<td>● All Wilson County children from ages to 1-18 were provided the opportunity to receive two meals a day. Food distribution sites were placed around the district to serve families.</td>
</tr>
<tr>
<td>● Communication through phone calls, email, and social media posts to families and staff as information became available. A tab was also dedicated to COVID-19 updates on the district website.</td>
</tr>
<tr>
<td>● Laptops and instructional materials were distributed to students.</td>
</tr>
<tr>
<td>● Choice boards, virtual lessons, and learning packets were provided to all students weekly.</td>
</tr>
<tr>
<td>● Teachers established office hours to provide support to students and families.</td>
</tr>
<tr>
<td>● Virtual professional development was offered to all WCS teachers to provide remote learning strategies.</td>
</tr>
<tr>
<td>● All schools were deep cleaned and sanitized.</td>
</tr>
<tr>
<td>● Notifications were sent out to inform parents about internet access points around Wilson County.</td>
</tr>
<tr>
<td>● Teachers completed Wellness Checks to all WCS households.</td>
</tr>
<tr>
<td>● <strong>Guidelines</strong> for online meetings with students were created.</td>
</tr>
</tbody>
</table>

| **Summer 2020** |
| ● Food distribution sites were placed around the district to serve children. |
| ● Elementary and Secondary digital learning activities were created for families to allow students the opportunity for summer enrichment and remediation. |
| ● K-4 Jumpstart Program for extended learning |
| ● Defined remote learning as compared to Spring 2020 remote learning experience. |
| ● Created framework for virtual academy to begin Fall 2020. |
| ● Virtual professional development continued for all WCS educators. |
| ● **Guidelines** for athletics shared with staff, students and families and conditioning for athletes started for some sports |
| ● Guidance for driver’s education shared with staff, students and families |
| ● Family and Staff surveys were completed and summary data shared with the Board and the public. [Results] |
| ● PPE and supplies ordered in preparation for re-entry in Fall 2020 |
| ● Devices ordered to maintain and increase our 1:1 initiative to K-12. |
| ● Single-sign-on options for students and staff to manage login and access to applications. |
## Re-entry Plans

<table>
<thead>
<tr>
<th>Plans</th>
<th>School Facilities &amp; Students</th>
<th>Health Precautions*</th>
<th>Teaching &amp; Learning</th>
<th>Scheduling</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong></td>
<td>Open&lt;br&gt;All students at school at same time.</td>
<td>Enhanced health protocols.&lt;br&gt;See NCDHHS requirements and recommendations.</td>
<td>Traditional with preparation for hybrid learning.</td>
<td>Minimize opportunities for close exposure.&lt;br&gt;Social distancing behaviors continue as recommended by state and local health authorities, such as removing groups of desks and creating hallway floor stickers.</td>
</tr>
<tr>
<td><strong>B</strong></td>
<td>Open&lt;br&gt;Limit density in facilities to meet NCDHHS requirements.</td>
<td>Enhanced health protocols.&lt;br&gt;See NCDHHS requirements and recommendations.&lt;br&gt;Increased requirements in addition to Plan A.</td>
<td>Hybrid learning for all.</td>
<td>Options A-F</td>
</tr>
<tr>
<td><strong>C</strong></td>
<td>Closed&lt;br&gt;No students in school facilities.</td>
<td>N/A</td>
<td>Remote Learning for all.</td>
<td>Full Remote Learning.</td>
</tr>
</tbody>
</table>

*Refer to NCDHHS StrongSchoolsNC: Public Health Toolkit (K-12) from July 14, 2020*
Wilson County Schools is providing families the opportunity to choose how their student(s) will receive instruction during the 2020-2021 school year.

Plan A – 100% of students in the physical school environment

- Traditional Face-to-Face (F2F) Learning with enhanced health protocols, or
- WCS Virtual Academy (3-12) - for the remainder of the course.

Plan B – Limited density in the physical school environment according to NCDHHS guidance

- Blended - Alternating Weeks for Face-to-Face (F2F) and Remote Learning for PreK-8 with enhanced health protocols,
- EXTEND 1 / OCS Face-to-Face (F2F),
- Full-Time Remote Learning (PreK-12), until conditions improve, or
- WCS Virtual Academy (3-12) - for the remainder of the course.

Plan C – 100% of students in a remote learning environment

- Full-Time Remote Learning Experience - until conditions improve, or
- WCS Virtual Academy (3-12) - for the remainder of the course.
Considerations

Transportation

- An average of 115 buses run daily during the school year.
- One third of the drivers are at the age that would make them "at risk" per CDC guidelines.
- 23 drivers have informed transportation that their intent is not to return during the pandemic per their doctor’s orders.
- Buses have reduced capacity (24 Person maximum). As a result, additional buses would be required to transport students.
- A monitor is required for screening purposes in addition to the driver.
- Plan B would require additional school personnel to be taken out of the school to support the transportation requirements. This will take school based staff away from morning supervision, and exclude them from assisting with school based safety protocols such as temperature checks.
- Double routes for each run will be necessary for most schools. This negatively impacts the transportation budget as follows:
  - moving some part time drivers to full time status (increase in salary and benefits),
  - increasing fuel cost from approximately $16,000 per week to approximately $30,000 per week, and
  - a shortage of fuel trucks to refuel a multi-route run.
- Each student will have their temperature taken upon entering the bus, and must maintain a face covering during the route. This requires additional staff (monitor) and equipment.
- Buses must be cleaned and sanitized between routes. This requires additional staff and supplies.
- Each driver and monitor must have their temperature checked prior to starting the route.
Considerations

PPE and Supplies

- Face coverings for staff and students will cost $761,250. This does not include face coverings that have or will be supplied by the state.
- Hand soap, disinfectant, wipes, spray, and paper towels will be approximately $200,000 to initially stock, and $30,000 per month to maintain.
- Overtime for custodians to provide deep cleaning after school will total approximately $9,400 per day.
- Hand sanitizer stations throughout the school is approximately $300,000 to set up, $150,000 monthly to maintain.
- Water fountains will be closed off in the buildings. Water bottles provided to students will result in a cost of approximately $5,000 per day.
- The total cost of PPE and supplies for one year is approximately $3,061,250. This does not include child nutrition or transportation.
- Based on our current funding through CARES Act and local funds, we estimate our supply will be maintained until approximately mid-December.

Personnel (Certified)

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Middle</th>
<th>High</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Number Yes/No</td>
<td>301 / 25</td>
<td>128 / 24</td>
<td>190 / 12</td>
<td>619 / 61</td>
</tr>
<tr>
<td>% comfortable</td>
<td>92.3%</td>
<td>84.2%</td>
<td>94.1%</td>
<td>91.0%</td>
</tr>
<tr>
<td>returning without</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>students</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Middle</th>
<th>High</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number Yes/No</td>
<td>172 / 157</td>
<td>67 / 85</td>
<td>119 / 83</td>
<td>355 / 325</td>
</tr>
<tr>
<td>% comfortable</td>
<td>52.3%</td>
<td>44.1%</td>
<td>58.9%</td>
<td>52.2%</td>
</tr>
<tr>
<td>with students</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Recommendations

Plan C

Remote Learning for the first nine weeks:

Early Colleges - August 3rd - October 2nd

Traditional Schools - August 17th - October 21st

After the first nine weeks, if conditions improve:

Plan B

Option F - Hybrid

Blended - Alternating Weeks for Face-to-Face (F2F) and Remote Learning for PreK-8 with enhanced health protocols,

EXTEND 1 / OCS Face-to-Face (F2F),

Full-Time Remote Learning (PreK-12), until conditions improve, or

WCS Virtual Academy (3-12) - for the remainder of the course.

"To solve a problem or to reach a goal, you don’t need to know all the answers in advance, but you must have a clear idea of the problem or the goal you want to reach.’’

W. Clement Stone
Safe Environments

Front Office

- Social distancing of at least 6 feet apart including seating areas. Post directional reminders on the floors.
- Designate entrance and exit doors.
- Place physical barriers at reception desks and other similar areas.
- Create protocol to minimize students in office area (e.g., first aid supplies, early dismissals)
- Limit visitors to pre-arranged appointments only.

Hallways

- Staggered arrival and departure schedule.
- Limit number of students / staff in hallway.
- Create one-way traffic patterns with directional reminders.
- Practice social distancing during movement.

Restrooms

- Social distancing as appropriate for students age / grade grouping.
- Use tape on the floor to designate physical distancing.
- Stagger assigned times for access to restroom and handwashing.
- Washing hands with soap and water.
- Hand sanitizer provided when students return to class.
- Sanitizing periodically during the day by custodial staff.
- Physical barriers between sinks.
Safe Environments

Classroom

- Separate seating to maximize the distance between each student. If not possible, arrange seating 6 feet apart and have all students facing the same direction.
- Students receive hand sanitizer as they enter the classroom(s) and also as needed.
- Students sit in assigned seats.
- When feasible, students will stay in their assigned classroom and teachers will rotate. If students change classes, teachers spray disinfectant, provided by WCS, between class changes. During planning periods and at the end of the day, teachers will do a deeper clean.
- Disposable sanitizing sheets are available for students to wipe down their desk at the end of class.
- Teachers and students will use face covers.

Car Pool

- Provide reminders, including signage, for students and staff to stay in vehicles and at least 6 feet apart from one another.
- Place marks on entries at the buildings for screenings, at least 6 feet apart.
Safe Environments

Transportation

- Ensure that all students K-12, and all teachers, staff and adult visitors wear face coverings when they are or may be within six feet of another person on a bus.
- Clean and disinfect transportation vehicles regularly. Children must NOT be present when vehicle is being cleaned.
- Clean and disinfect frequently touched surfaces prior to morning and afternoon routes.
- Keep doors and windows open when cleaning vehicles and between trips to let vehicles air out.
- Screen students before they enter the bus.
- If student has a fever at the bus stop, the student will be returned to their parent at the bus stop. If a parent is not at the bus stop at the time of screening, the student will be assigned to a designated seat on the bus and transition to the isolation room once the bus arrives at school. Parent contact will be made once the bus arrives at school.
- Screen drivers BEFORE they start their routes (morning and afternoon).
- If a student becomes sick during the day, they must NOT use group transportation to go home.
- If a driver becomes sick during the day, they must NOT drive students home.
- No more than one student per seat.
- Each bus shall have a monitor to screen students and to ensure face coverings are being worn.
- Provide hand sanitizer for drivers to support healthy hygiene behaviors.
- Windows shall be open during student transport to increase air circulation.
School Nutrition Staff

- Every School Nutrition Staff member will have their temperature checked daily prior to entering the kitchen space.
- School Nutrition managers will ensure all staff are practicing safe social distancing while preparing all meals and cleaning kitchens.
- School Nutrition staff will wash hands thoroughly using soap and water between each kitchen activity, wear gloves during all meal prep and serving times, and change gloves frequently throughout the day.
- Staff are required to wear face coverings and practice safe social distancing.

Student Meals

- All student meals will be consumed in the classroom.
- Student meals will be packaged in the kitchen in sealed containers to ensure safety of all meals through transport and service.
- Breakfast meals will be picked up by students in designated locations in the school as students enter the building and taken to the classroom for meal consumption.
- Lunch meals will be delivered to each classroom to allow for student social distancing.
- Families are encouraged to complete a meal application for free and reduced priced meals regardless of income as the income eligibility changes annually.
- Families are encouraged to utilize k12paymentcenter.com to place money on student accounts to decrease the handling of cash.
- Families will be provided information and instructions on pre-ordering meals to ensure an adequate number of meals are prepared without excessive waste.
Preventative Measures

Specialized Cleaning Routines for Flu/Virus/COVID-19

Each school facility will have touchpoints disinfected in addition to daily cleaning of door handles, push bars, etc. The special disinfecting process will continue during the flu and virus season, as well as, COVID-19.

In addition to the above, cleaning routines by the custodial staff will be followed to perform their regular daily cleaning, including wiping down tables, chairs and other surfaces, emptying trash, cleaning restrooms, vacuuming, and cleaning floors.

Hand sanitizers must meet the minimum 60% alcohol threshold recommended by the CDC and adults should always supervise the use of hand sanitizers by children.

Touchpoints that will be cleaned and sanitized daily with additional focus:

- Toilet paper, soap, and paper towel dispensers and handles
- Sink and faucets handles
- Sanitary napkin receptacles
- Toilet and urinal handles
- Restroom doors, handles and push plates
- ADA bars
- Water fountains/bottle filling stations
- Classroom sinks, faucet handles, counters
- Classroom door and windows
- Classroom tables/chairs/desk
- Light switches
- Door handles, push bars, and push plates throughout the building
- And any other frequently touched areas

Wilson County Schools will follow all guidelines from CDC and the local health department. Custodial staff will use only approved disinfectants for these disinfecting processes.

The above disinfecting and cleaning routine processes are in effect as of July 14, 2020; however, are subject to change as the CDC and local health department mandate.
Athletics

- Schools and coaches are reminded that, per NCHSAA policy, participation in summer activities must not be required and cannot be a prerequisite for “making” a team.

Driver’s Education

Since March 13, 2020, Wilson County Schools has been unable to provide students with Driver’s Education training. We are now in a position to resume providing these services to our students, in both the classroom and the “Behind the Wheel” component.

- WCS has created a Driver’s Education website with information and a registration form. This site is linked off of the Secondary Education web page.

- WCS High School Principals will send out a message to all high school students, alerting them of the opportunity to resume classroom or behind the wheel training of driver’s education and directing them to this website.

- Eligible students will submit a form on the website.

- WCS Driver’s Education staff will contact students to schedule their classroom or behind the wheel instruction, as appropriate.

- Priority for scheduling will be given to students based on age.
Driver’s Education Continued

Classroom Instruction Plan
● WCS has developed modules that meet the criteria of the state’s curriculum and can be delivered online through Google Classroom.
● The curriculum can be taught in a 30 day window.
● WCS can offer multiple classes at a time and each class can handle 30 students.

Behind the Wheel Instruction Plan
● This plan is based on guidance found in DPI Guidance on resuming Behind the Wheel Driving.
● The document above has been shared with all WCS Driver’s Education teachers.
● A face-to-face meeting is scheduled with those teachers, prior to the restart of instruction.
● At this scheduled meeting, the following will be shared:
  ○ Hard copy of DPI Guidance on resuming Behind the Wheel Driving
    ■ Important items will be highlighted and discussed
  ○ Hard copies of the following documents
    ■ Symptom Screening for Middle and High School Students Form (20)
    ■ Parent Guardian Attestation Form (20)
  ○ Non-Contact Digital Thermometer
  ○ A can of sanitizing wipes (Lysol)
  ○ A bottle of hand sanitizer
  ○ A box of facial tissues
  ○ A supply of cloth masks
  ○ A trash bag
  ○ A box for storing these items
  ○ Directions for acquiring additional supplies as needed
Safe Environments

Recess

- Mark 6 feet to remind staff and students to keep social distancing.
- Minimize opportunities for sustained exposure (15 minutes or more with 6 feet distance).
- Keep students and teachers in small cohorts of groups that stay together as much as possible. Limit mixing of cohort groups.
- Use handwashing protocol or hand sanitizer prior to entering the classroom.

Monitor for Symptoms

- All staff, students, and visitors entering the building will be screened prior to entering the building. Students who were screened prior to entering the bus may enter without an additional screening.
- Staff and students who have tested positive for or are showing COVID-19 symptoms, or have recently had contact with someone who has COVID-19 must not enter the building.
- Daily temperature screenings will be conducted. Fever is measured by a temperature of 100.4 or greater.
- School staff will monitor students throughout the day for possible symptoms to include; (a) fever, (b) chills, (c) shortness of breath or difficulty breathing, (d) cough, (e) loss of taste or smell.
- All guidelines will be utilized from the Public Health Toolkit (K-12), and the Reference Guide for Suspected, Presumptive, or Confirmed Cases of COVID-19 (K-12).
Handling Suspected, Presumptive, or Confirmed Cases of COVID-19

- Signage will be posted to notify people who have been symptomatic not to enter.
- A space in the school will be designated for symptomatic individuals. This space will not be utilized for any other purposes.
- Immediately isolate symptomatic individuals to the designated area, and send them home immediately.
- Ensure that symptomatic students remain under visual staff supervision with at least six feet distancing. The supervising adult will wear gloves and a face covering.
- School nurses or any other designated staff that is providing direct care will need the appropriate PPE and perform hand hygiene, as directed by the StrongSchoolsNC Infection Control and PPE Guidance (K-12).
- Guidance on handling suspected, presumptive, or confirmed cases of COVID-19 will come from the Wilson County Health Department, and the Public Health Toolkit (K-12).
- Guidance on staff and students returning to school will come from the Wilson County Health Department, the Reference Guide for Suspected, Presumptive, or Confirmed Cases of COVID-19 (K-12), and the Public Health Toolkit (K-12).
Safe Environments

Signage in Buildings

Posters will be displayed at main entrances and in key areas throughout school buildings and facilities regarding the following:

- Hand washing
- Social distancing
- Face coverings
- Do not enter the building if you have symptoms
- How to stop the spread of COVID-19
Wilson County Schools believes it is critical to provide our students equitable access to instruction, devices, and support.

- Students without a device will be provided a school-issued device. A device agreement signed by a parent will be required prior to receiving the device. Devices may be picked up at the assigned school location.

- Mobile Hotspots will be available for students without internet access or with unreliable internet. A parent signature will be required prior to receiving a Hotspot.

- Each staff member who delivers instruction will be provided a district-issued laptop.

- The single sign-on platform, Classlink, will be utilized to simplify the login experience.

- To promote self-help, resource web pages for teachers, parents, and students will be created with links, videos, FAQ of common issues, and step-by-step directions for solving the most common technical problems.

- Teachers will be the first point of contact for students with technical issues on remote learning days. Teachers will be given a link that provides access to their classroom phone number for students to call as needed. Professional development will be offered to teachers on troubleshooting tips for common technical issues.

- Technical support will be provided for students, families, and staff Monday - Thursday 8am - 6pm and Friday 8am - 4pm through the Technology Hotline. Students or staff may request technical support via a Google Form.

- For additional support on these resources, please contact the WCS Technology Department at 252-399-7870.

- Contact information will be posted on the district web page and teachers will be encouraged to post the information in their Google Classroom and/or SeeSaw.

- Students who do not, for whatever reason, have access to the Internet or a device, will be provided paper / pencil copies of instructional packets on a regular basis.

- Students will submit, regularly, work samples based on these instructional packets. Teachers will provide students feedback and guidance.
Equitable Access

Exceptional Children (EC) / Section 504

To provide equitable opportunities and learning experiences for our students with disabilities, WCS will:

- Develop and provide training for educators who work with our students with disabilities and write individualized education plans (IEPs) / 504’s, providing guidance for components of remote and virtual learning, including but not limited to, differentiated instruction in remote learning or virtual environments, resource allocation.

- Continue to implement a Record of Services to document who, how, when, and in what ways the students receive remote or virtual learning opportunities and progress monitoring documentation.

- Provide opportunities to consult with parents/families in order to address individual student needs that are unique to the remote or virtual learning environment.

- Develop contingency plans, as appropriate, in order to support the individualized student planning for the delivery of special education, related services and Section 504 provisions through remote or virtual learning.

Students will participate in small group instruction based on their academic and social emotional needs. EC teachers will collaborate with general education teachers to ensure their students are receiving differentiated assignments.

English Learners (EL)

Wilson County Schools educators will continue to provide support and resources to our students as well as their families who need clear and consistent expectations for our EL students.

In addition to participating in Professional Learning Communities (PLCs) with each other, our EL teachers will collaborate with the students’ general teachers to plan pre-teaching or co-teaching lessons. All EL teachers will create a Google Classroom for their students, so they can post weekly lessons to support their synchronous (live) lessons. The expectation will be that each teacher conducts two synchronous lessons per week aligned with the WIDA standards and addresses individual goals. Since instruction will be delivered online, student groups from multiple schools may be combined. Connecting with families will be critical in keeping students engaged and decreasing misinformation.
Academically and/or Intellectually Gifted Learners (AIG)

General education teachers are the primary service providers for our students identified as AIG. Teachers will support their students through developing assignments aligned to the students’ Differentiated Education Plans (DEPs) and the district-approved AIG plan.

WCS will provide AIG services to identified students. Teachers will use synchronous (live) and asynchronous (recorded) approaches during online learning. AIG teachers will access Google Classroom to support the needs of their students from multiple schools through intentional collaboration with the general education teachers. Professional Learning Communities (PLCs) will focus on the differentiated core assignments as well as tiered assignments aligned to the standards.

Students will participate in small group instruction with AIG teachers based on their academic and social emotional needs. AIG teachers will make contact with families prior to beginning online learning to explain how it will look and sound for their students.

Students Served Under the McKinney-Vento Act as Homeless

WCS District Homeless Liaison will maintain contact with homeless families and will continue to connect families with needed resources virtually. This includes, but not limited to, device and WiFi access and materials needed to complete assignments. The district liaison will coordinate services between schools and community agencies. As needed, the district liaison will deliver packets and/or supplies to student homes to ensure equitable access to remote instruction.

The district will continue to educate parents in an homeless situation about their rights under McKinney-Vento and resources that are available. In addition the district will continue to conduct professional development sessions for educators to enhance their understanding of homelessness, support services such as nutrition, and health services available and the learning resources available to assist.
School Nutrition

- Students enrolled in the Blended, Remote Learning or Virtual Academy option will continue to have access to nutritious meals through the School Nutrition program.

- Families are encouraged to complete a meal application for free and reduced priced meals regardless of income as the income eligibility changes annually.

- Families who do not qualify for free or reduced meals are asked to pre-pay for meals utilizing the k12paymentcenter.com portal to decrease the handling of cash.

- Families will be provided information and instructions on pre-ordering meals to ensure an adequate number of meals are prepared without excessive waste.

- Families will be able to pick up their meals curbside at the school where their student is enrolled.

- Each student must be verified through their lunch number or full name at the time of pick up.
Support

Social / Emotional

- Foster a sense of community and connectedness among the students, staff, and colleagues.
- Assign appropriate flexible learning activities or assignments that support social / emotional needs
- Provide a clear weekly schedule with classroom norms and expectations.
- Clearly post schedule with “office hours” and classroom norms and expectations.
- Student support services staff (e.g., counselors, social workers, nurses) will provide individualized contact with students needing services.

Staff

- Provide ongoing professional development and support to staff involved in providing remote/virtual instruction such as synchronous (live) or asynchronous (recorded) instruction, operating a learning management system, or creating remote lesson plans.
- Recorded Professional Development is available on demand (e.g., Take Five, PD in your PJs).
- Instructional Technology Facilitators are available for support with extended office hours to respond to technical help requests via online, phone, or email communication.
- Teachers may opt to work from home or in their classroom on days when 100% of their students are participating in remote/virtual learning.
- Plan B: Teachers may NOT bring their own children to their classroom. Plan C: Teachers may bring their own children to their classroom if they choose to teach from their classroom. Children must adhere to all safety guidelines.
- School leadership will provide timely / regular communication.
- High risk staff will be accommodated following NCDHHS requirements.
- Partitions are provided in office settings.
- Location for students who are not feeling well will be away from high traffic areas and PPE will be provided for staff who have contact with students not feeling well.
- Staff will be trained on all safety and monitoring protocols.
Students

● All schools will begin the 2020-2021 school year with a staggered enrollment.
  ○ August 17th - 21st will be staggered enrollment for K-8 students / families to meet their teacher(s), receive a device, and learn how to log in and complete required remote learning tasks. K-8 students enrolling after August 21st will have individual appointments to meet with teacher(s), receive a device, and receive instructions for beginning remote learning.
  ○ August 3rd - 7th for early colleges and August 17th - 21st for traditional high schools will be staggered enrollment for 9-13 students / families to “drive through” and pick up schedules, obtain login information, and request repair or technical assistance with devices. 9-13 students enrolling after August 3rd / 21st will have individual appointments with a HS staff member to receive schedule / device / login instructions.

● Students will receive timely / regular communication from teacher(s).

● All students will use a single sign on to access all online content and link to live/recorded instruction.

● Paper options (Packets) will be available when no option for online connection is present. However, all efforts will be made to establish connectivity for every student.

● Wellness checks will continue. Referrals for services (e.g., counseling, social worker, learning difficulties) are made as needs arise.

● Loaner devices will be available when a student’s device needs repair. Extended hours are available for technical support.

● Meals are available when students are on site. During remote/virtual learning days, curbside meal pickups are available at the child’s school.

● Teachers will maintain “office hours” to support students needing intervention. Assistance will be available for students needing technology support.

● High School students may make appointments to meet with teacher(s), counselor, administrator, etc.

● Students with special needs (IEP, 504, English Learners) will receive additional support(s).
Support

Families

- Wellness checks will continue. Referrals for services (e.g., counseling, social worker, learning difficulties) will be made as needs arise.
- Families may apply for free Hotspot or WiFi resources.
- Paper options (Packets) will be available when no option for online connection is present. However, all efforts will be made to establish connectivity for every student.
- Meals are available when students are on site. During remote/virtual learning days, curbside meal pickups are available at the child’s school.
- School leadership will provide timely / regular communication.
- Virtual staggered enrollment August 3rd-7th for early colleges and August 17th – 21st for traditional schools to provide individualized assistance for remote learning. Face-to-face enrollments will be by appointment only.
- Families enrolling after August 3rd / August 21st will have an appointment to meet with teachers or school staff for assistance getting started with remote learning.
- Office hours are available for families who need to obtain / provide signatures, get referrals, complete paperwork, or make copies for educational needs. Also, access to computers for completing online tasks such as enrollment will have limited availability.
- Families will be able to access the single-sign-on feature to see student assignments and track progress. Extended hours are available for technical support.
- Spanish-speaking families will be provided with translated materials.
Support

Technology Support for All

- To promote self-help, resource web pages for teachers, parents, and students will be created with links, videos, FAQ of common issues, and step-by-step directions for solving the most common technical problems.

- Technical support will be provided for students, families, and staff Monday through Thursday 8am - 6pm and Friday 8am - 4pm through the Technology Hotline. Students or staff may request technical support via a Google Form.

- Loaner devices will be available when a device needs repair.

- For additional support on these resources, please contact the WCS Technology Department at 252-399-7870.

- Classlink-single sign-on will be deployed. This will provide one platform for all programs to make access easier for students and parents.

Wilson Area School-Based Health Centers (WASH)

- Forest Hills Middle School and Beddingfield High School Centers will open for adolescents and WCS employees to provide accessible and affordable physical and preventive health services.

- Students with health insurance or Medicaid coverage will be asked to provide information to allow for the billing of medical services. Students without insurance coverage will be billed on a sliding fee scale according to their household income and number of supported members in the household.

- No sick student with a signed consent form will be turned away for failure to pay or lack of insurance.

- For specific information about the WASH Center, click on either of these two packets: WASH Packet (English) & WASH Packet (Spanish)

- Additional information is available by contacting Wilson County Health Department at 252-237-3141 or the WASH Center at 252-360-0769.
## Communication

<table>
<thead>
<tr>
<th>Level</th>
<th>When will information be communicated?</th>
<th>How will information be communicated?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>District Communication</strong></td>
<td>Important information will be communicated by the district on an ongoing and as needed basis.</td>
<td>Through automated phone messages and emails (if parents/guardians have shared their email address); the WCS website (wilsonschoolsnc.net); WCS Facebook, Instagram and Twitter social media sites, and the WCS app.</td>
</tr>
<tr>
<td><strong>School Communication</strong></td>
<td>Important information will be communicated at least weekly at the school level following this schedule:</td>
<td>Through automated phone messages and emails (if parents/guardians have shared their email address); school websites; school social media sites; and other communication platforms the school uses such as Class Dojo, Google Classroom or Remind.</td>
</tr>
<tr>
<td></td>
<td>● Elementary: Sundays at 5 PM</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● Middle: Sundays at 5:30 PM</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● High/Early Colleges: Sundays at 6 PM</td>
<td></td>
</tr>
<tr>
<td>**Teacher-Student</td>
<td>Important information will be communicated by teachers to students throughout the week. Students who are</td>
<td>Through school email or other communication platforms the teacher utilizes such as Class Dojo, Google Classroom or phone calls.</td>
</tr>
<tr>
<td>Communication</td>
<td>not in the classroom setting where they can easily ask questions will have the opportunity to communicate with teachers through email or phone during the teacher’s designated office hours.</td>
<td></td>
</tr>
</tbody>
</table>
Instructional Design Principles

We believe there are seven Instructional Design Principles for remote and virtual teaching and learning. These principles are overarching and will provide guidance as educators create lesson plans, develop the whole child, and connect with families.

https://www.fi.ncsu.edu/resources/instructional-design-principles-for-remote-teaching-and-learning/
Family Choice

Option 1 (Plan B)
The Blended Face-to-Face (F2F) and Remote Learning Experience

The Blended Face-to-Face and Remote Learning Experience is an approach to education that combines one week of face-to-face instruction with one week of at-home learning on an alternating basis. To ensure that students receive maximum learning outcomes in the blended in-person experience, they will be assigned to groups and provided a schedule that will outline when the face-to-face instruction with their teacher will take place. While in session, the teacher will provide students rigorous in-classroom instruction and provide them with engaging assignments for their remote-learning portion of the experience.

Features of the Blended Face-to-Face and Remote Learning Experiences:

- Teachers and support staff will continue to guide and monitor student learning practices.
- Activities will be personalized and focused on accelerating and enriching the standards.
- Attendance will be taken remotely and face-to-face.
- Instructional materials, assignments, and tasks will be found in the learning management system, Google Classroom.
- Grades will be provided and communicated regularly through PowerSchool.
- Each student will be provided a device from the district.
- Materials will not be shared.
- Specialized services will be provided for students identified as Academically Gifted (AIG), English Language (EL), and Exceptional Children (EC). Students with 504 plans will also receive accommodations, if applicable.
- Electives/Specials will observe physical distancing and safety protocols.
- Social and emotional support will be provided to promote student and family well-being.
- Students may participate in extracurricular activities and athletics, following approved guidelines and safety measures.

Safety Measures of the Blended Learning Experience:

- The number of students in the classroom will be reduced to no more than 50% maximum occupancy.
- When in session, enhanced cleaning and safety protocols are in place, per NCDHHS requirements.
- Students will adhere to social distancing and sanitizing rules.
- While on campus, students will adhere to all face-to-face learning experience protocols.

Family Choice Re-entry Registration (online)

Family Choice Re-entry Registration (paper copy)
Family Choice

Option 2 (Plan B and C)
The Remote Learning Full-Time Experience

Through the Remote Learning Full-Time Experience, parents will be able to ‘opt into’ remote learning full-time until conditions allow students to transition to face-to-face learning at their assigned school. Students and teachers will interact both offline and online. Teachers will be trained specifically to provide a high-quality learning experience that is personalized and may highlight small groups, teacher support and social and emotional learning in order to ensure the student’s overall well-being.

Features of the Remote Learning Full-Time Experience

- Set scheduled times: students and teachers: online direct instruction.
  - [Online Remote Learning Schedule]
  - Elementary students will follow a schedule to meet with their core and specials teachers, as well as meet in small groups.
  - Middle and high school student work and schedules will vary from class to class. Teachers will determine the most appropriate remote-learning experiences to meet students’ needs in each subject.
- Daily participation, attendance, assignment expectations, and grades will be expected.
  - Students are expected to participate daily. Attendance will be recorded.
  - Assignments and projects will have a set timeframe and deadlines each week to allow student completion. Feedback, including grades, will be provided.
- Devices will be provided by the district.
- Learning management systems, SeeSaw (K-2) or Google Classroom (3-12,) will be used for the online experience.
- Both, synchronous (live) instruction with daily interaction and asynchronous (recorded) instruction for students and families will be provided.
- Two-way communication between the student and teacher(s) will be essential to ensuring that the school assignments are understood and completed.
- Specialized services will be provided for students identified as Academically Gifted (AIG), English Language (EL), and Exceptional Children (EC). Students with 504 plans will also receive accommodations, if applicable.
- Students may participate in extracurricular activities and athletics, following approved guidelines and safety measures.
- Online social and emotional support will be provided to promote student and family well-being.

**Family Choice Re-entry Registration** (online)

**Family Choice Re-entry Registration** (paper copy)
Family Choice

Option 3 (Plan A, B, and C)

WCS Virtual Academy (3-12)

WCS Virtual Academy will serve as an online learning experience within Wilson County for the 2020-2021 school year and beyond. Wilson Virtual Academy is designed to provide 3rd through 12th grade students and their families with an alternative learning option using online, interactive course content. Students will complete the same curricular courses as the district’s traditional schools. Participation in scheduled, teacher-led courses will be given to guide students and provide individualized instruction that happens online, with or without real-time interaction. The learning environment will be flexible which will allow students to be self-paced with the support of online teachers. Students will have the opportunity to continue until graduation and receive their diploma.

Features of the WCS Virtual Academy (3-12)

- Families may prefer the virtual setting because of health and safety concerns and / or their student may prefer and would thrive in a self-paced virtual setting.
- Elementary and middle school will operate on a traditional nine-week schedule. High schools will operate on a semester schedule.
- Students enrolled in the Virtual Academy may work at home or at another location with internet access to complete their assigned courses.
- The Learning management system, Google Classroom, will be used.
- Individual support through emails, messages within the virtual platform, virtual conferencing tools, or telephone calls, if necessary, are available for students to connect with their teachers.
- Personalized learning paths and opportunities will be given for each student’s individual success. Required services, (e.g., Academically and / or Intellectually Gifted (AIG), English Language (EL), and Exceptional Children (EC), will be available to serve and accommodate students. Students with 504 plans will also receive accommodations, if applicable.
- Online social and emotional support will be provided to promote student and family well-being.
- Participation in sports is allowed and will take place at the student’s base-school site.
- Those enrolled in a homeschool, private, or charter school are encouraged to consider this learning opportunity in Wilson County Schools.

Family Choice Re-entry Registration (online)

Family Choice Re-entry Registration (paper copy)
Will my child be required to wear a face covering?
Yes, unless your child has a medical or behavioral condition or disability and cannot wear a face covering (including, but not limited to, any person who has trouble breathing or is otherwise unable to put on or remove the face covering without assistance). [Public Health Toolkit pg. 5](NCDHHS)

Can my student bring his or her own mask to school?
Yes. Masks must be school appropriate and shall not interfere with the district’s dress code policy.

What is the protocol for a person with a hearing loss who relies on lipreading to communicate?
Use a face covering with a clear plastic area that allows the lips to be visible, written communication, use closed captioning, decrease background noise, using a free speech to text app on mobile device, and gesturing. [Feasibility and Adaptations](CDC)

Are face shields allowed instead of cloth face coverings?
Yes, plastic face shields that wrap around the sides of the wearer’s face and extend to below the chin are an allowed substitute for individuals that have difficulties wearing a cloth face covering. The face shields provided by the state will be for nurses and staff who are administering direct care to possible or confirmed COVID-19 students. [Face Shields](CDC)

Which symptoms require my child to remain at home?
Fever, chills, shortness of breath or difficulty breathing, new cough, new loss of taste or smell. A child with any of these symptoms should be checked by a healthcare provider. [Public Health Toolkit pg. 9 and 10](NCDHHS)

My child had a fever last night, but does not have a fever this morning. May I send my child to school today?
No. If no COVID-19 test has been taken, it must be at least 3 days since the child had a fever (without using fever reducing medicine) before returning to school. If a COVID-19 test result is negative, the child may return to school if there is no fever without the use of fever reducing medicine and they have felt well for 24 hours. [Public Health Toolkit pg. 9 and 10](NCDHHS)
What is the protocol if my child’s teacher or classmate tests positive for Covid-19?
If a student/employee is determined to have been in close contact with someone diagnosed with COVID-19, they must remain out of school for 14 days since the last date of exposure. In such cases, you will be contacted. Public Health Toolkit pg.10 (NCDHHS)

What if my child misses too many days of school because of illness? Will he/she be retained in the same grade for next year?
Attendance issues due to illness will be reviewed on a case by case basis.

Will visitors be permitted on campus?
Visitors will be strictly limited on school campuses. Screenings will be administered and recorded by staff. Visitors will be required to adhere to the same safety protocols as staff (e.g., face coverings, social distancing).

What if my student transfers to another school during the school year?
Each device and / or hotspot is the property of WCS. If a student moves or changes schools during the school year, the student will need to return the items to their respective school.

If my student already has a device, does he/she need to use the district loaned device?
No. The district uses Google Suite and other platforms and software programs needing the internet, so a Chromebook, laptop (any brand), or tablet would be the best. A mobile phone may become challenging for continuous learning. A device with a camera and microphone will be needed for synchronous (live) instruction. Touchscreen devices are helpful for kindergarten and first grade students. Personally-owned devices will not receive technical support.

How will my student submit paper / pencil completed assignments?
Students will either take the completed assignments to school and place in an area determined by the principal. Students my also take a photo of the completed assignment and send electronically to the teacher.
Will children at different levels (elementary and middle schools) be able to choose the same week for face-to-face learning?
Yes, families are encouraged to communicate with schools if siblings are initially assigned to different weeks.

Will students in the same household be able to choose the same week for face-to-face learning?
Yes, it is possible that a blended family would have students with different last names initially assigned to alternate weeks. Please communicate with your school.

Will families be able to choose their week for face-to-face learning?
No, each school has to be able to comply with occupancy mandates for buildings and classrooms.

Will my student participate in a flipped learning experience as a part of the blended learning experience?
Possibly. The teachers will be designing lessons to meet the needs of the students assigned to their classrooms. As a result, there may be opportunities for a flipped learning experience. Blended and flipped learning are combinations of both online and classroom learning. In a blended model, students typically interact with new content at school and practice or interact with complementary content online. Flipped learning exposes students to new content online and uses classroom time to apply material in the form of problem solving or discussion.
How do I register my student for Remote Learning?

Plan B Option F / Hybrid: K-8 students will indicate upon registration for 2020-2021 school year their choice for Remote Learning, Virtual Academy or Blended Learning. High School families are automatically participating in Remote Learning unless they complete a registration/commitment to the Virtual Academy.

Plan C: K-8 students will indicate upon registration for 2020-2021 school year their choice for Remote Learning or Virtual Academy. High School families are automatically participating in Remote Learning unless they complete a registration/commitment to the Virtual Academy.

Will my student be able to continue with Remote Learning if North Carolina returns to 100% face-to-face instruction?

No, students will return to their assigned school buildings.

Will my student be able to participate in sports or in-person activities while participating in remote learning?

Plan B: Yes, students may participate in sports and in-person activities at their assigned base school if sports are allowed to resume by the NC High School Athletic Association and the district.

Plan C: No, the district will not support conditioning or in-person activities during remote learning only.
How do I sign up for Virtual Academy?
Parents complete a registration / commitment form located here: [Family Choice Re-entry Registration](#). The paper registration form is also available at the front offices of WCS schools and Wilson County Public Library.

Will my student be able to continue with Virtual Academy if North Carolina returns to 100% face-to-face instruction?
Yes, Virtual Academy operates as an option for families even after the COVID-19 pandemic is over.

Will my student be able to participate in sports or in-person activities while participating in Virtual Academy?
Yes, students may participate in sports and in-person activities at their assigned base school if sports are allowed to resume by the NC High School Athletic Association and the district.
Option 1 (Plan B)
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Option 2 (Plan B and C)
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Option 3 (Plan A, B, and C)
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