SCHOOL DISTRICT OF ALMA CENTER – HUMBIRD – MERRILLAN REOPENING PLAN

- Per the order by Governor Evers, masks will be worn by all students and staff.
- We added hand sanitizing stations throughout the school.
- We added bottle fillers and will shut off regular water fountains.
- Please have your student bring a water bottle.

Visitors
- Until further notice, only essential visitors will be allowed.
- Drop off/pick up of student supplies will happen outside the front door in a designated area.

Busing
- Students will be required to wear a face mask and sit as family groups.

Arrival
Elementary School
- Student drop off no earlier than 7:45 AM.
- ALL students will go directly to the playground.
- Students will be divided up into grade level zones on the playground.
- Grade levels will use separate doors to enter the building.

Junior/Senior High School
- Students can enter the building at 7:45 AM.
- All students will enter through Door A.
- Students will go directly to their lockers, which are staggered to allow for social distancing. Students will then report to first hour as there will be no congregating in the hallway. The same procedure will be used during passing times.

Breakfast
Elementary School
- Breakfast will occur in the classroom.

Junior/Senior High School
- There will only be one breakfast served this year, and it will take place at the end of Advisory (formerly second breakfast).
- Students that will not be eating breakfast will remain in the Advisory classroom.

Classroom
- Classrooms are set up to socially distance students.
- We will limit transitions of students throughout the school.
- Regular hand-washing and hygiene will be promoted.
- Plexiglass dividers for small group instruction will be used.
- Until further notice, field trips will be postponed.
Specific to Elementary School
• Cohort model: As much as possible, students will only interact with the same group.
• Specials: As much as possible, specials (music, PE, technology) will come to the classrooms.

Bathroom
Elementary
• Grade levels will try to use the same bathroom to limit exposure.
• Staggered and scheduled whole class bathroom breaks will be used.
• We will promote hand washing, hygiene, and social distancing.

Junior/Senior High School
• Staggered use of the bathroom will be encouraged.
• We will promote hand washing, hygiene, and social distancing.

Lunch
Elementary
• Lunch will occur in the lunchroom.
• We will implement a staggered schedule to limit grade level cross over.
• We’ve added 12 tables to promote social distancing.
• Distribution of supplies/food will be handled by staff.
• Sanitizing of tables in between grade levels will occur.

Junior/Senior High School
• Lunch will be served in the commons.
• We will implement a staggered schedule:
  o Junior High: 7th grade will start in the gym. 8th grade will start with lunch in the commons. The groups will switch after 15 minutes.
  o High School: 9th and 10th grade will start in the gym. 11th and 12th grade will start with lunch in the commons. The groups will switch after 15 minutes.
• Students will socially distance at the tables while eating.
• Sanitizing of tables will occur in between grade levels.

Elementary Recess
• (3) Zones will be created to “cohort”/limit interactions of students between grades.
• Students will need to bring their own balls/equipment until further notice. (No toys please).
  o Balls, jump ropes, frisbees, etc.

Library
• We will wait 72 hours to return previously checked items to circulation.
Dismissal

Elementary School
- All students who are picked up, will be picked up outside the front of the school.
- If you need to pick a student up before the end of the day, please call the school.
  - Upon arrival, ring the front door bell and we will have your student ready for you to meet you outside of the school.

Junior/Senior High School
- All students will exit the building using Door A or Door C.

**Elementary Virtual/Independent Learning**

Kindergarten and 1st graders will receive an iPad, 2nd – 6th graders will receive a Chromebook
- Checkout process is not determined but will be communicated.

Google Classroom will be used to “house” activities/communication
- Students/teachers will not be expected to run “live streaming lessons”.
- For the most part, activities/supplies/expectations will be posted to the Google Classroom.
- Parents may be asked to come to school on a weekly basis to pick up materials.

Grades will provide instruction(al) materials for math, reading, writing, science, and social studies.

Specials will create monthly activities that correspond with in-class lessons. These will be sent to each grade level teacher to put in their Google Classroom. Parents communicate with Specialists to turn in activities for the unit for that month.

Teachers will check in with “100% virtual” students weekly.
- If you need assistance from the teacher(s), please contact him/her. We will try to respond within 24-48 hours. It will be difficult to teach in person and respond to students virtually.
- The format of student contact will be determined by teachers (phone call or virtual meeting).

Please communicate with your teacher(s) if you are not able to meet deadlines due to technical difficulties.

Students who are “in school”/face to face will have work to complete on Mondays (Not 4K)
- Clear expectations and materials will be sent home on Fridays each week.
JUNIOR/SENIOR HIGH SCHOOL VIRTUAL & BLENDED LEARNING

All students will receive a Chromebook.
- Distribution is to be determined and will be communicated.

Learning Model
- Students choosing to attend face-to-face school will come on either Tuesdays and Thursdays or Wednesdays and Fridays. Virtual or independent learning will take place on the other three days of the week.
- Students attending 100% virtually will be expected to check in with their teachers on a weekly basis.

Google Classroom
- All learning materials, for both blended learning students and those choosing to be 100% virtual, will be communicated through Google Classroom.
- Teachers will also be utilizing a variety of instructional technology to record teaching and instruction and posting these videos to Google Classroom.
- All teachers will be posting an "introduction" video in Google Classroom that will explain their course procedures to students and parents.
- Tutorials for helping your child navigate Google Classroom will soon be posted on the school website under the ‘Parents’ drop-down menu.

Mondays
- On Mondays, staff will be communicating with the students that are 100% virtual, which may include Google Meet or phone calls.
- If assistance is needed from a teacher throughout the week, please contact him/her. Teachers will make every effort to respond within 24 hours.

Student Grades
- Grades will be updated in Skyward on a weekly basis. Students will receive a traditional letter grade in classes; there will not be pass/fail grading.
- Each parent/guardian is able to have his or her own Skyward login and password. If you need your login information, please contact the junior/senior high school office.

Distance Learning Students
- Students in distance learning classes will be expected to attend school in person on the days that class is scheduled. If a student is choosing to attend school 100% virtually, accommodations can be made.

Paul Fischer, Superintendent
Stephanie Esser, Lincoln Junior/Senior High School Principal
Brad Rogers, Lincoln Elementary School Principal